



EDUCATIONAL MULTIMEDIA RESEARCH CENTRE

(A Media Center of UGC GOVT OF INDIA)

UNIVERSITY OF MYSORE

Manasagangotri, Mysore – 570 006

EMRC MYS / SHORT TENDER NOTIFICATION NO. – 02 /2025-26 DATE 09.03.2026

SHORT TENDER NOTIFICATION NUMBER - 02 / 2025-26

The Director, Educational Multimedia Research Centre, University of Mysore, Manasagangotri, Mysore - 570006 invites Techno Commercial bids on sealed tender documents for following items /goods / services / on behalf of Educational Multimedia Research Centre, Mysore from eligible reputed Manufacturers or Suppliers or Traders for the office use of EMRC Mysore.

ITEM SL NO	NAME OF THE ITEM S/ EQUIPMENTS & SPECIFICATION	QTY	Application Fee Rs.	EMD Rs.	REMARKS
01	Desktop Computer System - Intel i5, 13 th Generation, 32 GB RAM, 500GB SSD, 1TB SATA HDD, 28" Monitor, Keyboard, Mouse, Windows 11	01	1000/- Non Refundable	1500	
02	Workstation Intel Xeon Dual Processor 2 x Intel Xeon E5-2682 v4 (16 Cores / 32 vCPUs), 256GB DDR4 RAM (8 x 32GB), 2TB SSD, 2TB SATA HDD, 32" Ultra-wide Monitor, Keyboard, Mouse, 32GB Graphic Card, Multimedia 5.1 Speakers, Windows 11	01	1000/- Non Refundable	6000	
03	UPS 10KVA 3Hrs Backup with battery stand	01	1000/- Non Refundable	6000	
04	Camera ILCE-7M5 with E mount FE PZ 28-135mm f4 Power lens, Charger, Battery (2No), sony 128GB Tough Card SDXC 300mbps (4no), Camera carry case, Tripod (Heavy professional) and Gimbal for camera	01	1000/- Non Refundable	7000	
05	Lighting System with light stand and other accessories Canara Lighting LED 250W – 5600K / 3200K	01	1000/- Non Refundable	1000	
06	Monitor 42" (sony)	01	1000/- Non Refundable	1000	

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07	TAB – IPAD – A-16 Wifi Cellular, 128GB,256GB, 512GB 248X179 12MP Wide Camera, 5x, HDR, 4K Video Recording 1080p HD Video recording	01	1000/- Non Refundable	1000	
08	Handheld Wireless Microphone	01	1000/- Non Refundable	1000	
09	Handheld Wired Microphone	01	1000/- Non Refundable	1000	
10	lavalier Wired Microphone	01	1000/- Non Refundable	1000	
11	lavalier Wireless Microphone	01	1000/- Non Refundable	1000	
12	DJI Osmo Pocket 3, Vlogging Camera with 1" CMOS & 4K/120fps Video, 3-Axis Stabilization, Fast Focusing, Face/Object Tracking, 2" Rotatable Touchscreen, Small Video Camera for Photography	01	1000/- Non Refundable	1600	
13	Drone DJI 4K	01	1000/- Non Refundable	2840	

Tender Documents downloaded from the EMRC website [http:// www.emrcmysore.in](http://www.emrcmysore.in) should be Accompanied with a demand draft / NEFT /RTGS of **Rs. 1000/- (Rupee One thousand only)** for all items as per list in favour of the Director, EMRC, Mysore which is to be attached with tender at the time of submission.

The supplier / manufacturer / trader must have to quotes in tender document (Price) on **item wise separately** it is **provided in tender form**. The trader must be clearly mentioned on ITEM wise in the **bidding form**.

Each quotation will be considered on itemise only. This office is suggested to traders, the tender documents must be submitted on item number wise only.

Each Item number will be considered ONE UNIT. The Unit prices will not be considered on bulk / group / joint and etc.

The complete item wise technical specification is available at office of the Director EMRC and its official website can be downloaded from University website <https://www.uni-mysore.ac.in/> (News – Notification page) The sealed tenders shall be received up to **25.03.2026 by 16:00 hrs** tenders **will be opened on 26.03.2026 11:30 Hrs** in the presence of Technical Expert Committee / Tender Acceptance Committee members, the bidders / traders parties and or their authorized representatives who wish to be present.

The entire procurement process will be processed in accordance with **General Financial Rule – 2017**, Chapter - 6 procurement of goods and services with amendments shall be applied automatically.

GENERAL TERMS AND CONDITIONS

1. The Director, EMRC, Mysore reserves the right of accepting/rejecting any or all offers without assigning any reason.
2. The trader must have to enclose a copy of valid GST registration certificate along with application.
3. The time allowed completing the procurement / supply of goods is within 03 Days from date Purchase order / Work order
4. Prevailing Income Tax, (TDS), GST and surcharge on income and other departmental charges will be deducted from the payment as per rules.
5. The supplier must be enclose a copy of IT return and GST filing certificate in F Y 2025-26
6. External influence / recommendations not allowed, if noticed any at stage the suppliers / manufacturers / trader may be pushed to disqualify list automatically.
7. The quotation must be submitted in properly in sealed envelope.
8. The quotations shall be sign in each page by traded / supplier / authorised signatory of the firm.
9. The supply and installation to the Office of the Director EMRC, Mysore 570006.
10. **The rates shall be quoted inclusive of all the taxes levies, duties, and Commissioning including transport charges.**
11. The supplier / trader must enclose a Copy of Authorised Dealership/Registration certificate from reputed company (if authorised dealer /agency)
12. The rates quoted should be written legible without any cuttings over writings, Interpolations and erasures and in case any of these is found the quotation shall not be entertained.
13. The quotation / Tender / Techno Commercial bids shall be opened on **26.03.2026** at **11.30 am** in EMRC.
14. Rule No. 170(i) of the GFR 2017 specifies the guidelines for EMD for the goods or services being procured.
15. EMD Amount may be submitted Through DD/ RTGS / NEFT in favour of Director, EMRC, and Mysore

NEFT / RTGS

Name: M/S Educational Multi Media Research Centre, Mysore

Account No: 54035420026

IFSC: SBIN0040166

Name of the bank: State bank of India

Branch: Manasagangotri, Mysore


DIRECTOR
E.M.R.C.

The Original copy of NEFT / RTGS document must be enclosing along with tender document.

16. EMD Exemptions:

Certain categories of bidders, such as Micro and Small Enterprises (MSEs) and firms registered with relevant authorities, may be exempt from submitting EMD, as per Rule 170 of GFR 2017. In such cases, they may be required to sign a "Bid Security Declaration" EXEMPTION certificate must have to enclose along with tender document.

17. Rs. 1000/- (One thousand only) non-refundable Tender Document Fee shall be paid by trader. He / the firm / trader are eligible to bid all items. However EMD have to pay on item wise as per notification. If the trader paid bulk payment for EMD, the amount will be adjusted item wise on appropriate.

18. Un successful bidders EMD will be returned within 7 days. The bidders must have furnished beneficiary bank account details along with tender document.

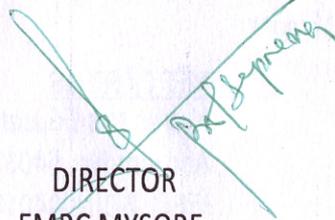
19. Payment shall be made by EMRC Mysore after the supplies are received, inspected and accepted and properly brought on stock. No advance Payment shall be made.

20. The successful tenderer who fails to supply the goods of the prescribed Specification or fails to deliver the goods within the stipulated time as specifically mentioned in the supply order, the department shall be at liberty to arrange supplies by re-calling or otherwise and the extra cost which the Media Centre may incur in such process shall be made good from the defaulting agency. The period of delivery and validity can, be extended, if mutually agreed to within the currency of the contract, provided sufficient reasons/ justifications are given by the supplier in such individual cases.

21. Supply of goods shall not be entertained in case it is not found as per the specifications of the supply order the goods shall be rejected and the Media Center shall be liable to pay any charges shall not be successful supplier who fails to supply the goods of the prescribed specification or fails to deliver the material within the stipulated time as specifically mentioned in the supply order.

22. The quantity mentioned is tentative which can the requirements of the Media Center release or decrease as per the requirement of the Media centre.

23. If any item of content not covered in the above paras / list will be automatically governed by valid laws in concerned of items or specifications or price or individual.



DIRECTOR
EMRC MYSORE

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EDUCATIONAL MULTI MEDIA RESEARCH CENTRE
University of Mysore, Manasagangotri
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PRESS NOTE / WEB SITE / PUBLICATION / NOTICE BOARD

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The Director, Educational Multimedia Research Centre, University of Mysore, Manasagangotri, Mysore - 570006 invites Techno-Commercial bids on behalf of Educational Multimedia Research Centre, Mysore from eligible reputed Manufacturers or Suppliers or Traders. The procurement intended for the office use of EMRC Mysore.

The item wise, product wise technical specification details is available in Notice Board, Office of the Director EMRC, University of Mysore, Manasagangotri, Mysore -570006 and all details available in the institute's / University website <https://www.uni-mysore.ac.in>

The sealed Techno commercial bids shall be received in the following schedule.

Techno Commercial Bids Start Date 09.03.2026

Techno Commercial Bids Closing date 25.03.2026

Techno commercial bids opening date 26.03.2026 at 11.30 Hrs.

For more details contact: Office of the Director EMRC, University of Mysore, Manasagangotri, Mysore -570006 Phone: 0821 2419562 / 9986037110 / 9845485234

DIRECTOR

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EDUCATIONAL MULTI MEDIA RESEARCH CENTRE

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