

Office Of The Controller Of Defence Accounts
Ridge Road, Jabalpur MP-482001

No.AN/III/1703/EDP Purchase

Dated: 03.01.2017

To

Sir,

Sub: Invitation of Tender Enquiry for supply of Computer Hardware, Consumables and Networking items.

Part-I

Sealed quotations are invited by the office of the CDA Jabalpur duly complete in all respect for supply of Computer Hardware, Consumable and Networking items.

2. The last date and time of submission is January 16th 2017 up to 1200 Hrs and the bids will be opened on the same date at 1600 Hrs. Quotations may be sent by registered post or may be dropped in tender box placed at the **Reception Counter** of this office. Quotation received after the stipulated time would be summarily rejected and no correspondence in this regard will be entertained.

3. Bids should be forwarded by the bidders under their original memo/letter pad indicating details such as TIN/VAT/CST number etc and complete postal address of their firm.

4. Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bid, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this Tender Enquiry.

5. Earnest Money Deposit:- Earnest money for a sum of **Rs. 33500/- (Rupees thirty three thousand five hundred only)** must be deposited in the form of demand draft/fixed deposit/bankers cheque/bank guarantee (**valid for 6 months**) in favor of CDA Jabalpur. The particulars of the EMD must also be super scribed on the top of the envelope by indicating the draft/receipt number and date, failing which the tender will not be opened. The tender will not be considered if earnest money is not deposited. EMD is not required to be deposited by those bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC) or any other Department of MoD or MoD itself.

6. Submission of offers: The following points may please be adhered to while filling up the forms:

(a) All sheets will be submitted duly affixed with the Company's stamp, date and signature of the authorized signatory of the vendor.

(b) The cost of the item should be the landed cost of the item i.e. including of freight, packing, taxes etc. The cost of the item should be mentioned in figures as well as in words. No Custom duty exception certification will be provided.

(c) Total costs for the full quantity to be supplied will be indicated.

(d) Incomplete/incorrect completed tender will be rejected.

(e) Please clearly mention make/model of items. Product should meet ISI and ISO standard.

(f) The rates quoted by your firm will be valid for the period of one year from the date of submission of bid.

7. Supply Order will be prepared on total costs for the full quantity to be supplied will be indicated. Cost will be indicated in words and figures both.

8. Controller of Defence Accounts, Jabalpur reserves the right to seek clarification with one or more vendors if considered necessary and also not accept any offer at all in case they are not reasonably priced.

9. Negotiations will be carried out with L-1 vendor in exceptional circumstances where valid logical reasons exist. Therefore please offer your lowest acceptable rates.

10. Copies of following documents may please be enclosed along with the quotations:

(a) IT Returns for last three years including TIN No.

(b) Bank Account details including IFSC, MICR Code and Bank Account Number/Name.

(c) Detailed technical write-up highlighting the features of the system offered, technical manuals & brochures of the item/equipment offered including details of all components of the system offered to include make, model, performance details, etc.

(d) Deviation statement giving out the deviations from the specifications given in this tender, if any, to be mentioned in Appendix A or NIL signed by the bidder also required.

(e) Earnest Money deposit as mentioned at sl. 5 above.

(f) Certificate of confirmation of terms and conditions of the tender as per Annexure 'A'.

(g) OEM Certificate from the authorized manufacturer.

(h) Annual Statement of accounts for last three years as submitted to Income Tax Deptt.

(i) Business Registration Certificate issued by statutory body.

(j) Local Sales Tax, Central Sales Tax and TIN Registration Certificate.

(k) PAN Card.

11. Only OEMs or vendors authorized to quote on their behalf will respond to this tender enquiry. The products being quoted will be OEM products except where specifically stated in the tender enquiry.

12. Make, Model and version (Latest) will be specified for all items. Complete technical specifications and literature will be attached with the Technical Bid. Reference of documents (Document Name/paragraph number/page Number) submitted will be given against each specification asked for in the technical bid to enable evaluation of the proposal. Incomplete proposals may lead to rejection of the bid summarily. Responsibility on this account lies with the bidders.

13. The Certificate of Acceptance of all terms and conditions of the RFP is attached as Annexure 'A'. Certificate of Acceptance will be signed by the authorized representative of the vendor with the vendor's stamp and submitted along with the Price Bid.

Part-II

14. **Schedule of Requirement:-**

a) Computer Hardware with following specifications

Sl. No.	Item description	Provisioning
1	Desktop PC (Intel Core i5 6 th Gen, OS-Windows 8, RAM 4 GB (DDR-4), HDD 500 GB, DVD RW, 47 cm TFT Monitor)	10
2	L1 UPS (1 KVA, 400VAH)	6
3	HP Laser Jet 1108 B/W Printer	45
4	DeskJet GT 5820 MFD Printer	2

b) Computer Consumable with following specifications

Sl. No.	Item description	Qty (No.)
1	Quick Heal Antivirus Pro (1 User Pack)	65
2	CD-R with cover	300
3	CD (RW)	200
4	CD Cover (Plastic)	300
5	Data Cable for HP Laser Jet P-1108	5
6	Mouse Optical	35
7	PS2 to USB Convertor	10
8	Spike Guard with 5 Mtr. Chord	27
9	USB Extension Chord	11

Sl. No.	Item description	Qty (No.)
10	Internal HDD 1TB	2
11	Key Board	35
12	Internal RAM 4 GB	1
13	External Hard Disk 1TB	1
14	DVD-RW with cover	100
15	Canon Image Runner 2420 Cartridge	10
16	HP 678 Cartridge (Black)	10
17	EPSON M100 Ink (Black)	10
18	88A Toner Cartridge	120
19	78A Toner Cartridge	10
20	Samsung ML 2245 Printer Cartridge	2
21	Samsung SCX 4521F Cartridge	2
22	HP 46 Cartridge Black	2
23	TVS Gold DMP Ribbon Cartridge 136 Column (Large)	100

c) Computer Networking Items with following specifications

Sl. No.	Item description	Quantity
1	CAT 6 Cable (Mtr.)	1130
2	D-Link 8 Port Gigabit Networking Switch	15
3	D-Link 24 Port Gigabit Networking Switch	10
4	RJ-45 Connector	220
5	D-Link 5 Port Gigabit Networking Switch	1

15. Rates should be quoted in the enclosed Price Bid format only.
16. **Certificate of acceptance:** All Vendors interested to bid against this RFP are required to execute their acceptance to the term and conditions of Tender Enquiry for procurement of items mentioned under Para 14 (a) to 14(C) on the format given in Annexure 'A'.
17. **Delivery and acceptance:**
 - (a) Delivery of items shall be completed within 02 (two) weeks from the date of supply order at office of the CDA, Ridge Road, Jabalpur.
 - (b) Acceptance testing shall be completed within two weeks from the date of supply order.
18. **Acceptance Testing:** All items will be subjected to detailed acceptance testing procedure by a Board of Offices. The specifications of the items should be in conformity with the details

provided by the vendor and as per the given specifications. Any additional equipment needed for acceptance testing would be provided by the vendor at his own cost. In case any item is found not as per laid down specifications and the consignment rejected, the vendor shall remove the item from user premises at his cost. The user will issue an acceptance certificate on successful completion of acceptance testing.

19. Single Bid System: Bidders are required to furnish clause-by-clause compliance of specifications bringing out clearly the deviations from specification, if any. The Bidders are advised to submit the compliance statement in the format along with Price Bid. In case of non-compliance, deviation from RFP to the specified in ambiguous terms.

20. Technical Details:-

- a) The supplier shall ensure that goods supplied shall be in full conformity with the specification as mentioned in the schedule of requirement.
- b) If the goods supplied by the firm are found to be old/defective/less specification, the same should be replaced by the supplier at their own cost within 3 days failing which action deemed fit by this office including forfeiture of EMD will be taken. No payment will be admissible for the goods rejected during inspection of the same.
- c) The Invoice/bill floated by the firm should bear authentic serial number printed and TIN no. should remain valid during the period of the contract.
- d) Price shall remain fixed and valid during the period of contract.
- e) In case the supply is not completed in stipulated time period as indicated in work/supply order or there is a breach in terms & conditions of the contract by the supplier/firm, the CDA Jabalpur reserves all the rights to cancel/terminate the work/supply order and/or recover/impose liquidated damages/forfeit of EMD.
- f) The CDA Jabalpur may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part.

21. Delivery period & Consignee details:-

- a) The ordered quantity of the items would be supplied within a period of 14 days (maximum) from the receipt of supply order. The buyer (CDA Jabalpur) reserves the right to cancel the supply order unilaterally in case items are not delivered within the stipulated time. In case of emergency, telephonic intimation/email shall be considered as supply order and the delivery should be made within 24 hours accordingly.
- b) This office will have the authority to place supply order for supply of item beyond the office hours and on holidays, for which no additional payment will be made to the supplier. If delivery is not made in given time period and this office is required to make purchase from outside/open market at higher rates, the loss sustained by this office will be deducted from the bill of the supplier/firm.
- c) The supply of items should be made strictly as per ordered quantity/specification. The CDA Jabalpur reserves all the rights to accept or reject the whole lot/batch of items supplied if any variation is found in quantity supplied against the ordered quantity.

Part-III

22. The RFP is issued with slandered conditions of RFP as per Part-III of Appendix C of DPM 2009. The Bidder is required to give confirmation of their acceptance of the Standard conditions of the Request for proposal mentioned below which is automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder. However important clauses are mentioned below:-

- a) **Law:** The contract shall be considered ad made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic o India.
- b) **Effective date of the contract:** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.
- c) **Arbitration:** All disputes and differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or performance, which cannot be settled amicably, may be resolved through arbitration. The standard clause of arbitration is as per DPM-2009 (Available in MoD website).
- d) **Penalty of use of undue influence:** The seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contract or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present contract or any other contract with the Govt. of India for showing of forbearing to show favor or disfavor to any person in relation to the present Contract or any other contract with the Government of India. Any breach of aforesaid undertaking by the seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offer by the Seller of any one acting on his behalf, as defined in the Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the CDA Jabalpur or any officer nominated on his behalf to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the CDA Jabalpur or to any other person in a position to influence any officer/employee of the CDA Jabalpur for showing any favour in relation to this or any other contract, shall render the Seller to such liability/penalty as the Buyer (viz. the CDA Jabalpur) may deem proper, including but not

limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the buyer.

- e) **Agents/Agency commission:** The Seller confirms and declares that he is the authorized vendor for the items referred to the contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the Seller, nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. If the declaration of the seller is found to be incorrect or established at later stage whether before or after signing the Contract, the Seller will be liable to refund that amount (gift, reward, fees, commission or consideration etc.) to the Buyer. The Seller will also be debarred from entering into any supply Contract with the Government of India for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Seller who shall in such an event be liable to refund all payments made by the Buyer in terms of the Contract along with interest @2% per annum above LIBOR rate. The Buyer will also have the right to recover any such amount from any contracts concluded either with the Government of India.
- f) **Access to Books of Accounts:** In case it is found to the satisfaction of the Buyer that the Seller has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency commission and penalty for use of undue influence, the Seller, on a specific request of the Buyer, shall provide necessary information/inspection of the relevant financial documents/information.
- g) **Performance Security Deposit:** The successful bidder should have deposit performance security of amount at the rate of 5% of total value of supply order placed in the form of demand draft/fixed deposit/bankers cheque/bank guarantee in favour of CDA Jabalpur within 07 days of placing Supply Order. Performance security deposit should remain valid for a period of 60 days beyond the date of completion of contractual obligations, including warranty.
- h) **Liquidated Damage (LD):-** If the supplier fails to deliver stores in full/part thereof, within the stipulated delivery period in accordance with the supply order, the supplier shall pay to the Buyer liquidated damages, at the rate of half percent (0.5%) of the total value of the delayed items for each completed week or part thereof, up to maximum of ten percent (10%) of the value of the delayed stores.
- i) **Method of payment of Liquidated Damages (LD):** The amount charged as liquidated damages would be deducted by the Customer from the amount due for payment to you. If the amount of such LD exceeds the payments due to you, you shall within 30 days make payment to the Customer in Full & Final settlement of claims less the value of the bank guarantee, if encashed.

- j) Termination of Contract:** The CDA Jabalpur will have the right to terminate this Contract in part or in full in any of the following cases:
- (i) The delivery of the material is delayed for causes not attributable to Force majeure for more than three months after the scheduled date of delivery.
 - (ii) The Seller is declared bankrupt or becomes insolvent.
 - (iii) The delivery of material is delayed due to causes Force Majeure or by more than three months provided Force Majeure clause is included in contract.
 - (iv) The Buyer has noticed that the Seller has utilized the services of any Indian/foreign agent in getting this contract and paid any commission to such individual /company etc.
 - (v) As per decision of the Arbitration Tribunal.
- k) Notices:** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/airmail, addressed to the last known address of the party to whom it is sent.
- l) Transfer or sub-letting:** The Seller has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or an part thereof.
- m) Amendment:** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.
- n) Taxes and Duties:** Please fill the details of all taxes and duties (viz. VAT/Custom duty/Excise Duty) in the price bid with due care. All these taxes and duties must be explicitly stated by the bidder in the boxes provided for the purpose in the Price Bid. These taxes and duties will be taken into consideration while deciding the lowest bidder. Normally, materials to be supplied to Government Department against Government Contracts are exempted from levy of town duty, Octroi Duty, Terminal Tax and other levies of Local bodies.
- o) Payment:** After the stores have been delivered successfully by the supplier and are found in accordance with the terms and conditions of supply order, the supplier would submit his bill/invoice which would be subjected to pre audit in the office of the CDA Jabalpur and thereafter the payment will be released through RTGS/NEFT/ CMP/Defence Cheque/ECS only within 02 weeks, provided the bill so submitted is free from audit deficiencies.
- p) Quantity:** The items quantity required is mentioned in Schedule of Requirement.

Part-IV

23. Special Condition of RFP

- a) Fall Clause:-** During the currency of the supply order, if there is a reduction in the item price due to any fluctuation in the market or due to any other factor, the benefit would be passed on to buyer by the seller.

- b) **Risk & Expense clause:** should the store or any installment thereof not be delivered within the time specified in the contract documents, or if defective delivery is made in respect of the stores or any installment thereof, the Buyer shall after granting the Seller 45 days to cure the breach, be a liberty, without prejudice to the right to recover liquidated damages as a remedy for breach of contract, to declare the contract as cancelled either wholly or to the extent of such default. Further, in case of material breach that was not remedied within 45 days, the BUYER shall, having given the right of first refusal to the SELLER be at liberty to purchase, manufacture, or procure from any other source as he thinks fit, other stores of the same or similar description to make good:
- (i) such default
 - (ii) in the event of the contract being wholly determined the balanced of the stores remaining to be delivered there under.
 - (iii) Any excess of the purchase price, cost of manufacturer, or value of any stores procured from any other supplier as the case may be, over the contract price appropriate to such default or balance shall be recoverable from the SELLER. Such as recoveries shall not exceed 10% of the value of the contract.
- c) **Inspection:** The store will be subject to inspection by board of officers constituted for the purpose by the buyer, to ascertain that the stores delivered conform to the specification/quality as well as quantity as laid down in the supply order. In case the stores ordered on receipt are not found to conforming to the laid down specification/quality and quantity, the defective stores/deficiencies will be removed/replaced by the supplier at his own expense. In case of any dispute, decision of the CDA Jabalpur will be final and binding.
- d) **Certificate from OEM:** The vendors have to submit a certificate from the original manufacturer/company that the vendor is the authorized channel partner/distributor/dealer/supplier of the manufacturer/company of a particular product/item.
- e) **Repeat Order:** A repeat order against the first supply order will be placed if required under the same terms and condition of the contract and the vendor will be liable to supply the items on the same costs as per the previous supply order.
- f) **Payment Terms:** 100% payment will be made on successful installation of all the items and satisfactory performance for a minimum period of 15 days. No advance payment(s) will be made.
- g) **Paying Authority:** Payment will be made by the CDA Jabalpur. The payment of bills will be made on submission of following documents by the Seller to the Paying Authority along with the bill: -
- (i) Ink-signed copy of contingent bill/Seller's bill.
 - (ii) Ink-signed copy of Price invoice/ Seller's bill.
 - (iii) Copy of supply order.
 - (iv) CRVs in duplicate

- (v) Delivery certificate, acceptance certificate and installation certificate.
- (vi) Claim for statutory and other levies to be supported with requisite documents/proof of payment such as Excise duty challan, Customs duty clearance certificate, Octroi receipt, proof of payment for EPF/ESIC contribution with nominal roll of beneficiaries, etc as applicable.
- (vii) Exemption certificate for Excise duty/ Customs duty, if applicable.
- (viii) Guarantee / Warranty certificate.
- (ix) Photostat copy Performance Bank Guarantee/ indemnity Bond whichever is applicable.
- (x) DP extension letter with CFA's sanction, if any.
- (xi) Details for electronic payment viz. Account Holder's name, Bank name, Branch name and address, Account Type, Account number, IFSC cod, MICR Code (if these details are not incorporated in supply order/contract).
- (xii) Any other document/certificate that may be provided for the Supply Order.
- (xiii) User Acceptance.

h) Transportation: All the stores will be delivered at the consignee address. Seller will bear the cost and freight.

i) System Maintenance: during the period of warranty, the vendor would provide System Maintenance. Vendor will provide the following:

- (i) During the period of warranty the vendor will ensure that the system continues to perform in exactly the same manner as at the time of acceptance.
- (ii) Hardware Maintenance: It will be mandatory for vendors to have service facilities at the offices of installation. This information will be provided along with the Price Bids.
- (iii) Arrangement for Warranty: Where the tenders are quoted for by resellers/channel partners on behalf of OEMs, proof in writing to the effect that a back to back arrangement/exercising of support pack options with the OEM for the second and third year of warranty, shall be provided on placement of Supply Order. This shall be required for the peripherals such as printers, UPS also. Failure to provide sufficient proof for the arrangements shall either result in non-processing of payments due to the vendor or cancellation of supply order.

j) Warranty and maintenance backup:

Free Warranty: The Vendor will undertake to provide three years comprehensive/ onsite warranty for the complete systems commencing on the date of acceptance. During warranty the vendor will replace/repair without any cost any equipment/part/accessory, which becomes defective except items of consumable nature. During the warranty period all warranty received by the vendor from the OEMs, for any equipment pertaining to third parties will be caused on in toto to the Customer.

Part-V

Evaluation Criteria & Price Bid Issues:

24. Evaluation Criteria – The broad guidelines for evaluation of Bids will be as follows:

- (a) Only those Bids will be evaluated which are found to be fulfilling all eligibility and qualifying requirements of the RFP.
- (b) The lowest Bid will be decided upon the lowest price quoted by the particular Bidder on composite pricing in respect of total items to be supplied under schedule of requirements for items mentioned at 14(a), (b) & (c) separately (In other words separate CST will be prepared for items mentioned at 14(a), (b) & (c)).
- (c) The Bidders are required to spell out the rates of Excise duty, VAT, Service Tax, etc. in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices.
- (d) Vendor to ensure that the pre-formatted Excel-sheet of price bid is filled properly. Wrong amount/incorrect amount will lead to total amount being calculated automatically by the software. No representation of error on part of vendor will be acceptable.
- (e) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figure, the amount in words will prevail for calculation of price.
- (f) The Lowest Acceptable Bid for particular software will be considered further for placement of Contract/Supply Order after complete clarification and price negotiation as decided by the Buyer.
- (g) Please ensure that this is your best and final offer.
- (h) Details of dates are as follows:
 - (i) Publish Date & time : 03.01.2017 at 1700 Hrs.
 - (ii) Bid submission start date & time : 04.01.2017 at 1500 Hrs.
 - (i) Bid submission end date & time : 16.01.2017 at 1200 Hrs.
 - (ii) Bid Opening date & time : 16.01.2017 at 1600 Hrs.

---Sd---

(K S Choudhary)
Asst.CDA (Admin)

Certificate for Acceptance of terms and conditions of Tender Enquiry for procurement of EDP Stores for CDA Jabalpur.

1. It is certified that all the terms and conditions as given in this tender and its appendices are accepted by the company and we will abide by them. It is further certified that any cost incurred on additional hardware/ software/ accessories required to complete the project would be borne by us.
2. **Validity:** The prices quoted in our Price Offer are valid up to _____ **(minimum 120 days from the date of closing of tender)**

Company Seal

Place : _____

(Signature of Authorized Signatory of company with date)

Date : _____

Non Disclosure of Contract Documents

(Article 25 of DPM 2009)

Except with the written consent of the Buyer/Seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

Company Seal

Place : _____

(Signature of Authorized Signatory of company with date)

Date : _____

[

Certificate by Bidder

(Article 25 of DPM 2009)

M/s _____, hereby commits that our product/ services quoted against CDA Jabalpur Tender Enquiry No.No.AN/III/1703/EDP purchase dated 03.01.2017 by M/s _____ will be supported.

Company Seal

Place : _____

(Signature of Authorized Signatory of company with date)

Date : _____

Place: _____

Sign & Seal of OEM

Date: _____

Certificate: Survey & Technical Feasibility

M/s _____ do hereby confirms that a survey of requirement at CDA Jabalpur has been conducted by our firm for CDA Jabalpur Tender Enquiry No. AN/III/1703/EDP purchase dated 03.01.2017)

Date:

Authorized Signatory of Bidder with Seal

Price Bid Format **(Annexure 'E')**
Procurement of Computer Hardware, Consumables and Networking items.

Tender No. No.AN/III/1703/EDP Purchase dated: 03.01.2017

Date & Time to reach M.O. CDA Jabalpur (Reception counter)	16.01.2017 at 1200 Hrs
Time & date of opening of Tenders	16.01.2017 at 1600 Hrs
Validity of Tender required till	18 months

Name & Address of the Vendor

TIN : _____

PAN:

M/s. _____

Quotation No. _____

Date: _____

A. Quotation against items (to be used for L-1 determination):

(i) (a) Computer Hardware with following specifications

Sl. No.	Item description	Unit Price	Quantity	Total
1	Desktop PC Intel i5 6 th Generation, OS- Windows, 4 GB (DDR-4), 500 GB, 8xDVD RW 47 cms Display.		10	
2	L1 UPS (1 KVA, 400VAH)		6	
3	Printer Laser Jet 1108		45	
4	DeskJet GT 5820 (MFD)		2	
	Total price for items (Computer Hardware):			
	In words:			

(b) Accessories:

(c) Installation/Commissioning:

(d) Training:

(e) Technical literature:

(f) Tools:

(g) AMC:

(h) Any other requirement:

(ii) (a) Computer Consumable with following specifications

Sl. No.	Item description	Unit Price	Quantity	Total
1	Quick Heal Antivirus Pro		65	
2	CD-R with cover		300	
3	CD (RW)		200	
4	CD Cover (Plastic)		300	
5	Data Cable for HP Laser Jet P-1108		5	
6	Mouse Optical		35	
7	PS2 to USB Convertor		10	
8	Spike Guard with 5 Mtr Chord		27	
9	USB Extension Chord		11	
10	Internal HDD 1TB		2	
11	Key Board		35	
12	Internal RAM 4 GB		1	
13	External Hard Disk 1TB		1	
14	DVD-RW with cover		100	
15	Canon Image Runner 2420 Cartridge		10	
16	HP 678 Cartridge (Black)		10	
17	EPSON M100 Ink (Black)		10	
18	88A Toner Cartridges		120	
19	78A Tonr Cartridge		10	
20	Samsung ML 2245 Printer Cartridge		2	
21	Samsung SCX 4521F Cartridge		2	
22	HP 46 Cartridge Black		2	
23	TVS Gold DMP Ribbon Cartridge 136 Column (Large)		100	
	Total for items (1 to 23):			
	Total in words:			

(b) Accessories:

(c) Installation/Commissioning:

(d) Training:

(e) Technical literature:

(f) Tools:

(g) AMC:

(h) Any other requirement:

(iii) (a) Computer Networking Items with following specifications

Sl. No.	Item description	Unit Price	Quantity	Total
1	CAT 6 Cable (Mtr.)		1130	
2	D-Link 8 Port Gigabit Networking Switch		15	
3	D-Link 24 Port Gigabit Networking Switch		10	
4	RJ-45 Connector		220	
5	D-Link 5 Port Gigabit Networking Switch		1	
	Total for items (1 to 5):			
	Total in words:			

(b) Accessories:

(c) Installation/Commissioning:

(d) Training:

(e) Technical literature:

(f) Tools:

(g) AMC:

(h) Any other requirement:

Note: Determination of L-1 will be done based on total of basic prices (not including levies, taxes and duties levied by Central/State/Local governments such as excise duty, VAT, Service tax, Octroi/entry tax, etc. on final product) of all items/requirements as mentioned above.

B. Additional information in Price Bid on Taxes and Duties (Not in scope of L-1 determination)

- a. Is Excise Duty extra?
- b. If yes, mention the following-
 - (i) Total value of items on which Excise Duty is leviable
 - (ii) Rate of Excise duty (item-wise if different ED is applicable)
 - (iii) Surcharge on Excise duty, if applicable
 - (iv) Total value of excise duty payable
- c. Is Excise Duty Exemption (EDE) required?

- d. If yes, then mention and enclose the following:
 - (i) Excise notification number under which EDE can be given

- e. Is VAT extra?
- f. If yes, then mention the following:
 - (i) Total value on which VAT is leviable
 - (ii) Rate of VAT
 - (iii) Total value of VAT leviable

- g. Is Service Tax extra?
- h. If yes, then mention the following:
 - (i) Total value of Services on which Service Tax is leviable
 - (ii) Rate of Service Tax leviable
 - (iii) Total value of Service Tax leviable

- i. Is Custom Duty Exemption (CDE) required?
- j. If yes, then mention the following:
 - (i) Custom notification number under which CDE can be given (enclose a copy)
 - (ii) CIF value of stores to be imported
 - (iii) Rate of Customs Duty payable
 - (iv) Total amount of Customs Duty payable

- k. Octroi/ Entry taxes
- l. Any other Taxes / Duties.

Company Seal

Place : _____

(Signature of Authorized Signatory of
Vendor with date)

Date : _____