

COLLECTORATE, RAYAGADA

(Dist. Child Protection Unit)

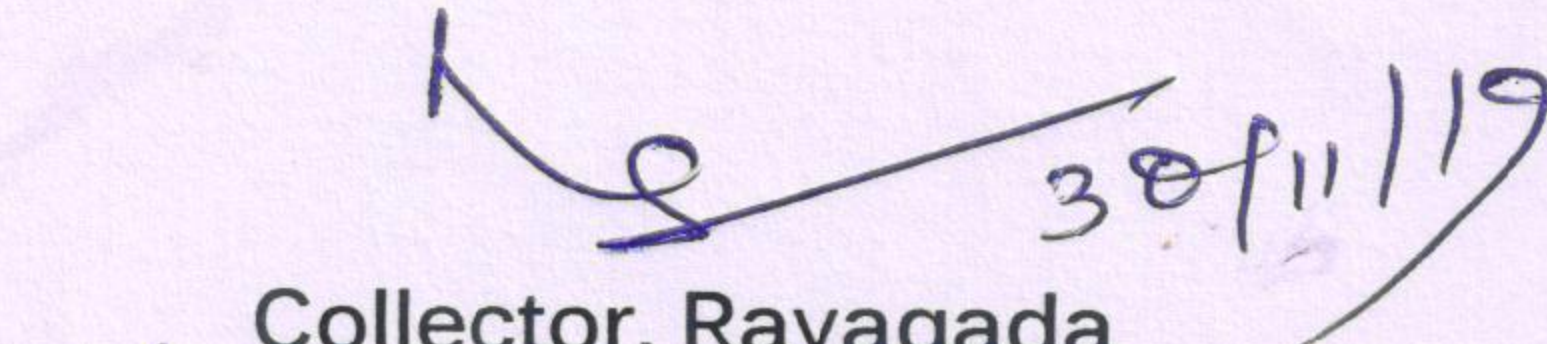
No. 446 /DCPU/2019

Dated 30/11 /2019

TENDER CALL NOTICE

SUPPLY AND INSTALLATION OF DESKTOP COMPUTERS AND SUPPLY OF COTS MADE
OUT OF ZINK PIPE FRAME WITH PLYWOOD BED

Sealed tenders in conformity to the details of Tender Call Notice are invited in prescribed format from the OEMs / Authorized dealers / Reputed firms having valid SRIN/TIN, PAN/TAN, VAT-612, GST Registration Certificate for supply and installation of Desktop Computers with UPS, Printers, Antivirus and supply of Cots made out of Zink pipe frame with Ply wood Bed. The details of the Tender Call Notice containing specifications with terms and conditions can be downloaded from the official website of Rayagada District (www.rayagada.nic.in). The sealed Tender papers should be submitted to the office of the **District Child Protection Officer, Rayagada, Co-operative Colony, 1st Lane, Near Sacred Heart Convent School, Rayagada-765001** through **Registered / Speed Post** only by dt. 16.12.2019 (5.00 PM). The date of opening of the sealed tender papers is on 17.12.2019 by 4.00 AM/PM at the Office Chamber of the Sub-Collector, Rayagada


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Sealed tenders are invited in prescribed format from Authorized dealers / Reputed firms and establishments having valid SRIN/TIN, PAN/TAN, VAT-612, GST Registration Certificate for supply and installation of Desktop Computers with UPS, Printers, Antivirus and supply of Cots made out of Zink pipe with ply wood bed. The details of the Tender Call Notice containing specifications with terms and conditions can be downloaded from the official website of Rayagada District (www.rayagada.nic.in). The sealed Tender papers should be submitted to the office of the District Child Protection Officer, Rayagada, Co-operative Colony, 1st Lane, Near Sacred Heart Convent School, Rayagada-765001 through Registered / Speed Post only by dt. **16.12.2019 (5.00 PM-Monday)** . The date of opening of the sealed tender papers is on **17.12.2019** by 4.00 PM, **Tuesday** at the **Office Chamber of the Sub-Collector, Rayagada.**

The Tenders should be submitted in adherence to the terms and conditions specified here under in prescribed format by the registered reputed firms / authorized dealers / Establishments having valid PAN/TAN & GST registration certificate for supply and installation of desktop computers, laserjet printers, UPS & Antivirus and Cots made out of zink pipe with ply wood beds.

TERMS AND CONDITIONS

1. The envelope containing the Tenders should be duly superscripted as follows **“Supply of Desktop Computers with UPS, Multifunction Lesserjet Printers and Antivirus”/ “Supply of Cots made out of Zink Pipe Frame with Ply Wood Beds.”** and the detail address for correspondence with contact number of the firm should be clearly mentioned.
2. Detail specifications and quantity of the Computers are at Annexure-I and the detail of specification and quantity of COTs are in Annexure- II
3. Separate Tenders should be submitted for the items of Annexure –I & II separately along with the specified E.M.D.
4. **Date and Place of delivery and Installation** The successful Bidder should deliver and install the items at respective locations as detailed below within 7 days from the date of issuance of supply order.

(A)- Computer		
Sl. No	Items	Delivery Point
1	Desktop Computer systems/Printers/UPS etc	Child care Institutions at Rayagada town, Jabarguda (Padmapur Block), Limameda & Gunupur (Gunupur Block)
2	Cots	

5. EMD

(A) - Computer		
SI No	Item	EMD in Rs
1	Computer System	4,000/-
2	UPS	
3	Printers	
(B) Cots		
1	Cots	3,920/-

EMD of Rs. 4,000.00 (Rs Four Thousand only) for Computers and EMD of Rs.3,920/-.00(Rupees Three Thousand Nine Hundred Twenty only) for Cots are to be deposited along with the Tender in shape of Demand Draft in favour of DCPO, Rayagada drawn on any nationalized bank payable at Rayagada (amount refundable without interest). The EMD money shall be forfeited in the event of withdrawal of the tender once submitted or in the case of a successful bidder who fails to execute necessary agreement within the specified period / expression of inability to supply. Besides, EMD of unsuccessful bidders will be refunded soon after finalization of the tender without any interest. Deposit of EMD is must for all bidders / tenderers including the registered SSI units. No exemption certificate will be entertained in this regards.

6. Security Deposit

The successful bidder is required to deposit **5%** of the total approved Cost as Security Deposit (refundable without interest) in shape of Demand Draft in favour of DCPO, Rayagada drawn on any Nationalized Bank payable at Rayagada at the time of execution of agreement before issuing supply order. The Security Deposit shall be forfeited in case any terms and conditions of the contract are infringed or the bidder fails to make complete supply satisfactorily or complete the work in time.

7. Place, date and time of receiving Tender

The sealed tender papers should reach the DISTRICT CHILD PROTECTION OFFICER, RAYAGADA, CO-OPERATIVE COLONY, 1ST LANE, NEAR SACRED HEART CONVENT SCHOOL, RAYAGADA-765001 through Registered post / Speed Post only during official hours on or before 16 /12/2019 (5.00P.M- Monday) . The authority will not be responsible for any postal delay.

8. Place date and time of opening of Tender The tenders will be opened at the office of **Sub-Collector, Rayagada** on **17/12/2019** by **4.00 P.M(Tuesday)** in the presence of the bidders or their authorized representatives and the members of the Purchase Committee at office chamber of the **Sub-Collector, Rayagada,**

9. Certificates / records to be furnished along with the Tender Attested photo copy of following shall be enclosed in the Tender

- a. Firm Registration Certificate
- b. Up to date VAT clearance certificate in Form-612
- c. GST Registration Certificate
- d. PAN / TAN Card
- e. Allotted certificate of TIN / SRIN
- f. Catalogue for the Brands of Items for which rates quoted

The Tenders submitted without above documents is liable for rejection. The attested copies will be verified with the Originals at the time of opening of tender / as and when required. Therefore the bidders are requested to come with original documents.

10. Rate The rate should be inclusive of all cost and transportation charges Rates should be quoted in the prescribed format at **Annexure – I & II.**

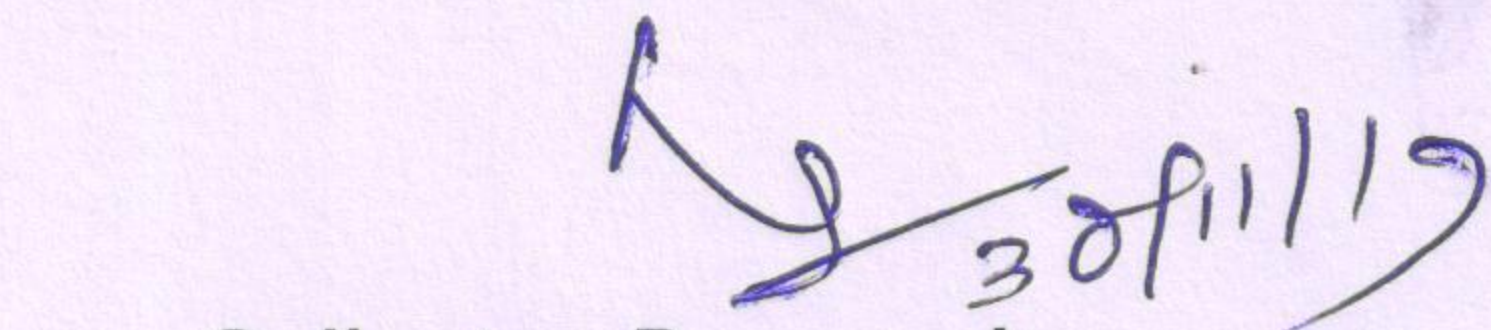
11. Signing of Agreement The successful bidder has to sign an Agreement in non-judicial stamped paper worth **Rs.20/-** with the undersigned and deposit the required Security Deposit with the **DCPO, Rayagada** within 03 days after finalization of the Tender prior to issue of supply order by the **DCPO, Rayagada.**

12. Payment The payment will be made on the basis of the following:
100% of the billing amount will be paid through e-transfer to the Account of the said bidder/ firm only after delivery & installation of items at respective location on submission of delivery Challan, stock entry certificate & installation certificates duly signed by the Secretaries/Superintendents of the respective Child Care Institutions.

13. No extra amount over and above the rates approved by the Purchase Committee will be paid.

14. If the selected bidder fails to deliver, install and fix the items within the stipulated date, then penalty of 0.1% of the total order value for the late of each day of default subject to maximum of 10% of the total order value will be deducted from the Bill submitted by the Bidder after completion of work.

15. The rates quoted in the Tenders should be free from corrections and errors.
16. In case there is any difference in rates, written rates will prevail.
17. No preference will be given to any bidder or class of bidders either for price or for any other reason.
18. Conditional / incomplete Tenders are liable for rejection.
19. The Bidder has to sign with Seal in all pages of the Tender to be submitted.
20. The Tenders received without fulfilling the Terms and Conditions are liable for rejection.
21. The Collector & District Magistrate, Rayagada reserves the right to terminate the contract at any time by giving written notice to the bidder, if the bidder becomes bankrupt or otherwise insolvent. In this event of termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter.
22. Any dispute arising in respect of the Bid shall be instituted within the jurisdiction of Rayagada District, Odisha only


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APPLICATION FORM FOR BIDDING FOR COMPUTERS
(Details of the Applicant/Bidder)

1. Name of the Registered bidder :
2. Name of the Authorized person :
3. Address :
4. Contact No./e-mail ID :
5. Copy of PAN / TAN No. :
6. TIN / SRIN Regd. Certificate :
7. GST Registration No. & Certificate :
8. VAT-612 Clearance Certificate : Valid upto _____
9. Details of EMD : Rs. _____, DD No. _____ Dt. _____
10. Enclosures (check list) (put tick mark for submitted documents)

- Photocopy of PAN / TAN card
- Photocopy of GST Registration certificate
- Bank Draft of EMD (as applicable)
- Photocopy of TIN/SRIN Registration certificate
- Firm Registration Certificate
- Authorization/OEM certificate
- Catalogue of the model & specification
- Self Declaration (not blacklisted)

**RATE QUOTED AGAINST THE FOLLOWING SPECIFICATION OF ITEMS LIKE DESKTOP
COMPUTERS etc.**

Sl No	Item	Specifications	Quantity	Brand & Model	Amount in Rs.
1	Desktop Computer	Intel Core i3 based Desktop	04	1. 2. 3.	
	CPU	Intel Core i3 Processor, Clock Speed : 3 GHz or above			
	Memory	4 GB DDR RAM with expandable slots			
	HDD	1 TB HDD			
	Monitor	21.5 Inches LDE/ TFT Digital Colour Monitor			
	Keyboard	104 Keys with same make & color as base PC			
	Mouse	Optical Mouse with USB Interface			
	Ports	USB Ports with at least 2 in front, Audio Ports for Microphone and headphone in front,Bluetooth,wifi, inbuilt sound.			
	Cabinet	Micro Tower			
	Optical Drive	DVD(RW), Speed – 32X			
	OS	Windows 10 Preloaded with Media and Documentation and certificate of authenticity			

		OS Certification	Windows 10 OS			
		Others	The operating System must be factory Preloaded. Under no circumstance the vendor will be allowed to install it.			
		Antivirus	Quickheal Total Security			
		Warranty	Onsite 02 Years or More			
03	Printer	Laser Jet Multifunction Printer		04	1. 2. 3.	
		Printer	Laser Jet			
		Speed	30 PPM or Higher			
		Processor Speed	280 MHz or Higher			
		Standard Paper Tray	Monochrome Laser			
		Standard Connectivity	02			
		Connectivity	USB, LAN and Wifi			
		Out put type	Black & White with auto both side printing facility			
		Warranty	Onsite 02 Years or More			

NB : Every Bidder has to Quote the price for three different models at par with the above specifications. Out of three models, one model quoted lowest rate will be selected basing of the availability of budget by the Purchase Committee on priority basis. Party must be quoted for three models mentioned above else it will be treated as reject.

I / we do hereby declare that the above statements / documents submitted are true and correct to the best of my knowledge and belief.

Place :

Date :

Name & full Signature with Seal of the Firm

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APPLICATION FORM FOR BIDDING OF COTS

(Details of the Applicant/Bidder)

1. Name of the Registered bidder :
2. Name of the Authorized person :
3. Address :
4. Contact No./e-mail ID :
5. Copy of PAN / TAN No. :
6. TIN / SRIN Regd. Certificate :
7. GST Registration No. & Certificate :
8. VAT-612 Clearance Certificate : Valid upto _____
9. Details of EMD : Rs. _____, DD No. _____ Dt. _____
10. Enclosures (check list) (put tick mark for submitted documents)

- Photocopy of PAN / TAN card
- Photocopy of GST Registration certificate
- Bank Draft of EMD (as applicable)
- Photocopy of TIN/SRIN Registration certificate
- Firm Registration Certificate
- Authorization/OEM certificate
- Catalogue of the model & specification
- Self Declaration (not blacklisted)

RATE QUOTED AGAINST THE FOLLOWING SPECIFICATION OF ITEMS LIKE COTS MADE
OUT OF ZINK PIPE FRAME WITH PLY WOOD BED

Sl No	Name of the Item	Specifications	Quantity	Unit cost for each Cot	Amount in Rs.
1	COTs	COTS MADE OUT OF ZINK PIPE FRAME WITH PLY WOOD BED Size – Length- 6 ft. Width- 3 ft, Height- 2 ft 6 inch, Weight- 24 K.G. 18 mm Ply wood bed of cot size	56	Each	

I / we do hereby declare that the above statements / documents submitted are true and correct to the best of my knowledge and belief.

Place :

Date :

Name & full Signature with Seal of the Firm