TENDER DOCUMENT

FOR

SUPPLY & INSTALLATION OF LANGUAGE LABORATORY EQUIPMENT & SOFTWARE

JIWAJI UNIVERSITY, GWALIOR (M. P.)

PRICE – Rs.1000/- Only

Tel: (0751) 2442801, 2442823
Website: www.jiwaji.edu
Sealed tender are invited from reputed companies for the supply and installation of language laboratory software in Jiwaji University, Gwalior.

Tender form along with terms & conditions may be obtained by payment of Rs.1000/- from stores department of Jiwaji University, Gwalior during office hours. It can also be downloaded through our website www.jiwaji.edu and in such case a bank draft of Rs. 1,000/- in favour of the Registrar, Jiwaji University, Gwalior as tender form cost must be attached along with tender form. The last date for receiving the sealed tender is 10 September 2012 Till 01:30 P.M.
JIWAJI UNIVERSITY, GWALIOR
TENDER FOR SUPPLY & INSTALLATION OF LANGUAGE LABORATORY EQUIPMENT & SOFTWARE

CHECK LIST OF ENCLOSURES
(To Be Submitted In Envelope No. – 2)

The tenderer should write enclosure No. as given below on each document of the enclosures of Technical bid envelope-2 and arrange them in the following order:
(Please write enclosure no. on the cover page of each document with ink.)
**Enclosure-1**
Technical bid form and terms & conditions duly signed by the tenderer with seal of the firm on each page.

**Enclosure-2**
Compliance sheet duly filled by the tenderer to prove that the specifications of the items quoted are in accordance with the specifications laid down in the tender document.

**Enclosure-3**
Copy of PAN No. issued by Income tax department

**Enclosure-4**
Copy of VAT/ TIN/CST No. Registration issued by commercial tax department.

**Enclosure-5**
Copy of Service Tax Reg. No. issued by central excise & custom dept.

**Enclosure-6**
Copy of certificate if the tenderer is original developer of software or copy of authorization (if the tenderer is authorized dealer/ representative).

**Enclosure-7**
Copy of Audited Balance Sheet of the firm along with Audit Report for the three financial years 2008-09, 2009-10 and 2010-11.

**Enclosure-8**
Copy of Income Tax Return of the firm for the last three assessment years 2009-10, 2010-11 and 2011-12.

**Enclosure-9**
Copy of work orders along with installation reports for proving the execution of installation of minimum five language laboratory software during last three years in any Central University/State University/Govt. Colleges/Govt. Educational Institutes.

**Enclosure-10**
Copy of brochures or relevant documents to prove that the specifications of the items quoted are in accordance with the specifications laid down in the tender document.

**Note:** All pages including the enclosures shall be signed with seal by the tenderer.

Signature of tenderer with Seal
JIWAJI UNIVERSITY, GWALIOR

TERMS AND CONDITIONS

(To Be Submitted In Envelope No. – 2)

1. The sealed offers should be addressed to the Registrar Jiwaji University Gwalior, and to be submitted on or before **10 September 2012 Till 01:30 P.M.**

2. The offer received after **10 September 2012, 01:30 P.M.** shall not be accepted in any case.

3. Tenders received within the specified time shall be opened on **10 September 2012** at 03:30 p.m. at room no.16 Administrative Block, Jiwaji University, Gwalior in presence of the tenderers or their authorized representatives who choose to remain present.

4. The tender shall be accompanied with EMD of **Rs. 10,000/- (Rs. Ten Thousand Only)** in the form of Demand Draft drawn on any Nationalized Scheduled Bank in favour of The Registrar, Jiwaji University, Gwalior. In case of the tender document downloaded from the website, the cost of tender document **Rs.1000/- (Rs. One Thousand Only)** should also be submitted by DD in favour of The Registrar, Jiwaji University, Gwalior.

5. The tenderer must be original developer of software or authorized dealer/representative from the original developer of software. Please enclose copy of certificate if the tenderer is original developer of software or copy of authorization (if the tenderer is authorized dealer/representative) with technical bid.

6. The tenderer must have executed satisfactory installation of minimum five language laboratory software during last three years in any Central University/State University/Govt. Colleges/Govt. Educational Institutes. Please enclose copy of work orders along with installation report with the technical bid.

7. The tenderer firm should have annual turnover of at least Rs. 50 Lacs during each three financial years 2008-09, 2009-10 and 2010-11. Copy of Audited Balance Sheet of the firm along with Audit Report for the three financial years 2008-09, 2009-10 and 2010-11 should be enclosed with technical bid.

8. The tenderer should enclose copy of PAN issued by income tax department with technical bid. Copy of Income Tax Return of the firm for the last three assessment years 2009-10,2010-11 and 2011-12 should also be enclosed with technical bid.

9. The tenderer should have VAT/TIN/CST registration No. issued by department of commercial taxes and Service Tax registration No. issued by central excise & custom department. (Please enclose copy of registration with technical bid)

10. Conditional Tenders shall not be accepted in any case. A copy of the terms and conditions signed by the tenderer with seal on each page should be submitted along with technical bid as token of acceptance of the terms and conditions. In case of non receipt of terms and conditions duly signed with the tender form the tender will be rejected.

11. Technical bid shall be opened only of those who have submitted the EMD and cost of tender form as specified.

12. Financial bid shall be opened only of those who have submitted proper EMD and cost of tender document and are selected in Technical Bid evaluation

13. The scope of the work is to establish and Implement Language Lab software platform for 1 Teacher + 20 Students (extendable up to 50 consoles), compatible with English, Hindi, French and German language and content that meets the social, technical and educational requirements of the teaching departments of the Jiwaji University.

Signature of tenderer with Seal 1
Specifications For Language Lab Software

(A) MATERIALS TO BE PROVIDED:

SOFTWARE

Interactive instructor module
Interactive student modules
Lesson studio (audio / video recorder)
Integrated English language learning materials and exercises

The software for language lab should be compatible with English, Hindi, French and German.
The software should be capable to run on Pentium Core i-3/5/7 and intel xeon processor based computers.

OTHER COMPONENTS TO SUPPLY ALONG WITH THE SOFTWARE:

1. Installation CDs
2. Installation guide and User's manual
3. Certificate of installation
4. License agreement
5. Headphones with Mike for all modules
6. Web-cam for instructor module
7. Security lock
   • Any other material needed to be essential for the working of software must be supplied along with software.
   • Headphones with Mike and Web-cam should have OEM warranty for at least one year.

Rates quoted by the tenderer for the supply and installation of software should be inclusive of the cost of components as mentioned above. No extra payment should have to be made by the University for the supply of above components.

(B) THE SOFTWARE SHOULD HAVE FOLLOWING SPECIFIC FEATURES:

INSTRUCTOR MODULE

1. Listen-in, Speak, Read and Write (LSRW)
2. Listen, Respond and Record
3. Evaluate and Monitor
4. Instructor's help required indicator (Hand raising)
5. Student window minimized indicator
6. Assign lessons in batches/classes/sessions/students
7. Assign lessons to all students
8. Create lessons in Text (HTML / PDF)
9. Audio/Video Formats (Individual or Combination)
10. Supports ASF, AVI, WMV, DAT, MPG, MPEG, MP3/4, WAV, etc.
11. Real-time lesson editing
12. Lesson re-assigning
13. Audio Recorder

Signature of tenderer with Seal 2
14. Video Recorder

15. Text Creator / Editor

16. Text Chat
17. Incognito listening-in on student module
18. Talk / Assign lessons individually (two-way communication)
19. Broadcasting (talk / assign lessons to entire class)
20. Audio chat

**STUDENT MODULE**

1. Listening-in on a lesson (words/sentences)
2. Repeat lessons
3. Voice recording
4. Compare/evaluate repeated passage with original
5. Self assessment
6. Save repeated lessons on instructor module
7. Review lessons in text /audio / video formats
8. Listen and write
9. Submit files to instructor module for evaluation
10. Text to speech
11. Dictionary
12. Call instructor / hand rising
13. Learn any language
14. Two-way communication with instructor
15. Real time translation and recording
16. Audio chat

(C) STUDY MATERIAL

Integrated study materials in English, Hindi, German and French will have to be supplied complimentary (free of charge).

**Other study materials to be provided along with the software :**

- Intermediate (Neutral English)
- Advanced (International English)
- Professional Communication Skill Development such as to prepare students for:


Rates quoted by the tenderer for the supply and installation of software should be inclusive of the cost of study materials as mentioned above. No extra payment should have to be made by the University for the supply of study material.

Signature of tenderer with Seal
14. TRAINING

(A). The selected firm shall give free of charge training to all the teachers of the university teaching departments on the usage of language laboratory software Platform for 5 days after installation of the software at the Jiwaji University. This 5-days shall be divided into 3 parts.
   1. Induction Training – 3 days.
   2. First Refresher - 1 day after 1 month.
   3. Second Refresher 1 day after 3 months.

The training location will be at Gwalior and the training may be in different batches. The Trainers expenses shall be borne by the company only. For training purpose only, rent free accommodation for company officials, if available may be provided by the University in University Guest House.

(B). At least one day demonstration and hand holding training shall be provided by the company’s functionaries at the Jiwaji University, which will not only test the software but also make the teachers aware about various facilities in this software by hand holding. This will be done immediately after the 3 days induction training of the teachers.

15. The tenderer should enclose brochures or relevant documents for the items to prove that the items quoted are in accordance with the specifications laid down in the tender document.

16. Compliance sheet duly filled by the tenderer to prove that all the items quoted are in accordance with the specifications laid down in the tender document should be enclosed with technical bid.

17. A - Submission of the Tender Document

The tender shall be submitted under TWO BID system in three different sealed envelopes:

ENVELOPE No.1 :- EMD and cost of tender document, if downloaded from the website.

ENVELOPE No.2:– Technical Bid and Terms & Conditions containing all certificates, documents, compliance sheet along with duly filled in check list, as set out in the tender document and in the order as given in the check list.

ENVELOPE No.3:– Financial Bid, containing the rates quoted by the tenderer.

ENVELOPE No.1

(i) This envelope will consist of the Earnest Money Deposit (EMD) of Rs.10,000/- in the form of DD from any nationalized scheduled bank, in favour of the Registrar Jiwaji University Gwalior. In case of the tender document downloaded from the website, the cost of tender document Rs.1000/- should also be included in this envelope by DD in favour of the Registrar Jiwaji University Gwalior.

(ii) Those tenders not containing the EMD and the cost of tender document will be summarily rejected.

(iii) This envelope will be superscribed as “ENVELOPE No.1 – EMD” and should be addressed to the Registrar, Jiwaji University, Gwalior.

Signature of tenderer with Seal
ENVELOPE No.2
(i) All technical information in Technical bid along with Terms and Conditions, certificates, etc., to be submitted in Envelope No.2 duly sealed. The tenderer should write enclosure No. as given below on each document of the enclosures of Technical bid envelope and arrange them in the following order:

Enclosure-1 Technical bid form and terms & conditions duly signed by the tenderer with seal of the firm on each page.

Enclosure-2 Compliance sheet duly filled by the tenderer to prove that the specifications of the software quoted are in accordance with the specifications laid down in the tender document.

Enclosure-3 Copy of PAN No. issued by Income tax department

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Enclosure-6 Copy of certificate if the tenderer is original developer of software or copy of authorization (if the tenderer is authorized dealer/ representative).

Enclosure-7 Copy of Audited Balance Sheet of the firm along with Audit Report for the three financial years 2008-09, 2009-10 and 2010-11.

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Enclosure-9 Copy of work orders along with installation report for proving the execution of installation of minimum five language laboratory software during last three years in any Central University/State University/Govt. Colleges/Govt. Educational Institutes.

Enclosure-10 Copy of brochures or relevant documents for the equipments to prove that the specifications of the software quoted are in accordance with the specifications laid down in the tender document.

(ii) All pages including the enclosures shall be signed with seal by the tenderer.

(ii) This envelope will be superscribed as “ENVELOPE No.2 – “TECHNICAL BID” and should be addressed to the Registrar, Jiwaji University, Gwalior.

ENVELOPE No.3
(i) FINANCIAL BID shall be in the third envelope containing the filled up schedule of rates duly sealed.

(ii) This envelope should be superscribed as “ENVELOPE No.3 – “FINANCIAL BID” and should be addressed to The Registrar, Jiwaji University, Gwalior.

B. All the above three envelopes are to be inserted in a larger envelope and duly sealed before submitting the tender document. This envelope should be addressed to the Registrar Jiwaji University Gwalior – 474011 (M.P.) and superscribed as “TENDER FOR SUPPLY & INSTALLATION OF LANGUAGE LABORATORY EQUIPMENT & SOFTWARE”.

All tenderers are required to read tender document carefully before quoting rates and submission of tender.

Signature of tenderer with Seal
18. **RATES**:

(i) Only net rates should be quoted in financial bid against the specified column of the items. No separate cash discounts should be offered.

(ii) Delivery should be given to Jiwaji University, Gwalior. The University will pay no cartage or transportation charges and the rates must be quoted inclusive F.O.R. Gwalior accordingly.

(iii) The net rate must be inclusive of all charges by way of packing, forwarding, incidental of transit charge including transit insurance, octroi and any other levies or duties, installation charges etc. charge on the product except Sales Tax (VAT/CST) and Service Tax (if any). If rates are quoted giving any cash discounts the same shall not be considered.

(iv) Only Sales Tax (VAT/CST), surcharge and Service Tax if any will be paid over net rate.

(v) The rates must be written both in words and figures in financial bid, in case of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered. There should not be errors and/or overwriting. Corrections if any should be made clearly and signed by the tenderer with date. Element of the Madhya Pradesh Sales Tax (VAT) or Central Sales Tax and service Tax if any should be mentioned separately.

19. **PERFORMANCE BANK GUARANTY**:

The performance bank guarantee for the supply and installation of language laboratory software will be 10% of the total approved cost of the software excluding taxes. After the successful supply and installation of language laboratory software the successful tenderer should submit a performance bank guarantee issued by a nationalized scheduled bank valid for 13 months for the percentage amount as mentioned above in favour of the Registrar, Jiwaji University, Gwalior. The payment of the successful tenderer shall be released only after submission of the required performance bank guarantee.

20. EMD amount Rs.10,000/- of the the successful tenderer will be converted as part of performance guarantee after supply and installation of language laboratory software, so as to ensure proper maintenance and satisfactory working of the items. The successful tenderer may choose to adjust EMD as part of performance guarantee otherwise after submission the required performance bank guarantee the EMD amount will be refunded back to the tenderer. No interest shall be paid on the EMD/Performance Guarantee.

21. **TERMS OF PAYMENT**:

Condition of advance payment will not be accepted in any case. The payment will be made by Registrar Jiwaji University, Gwalior, only after satisfactory supply and installation of language laboratory software and submission of the following documents:

a) Two copies of the Supplier's invoice showing Order No. Goods description, quantity, unit price, total amount, Serial Nos. of the items etc.

b) Delivery note signed by consignee or acknowledgement of receipt of goods from the consignee.

c) Submission of the required performance bank guarantee as mentioned in tender document.

d) Manufacturer's/Supplier's Warranty certificate;

e) Delivery of Software Licenses (Media and Paper Licenses)

f) Inspection report of university authority; and the Supplier's factory inspection report;
22. **WARRANTY:**
Warranty for the language laboratory software along with all the components supplied shall be for a period of **12 months** from the date of installation and shall include free maintenance service, as and when necessary.

23. **MAINTENANCE SERVICE:**
The vendor will provide to the University 12 (Twelve) months free maintenance service from the date of installation of language laboratory software and such service include repair and replacement of software along with all the components, kits or parts and spares as and when required.

24. In case of any delay in free maintenance & service during warranty period the Registrar, Jiwaji University, Gwalior may impose a penalty of suitable amount which may be deducted from the performance bank Guarantee. Decision of the Registrar, Jiwaji University, Gwalior in this matter will be final and binding to the tenderer.

25. The Bank Guarantee submitted towards performance guarantee taken during warranty period will be released after expiry of warranty period.

26. The language laboratory software along with all the components should be supplied and installed within two weeks from the date of issue of university work order.

27. The work order will be placed to the approved tender through registered post only and the date of registration at the post office will be treated as the date of order for calculating the period of execution. The approved tenderer will execute the order within specified time.

28. **Rates finalized under this tender process will be applicable for a period of one year from the date of the first work order.**

29. Remittance charges on payment made to the firm will be borne by the firm.

30. The requirement shown in the Tender Document is tentative and may vary as per actual requirement at the time of placing the order.

31. If there is any DGS&D rate contract or MPLUN rate contract, the same should be quoted enclosing the copy of rate contract, which will get preference.

32. The tenderer should avoid the use of vague terms such as ‘extra as applicable’ otherwise such tenders will be rejected.

33. If any dates of receipt/opening of tender happen to be declared as holiday, the schedule will be shifted to the next working day automatically.

34. Earnest money shall be forfeited in case the selected firm does not supply the items within specified time as mentioned in the supply order by the Registrar, Jiwaji University, Gwalior.

35. The Tenderer may be disqualified, banned or suspended from the work allotted if:-
   A. The firm is suspected to be of doubtful loyalty to state.
   B. The state bureau of investigation moral turpitude in relation to business dealings, which if established would result in business dealing with it banned.
   C. Registrar, Jiwaji University, Gwalior is prima-facie of the view that the firm is guilty of an offence involving moral turpitude in relation to business dealings, which if established would result in business dealing with it banned.

36. If the successful tenderer requests for an extension of time for supply and installation of all or any item due to account of occurrence of any circumstances beyond control of human being than he shall apply in writing to the Registrar Jiwaji University, Gwalior for the same immediately on occurrence of the circumstances. Decision of the Vice Chancellor, Jiwaji University will be final and binding to the tenderer in this regard.

37. If the tenderer is unable to complete the supply and installation of language laboratory software along with all the components within the specified or extended period, the Registrar shall be entitled to purchase all the items or any part thereof from the second
lowest bidder or elsewhere without notice to the tenderer on his (i.e., Tenderers) account and risk. The tenderer shall be liable to pay any loss or damage which the registrar Jiwaji University may sustain by reasons of such failure on the part of the tenderer.

38. The supply order shall generally be awarded to the lowest tenderer as per the Bid Evaluation Criteria. However the Registrar Jiwaji University Gwalior does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason. The Registrar Jiwaji University, Gwalior also reserves the right to reject any bid which in his opinion is violating any of the conditions without any liability to any loss whatsoever it may cause to the tenderer in the process.

39. Tax deducted at source (TDS) will be deducted by the Registrar Jiwaji University from the bills as per rules enforce from time to time. The firm will have to bear all applicable taxes and duties enforced by the Central / State Government / Local Bodies from time to time.

40. All the items supplied by the tenderer should be strictly in accordance with the specifications laid down in the tender document.

41. The tenderer shall be responsible for the proper packing and delivery of the material to the University. In the event of any loss, damage, or breakage or shortage, the tenderer shall make good the loss and shortage found at the checking of the materials by the University. No extra cost on such account shall be admissible.

42. The prices charged for the items supplied by successful Tenderer shall in no event exceed the lowest price at which the successful Tenderer sells the same items to any other persons during the period of supply to the university. If any time, during the period of supply, the tenderer reduces the sales price chargeable for any item, he shall forth with notify such reduction to the Registrar, Jiwaji University, Gwalior and the price same payable for the items supplied after the date of coming into force of such reduction or sale shall stand corresponding reduced.

43. Extra stipulation or any other conditions contrary to the above Tender Conditions are not acceptable and may render the tender liable to rejection.

44. In the event of any dispute, The Vice Chancellor Jiwaji University, shall be the sole Arbitrator and his decision shall be final and binding on both the parties.

45. After submission of tender no tenderer shall contact Jiwaji University on any matter relating to bid. Any effort on part of a tenderer to influence the Competent Authority in the decision making of bid evaluation or bid comparison may result in rejection of the tenderer’s bid.

46. Legal proceeding if any arising out of the Tender shall have to be lodged in courts situated in Gwalior City only.

47. It is expected and assumed that all the documents, certificates, declarations made are true and correct on the basis of which technical evaluation will be made. If the information submitted by the tenderer is not correct and subsequently has come to the knowledge of Jiwaji University, then the order of supply for the items may be liable for cancellation at the discretion of jiwaji University and EMD/Performance Guarantee will be forfeited.

48. The Registrar, Jiwaji University, Gwalior can relax the terms and conditions in the exigency of the department work.

Registrar
Jiwaji University, Gwalior

I/We have read the above terms and conditions and I/We agree to abide by the same.

Signature of tenderer with Seal
JIWAJI UNIVERSITY, GWALIOR

TECHNICAL BID FOR SUPPLY & INSTALLATION OF LANGUAGE LABORATORY EQUIPMENT & SOFTWARE

(To be submitted in Envelope No. -02)

(Please write all entries in Capital letters and enclose relevant documents as required)

1- Name Of The Tenderer Firm : .................................................................

2- Address Of The Firm : .................................................................

.................................................................Telephone No...........................................

3- Name Of The Proprietor Of The Firm : ..........................................

4- Telephone Number 1- Office : ..............2- Residence : ...............

 Mobile : .........................Fax : ..........................

5- E-Mail Id Of The Firm : ..................................................................

6- Details Of The EMD Amount : Rs.................. D.D. No..................

 Dated ...................... Name and address of the Bank : ..........................

7- Details Of The Cost Of Form Purchased :

(A) If Purchased From The University : Amount Rs......................

(Please enclose photocopy of the receipt) -Receipt No............. Dated.............

(B) If Downloaded From The University Website

 Rs...................... D.D. No..................... Dated.............

 Name and address of the Bank : ..........................................................

Signature of Tenderer with Seal
8- PAN No. issued by Income Tax Department : 
(Please enclose photocopy)  

9- VAT/TIN/CST Registration No. : 
issued by commercial Tax department:  
(Please enclose photo copy)  

10- Service Tax Registration No. : 
issued by Central Excise & Custom department :  
(Please enclose photo copy)  

11- Whether Copy of certificate of original developer of software/authorized dealer/ representative is enclosed : Yes/No  

12- Whether copy of Audited Balance Sheet of the firm along with Audit Report for the three financial years 2008-09, 2009-10 and 2010-11 is enclosed. : Yes/No  

13- Whether Copy of Income Tax Return of the firm for the last three assessment years 2009-10,2010-11 and 2011-12 is enclosed : Yes/No  

14- Whether copy of brochures or relevant documents for the items is enclosed : Yes/No  

15- Whether Acceptance of terms & conditions is enclosed : Yes/No  
(Please sign each page of terms & conditions as token of acceptance)  

16- Whether copy of work orders along with installation reports to prove the experience as mentioned in the tender document is enclosed. : Yes/No  

17- Whether Copy of Compliance Sheet is enclosed : Yes/No  
(Please sign each page of Compliance Sheet)  

Signature of Tenderer with Seal
(To be submitted in Envelope No. -02)

**COMPLIANCE SHEET-1**

(Important : Please tick mark either YES or NO as applicable for the specifications given below)

<table>
<thead>
<tr>
<th>(A) MATERIALS TO BE PROVIDED: SOFTWARE</th>
<th>Compliance</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language Lab software platform for 1 Teacher + 20 Students (extendable up to 50 consoles)</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Interactive instructor module</td>
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</tr>
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<tbody>
<tr>
<td>Installation CDs</td>
<td>Yes</td>
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Signature of Tenderer with Seal

1
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### INSTRUCTOR MODULE
- Listen-in, Speak, Read and Write (LSRW)
- Listen, Respond and Record
- Evaluate and Monitor
- Instructor's help required indicator (Hand raising)
- Student window minimized indicator
- Assign lessons in batches/classes/sessions/students
- Assign lessons to all students
- Create lessons in Text (HTML / PDF)
- Audio/Video Formats (Individual or Combination)
- Supports ASF, AVI, WMV, DAT, MPG, MPEG, MP3/4, WAV, etc.
- Real-time lesson editing
- Lesson re-assigning
- Audio Recorder
- Video Recorder
- Text Creator / Editor
- Text Chat
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Integrated study materials in English, Hindi, German and French will have to be supplied complimentary (free of charge).

**Other study materials to be provided along with the software:**

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<tr>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

- Intermediate (Neutral English)
- Advanced (International English)

**Professional Communication Skill Development such as to prepare students for:**


---

Signature of tenderer with Seal

3
JIWAJI UNIVERSITY, GWALIOR

FINANCIAL BID FOR

SUPPLY & INSTALLATION OF LANGUAGE LABORATORY EQUIPMENT & SOFTWARE

(To be submitted in Envelope No.-03)

1. Name of the Firm ...........................................................................................................
2. Address of the firm ...........................................................................................................
3. Contact No. ......................................................................................................................

(i) Please read general terms & conditions carefully before filling the financial bid.
(ii) Quoted net rates for the items must be inclusive of all charges by way of packing, forwarding, incidental of transit charge including transit insurance, octroi and any other levies or duties, installation charges etc. and transportation of material up to University office/store excluding Sales Tax (MPST/CST/VAT) and Service Tax (if any).

Note :-
1. No separate free goods or cash discounts should be offered.
2. Rates should be written both in words and figures.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description of Item with specifications as mentioned in the Tender Document</th>
<th>Price Rs.</th>
<th>MPST/CST/VAT (If applicable) Please Mention in %</th>
<th>SERVICTAX (If applicable Please Mention)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Language Lab Interactive Software duly installed (For 1 Teacher + 20 Students) compatible with English, Hindi, French and German language. (Quoted Rates should be inclusive of the cost of all components &amp; study material to be supplied along with software for 1 Teacher + 20 Students as mentioned in the Tender Documents.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Per unit cost of additional Student consoles (in batches of 05 (Five each) fully complete with all components and duly installed as and when required for extension</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of Tenderer with Seal