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MANIPAL
UNIVERSITY

Open Tender for procurement of equipment

Tender Number	2016-3537/MU/CLIL@INDIA/EQUIPMENT01
Name of work	Procurement of equipment to empower CLIL@India Resource and Training Center
Opening of the call for tender	August 16, 2017
Consultation period	August 16, 2017 to August 25, 2017
Last date of submission	September 8, 2017
Announcement of result	September 12, 2017
Estimated cost of work (Maximum ceiling)	Rs. 22,80,000

Project name - CLIL@India

Developing Content and Language Integrated Learning – Resource and Training Centre for a multilingual India
www.clilatindia.in

Managed by - Department of European Studies, Manipal University

Behind post office, Manipal 576104, Karnataka, India
www.desmanipal.org

This Tender is free of charge

Quotes are invited from **GST registered** agency/company to provide equipment listed in the tender call.

1. Introduction

About the project – CLIL@India

CLIL@India is a three-year project co-funded by the Erasmus+ programme of the European Union to introduce CLIL methodology and pedagogy in India.

The aim of the project is to adapt the CLIL approach to the Indian context, and pilot CLIL modules in primary schools – both public and private. The project will also disseminate knowledge to relevant stakeholders such as academics, educational non-profit organizations, and policy makers.

The CLIL@India consortium involves many prestigious European and Indian partners:

- Manipal University, India (Coordinator)
- University of Castilla La Mancha, Spain,
- University of Milano, Italy,
- University of Latvia, Latvia,
- Symbiosis International University, Pune,
- Pondicherry University, Pondicherry,
- Chitkara University, Chandigarh.

About Manipal University

Manipal University, formerly known as the Manipal Academy of Higher Education, is located in Manipal, Karnataka on the west coast of India in an environment-friendly campus. It is certified by the ISO 9001:2000 and 14001:2004, which is a series of voluntary standards on the Quality and Environmental Management Systems (EMS) by ISO. The University has its off-campus in Mangalore and Bangalore and off-shore campuses in Dubai and Malaysia. It is one of the pioneering education providers in the country with structured education system, nearly 2500 faculty members, state-of-the-art facilities and active international collaborations. Manipal University constitutes 28 institutions and independent departments, offering over 300 programs. Around 28000 students coming from across 57 countries are pursuing their studies in Manipal University. www.manipal.edu

Under the supervision of the Vice Chancellor, the Department of European Studies (DES) – developer and coordinator of CLIL@India - is a step further in Manipal University's commitment to the internationalization of higher education and multidisciplinary studies. DES was established in December 2009 with a funding from the Delegation of European Union to India and became the only such department in any private university in India. It has the endorsement of the Delegation of European Union to India and the support of European institutions and organizations. It offers a multidisciplinary platform for studies in business and economics, history and international relations, law and governance, language, society and culture of Europe. www.desmanipal.edu

2. Objectives of the procurement

To equip and empower the CLIL@India Resource and Training Center, language lab and permanent staff office.

3. Scope of work

3.1. List of items, specifications and quantity

Please note: following product description is indicative in nature.

Product description	Quantity
HP Pavilion 23-inch All-in-One Computer, AMD A12-9730P Quad-Core, 8GB RAM, 1TB hard drive, Windows 10 (24-b228, Silver)	9
HP ProBook Core i5 7th Gen - (8 GB/1 TB HDD/Windows 10 Pro) 430 Notebook (13.3 inch, Silver, 1.49 kg)	6
Apple mini 4 32 GB 7.9 inch with Wi-Fi+4G (Space Grey)	1
Canon Lasershot MFC Printer-MF 4720 W	1
PowerLite 1780W Wireless WXGA 3LCD Projector	1
Minibeam LED Projector with Built-In Battery, Bluetooth Sound Out and Screen Share PH550	1
PROFESSIONAL Hybrid board FLEX 88" (bidder can suggest the brand)	1
Windows 10 Pro (Including Office)	15
Adobe Acrobat DC Professional	8
Logitech BCC950 ConferenceCam	2
Skullcandy S5URHW-509 On-Ear Wireless Headphones (Black)	9
Dell KM117 Wireless Keyboard Mouse	9
Nikon Digital SLR D5500 Combo Kit With AF-P 18-55mm VR and AF-S DX 55-200mm VR II Lens Kit (Black), CARD, CAMERA BAG	1
Fotopro DIGI-3400 Adjustable 390mm-1190mm 2kg Burden 1/4 inch Screw Three-dimensional Head Aluminium Alloy Tripod Holder	1
Microphone (cordless) Type: Lavalier / lapel electret condenser microphone with tie-clip Feature: Unidirectional or omnidirectional (bidder can suggest the brand)	1
Microphone (corded) Type: Lavalier/lapel electret condenser microphone with tie-clip Connector: 3.5 mm EP jack Suggested model: Ahuja CTP-10DX or ATP-20M or UTP 30 (with mufflers / wind screen)	1
Logitech R400 Cordless Presenter 910-001361	2
Labs Creative A60 Speakers 2-Piece Systems	2

3.2. Installation support

The bidder will be responsible for delivery of the items to the Department of European Studies and the installation of the equipment wherever necessary.

4. Budget and payment terms

The bid amount should include equipment cost, labor, transport, GST, and all other cost envisaged to provide the services described in the scope of the work.

Please note: The maximum budget foreseen for the work is 22,80,000 INR. The bid amount should not exceed the maximum budget.

Any application/bid amount which is exceeding the maximum budget will be disqualified by default and will not be considered by the Tender Evaluation Committee.

Evaluation of the offer will mainly focus on the price and quality of services that the bidder plans to provide. Payments to the winning bidder will be transferred days upon producing the invoices/request for payment, respecting the terms and conditions mentioned in the contract signed between the supplier and the University.

Payment method – The amount will be transferred bank to bank electronically.

5. Time Frame

Task	Timetable
Supply and delivery	no later than 30 days from contract signature
Installation, configuration, testing, putting into operation	no later than 45 days from contract signature

6. Documents required for tender application

- 6.1. Details of the company (e.g. Name. address, areas of operation etc.);
- 6.2. Detailed list of cost of equipment and services
- 6.3. Delivery schedule

The bidder shall submit the bid in detailed manner. The cost of equipment list shall include per unit cost, total cost, **GST and taxes should be clearly mentioned in separate column.** A recommended template to submit the ‘Detailed list of cost of equipment and services’ is provided at the end of the document.

The successful bidder will sign a ‘Supply contract’ with Manipal University.

7. How to apply?

Interested bidders are invited to submit the following documents no later than the August 31, 2017 via email at projects.mces@manipal.edu

- Details of the company (e.g. Name, address, areas of operation etc.);
- Detailed list of cost of equipment and services
- Delivery schedule

Please include in the subject line “2016-3537/MU/CLIL@INDIA/EQUIPMENT01”.

Applicants are asked to carefully read and understand the needs of the tender fully before applying and that any queries be directed ASAP to projects.mces@manipal.edu. If any problems of interpretation arise in the course of drawing up the Tender documents, interested parties may submit queries via e-mail for further information.

There is no commitment on the part of CLIL@India to accept any Tender or part thereof that is received in response to the Call for Tenders. CLIL@India reserves the right to accept Tenders with non-substantial defects and to reject Tenders received after the deadline for receipt of Tenders, without indemnity or justification.

8. Evaluation and award of the contract

The Tender Evaluation Committee will evaluate the applications with respect to following criteria

Exclusion Criteria

- a) If the bid amount exceeds the total cost of work (refer point 4)
- b) Incomplete applications
- c) If the vendor is not ‘GST Registered’

Selection Criteria

- a) Price offered
- b) After-sale services offered (Installation, configuration, testing etc)
- c) Efficiency of delivery schedule

Award Criteria

The main emphasis will be on price offered by the bidder.

European Union’s principle “Best value for money” of awarding contracts will be followed, meaning that the winning tender is the one offering the best quality/price ratio.

9. Key contacts

Mr Sanjay Pawar – projects.mces@manipal.edu

CLIL@India Office – office.clil@manipal.edu

Template for *Detailed list of cost of equipment*

Sr No.	Description of proposed item	Quantity	Price per unit	Total price	GST and taxes	Total amount
1						
2						
3						
	Add rows as necessary.					