

CHANAKYA NATIONAL LAW UNIVERSITY

Nyaya Nagar, Mithapur, Patna 1, Ph. No. – 0612-2352300, Website: <https://cnlu.ac.in>

NIQ No.- 103/2025-26

Date : 31.03.2026

Short E-Quotation Notice

Invitation of Quotations

Chanakya National Law University invites E-Quotation in two bid systems (Technical and Financial) from the reputed system integrator for Supply & Installation of Mono Production Series Printer and other related items for University Campus.

The bidders are advised to study the NIQ document carefully. Submission of quotations shall be deemed to have been done after careful study and examination of the NIQ document with a full understanding of its implications.

Scope of the work

1. The scope includes the Supply & Installation of Indoor Mono Production Series Printer and other related items for University Campus.
2. Important Details

Chanakya National Law University invites quotations in two quotation systems from the reputed system integrator / retailers.			
1	Name of the Work	:	Supply & Installation of Mono Production Series Printer and other related items for University Campus.
2	Cost of Document (Non-Refundable)	:	Rs. 5,000/- shall be paid through https://eproc2.bihar.gov.in
3	Earnest Money Deposit	:	Rs. 96,000/- shall be paid through https://eproc2.bihar.gov.in
4	Start Date	:	31.03.2026
5	Pre bid Meeting	:	07.04.2026 at 12:30 PM
6	Last Date & Time for Uploading of Bid	:	11.04.2026 till 01:00 PM
7	Date & Time of Opening of Technical Bid	:	11:04.2026 at 01:30 PM
8	Date & Time of Opening of Financial Bid	:	To be informed later
9	Place of Opening of Quotation	:	Registrar's Chamber
10	Periods of Financial Quotation Validity	:	120 days
11	Officer inviting Quotation	:	The Registrar, CNLU, Patna.
12	Work Completion time	:	Thirty (30) days from the date of order

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13	For participation in E-tendering proc. The bidder shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website https://eproc2.bihar.gov.in & download / Participate in E-Tender.
14	The tender document can be obtained through our website https://eproc2.bihar.gov.in & https://www.cnlu.ac.in
15	(i) The Tender Processing Fee must be paid through online modes, including Internet Payment Gateway (Credit/Debit Card), Net Banking, or NEFT/RTGS. (ii) Online payments should be submitted via the e-procurement portal at https://eproc2.bihar.gov.in before the date and time specified in the NIQ. (iii) CNLU / BELTRON shall not be responsible for any delays or issues caused by internet unavailability, network traffic, holidays, unforeseen circumstances, or any technical glitches during the online submission of quotations.
16	For any queries or clarifications, please send an email to tender-enquiry@cnlu.ac.in on or before the scheduled date and time of the Pre-bid meeting. Emails received after the specified date and time of the Pre-quotation meeting will not be considered.
17	For support related to the e-tendering process, bidders may contact: E-procurement HELP DESK, mjunction services limited RJ Complex, 2 nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. –Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.

Disclaimer

I. Purpose

- a. This tender document is issued by Chanakya National Law University (CNLU), Patna, for the purpose of inviting quotations for Supply & Installation of Mono Production Series Printer and other related items for University Campus. The document contains necessary details to guide interested bidders in preparing and submitting their proposals. However, the issuance of this document does not constitute an offer or legal obligation on the part of CNLU.

II. No Offer or Obligation

- a. This document is intended solely for soliciting quotations and does not constitute an offer, agreement, or commitment to award any contract. Participation in this tender is entirely voluntary, and CNLU reserves the absolute right to reject any or all quotations without assigning any reason.
- b. CNLU accepts no liability of any nature, whether resulting from negligence or otherwise, arising from any reliance by a bidder on the statements contained in this tender.

III. Right to Modify, Amend, or Cancel

- a. CNLU reserves the right to modify, alter, or amend any part of this tender three days before the last date of online submission of tender documents without prior notice.
- b. CNLU reserves the right to cancel this tender at any time and at any stage, without prior notice and without assigning any reason.
- c. Any such amendments or notifications will be made available on <https://cnlu.ac.in> and

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<https://eproc2.bihar.gov.in>. Prospective bidders are advised to regularly check for updates.

IV. **No Liability for Costs**

- a. bidders shall bear all costs associated with the preparation and submission of their quotations. Under no circumstances shall CNLU be liable for any expenses incurred by bidders.
- b. The bidder shall bear all costs related to the preparation, copying, postage, delivery fees, expenses for any demonstrations or presentations required by CNLU, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses shall remain the responsibility of the bidder, regardless of the conduct or outcome of the Selection Process.

V. **No Guarantee of Award:**

- a. Submission of a quotation does not guarantee selection or award of the contract.

VI. **Confidentiality:**

- a. The SI is obligated to treat all data and information concerning the Purchaser, obtained in the course of executing their responsibilities, with the utmost confidentiality. The SI shall not disclose such information to any third party without prior written consent from the Purchaser.

VII. **Compliance Responsibility:**

- a. bidders must ensure compliance with all applicable laws, regulations, and standards while submitting their proposals.

VIII. **Settlement of Disputes**

- a. In the event of any dispute, controversy, or claim arising in relation to or in connection with the Purchase Order (P.O.) or Agreement, it shall be subject to the exclusive jurisdiction of the courts in Patna.

IX. **Clarification regarding contents of the quotations:**

- a. During evaluation and comparison of quotations, the Buyer may, at its discretion, ask the bidder for clarification of his quotation. The request for clarification will be given in writing and no change in prices or substance of the quotation will be sought, offered or permitted. No post-quotation clarification on the initiative of the bidder will be entertained.
- b. The University will be at liberty to involve any expert or team of experts in evaluating the quotation for completing the entire tender process.

X. **SI's Obligations:** The SI is bound by the following obligations:

a. **Collaboration with Purchaser:**

- i. The System Integrator (SI) is required to maintain close cooperation with the Purchaser's team. This entails working within their designated authority and adhering to directives issued by the Purchaser concerning implementation activities.

b. **Compliance with Safety Measures:**

- i. The SI is expected to adhere to the prevailing job safety standards in India. Moreover, the SI shall absolve the Purchaser of any claims or liabilities resulting from accidents or loss of life caused by the SI's negligence. The SI is responsible for the payment of all indemnities arising from such incidents and shall not hold the Purchaser liable or

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accountable.

c. Responsibility:

- i. The entire scope of work falls exclusively under the domain of the SI. This includes the complete installation of the Mono Production Series Printer and other related items mentioned in this tender.
- ii. The SI shall bear full responsibility for all risks related to the loss or damage of physical property, as well as any personal injury or death that may occur during or as a result of performing the contract, except for those risks that are explicitly expected.
- iii. The SI shall provide all tools and equipment necessary for the execution of the work at their own cost. Any loss or damage to these items shall be the SI's responsibility.
- iv. The work shall be carried out in accordance with the best engineering practices and under the direction of the competent authority / authorities of CNLU.
- v. The SI shall be held accountable for any inferior quality or poor performance of work.
- vi. The bidder must comply with all applicable labor laws and regulations.
- vii. The bidder shall comply with any restrictions on the movement of labor and materials imposed by any authority related to the site due to security or other reasons associated with the event. No claims will be entertained in this regard.

XI. Payment Based on Actual Measurement

- a. The quantity of items mentioned in Annexure-III is subject to variation based on actual requirements. Accordingly, payment will be made as per the **actual quantity and measurements recorded.**

XII. Limitation of Liability

- a. The CNLU, its employees, consultant, technical team and advisers make no representation or warranty and shall have no liability to any person, including any Applicant, for any loss, damage, cost, or expense arising from anything contained in this NIQ or otherwise.
- b. CNLU will not be liable or responsible for non-submission of the quotations because of any technical glitches or any issue in connectivity services used by the bidder.

XIII. Statutory Compliances

- a. The SI shall comply with all applicable laws, regulations, and statutory requirements related to the project.
- b. CNLU shall not be liable for any non-compliance on the part of the bidder. Any legal or financial consequences arising from such non-compliance shall be solely borne by the bidder.
- c. If any active component is declared '**End Of Life**' during the warranty period, the SI must replace it with a similar or higher specification at their own cost. The OEM confirmation letter regarding warranty commitments shall be mandatory.

XIV. By participating in this tender process, the bidder acknowledges and agrees to the terms outlined in this disclaimer.

XV. **Quotations from Joint Ventures are not acceptable.**

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XVI. Important Note

- a. The quantity mentioned in Annexure III is tentative and may increase or decrease as per requirements.
- b. If any quantity of items specified in this NIQ is required during the validity period of the financial bid, they may be re-ordered at the same rates, in accordance with this NIQ.

Definitions :

In this document, the following terms shall have following respective meanings:

- I. **“Agreement”** means the Agreement to be signed between the successful bidder and CNLU including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the quotation offer, the acceptance and all related correspondences, clarifications, presentations.
- II. **“Authorized Representative”** shall mean any person authorized by either of the parties.
- III. **“CNLU”** means **“Chanakya National Law University”**, a public University of Government of Bihar.
- IV. **“bidder”** means any firm participating in this tender. The word bidder when used in the pre award period shall be synonymous with bidder or service provider, and when used after award of the Contract shall mean the successful bidder or service provider with whom CNLU signs the agreement for rendering of services for Supply & Installation of Mono Production Series Printer.
- V. **“Contract”** is used synonymously with agreement.
- VI. **“Corrupt Practice”** means the offering, giving, receiving or soliciting of anything of value or influence the action of an official in the process of Contract execution.
- VII. **“Fraudulent Practice”** means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among bidders (prior to or after quotation submission) designed to establish quotation prices at artificial non- competitive levels and to deprive the CNLU of the benefits of free and open competition.
- VIII. **“Good Industry Practice”** shall mean the exercise of that degree of skill, diligence and prudence which would reasonably and ordinarily be expected from a reasonably skilled and experienced bidder engaged in the same type of undertaking under the same or similar circumstances.
- IX. **“GoB”** shall stand for the Government of Bihar.
- X. **“Law”** shall mean any Act, notification, bye law, rules and regulations, directive, ordinance,

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order or instruction having the force of law enacted or issued by the Central Government and/ or the Government of Bihar or any other Government or regulatory authority or political subdivision of government agency.

- XI. **“LOI”** means issuing a Letter of Intent, which shall constitute the intention of the Tenderer to place the Purchase Order with the successful bidder.
- XII. **“SI”** means System Integrator
- XIII. **“Party”** means CNLU or bidder, individually and **“Parties”** means CNLU and bidder, collectively.
- XIV. **“Period of Agreement”** means Three years from the date of final acceptance of .
- XV. **“Proposal”** means the Technical Proposal and the Financial Proposal.
- XVI. **“Requirements”** shall mean and include schedules, details, description, statement of technical data, performance characteristics, standards (Indian as well as International) as applicable and specified in the Tender Document.
- XVII. **“Site”** shall mean the location(s) for which the Contract has been issued and where the service shall be provided as per agreement.
- XVIII. **“SLA”** means Service Level Agreement entered between CNLU and the bidder for provision of services.
- XIX. **“Service”** means provision of Contracted service viz., maintenance and associated services.
- XX. **“Termination Notice”** means the written notice of termination of the Agreement issued by one Party to the other in terms hereof.
- XXI. **“AT” Acceptance Testing**

About CNLU:

- Chanakya National Law University (CNLU) is a premier law institution located in Patna, Bihar, India. Established in 2006, the university is named after the ancient Indian scholar and strategist, Chanakya, who is known for his profound contributions to statecraft and governance.
- CNLU aims to provide a world-class legal education and foster the development of skilled legal professionals who can contribute to society, the legal system, and the nation. The university offers a variety of undergraduate, postgraduate, and doctoral programs in law, including the popular five-year integrated B.A. LL.B. (Hons.) program, L.L.M., and Ph.D. degrees.
- The University is committed to nurturing intellectual growth and critical thinking among its students, with a focus on practical knowledge and hands-on experience. CNLU's state-of-the-art infrastructure includes modern classrooms, libraries, research facilities, and a Conference Hall,

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among other amenities. It also regularly hosts workshops, seminars, and conferences with legal experts, scholars, and professionals to facilitate learning beyond the classroom.

- CNLU has earned a reputation for academic excellence, with a strong faculty, a rigorous curriculum, and a commitment to producing socially responsible legal professionals. The university emphasizes holistic development, integrating extracurricular activities and legal practice to create well-rounded legal experts capable of addressing contemporary legal challenges.

Eligibility Criteria:

System Integrators having documents mentioned in Annexure-II are eligible to participate in this tender:

Pre-Bid Meeting:

- a. **CNLU shall hold a pre-bid meeting on 07.04.2026 at 12:30 PM.** In this meeting, CNLU will address clarifications sought by the bidders regarding the tender document and the project.
- b. Bidders are required to submit their queries to the Registrar, Chanakya National Law University, Patna, to be received by **12:30 PM on 07.04.2026** through an email at tender-enquiry@cnlu.ac.in. Queries not submitted within this deadline may not be addressed.
- c. CNLU reserves the right not to respond to any/all queries raised or clarifications sought if, in their opinion and at their sole discretion, they consider that it would be inappropriate to do so or do not find any merit in it.

Cost of the Document & Earnest Money Deposit (EMD):

- a. The bidder shall furnish, as part of its quotation, an **Earnest Money Deposit (EMD) & Cost of Document** of the amount mentioned in this tender.
- b. The cost of the document is non refundable.
- c. The EMD is required to protect the purchaser against the risk of bidder's conduct which would warrant the security's forfeiture, pursuant to **Scope of Work** of this tender.
- d. The cost of the document & EMD must be submitted online through <https://eproc2.bihar.gov.in>.
- e. Unsuccessful bidder's quotation EMD shall be discharged or returned within fifteen (15) days after the agreement with the successful bidder.
- f. No interest shall be paid by the Purchaser on the EMD. The EMD may be forfeited:
 - i. If a bidder withdraws its quotation during the period of quotation validity specified in the Tender; or
 - ii. If a bidder would submit a non-responsive quotation or not respond for the query/clarification asked during the evaluation period
 - iii. In case of a successful bidder, if the bidder fails;
 - a. to sign the Agreement with Purchaser
 - b. to submit performance security

Manner of submission of the Quotations:

- i. Online through <https://eproc2.bihar.gov.in>
- ii. All Affidavit (to be executed on Rs. 100/- Non-Judicial Stamp Paper), in Original, should

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be submitted to University Office by hand or sent by Post at the address “Registrar, Chanakya National Law University, Nyaya Nagar, Mithapur, Patna-800001”.

- iii. All the documents as per ‘Eligibility Criteria’ should be duly signed / digitally signed by the bidder or its representative.

Evaluation Criteria:

An evaluation committee constituted by CNLU will evaluate the technical and commercial quotations as per the following procedure:

- i. Conditional quotations may be summarily rejected.
- ii. CNLU will examine the quotations to determine their completeness, identify any computational errors, and ensure that they are generally in order.
- iii. Arithmetical errors will be rectified on the following basis:
 - a. If there is a discrepancy between the unit price and the total price obtained by multiplying the unit price by the quantity, the unit price shall prevail, and the total price will be corrected accordingly.
 - b. If the bidder does not accept the correction of errors, their quotation will be rejected.
 - c. In case of a discrepancy between words and figures, the amount in words will prevail.
- iv. CNLU may conduct clarification meetings with any or all bidders to discuss any matters, technical or otherwise.
- v. The evaluation committee also has the authority to make decisions regarding the execution and implementation of the project.
- vi. The quotation document shall be evaluated as per the following steps.
 - a. **Evaluation of quotation Documents**

Eligibility Criteria: The submitted documents will be examined to determine whether the bidder meets the prescribed eligibility criteria and secures a minimum of **50 marks out of 100** as per the Technical Bid Evaluation Sheet as per Annexure-II. Quotations scoring less than 50 marks or failing to meet the eligibility criteria shall be rejected and excluded from further consideration.
 - b. **Evaluation of Financial bid**

Lowest Commercial Cost (L1): The commercial quotations will only be opened for bidders whose technical quotation is found responsive. The quotation with the lowest commercial value (L1) among the qualified quotations will be considered the successful bidder.

Quotation Rejection Criteria:

Quotations may be rejected under the following circumstances:

- i. **Incorrect Submission Portal:** quotations submitted on any platform other than the e-Procurement Portal <https://eproc2.bihar.gov.in/> mentioned in the tender document will be rejected.
- ii. **Missing EMD and Cost of Document:** quotations that are not accompanied by the

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- requisite Earnest Money Deposit (EMD) and proof of Cost of document.
- iii. **Non-compliance with Tender Requirements:** quotations that do not conform to the requirements, terms, and conditions mentioned in this RFP document.
 - iv. **Incomplete or Misleading Information:** quotations that are incomplete, evasive, or contain incorrect, inaccurate, or misleading information, which may prevent a thorough analysis, as determined by CNLU.
 - v. **Material Deviations:** quotations containing material deviations or conditions unacceptable to CNLU.
 - vi. **Failure to Respond:** quotations from bidders who do not respond to queries or not provide documents sought by CNLU within the stipulated time.

Opening of Quotation:

- i. Quotation shall be opened in the presence of the designated authority / authorities and representatives of the quoters who wish to be present. The date of the financial quotation opening will be communicated to the shortlisted bidders at a later time.

Award of work:

- i. The work will be awarded to the lowest bidder (L1).

Performance Security & Agreement:

- i. The bidder shall enter into an agreement on a Rs. 1,000 (Rupees One Thousand) non-judicial stamp paper within 10 working days from the date of the work order.
- ii. Performance security shall be **5% (Five Percent)** of the total quoted amount without tax. EMD shall be adjusted in the amount of performance security.
- iii. First lowest bidder can deposit an amount of performance security after deducting the amount of EMD in the form of a Demand Draft (DD) in favor of the Registrar, Chanakya National Law University, Patna, at the time of signing the agreement.
- iv. Failing to do so, the security deposit will be deducted from the on-account running bills.
- v. The **security deposit** will be refunded **60 days after the successful completion of the one (1) year of installation**. No interest will be paid on the **security deposit**.

Goods Inspection:

- i. The inspection of the goods is essential to ensure their conformity with the technical specifications outlined in the tender document. A report bearing the signature of a competent authority from the Original Equipment Manufacturer (OEM) and including detailed information such as the serial and model number of the equipment, shall be provided to the University. This report, along with the manufacturer's warranty certificate, will be furnished to the purchaser together with the supplied items.

Acceptance Testing:

- It is required that all equipment operate uninterrupted and without issues for a duration of **five (5)** working days at the University, following installation and completion work measurements. No additional charges shall be paid to the SI for conducting these acceptance tests.
- It is crucial that there are no malfunctions, partial or complete hardware failures, or

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any other issues, including deformities, during the testing period.

- **Rectification Grace Period:** If the supplied items fail to meet the acceptance testing criteria, the SI must immediately replace the supplied items and ensure successful completion of the acceptance testing. Failure to do so, the decision of the higher authority of CNLU in this regard will be final.

Acceptance Certificates:

- Upon the successful completion of the acceptability test, the receipt of deliverables, and the satisfaction of the purchaser with the system's performance, an acceptance certificate, signed by both the SI and a representatives / concerned committee of the purchaser, will be issued. The date on which this certificate is signed will be considered the official date of the successful completion of all works.

Payment Terms :

Payment for this purchase shall be remitted in Indian Rupees, as outlined below:

a. **Payment schedule:**

Sr. No.	Milestone	Payment	Requirement
1.	For SI After Delivery of all all items with certificate of OEM:	For SI 40% of cost with GST of total Material delivered	For SI Signed Material Inspection Report with the Item details like Item Description, Serial No., Part Code no., Quantity. etc. and Dispatch Challan
2.	For SI After Completion of Acceptance Test: (After successful completion Final installation and closure of observation during AT)	For SI Balance amount with GST after necessary deduction.	For SI Final Acceptance Test certificate issued by CNLU.

- Payment** : Payment shall be made as per payment schedule.
- Deductions** : Statutory deduction as applicable.

Termination of Contract:

CNLU reserves the right to terminate the contract under the following circumstances:

- Breach of Terms** – If the SI fails to comply with the terms and conditions of the agreement.
- Unsatisfactory Performance** – If the services or work provided are found to be unsatisfactory, substandard, or not as per the specified requirements.
- Failure to Meet Deadlines** – If the SI fails to complete the work within the stipulated time without valid justification.
- Fraud or Misrepresentation** – If any fraudulent activity, misrepresentation, or submission

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of false information is detected.

- e. **Legal or Regulatory Violations** – If the SI is found to be in violation of any applicable law, rule, or regulation affecting the contract.
- f. **Financial Insolvency** – If the SI becomes insolvent or files for bankruptcy.
- g. **Convenience of CNLU** – CNLU reserves the right to terminate the contract at its discretion, with prior notice, if deemed necessary for administrative or operational reasons.
- h. In case of termination, the SI shall not be entitled to any compensation except for the work completed and accepted by CNLU up to the date of termination. The performance security may be forfeited as per the contract terms.

Force Majeure Conditions :

Neither party shall be liable for any failure or delay in the performance of its obligations under this contract due to Force Majeure events. Force Majeure shall include, but not be limited to, the following:

- a. Natural Disasters – Earthquakes, floods, fires, storms, cyclones, or other acts of God.
- b. War & Hostilities – War, invasion, acts of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, military actions, or insurrection.
- c. Government Actions – Changes in law, regulations, policies, or any restrictions imposed by the government or regulatory authorities.
- d. Pandemics & Epidemics – Widespread health crises, pandemics, or epidemics declared by the World Health Organization (WHO) or any competent authority.
- e. Strikes & Industrial Disruptions – General strikes, lockouts, or labor disputes affecting the execution of the contract.
- f. Terrorist Activities – Acts of terrorism, sabotage, or threats that directly impact contract execution.
- g. Cyber Attacks – Large-scale cyberattacks or system failures beyond the control of the parties.
- h. Procedure for Invocation:
 - The affected party shall notify the other party in writing within a specified period, providing details and evidence of the Force Majeure event.
 - Both parties shall make reasonable efforts to resume performance as soon as possible after the event ceases.
 - If the Force Majeure event continues for an extended period, either party may have the right to terminate the contract without any penalties.
- i. In such cases, neither party shall be held liable for any damages or penalties arising due to non-performance caused by Force Majeure.

Post-Implementation Support:

- a. **Full-Service Maintenance Agreement (FSMA)**
 - The bidder shall provide comprehensive maintenance support under a **Full-Service Maintenance Agreement (FSMA)** from the OEM / System Integrator for a period of **07 (Seven) years** from the date of installation.
 - The FSMA shall cover all spare parts, preventive and breakdown maintenance,

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servicing, all consumables including toner (excluding paper / staples), service engineer visits, and firmware/software updates as per OEM policy.

- Service shall be provided directly by the OEM / System Integrator. Charges shall be on a **per-copy basis**, and monthly payment shall be made based on actual certified meter readings and applicable GST.

Registrar

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Annexure-I

Declaration

I / We hereby solemnly affirm and declare as under:

- A. That my / our firm / company, (Name with address & GST) _____

- has not been blacklisted by any Government or Semi-Government Organization. Further, no litigation or inquiry has been pending and/or initiated by any such department or any Court of Law with regard to the works executed by our company since its incorporation. No FIR has been lodged against my / our firm / company.
- B. That the documents annexed along with the quotation are genuine and have not been tampered with by me / us while copying. The items quoted by me / us are _____ matched with the details mentioned in Annexure-III of NIQ No. _____ dated _____.
- C. That none of my near relatives or the near relatives of any of the partners / directors of my / our firm / company **are employed in** Chanakya National Law University, Patna. In case any such relationship is found at any stage, I / We shall be fully responsible for the consequences.
- D. That my / our firm / company has not abandoned, terminated, or left incomplete any project / work during the last three financial years.
- E. That I / We have carefully examined the tender document and have no reservations whatsoever and agree to abide by all the terms and conditions of NIQ No. _____ dated _____.
- F. That if any of the above declarations are found to be false, fake, forged, or misleading:
- My / Our quotation shall be rejected;
 - The Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled; and
 - Legal action, including lodging of FIR / blacklisting, may be initiated by the University.

I / We declare that the above statements are true and correct to the best of my / our knowledge and belief and that nothing material has been concealed therein.

Place:

Date:

Signature:

Name:

Designation:

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Annexure-II

TECHNICAL BID EVALUATION SHEET

NAME OF WORK :- Supply & Installation of Mono Production Series Printer and other related items under NIQ No.-84/2025-26 dated 26.02.2026

EARNEST MONEY :- Rs. 95,600/-, TIME OF COMPLETION :- 30 days

Sr. NO.	PARTICULARS	LAI D DOWN CRITERIA AS PER NIQ CONDITION	Attached or Not	EVALUATION CRITERIA	PAGE NO.
A	Scan of the self declared document (Name of the Quotationer, Address with contact number, E-mail of the Firm and Firm`s Bank Account Details with Bank Name & Address and IFSC / RTGS codes).	Self declaration		Mandatory	
B	Scan of document of Registration Certificate of Company / Proprietorship Firm / Partnership Firm.	Documents		Mandatory	
C	Scan of PAN card (in name of Proprietor in case of Proprietorship Firm & in name) & GST certificate of Bihar of bidder.	Documents		Mandatory	
D	Scan of ITR, Audited profit and loss statements and balance sheet for the last three financial year i.e., 2022-23, 2023-24, 2024-25	Documents		Mandatory	
E	Character Certificate (Applied For Acceptable)	Documents		Mandatory	
F	Affidavit as per Annexure-I on Rs. One Hundred Non Judicial Stamp Paper	Affidavit		Mandatory	
G	The bidder must submit a scanned copy of at least one Work Order/Agreement having a value of Rs. 11,95,000/- or above for Supply, Installation & Commissioning of IT/ITeS-related works or similar nature of work. The work must have been executed in reputed Institutes of Higher Learning / Indian Universities / Central or State Government Organizations / Professional Bodies /	Documents		Mandatory	

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	PSUs, etc., during the last three financial years. The bidder shall also submit a corresponding Work Completion Certificate evidencing timely and satisfactory completion of the work.				
H	Scan of Annexure-III	Affidavit		Mandatory	
I	Scan of tender specific duly signed / digitally signed authorisation & Compliance certificate from OEM of Mono Production Series Printer	Document		Mandatory	
J	Scan of access to line(s) of credit and availability of other financial resources facilities (10% of contract value) certified by the Bankers (not more than three months old) or a scan of affidavit of self-declaration for the same.	Document / Affidavit		Mandatory	
K	Scan of document in proof of OEM's Service Center in Patna.	Document		Mandatory	
L	Scan of details Technical Man Power with their qualification	Document		Mandatory	

Note:- The bidders should necessarily be responsive on the above-mentioned counts A to L. The bidders found non responsive in any one of the above-mentioned counts will not be considered for further marking, and their bid will be rejected.

MARKING DETAILS

Sr. NO.	PARTICULARS	LAID DOWN CRITERIA AS PER NIQ CONDITION	EVALUATION CRITERIA		
			Full Marks	Desired distribution	Page no.
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
1	Average annual financial turnover of last three financial years (AATO may be indexed as per norms of bidding documents)	Submit A.T.O of Chartered accountant for last three years	30	i) AATO equal or above to 47,80,000/- : 30 ii) AATO equal or above to 33,86,000/- : 20 iii) AATO equal or above to 23,90,000/- but below to 33,86,000/- : 15 iv) AATO equal or above to 19,12,000/- but	

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				below to 23,90,000/- : 10	
				v) AATO equal or above to 11,95,000/- but below to 19,12,000/- : 5	
				vi) AATO below 11,95,000/- : 0	
2	Experience	Details of Experience with Completion certificate	30	<p>i) If executed single work of similar nature / IT or ITes equal to 23,90,000/- : 30</p> <p>ii) If executed single work of similar nature / IT or ITes equal to 19,12,000/- : 20</p> <p>iii) If executed single work of similar nature / IT or ITes equal to 11,95,000/- : 10</p> <p>iv) If executed single work of similar nature / IT or ITes below to 11,95,000/- : 0</p>	
3	Details Technical Man Power	Details of Technical Man Power	10	<p>i) Man power with one-Degree holder + one Diploma holder -10</p> <p>ii) Man Power with One Degree holder/one Diploma holder - 5</p>	
4	Details of financial availability through bank or self	Bank certificate of extending credit facility up to 10% of BOQ amount or self declaration	10	<p>(i) credit facility certificate given by Indian Bank up to 10%of BOQ amount - 10</p> <p>(ii) self declaration - 5</p>	
5	Necessary undertakings	The agency should furnish the following	10	(i) Not abandoned any work - 03	

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		undertakings. (i) Not abandoned any project. (ii) No litigation (as per Annexure I). (iii) No relation.		(ii) No litigation - 05 (iii) No relation - 02 (iv) Not submitted any certificate - 0	
6	Timely completion of project	Attach certificate of the Competent Authority	10	i) If three or more than three projects executed in stipulated time during last three years - 10 ii) If less than three projects executed in stipulated time during last three years - 06 iii) If no projects executed in stipulated time during last three years - 0	
	Total Marks		100		
Note:- Minimum qualifying marks = 50/100					

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Annexure-III

Sr. no.	Name of Equipment	Quantity	Parameter	Descriptions	Remarks (Put Yes or No)	Quoted Make & Model
1	Mono Production Series Printer	2	Base Engine Speed & Technology	Min. 100 A4 Pages Per Minute or above; Monochrome Laser printing, coping & colour scanning		
			Base Engine Resolution	2400 x 2400 dpi or better		
			Base Engine Monthly Duty Cycle	2.5 L or better impressions per month		
			Base Engine AMPV	Up to 7,00,000 PPM or better		
			Machine Life	07 years or 6 Cr A4 Prints whichever is earlier		
			Registration Front/Back	0.8 mm or less		
			Media Handling	Paper Size Range: 4"x6" to 13"x19" or above		
			Media Handling & type	Paper Weight Range : 55 to 350 GSM Coated, Uncoated & Non Tearable		
			By-Pass tray capacity	250 sheets or above		
			High Capacity Feeder	Double Paper Tray		
			Input Paper Capacity	Up to 8,000 sheets (with Dual OHCF)		
			Scanning Speed & Resolution	Dual head scanner; 270 images per min; 600 X 600 dpi		
Output & Finishing Booklet Making	Production Ready Booklet Maker Finisher creates stapled booklets up to 30 uncoated sheets (120 imposed pages at 90 gsm) / 15 sheets coated sheets (60 imposed pages at coated 106 gsm); Creates booklets from standard sizes: 12" x 18" (SRA3), 11" x 17" (A3), 8.5" x 14" and 8.5"x 11" (A4); Custom sizes range from 7.17" x 10.1" (182 mm x 257 mm) up to 13.0 x 19.21" (330.2 mm x 488					

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				mm); Handles paper weights 60-350 gsm uncoated or 106-350 gsm coated for booklet making; Output booklet stacking capacity of 2,000 sheets or 3,000 regular sheets; Top Tray holds 500 sheets		
			Network Interface	10/100/1000 Ethernet		
			Security Features	Secure Print, User Authentication		
			Power Requirement	220–240V, 50/60 Hz, 06 KVA On-Line UPS Single Phase		

Signature of the bidder / Authorized Signatory with Name, Designation, Email & Mobile Number

Seal of the bidder

Place

Date