

INVITATION FOR QUOTATION

DCE/TEQIP/D/459
DCE/TEQIP-III/

28-12-2020
28-Dec-2020

To,

WHOMSOEVER IT MAY CONCERN

Sub: Invitation for the Quotations of annual maintenance of computer desktop and laptop.

Dear Sir,

You are invited to submit your most competitive quotation (**in hard copy only**) for the following packages (**one quotation for one package**) with item wise detailed specifications given :-

1. Annual maintenance of computer desktop and laptop.

S. No.	Desktop (40) - HP	Laptop (07)- HP
1.	Processor: Intel(R) i7-7700 CPU @ 3.6GHz 3.60 GHz, RAM: 16GB, System type: 64-bit.	Manufacturer: HP Inc Model : HP ProBook 440 G6 Processor : Intel® Core™ i5-8265U CPU @ 1.60 GHz Installed memory (RAM): 8.00 GB (7.87 GB usable) System Type: 64- bit Operating System, x64-based processor.

Requirement of services

- The company of work covers comprehensive on-site maintenance of Desktops and Laptop.
- The replacement of all the spares, Replacement of defective parts will be at the vendor's cost with original spares of the brand/make of the computer and peripherals as far as possible.
- In the event of non-availability of the spare parts, equivalent or higher configuration components should be substituted with the company's consent. Faulty parts removed from the system belong to vendor. However, the company can retain the same and use at its own sole discretion to maintain the equipment subject to the payment of its value to the vendor.
- The scope of work also includes software issue like Operating system (Windows), reinstallation of OS, Antivirus, software patches, configuration of machine as if required taking Data Backup before formatting the machines, configuring printers, Scanners,

bringing PC to Company domain after reinstallation of PC, installation/configuration of all software's provided by Company like Antivirus, software patches, MS office, Acrobat, Java patches, email client configuration and Browser configuration for GC CORE Software in client machine etc.

2. You must also submit the following information along with the bid
 - i. Supplier Name:
 - ii. Address (with Pin Code):
 - iii. Contact person Name:
 - iv. Email ID:
 - v. Mobile No.
 - vi. GST No.
 - vii. PAN No.
3. Government of India has received a credit from the International Development Association (IDA) towards the cost of the **Technical Education Quality Improvement Programme[TEQIP]-Phase III** Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued
4. Quotation,
 - 4.1 The contract shall be for the full quantity as described above
 - 4.2 Corrections, if any, shall be made by crossing out, initialing, dating and re-writing
 - 4.3 All duties and other levies payable by the supplier under the contract shall be included in the unit price
 - 4.4 Applicable taxes shall be quoted separately for all items
 - 4.5 The prices quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account
 - 4.6 The Prices should be quoted in Indian Rupees only
5. Each bidder shall submit only one quotation **for one complete package**
6. Quotation shall remain valid for a period not less than **60** days after the last date of quotation submission.

7. Evaluation of Quotations:

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. they are properly signed; and confirm to the terms and conditions, and specifications

8. Award of contract:

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price

8.1 Notwithstanding the above, the **Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations** at any time prior to the award of contract

8.2 The **bidder whose bid is accepted** will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9.3 The bidder with service authorised by OEM of desktop and laptop will be preferred.

10. Payment shall be made in Indian Rupees as follows:

- **Delivery and Installation- 90% of total cost**
- **Satisfactory Acceptance- 10% of total cost**

11. **Durations of maintenance services taken 1 to 3 years.**

12. You are requested to provide your offer latest by **16:00 hours on 10-JAn-2021**

13. Information brochures/ Product catalogue, if any must be accompanied with the quotation clearly indicating the model quoted for.

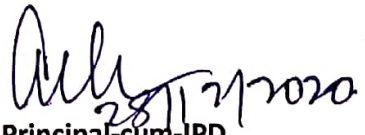
14. Sealed quotation to be send through speed/registered post/courier at the following address:

**Darbhangha College of Engineering, Darbhanga, Mabbi, Post - LalSahpur, VIA - PTC,
Darbhanga – 846005**

The Tender ID, Package code and Package name must be written on top of the envelope of the bid document

15. Payment will be made only after the successful completion of set milestones and the adequate fund allocation from NPIU under **TEQIP-III project**

16. **Principal, Darbhanga College of Engineering, Darbhanga**, reserves the rights to accept the lowest or any tender and also of rejecting all or any tender **without assigning any reason** for the same
17. The **entire dispute** with regard to the contract of **purchase of items/packages** will be subject to **legal jurisdiction of Darbhanga only**.
18. The **Bidder/ Authorised Dealer/ Manufacturer** whosoever is submitting the tender must have **at least 3 years of experience** of successful execution of contracts of similar nature to **central/state govt. departments/organizations/technical institutions/TEQIP-III institutions**. Relevant proofs (order copies) must be attached with the bid
19. The bidder must have **valid PAN/GST No.**, Copy of which must be **attached**
20. The bidder must **submit last 3 years ITR**
21. The bidder has to submit an affidavit that his firm has not been **blacklisted by the State Govt./ Central Govt**
22. The **quotation submitted** must contain mandatory information such as **GSTN, HSN code, Bifurcation of CGST & SGST, Taxable value and invoice value, etc**
23. Preference will be given to:
- The bidders possessing relevant certification by **authorized body such as ISOetc**
 - The Bidders having **dealer/Supplier base in Bihar** to prove its capability to provide after sales services and when required.
24. The bidder should provide **details of service center in Bihar around distance are 300 km** from our college and information on service support facilities/escalation service matrix that would be provided after the warranty period.
35. We look forward to receiving your quotation and thank you for your interest in the project.


Principal-cum-IPD
TEQIP-III, DCE Darbhanga

28/12/2020