

**GOVERNMENT OF ODISHA
LAW DEPARTMENT**

TENDER CALL NOTICE

Bhubaneswar, the 30.1.17

No. II-OE.09/2015/ 881 /L, Sealed Tenders are invited from the intending registered Firms or Authorized Dealers or Supplier (hereinafter referred to as the Agency) having valid TIN/SRIN with up-to-date clearance certificate in Form-OVAT-612 under the Odisha Value Added Tax, 2004 Income Tax Clearance Certificate, PAN Card etc. for supply of **Desktop-i3, Printer, Scanner etc.** with specification details of which are specified in **Annexure** annexed to this Tender call Notice. The Agency shall quote the price for each article mentioning total cost including VAT. The Agency should carefully go through the General Instructions and the terms and conditions specified below.

The Agency shall have to mention the specification, warranty in respect of each model of the articles as mentioned in the proforma provided hereinafter. The Agency should enclose deposit of EMD of Rs.5,000/- (rupees five thousand) payable in the shape of A/C Payee, Bank Draft or Pay Order in favour of the DDO, Law Deptt. The detail of Tender call notice, general instructions and terms and condition are available in the Law Department website (www.lawodisha.gov.in) and www.odisha.gov.in which may be visited by the intending Agencies. For any query, one may contact to Under Secretary, OE-II Section, Law Department. Ph-9861187501.

The tender papers should reach this Department on or before **20.02.2017 by 4.00PM failing which the same shall not be entertained.** The Tender shall be opened on the same day in the office chamber of the Chairman of the Purchase Committee in presence of other members of the committee.

PROFORMA

Sl. No.	Name of the Articles	Make /Brand/ Specification in configuration	Unit Price	Tax	Total Price	Warranty	Remarks

(Signature)
20/1/17
Under Secretary to Govt.

Memo No. 882 dt. 30.1.17

Copy forwarded to I & P R Department and request to publish at least two leading odia (daily) news paper having wide circulation before 30.01.2017.

Adw
Under Secretary to Govt.

Memo No. 883 dt. 30.1.17

Copy forwarded to all Department of Government with a request to display this Notice in their Notice Board for wide publicity.

Adw
30/1/17
Under Secretary to Govt.

Memo No. 884 dt. 30.1.17

Copy forwarded to the Head, State Portal Group, Central Computing Facility, Secretariat, Bhubaneswar with a request to hoist the Tender in Website of State Government for wide publicity.

Adw
30/1/17
Under Secretary to Govt.

Memo No. 885 dt. 30.1.17

Copy forwarded to the Chief Receptionist, Home Department for information and necessary action.

Adw
30/1/17
Under Secretary to Govt.

Memo No. 886 dt. 30.1.17

Copy forwarded to the Members of the Purchase Committee of Law Department and they are requested to be present in the meeting on the schedule date and time for opening of the Quotations.

Adw
30/1/17
Under Secretary to Govt.

Memo No. 887 dt. 30.1.17

Copy forwarded OCAC Member (Representative).

Adw
30/1/17
Under Secretary to Govt.

General Instructions.

1. The Tender in sealed covers should be sent by Registered/ Speed Post or Courier or by Hand Delivery to this Department addressed to the Under Secretary to Government, Office Establishment Section-II, Law Department, Odisha Secretariat, Bhubaneswar. – 751 001 along with all required documents as specified in the tender notice. The envelope containing quotation should be super scribed as “ **Tender for supply of Desktop computer, Printer, UPS and Scanner etc. ”**
2. The Tender received after the time and date as stipulated in the Notice shall not be entertained and the Tender received incomplete shall also be summarily rejected. The tender will be opened on the same day at 4.00PM. The Agency or his authorized representative may remain present at the time of opening of tender. No claims whatsoever shall be admissible for the loss or damage suffered by the Agency on account of such rejection.
3. The authority reserves the right to accept or reject any or all the Tender without assigning any reason thereof.
4. The Agency must quote the rates as per the list of items as mentioned in Annexure and any cutting or overwriting, should be countersigned.
5. If the Agency, which intends to supply the Desktop Computer, Printer, UPS, Scanner etc is not a manufacturer, but a dealer of that manufacturer, it should provide OEM(Original Equipment Manufacturer) up-to date certificate attached along with the Tender.
6. In case of Cooperative Societies the relaxation or exemption with regards to rates and deposit of earnest money as provided in the Cooperation Deptt Resolution No. 12282 dt. 22/07/1995 shall be allowed.
7. Proof of Earnest money deposit Rs.5000/- (Rupees five thousand only) is required to be enclosed in Technical Bid.

Terms and Conditions:—

1. The articles mentioned in Annexure generally shall be purchased on demand basis.
2. The Agency shall send their tender with complete details of specifications and configurations including features of desktop computer, Printer, scanner and UPS as specified in the Annexure along with quoted rate.
3. The Agency is required to supply the computer articles on a very short notice as and when needed and as per the instructions, to this Department, to the office of Govt. Advocate, SAT, BBSR & Cuttack and also to the office of the Government Advocate, Central Administrative Tribunal , Cuttack Bench, Cuttack. The Agency should be available on his own landline telephone (office as well as Residence) and also on mobile phone, which he has mentioned in the tender.
4. The accepted tender shall remain valid up to 31st March, 2017 and the quoted rate shall not be revised during that period even if market rate changes.
5. **Sealed bid:**
 - (a) **Technical Bid.** The bid should be in sealed envelope and labeled as "Technical Bid".
 - (i) Details of the Firms;
 - (ii) The Firms should be in existence for over three years in the trade as 31.12.2016 with turnover more than ten lakhs per annum.
 - (iii) The Firms should have up-to-date Odisha Value Added Tax clearance certificate in Form No. OVAT-612 of the OVAT Act, 2004 with TIN Number.
 - (iv) PAN No. with Xerox copy of Pan Card duly certified by the authorised signatory.
 - (v) Bidder has to produce the Valid up to date Authorization Certificate from the OEM (Original Equipment Manufacturer). Note- One should not give OEM of different manufacturers for a single item.
 - (vi) In the Technical bid, the Agency should state that their bid for desktop, printer, ups , scanner are in conformity with the technical specification as mentioned in Annexure.

- (b) **Financial Bid:** This bid should be submitted in sealed envelope and labeled as "Financial Bid":
- (i) The Agency should quote rate of such items which it intends to supply.
 - (ii) The Financial bid should be submitted in the proforma as mentioned in the Tender Call Notice.
 - (iii) The price quoted for each item or articles should be clear and unambiguous as per the list of articles in Annexure.
6. All articles as mentioned in Annexure will be supplied on the basis of only written order from the Department, from time to time.
 7. The authority reserves the right to terminate the order with the Agency, at any time, in case of unsatisfactory supply of items.
 8. No advance payment or payment against proforma invoice will be made. Payment will be made after receipt, inspection, submission of bill and testing.
 9. The Department is not bound to accept the lowest rate and have the right to reject any or all offers without assigning any reason.
 10. In case of violation of the above terms of the contract the security deposit shall be forfeited along with the other Legal action.
 11. The financial bid will be opened of a tender if he is qualified in the technical bid.

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Annexure

Name of the Articles	Make/ Brand	Unit Price(per unit) including tax.
Hard disk 500 GB /1TB	Reputed Brand	
Key Board	Reputed Brand	
Power Cable/VGA Cable (length as per available in market)	Reputed Brand	
Extension Cord (length as per available in market)	Reputed Brand	
Desktop-i3	Specification given in Annexure.	
Sheet-Feed Scanner		
Printer		
UPS		
Monitor (18.5" Led)		Reputed Brand

Technical Specification of Corei3 Desktop Computer

Sl.No.	Parameters	Required Specification	Complied (Yes/No)
1	Make/Model	Bidder to Specify:	
2	Processor	Minimum Intel Core i3-6100, 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	4 GB 1600 MHz DDR3 RAM with 32 GB Expandability	
6	Hard Disk Drive	500 GB 7200 rpm or higher	
7	Optical Drive	8X or better DVD RW Drive	
8	Key Board	104 keys	
9	Mouse	Optical scroll with USB interface	
10	Graphics	Integrated graphics(Intel HD)	
11	Monitor	47 cm (18.5 inch) or larger LED Digital Colour Monitor TCO-05 certified	
12	Bays	4 Nos. 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, Hard Disk 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 Heal/Trend Micro/Norton or equivalent Latest Version with 3 year License.	

Technical Specification of 600 VA Line Interactive UPS

Sl.No.	Required Specification	Complied (Yes/No)
1	600 VA Line Interactive UPS with minimum 15 minutes battery backup with load. Output Capacity 600 VA / 360 Watts, Input Connection India 6 Amp plug, 1.2 meter power cord, Input Voltage / Frequency 230V / 50 Hz, Input Waveform Type Stepped Approximation to Sine Wave, Three (3) India 3-pin 6 Amp sockets (all with battery backup and surge protection), Output Connections Output Voltage / Frequency (On battery) 230V +/-8%, 50 Hz +/-1Hz Output Voltage / Frequency (On utility) 230V / 50Hz. Warranty-2 Years.	

Technical Specification of Multifunctional Laser Printer

Sl.No.	Parameters	Required Specification	Complied (Yes/No)
1	Printer Type	Digital copier & Multifunctional Laser (Monochrome) Printer (Print/scan/copy/FAX or without fax)	
2	Minimum Print Speed	25 PPM	
3	Category	Duplex	
4	ADF/DADF	ADF	
5	Networking	Yes	

Technical Specification of Laser Printer

Sl.No.	Parameters	Required Specification	Complied (Yes/No)
1	Printer Type	Digital copier Laser (Monochrome) Printer	
2	Minimum Print Speed	Up to 19/78PPM (ISO) (Letter/A4)266MHZ with 2MBRAM, High speed USB 2.0 port	

Technical Specification of Scanner

Sl.No.	Parameters	Required Specification	Complied (Yes/No)
1	Scanner Type	Up to 20ppm at 300dpi (A4/letter), Duplex up to 40ipm at 300 dpi A4/letter, Scan upto 1,000 pages, Scan resolution: Hardware up to 600X600dpi optical up to 600 dpi, 50 sheet ADF with 48bit (internal)24-bit (external) depth. Memory 256mb ram, processor 525MHz, scan size up to 216 X864 MM (8.5X34in)	