

DISTRICT PLANNING & MONITORING UNIT, JAGATSINGHPUR  
AT – PUROHITPUR, POST – JAGATSINGHPUR,  
DIST- JAGATSINGHPUR, PIN- 754103, TEL – 06724-220468

**TENDER DOCUMENT**

**TENDER NO. 579 dt.03.05.2018**

Supply & Installation Desktop Computers, Line Interactive UPS, Laser Printer & Computer Table in 7 nos. Of Block Statistics Offices of Jagatsinghpur district.

Period of Sale of Tender Document: Dt. 07.05.2018 to 16.05.2018 up to 13:00 hrs.

Last Date for Submission of Tender: Dt. 16.05.2018 up to 14:00 hrs.

Place of Submission of  
Tender document

District Planning & Monitoring Unit,  
At: - Purohitpur  
Post. / Dist:- Jagatsinghpur  
Pin:- 754103

Date of General, Technical & Financial  
bid Opening:

Dt.17.05.2018 at 12:30 hrs.

Cost of Tender Documents:

Rs.200/- (Rupees two hundred) only.

The tender document contains total 10 pages.

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**SECTION-I**

District Planning & Monitoring Unit, Jagatsinghpur invites sealed Tenders from the Distributors/Authorized Dealers for supply and Installation of 7 (seven) nos of Desktop Computer, Line Interactive UPS, Laser Printer & Computer Table for use in the Block Statistics Office of different blocks of Jagtsinghpur district. Tender paper can be obtained from the website [www.jagatsinghpur.nic.in](http://www.jagatsinghpur.nic.in) or in persons from the Office of the undersigned from dt.07.05.2018 to 16.05.2018 up to 01.00 pm in each working day on payment of non-refundable fee of Rs.200/-(Two hundred) only. Tender paper downloaded from website will pay the amount stated above in shape of Demand Draft drawn in favour of Deputy Director (Planning & Statistics), District Planning & Monitoring Unit, Jagatsinghpur. The authority reserves the right to accept/reject any part of or all the quotations without assigning any reason thereof.

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**(GENERAL BID)**

SECTION – II

GENERAL TERMS & CONDITIONS

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**1. Location of the project:**

The equipment should be delivered and installed in all Block Statistics Offices of Jagatsinghpur district (Except Naugaon Block).

**2. EMD of Rs.5,000/- (Rupees five thousand)** should be deposited along with the tender documents fee failing which the tender document shall not be considered for evaluation. The EMD shall remain valid for a minimum period of 180 days from the date of opening bid. The bid security shall be only in the form of Demand Draft drawn in favour of Deputy Director (Planning & Statistics), District Planning & Monitoring Unit, Jagatsinghpur payable at Jagatsinghpur drawn in any nationalized bank.

**3.** There are three parts of tender papers namely General Bid, Technical Bid, and Financial Bid. The bidder is required to fill out all the three parts of tender documents and place them in three separate sealed envelopes which should be super scribed as (a) “General Bid – Enquiry No. 579 / DPMU - Stat., Dt.03.05.2018” (b) “Technical Bid – Enquiry No. Enquiry No. 579 / DPMU - Stat., Dt.03.05.2018” (c) “Financial Bid- Enquiry No. – Enquiry No. 579 / DPMU - Stat., Dt.03.05.2018”. The envelop must show the name of the Tenderer, address and should be super scribed as “Quotation for Desktop Computers, Laser Printers, Line interactive UPS, MS Office 2016 Home & Business, ENQUIRY NO . – Enquiry No. 579 / DPMU - Stat., Dt.03.05.2018”, on the top of the envelope.

The sealed tenders will be opened at 12:30 P.M. in the Chamber of Collector & DM, Jagatsinghpur, as per the following schedule in presence of the tenderers or their representatives as may desire to be present.

#### **4. Eligible Bidder:**

##### **The Bidder**

- ✓ Should be a registered firm with GST Authority.
- ✓ A firm / Company having a local office in Odisha.
- ✓ Should furnish the company registration certificate, GST registration certificate, PAN No. detail along with the tender paper.
- ✓ Should be a distributor / dealer / partner for the product quoted.
- ✓ Required EMD and tender document fee should be deposited.

#### **5. Evaluation Criteria**

- (a) Non compliance of any one of the criteria by the bidder will be liable to be rejected.
- (b) Evaluation shall be done on basis of technical qualified lowest (L1) commercial quotation.
- (c) DPMU reserves the right to negotiate specification, prices during evaluation if found necessary.

#### **6. Schedule of delivery:**

The materials shall be delivered and installed in all respect within 1 weeks from the date of purchase order.

#### **7. Documents to accompany the tender:**

The bidder must submit copy of the following documents along with the tender failing which, the tender will be treated as non-responsive and will not be accepted.

- i. Firm registration.
- ii. GST Registration certificate.
- iii. PAN Card
- iv. Dealer / Distribution / partner authorization certificate from OEM for the product quoted.
- v. Technical compliance as per format- Section-III (Technical bid)
- vi. Price schedule as per format-Section –IV (Financial bid)
- vii. Tender document fee & EMD.

**8. Payment:**

90% payment will be made after verification and successful installation of the equipment at site, subject to submission of installation certificate issued by the proper authority.

Balance 10% payment will be made after successful operation of the equipment for at least one month after installation.

The bidder shall furnish a *Performance Bank Guarantee (PBG)* for 10% (ten percent) of the contract price prior to the release of any payment. This bank guarantee shall remain valid for a period of 60 days or more beyond warranty period.

**9. Delay in Delivery of the equipment:**

The time schedule for delivery of the equipment as mentioned in Clause 6 above is very important and the bidder must take utmost care to deliver the equipment in schedule. If the delivery is delayed for any reason for which DPMU, Jagatsinghpur is not responsible, a penalty @ 0.5% of the value of the purchase order will be charged to the bidder for a delay of one week or part thereof, subject to maximum 5% of the value of the purchase order.

10.

The bids should be submitted in the prescribed format at the O/o the DPMU, Jagatsinghpur prior to the last date of the submission. In this connection any other information if necessary can be obtained from the Deputy Director (Planning & Statistics), DPMU, Jagatsinghpur.

**Place:**

**Signature & Seal of the Bidder.**

**Date:**

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**(TECHNICAL BID)**

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**SECTION – III**

**A – Intel Core i3 Desktop Computer**

**Make: (Bidder to specify)**

**Model: (Bidder to specify)**

Sl. No.	Parameter	Required Specification	Complied (Yes/No)
1.	Make / Model	Bidder to Specify	
2.	Processor	Minimum Intel Corei3-6100, 3.7 GHz, 3 MB Cache or higher version	
3.	Chipset	Minimum Intel Q8 series or higher version	
4.	Bus Architecture	3 PCI (PCI / PCI Express) or more	
5.	Memory	8 GB 2133 MHz DDR4 RAM with 32 GB Expandability	
6.	Hard Disk Drive	1 TB 7200 rpm .	
7.	Optical Drive	8X or better DVD RW Drive	
8.	Keyboard	104 keys	
9.	Mouse	Optical scroll with USB interface	
10.	Graphics	Integrated Graphics (Intel HD)	
11.	Monitor	47 cm (18.5 inch) or larger TFT/LED Digital colour Monitor TCO-05 certified	
12.	Bays	4 No. or above	
13.	Networking Facility	10/100/1000 on board Integrated Network Port with remote booting facility remote system installation, remote wake up , TPM enabled 1.2 chip using any standard management software	
14.	Ports	6 USB ports or more(at least 2 USB with 3.0), 1 Display port / VGA port, audio ports for microphone and headphone in front	
15.	Form Factor	Mini Tower / Tower	
16.	Operating System	Windows 10 Professional or higher preloaded with Media and Documentation and Certificate of Authenticity	
17.	OS Certification	Windows 10 Pro OS Linux certification	
18.	Power Management	Screen Blanking, HardDisk and system idle mode in Power ON, set up password, Power Supply SMPS Surge protected	
19.	Warranty	3 Years on-site with spare and service	
20.	Antivirus	McAfee /Quick Heel/ Trend Micro/Norton or equivalent Latest Version with three years License	

**Place :**

**Date :**

**Signature & Seal of the Bidder.**

**B - LASER PRINTER**

Make: (Bidder to specify)

Model: (Bidder to specify)

SI. No.	Description / Parameter	Required Specification(Laserjet A4 Mono Printer)	Complied (Yes/No)
1.	Print Technology	Laser	
2.	Cartridge Technology	Separate Drum & toner	
3.	Print Speed (A4)	18 ppm	
4.	Monthly Duty Cycle	5000 pages	
5.	Max Resolution	1200 x 1200 dpi	
6.	Operating system support	Windows XP (32 bit & 64 bit)/ Windows 7 (32 bit & 64 bit)/ Windows 8 / Windows 10	
7.	Memory	256 MB RAM	
8.	Input Tray	150 pages	
9.	Output Tray	100 pages	
10.	Connectivity	USB 2.0	
11.	Warranty	1 Year	

**C - UPS**

Make: (Bidder to specify)

Model: (Bidder to specify)

SI. No.	Description / Parameter	Required Specification(Laserjet A4 Mono Printer)	Complied (Yes/No)
1.	UPS type	Line inter active	
2.	Capacity	600 VA / 360 Watt or more	
3.	Back up time	15 minutes or more	
4.	Input connection	6 Amp Plug, 1,2 meter power cord	
5.	Input voltage / frequency	230 V / 50 Hz	
6.	Output voltage / frequency (On battery)	230 V (+/- 8%) / 50 Hz (+/- 1 Hz)	
7.	Output voltage / frequency (On utility)	230 V / 50 Hz	
8.	Output type	3 numbers of 3-pin, 6 Amp socket (all with battery backup and surge protection)	
12.	Warranty	1 Year	

**D - Computer Table**

Place :

Signature &amp; Seal of the Bidder.

Date :

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**(FINANCIAL BID)**

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**SECTION - IV**

**Price Schedule**

Sl.No	Particulars	Unit	Quantity	Rate (in Rs.)	Amount (in Rs.)	Tax @ _____ %	Total Amount (in Rs.)
<b>Desk top Computer &amp; Accessories</b>							
1	Core i3 Desktop Computer as per Technical Specification in Section-III	Sets					
2	Laser Printer as per Technical Specification in Section-III	Nos.					
3	UPS as per Technical specification in Section-III	Nos.					
4	Computer Table						
	<b>Total Rs.:</b>						

Place :  
Date:

**Signature & Seal of the Bidder.**