

DISTRICT RURAL DEVELOPMENT AGENCY, SUNDARGARH



District Rural Development Agency,
Sundargarh - 770001
Tel / Fax No. 06622-273873
E-mail - ori-dsundargarh@nic.in

Letter No. 311 /OLM

Dated the 01 / 11 / 2018

Tender Call Notice

Sealed Quotations are invited from the interested reputed Suppliers/ Dealers/ Firms/ Agencies for supply of AC with Stabliser, Desktop, Laptop, High-speed Scanner, Scanner, Projector , Multi Purpose Printer, Executive Chair, Executive Table, Cushion Chair, Steel Almirah , Steel Open Rack and Inverter with One Battery as per the specification given below for official use of DMMU,OLM, Sundargarh. Category wise package is mandatory .The evaluation forms & format of quotation completed in all respect should- reach the undersigned on or before 14.11.2018 by 05:00 PM by REGISTERED/SPEED post (Indian post) only in the address of PD, DRDA-cum- District Mission Co-ordinator, Odisha Livelihoods Mission, DRDA, Sundargarh, At/Po/Dist-Sundargarh, Pin-770001DMMU, OLM, Sundargarh. The quotations will be opened on 15.11.2018 at 11.00 AM in presence of the bidder/authorized person.

The undersigned reserves to accept or reject any or all the bids without assigning any reason thereof. For Tender Form and other Details visit the website of Sundargarh district & Olm: - www.olm.nic.in, www.sundargarh.nic.in & www.ormas.org portal

Category A- Purchase of IT Equipments:-

Brief Description of the items	Specification	Period of Delivery	Installation Requirement if any	Warranty	Brand
Laptop	Core-i5-7 th Gen, 4GB, 1TB ,2GB GFX, W-10, 15.6" led Display	Within 10days of receipts of purchase order	Yes	3 Years on site with spare and service.	DELL/ HP or equivalent
Desktop	Slim line desktop PC Monitor , Intel core i5,Gen 7, B250 I5-7400 3.0G 4C / 4 GB DDR4 2400/ 2 TB/W-10/ODD/OS/ Wifi/19.5" Led monitor, with UPS	Within 10days of receipts of purchase order	Yes	3 Years on site with spare and service.	DELL/ HP or equivalent
Projector	Resolution XGA, 1024X 768, 4:3, Audio output 2 watts, Focal Distance-18mm, Connectivity-USB, VGA, HDMI in Projector Lens 1.5x, Manual zoom & Focus with WiFi and Screen	Within 10days of receipts of purchase order	Yes	3 Years on site with spare and service.	Sony/ EPSON or equivalent
Multi	Multi functional Laser	Within	Yes	The	HP/ Canon/Samsung

Purpose Printer	Function- Print, Copy, Scan, Upto 22 PPM, 1200X600 dpi	10days of receipts of purchase order		warranty in years to be furnished by the supplier	or equivalent
High Speed Scanner	A4 Flatbed , CIS, ,1200x1200, dpi scan Resolution, Input 10 bits/pixel, Duplex ADF, Optical density of 3.4 dmax, Scan speed 25 ppm	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	HP / EPSON/CANON or equivalent
Scanner	A4 Flatbed, 3 Colour RGB, Contact Image Sensor, 2400 X 4800 Scan Resolution.	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	HP / EPSON/CANON or equivalent

Category B- Purchase of Non- IT Equipments:-

Brief Description of the items	Specification	Period of Delivery	Installation Requirement if any	Warranty	Brand
AC 1.5 Tonne Inverter (SPLIT) with Stabiliser & Installation charges	Cooling Capacity- above 3000KW/hr, Air Circulation (CFM)-450, Moisture removal –above 1.8, Capacity-4 KVA, Input 130-300 V Rated- 5 star	Within 10days of receipts of purchase order	Yes	2 Years or on above and Compressor Warranty- 10 yrs,	VOLTAS/ Carrier / Haier / SAMSUNG/ Godrej or equivalent
Inverter with Battery	Battery 150AH Tubular Inverter-1050VA	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	V-Guard / EXIDE Sukam / Luminious / Microtek or equivalent

Category C- Purchase of Furniture & Fixtures : -

Brief Description of the items	Specification	Period of Delivery	Installation Requirement if any	Warranty	Brand
Steel Almirah	Provide maximum storage with 4 adjustable shelves that can store just about anything for width 915 depth 485 height 1980 mm without locker	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	Godrej or Equivalent
Executive office Chair with	The chair has an option of a permanent contact mechanism,	Within 10days of receipts of	Yes	The warranty in years to be	Godrej or Equivalent

Chair with Hands	contact mechanism, which allows the back to flex naturally as your recline, for maximum comfort and relief. Changeable upholstery, Moulded Foam, Pneumatic height adjustment, Metal powder coded pedestals Swive Mechanism, Twin Wheel castors Width-70.0cm Depth-70.0 cm, Height 102.5cm Seat Height 44.0-56.5 cm	receipts of purchase order		years to be furnished by the supplier	
Executive Table	Table have very strong steel frames fitted with very smooth and polished surface (MDF on Top) fitted with 3 side cabinets or drawer (One Side) for keeping and organizing office files and accessories with Foot Rest Width 1199* Depth 590 * Height 750	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	Godrej or Equivalent
Steel Open Rack	Dimension-6'X36''X15'' with 5 Shelves with 20 Gazze (Auto Adjustment), High Loading Capacity & Powder coded	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	Godrej or Equivalent
Cushion chair	The chair is finished with a fibre moulded with cushion fitted with fixed arms. Seat Depth & Width 500mm X 500mm . Back Height & Width- 600mm X 490mm.	Within 10days of receipts of purchase order	Yes	The warranty in years to be furnished by the supplier	Godrej or Equivalent

1. Bid Price:

- A. The transportation & installation charges also to be included in the Bid Price.
- B. All duties, taxes and other levies payable by the dealer under the contract shall be included in the quoted price.
- C. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- D. The Prices should be quoted in Indian Rupees only.

2. Eligibility criteria of the Bidder:

The bidder shall furnish the following documents to establish the bidder's eligibility

- A. Attested photocopies of PAN number.

- B. GST Registration Certificate and latest Tax Payment details.
C. Price Bid in the prescribed format duly signed and sealed in each page.
D. Bid Security & EMD as specified in the quotation Document.
3. Quotation received beyond the date fixed and incomplete documents will not be considered. The bidder should sign and stamp each page of the quotation documents.

4. Bid Security:

The bidder shall furnish bid security(EMD) of Rs. 10000/- Rupees (Ten Thousand Only) in the shape of Account Payee Bank draft drawn in favour of the Project Director, DRDA, Sundargarh payable at State Bank of India, Sundargarh. The above bid security will be forfeited if a bidder.

- (i) Withdraws its bid during the period of bid validity or
(ii) Fails to perform the contractual obligations as per the purchase order.

The EMD of the unsuccessful bidder will be returned after finalization of the quotation & will return to successful bidder within 28days after supply of items.

5. Validity of Tender:

Quotation shall remain valid for a period not less than 30 days after the last date as specified in the quotation document.

6. Evaluation of Quotations

The Purchaser will evaluate and compare the quotation determined to be substantially responsive i.e. which

- (a) Are properly signed and sealed
(b) Confirm to the terms and conditions and specifications.
(c) Submitted as per the prescribed format.
(d) The quotation would be evaluated for each item separately


7. Award of contract

- (a) The purchase Order will be placed on the selected bidder(s) whose bid has been determined to be substantially responsive
(b) Payment shall be made after delivery of the goods through account transfer after submission of the bills and vouchers.
(c) Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidders offer.
(d) Any legal dispute arising out of this is subject to concerned district jurisdiction only.
(e) Not with standing the above, the DMMU, OLM Sundargarh reserves the right to accept or reject any Quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) during the opening of Quotations as per the date and time fixed by the Project Director, DRDA, Sundargarh.
(c) The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification, quality & requirement of DRDA, OLM, Sundargarh.
(f) The quantity specify is tentative which may vary as per requirement.

8. Interested bidders may submit their sealed Quotations in the prescribed format mentioning “


Quotation for “IT Equipments”, “Non- IT Equipments” and “Furniture & Fixtures ” on cover of the envelop address to the Project Director, DRDA,

Sundargarh, At/Po/Dist-Sundargarh, Pin-770001 latest by 5:00 PM on 14.11.2018 by speed/Registered post only. The quotations will be open on the next day at 11.00 AM in presence of the bidder/authorized person.


Project Director
DRDA, Sundargarh


Memo No. 312 Dated 01-11-18

Copy submitted to the DIO, NIC, Sundargarh for webhosting in www.sundargarh.nic.in, Executive Director, ORMAS for kind information with a request to webhost in www.ormas.org and Procurment -cell, OLM, Bhubaneswar with a request to webhost in www.olm.nic.in.


Project Director
DRDA, Sundargarh

Memo No. 313 Dated 01-11-18

Copy to Collectorate, Sundargarh with a request to affix the above quotation call notice in their notice board for wide publicity.


Project Director
DRDA, Sundargarh

EVALUATION FORM

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone no. Fax no. E-mail address	
3	Are you a dealer/reseller	
4	Trade Tax / GST Registration no. with place (Copy to be attached)	
5	TIN/ PAN No. (with copy of certificate)	
6	Up to date GST Clearance Certificate (Copy to be attached)	
7	EMD details	DD no. _____ Amount _____ /- Date ____ / ____ / ____

I do hereby certify that the above mentioned particulars are true and correct.

Full Signature of the Bidder

Date:

Seal

DECLARATION BY THE BIDDER:

It is hereby declared that I undersigned, and examined all the terms and conditions of the quotation document for which I have signed and submitted the bid personally under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the quotation document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our organization / firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this quotation is given to me/us.

Signature :

Date:

Name

Address

Designation:

FINANCIAL BID DOCUMENT FORMAT

Category A- Purchase of IT Equipments:-

<u>Sl no.</u>	<u>Particulars</u>	<u>Specification</u>	<u>Tentative quantity.</u>	<u>Unit Rate including tax</u>	<u>Total amount including tax</u>
1	Laptop		4		
2	Desktop		1		
3	Projector		3		
4	Multi Purpose Printer		1		
5	High Speed Scanner		1		
6	Scanner		1		

Gross Total Cost : Rs.....

Total bid price (including Taxes and other) in Rs. _____ (in numbers)

(In Words)

Signature of the Bidder

Name of the firm/Agencies

Address

Date

Place

Seal

The DMMU, OLM, Sundargarh will not be bound to accept the lowest Quotation.

The decision of the DMMU, OLM, Sundargarh shall be final in this regard.

FINANCIAL BID DOCUMENT FORMAT

Category B- Purchase of Non-IT Equipments:-

<u>Sl no.</u>	<u>Particulars</u>	<u>Specification</u>	<u>Tentative quantity.</u>	<u>Unit Rate including tax</u>	<u>Total amount including tax</u>
1	AC 1.5 Tonne (SPLIT) with Stabliser & Installation charges		6		
2	Inverter with Battery		1		

Gross Total Cost: Rs.....

Total bid price (including Taxes and other) in Rs. _____ (in numbers)
_____ (In Words)

Signature of the Bidder

Name of the firm/Agencies

Address

Date

Place

Seal

The DMMU, OLM, Sundargarh will not be bound to accept the lowest Quotation.
The decision of the DMMU, OLM, Sundargarh shall be final in this regard.

FINANCIAL BID DOCUMENT FORMAT

Category C- Purchase Non Electrical/Electronic item

<u>Sl no.</u>	<u>Particulars</u>	<u>Specification</u>	<u>Tentative Quantity</u>	<u>Unit Rate including tax</u>	<u>Total amount including tax</u>
1	Executive Chair with Hands		4		
2	Executive Table		3		
3	Steel Open Rack		1		
4	Steel Almira		2		
5	Cushion chair		4		

Gross Total Cost : Rs.....

Total bid price (including Taxes and other) in Rs. _____ (in numbers)

(In Words)

Signature of the Bidder

Name of the firm/Agencies

Address

Date

Place

Seal

The DMMU, OLM, Sundargarh will not be bound to accept the lowest Quotation.
The decision of the DMMU, OLM, Sundargarh shall be final in this regard.