

Roc.No.152/B/2016  
Date.22.03.2017.

Office of the  
Assistant Director of Marketing,  
West Godavari : Eluru.

**SHORT TENDER NOTIFICATION**

The following Computers and Scanners are urgently required for the implementation of e-Office at all Agrl Market Committees in West Godavari District.

The sealed tenders are invited from the reputed firms, who have possessed valid license from the Government. Tender schedule is available in the Office of the Assistant Director of Marketing, Marketyard, West Godavari ,Eluru by furnishing demand draft for Rs.500/- (Non refundable) in favour of Assistant Director of Marketing, West Godavari District, Eluru during the period from 23.03.2017 to 27.03.2017 from 10.30 AM to 03.00 PM.

Sl. No.	Name of the Item	Details of the Item	Required Items
1	Computers	As per the Specifications	18
2	Scanners	Canon DR-C130I Model	18

For further details, contact Assistant Director of Marketing, West Godavari , Eluru over phone (08812-230627)(7331154764) in the working hours.

CHAIRMAN  
DISTRICT PURCHASE COMMITTEE  
WEST GODAVARI : ELURU.

GOVERNMENT OF ANDHRA PRADESH

DEPARTMENT OF MARKETING  
T E N D E R DOCUMENT

**TERMS AND CONDITIONS FOR SUPPLY OF COMPUTERS AND SCANNERS TO THE AGRL. MARKET COMMITTEES, WEST GODAVARI DISTRICT, ANDHRA PRADESH.**

**1. General Conditions.**

1. Date and time of closing of the Tender : 27.03.2017 at 3.00 PM.
2. Date and time of technical bid opening : 27.03.2017 at 4.00 PM.
3. Date and Time of price bid opening : 27.03.2017 at 04.30 PM.
4. Tender application form shall be obtained from the Office of the Assistant Director of Marketing, West Godavari , Eluru from 10.30 AM to 03.00 PM on all working days from 23.03.2017 to 27.03.2017 by paying Rs.500/- through Bank draft in favour of Assistant Director of Marketing, West Godavari , Eluru.
5. The tender form should be addressed as "Tender for supply of Computers and Scanners " to the Chairman, District Purchase Committee, West Godavari District, Eluru by designation only and not by name.
6. All the columns of the tender form should be duly filled in with correct information. Rates should not be altered or over written and should be written both in figures and words.
7. Any Tender received later than the time of closure of the tender mentioned above or without fulfilling the tender conditions will be summarily rejected. Conditional offer will not be entertained.
8. The tender should be submitted only in the prescribed format published by the Department of Marketing before 3.00 PM on 27.03.2017.
9. The price will be finalized by the Tender Committee.
10. The Tender Committee is not bound to accept any or all the tenders or assign any reason for not accepting any tender.
11. The Tender Committee shall have the right to negotiate with the tenderer on the price of the Computers and Scanners.
12. Only the manufacturers/ Agency/ Firm are eligible to participate in the tender.
13. Tender is a two bid system containing technical bid and price bid.
14. First technical bid will be opened and price bid of only those qualified in the technical bid will be opened on the scheduled date.

(Signature of the Tenderer with seal )

15. Document containing the Price bid should be kept in a separate sealed cover with writing on the envelope as 'Price Bid'
16. The sealed cover i.e., price bid along with Tender application and EMD should be kept in a separate sealed cover with writing of 'Tender Number-Date and Time of opening on the outer cover.
17. Tender price is valid for one month from the date of opening of the tender.
- 18.** The rates should be quoted on F.O.R. destination basis to the Agricultural Market Committees head quarters of concerned and should be inclusive of all charges, taxes and transport charges upto door delivery.
19. In case the material supplied is proved to be substandard or defective, the material will be rejected and all payments will be withheld until the matter is settled.
20. The supplier has to pay back the value of the substandard stock held and interest at the rate of Bank Credit immediately if the payment already made.
21. The supplier has to take back the rejected material at his own cost.
22. The Chairman, District Purchase Committee, West Godavari, Eluru has the right to Black-List the supplier whose supplied Computers and Scanners is proved substandard.
23. The Chairman, District Purchase Committee, West Godavari, Eluru has the right to stop the payment for the Computers and Scanners in case the inputs are not supplied in stipulated time.
24. The person authorized by the manufacturing firm shall attend on the "Tender Opening day" duly obtaining the authorization letter from the manufacturing firm.
25. If the successful tenderer could not able to supply the Computers and Scanners within the stipulated time and the opportunity will be provided to next successful tenderer.

#### **26. ARBITRATION:**

- a. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e. the Chairman, District Purchase Committee, Eluru, West Godavari. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Eluru, West Godavari District, Andhra Pradesh.
- b. In all matters and disputes arising hereunder the appropriate Courts at Eluru, West Godavari District, Andhra Pradesh shall have jurisdiction to entertain and try them.

#### **27. Amendments in the Tender Document.**

The tenderer Signing the tender should indicate as follows :

- 1) Whether signing as the whole proprietor of the firm
  - 2) Whether signing as the partner of the firm
  - 3) Whether signing as the Secretary, Manager, Managing Director, Managing Partner, etc.,
- 28.** If the successful tender fails to execute the work order within stipulated date and the EMD/Security deposit will be forfeited without further notice.
28. Tender not confirming to the above conditions will be rejected.

(Signature of the Tenderer with seal )

30. The Assistant Director of Marketing, West Godavari , Eluru reserves the right to reject any or all tenders without assigning any reasons and the decision of the Chairman, District Purchase, Committee, West Godavari, Eluru shall be final and is binding on all concerned and the Assistant Director of Marketing, West Godavari , Eluru also reserves the right to order Quantity in full or partial as per the requirement.

31. The Chairman, District Purchase Committee, Eluru, West Godavari is not bound to accept the lowest tender.

32. The Chairman, District Purchase Committee, Eluru, West Godavari shall also reserves the right to approve more than one tenderer in respect of some or different items listed in the tender.

## **II. Technical Conditions :**

1. Tenderer should have manufactured and supplied the offered product to Govt/Public Undertaking in the last three years. Copies of supply orders, manufacturing details of the 3 years should be furnished.

2. Copies of company audit reports for the last 3 years should be furnished.

3. The tenderer should submit along with the tender the details of the location of the manufacturing firm, production capacity, number of technical employees, Bank reference, turnover during the last 3 years, Registration Certificate from S.S.I., copy of partnership deed, copy of Certificates of incorporation.

4. The Tenderer should also submit the following Certificates along with tender.

a. Valid Income Tax and Sales Tax clearance certificates

b. Earnest money deposit(EMD) for an amount of Rs.25,000/- from any Nationalized Bank drawn in favour of Assistant Director of Marketing, West Godavari , Eluru

(Signature of the Tenderer with seal )

### **III. Price Bid Conditions :**

- 1) Price should be offered inclusive of tax with breakup of tax & base price inclusive of ED.
- 2) Price should be offered per specified packing basis.
- 3) Price offered should be inclusive of free on road – door delivery Basis to allotted consignees within the district.

### **IV. Product Specification :**

#### **V. COMPUTER**

S.No.	Feature	Specification
1	<b>Processor</b>	Intel Core i3 6400 6th Gen Processor or higher
2	<b>Chipset</b>	Intel H110 Chipset
3	<b>Motherboard</b>	OEM Motherboard
4	<b>Memory</b>	4 GB DDR 4 RAM expandable to 32GB; Two DIMM slots; Non-ECC dual-channel upto 2133 MT/s DDR4 SDRAM
5	<b>Hard Disk Drive</b>	500 GB HDD, 7200 RPM, NCQ
6	<b>Optical Drive</b>	SuperMulti DVD Writer
7	<b>Graphics &amp; display</b>	Integrated Graphics & 18” LED monitor
9	<b>Ethernet</b>	Integrated Gigabit (10/100/1000 NIC) LAN
10	<b>Ports</b>	<b>Rear I/O</b> (4) USB 2.0 ports (1) VGA video port; (1) HDMI Port (1) RJ-45 network connector 3.5mm audio in/out jacks <b>Front I/O</b> (2) USB 3.0 ports 3.5mm headphone/microphone jack
11	<b>Power Supply</b>	180W Active PFC power supply with 85% efficiency
12	<b>Keyboard/Mouse</b>	USB keys keyboard (Same make as PC) USB 2 Button Scroll Mouse (Same make as PC)
13	<b>Operating System</b>	Genuine OEM install Microsoft Windows 10 Pro 64-bit
14	<b>Support</b>	3 yrs Onsite Warranty from OEM

**SCANNER:** Canon DR-C130I Model (Simplex / Duplex / Skip blank page / Folio and Black and white, Error diffusion, Text enhancement (two types))

**VI. Earnest Money Deposit (EMD) :** The EMDs will be returned only after total supply of the Computers and Scanners, as the offer may be given to other tenderers.

#### **VII. Rates and delivery :**

1. Computers and Scanners should be supplied within stipulated period as mentioned by the concerned authority.
2. On account of raise in the prices of the materials in the market due to whatsoever reasons during the period of contract, the supplier will not be entitled for claims due to price variation.
3. If the offer is withdrawn by the tenderer within one week, the E.M.D. furnished against the tender will be forfeited.

4. The rate should be quoted on F.O.R. and it should be supplied to the Agrl Market Committee head quarters.

**VIII. Order for material supply :**

1. The Chairman, District Purchase Committee, West Godavari , Eluru will only finalize the rate under rate contract and communicate to the District Joint Director of Agriculture.
2. Actual order will be placed on the successful tenderer selected under rate contract, by the Assistant Director of Marketing, West Godavari District, Eluru.
3. Computers and Scanners is to be supplied within 03 days after finalisation of tenders, after finalisation of tenders.

**IX. Mode of Payment :**

1. The drawn Computers and Scanners should confirm to the standards on examination. If any deviation from the BIS norms is proved in the Computers and Scanners supplied, the total payment of the amount to that firm will be withheld and the firm will be blacklisted.
2. Payment shall be made to the firm in the head quarters after verification and testing the quality to confirm with DGS&D norms and quantity of Computers and Scanners should be supplied to the Agrl Market Committees.

(Signature of the tenderer with seal )

GOVERNMENT OF ANDHRA PRADESH

DEPARTMENT OF MARKETING

**APPLICATION FORM FOR PRICE BID TENDER FORM FOR SUPPLY OF COMPUTERS  
AND SCANNERS IN RESPONSE TO THE TENDER NOTICE**

Roc.No.152/B/2016, Dated:22-03-2017

1	Rate quoted for the supply of Computer	Rs. In words
2	Rate quoted for the supply of Scanner	Rs. In words

I / We have gone through the terms and conditions governing the tender and abide by the terms and conditions laid down in the tender document with regard to supply of material.

Place

Name

Date

Signature:

Address with Seal.