

**DISTRICT PROJECT OFFICE,  
RTE-SARVA SHIKSHYA ABHIYAN, JAJPUR**  
AT/PO- BAIDYARAJPUR, DIST-JAJPUR, ODISHA-755001.  
Ph. No-06728-224540, Email: dpcjajpurssa.opepa@nic.in

No. 2859 /MIS-CAL/18/ Date 20/11/2018 /

**TENDER CALL NOTICE**

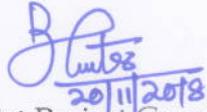
Sealed tenders are invited on plain paper from ISO Certified, OEM/ Authorized dealer/ distributor and having GST Registration Certificate/Number for supply, installation and commissioning of Desktop Computers, Laser Printers and Offline UPS at District Project Office, RTE-SSA, Jajpur and 09 nos. of Upper Primary Schools of Jajpur district under Computer Aided Learning Programme covered during 2017-18. The detailed specification of items, terms and conditions etc. can be **downloaded from Jajpur district website [www.jajpur.nic.in](http://www.jajpur.nic.in)**. The last date for receipt of tender paper is **01/12/2018 upto 5 PM** through Registered Post/Speed Post only and will be opened on **04/12/2018 at 3 PM** in the conference hall of District Project Office, SSA, jajpur in presence of the quotationers or their authorized representatives who may present. The authority reserves the right to cancel the tender without assigning any reason thereof.

  
20/11/2018  
District Project Coordinator,  
RTE-SSA, Jajpur.

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**Bid documents for supply, installation and commissioning of IT equipments, such as Desktop Computers, Laser Printers and Offline UPS at District Project Office, RTE-SSA, Jajpur and 09 nos. of Upper Primary School of Jajpur district taken up during 2017-18 under CAL programme.**

- a) Last date for Receipt of Tender Document : Up to 01/12/2018 at 5 PM.
- b) Date and time and venue for opening of the tender : Date: 04/12/2018 , Time: 3 PM.  
Venue: **Conference hall of District Project Office, SSA, Jajpur.**
- c) EMD : Rs.35,000/- (Rupees Thirty Five thousand) only . Enclose with tender application form. (Refundable)
- d) Security Deposits : 5% of total order value to be deposited, after selection of the bidder in tender. (Refundable)
- e) Date of completion of work : within **04-06** weeks of issue of Purchase-Order.
- f) Terms & Conditions : at Annexure - A
- g) Technical Bid/ Bidders Details : at Annexure - B
- h) Financial Bid/ Rate, Specification of items : at Annexure - C

  
20/11/2018  
District Project Coordinator,  
RTE-SSA, Jajpur.

General Terms & Conditions

1. **Tender Application Cost:** The intending bidder may apply by downloading bid form and document from the website [www.jajpur.nic.in](http://www.jajpur.nic.in) and apply accordingly along with detail enclosures.
2. **Place and Date of receiving the Tender:** Tender will be received at District Project Office (DPO), SSA, Jajpur-755001 through **Speed Post/Registered Post only** in the office on or before Dt. 01/12/2018 by 05.00 PM and the sealed envelope superscribing "*Tender for supply of IT equipments to DPO, SSA, Jajpur and 09 CAL Schools of Jajpur district: 2017-18*" shall be sent to District Project Office, RTE-Sarva Sikshya Abhiyan, At-Baidyarajpur, Po-Devidwar, Dist-Jajpur, Pin: 755001, Odisha. This office will not be responsible for receipt of tender paper beyond the stipulated date & time due to any postal delay.
3. **Date, Time and Venue for Opening of Tender:** - The sealed documents shall be opened on 04/12/2018 at 3 PM in the conference hall of District Project Office, SSA, jajpur in presence of bidders or their authorized representatives and the Purchase Committee. The authority reserves the right to cancel/reject all or any /part of the notice without assigning any reason thereof. In case of any unavoidable circumstances, if the tender could not be opened on the scheduled date, then next date will be communicated to the bidders as per decision of the authority. Incomplete tender papers shall be liable for rejection.
4. Bidders should apply for tender in two part bidding system. The tender application should be in two parts, i.e. (i) Technical Bid and (ii) Financial Bid, which are to be submitted as per the format prescribed in Bid documents and in two separate sealed envelopes. The envelopes are to be super scribed as "Supply of IT equipments to DPO, SSA, Jajpur and 09 CAL Schools of Jajpur district: 2017-18 - Technical Bid/ Financial Bid". The Financial Bid shall be opened in respect of those Bidders who qualify in Technical Bid.
5. **Specification:** The specification of items for supply and installation is furnished at Annexure-'C'. No deviations from the specifications/quality are allowed.
6. **GST Registration Certificate:** The intending Bidder should submit the photocopy of the GST Registration Certificate & Number, PAN Card with original bid document.
7. **Authorization:** The bidder should submit documents regarding proof of authorization for supply of the tender items issued by OEM and the dealership/ distributorship certificate of the quoted brand/make issued by OEM.
8. The intending bidder should submit an affidavit in non judicial stamp paper that the bidder has not been **blacklisted** by any Govt. organization.
9. **Price:** Price quoted by the bidder should include all charges, such as GST, transportation charges to School point, installation & commissioning of items at school point and insurance cost till the item is accepted at school point. The rate quoted shall remain unchanged till the completion of successful installation of the IT equipments at the school points. Any increase in the rates during the time of supply is not permissible.
10. **EMD:** The intending bidder should submit the EMD of Rs.35,000/- (Rupees Thirty Five thousand only) in shape of Bank Draft drawn in favour of "DPC, SSA, Jajpur" payable at Jajpur along with bid documents. No exemption Certificate will be accepted. The EMD of all Bidders (both successful and unsuccessful) will be refunded within a period of 30 days after finalization of the tender process. Vender should write the organization name at the back side of the BD/DD.



11. **Performance Security:** The successful bidder has to furnish performance security @ 05% of total order value in shape of BD/DD (drawn in favour of "DPC, SSA, Jajpur" payable at Jajpur) within 7 days from the date of receipt of acceptance letter. The Security amount of the successful firm shall be refunded after expiry of the warranty periods of IT equipments after 3 years from the date of installation at school point successfully. The bidder shall not claim any interest amount for their EMD and/or Security amount.
12. **Agreement:** The selected bidder will have to sign an agreement with the undersigned for execution of supply, installation & commissioning work at school point.
13. **Date & Place of delivery:** The successful bidder shall supply, install all sets of items as specified at 09 nos. of schools (**Annexure-'D'**) within 04-06 weeks from the date of the issuance of the Purchase order.
14. **Penalty:** If the proposer fails to deliver and install the items within maximum 06 weeks, they will be imposed a penalty of 0.5% of the order value for the late of each week delay or part there of subject to maximum of 2% of value of the late delivered items.
15. **Forfeiture of EMD:** If the selected bidder fails to execute the agreement or deposit the required performance security within the prescribed date after being intimated, its EMD will be forfeited.
16. **PDI (Post-Delivery Inspection)** will be done by the District level Technical Committee in presence of the technical person of the successful bidder at District Project Office, RTE-SSA, Jajpur. After PDI, the selected bidder has to shift the equipment for final installation of Desktop Computers, Printer at school point in his own cost.
17. **Payment:** 100% of the billing amount will be paid through A/c payee cheque only after submission of delivery challan, stock entry certificate & installation certificates from 09 nos. of schools duly signed by HM concerned, MIS-cum-Planning Coordinator and countersigned by BEO/ABEO-cum-BRCC of concerned block and PDI(Post-Delivery Inspection) report submitted by Technical Team. No advance payment will be given to selected bidder.
18. **Insolvent:** The authority may at any time terminate the contract by giving written notices to the bidder if the bidder becomes bankrupt or otherwise insolvent. In this event termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter.
19. The undersigned reserves the right to accept/reject any or all the tenders without assigning any reason thereof. The actual requirement of IT equipment for school/office level may vary subject to rate approved and budgetary provision.
20. **Jurisdiction:** Any dispute arising in respect of the Bid shall be instituted within the jurisdiction of Jajpur, Odisha only.

Date:.....

  
20/11/2018  
District Project Coordinator,  
RTE- SSA, Jajpur

**<< TECHNICAL BID >>**

**APPLICATION FORM FOR BIDDING**  
**(details of the Applicant/Bidder)**

1. Name of Registered bidder:-
2. Name of Authorized Person:-
3. Address:-
4. Contact No:-
5. PAN No (encl. Photocopy):-
6. GST Registration Certificate & no. (encl. Photocopy) :-
7. EMD amount in details:-  
DD. No. \_\_\_\_\_ / date \_\_\_\_\_ / Bank \_\_\_\_\_ / amount Rs.5000.00.  
Brand: (i) Desktop Computer : DELL/ HP/LENOVO (tick on brand) only.  
(ii) Laser Printer: Canon.  
(iii) Offline UPS (1 KVA) (APC/LUMINOUS).  
*N.B.:(Other brand except the brand mentioned above is not allowed.)*
8. Documents to be Enclosed:
  - i) Photocopy of PAN Card.
  - ii) Photocopy of GST Registration Certificate & Number.
  - iii) Proof regarding previous similar type work experience in Govt. sector. (Single order minimum of Rs 10/- lakh).
  - iv) Draft for EMD.
  - v) Photocopy of Company/Firm Registration certificate.
  - vi) Authorization Certificate for bid application issued by OEM.
  - vii) Affidavit on 'not blacklisted at any where'.

I hereby declare that the above statements are true and correct to the best of my knowledge and belief.

Place:  
Date:

Seal & Full Signature of the Bidder.



**<< FINANCIAL BID >>**

Rate(s) Quoted:

**SPECIFICATION OF THE ITEMS TO BE SUPPLIED AND INSTALLED:**

Sl no.	Items	Specifications	Make & Model	Unit	Amount (Inclusive of GST, transportation, installation charges etc.)	
					In Figures	In Word
1	Desktop Computer System	Processor Generation-8 <sup>th</sup> , Processor-Intel Corei3-8100, 3.6 GHz, 6 MB cache, 4 Cores), Chipset- Intel H110 or higher, Graphics Type- Integrated, Graphics- Intel® Integrated Graphics 610 or above. Operating System: Microsoft Windows 10 Professional or higher preloaded. Hard Disk-1000 GB, Memory- Type of RAM- DDR4, RAM Speed-2100 MHz or above, RAM Size- 4GB, RAM Expandability- 16 GB, Cabinet-Tower, Network Connectivity- LAN+ WLAN+BT 4.0, DVD ROM Drive: 8X or better DVD RW Drive, Monitor Size- 21.5 INCHES or higher, Keyboard- Standard, Mouse-optical with USB Interface, Warranty- 3 Years on-site	HP/ Dell/ Lenovo	One		
	Printer	EPSON L130	EPSON	One		
3	OFFLINE UPS including battery	Output power capacity 660 watts/1.1 KVA Input-Single phase sine wave (145-290V) , Warranty - 2 Years on-site	APC / LUMINOUS	One		

**Total Number of Items required:**

- Computer System of same make/brand: @5 Nos. per School X 9 CAL Schools [with 03 Years on-site Warranty] (Actual requirement may increase or decrease as per need).
- Laser Printer: @1 No. per one School X 09 CAL Schools [with 03 Years on-site Warranty].
- Offline UPS for requirement of DPO, SSA, Jajpur: [with 03Year on-site Warranty] as per need.
- ❖ Computer, Printer and UPS numbers may vary, subject to rate approved and budgetary provision.
- ❖ **Make and Model of the quoted IT equipment should be mentioned clearly.**

Place:

Date:

Seal &amp; Full Signature of the Bidder.

