

Tender Document Fee (Non-refundable) Rs. 500-00

PART - 1

TERMS & CONDITIONS

FOR SUPPLY, INSTALLATION AND MAINTENANCE

OF

COMPUTERS AND OTHER RELATED ITEMS

FOR

NREGA Project, Rampur

TENDER DOCUMENT

Sealed tenders are invited from reputed computer manufacturers/their authorised dealers only for supply, installation, commissioning and maintenance of Computers and other related items in the office of NREGA Project Located in Blocks head quarters(Suar, Shahabad, Saidnagar, Chamrawa, Milak, Bilaspur) of District Rampur. Computer brands as per specification mentioned in **annexure - III**. The tender document consists of the following Three parts.

1. Tender Details, Terms and Conditions Part 1
2. "TECHNICAL BID" Part 2 (Annexure – I , Annexure - II) of the tender.
3. "FINANCIAL BID" Part 3 (Annexure - III) of the tender.

After completing the tender document, each part of tender document should be sealed in separate envelopes.

The two sealed envelopes containing, "Technical bid" and "Financial bid" separately on the prescribed Tender document purchased from the Office of Chief Development Officer, Vikas Bhawan , Rampur from 04/05/2008 between 10 AM to 5 PM.. *A sealed box . designated to Collect sealed tenders will be kept at the office of District Development Officer, Vikas bhawan, Rampur from 04/05/2008 .* **The tenders will be opened** at the Office of Chief Development Officer, Vikas Bhawan , Rampur **on 10.05.2008, 3 PM** . The Last Date to submit the sealed tenders at the office of District Development Officer, Vikas Bhawan , Rampur is 10/05/2008, 01: 00 PM (13:00 HRS).

The envelopes containing, "Technical bid" and "Financial bid" should be superscribed respectively as follows: -

- (i) Technical bid for Computer H/W & S/W for NREGA Project, Rampur.
- (ii) Financial bid for Computer H/W & S/W for NREGA Project, Rampur.

The sealed envelopes of the bidders containing "Technical bid" shall be opened on 10-05-2008 at 03-00 p.m first (at the Office of Chief Development Officer, Vikas Bhawan, Rampur). The technical bids of the bidders who have accepted all the terms & conditions of the bid and signed and stamped on the terms & conditions, shall only be opened. Financial bid of only the short-listed tenderers based on the Technical bid will be opened on the same day. The financial bids of the bidders who have not accepted, signed and stamped all the terms & conditions of the bid, shall not be opened.. If bids opening day is a government holiday, then the technical bids shall be accepted and opened on next working day at the same time. One representative of each vendor may participate at the time of opening the technical bids.

PART-1
TERMS & CONDITION of CONTRACT
NREGA PROJECT , RAMPUR

1. The vendor may submit his bid against this tender enquiry only if he is a reputed computer manufacturer/authorised dealer of computer manufacturer
2. The bids submitted by the vendors should be valid for a minimum period of 90 days from the date of the opening of tender and the prices should be valid for the period 45 days for the date of issue of the purchase order of execution of purchase agreement.
3. The earnest money of Rs. 10,000.00 (Rs. Ten Thousand only) should be enclosed (along with the terms & conditions duly signed and stamped) in the form of Account payee bank draft payable on any branch of Nationalised bank at Rampur in favour Chief Development Officer, Rampur in a separate sealed envelope. All other tenders submitted without requisite amount of earnest money shall be rejected and their financial bids shall not be opened.
4. The sealed envelopes of the bidders containing "Technical Bid" shall be opened on 10/05/2008 at 3:00 p.m. first(at office of the Chief Development Officer , Vikas Bhawan , Rampur).
- 5 (a) Technical evaluation of the bids shall be done in the following parameters:-
 - Technical specifications of the computers and the leaflets/supporting document enclosed to confirm them.
 - Company's turnover in last three years.
 - Company's installation base and After Sales Service support in Rampur and in U.P.
 - Service center should be in Rampur or in adjoining district and company engineer should posted here/there.
- 5(b) The financial bid of only those shortlisted bidders will be opened whose Technical Bid is found satisfactory to the Technical Evaluation norms as above. The financial bid of the bidders who have not accepted, signed and stamped all the terms & conditions of the bid, shall not be opened
6. The delivery of all the computers and other related items to be ordered shall be made by the vendor within 1 week from the date of issue of the purchase order by the office of Chief Development Officer, Rampur to the vendor. All the deliveries should be on CIF basis. If any loss of damage occurs in transit then it will be the responsibility of the supplier to make good the loss, within the time stipulated in the tender/purchase order for installation. The vendor will take necessary action to claim the insurance money, for the item(s) lost/damaged during transit, from insurance company.
7. All the items to be supplied should be new, of good quality and standard and as per the technical specifications mentioned in technical bid document.
8. If delivery/installation of the items is not made within above stipulated period, the compensation will be payable for non-adherence to the committed delivery/installation schedules by the vendor to Chief Development Officer, Rampur as follows:-
9. If the installation of the items at site gets delayed from the stipulated period given above or in the period mentioned in Purchase order, then Chief Development Officer, Rampur reserves the right to forfeit the earnest money deposited by the vendor and the balance payment, if any, due to the supplier for the items supplied against the purchase order shall be forfeited.
10. The computation of uptime of the computer systems shall be based of working hours. In case, the vendor fails to provide minimum 95% uptime, the following compensation shall be payable to office of Chief Development Officer/User Department by the vendor.

11. If the average down time of the computer systems evaluated separately in all year is less than or equal to 15 days, the period covered by the warranty/AMC maintenance shall be extended by number of average down time days.

If average down time days of the computer systems exceeds 15 days in a year, then the compensation @ Rs. 500/- per days per computer system shall be charged from the vendor .

The complaints must be attended to within 48 hours of the receipt of communication by the vendor. If the complaint is not attended to within 48 hours, then the compensation @ Rs. 200/- per day per computer system shall be charged from the vendor and warranty shall be extended by equal number of days.

The prices quoted in the financial bid should be inclusive of power cables, interface cables, packing, forwarding, freight, transit insurance and installation charges at sites. Excise duty and trade tax if applicable should be quoted separately at the appropriate columns provided for them in the financial bid.

12. In case, excise duty and/or trade tax/sales tax are reduced or increased subsequently by the Government at the time of placement of the purchase order of delivery, then the same will be adjusted by either party on production of requisite proof.

13. No advance shall be paid to the successful tenderer . Payment for the items to be supplied by the vendor against the purchase order shall be made by the office of Chief Development Officer, Rampur as follows:-

90% amount of the total order will be paid to the vendor against physical delivery of all the ordered items to the sites after their physical inspection.

Remaining 10% amount of the total order value will be released to the vendor after satisfactory report of all the supplied items at sites and furnishing of a performance bank guarantee of 10% amount of total order value in favour of Chief Development Officer, Rampur for one month beyond the full warranty period of three years (for software 120 days only) from the date of successful commissioning of all supplied items.

Payment shall be released on receipt of the original bills in triplicate in all respect and original delivery challans of all the items duly signed and stamped by the authorized representative of the user department. If physical inspection and testing of items is carried out centrally in the office/factory of the vendor prior to delivery of the items at sites, then vendor will have to submit a certificate from authorized person(s) of the site(s) that they have received unbroken sealed packets with the seal and signature of Chief Development Officer, Rampur representative on challans for claiming the payment against delivery of the items. No payment shall be released for part delivery of the hardware, software and other related accessories against the purchase order.

14. a) Complete hardware including plastic parts will carry **three years onsite comprehensive warranty**. Software warranty of 90 days of as given OEM will limited to media from the date of its installation and commissioning. Vendor will provide free updates of the software's if any provided free to them from OEM.

Consumables such as print cartridges, computer stationery will not be covered under warranty.

Warranty period will start from the date of successful installation of all the items (computer systems, Accessories, Software etc.) at sites.

15. Minimum seven years (including warranty period of three years) spare parts availability should be guaranteed by the vendor.

16. The AMC charges after expiry of warranty period of three years should not be more than 6.5% of the hardware value per year for the next four years.

17. The successful tenderer shall sign an agreement immediately after the acceptance of the tender.

18. If the tender is submitted by a firm other than the computer manufacturer, then the vendor should furnish latest documents from their principals as proof of the firm being their authorised dealer.

19. On completion of the warranty period of three years user department will either enter into annual maintenance contract with the supplier for post warranty maintenance of the computer

systems or maintain them in-house. In case user department opt to maintain the computer systems in-house, the supplier shall make available all necessary spares, same or equivalent spares on reasonable rates without affecting the compatibility or performance of any part(s) of the system, for a period of three years. This shall be binding on the supplier under the terms and conditions of the purchase order to be placed after finalization of the tender process.

20. In case of tenderers whose tenders are not considered for placing the purchase order, the earnest money deposit (EMD) will be refunded normally within one month of taking the purchase decision. In case, the tenderer is accepted for placing the purchase order, the earnest money deposit will be converted into security money and will be retained till the complete items are supplied and commissioned. If the tenderer is not able to supply the ordered items completely within the specified period, the earnest money will be forfeited in full.

21. If AMC contract is signed with the vendor, then vendor will be responsible for maintenance of complete items (including third party items) supplied by the vendor on the same terms and conditions.

22. All the documents required should along with the technical bid of the tender only.

23. The registration number of the firm alongwith CST/TIN. No. allotted by the sales tax/trade tax authorities and I.T. registration number (P.A.N.) alongwith the place of registration should invariably be given alongwith the technical bid.

24. Tender will be rejected, if technical specifications offered by the firm in the technical bid differ from that of financial bid.

25. Tender not conforming to any or all the above terms and conditions are liable to be rejected.

26. Incomplete tenders are liable to be rejected.

27. District Magistrate reserves the right to increase/decrease the specified quantities of any item(s) given in the tender.

28. District Magistrate, Rampur reserves the right to reject any or all the tenders without assigning any reason whatsoever. Office of Chief Development officer would not be under any obligation to give any clarifications to those vendors whose tenders have been rejected.

29. All disputes are subject to Rampur jurisdiction .

30. The vendor will furnish authorization in the prescribed format enclosed with this tender.

PART - 3
FINANCIAL BID
FOR SUPPLY, INSTALLATION AND MAINTENANCE
OF
COMPUTERS AND OTHER RELATED ITEMS
FOR
NREGA Project, Rampur

1. The quote shall be in Indian Rupees
2. All pages of the financial bid should be signed by the authorised representative and the office seal affixed.
3. Unit cost has to be given item wise (including all taxes and levies).
4. Period of firmness for rates quoted will be three months from the date of submission of tender.

NREGA Project, Rampur

Annexure - III

**FINANCIAL BID FOR COMPUTER HARDWARE, SOFTWARE, ACCESSORIES
TO BE PURCHASED FOR NREGA Project, Rampur**

S. No.	ITEM Name	SPECIFICATIONS	Qty.	Unit Rate	Total Unit Price (Rs.)
1	2		3	4	5
1	Computer	Desktop Intel core 2 Duo E6400 or higher processor, 1 GB DDR 2 RAM 667 MHZ, 160 GB SATA II HDD, 17" TFT monitor 48X/24X48X/CDRW+16X DVD-R COMBO Drive Integrated PCI] 10/100/1000 Mbps Gigabit Ethernet, 104 Keys OEM Keyboard, Preloaded win XP Professional with certificate of authenticity & Media Preloaded Antivirus software valid for Intel Core 2 DUO, Intel Processor 2.33 GHz, 1333 MHZ FSB, 1 GB DDR-2 RAM 667 MHZ, Intel Q 965 or higher chipset, 6 USB Ports, Integrated PCI slots, 10/100/1000 gigabit Ethernet, 160 GB SATA- II HDD . Recovery Media for OS also should be included with each system. Preferably reputed brand like HP, ACER,IBM,COMPAQ,WIPRO , HCL,DELL	12 (Twelve)		
2	Laser Printer	Laser Printer (A4, 18 ppm, 8 mb, 1200x1200dpi) preferable HP	12 (Twelve)		
3	U.P.S.	700 VA UPS (Line Interactive Pure Sine Wave) with 30 minutes backup on Full Load. Should also operate under low voltage Conditions . Good Reputed Brand which should sustain voltage surges , spikes, burnout or voltage sags	12 (Twelve)		
4	S/W	MS Office Professional 2007	6 (Six)		
5	Switch	8 Port Switch 10/100 MBPS Preferably DLINK	6(Six)		

Grand

Total

(In words Rs.....)

***Quote Installation Charges Only.**

Name :

signature & Seal
of vendor

