



# CHHATTISGARH VIDHAN SABHA RAIPUR

TENDER FORM  
FOR THE SUPPLY OF COMPUTER AND PRINTERS

Issued

To.....

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IMPORTANT EVENTS AND DEADLINES

Deadline for issue of tender document

Date: 8th January 2015

Time: 3.00 pm

Deadline for submission of tender bids at the issuing office

Date: 8th January 2015

Time: 3.00 pm

Time for opening of bids received

Date: 8th January 2015

Time: 4.00 pm

Venue: Committee Room no.-2 of the Vidhan Sabha Bhawan, Raipur

CHHATTISGARH VIDHAN SABHA SECRETARIAT,  
RAIPUR

No. 9../NIT/VS/COMP/2014, Raipur 08 December, 2014

Notice Inviting Tender for Computer

Sealed tenders are invited for supply of Computers and Printers from reputed firm or their Chhattisgarh based authorized Representatives/Distributors whose name appear in international Data Corporation as per latest available quarterly report as one of the five largest firms by Global Market Share of gross financial volume of sales. Parties competent as per above can obtain the tender documents with detailed particulars of the work and terms and conditions of tender from this office during the office working hours, other than public holiday on payment of Rs.100/-Rupees One hundred only in cash on 8th January 2015 till 3.00 P.M. The tender would be opened at 4.00 P.M. on the same day in committee room No.2 of Vidhan Sabha Bhawan, Raipur and bidders or their duly authorized representative may be present. The estimated value of the tender work is Rupees Ten lakhs. The detailed particulars of the work and terms and conditions can also be seen on website [www.cgvidhansabha.gov.in](http://www.cgvidhansabha.gov.in)

Principal Secretary

Chhattisgarh Legislative Assembly

Raipur

*SECTION-III*SCOPE OF THE WORK

The tender is for the supply of Computers and Printers. These Computers and Printers are for the use of this Vidhan Sabha Secretariat. Total numbers of Computers and Printers required are Computers- 20 Nos. and Printers- 10 Nos.

Chhattisgarh Vidhan Sabha intended to select single or different models of any particular or different make with rates by this tender process. Vidhan Sabha can choose and take any of the approved models. After testing verification and entries, the bills of the computers and Printers will be paid by the Vidhan Sabha. As per the Terms and Conditions the firm will provide the after sales services and the warranty facilities accordingly. The Scope of work includes testing, supply and performance of warranty obligation.

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*SECTION-IV*

## REQUIREMENTS

1. The manufacturer/Principal Company should authorize only one representative/Dealer/Business partner in the territory of Chhattisgarh state for this particular tender to participate/quote the rates, if principal Company is not quoting directly,
2. Original Authorization Certificate from the principal Company should be attached and submitted with the tender offer.
3. Tender form will be issued only to the eligible firms or their authorized representative. To receive the tender document, the copy of authorization Certificate from the principal company (Who fulfills the condition as per the N.I.T.) should be attached with the request for issue tender form.
4. Bidder should submit a Certificate to the effect that Rates Quoted are the prevailing rates on the day of supply and the supplier has not supplied same item at lower rates on or before the date of supply.
5. Only parties that have purchased the tender document are eligible to submit tender. The tender document is non-transferable. Tenders submitted by parties other than those purchasing the tender document, or submitting the tender in form other than the prescribed form sold as part of this tender document, would be ineligible to compete for award of the tendered work.
6. The office of the purchaser (hereinafter referred to as 'this office') reserves the right to reject in its discretion any or all tender(s) without assigning any reason.
7. Tenders would be opened in this office and the bidders or their authorized representatives may be present at the time of opening of the tenders. The number of authorized representatives that may be present for any bidder is limited to a maximum of two.
8. Tenders should be submitted in three Parts in three separate sealed covers indicating:
  - a. Part I: Earnest Money Deposit
  - b. Part II: Techno-commercial bid
  - c. Part III: Main cover enclosing Part I and Part II as above
9. Tenders received after due date and time would be ineligible to compete for award of the tendered work.
10. The payment made for purchase of tender document is non-refundable.
11. Tenders submitted telegraphically or by fax or by e-mail would be ineligible to compete for award of the tendered work.

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12. The techno-commercial bid and the Earnest Money Deposit should be superscripted with the Tender Document Serial Number and addressed to Principal Secretary, Chhattisgarh Vidhan Sabha, Raipur, Chhattisgarh. Covers prepared should also indicate clearly on their face the name and address of the bidder to enable the bid to be returned unopened to the bidder in case it is received late.
13. The first cover should include Earnest Money Deposit of Rupees 10,000/- (Rs only). The Earnest Money Deposit should be offered in the form of call deposit of 90 days duration drawn in favour of Principal Secretary, Chhattisgarh Vidhan Sabha. The Earnest money deposit would be forfeit in favour of this office in the event of being discovered that the tender or any of the documents submitted with it are falsified, forged or intended to deceive this office. The Earnest Money Deposit would also be forfeit in favour of this office in the event of the bidder being awarded the work and failing to execute the agreement for the work awarded. No interest should be payable on the Earnest Money Deposit. Tenders without Earnest Money Deposit would be ineligible to compete for award of the tendered work.
14. Tenders submitted after the last date and time specified for submission of tenders would be ineligible to compete for award of the tendered work.
15. The bidder would bear all costs associated with the preparation and submission of tender, including costs of any presentation that may be made at the instance of this office for the purposes of clarification of the bid. This office would in no case be responsible for refund of, or be liable for, such costs.
16. The bidder is expected to carefully examine all instructions, forms, terms and specifications in the tender document. Failure to furnish complete information required by the tender document, or submission of bid not substantially in keeping with the tender document, may result in rendering the tender ineligible to compete for award of the tendered work.
17. The techno-commercial bid must be in line with specifications and conditions required for the tender. The bid should be valid for 100 days from the date of opening of bids. Any deviation from these may result in rendering the tender ineligible to compete for award of the tendered work.
18. Overwriting should be avoided. Overwriting, erasures and other changes should bear the dated initials of the person signing the tender.
19. For evaluation of the commercial bid, the amount indicated in words would be taken as the correct financial bid in case there is any discrepancy between the amounts indicated in figures and in words. Bidders are required to quote a fixed/firm commercial bid inclusive of all costs, taxes.

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## PREPARATION OF BIDS

1. English / Hindi would be the language of tenders submitted, but numeric should be in English only. As well as of all correspondence and documents relating to the tender. Tenders submitted telegraphically or by fax or by e-mail would be ineligible to compete for award of the tendered work.
2. The techno-commercial bid would be inclusive of all taxes, duties, surcharge(s) etc. Deductions of taxes at source would be made from payments made by this office to the successful bidder (hereinafter referred to as 'the contractor') as required by law.
3. If at any point of time either before or after the award of the tendered work this office is satisfied that the tender received included misleading or false representation the tender would be considered ineligible to compete for the award of the tendered work and, further, without prejudice to other construction and criminal liabilities that may lie against the bidder and any other concerned, the award of the tendered work (if awarded) may be treated as a nullity and payments due (if any) as well as the Earnest Money Deposit may be treated as forfeit in favour of this office.
4. Bidder should fill up and enclose with the bid income tax and commercial/sales tax clearance certificates issued by competent authorities for the financial year 2012-13 (assessment year 2013-14) for which the assessment exercise has been completed by the relevant tax authorities.
5. Bidder should submit earnest money deposit of Rupees Ten thousand only in the form of a call deposit of 90 days duration drawn in favour of Principal Secretary, Chhattisgarh Vidhan Sabha Secretariat.
6. The bidder should include duly signed statement of compliance with and/ or acceptance of specifications and terms and conditions mentioned in the tender document as per Annexure A attached with this document.

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## GENERAL TERMS AND CONDITIONS

### 1. DEFINITIONS

In this tender document, the following words and expressions, as well as their cognate expressions, would have the meanings assigned below, unless repugnant to or inconsistent with the context.

'Contract' would mean and include the Notice Inviting Tender, this tender document, the tender submitted by the bidder, the work order issued and/ or the agreement executed against the tender between the purchaser and the contractor, and the System Requirement Specification (SRS) report, 'Schedule for Deliverables and Performance Evaluation' as well as all documents including all schedules, annexure and drawings etc. attached to the contract as well as all sample(s) and pattern(s), if any;

'Purchaser' would mean the Principal Secretary, Chhattisgarh Vidhan Sabha Secretariat, whether acting directly, or through its assignee(s), representative(s), agent(s) or nominee(s);

'Contractor' would mean the party awarded the contract for the work tendered for and would include her/his successor(s);

'Specification(s)' would mean the specification(s) indicated in the contract and covers all documents including all schedules, annexure and drawings etc. attached to the contract as well as all sample(s) and pattern(s), if any;

'Month' would mean calendar month;

'Downtime beyond warranty stipulation' would have the meaning assigned in Annexure E of this tender document; and

'Writing' would include any manuscript, other than electronic record, whether handwritten, typewritten or printed, as well as reproduction in any visible form, other than electronic, of such manuscript.

1. Terms and conditions not defined herein would have the same meaning as are assigned to them in the Indian Contract Act or in the Indian General Clauses Act or in the Chhattisgarh General Clauses Act and would, otherwise, have the meaning the word or expression ordinarily has with due regard to the subject and the context.

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2. A prospective bidder requiring any clarification regarding the tender
3. Document may notify this office in writing at the address indicated at the cover of the tender document. The office would respond in writing to any request for clarification of the tender document provided that it is received not later than seven days prior to the last date prescribed for submission of tenders. However, the office shall not be responsible for any delays.
4. The delivery of all equipment/Software/Services shall be accepted only after inspection and approval of the equipment/Software/Services by this office. Inspection charges if any shall be borne by the contractor only and this office shall make no extra payment for this.
5. The 5% from total bill amount will be withheld as security deposit for warranty period. The EMD shall returned to contractor after testing, installing and commissioning of equipments. Within two weeks of finalization of the contract. The EMD shall be returned to all other bidder.
6. All the equipments (Computer, Printer, UPS) supplied against the contract shall be covered under a warranty period of at least three years. Any malfunction or defect shall be immediately rectified/replaced at the discretion of this office.
7. The Computers and related hardware must meet the minimum technical specification as mentioned in the technical specification sheet at Annexure A. The delivery period would be within 15 days of the award of work.
8. The contractor will have to distribute soft and hard copies of Users Manuals (If possible in Hindi) with suitable illustrations, which must be approved by this office.
9. The contractor would treat the details of the specifications and other documents as confidential and would not reproduce or otherwise disclose the contents to third parties without written authorization from this office. The contractor would also be responsible that her/his employees and agents observe this non-disclosure requirement as well. The contractor would, however, have the right to share the contents of this tender document and related document with her/his advisors and with financial institutions for purposes of preparing the tenders and for competing for the award of the tendered work, under condition that the contractor would continue to be responsible and liable for ensuring that her/his advisors and/or financial institutions treat this information in confidence.

Annexure-AMinimum required Configuration for Computers

Requisite Technical Specifications			Rate
ITEM	SPECIFICATIONS	Numbers	
COMPUTER & PERIPHERALS			Per Unit
Personal Computer	Intel Core i5 Processor, with at least 3.6 GHz 6 MB Cache or better, Intel Q77 Series or better on OEM motherboard, 4 PCI (PCI/PCI Express) 4 GB 1600 MHz DDR3 RAM with 8 GB expandability, 500 GB 7200 RPM Serial ATA HDD, 8X or better DVD Writer, 10/100/1000 on board integrated Network Port with remote booting facility, remote system installation and remote wake up, 47 cm (18.5 inch) TFT Digital Color Monitor TCO-03 certified, 104 keys Keyboard, Optical Mouse with USB interface, Integrated Sound Card, UPS 0.8/400 KVA, 30 Minutes Back Up with 03 Years warranty, Operating System Windows 8 ,Preloaded with Certificate of Authenticity, Antivirus Net Protector Latest Version (Updateable for 3 yrs)	20	
Printer	Type-Laser, Monochrome 1200X1200 DPI resolution, 32 MB Memory, A4 Size, Printer speed up to 40 PPM. Port: 1 USB Memory (in MB), Network Card: 10/100 Duplexing-Yes	10	

*The estimated value of the tendered work is about rupees Ten lakhs*

*Note: Higher configuration will be preferred*

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Annexure BSpecial Condition of Contract

1. The material will be delivered free at the purchaser end including all freight and forwarding.
2. It will be the responsibility of the supplier for safe supply in full and good conditions at user's point and purchaser will not pay separately for transit insurance (if any required)
3. All the Computer supplied by the supplier should be embossed/permanent mark "CHHATTISGARH VIDHAN SABHA" on the Commodity at suitable position & size as approved by this office, free of cost.
4. Warranty terms are 36 months for Computer through nearest local Service Center. The computers should be picked up from this Secretariat by "Next working Day" and dropped back to the same place with in maximum 7 working days. Any component required to be replaced with in the warranty period will be totally new component and not reconditioned or repaired component.
5. Payment terms: Payment would be made after testing, installing and commissioning at this office. The 5% from total bill amount will be withheld as security deposit for warranty period.

Annexure-CRequisite bid form

ITEM	MODELS/MAKE DETAILS	UNIT Price (in Rupees)	Total Unit	Total PRICE (in Rupees)
Computer				
Printer				

I here by agree to the terms and conditions as mentioned in the tender document and have submitted the bid as per above.

SIGNATURE OF THE BIDDER

*\* Specification/Configuration of different models be attached.*

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