

☐ PhoneNo:0761-2702744, 2702757

FAX : 0761-2970119

## STATE LOAD DESPATCH CENTER



TENDER SPECIFICATION NO.

# LDET-01/2017

FOR

## PROCUREMENT OF DESKTOP COMPUTERS & PRINTERS FOR SLDC JABALPUR

LAST DATE OF PURCHASE 29.06.2017 upto 17:30Hrs.

LAST DATE OF SUBMISSION BIDS 30.06.2017 upto 14:30 Hrs.

DUE DATE OF OPENING OF TECHNO COMMERCIAL BID: 30.06.2017 at 15:30Hrs.

DUE DATE OF PRICE BID OPENING : Intimated separately

Price: Rs. 500/-+Rs 150 (Postal Charges)

OFFICE OF THE CHIEF ENGINEER (SLDC)  
STATE LOAD DESPATCH CENTRE,  
MP POWER TRANSMISSION CO.LTD. NAYAGAON, JABALPUR  
482008

Website [sldcmpindia.com](http://sldcmpindia.com), email [seldentmp@gmail.com](mailto:seldentmp@gmail.com)

OFFICE OF THE CHIEF ENGINEER (SLDC)  
MP POWER TRANSMISSION CO. LTD.:JABALPUR

**TENDER SPECIFICATION NO. LDET-01/2017**

PROCUREMENT OF DESKTOP COMPUTERS & PRINTERS AT SLDC JABALPUR

**DUE DATE OF OPENING OF TENDER: 30.06.2017 (AT 3:30PM)**



S/N	PARTICULARS	Page No.
1	Tender Notice and Tender Form	<b>03-04</b>
2	Section-I (General Condition and instructions to Tenderers).	<b>05-15</b>
3	Section-II (Technical Specification for Desktop computer & Printers)	<b>16-20</b>
4	Appendix-A (Important Commercial Terms & Conditions)	<b>21</b>
5	Proforma-I (Undertaking)	<b>22</b>
6	Proforma-II(Earnest Money, Bank Guarantee)	<b>23</b>
7	Schedule-A(Commercial Questionnaire)	<b>24-26</b>
8	Schedule-B(Commercial Deviations)	<b>27</b>
9	Schedule-I(General Questionnaire)	<b>28</b>
10	Schedule-II (Guaranteed Technical Particulars)	<b>29-30</b>
11	Schedule-III(Technical Questionnaire)	<b>31</b>
12	Schedule-IV(Details of Drawing submitted)	<b>32</b>
13	Schedule-V(List of Past Supplies)	<b>33</b>
14	Schedule-VI(Technical Deviation)	<b>34</b>
15	Schedule-VII( Schedule for Offered Price, Quantity, Taxes, & average Freight)	<b>35</b>
16	Schedule-VIII(Check List)	<b>36</b>

**M.P.POWER TRANSMISSION CO. LTD.**

OFFICE OF THE CHIEF ENGINEER (SLDC)  
 STATE LOAD DESPATCH CENTRE, MPPTCL,  
 NAYAGAON, RAMPUR, JABALPUR – 482008 (M.P.)  
 PHONE: 0761-2702757, 2702744 ,FAX NO. 0761-2970119 e-mail :[seldentmp@gmail.com](mailto:seldentmp@gmail.com)

**TENDER NOTI CE**

Tenders are invited for Procurement of 09 Nos. Desktop Computers (CPU, LED Monitor with mouse & keyboard) & 4 Nos. Black & White Laser Printers for SLDC Jabalpur against following tender specification:

Tender No.	Detailsof work	Duedatefor submission	EMD to be submitted	Cost of tender document
LDET-01/2017	Procurement of Desktop Computers & Printers of reputed brands for SLDC	30.06.2017	Rs 13,500.00	Rs 500/- + 150 Postal Charges

**PURCHASE OF TENDER DOCUMENTS:**

The Tender documents can be obtained from the office of the undersigned on payment of the Tender Cost (Non refundable) through **CROSSED BANKER'S CHEQUE/ DEMAND DRAFT ONLY** made out in the favor of **RAO, MPPTCL-SLDC, JABALPUR** payable at Jabalpur. The Bidders should deposit the Earnest Money strictly as per the instructions stipulated in the tender document unless they are exempted by the purchaser to do so. The tender form and detailed specification will be issued on any working day till 05.30 PM, one day prior to the tender opening date. It is obligatory for the Bidders to purchase tender document otherwise tender received from them will not be opened / accepted. The last date for sale of tender shall be one day prior to Due Date of Opening the tender till 17:30 Hrs.

**TENDER RECEIPT AND OPENING:**

The Tender shall reach the office of the undersigned not later than 2.30 PM on the specified due date. The Tenders will be opened on the same date at 03.30 PM in this office in presence of the Bidders or their authorized representative, whosoever may be present. The purchaser reserves the right to accept or reject any or all the offers in part or full without assigning any reason whatsoever.

The Tender Notice along with tender document is also hosted at the websites of SLDC ([www.sldcmpindia.com](http://www.sldcmpindia.com)) and MPPTCL ([www.mptransco.nic.in](http://www.mptransco.nic.in)).The bidders may download the document and submit their bid along with cost of the Tender document. The bidder may download the tender document from the SLDC/MPPTCL website. However tender shall be consider only after depositing tender fees in the desire format. Without deposition of tender fees the tender shall not be considered.

**Date :**

**Superintending Engineer (LD:E&T)  
 SLDC, MPPTCL Jabalpur**

Tender document S.No ..... issued to .....

Cost of Tender document Rs.....

Received vide **DD** No.....

**SIGNATURE & SEAL OF  
 ISSUING OFFICER**

**TENDER FORM**  
(To be kept in Envelop-I)

**TENDER SPECIFICATION NO. LDET-01/2017**  
**FOR**  
**Procurement of Desktop Computers & Printers for SLDC Jabalpur**

Tender document Sr.No. -----  
Issued to -----  
Cost of Tender document **Rs** -----  
Received vide **BC/DD/Payorder**No. -----  
Drawn on Bank -----

**Signature & Seal of  
issuing officer.**

The undersigned here by tender and offer (subject to **Company's** conditions of tendering) the **State Load Despatch Centre, MPPTCL, Jabalpur (MP)** (here in after referred to as '**SLDC, MPPTCL, Jabalpur**') for "Procurement of Desktop computer and Printers and the several works and things which are described or referred to in the enclosures and schedules to the specification No. LDET-01/2017, copies of which are annexed hereto and which under the terms thereof are to be supplied, executed and done by the contractor in a thoroughly good and workman like manner and to perform and observe the provisions and agreements or the part of the contract contained in or reasonably to be inferred from the said tender documents for the sums and at the rates set out in schedules annexed hereto.

It is confirmed that (i) Questionnaire for Commercial terms and conditions (ii) Questionnaire for technical specification of equipments/ material and (iii) All other conditions-where ever described in the tender document have been replied in full giving clear details. It has been noted that in case any reply is not given or any reply is incomplete/ambiguous, the Company will have the right to take the same to be advantageous for the Company. Company's decision in this regard will be final. The tenderer will have no right to furnish any technical or commercial clarification after opening of the bid, which may in any way alter the offered prices.

Dated this .....day of.....

**Tenderer's Signature :**  
**Tenderer's Address:**  
**Bidders Signature with Seal of the Company:**  
**Bidders Address:**

(Note: This form duly signed must be submitted along with offer).

**Section-I**

**GENERAL CONDITIONS AND  
INSTRUCTIONS TO TENDERERS**

**FOR**

**PROCUREMENT OF DESKTOP COMPUTERS &  
PERIPHERALS**

## **SECTION-I**

### **GENERAL CONDITIONS AND INSTRUCTIONS TO TENDERERS**

**1.0 SCOPE:-** This specification covers Procurement of 09 Nos. Desktop Computers (CPU, LED Monitor with mouse & keyboard) & 4 Nos. Black & white laser Printers for state load dispatch centre (SLDC). The detailed technical specification for above type computer & printers have been described in enclosed **Section-II**. The tenderers are requested to go through our technical requirements carefully. It may be noted that furnishing of all information as required in various Schedules is a must. In case, any of these schedules duly filled in is not furnished or confirmations as required in the Schedules are not given, the tender will be treated as incomplete and may be liable for rejection without any correspondence by the SLDC.

**2.0 ACCEPTANCE OF OFFERS :-** The tenderers shall have to participate for the complete scope of tender. Tenderers are requested to go through our technical requirements given in Section-II carefully. Tenderers may note that furnishing of all information as required in various schedules enclosed is a must. In case any of the schedules, duly filled in, is not furnished the tender may be treated as incomplete.

While deciding placement of supply order and also quantities to be allocated to a manufacturer against this tender apart from the prices quoted and compliance to terms and conditions of the tender specifications, purchaser will also take into account such factors as performance against earlier contracts in terms of quality of equipment / material supplied as also performance of their equipment/material in our system, after sales service and adherence to prescribed time schedules. Offers of such manufacturers, who have poor track record of supply and/ or equipment performance in earlier contracts may not be considered. The decision of the SLDC in this regard shall be final & binding on the tenderers.

### **3.0 BIDDING PROCEDURE AND COMPLETION OF BIDS:**

The bidding procedure will be completed in following stages as detailed hereunder:

- (i) Last date of purchase of tender document: 29.06.2017 on or before at 17.30 Hrs.
- (ii) Due date and time for submission of bids: 30.06.2017 on or before at 14.30 Hrs.
- (iii) Due date and time of opening of bids:30.06.2017 on or before at 15.30 Hrs

### **4. CLARIFICATIONS, BID SUBMISSION AND BID OPENING:**

MPPTCL may modify the technical specification/ requirement and the amended version of the technical specification shall be made available to the Bidders and also uploaded on website for submission of bids. Prospective Bidders are requested to take care of the amendment(s) into account in preparing their bids, keeping in view that extension of deadline for submission of bids would not be possible.

At any time prior to the deadline for submission of Bids, MPPTCL for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.

The amendment will be notified in writing or by fax to all prospective Bidders and will binding on them.

**4.1 VALIDITY OF BIDS:** The bid should be kept valid for a minimum period of six months from the date of its opening. The bids valid for less than six months will not be considered. No representation against rejection of bids on this ground will be considered.

**4.2 OPENING OF PRICE BID:** During the EMD & Techno Commercial bid opening, the EMD/ Bid cost part of all the bidders will be opened first and after the verification of the document, the offers will be short listed for Techno-Commercial opening. Subject to fulfillment of conditions related to earnest money deposit, the techno-commercial bids shall be opened and after evaluation of the same, the decision will be taken for selection of offers for the purpose of opening of price bid. The intimation regarding date of opening of price bid shall be given separately to the eligible bidders.

**5.0 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS:**

**5.1** In Commercial Questionnaire, few questions towards various important commercial terms and conditions has been given. It is necessary to reply all the questions and furnish the information as mentioned therein.

**5.2** The Bidders are requested to furnish complete technical particulars for their equipment / material. In case any information is not available, no query shall be made and comparison shall be made on the basis of available information.

**5.3** The Bidders may kindly note that the offered prices should be on FIRM basis only.

**5.4** Offers are to be submitted in triplicate (Original + Two copies).

**5.5** Technical literature giving constructional, operational and other details of each and every Equipment / material that are offered in the tender.

**Important Note:**

- i. The Bidder shall invariably fill-in all the fields of schedules enclosed with the tender specification.
- ii. The offer shall be strictly for genuine items for particular make/type of equipments conforming to Technical Specifications stipulated in Section-II of this tender document along with brochure.
- iii. Please do not use the word such as equivalent/better/similar for make or model of the items to be offered.
- iv. The bidder shall avoid the use of vague terms such as 'extra as applicable' Otherwise such tenders will be rejected.
- v. The bidder shall clearly indicate the applicable tax and its rate. Please avoid using of words such as inclusive/Nil in the price bid.

**6.0 PROCEDURE FOR THREE PART BIDDING:**

Bidders are requested to submit their offer strictly in line with this clause. The submission of Earnest Money Deposit is mandatory requirement. The Offers are required to be submitted in triplicate (Original + Two copies) in separate sealed envelopes for which following details may be noted and the offer will be submitted accordingly.

**6.1 ENVELOPE - I: EARNEST MONEY DEPOSIT:**

**6.1.1 EARNEST MONEY:**

The Bidder shall furnish as part of its Bid, Earnest Money along with their offer. The amount of Earnest Money shall be Rs 13,500.00 (Thirteen thousand five hundred only). The Earnest Money shall be acceptable in the forms of Bank Guarantee/cash/dd. The format of BG is enclosed herewith as Proforma II. If EMD is submitted in the form of DD then DD shall be drawn in the favor of RAO, MPPTCL-SLDC, JABALPUR.

**6.1.2** The following are exempted from payment of Earnest Money.

- (I) Registered small-scale industries of Madhya Pradesh.
- (II) Ancillary units of Madhya Pradesh State Electricity Board.

(III) M.P. State/Central Government undertakings or fully owned State Govt. Manufacturing unit with 100% Govt. shares.

(IV) Small-scale units enlisted with the National Small-scale Industries Corporation for Central Govt. Stores Purchase Programmer.

**6.1.3** If the earnest money is not submitted, the offers shall be summarily rejected and shall not be opened subject to the conditions indicated in Clause 6.1.2 above.

**6.1.4** The EMD of participating Bidders shall be released only after completion of all contractual formalities including submission and acceptance of Security Deposit towards Performance Warranty by the successful Bidder.

**6.1.5** The Bidders covered under category 6.1.2 (iii) are required to submit notarized copy of relevant documents for claiming exemption in furnishing earnest money. Further, Registration Certificate should clearly certify that the supplier is registered for the manufacture of the item offered. If this is not complied with, the Bid will be rejected.

**6.1. 6.** SSI/ NSIC certificate should clearly indicate validity period of the registration. In case this is not specifically indicated, the registration will be treated as invalid and offer will be ignored. Validity of certificates should be available minimum upto the period of validity of offer.

## **6.2 ENVELOPE-II: PART I - TECHNICAL BID:**

In this Bid, the Bidders will have to furnish complete technical offer containing detailed material description and specification. This document should not contain any price part.

Technical information in the form of questionnaire and schedules as indicated in various clauses of Section-I & II of this tender..

## **6.3 ENVELOPE-III: PART II - COMMERCIAL BID:**

**6.3.1** In this part of tender, the Bidder should clearly spell out confirmation in regard to various commercial terms and conditions for supply. Basis of price, acceptance of various important terms and conditions for supply and questionnaire for commercial terms and conditions for supply duly filled-in, will, form part of Commercial Bid. The Bidder, therefore, should furnish all information clearly. **It may please be noted that it is obligatory on the part of Bidders to comply with all our commercial terms and conditions.**

## **6.4 ENVELOPE - IV: PART III - PRICE BID:**

**6.4.1.** FOR Destination rates must be quoted clearly giving break-up of prices as per **Schedule-VII**. It may be mentioned that no such information should be furnished in the Price Bid which may not be in conformity with the details furnished in commercial and technical Bids. In case of any discrepancy, suitable loading on prices will be considered, for which responsibility will rest on the Bidders.

**The Bidders are required to enclose a copy of the Schedule-VII “Prices & Quantity” (i.e. without mentioning any prices in **Schedule-VII**, clearly indicating quantity stipulated in tender & quantity offered by the Bidder in Envelope-III, Part-II.**

The Bidders shall quote their prices on FOR Destination basis giving breakup of prices as under:

(I) Ex-factory Price including packing,



- (ii) Freight charges including unloading at site and insurance charges if any,
- (iii) The present rate of Excise Duty, Sales Tax / VAT, Service Tax or any other tax as applicable except State Entry Tax or **Rates applicable as per GST Norm.**

**The prices of all the items should be quoted on FIRM basis only.** No other information should be furnished in the Price Bid.

In case, any rebate is offered, the same is to be indicated clearly and the application methodology should be mentioned specifically to avoid any ambiguity. It should however be noted that no rebate will be accepted once the bid is submitted by the Bidder. No conditional rebate is acceptable to us.

**6.5 ENVELOPE- V:**

The large envelope should contain all the above four envelopes.

**7.0 Change in date & time of opening of tenders:**

Tender shall be opened in the presence of the tenderer or their authorized representative may be present on the due date and time as notified on the website along with the tender/subsequent extension if any. If the due date of opening / submission of tender documents are declared a holiday by the Central/State Govt. or Local administration, it will automatically get shifted to the next working day, for which no prior intimation shall be given. The tender opening shall be continued on subsequent dates in case the opening of all the tenderer is not completed on the date of opening.

It may please be noted that the due date/time of opening can be altered, extended, if desired by the company without assigning any reason thereof. However, due intimation shall be given / published.

**8.0 EXPERIENCE CRITERIA:** The offer shall only be considered if the bidder shall have past experience for carrying out similar work i.e. supply, installation and commissioning of Computer Systems & peripherals satisfactorily for which they will have to attach the copies of such contracts executed /performance certificate of concerned for similar work, if any. In case of non availability of experience certificate with offer, the same shall be rejected. While indicating above details, total quantity of Desktop computers & peripheral supplied during past three financial years from may also be furnished in the following table :-

Material	Year		
	2014-15	2015-16	2016-17
Desktop Computer			
Black & White Laser Printers			

It may be noted that the MPPPTCL also reserves the right to take into account past performance of the tenderer in regard to quality of supply of main equipment as well as its accessories, performance in regard to timely supplies and also performance in regard to making available supervisory services as well as after sales services. Past performance in MPPTCL will therefore be taken in to account while evaluating the offer.

**9.0 COMPLETENESS OF OFFER:** The Purchaser shall rectify non material, non conformities or omissions. To this effect, the offered Price shall be adjusted, for comparison purposes only, to reflect the price of the missing of non-confirming item or component. The adjustment shall be made as under:

“The cost of minor omissions or missing items in the scope of supply will be added to the offered Price to allow for Bid comparison on an equal basis. The cost of all quantifiable non-material, non-conformities or omissions from the contractual and commercial conditions will be evaluated. The Purchaser will make the price adjustment based on the maximum price quoted for the same item by the other Bidders”.

It has been noticed in the past Bids that some of the information furnished in the schedule of technical particulars and technical questionnaire do not match with each other. In order to avoid any discrepancy, **it may be noted carefully that for the purpose of price evaluation, the details brought out by the Bidders in “Schedule of Technical Questionnaire” and “Schedule of Commercial Questionnaire” will be treated as final and evaluation will be done based on the information which will be given in these schedules.** In case of any discrepancy in regard to information given in any other table, responsibility will rest on the Bidders. While this condition shall be applicable for the purpose of price evaluation, at the time of acceptance of offer, the Purchaser will have the right to take such of the values which are advantageous to the Purchaser.

Bidders have to ensure before submission of their offer its completeness in regard to all qualifying requirements. The bidders has to ensure that required certificates of experience, performance, etc., as required elsewhere in this document are necessarily attached with their offer. It needs to be appreciated that sufficient time is being allowed between invitation of Bid and its opening. Bidders in case of doubt may feel free to seek clarifications required by them before submitting their offer. The Purchaser may or may not seek any clarification on the details furnished in the offer of individual bidder. Non submission of any details or document required may render their Bid offer liable for rejection. This may please be noted carefully.

#### **NON-RESPONSIVENESS OF BIDS:**

The Bids received will be rejected summarily on the following grounds-

- i. The EMD as per Bid not submitted.
- ii. The Bid cost as per Bid not submitted.
- iii. The Bidder not fulfilling the experience Criteria.
- iv. The Bidder not submitted required documents in support of experience
- v. If various schedules as per Bid are not submitted in the required format.
- vi. If the self-declaration regarding history of Litigation is not submitted.
- vii. If the Tender form is not submitted.
- viii. If the documents are not self-attested.
- ix. The Bidder not complying with the other terms and conditions as stipulated in Bidding Document.

**10.0 MPPTCL’S RIGHT TO ACCEPT OR TO REJECT ANY OR ALL BIDS:** The MPPTCL reserves the right to accept any bid, and to annul the bidding process and reject any or all bids at any time prior to award of contract without any obligation to assigning any reason whatsoever and without thereby incurring any liability to the affected Bidder or Bidders.

#### **12.0 PAYMENTTERMS:**

**12.1** 100% Payment would ordinarily be made to the supplier within 30 days period or on turn as per queue whichever is later, from the date of submission of bill after receipt desktop computer and printers at SLDC Jabalpur in good condition and successful testing of equipment. The MPPTCL shall not be liable for any interest on account of delay in payment. For claiming

the payment bills in four copies with all relevant documents shall be submitted to this office, which in turn will be verified, passed and sent to concern office of MPPTCL.

**13.0 PRICES:** The prices shall be quoted on F.O.R. destination basis strictly as mentioned in **Schedule-VII** with breakup of prices as indicated in the above schedule including all charges towards taxes, duties, transportation etc. up to consignee location and installation at site. No other charges are payable.

**14.0 FIRM & FIXED PRICES:** The prices against this bid specification shall be on "FIRM" (Fixed) cost basis and no price variation whatsoever shall be payable.

**EXCISE DUTY, SALES TAX & ENTRY TAX:**

i. **EXCISE DUTY:** The rate of Excise Duty (E.D.) as applicable should be mentioned separately. The Bidders exempted from payment of E.D. should specifically mention that the ED will not be claimed by them.

ii. **SALES TAX:** The rate of Sales Tax as applicable against declaration form should be indicated separately. The Bidders exempted from payment of Sales Tax should specifically mention the period of exemption for payment of SalesTax.

b. The Madhya Pradesh Power Transmission Co. Ltd. is registered as a dealer under the Central and M.P. Sales Tax Act and therefore Sales Tax at the prevailing concessional rates will be applicable. The relevant declaration forms will be furnished to the supplier to avail the concessional rate of Sales Tax.

c. Any taxes/duties on raw material/semi finished product shall not be payable extra and are treated as included in the quoted F.O.R. prices. Also variation in taxes/duties on raw material/semi-finished product, if any, during the pendency of order, shall be borne by the suppliers.

iii. **ENTRY TAX:** As far as payment of State Entry Tax is concerned, the same shall be paid directly by MPPTCL and no liability on this account will devolve on the bidder.

Any variation in taxes and/or duties shall be payable subject to submission of documentary evidence within the contractual delivery period of the contract only. The excise duty and sales tax on finished materials will be paid by the purchaser as per the rates in force at the time of despatch, provided the actual delivery is in conformity with the contractual delivery schedule. If there has been delay in delivery and extension in time has been granted by the purchaser covering such delay, then the sales tax and excise duty will be paid as per rates in force at the time of despatch. If however, there is delay and extension in time is not granted, payment of sales tax and excise duty on finished Materials shall be limited to the rates applicable to the contractual delivery period/or the actual delivery date whichever is less.

**15.0. CONSIGNEE:** The complete material shall be delivered to the Consignee, "**The Superintending Engineer (LD:E&T), State Load Despatch Centre, MPPTCL, Nayagaon, Rampur, Jabalpur 482 008 (MP)**".

**16.0 DELIVERY: -**

i. The material is required urgently and hence preference shall be given to Ex-stock, or offer with shorter delivery periods. The period of delivery in respect of each item of the schedule should be clearly specified. The material shall be delivered to the Consignee i.e. The Superintending Engineer (LD:E&T), State Load Despatch Centre, MPPTCL, Nayagaon, Rampur, Jabalpur - 482 008 (MP).

- ii. Timely delivery of the material would be the essence of the contract.
- iii. Delivery of the material shall be reckoned from date of receipt of order by the bidder.

**17.0 SECURITY DEPOSIT:-** The supplier shall have to deposit an amount of 10% of the total value of order within 15 days from the date of purchase order, towards the security deposit for performance guarantee and also for faithful performance of the terms & conditions of the order, in any of the following form only :-

- i. Payment should be made through Demand Draft in favour of “ RAO MPPTCL – SLDC JABALPUR ”or through RTGS/ NEFT.The detail is given below :

Name of Account:            RAO, MPPTCL- SLDC, JABALPUR.  
Current Account No. :    571701010050118.  
Name of Bank :            UNION BANK OF INDIA.  
Branch Address :           SHAKTI BHAVAN ROAD, JABALPUR.  
IFSC Code :                UBIN0557170.

- ii. Bank Guarantee on any Nationalized / Scheduled Bank strictly as per Board's / MPPTCL proforma which shall be furnished along with purchase order. The Bank Guarantee shall be sufficiently valid to cover the Guarantee period and six months lodgment period.
- iii. The Security Deposit shall be returned only on request & after faithful performance of the terms & conditions of the order and on expiry of the guarantee period, provided there are no claim for recovery against the supplier. No interest shall be payable on the Security Deposit.
- iv. The facility of depositing Permanent Security Deposit has been discontinued and hence the security deposit shall have to be furnished separately for individual supply order / contract in the manner as indicated above.

**18.0 PENALTY:**

- 18.1 The time and the date of delivery and installation of material at stores stipulated in the order shall be deemed to be the essence of the contract. In case of delay in execution of the order( supply and/or installation ), the Company may at its option either (i) recover from the supplier/contractor a sum of 1/2% (half percent) of the Ex-works-price (cost without taxes & duties) price of the items/material supplied and/or installed delayed for a week or part of week up to a maximum of 10% (ten percent) or (ii) purchase elsewhere on account and at the risk of the supplier the items/material not delivered or others of similar descriptions or (iii) cancel the contract.
- 18.2 In case of delayed delivery and/or installation of material, the purchaser may at his option impose a penalty calculated at the above rate for such portion of equipment delivered which cannot be put to use for which it was meant as a consequence for such delay.
- 18.3 In case any of the Desktop computers /Printers are found to be defective in materials of workman ship or develops defects during service, same shall be replaced/ repaired by the supplier free of all charges within 30 days or within reasonable period as per specific agreement with order placing authority from the date of receipt of intimation. In case of delay in replacement/ repair of Desktop computers/Printers, the MPPTCL may at its option recover penalty @ 0.5% of ex-works price for each week or part

thereof subject to a maximum of 10%.

- 18.4 In case of delay in installation of material within stipulated time penalty @ 0.5 % of cost (ex-works price) per item for each week or part thereof subject to a maximum of 10% of cost of respective item for which the delay occurred.

**19.0 TRANSPORTATION:** The road transportation charges (i.e. freight including loading of material into the truck at firm's works, transportation from the works to the specified destinations, unloading and stacking of material at our Stores) shall be indicated in the break-up of F.O.R. destination prices mentioned in **Schedule-VII**. The transportation charges shall be on "FIRM" price basis and therefore, no price variation on transportation charges, on any account whatsoever, shall be permitted. The responsibility of transportation of material upto SLDC,MPPTCL,Nayagaon,Jabalpur shall rest with the Supplier. The unloading and stacking of material at our SLDC Stores and verification/counting thereof shall be arranged by the supplier.

**20.0 TRANSIT INSURANCE CHARGES:** The Bidders are not required to offer for transit insurance charges since transit insurance will be excluded from the scope of this Bid and will also be excluded from the scope of contracts which would be placed against this Bid. Although transit insurance has been excluded from the scope of supply, responsibility for safe delivery of the materials upto the destination anywhere in MP shall rest on the supplier, and therefore for this purpose necessary arrangement may be made by the Bidders at their cost.

The successful bidder will supply the materials to SLDC, MPPTCL's Stores and will be responsible for the transit risks. It shall be the responsibility of successful bidder to ensure proper packing and safe delivery of materials. Any loss or damage caused to the materials during transit shall be made good by him free of all charges within 30 days from the date of consignee's intimation in writing.

**21.0 EXTENSION ORDER:** The MPPTCL reserves the right to place extension order for additional quantities up to 50% of the ordered quantity on same rates and terms & conditions within twelve months from the date of placement of main order.

## **22.0 GUARANTEED PARTICULARS AND PERFORMANCE GUARANTEE:**

- i. All parts of desktop computer & printers shall be guaranteed for satisfactory performance for a period of 12 months from the date of installation or 18 months from the date of receipt at site whichever happens to be earlier.
- ii. Any defect due to faulty material or workmanship found during guarantee period shall be rectified on site free of cost within 15 days.
- iii. In case, the replacement of defective material is not made within stipulated period then apart from operating clause of Penalty (which provides for imposition of penalty/ liquidated damages, risk purchase/repair at supplier's cost and cancellation of the contract, the MPPTCL may also take suitable penal action against the supplier, which may include encasing the Performance Security to the extent required besides debarring the firm from all future business with the MPPTCL for a period which will be at the discretion of MPPTCL.

The defective/ rejected material shall be collected by you from Site and after rectification shall be returned (installed) to site at your own cost.

The bidder shall furnish all relevant technical guaranteed particulars of the materials offered. Offers without such details may not be considered.

**23.0 FORCE MAJEURE:** Deliveries stipulated in the purchase order shall be subject to force majeure conditions. The force majeure circumstances/conditions shall include strikes, lock-

outs, war, fire accidents, earthquakes, floods, national calamity, riots, civic commotion, damage to plant, stoppage at the works and/or any other reasons whatsoever beyond reasonable control of the supplier. Prevalence of force majeure will have to be got certified by appropriate Government Agency. The cause of force majeure condition will be taken into consideration only if the supplier within 15 days from the occurrence of such delay notifies the purchaser. The MPPTCL shall verify the facts and grant such extension as the facts justify, for which the supplier shall submit this representation with documentary evidence.

**24.0 QUANTITY VARIATION:** The quantities indicated in **Schedule-VII** are provisional. The MPPTCL reserves the right to vary the quantities by  $\pm 20\%$  while placing the order.

**25.0 REBATE:** In case, any rebate is offered, the same should be unconditional and is to be indicated clearly and the application methodology should be mentioned specifically to avoid any ambiguity. It should however be noted that no rebate will be accepted once the bid hash is submitted by the bidder. Conditional rebate is not acceptable, it may please be noted.

**26.0 DISPUTE:** All suits or proceedings relating to any dispute or claim arising out or in the course of performance of the contract shall be filed exclusively in the court situated at Jabalpur. The Courts at Jabalpur shall have exclusive jurisdiction in all matters of Disputes.

**27.0 TERMINATION:** In the event of any breach of the terms of the order, the Purchaser reserves the right to cancel the order for part or whole of the materials yet to be supplied and to purchase elsewhere on account and at the risk of the supplier, part or whole of the materials not supplied.

**28.0 RECOVERIES OF LIABILITIES AGAINST OTHER CONTRACTS:** Any amount recoverable from the successful Bidder against earlier contracts with the MPPTCL/MPSEB will be adjusted from payment due and/or performance security furnished against the contract that may be awarded under this specification.

**29.0 LITIGATION HISTORY:** Bidders are requested to submit details of all litigation, arbitration and other claims whether pending, threatened or resolved in the last five years, with the exception of immaterial claims with cumulative possible impact of not more than 10% of the Bidder's total assets. The purchaser may disqualify Bidders in the event that the total amount of pending or threatened litigation, arbitration or other claims represents hundred percent (100%) of the Bidder's net worth.

**30.0 CORRUPT PRACTICES:** In case during Bid evaluation or after award of contract, it is found that the information furnished by Bidder are not correct and is engaged in corrupt/fraudulent practices in competing for the contract, the matter will be taken seriously. Under such circumstances either Bid will be considered as non-responsive or if contract is awarded, same will be cancelled immediately at the risk and responsibility of the Bidder.

**31.0 AUTHORIZATION CERTIFICATE:** The firm must have an authorization of the company to sell the product offered by them. It is essential to the firm that they shall submit the copy of authorization certificate/letter issued by the product manufacturer along with the valid validity period with the offer. Please note that, the offer submitted by the firm without authorized certificate shall not be considered.

**32.0 COMPLIANCE WITH OTHER CONDITIONS:** Although all other conditions have clearly been spelt out in the bid document, it is once again brought to the notice of bidder that they should go through the bid document carefully and comply all other conditions also like furnishing of list of past supplies VAT Clearance Certificate, Authorization Certificate and details of litigation history.

For verifying reasonability of prices by the purchaser, the bidders are required to enclose copies of orders under execution/executed recently for other Utilities along with bid

for the offered material. It may be noted that the order copy must contain full scope of supply including price schedule etc. without any omission/deletion/hiding any information.

In nutshell, the Bid at the time of submission of technical and commercial Offers itself should be complete in all respect. It should not be expected that in case of lack of any information, the MPPTCL will make any correspondence with the bidder. The documents and details as called for in the bid must be submitted without making any reference to submission of such certificate against past order, bid or past experience of supplies with the MPPTCL etc. All bids wherein these conditions are not complied with may run the risk of rejection without any correspondence from our side.

**33.0 DEPARTURE FROM THESE CONDITIONS AND SPECIFICATIONS:** Bidder desire to depart from any conditions and/or concerned specifications in any respect; he shall draw attention to such departures stating fully the reasons thereof. Unless this is done, these conditions and concerned specifications will hold good.

**34.0 DETAILS OF DOCUMENTS TO BE SUBMITTED -**

- A. Following Standard formats are required to be submitted:
- (i) Appendix-A Details related to EMD & Important Terms and conditions (in Envelope-I).
  - (ii) EMD Bank Guarantee/Bid Cost Demand draft (in Envelope-I).
  - (iii) Documentary evidence regarding Exemption for SSI/NSIC units, if applicable (in Envelope-I).
  - (iv) Tender Form (in Envelope-I).
  - (v) Schedule-III & VI: Technical Questionnaire / Technical deviation (in Envelope-II).
  - (vi) Schedule-II: Guaranteed Technical Particulars (in Envelope-II).
  - (vii) Schedule-IV: Details of drawings (in Envelope-II).
  - (viii) Schedule-A: Commercial Questionnaire / Commercial deviation (in Envelope-III).
  - (ix) Quantity supplied during past 3 FY (in Envelope-III).
  - (x) Copies of last order received/ executed indicating details of Prices and Quantity for the Tendered item (in Envelope-III).
  - (xi) Schedule-V: List of past supplies (in Envelope-III).
  - (xii) Schedule-I: General Questionnaire (in Envelope-III).
  - (xiii) Schedule-X: Check List (in Envelope-III).
  - (xiv) Any other documents that bidder wish to submit (in Envelope-III).
  - (xv) Schedule-VII: Prices and Quantity (in Envelope-IV)

**Section-II**

**TECHNICAL SPECIFICATION**

**FOR**

**PROCUREMENT OF DESKTOP COMPUTER & PRINTERS**



**SECTION-II****TECHNICAL SPECIFICATION FOR DESKTOP COMPUTER & PRINTERS**

This section provides information regarding desired technical specification of Supply of Desktop Computer & Printers to be supplied. In addition, desired technical qualification of the tenderers to qualify the tender has also been elaborated. This section also contains various forms and schedules/Annexure which are to be duly filled in and furnished along with the tender.

It is not the intent to specify completely herein all the details of design and construction of materials. However the material shall conform, in all respect, to the high standards of design and workmanship and be capable of performing the duties specified herein.

**STANDARDS:** Unless otherwise mentioned in the specification the offered Desktop computer shall be supplied with all guaranteed technical particulars generally conforming to meet the requirement of the latest relevant national and international standards. Bidders shall clearly state the standards to which the desktop computer offered by them conforms.

In this bid, the tenderers will have to furnish confirmation in regard to compliance of our entire technical requirement. The bid should clearly describe various technical particulars of the Materials as per details given in this specification.

**1.0 CLIMATIC CONDITIONS :**Material to be supplied against this specification shall be suitable for satisfactory continuous operation under the following tropical conditions:

S/N	Particulars	Conditions
i	Location	outdoor
ii	Maximum ambient air temp	50 <sup>0</sup> Centigrade
iii	Minimum ambient air temp	5 <sup>0</sup> Centigrade
iv	Average daily ambient temp	35 <sup>0</sup> centigrade
v	Maximum Relative humidity	95% (sometime approaches saturation)
vi	Maximum altitude above mean sea level	1000 (Meters)
vii	Average Annual rainfall	1250 (mm)
viii	Maximum wind pressure	150 Kg/m <sup>2</sup>
ix	Isoceraunic level	90 days per year
x	Seismic level (Horizontal acceleration)	0.3
Moderately hot and humid tropical climate, conducive to rust and fungus growth.		

**2.0 TECHNICAL SPECIFICATION FOR DESKTOP COMPUTER & PRINTERS:**

**A. GENERAL REQUIREMENT** :Requirement of Desktop computers & printers to be supplied against this Tender, is as under -

S/N	Particulars	Quantity
1.	Supply of desktop computer (with specifications as per table given below )	09nos.
2	Black & White Laser Printer (with specifications as per table given below)	04 Nos.

**B. Desktop Computer:** -Only reputed make such as DELL, HP, LENOVO or any other brand which figure in top four ranking of IDC market analysis report for India for Q4 2016 (Quarter ending Dec 16 by IDC for Desktop computers shall be eligible for participating in the tender. The responsibility for submitting the documents to establish that the offered brand is within top four ranking brands in the market analysis of IDC lies with the bidder himself.

S/N	Product	Specification
1	Processor	Intel Core i5 (7 <sup>th</sup> Generation) 3.0 GHz or above, 6 MB Cache, 4 cores or better
2	Mother Board	Intel Q150 chipset on OEM motherboard OR equivalent OR better
3	Operating System (Preloaded)	Pre installed Microsoft Windows 10 Pro with latest version with Restore / Recovery CD, documentation CD with each PC along with license
4	Other software	MS Office 2010 (Preinstalled along with CD and License )
5	Anti virus	Licensed Antivirus Quick Heal for 1 years (Pre installed along with CD)
6	Hard Disk	1 TB
7	Memory	4 GB DDR 4 RAM with up-gradable facility (RAM speed 2133 MHz)
8	Optical Drive	Read and writes DVD/CD
9	Monitor	18.5" LED Monitor of with TCO' 03 Certification, Response Time: 16 ms, Resolution : 1366 x768 @ 75 Hz or better of reputed makes. Bidder are required to provide make of monitor in their offer.
10	Keyboard + Mouse	104 keys or higher OEM USB Keyboard+ Optical Scroll mouse with USB interface & Standard keyboard with soft keys of the same brand of desktop
11	Cabinet	Full Micro Tower with SMPS
12	LAN	Integrated Gigabit Ethernet LAN 10/100/1000
13	Ports	1*Serial port, 1*Parallel Port, 6 Hi-speed USB (Preferably 2No. on Front Side), 1*VGA Port, 1 RJ-45, 2 PS/2 ports Audio and Mic Port (Line-in, Line-out, Microphone-in).

**C. Black & White Laser Printer:** Only reputed make such as HP, Cannon, Epson or any other brand which figure in top four ranking of IDC market analysis report for India for Q4 2016 (Quarter ending Dec 16 by IDC for printers shall be eligible for participating in the tender. The responsibility for submitting the documents to establish that the offered brand is within top four ranking brands in the market analysis of IDC lies with the bidder himself.

S/N	Feature	Detailed Specification
1	Function	Print
2	Resolution (In dpi)	1200
3	Paper Size	Minimum: 147 x 211 mm
4		Maximum: 216 x 356 mm
5	Duty Cycle (monthly, A4)	Up to 5000 pages
6	Print Speed in PPM	Up to 18 PPM
7	First page out	as fast as 8.5 sec
8	Print Technology	Laser
9	Processor Speed	266 MHz
10	Main input tray-	150 sheets of regular weight or higher
11	Memory, standard	2 MB
12	Memory, Maximum –	2 MB
13	Duplex Printing -	Manual
15	Connectivity, standard -	Hi-Speed USB 2.0 port
16	Compatible O/S -	Windows 7,8,10 Professional (32 bit)
17	Warranty -	As Governed by Terms of Condition of
18	Compliance	Energy Star (Mandatorily), FCC Compliance

### 3.0 DATA AND DRAWINGS:

Tenderers shall furnish one set of General arrangement drawing of each rating Industrial Desktop computer showing the dimension, terminal connectivity, mounting and other details. Complete details of all the accessories which will be supplied with Desktop computer and Printers should be submitted.

### 4.0 INSPECTION:

- (i) If required the material may be inspected at the premises of successful lowest bidder after placement of order. In such case, no material shall be dispatched from the point of manufacture unless the material is found satisfactory.
- (ii) The acceptance of any quantity of the material shall in no way relieve the successful

tenderer of his responsibility for meeting all the requirement of this specification and shall not prevent subsequent rejection if such equipment are later found to be defective.

- (iii) On receipt of material at consignee's location, the same shall be inspected by the consignee or his authorized representative for any shortages, damages during transportation/supply by the contractor. In case of any shortages, damages the inspection report may not be issued by the consignee till such shortages, damages are recouped/ replenished.

The makes & model of the equipment shall be clearly indicated. A general mention that the components shall be of reputed make will not be acceptable.

#### **5.0 DISCREPANCY IN TECHNICAL PARTICULARS:**

It has been noticed that some of the information furnished in the schedule of technical particulars, technical questionnaire and price schedule do not match with each other. In order to avoid any discrepancy, it may be noted that for the purpose of price evaluation the details brought out by the tenderers in "Schedule-III' Technical Questionnaire" will be treated as final and evaluation will be done based on the information which will be given in this Schedule -III. In case of any discrepancy in regard to information given in any other table, responsibility will rest on the Tenderer. While this condition shall be applicable for the purpose of price evaluation, at the time of acceptance of bid, the Purchaser will have the right to take such of the values which are advantageous to the Purchaser.

\*\*\*

(To be kept in Envelope-I)

**IMPORTANT COMMERCIAL TERMS & CONDITIONS TO BE FURNISHED AND BE READ AT THE TIME OF TENDER OPENING**

<b>S. No.</b>	<b>Particulars</b>	<b>Details</b>
1	Earnest Money Deposit (EMD) Amount, DD/BG No.	
2	Validity of Offer	
3	Whether SSI/NSIC unit	
4	<b>Applicable rate of taxes duties</b>	
	i. Exciseduty	
	ii CST against form "C"/VAT/MPGST	
	iii. Any other tax (Service Tax/Entry Tax etc.).	
5	<b>Price Offered (Firm/variable)</b>	
6	Acceptance Payment Terms stipulated in tender	
7	Guarantee Period of Desktop computer	
8	Security Deposit	
9	Penalty towards delay in delivery	
10	Delivery period	

**SIGNATURE  
WITH SEAL OF TENDERER**

Proforma-'I'

**UNDERTAKING**

**(Completeness of Equipment)**

We hereby undertake to confirm that Desktop computer and Printers has been supplied by us complete with all accessories, as specified in Schedule \_ \_ attached with Order No.

\_\_\_\_\_dated\_\_\_\_\_received by us.

While all the accessories associated with the equipment has been supplied, we undertake to supply any minor item which might not have been mentioned in the subject schedule but may be necessary for satisfactory operation of the Desktop computer.

**Signature & Name of Authorized  
Signatory with seal of the Company**

Place:-

Date :-

**Proforma of Bank Guarantee for Earnest Money.**

(To be executed on non-judicial stamp paper worth Rs 250/ affixing revenue stamp worth Rs 1/-)

..... Bank's Name and Address of Issuing Branch or Office .....

Beneficiary: State Load Despatch Centre, Madhya Pradesh Power Transmission Company Limited, Nayagaon, Jabalpur.

Bank Guarantee No ..... date..... Amount.....

We have been informed that .....***name of the Tenderer***..... (here in after called "the tenderer") has submitted to you its offer dated ..... (here in after called "the offer") for the execution / supply of .....***name of contract***..... under Tender Specification No. LDET-01/2017.

Furthermore, we understand that, according to your conditions, offers must be supported by an EMD Bank guarantee.

At the request of the tenderer, we .....***name of Bank***..... hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of .....***amount in figures***..... (***amount in words***.....) upon receipt by us of your first demand in writing accompanied by a written statement stating that the tenderer is in breach of its obligation(s) under the tender conditions, because the tenderer:

(a) Has withdrawn its offer during the period of validity specified by the tenderer in his offer;

**or**

(b) having been notified of the acceptance of its offer by the Purchaser during the period of validity, (i) fails or refuses to execute the Contract Agreement, or (ii) fails or refuses to furnish the Performance Security, in accordance with the Tender Specification No.LDET-01/2017.

This guarantee will expire: (a) if the tenderer is the successful tenderer, upon our receipt of copies of the Contract Agreement signed by the Tenderer and the performance security issued to you upon the instruction of the Tenderer; and (b) if the tenderer is not the successful tenderer, upon the earlier of (i) our receipt of a copy your notification to the tenderer of the name of the successful tenderer; or (ii) seven months from date of opening of tenderer's offer.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

.....***Bank's seal and authorized signature(s)***.....

**Note:** All italicized text is for use in preparing this form and shall be deleted from the final document

**SCHEDULE – A****(To be kept in Envelope-III)  
COMMERCIALQUESTIONNAIRE**

NOTE: THE TENDERERS MAY PLEASE NOTE THAT SUBMISSION OF THIS QUESTIONNAIRE DULY AND PROPERLY FILLED IN IS ESSENTIAL. WHILE MAKING ENTRIES AGAINST THE QUESTIONS GIVEN BELOW NO REFERENCE SHOULD BE MADE TO COMMENTS ENTERED ELSE WHERE IN THE TENDER. ALL QUERIES SHOULD BE ANSWERED AND THESE ANSWERS SHOULD BE COMPLETE IN THEMSELVES. PLEASE NOTE THAT NONE OF THE COLUMN SHOULD BE LEFT BLANK AND CLEAR REPLY AGAINST ALL COLUMNS SHOULD BE FURNISHED.

<b>Sr.No.</b>	<b>Particulars</b>	<b>To be filled by Tenderer</b>
1	Name of Tenderers	
2	Place and address	
3	Whether the bidder is manufacturer, stockiest or authorized selling agent. In case of stockiest or authorized selling agent, the name of the principal should be indicated.	
4	Date and year of establishment of business for supply of the Desktop computer	
5	Full details of order No. and date, name of purchaser and quantity of Desktop computer, supplied during past three years been closed with the Offer. Please confirm.	
6	Please confirm you have submitted EMD as per Tender Requirements. Please also indicate amount of EMD with Demand Draft/BG No and date.	
7	Whether you are registered as SSI/NSIC or Central/State Govt. undertaking. Please furnish full details.	
8	Please confirm your acceptance for extension order for supply of 50% additional quantity of Desktop computer over and above quantity included in this Offer as per Clause 21.0 of Section-I.	
9	Please confirm that you have submitted your Offer in three parts	
10	Please confirm that payment terms as per Clause 12.0 of Section-I is acceptable to you.	
11	Please confirm your acceptance to penalty as per Clause 18.0 of Section- I.	
12	i) Please confirm specifically the delivery schedule as per Clause 16.0 of Section-I. Please also indicate period in days/weeks as follows :-	
	a. Maximum period within which acceptance to LOI/LOA would be given by Tenderer	days
	b. Maximum period within which replies/ clarifications/ calculations shall be furnished by the Tenderers, after receipt of comments from MPPTCL on the set of drawings.	days
13	Please confirm that performance guarantee period for Desktop computer shall be as stipulated under Clause 22.0 of Section-I.	
14	a. Please confirm that you are agreeable to Clause 19.0 of Section-I and unloading at site is included in the Offered Freight Charges.	



	b. Whether the firm is prepared to make good any loss or damage in transit immediately and free of all charges.	
15	Please confirm you have noted safe delivery of material at site by road transport only as per Clause 19.0 of Section-I and agree for the same.	
16	Pl. confirm that the prices of offered equipment/material on Firm basis and as such, no price variation shall be claimed.	
17	a. Please confirm that the prices of Desktop computer has been Offered separately as per Schedule-VII.	
	b. Please indicate the rebate if offered by you mentioning clearly the percentage of rebate offered and whether the rebate is towards payment terms or quantity ordered or special unconditional rebate. Please mention the prices specifically on which these rebates are applicable. It may be noted that conditional rebates may or may not be accepted or considered for evaluation depending upon acceptability of Quoted condition to the Company.	
18	i. Please confirm that you will claim only VAT or concessional rate of sales tax and indicate applicable rates for taxes and duties as per Clause as under- <b>a. Excise duty</b> <b>b. CST against form "C"/VAT</b>	
	ii. In case no excise duty is chargeable Pl. confirm whether you are exempted from payment of excise duty at present and whether it will be charged from Company in case it becomes payable on account to turnover at a later date after placement of order. If so, at what rate?	
	iii. In case you are presently exempted from ED and you do not intend to charge the same to Company, even if it becomes payable at a later date (up to the date of completion of supplies/services), the same should be clearly stated.	
19	Please confirm that performance security shall be furnished as per Clause 17.0	
20	Please confirm validity of your Offer is 180 days from the date of opening of price bid, otherwise your Offer will be rejected.	
21	Please confirm that you have furnished schedule of commercial deviation as per Schedule-B.	
22	Please confirm that you have furnished all required documents and information in the bid as desired in Section I & II.	
23	Please confirm that you have furnished Appendix-A.	
24	Whether you agree for inspection by Company's representative prior to dispatch if required.	
25	Please confirm that you have enclosed check list required for the Offer.	
26	Please indicate particulars of pages of your bid for verification of following as per Clause 8.0 (Experience Criteria) of Section-I.	
	a. Tabular Statement indicating details of orders placed by utilities and Desktop computer & peripheral supplied by the firm.	
	b. Documentary evidence for the Desktop computer & peripheral commissioned along with copies of performance certificates issued by the utilities.	

27	Please confirm that you have enclosed VAT Clearance Certificate	
28	Please confirm that Clause- 16 (Delivery) of Section-I is acceptable to you and provides the delivery schedule of the each items.	
29	Please confirm that you have noted the stipulation under clause no.05 of Section-II regarding discrepancies in technical bid and that the details as furnished in Schedule-III of technical questionnaire shall form the basis for evaluation of bid.	
30	Whether you have submitted DD towards tender cost, if tender is downloaded from SLDC/MPPTCL website. It so please indicates DD No. and amount.	

**SIGNATURE:**  
**NAME OF TENDERER:**  
**DATE:**

**SCHEDULE – B**

**(To be kept in Envelope-III)**

**SCHEDULE OF COMMERCIAL DEVIATIONS**

We/I have carefully gone through the commercial requirement of specification and the General condition of contract and have satisfied ourselves/myself and hereby confirm that our/my offer strictly conforms to the requirements of technical specification and general conditions of contract except for the deviations, which are given below:

S/N	Descriptions & Clause No. of the specification & page number	Stipulation in specification	Deviation offered	Remarks regarding justification of the deviation
1	2	3	4	5

Except for afore said deviations, the entire order, if placed on us, shall be executed in accordance with your specification and any other conditions, variation/deviation etc. if found elsewhere in our offer should not be given any considerations while finalizing the tender.

Date-----  
Place-----

**Signature & Name of Authorized Signatory with seal of the Company**

**SCHEDULE -I**

**GENERAL QUESTIONNAIRE**  
**(To be filled by the Supplier)**

1. i)	Name of firm	
ii)	Address	
iii)	Tel. No./Mobile No.	
iv)	Fax /e-mail	
2	Manufacturer / Authorized dealer Certificate enclosed.	
3i)	Name of proprietor or partner (as the case may be)	
ii)	Address	
iii)	Tel. No. -(Office) - (Residence) - (Mobile)	
iv)	Fax / E-mail	
4	Whether you will provide annual maintenance services?	

**DATE:**

**SIGNATUR  
WITH SEAL OF BIDDER**

**Full Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**SCHEDULE -II****GUARANTEED TECHNICAL PARTICULARS DESKTOP COMPUTER & PRINTERS****(To be filled by the Supplier) (Refer clause 2 of Section-II)**

This schedule of guaranteed technical particulars for Desktop computer & peripheral is to be submitted by the Bidders. It may be carefully noted that filling/ reply of each and every clause described below is a must.

**A. Desktop Computer: -**

S/N	Product	Specification	Offered Specification
1	Processor	Intel Core i5 (7 <sup>th</sup> Generation) 3.0 GHz or above, 6 MB Cache, 4 cores or better	
2	Mother Board	Intel Q150 chipset on OEM motherboard OR equivalent OR better	
3	Operating System (Preloaded)	Pre installed Microsoft Windows 10 Pro with latest version with Restore / Recovery CD, documentation CD with each PC along with license	
4	Other software	MS Office 2010 (Pre installed along with CD and License )	
5	Anti virus	Licensed Antivirus Quick Heal for 1 years (Pre installed along with CD)	
6	Hard Disk	1 TB	
7	Memory	4 GB DDR 4 RAM with up-gradable facility (RAM speed 2133 MHz)	
8	Optical Drive	Read and writes DVD/CD	
9	Monitor	18.5" LED Monitor of with TCO' 03 Certification, Response Time: 16 ms, Resolution : 1366 x768 @ 75 Hz or better of reputed makes. Bidders are required to indicate the make of monitor.	
10	Keyboard + Mouse	104 keys or higher OEM USB Keyboard + Optical Scroll mouse with USB interface & Standard keyboard with soft keys of the same brand of desktop	
11	Cabinet	Full Micro Tower with SMPS	
12	LAN	Integrated Gigabit Ethernet LAN 10/100/1000	
13	Ports	1*Serial port, 1*Parallel Port, 6 Hi-speed USB (Preferably 2No. on Front Side), 1*VGA Port, 1 RJ-45, 2 PS/ 2 ports Audio and Mic Port (Line-in, Line-out, Microphone-in).	
14	Offered Make & Model	DELL, HP, LENOVO or under top four of IDC Market analysis report for India for Q4 2016	

**B. Black & White Laser Printer:**

S/N	Feature	Detailed Specification	Offered Specification
1	Function	Print	
2	Resolution (In	1200	
3	Paper Size -	Minimum: 147 x 211 mm	
4		Maximum: 216 x 356 mm	
5	Duty Cycle (monthly, A4) –	Up to 5000 pages	
6	Print Speed in PPM -	Up to 18 PPM	
7	First page out –	as fast as 8.5 sec	
8	Print Technology –	Laser	
9	Processor	266 MHz	
10	Main input tray-	150 sheets of regular weight or higher	
11	Memory, standard	2 MB	
12	Memory, Maximum –	2 MB	
13	Duplex Printing -	Manual	
14	Connectivity, standard -	Hi-Speed USB 2.0 port	
15	Compatible O/S	Windows 7,8,10 Professional (32/64 bit)	
16	Warranty -	As Governed by Terms of Condition of Tender	
17	Compliance	Energy Star (Mandatorily), FCC Compliance	
18	Offered Make & Model	HP, Cannon, Epson or under top four of IDC Market analysis report for India for Q4 2016	

DATE

SIGNATURE WITH SEAL OF BIDDER

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

(To be kept in Envelope –II)

**TECHNICAL QUESTIONNAIRE FOR DESKTOPCOMPUTER**

**All points mentioned below should be replied in these sheets only without making any reference to any clause in the bid. If replies are incomplete or reply to any clause is not furnished, bids may be treated as incomplete and non-responsive from technical angle.**

1. Name of manufacturer and country of Origin.
2. Name of tenderer
3. Date and year of establishment of factory for manufacturer of offered Desktop computers.
4. Complete name, address, mobile, Telephone, and email ID for correspondence.
5. Please confirm make is as per Technical specification given under.
6. Please confirm that guaranteed technical particulars are as per the desired specification of the Desktop computers.
7. Please confirm that supply material will be guaranteed against any manufacturing defects for a period as stipulated in the tender.
8. Please confirm if all accessories as per the Technical specification have been included in the offered prices.
9. Please confirm that all the points mentioned in tender specification regarding design of the Desktop computers has been taken into consideration and in case any deviation the same has been stated.
10. Please indicate herewith design deviations / additional features, if any, in the offered design of Desktop computers compared to the specification.
11. Please confirm that you have enclosed past supply details as desired in Schedule V.

SIGNATURE OF TENDERER  
Name & Seal of the company.

**SCHEDULE- IV**

(To be kept in Envelope –II)

**DETAILS OF DRAWINGS SUBMITTED WITH THE TENDER**

The tenderer shall mention details of drawings which have been submitted along with the Tender in the following table.

Sr. No.	Drawing No	Particulars of Drawing.

**SIGNATURE OF TENDERER**  
**Name & Seal of the company.**



**SCHEDULE- V****(To be kept in Envelope –III)  
LIST OF PAST SUPPLIES**

The tenderer shall enclose details of past supplies indicating order no. & date, name of utility, date of commissioning, officials who could be contacted for ascertaining the performance of offered equipments. The tenderer should enclose performance certificate from utility.

S. No.	Year	Qty. supplied (in Nos.)
1.	2014 -15	
2.	2015 -16	
3.	2016-17	

**Note :**

- i. For the above purpose, "year" would mean Financial year from April to March.
- ii. May please note information desired in this format is mandatory requirement.
- iii. A list of orders executed alongwith name of customers may please be furnished with this schedule for verification of quantity of Desktop computers mentioned in this schedule.

**SIGNATURE OF TENDERER  
Name & Seal of the company.**

(To be kept in Envelope –II)

**SCHEDULE OF TECHNICAL DEVIATIONS**

We/I have carefully gone through the Technical specification and we/I have satisfied ourselves/ myself and hereby confirm that our/my offer strictly conforms to the requirements of technical specification except for the deviations, which are given below:

S. No.	Description & No. of specification page number	Stipulation specificatio	Deviation offered	Remarks regarding justification for the deviation.

**SIGNATURE OF TENDERER**  
Name & Seal of the company.

(To be kept in Envelope –IV)

SCHEDULE OF OFFEREDPRICES, QUANTITY AND RATES OF TAXES DUTIES FOR DESKTOP  
COMPUTER & PERIPHERAL**Name of The Bidder.....**

S / N	Description	Qty No	Make/ Model offered	Ex-works price including packing charges (Rs.)	Rate of ED (in %)	Rate of ED (in Rs.)	Rate of CST against Form "C"/ VAT (in %)	CST against Form "C"/ VAT Amt (in Rs.)	Rate of other taxes (in Rs.)	Freight (in Rs.)	Unit FOR destination price/ Service	Charge including Taxes & duties (Rs.)	Total Cost in Rs
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	
1	Procurement of Desktop Computer (CPU, Monitor keyboard & mouse) as per specification given in Section-II of the tender												
2	Procurement of Black & White Laser Printers given in Section-II of												
	Tot												
Note: - Entry tax to be payable by MPPTCL directly hence may not be indicated In the price schedule.													

**Signature of the Tenderer  
Name & Seal of the company**

**SCHEDULE VIII**

(To be kept in Envelope –II)

**CHECK LIST OF SCHEDULES**

Tenderer shall specifically declare that they have enclosed various schedules, drawings and other details as per bid.

REFERENCE	PARTICULARS	DECLARATION (STRIKE OUT WHICHEVER IS NOT APPLICABLE)
<b>APPENDIX-A</b>	IMPORTANT COMMERCIAL TERMS & CONDITIONS	YES/NO
<b>PROFORMA-I</b>	UNDERTAKING	YES/NO
<b>PROFORMA-I I</b>	EARNEST MONEY, BANK GUARANTEE	YES/NO
<b>SCHEDULE-A</b>	COMMERCIAL QUESTIONNAIRE	YES/NO
<b>SCHEDULE-B</b>	COMMERCIAL DEVIATIONS	YES/NO
<b>SCHEDULE-I</b>	GENERAL QUESTIONNAIRE	YES/NO
<b>SCHEDULE-I I</b>	GUARANTEED TECHNICAL PARTICULARS	YES/NO
<b>SCHEDULE-III</b>	TECHNICAL QUESTIONNAIRE	YES/NO
<b>SCHEDULE-IV</b>	DETAILS OF DRAWING SUBMITTED	YES/NO
<b>SCHEDULE-V</b>	LIST OF PAST SUPPLIES	YES/NO
<b>SCHEDULE-VI</b>	TECHNICAL DEVIATION	YES/NO
<b>SCHEDULE-VI I</b>	SCHEDULE FOR PRICED OFFERED QUANTITY, TAXES, & AVERAGE FREIGHT	YES/NO
<b>SCHEDULE-VIII</b>	CHECK LIST	YES/NO

SIGNATURE OF TENDERER  
Name & Seal of the company.