



**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX
COIMBATORE COMMISSIONERATE
6/7, ATD STREET, RACE COURSE, COIMBATORE-641018**

C.No II/39/33/2014/Comp

Date: 25.02.2015

Sub: Tender Invitation for Supply of Desktop Computers / Peripherals.

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Sealed tenders under **two bid system** –

(a) Technical bid containing information relating to all aspects excluding details of the price quoted; and

(b) Financial bid containing the price quoted,

are invited from eligible vendors, for supply of the computers/peripherals (as defined in the Annexure-1) to be installed at various offices/locations of this Commissionerate.

The eligibility criteria and the conditions governing the invitation of tender for supply of goods are given in the Annexure-2. This intimation and the said annexures can be downloaded from the website: www.cenexkovai.tn.nic.in and www.cbec.gov.in

The tender applications/bids of only those who satisfy the eligibility criteria (as contained in Annexure-2) will be considered for final short-listing for placing the supply order. **The Technical bid and Financial bid shall be submitted in separate sealed covers** and shall be superscribed as “TECHNICAL” and “FINANCIAL” and both addressed to the “Additional Commissioner of Central Excise (Computers)”. If the technical bid cover does not contain all the details relating to acceptance of the conditions, eligibility documents etc., no further processing of that particular vendor's bid will be undertaken. Likewise, the financial bid cover shall contain only the rates quoted and their breakup. The bids shall be submitted to the Computer Section of this office **on or before 4th March, 2015**. Tenders received after the last date will not be entertained.

Encl : Annexure I, II


(ANISH MURALEEDHARAN)
DEPUTY COMMISSIONER

ANNEXURE-I

Details of goods required to be supplied:

Item	Feature	Configuration	Quantity required
Personal Computers	Operating system	Windows 8 Professional	20 Nos**
	Processor	Core-i3 -3220 (3 RD Gen Processor)	
	MotherBoard	Original Intel 6 Seris or better	
	Processor Speed	3.3 Ghz or more	
	Processor FSB	1333 Mhz	
	Cache (L2/L3)	3 MB or more (Upgradable)	
	Ram Memory	4 GB DDR3 SDRAM (upgradable to 16GB)	
	Hard Disk	500GB	
	Monitor / Screen	18.5 " TFT/LED	
	Optical Drive	16X DVD +/- RW with dual layer	
	Warranty	ThreeYear on-site	
	Ports	6 USB (with 2/3 in front) / LAN (10/100/1000)/ Wireless LAN 802.11 b/g/n and other normal ports	
	Input Devices	Keyboard, optical mouse	

**** 20 Nos of old Desktop Computers with CRT monitors of Celeron / Pentium III Processors are offered for buyback on as is where is basis. The old computers can be inspected from 26.02.2015 to 03.03.2015 within office working hours.**

(Please quote the rate separately for supply of new computers inclusive of all taxes and the rate offered for buyback of old computers.)

ANNEXURE-II
Terms & Conditions for supply of goods

Reputation of the Supplier:

1. The Supplier/Firm/Enterprise/Vendor (hereinafter called the Supplier or Vendor) intending to bid for the tender shall be a reputed establishment in the field of computer hardware sales & warranty services since April-2009 or earlier.
2. Quotations are invited only from the authorized dealers or manufacturers; in the case of dealers/distributors/channel partners/resellers, they should produce proof of appointment of their agency by the manufacturer of the products which they intend to supply to this office
3. The Supplier should have supplied similar goods to at least one Central Government Department / Public Sector Unit (PSU), during 2008-09 to 2013-14 in Tamil Nadu. This condition may be relaxed in case sufficient vendors do not qualify.
4. They should provide in the technical bid a list of their contactable customers to whom they have supplied PC's/Printers.

Configuration

5. Quotations for items of lower configuration / models other than specified above will be summarily rejected. The brand may be of a reputed company like Lenovo/ACER/HP/Compaq/Dell etc.
6. Catalogues/full particulars of the branded computers/printers should be furnished with the quotation

Document Signatory

7. Any alteration made over the printed matter in the financial bid should be attested with signature.
8. The quotation should be signed by the authorized person and his full name and status should be indicated below his signature.

Rates inclusive

9. The rates should be inclusive of all taxes, incidental charges, insurance charges, freight, installation charges, etc.,
10. If any exemption from levy of tax is applicable on the supply of the goods, certificate if any required from this office for availing such exemption, can be obtained.
11. Rates must be shown in figures as well as in words.

Validity Period of quote

12. The quotations should be valid for at least two months.

Suitable documents in proof

13. Documentary proof for the conditions at 1 to 6 above and 24 below, shall be attached to the technical bids, failing which the bid will not be short-listed for further process.

Tender Bid Due Date & Processing:

14. Quotations received late after due date and time (3rd March 2015, 17-30 hours) will be summarily rejected.
15. The tender documents, soon after completion of the application period, will be opened in the presence of tender committee formed in this regard. Only those 'technical' bids that conform to the terms of the Annexure I and II will be considered for further processing. In case where the 'technical' bid fails, the 'financial' bids of the unsuccessful bidder will not be opened. Financial bids short-listed on the above conditions will be finalised soon thereafter.
16. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders without assigning any reason whatsoever.
17. Bids in which any of the furnished particulars and prescribed information are inadequate or incomplete in any respect or in which counter-conditions by the vendor are imposed, are liable to be rejected.

Purchase Quantity

18. Quantities of the items indicated are subject to increase or decrease before placement of supply order at the discretion of this office without assigning any reason.

Add-On

19. The vendor should quote for additional warranty period of two years in the financial bid, if the original warranty is limited to only one year.

Conditions of Deliverables

20. The delivery period should not exceed one week from the acceptance of offer or issue of purchase order. For any delay in the supply of goods by the specified date, a liquidated damage of 0.5% of the delivered price of the delayed goods for each week or part thereof subject to a maximum limit of 10% of the delivered price of the delayed goods, will be deducted from the accepted price.
21. Computers shall be supplied and installed at the places that will be communicated before delivery.
22. If the supplier is permitted to attend the warranty calls on behalf of the manufacturer, they must have qualified and skilled expertise on their payroll.
23. In case the warranty calls are attended by the appointed service provider by the manufacturer, the supplier should assist booking of calls for warranty services on behalf of this office.
24. The supplier must provide details of warranty service providers like name, address, contact No. , e-mail id of the warranty service providers, in their technical bid.
25. At the time of installation, all the free/open source software like WinZip/RAR, Adobe Acrobat PDF, OpenOffice.org (in case MSOffice is not supplied by customer), etc., should be installed.

Precautions against environmental / locational problems:

26. The vendor will ensure manufacturer's providing suitable anti-corrosive/anti-moisture materials like silicon gels within the hardware.

Payments:

27. Payment against Bill/ invoice shall be released only after supply and installation and observance of satisfactory performance of the computer. Payment period will normally be 30 days after installation.
28. The supply order value is likely to be about eight to nine lakhs

Attending to Breakdown during Warranty Service:

29. The warranty service by the Vendor shall include break-down maintenance of all computer hardware items supplied and all the breakdown calls shall be attended within 24 hours after the complaint is made.
30. The operating system software should not be crashed or be loaded with downgrade version without the concurrence of the Computer /IT section. The users should be informed about the undesirable effect of reloading of the O/S or formatting the drive.
31. Where the parts/components have failed due to any reason, then replacement of those parts/components including monitor, SMPS, motherboard, processor, hard disk, wires, cables, cards, circuit boards, mouse & keyboard etc. except consumables shall be provided free of cost without altering the configuration / brand of the component by the supplier/vendor within 3 working days.