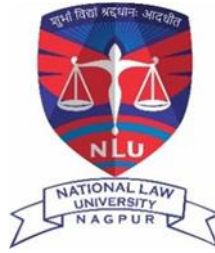


EXPRESSION OF INTEREST (EOI) FOR



**HIRING OF SERVICE PROVIDER FOR COMPREHENSIVE ANNUAL
MAINTENANCE OF GLOBUS AUDIO-VIDEO SYSTEM (SMART CLASS) AND
ACCESSORIES AT THE MAHARASHTRA NATIONAL LAW UNIVERSITY,
NAGPUR**

EOI No. MNLUN/2025/EOI/01

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

EOI No. MNLUN/2025/EOI/01

Date March 26, 2025

1.0 Introduction

Maharashtra National Law University, Nagpur was established by the Maharashtra Government vide the Maharashtra National Law University Act, 2014. The University takes pride in being the nineteenth National Law University in the country. The University is making rapid progress towards its objective of achieving excellence in the field of legal and justice education with its dedicated faculty members, non-teaching staff and students under the able guidance and supervision of its statutory bodies. It is a residential University engaged in teaching and promoting research in law and allied disciplines. The University has been recognized by the University Grants Commission (UGC) and it has also received the necessary affiliation from the Bar Council of India (BCI). The University is a member of the Association of Indian Universities (AIU) and the Consortium of National Law Universities.

Presently, the University has 42 class rooms equipped with modern smart class instruments, 33 smart classes are equipped with the Globus Make Electronic Lectern, Interactive Panel, DTS (Multimedia Controller, Digital Clock, System Audio, Mini PC, Visualizer).

The University invites “EOI” (Expression of Interest) from eligible firms for “CAMC of AV System as per Annexure - A”.

2.0 Terms and Conditions

- 2.1 The EOI document is available on University website <https://www.nlunagpur.ac.in> and can be downloaded from there.
- 2.2 The interested agencies may visit the University i.e. located at Waranga, Butibori, Nagpur-441108, and visit timing will be from 02:30 PM to 05:00PM.
- 2.3 The proposal filled by the applicant in all respects should be delivered in sealed envelope addressed to the Registrar, Maharashtra National Law University, Waranga, Butibori, Nagpur-441108, latest by 04.04.2025 up to 17:00 hrs.
- 2.4 The EOIs would be opened on 08.04.2025 at Office of The Registrar, Maharashtra National Law University, Waranga, Butibori, Nagpur-41108, in the presence of the designated Committee Members and authorized representative(s), Extension of this date, if done would be communicated through the above mentioned website, all interested agencies should keep watching the website for any information in this regard.
- 2.5 The University reserves the right to accept / reject any or all EOIs without assigning any reasons, whatsoever.
- 2.6 Bidder should communicate about the bidding to the registrar@nlunagpur.ac.in .

3.0 Submission of the EOI:

3.1 Applicants will submit their EoI with all relevant enclosures in the prescribed format in a sealed envelope clearly marked “Expression of Interest (EoI) for Comprehensive AMC for Globus Audio-Video System (Smart Class) and Accessories” and to reach at the above mentioned address on or before 04.004.2025 up to 05:00pm.

3.2 Each and every page of the EoI document must be signed by the applicant.

3.3 Incorrect, incomplete, inadequate information may lead to rejection of the application

3.4 Canvassing in any form may also lead to summary rejection of application.

3.5 Annexure of this EoI document is required to be compulsorily filled up, signed and executed by the applicant. No column is to be left blank. In case of any columns not being applicable, then “NOT APPLICABLE” should be clearly mentioned against such particular column.

3.6 The EoI shall remain valid for a period of three (03) months from the date of opening of the proposals.

3.7 On completion of the validity period, unless the bidder withdraws his proposal in writing, it will be deemed to be valid until such time that the bidder formally (in writing) withdraws his proposal. In exceptional circumstances, at its discretion, MNLU Nagpur may solicit the bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing.

3.8 The EOI is not an offer and is issued with no commitment. MNLU Nagpur reserves the right to withdraw EoI and/or vary/modify any part thereof at any stage. The MNLU Nagpur further reserves the right to disqualify any applicant at any stage without assigning any reason.

4.0 Proposal of EoI should consist of following:

- I. Application of willingness.
- II. Agency Past experience certificate in same field.
- III. Agency Income Tax /PAN/GST Registration Certificates.
- IV. CA Certificate of Average Turnover for year 2021-22,2022-23 and 2023-24.
- V. Self-certificate that company is not blacklisted anywhere.
- VI. Proposal regarding Approach and Methodology for maintenance.
- VII. Cost including GST as per format mentioned at Annexure – D.
- VIII. Estimated cost item wise including GST.
- IX. OEM authorization / Certificate for Authorized Service Center

5.0 Qualification Criteria

5.1 The AMC is Comprehensive in nature and includes Maintenance and the cost of replacement of all parts of the system including consumables like UPS Batteries, Cable, Adapters and all accessories.

5.2 The bidder should have tender specific authorization to quote for comprehensive annual maintenance contract refer to Annexure – A form original equipment manufacturer of intendent Product/Model. Bid submitted without OEM authorization will be rejected.

- 5.3 Comprehensive maintenance and repair of equipment and use of genuine spare parts from the OEM for replacements.
- 5.4 Bidder should have proper experience for supply / services of same/similar equipment's in PSU/Government organizations.
- 5.5 bidder must be registered with GST. Copy of Registration is required.
- 5.6 Bidder must provide Escalation Matrix of Telephone Numbers for Service Support.
- 5.7 Bidder's offer is liable to be rejected if they don't attach any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
- 5.8 Payment will be made on quarterly basis after submission of bill.
- 5.9 CAMC of AV System as per Annexure – A at Maharashtra National Law University for a period of One year, may be extended for the period of one more year on the satisfactory performance.
- 5.10 Scanned copies of supporting Documents like copy of Memorandum and Articles of Association (in case of limited company), Ownership Certificate (in case of sole or proprietorship firm), Partnership Deed, (in case of partnership firm), ISO Certificate, Experience Certificate of Similar Nature, OEM authorization, GST Certificate, Copy of Balance Sheet, Turnover certificate along with ITR of last three years are mandatory for the EoI.
- 5.11 Bidder should have financially sound to take the AMC and should have minimum average turnover Rs. 5000000/- (Fifty Lakh) in last three years.
- 5.12 Bidder need to quote for all items. If Bid is not quoted for all items, it will be rejected.
- 5.13 Bidder to note that L1 will be decided on the basis of initial price quoted for the one years of AMC.

6.0 Terms and Conditions

- 6.1 The AMC includes Maintenance and the cost of replacement of all parts of the system. **Including consumables like UPS Batteries, Cable, Adapters and all Accessories.**
- 6.2 The Service provider has to Conduct four training sessions per year (one per quarter) to educate the client's staff on the effective usage, troubleshooting, and maintenance of the AV system. Training will include system operation, configuration, common troubleshooting techniques, and safety precautions.
- 6.3 A dedicated engineer will be required at MNLU Nagpur to provide real-time support and attend to complaints on an urgent basis.
- 6.4 The engineer will handle both hardware and software issues related to the covered equipment.
- 6.5 The engineer will visit to University every month for the routine checkup of the system and covered equipment.
- 6.6 The dedicated engineer will conduct monthly preventive maintenance as per the CAMC schedule.
- 6.7 The engineer will maintain a log of all complaints, service requests, and preventive maintenance activities.
- 6.8 The service Provider will Maintain a minimum inventory of critical spare parts on-site to ensure immediate repair of frequently occurring issues.
- 6.9 After the assessment of the all qualifications, Bidder quote the lower price for the for the one years of AMC will be awarded.

Annexure – A

Scope of Work

Sr. No.	Products With Model No	Qty.
1	Electronic Lectern DP 300/SP 300B (Brand - Globus)	33
2	Interactive Panel Impact i86-V3 (Brand - Globus)	33
3	DTS (Multimedia Controller, Digital Clock, System Audio, Mini PC, Visualiser) (Brand - Globus)	33
4	Line Interactive UPS 1 KVA	33
5	Computer Kiosk-GK 22C with KB With Metallic KB (Brand - Globus)	2
6	Electronic Lectern GIL-AP4 (Brand - Globus)	1

ANNEXURE - B
Self-Declaration Format

Ref. No.:

To,

The Registrar,

Maharashtra National Law University, Nagpur

Date:

With reference to my/our expression of interest for MNLU, Nagpur it is hereby declared that no government agency has deemed me/our (name of firm) ineligible for corrupt and fraudulent practices, either permanently or for a specific amount of time.

I (name of the firm) also declare that all of the information and statements provided herein are accurate, and that there are no contractual constraints, legal disqualifications, or other obligations that would prevent me/us from placing participating in this EoI.

Signature of the Applicant Date:

Place:

Seal

Annexure- C

Documents for Technical Verification

S. No.	Particulars	Supporting documents / Proof
1.	Certificate of Registration of the Firm / Organization etc.	
2.	Type of Organization: Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc.	
3.	PAN	
4.	GST	
5.	Work Experience of successfully completing contract from an educational institute /University/ PSUs/ company/ organization/ Government Office.	
6.	Copy of Work Orders previous contract	
7.	Turnover: The Firm should have minimum average annual turnover Rs.50,00,000/- (Rupees Fifty lakhs only) during the preceding three (3) consecutive financial years i.e., FY 2021-22, 2022-23, 2023-24)	
8.	Affidavit that the Bidder is not blacklisted by any University/ College/Government Department/ PSUs/ Bank / Company etc.	
9.	Authorized Service Center	

Annexure- D

Financial Bid

Sr. No.	Cost of 1st year AMC (Including GST)	Cost of 2nd Year AMC (Including GST)	Remark