

No.97/12/2012-HR-I
Government of India
Ministry of Chemicals & Fertilizers
Department of Fertilizers

Shastri Bhavan, New Delhi,
Dated the 23th March 2012

TENDER NOTICE

Subject: Inviting Quotations for supply of Desktop Computers/PCs, Software, Multi-functional Printer (MFP), Laserjet Printers - reg.

Price Quotations in the prescribed format (provided in the **Annexure-I**) are invited from reputed manufacturers/authorized Dealers/Re-sellers for supply of Desktop Computers/PCs (along with relevant software), Multi-functional Printer, Laserjet Printers, to be procured in the Department of Fertilizer on urgent basis. Specifications/configurations of Desktop Computers/PCs, etc. are detailed in the **Annexure-II**. Reputed firms, i.e., only manufacturers or their authorized dealers/Re-seller of the Desktop Computers/PCs, Multi-functional Printers, Laserjet Printers, etc. are eligible to participate in the bid process. The firm should possess valid PAN No. and TIN No. The terms & conditions of the contract may be seen at **Annexure-III**. The interested bidders must furnish proof of his having been the Authorized Dealer/Re-seller of the manufacturer and also shall furnish attested copies of PAN Card and TIN Number. Quotations received without these documents and EMD shall be summarily rejected and no bidder shall have any right to make any representations against this even if his quotation happens to be the lowest.

2. The quotation should be accompanied by an EMD in the form of Demand Draft for Rs.15,000/- drawn in favour of DDO, Department of Fertilizer, New Delhi. The EMD of the unsuccessful bidders will be returned on finalization of the contract. The EMD of the successful bidder shall be returned after the supply of the requisite items. Vendor has to supply the items in good condition.

3. This Tender Notice can also be downloaded from the Department of Fertilizer website: www.fert.nic.in and also eprocure.gov.in (CPP Portal). The cover containing the quotations should be sealed and superscribed "**Quotations for supply of Desktop Computers, etc.**" should be sent by post to the following address and should reach this **office on or before 03.00 PM, Tuesday, the 27th March, 2012**

The Under Secretary (HR-I)
Department of Fertilizer,
Room No.205-D, Shastri Bhawan.
New Delhi-110001

4. The bidder should quote the price and vat/taxes, if any, separately. Warranty period should be indicated. The bids will be opened on the same day at 04.00 PM in the Chamber of Under Secretary (HR-I), Department of Fertilizer, Room No.205-D, Shastri Bhawan New Delhi. Authorized representatives of the firms who wish to be present at the time of opening of the quotations may remain present.

(Encl: as above)

(P.B. Sahu)

Under Secretary to the Government of India
Tel: 23387492

Copy to:-

1. All Ministries/Departments with the request that the suppliers engaged by them for the purpose may be requested to quote their rates, if interested.
2. Agencies/firms as per list enclosed.
3. Technical Director, NIC, Department of Fertilizer - with a request that the Tender Notice may be uploaded on the Department and CPP Portal and removed on 27.03.2012 after 03.00 PM.

Annexure-I

The items specified below should correspond precisely to the specifications called for in the Annexure-II of Tender Notice.

S. No.	Item	Brand	Unit Cost	VAT/TAX component (in %)
i.	Desktop Computer/PC as per configuration mentioned in Annexure-II			
ii.	(a) Software - MS Office 2010 - Professional full pack (b) Software - MS Office 2007 - Standard INDIC MOLP with Media (Non-academic)			
iii.	Laser jet Printers			
iv.	Multi-functional Printer (Laserjet Pro M1536 dnf)			
v.	Multi-functional Printer (Laser jet Pro			

Annexure-II

Brand Required Operating System Pre-loaded Microprocessor Motherboard RAM Hard Disk Drive Monitor Keyboard Mouse Graphics Ports Pre-loaded Anti-virus DVD ROM Drive	HP/Compaq/IBM/Lenovo/HCL Genuine Microsoft Windows 7 Professional 64-bit Intel Core i-3 Processor Original Intel Motherboard 4 GB DDR3 SDRAM, Memory slots : 4 DIMM 500 GB 7200 rpm SATA 18.5" TFT LED Display Monitor USB Standard Keyboard (Bilingual - letters on the keyboard should be English & Hindi) Optical Integrated Intel Graphics Media Accelerator 4500 8 USB 2.0, 1 parallel, 1 serial, 1 RMS, 1 VGA 1 line in, 1 line out, 2 microphone in, 1 audio headphone jack, 2 PS/2 Norton/McAfee Anti-virus (Latest version) with one year License 8X or better DVD ROM Drive
The quoted desk top computers should be 3 years on-site warranty	
II. Software	MS Office 2010 - Professional Ml pack MS Office 2007 - Standard INDIC MOLP with Media (Non-Academic)
III. <u>Laserjet Printers</u> Brand Required	HP (Model 1020 Plus (Mono))
IV. Multi function printer	HP (Model - Laserjet Pro M1536(dnf)) HP (Model - Laserjet Pro CM1415fn)

NOTE : The quantity will be intimated later on depending upon requirement.

Terms and conditions of the Contract

- i. The firm/agency should clearly mention whether it is authorized to sell/supply the machines of the make and specification mentioned in the tender notice. Authorization in this regard must be attached and duly signed by the manufacturer clearly stating as to who will be responsible for after sale service and maintenance of the machine during the period of warranty and service available in this regard, failing which bid will be rejected summarily. The Department of Fertilizer may verify the authenticity of the firm from the manufacturer at any time.
- ii. The supplier firm will clearly indicate the warranty period' of the product during which the firm will maintain the product free of cost.
- iii. The supplier must have valid PAN No ./VAT No./Sales Tax No./Service Tax No.
- iv. The supplier must supply the items within 7 days of the confirmed Supply order.
- v. In the event of any disputes arising out of the execution of contract/supply orders, the matter will be referred to Deputy Secretary (A&V) of this Department. Appeal against the decision of Deputy Secretary (A&V) will lie to the Joint Secretary (P&A) of this Department.
- vi. For judicial adjudication of the disputes, if any arising out of the Contract/Supply Orders will be subject to the jurisdiction of the Courts in Delhi only.
- vii. Incomplete bids in any manner shall not be accepted and are liable to be rejected.
- viii. The Department of Fertilizer reserves the right to reject any or all the bids in full or part or not to award the contract to the lowest bidder without assigning any reason therefore and giving any compensation. The decision of the Department of Fertilizer in this regard shall be final and binding on all.

The terms and conditions of the contract should be read and understood as detailed out in the foregoing paragraphs before sending in the quotation, as no change or violation of the aforesaid terms and condition shall be permissible once this Department accepts the quotation.

