

TENDER DOCUMENT

Supply of Desktop Computer/Laptop Computer/ /Laser Printer/Refrigerators

Regional Plant Resource Centre

Nayapalli, Bhubaneswar-751015

Government of Odisha,

Forest and Environment Department

Sd/-

CHIEF EXECUTIVE

REGIONAL PLANT RESOURCE CENTRE

BHUBANESWAR



REGIONAL PLANT RESOURCE CENTRE

Nayapalli, Bhubaneswar-751015, Orissa

Forest & Environment Department

Government of Orissa

No. 813/RPRC

Date 17.4.18

**Tender Call Notice for Supply of Desktop Computer/Laptop
Computer/Refrigerators**

Sealed tenders are invited from reputed manufacturers (Principal or Authorized Agents/ Distributors/Dealers) for supply of Desktop and Laptop Computer/ Refrigerators/ Laser Printers having valid GST registration number. The details of the materials, technical specifications, other terms and conditions and formats are available in the office website www.rprcbbsr.com, which can be downloaded for use. Interested parties may submit their tenders through Speed Post/ Registered Post/Courier service, which should reach the undersigned on or before **Dt. 03.05.2018 (before 4.00 PM)** positively. Incomplete tenders and tender documents received after the due date and time will not be considered. The undersigned reserves the right to reject any or all the tenders without assigning any reasons thereof.

Sd/-

Administrative Officer

Terms and Conditions for Supply of Desktop Computer/Laptop Computer

1. Sale of Tender paper:

The tender papers, containing the detailed specifications of desktop computers/Laptop computer/UPS/Refrigerator/Laser Printer, list of documents to be submitted etc. will be available at Regional Plant Resource Centre, Bhubaneswar from **Dt.18th April, 2018**(during the office hours only), on payment of a non-refundable tender fee (**indicated for each item at Annexure-I**) in cash or in shape of pay order/demand draft drawn in favour of Chief Executive, Regional Plant Resource Centre (RPRC), payable at Bhubaneswar for individual items. The same can also be downloaded from our website www.rprcbbsr.com and in such a case, the cost of tender paper is to be enclosed in shape of D.D./Bankers Cheque drawn in favour of **Chief Executive, RPRC, payable at Bhubaneswar** along with the tender. The cost of EMD (**Details of EMD to be submitted for each item is enclosed at Annexure-I**) should be submitted in shape of Demand Drafts/ Bankers Cheque. In case of any bid amendment and clarification, responsibility lies with the tenderers to collect the same from the notice board/ website of RPRC before last date of submitting the tender document. Non-payment of cost of tender paper and EMD will amount to rejection of the tender.

2. The last date of receipt of tender documents in this office by Speed Post/ Registered Post/ Courier Service is **Dt.03.05.2018 (before 4.00 PM)** positively. The bids will be opened by the Tender Committee of RPRC on **Dt. 04.05.2018 (at 11.00 AM)** in presence of the authorised representatives of the tenderers who like to be present at that time.

3.Bid System:

a) The tender should be submitted in **single bid system**. The bid contains documents as per the tender terms along with EMD and cost of tender paper in appropriate shape. The envelope containing the documents should be written that **“Tender for Procurement of Desktop Computer/Laptop Computer/UPS/Refrigerator/Laser Printer”**.

b) Name and Specification of the Desktop Computer/Laptop Computer/UPS/Refrigerator/ Laser Printer are given in **Annexure-II**.

c) General description of the quoted Desktop Computer/Laptop Computer/UPS/Refrigerator/ Laser Printer should be as per **Annexure-III**.

d) The price contains only the price bid as per **Annexure-IV**. Total Quoted Price (**INR**) should be based on **F.O.R.** delivery up to RPRC, Bhubaneswar. Price should be ‘Single

Consolidated'. Plus, break up prices against all taxes, freight, packing, transit insurance, forwarding, custom clearance, transportation, installation & training etc. should be clearly mentioned separately indicating percentage and amount in price quotation.

e) Quoted Price (INR) for Optional Items should have 'individual rate'.

f) The clearing & forwarding etc. of the materials will be done by the tenderer only. RPRC will provide necessary documents, if required.

g) The rates quoted by the tenderer shall be valid for a period of 120days from the date of submission of tender.

4. Eligibility Criteria

a) Submission of price (INR) as per prescribed format (Annexure IV).

b) Copy of GST registration certificate and up to date clearance certificate.

c) Tender paper cost (Original receipt of tender paper). Tender paper cost need to be submitted separately for each material.

d) Required EMD.

e) Alternative price for any item will not be allowed, for which tender would be rejected.

f) Copy of PAN to be submitted.

g) Undertaking that the tenderer has not been blacklisted by any Govt. Organization/Institution.

h) Undertaking that the quoted item qualifies the required technical specification.

i) Check list of documents submitted (Should be attached as **Annexure V**)

j) Copy of recent past performance (certificate/relevant doc.). (Should be attached as **Annexure VI**). At least 5 performance certificate need to be provided.

k) The tenderer (in case of authorized agent/distributor/dealer of reputed manufacturer) should have sufficient credential in supplying of scientific equipments and other materials through at least last 5 years of their establishment in India (evidenced with relevant documents).

5. Validity of Tender:

a) The tender shall remain valid for a period of 90 days after the last date as specified in the tender.

b) Notwithstanding the above, the purchaser reserves the right to accept or reject any bids and to cancel the bidding process and rejects all bids at any time prior to the issue of Purchase order. Mere qualification of the technical specifications asked in the bid may not be accepted by the committee. It is totally depends on the realization of the committee members.

6.Issue of Purchase Order:

a. The purchase order will be placed on the qualified tenderer whose bid will be selected by the purchaser prior to expiry of the bid validity period. The terms of the accepted offer shall be incorporated in the purchase order.

b. The delivery should be completed within 60 days from the date of receipt of the confirmed purchase order as per the quality and specification of the material.

c. The packaging should be done in such a way that the quality of the materials is not damaged.

d. At the time of inspection if any item is found not as per the order the tenderer will replace the same immediately otherwise payment will not be released for defective items.

e. Irrevocable Letter of Credit (LC) for 100% cost of equipments shall be opened in the supplier's Bank for imported equipment and 90% of the cost of the equipment shall be released on receipt of despatch documents through Bank; balance, 10% shall be paid on successful installation and demonstration of the equipment in RPRC Lab for three months.

f. In case 100% payment is requested by a foreign Principal against despatch of goods, its Indian agent has to submit a Bank Guarantee equivalent to 10% of the invoice cost.

g. For Indian items 90% of the cost shall be released after supply and installation and balance 10% after successful operation for six months.

h. Any effort by a tenderer to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the tenderer's offer.

i. If the selected tenderer fails to execute the order, the EMD would be forfeited and action would be taken to blacklist the tenderer.

j. Any legal dispute arising out of this is subject to Bhubaneswar jurisdiction only.

Sd/-

(Chief Executive)
Regional Plant Resource Centre
Bhubaneswar

Annexure-I

REQUIRED EMD FOR DIFFERENT EQUIPMENTS

Scientific Equipments	Tender Paper Cost in Rs.	EMD price in Rs.
1. Desktop Computers (BD)	472/- (Incl. Of GST)	6000/-
2. Desktop Computers (NRN)	From Item no 1- 6 consider as one bid	
3. Desktop Computers (GKS)		
4. Laptop Computer (NRN)		
5. Laptop Computer (GKS)		
6. Laser Printer		
7. Refrigerator	472/- (Incl. Of GST)	1000/-

Sd/-

**(Chief Executive)
Regional Plant Resource Centre
Bhubaneswar**

Annexure-II

Required Technical Specifications

Equipments	Technical Specifications	Quantity in no.
<p>1. Desktop Computer (BD) (HP/DELL/LENEVO or Equivalent)</p>	<ul style="list-style-type: none"> i. Computer Memory Size :16 GB DDR4-2133 SDRAM (2 x 8 GB) ii. Processor (CPU) Model : Core i7-7700T 7th Gen iii. Processor (CPU) Manufacturer : Intel iv. Processor (CPU) Speed:2.9 GHz v. Hard Disk Size :2 TB 5400RPM vi. Hardware Platform : PC vii. Operating System :Windows10 Home64+ Office Home & Student 2016 viii. Graphics :Intel® HD Graphics 630 ix. Screen Size : 23.8 inches x. Maximum Display Resolution : 1920x1080 xi. Should have the facility of 8USB port xii. Three years Warranty 1KVA UPS (APC/Microtek or equivalent) 	01
<p>2. Desktop Computer (NRN) (HP/DELL/LENEVO or Equivalent)</p>	<ul style="list-style-type: none"> i. Computer Memory Size :16 GB DDR4-2133 SDRAM (2 x 8 GB) ii. Processor (CPU) Model : Core i7-7700T 7th Gen iii. Processor (CPU) Manufacturer : Intel iv. Processor (CPU) Speed:2.9 GHz v. Hard Disk Size :2 TB 5400RPM vi. Hardware Platform : PC vii. Operating System :Windows10 Home64+ Office Home & Student 2016 viii. Graphics :Intel® HD Graphics 630 ix. Screen Size : 23.8 inches x. Maximum Display 	01

	<p>Resolution : 1920x1080</p> <ul style="list-style-type: none"> xi. Should have the facility of 8USB port xii. Three years Warranty xiii. 1KVA UPS (APC/Microtek or equivalent) 	
<p>3. Desktop Computer (GKS) (HP/DELL/LENEVO or Equivalent)</p>	<ul style="list-style-type: none"> i. All-in-one desk top computer ii. Computer Memory Size : 8-16 GB DDR4RAM iii. Processor (CPU) Model :Core i5-7400T 7th Gen processor iv. Processor (CPU) Manufacturer : Intel v. Processor (CPU) Speed: 2.4-2.9 GHz vi. Hard Disk Size :1TB 7200rpm Serial ATA vii. Hardware Platform : PC viii. Operating System : Windows 10 Home operating system + Office Home & Student 2016 ix. Graphics :NVIDIA GeForce 930MX Discrete 2GB Graphics x. Screen Size :23.8 inches xi. Maximum Display Resolution : 1920x1080 xii. Should have the USB (2.0, 3.0, HDMI, ethernet) ports. xiii. 1KVA UPS (APC/Microtek or equivalent) for each computer. xiv. Wireless key board, wireless mouse. 	02
<p>4. Laptop Computer (NRN) (HP/DELL/LENEVO or Equivalent)</p>	<ul style="list-style-type: none"> i. Computer Memory Size :4 GB ii. Processor (CPU) Model : Core i5-i7 iii. Processor (CPU) 	01

	<ul style="list-style-type: none"> iv. Manufacturer : Intel Processor (CPU) Speed:3.1 GHz v. Hard Disk Size :1-2 TB vi. Hardware Platform : PC vii. Operating System :Windows 10 Home viii. Graphics :2-4GB ix. Should have facility of upgrading up to 16GB RAM x. Microsoft Office 2016 Home and Student 	
<p>5. Laptop Computer (GKS) (HP/DELL/LENEVO or Equivalent)</p>	<ul style="list-style-type: none"> i. Computer Memory Size :8 GB ii. Processor (CPU) Model : Core i5-i7 iii. Processor (CPU) Manufacturer : Intel iv. Processor (CPU) Speed:2.5 -3.1GHz v. Hard Disk Size :1-2 TB vi. Hardware Platform : PC vii. Operating System :Windows 10 Home viii. Graphics card RamSize :2-4 MB ix. Screen Size : 14 inches x. Maximum Display Resolution : 1920x1080 xi. System weight: 1.5 -2.0 Kg. xii. Connectivity: Wi-Fi, Bluetooth-V4. Wireless key board, wireless mouse with laptop bag. 	01
<p>6. Laser Printer (HP/Cannon or Equivalent)</p>	<ul style="list-style-type: none"> i. Laser Printer with scan, copy from a single device ii. Print up to 14 ppm (ISO) – A4 print & copy, iii. RMPV: Up to 250 to 2,000 pages, iv. 600 × 600 dpi print resolution, v. 230 MHz with 32 MB RAM, vi. Hi-speed USB 2.0 port, vii. 12A Black Original Laser Jet Toner – 2000 pages, viii. Duty cycle up to 5,000 pages per month. 	01

<p>7. Refrigerator</p> <p>SAMSUNG/LG/GODREJ</p> <p>Equivalent)</p>	<p>or</p> <ul style="list-style-type: none"> i. Double door ii. Smart connect inverter (automatic) iii. Power freeze and cool iv. Anti bacteria protector v. Digital display vi. Door alarm vii. Toughened glass shelves viii. Stabilizer free operation (100v-300v) ix. LED light x. Recess handle xi. 3star, 345 L capacity xii. Twist ice maker xiii. Convertible 5 modes. 	<p>02</p>
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Annexure-III

GENERAL DESCRIPTION OF THE EQUIPMENT/ACs/COMPUTER QUOTED BY TENDERER

Name of manufacturer	Make and model	Catalogue No.	Technical specification	Warranty period	Name of Tenderer

Annexure-IV

FINANCIAL BID: DETAILED TECHNICAL SPECIFICATION AND PRICE				
Item Serial No.	Part No.	Technical Specification	Quantity	Price (INR)
Single consolidated Price for Main System(Sl.1-6)				
-Less discount, if any				
Taxes, if any				
Freight, packing, transportation, installation etc.				
TOTAL PRICE (F.O.R, RPRC, Bhubaneswar)				



Regional Plant Resource Centre

Nayapalli, Bhubaneswar 751 015, Odisha

Advertisement No. _____/RPRC.

Date:

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Computer/Refrigerator/Laser Printer**

Sealed tenders are invited from reputed manufacturers (principals/authorized agents/ distributors/dealers) having GST registration for supply of Desktop Computer/Laptop Computer/ Refrigerator and Laser Printer. The details of the materials, quantity, technical specifications, other terms and conditions and formats are available in the office website **www.rprcbbsr.com**, which can be downloaded for use. Interested parties may submit their tenders by Speed Post/ Registered Post/Courier service, which should reach the undersigned on or before **Dt. 03.05.2018 (before 4.00 PM)** positively.

Sd/-

Administrative Officer

R&D:05/2017 No. _____/RPRC.

Date:

To
M/S. Signet Media Service Pvt. Ltd.
Chandan Villa(Gound Floor),Room No-2
Plot No. 1258,Road No.8, Unit-9
Bhubaneswar -751022

Sub: Publication of advertisement.

A copy of the advertisement is enclosed for publication in the daily Newspapers “**Sambad**” and “**Dharitree**” **all edition**, as a single insertion covering 3 column x 5cm. space on 18.04.2018. The bills in duplicate with complementary copy of the paper may be furnished for needful.

Sd/-
Administrative Officer

Encl: As above.