

INVITATION FOR BIDS

Ed.CIL invites sealed quotation on behalf of National Project Implementation Unit (NPIU) from eligible bidders for Procurement of Desktop Computers, MS Office and Operating Systems is as follows:

S.No	Description of Goods	Last date & time for bid	
		Receipt	Opening
1.	Procurement of Desktop Computers, MS Office and Operating Systems	17/03/15 1500 hrs	17/03/15 1600 hrs

The invitation letter comprising the complete details / qualification criteria for the above packages is available on Ed.CIL website at ***<http://www.edcilindia.co.in>*** for the purpose of downloading.

Sealed quotations will be received upto the date and time specified above bids would be opened on the date and time specified above in the office of Deputy Manager (Procurement), EdCIL at above mentioned address.

Deputy Manager (Procurement)
Ed.CIL House 18 A, Sector 16 A, Noida - 201301 (U.P)
Tel. No. 0120-2512001 to 2512006 Fax No. 0120-2515372

Punit Kumar Seth
Deputy Manager (Proc.)

TEQIP-II/2015/NPIU/CShopping/

24/Feb/2015

INVITATION FOR QUOTATION

Sub: Invitation for Quotations for Procurement of Desktop Computers, MS Office and Operating Systems.

Dear Sir,

1. You are invited to submit your most competitive quotation for the following goods with item wise detailed specifications given at ***Annexure I.***

Sr. No	Brief Description	Quantity	Delivery & Installation Period (In days)	Place of Delivery
1.	Desktop Computer (Desktop with TFT Monitor (Preloaded windows 8/8.1 Professional) 64 bit	8 Nos.	30	National Project Implementation Unit 4th Floor, EdCIL House 18A, Sector 16A, Noida - 201301
2.	MS Office Pro Plus 2013 SNGL OLP NL or above	8 Nos.		
3.	Operating System (Microsoft windows 8/8.1 or equivalent)	7 Nos.		

2. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme [TEQIP]-Phase II** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3. Quotation,
 - 3.1 The contract shall be for the full quantity as described above.
 - 3.2 Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
 - 3.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price.
 - 3.4 Applicable taxes shall be quoted separately for all items.
 - 3.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - 3.6 The Prices should be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
5. Quotation shall remain valid for a period not less than **30** days after the last date of quotation submission.
6. Evaluation of Quotations,

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

 - 6.1 are properly signed ; and
 - 6.2 Confirm to the terms and conditions, and specifications.
7. The agency should furnish a copy of PAN No., Tin No., Sales Tax No., PF No. as applicable.
8. The average turnover of the agency should be Rs. 7.00 Lakhs during the last three financial years (2011-2012, 2012-2013 & 2013-2014). In this regard, the bidder shall submit audited Balance sheets including profit and loss accounts for the last three financial years as above.
9. Agency must have executed atleast :

One single order of similar work having value of Rs. 5.40 Lakhs
(OR)
Two orders of similar work having value of Rs. 3.40 Lakhs
(OR)
Three orders of similar work having value of Rs. 2.70 Lakhs.
{The above said orders should have been undertaken in the last three years}
10. Environment & Health Safety

The agency while executing the assignment should considered all environmental & health safety precautions so as to abide as per the norms prescribed in the IS standard or any other statutory regulation

11. The Quotations would be evaluated for all items together.
12. Award of contract:
- The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 12.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 12.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
13. Payment shall be made in Indian Rupees as follows:
- Delivery and Installation - 90% of total cost
- Satisfactory Acceptance - 10% of total cost
14. All supplied items are under warranty of **12** months from the date of successful acceptance of items.
15. You are requested to provide your offer latest by **15:00** hours on **17-March-2015**.
16. The quotation shall be opened on **17-March-2015 at 1600 hrs**.
17. Detailed specifications of the items are at Annexure I.
18. Training Clause (if any) **YES**
19. Testing/Installation Clause (if any) **YES**
20. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.
21. Sealed quotation to be submitted/ delivered at the address mentioned below,
Ed.CIL House, 4th Floor, Plot No. 18 A, Sector 16 A, Noida, Uttar Pradesh, India – 201301.

We look forward to receiving your quotation and thank you for your interest in this project.

With regards,

Yours faithfully,

(Punit Kumar Seth)

Annexure I

S.No	Brief Description	Specifications		Qty.
1	Desktop with TFT Monitor (Preloaded windows 8/8.1 professional) 64 bits	Processor	Intel Core i5-3470/4GB	08
		Hard Disk	500 GB	
		RAM	4 GB	
		DVD	DVD RW	
		Keyboard	USB Keyboard	
		Mouse	USB Mouse	
		Monitor	18.5" TFT Monitor	
		Speakers	2 Nos.	
		Warranty	03 Years on site minimum	
2	MS Office	MS Office Pro- Plus 2013 SNGL OLP NL or above.		08
3	Operating System	Microsoft Windows 8/8.1 or equivalent.		07

FORMAT FOR QUOTATION SUBMISSION

(In letterhead of the supplier with seal)

Date: _____

To: _____

S.No	Items	Qty	Unit Price (In Rs.)	Total Amount (Exclusive of taxes)	Tax Rate (In %)	Total Tax Amount (In Rs.)	Amount (Inclusive of taxes in Rs.)
1.	Desktop with TFT Monitor (Preloaded windows 8/8.1 professional) 64 bits.	08					
2.	MS Office (MS Office Pro- Plus 2013 SNGL OLP NL or above).	08					
3.	Operating System (Microsoft Windows 8/8.1 or equivalent).	07					
Total							
Total Price Bid (exclusive of taxes) (In Words)							
Total Price of Bid (Inclusive of taxes) (In Words)							
Signature of bidder						

S.No	Items	Qty	Unit Price (In Rs.)	Total Amount (Exclusive of taxes)	Tax Rate (In %)	Total Tax Amount (In Rs.)	Amount (Inclusive of taxes in Rs.)
Name & Address						
Note :	Date					
i)	Discount or any other offers affecting the package price must be mentioned here only. Discount or any other offers affecting the package price mentioned at any other place of the bid will not be considered.						
ii)	In case of discrepancy between unit price and total price, the unit price shall prevail.						
iii)	Bids shall be evaluated based on total price without taxes.						

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amount in figures) (Rupees _____ amount in words) within the period specified in the Invitation for Quotations.

We confirm that the normal commercial warranty/ guarantee of _____ months shall apply to the offered items and we also confirm to agree with terms and conditions as mentioned in the Invitation Letter.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier

Name: _____

Address: _____

Contact No: _____