

No. 01/2014 dated 06.01.2014

Tender For

Supply and installation of

Personal Computers, Laser Printers and UPS in

CCI, HT House, 18-20 Kasturba Gandhi Marg, New Delhi-110001

Competition Commission of India,
Hindustan Times House, 18-20 Kasturba Gandhi Marg,
New Delhi-110001

Instructions to bidders for Supply and Installation of
Personal Computers, Laser Printers and UPS in
CCI, HT House, 18-20 Kasturba Gandhi Marg, New Delhi-110001

1. Quotations in sealed cover are invited from authorized vendors of original equipment manufacturers (OEMs) for supply and installation of 30 nos. of computers and 15 nos. of printers and 30 nos. of UPS having the specifications given at Annexure-I.
2. General Information about the tender:-

| | | |
|----|---|--|
| a) | Tender Reference No. | No.01/2014 |
| b) | Last date and time for receipt of Tenders | 1500 Hrs. on 23rd January, 2014 |
| c) | Time and date of opening of Tenders | 1600 Hrs. on 24th January, 2014 |
| d) | Place of opening of Tenders | Conference Room,3 rd Floor, CCI, HT House, 18-20 Kasturba Gandhi Marg, New Delhi-110001 |
| e) | Contact Persons | Shri Sanjay Kumar, Deputy Director(CS) Ph. No.011-23473690 |

3. Submission of Tenders

The Tender shall be submitted in sealed envelope clearly superscribing on the envelope "Bid for supply of Computers and Printers". The sealed Tenders may be sent by Speed Post / Registered Post or delivered by-hand, so as to reach the following address, by due date and time. Tenders received late will be rejected outright.

Sh Sanjay Kumar,
Deputy Director(CS), CCI
Room No.390, Hindustan Times House,
18-20 Kasturba Gandhi Marg,
New Delhi-110001

4. Earnest Money Deposit

The bidders shall furnish EMD for a sum of Rs. 25,000.00 (Rupees Twenty Five Thousands), in the form of an Account Payee Demand Draft or Banker's Cheque in favour of "**Competition Commission of India, Competition Fund Account**".

5. Guidelines for preparation of Bid:

- The bid should contain all Technical details of equipments to be supplied along with commercial Terms and Conditions.
- An undertaking clearly mentioning the following shall be furnished:
 - ❖ All the terms and conditions mentioned in the tender are acceptable to the bidder.
 - ❖ The hardware and software to be supplied by the vendor would be as per the specifications prescribed by the CCI vide Annexure- I.
 - ❖ Supply and installation of all the hardware and software would be done, in C.C.I., Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi-110001, within two weeks from the date of receipt of supply order by the selected vendor.
 - ❖ On-site comprehensive warranty will be provided by the vendor/OEM for five years.
- Income Tax Returns for the last two years, copy of PAN and VAT Registration need to be attached.

6. Submission of Commercial Bid:

The financial bids for supply of computers/printers shall be submitted in the following format:

| Sl. No. | Description | Make & Model No. | Qty. | Amount in Rs. | |
|---------|---|------------------|------|---------------|--------------|
| | | | | Unit Price | Total Amount |
| 1 | Computers (As per specification mentioned in Annexure-I) | | 30 | | |
| 2 | Laser Printers MFP (Mono) (As per specification mentioned in Annexure-I) | | 15 | | |
| 3 | UPS 600 VA | | 30 | | |
| | Total Amount | | | | |
| | Add : Taxes (if any) | | | | |
| | Grand Total | | | | |

- ❖ Taxes if any should be explicitly stated in the Commercial Bid with the delivery schedule.
- ❖ Price variation clause based on exchange rate of currency and other factors is not acceptable.
- ❖ All costs and charges, related to the bid, shall be expressed in Indian Rupee only and the above total cost is inclusive of all taxes, installation charges and customization charges.
- ❖ The specifications are minimum. The bids shall be ranked based on net landed cost without any extra consideration for additional features etc.

7. Payment Terms:

- a. On completion of Supply and installation of the equipment at C.C.I., Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi-110001, CCI's IT Division will inspect and certify supply of IT equipments in good condition before release of payment to the Vendor.
- b. All payments will be released based on the rates quoted in the bid and invoices submitted to office of the CCI by the vendor.

8. General Terms & Conditions :

- ❖ The Vendors should be the OEM or Authorized Supplier / Channel Partner / Representative of OEM. In case of authorized supplier/channel partner/representative of the OEM, an authorization letter from the OEM to this effect shall be furnished as enclosed in Annexure-II.
- ❖ CCI reserves the right to reject all or any of the quotations without assigning any reason thereof.
- ❖ The quantity of items is indicative only. Also, CCI reserves the right to split the order.
- ❖ The vendor will deposit Performance Security by way of Bank Guarantee for a sum equal to 10 per cent of the total value for the warranty period of 5 years.
- ❖ CCI reserves the right to cancel the tender without assigning any reasons. The decision of the CCI in this regard shall be final.

Technical Specification

- (i) Specification of Personal Computers
- Intel Core i5 3rd Generation
 - 8 GB RAM / 1 TB HDD/DVD RW
 - 18.5" TFT Monitor, In-built speaker
 - Windows 8 Professional Operating System/64 bit
 - MS Office 2013 Professional
 - 5 years comprehensive onsite warranty
- (ii) Laser Printer MFP (Mono):
- 25 PPM/500 MHz/128 MB RAM
 - Automatic 2 side printing (Duplex printing)
 - Network and USB
 - ADF Scanner
 - Upto 1200 dpi resolution
 - 5 year comprehensive onsite warranty
- (iii) UPS 600 VA with 5 year comprehensive onsite warranty

Manufacturer’s Authorization Form (MAF)

No.

Dated:

To

Competition Commission of India
18-20, Hindustan Times House,
Kasturba Gandhi Marg
New Delhi – 110001.

Wewho are established and reputable manufacturers of
.....having offices at.....and
..... do hereby authorize M/S(Name and address
of supplier / Dealer/channel partner/representative) to offer their quotation and conclude the
contract with you against the above invitation for tender offer.

We hereby extend our full guarantee and warranty as per the terms and conditions of
the tender and the contract for the equipment and services offered against this invitation for
tender offer by the above firm.

Yours faithfully,

(Name) for and on behalf of M/S.....
(Name of Manufacturers)

**Note: This letter of authority should be on the letterhead of the Manufacturing concern and
should be signed by a competent person of the Manufacturer.**