



**Omnibus Industrial Development Corporation of
Daman & Diu and Dadra & Nagar Haveli Ltd.**
(A Govt. Undertaking)
Corporate Office : Plot No.35, Somnath, Nani Daman - 396 210.
Tel: (0260) 2241120, 2241112, Fax : (0260) 2241108.
Website. www.oidc.nic.in
CIN : U65923DD1992SGC001221



Tender Notice No. : OIDC/DMN/IT/LAPTOP/2016-2017/765

Dt. 26.08.2016

LIMITED TENDER NOTICE

The General Manager(IT), OIDC, Corporate Office, Plot No. 35, Somnath, Nani Daman, invites Limited Tender Notice from the reputed Manufactures/AuthorizedDistributors/Dealersof OEM for supply of Laptops as per **Annexure – I** attached so as to reach this office on or before **19/09/2016 upto 15.00 hours** by Post/Courier or deposit into the tender box kept in the office of the undersigned.

| Sr. No. | Particular | Qty. in nos. | Earnest Money Deposit (EMD) Rs. | Tender fees. |
|---------|---|--------------|---------------------------------|----------------------------|
| 01 | Laptop Computers under Buy-Back offer (as per Annexure I) | 05 | 12,000/- | Rs. 500/- (Non-refundable) |

The eligible tenderer should submit the offer to the General Manager, OIDC Daman by superscribed "**Purchase of Laptops under Buy-Back offer for OIDC**" envelope enclosing necessary documents and also enclosing EMD of Rs. 12,000/-.

The tender document & other details will be available on www.daman.nic.in & www.oidc.nic.in.

Submission of tender fees in form of DD/Cash & EMD in form DD/FDR, valid copy of Service Tax registration number with certificate, PAN number etc: These are the mandatory documents required to be submitted to the tender inviting authority by RPAD/Speed post/Courier/by hand however, tender inviting authority shall not be responsible for any postal delay. Incomplete & conditional tenders are liable to be rejected. The tender inviting authority reserves the right to accept/reject any or all tenders without assigning any reasons thereof.

Bidder shall have to post their queries on e-mail address: dsj_oidc1992@yahoo.com on or before **16/09/2016 upto 17.00 hrs.**

Continued..

1. CHECK LIST FOR BIDDERS:

- i. The bidder should ensure that all documents and papers submitted in this Bid are fully authenticated by the authorized signatory under his signature with official seal wherever applicable.
- ii. All the bidders are kindly requested to go through the tender document very carefully and understand all the clauses before submission of the tender.
- iii. **Following is the List of documents, which you are kindly, requested to attach in the hard copy envelop,**

| Sr. No. | Documents to be submitted | Yes / No |
|----------------|---|-----------------|
| 1 | Proposal/Bid/Offer shall be numbered, signed & stamped on each page by the duly 'Authorized Signatory' of the Bidder. | |
| 2 | Statement indicating experience of supplying such items & working experience with Govt. Departments/PSUs etc. | |
| 3 | Copy of VAT/CST/Service Tax registration, if applicable | |
| 4 | Copy of PAN No. | |
| 5 | Copies of IT return for last two years till March 2016. | |
| 6 | Authorization Certificate of OEM | |
| 7 | Proof of Office & Service Centre in Daman/Silvassa or nearby area | |
| 8 | Provide complete details of the bankers with MICR and IFSC/NEFT/RTGS details | |
| 9 | Complete details & contact number for ease of communication. | |

- iv. Only Manufacturer or their Authorized Distributors/Dealers can participate in the Tender. The Authorized Distributors/Dealers will have to submit letter of authority from the Original Equipment's Manufacturer failing which the tender will be rejected.
- v. All/Taxes/Duties/Royalties Charges payable on the sales/transport etc.within and/or outside the state shall be payable by the supplier.
- vi. Where specifications/make/manufacture is not specified by this office, the rates should be quoted only for the 1st class and standard quality only.
- vii. The tenderer should specify the name of the manufacturer and complete specification for the items quoted by him along with catalogue of the item to be submitted in the Technical Bid.
- viii. The decision of the Tender Inviting officer for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.

- ix. The Tenderer should enclose along with tender an amount of Rs. 500/- as Tender Fees in form of Cash/DD/A/c payee Cheque of any Nationalized or Scheduled Bank of India payable in Daman and Rs. 10,000/- as Earnest Money Deposit in form of Fixed Deposit Receipt/Account Payee Demand Draft or Banker's Cheque from any of the Commercial Banks in an acceptable form payable at Daman in favour of OI DC Ltd., Daman. The EMD will not be accepted in Cash. Tenders received without Earnest Money Deposit will be summarily rejected.
- x. The amount of Earnest Money paid by the successful Tenderer(s) will be adjusted against the amount of Security Deposit to be paid by the successful tenderer(s).
- xi. The hard copy envelope should contain Technical Bid and superscribing on the envelope as "**Sealed Cover No.1 Technical Bid**" - "Purchase of Laptop under buy back offer" for OI DC, Daman. The EMD and Tender Fees should be enclosed with TECHNICAL BID only. The "**Sealed Cover No. 2 Financial Bid**" Financial Bid shall be submitted in the following format,

| Sr. No. | Particular | Qty. in nos. | Unit Rate | Total Amount. |
|------------------------|---|--------------|-----------|---------------|
| 02 | Laptop Computers under Buy-Back offer (as per Annexure I) | 05 | | |
| 03 | Buy-Back offer for laptops/Palmtop | 05 | | |
| Total (Inclusive all): | | | | |

- xii. The Tenders will be opened by the Tender Opening Committee in presence of Tenderers or their representatives, if any present in the Office of the Tender Inviting Officer.
- xiii. If the tenderer whose tender is accepted, fails to execute the supply order within stipulated time the Earnest Money Deposit of such tenders will stand forfeited.
- xiv. In case, the supplier does not execute the supply order placed with him, the EMD of the supplier will be forfeited to the OI DC and the contract for the supply shall be terminated with no further liabilities on either party to the contract.
- xv. The tender will be accepted during working hours upto 19/09/2016 at 15.00 hours and will opened on the same day if possible in the office of the General Manager(IT), Corporate Office, Plot No. 35, Somnath, Nani Daman in the presence of the Tender Opening Committee and tenderer(s) or their representative(s) if present.

2. **Delivery & installation:** Within 15 working days from the date of confirmed purchase order. Incomplete bids will be treated as non-responsive and will be rejected.

3. **Conditions of Contract :**

- i. The rate(s) quoted should be strictly for free delivery at office of the General Manager(IT), OI DC, Corporate Office, Plot No. 35, Somnath, Nani Daman and will be valid and operative for supply orders issued within one year from the date of invitation of tenders.
- ii. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
- iii. The rates should be quoted only for the items specified in the list of requirement and should be for the items of given special make/manufacture.
- iv. Rates quoted for items other than the required specification/make/manufacture will not be considered.
- v. The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them within 15 days.
- vi. Only on satisfactory completion of the supply order for and on payment of all bills of the supplier, as to be admitted for payment, the amount of Security Deposit/Earnest Money will be refunded after expiry of guarantee/ warranty period, if any, or any such date/period as may be mutually agreed upon.
- vii. The supplies, materials etc. of inferior quality standard or of different specifications, brand, manufacturer etc other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier has to replace the same at his own cost and risk. Intimation of non-acceptance of any materials etc will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk, if he so desires and intimates accordingly within 15 days from the date of dispatch of intimation of the non-acceptance. However, if no communication is received within 15 days from the date of communication the tender Inviting Officer will not be responsible for any damages, loss etc. of such rejected articles.
- viii. In case of failure to replace the accepted and rejected articles from the supplies made, as mentioned in the conditions the loss undergone by the OI DC will be recovered from the suppliers Security Deposit/Earnest Money or payment due of any bill(s) to the extend required.
- ix. In case of failure to supply the store, materials etc. ordered for, as per conditions and within the stipulated time, the name articles will be obtained from the tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer and the loss to the OI DC on account of such purchases(s) shall be recovered from the former suppliers

Security Deposit/Earnest Money or bills payable. The suppliers shall have no right to dispute with such procedure.

- x. If at any time after the order for supply of materials the Tender Inviting Officer shall for any reason whatsoever does not require the whole or part of the quantity thereof as specified in the order the Tender inviting Officer shall give notice in writing of the fact to the supplier(s) who shall have to claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation by reasons of any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
- xi. The tenders/offers received do not confirm with the terms and conditions of this office will be summarily rejected. If any firm desires to consider exemption from payment of Earnest Money Deposit, certified copies of its Registration with D.G.S. & D. should be attached to their tenders.
- xii. The items as mentioned in the list are the approximate estimates invited and actual purchase may more. Accordingly the successful tenderer has no right for any loss/damages with reference to approximate requirement shown in tender and actual requirement.
- xiii. Supplier may insure the goods at his own cost to safeguard the delivery of such goods dispatched by him to the consignee; the department will not be responsible for the damages or pilferage of goods during transit.
- xiv. Rates quoted are FOR OI DC, Daman.
- xv. It is mandatory for the bidder to fill the Compliance Statement

2. Liquidated Damages:

For delay:

- i. If the supplier fails to deliver any or all the goods or perform the services within the time period(s) specified in the contract. The Purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages, a penalty of 0.5% of the total value of order per week will be imposed subject to a maximum of 10% of the total value of the order. Once the maximum is reached, the purchaser may consider termination of the contract.
- ii. Supply in damaged condition shall not be accepted. In case of damage in the packing, the supply will be accepted only after levying penalty or replacement of damaged supply on the total value of supply to that particular/ other designated place.
- iii. Supply must be in total i.e. not in fraction.

3. Termination for Default: Contract may be terminated by the Authority if:

- iv. If the supplier fails to execute the supply within the stipulated time, the Purchaser is at liberty to make alternative purchase, in the event of making ALTERNATIVE PURCHASE, the supplier will be imposed penalty apart from the forfeiture of Performance Guarantee. The excess expenditure over and above contracted prices incurred by the Purchaser in making such purchases from any other sources or in the open market or from any other supplier who has quoted higher rates and other losses sustained in the process, shall be recovered from the Performance Security or from any other money due and become due to the Supplier and in the event of such amount being insufficient, the balance will be recovered personally from the Supplier. The penalty would be as mentioned in the Liquidated Damages clause.
- v. The order may be cancelled after expiry of delivery period as mentioned in the supply order and the supplier shall also suffer forfeiture of the Performance Security and shall invite other penal action like blacklisting/ disqualification from participating in present and future tenders. Authority will be at liberty to terminate by assigning justifiable reason thereof the contract either wholly or in part on one month notice. The Supplier will not be entitled for any compensation whatsoever In respect of such termination.
- vi. If the Supplier, in the judgment of the Authority has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

4. For the purpose of this Clause:

"Corrupt practice" means offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution."Fraudulent practice" means a mis-presentation /hiding of facts in order to influence a procurement process or the execution of a contract to the detriment of the other bidders, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non competitive levels and to deprive the other bidders of the benefits of free and open competition.

- i. For infringement of the stipulations of the contract or for other justifiable reasons, the contract may be terminated by the Authority, and the supplier shall be liable for all losses sustained by the Authority, in consequence of the termination which may be recovered personally from the supplier or from his properties, as per rules.
- ii. Non performance of any of the contract provisions will disqualify a firm to participate in the tender for the next five years.

- iii. In all the above conditions, the decision of the Authority shall be final and binding.

5. PAYMENT TERMS:

- i. 100% of the invoice amount will be paid only after supply, successful and submission of Security deposit.
- ii. Price escalation clause will not be entertained under any circumstances.
- iii. All bills should be in TRIPLICATE and should invariably mention the number and date of supply order.
- iv. All bills for amount above Rs. 5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs. 5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
- v. Each bill in which Sales Tax is charged must contain the following certificates on the body of the bill: "CERTIFIED" that the goods on which Sales Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Sales Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under".
- vi. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
- vii. The rates should be quoted only for the items specified in the list of requirement.
- viii. Rates quoted for items other than the required specification/ make/ manufacture will not be considered.

-Sd/-
General Manager(IT),
OIDC,Daman.

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING TO ME/US

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

NOTE:- Please return one copy of these conditions duly signed along with your quotation.

Annexure - I

| Sr. No. | Description | Qty. | Name of the Manufacturer Co. | Offered Brand |
|---------|---|------|------------------------------|---------------|
| 1. | <p>Computer Notebook – 05 nos.</p> <p>Processor: Intel Core i7- 6th Generation Processor, 5500U (with 4 MB Cache, up to 3.00 GHz) or higher.</p> <p>Chipset & Mother Board: Latest Compatible 8 series chipset or higher.</p> <p>Memory: 16 GB 1600 MHz DDR3L Ram or higher (8 GB x 2) or higher.</p> <p>Hard Drive: 1 TB 5400 rpm Hard Disk Drive SATA or higher.</p> <p>Screen Display: 15.6-inch 4K Ultra HD (3840 x 2160) Truelife LED-Backlit Touch Display with Wide Viewing Angle (IPS) or higher.</p> <p>Graphics: AMD Radeon™ R7 M270 4GB DDR3 or higher.</p> <p>Colour: LCD Back Cover with Ultra High Definition for Touch Screen - Silver or higher.</p> <p>Keyboard: English Backlight Keyboard</p> <p>Audio & Speakers: Stereo speakers with Waves MaxxAudio® Pro processing Built-in Digital Microphone or higher.</p> <p>Wireless: Intel® Centrino® Wireless-AC 3160 + Bluetooth 4.0 or higher.</p> <p>Battery: 58 WHr, 4-Cell integrated, Lithium Ion - Up to 8 hours of battery life or higher.</p> <p>Camera: Integrated 1.0MP Widescreen HD Webcam with noise-canceling dual digital array microphones or higher.</p> <p>Multi-media Card Reader: Digital (SD) Memory Card Secure Digital High Capacity (SDHC) Secure Digital Extended Capacity (SDXC) or higher.</p> <p>Externally Accessible: 1 USB 3.0 with Power Share, 1 USB 3.0, 1 USB 2.0, HDMI™ v1.4a, Combination headphone/ microphone jack, Noble Lock Slot, AC Power In or more</p> <p>Operating System: Win10 Home SL (64bit) or higher (Licensed)/Life time upgradable.</p> <p>Other Software: Other Software: Total Security 2016 (Licensed 3 Years (05 Nos)), Microsoft Office Professional 2016 (Licensed)/Life time upgradable (05 Nos).</p> <p>Warranty: 2 Years</p> <p>Back Pack/Carry Case: Included Back Pack/Carry Case: Included</p> | 05 | | |

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

-Sd/-
General Manager(IT),
OIDC, Daman.

6. **Details of existing Laptops for Buy-back Offer (As is where is basis):**

| Sr. No. | Particular | Qty. | Year of purchase | Condition |
|----------------|-----------------------|-------------|-------------------------|---------------------------|
| 01 | Sony, Vaio (Palm Top) | 01 | 2007 | Not Working |
| 02 | Sony, Vaio (Laptop) | 01 | 2007 | Not Working |
| 03 | HP Pavilion Laptop | 01 | 2008 | Not Working |
| 04 | Dell XPS 15 | 01 | 2008 | Not Working |
| 05 | HP | 01 | 2008 | Working (Battery Dead) |

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

-Sd/-
General Manager(IT),
OIDC, Daman.

COMPLIANCE STATEMENT : Annexure – I

| Sr. No. | Description | Technical Compliance (Yes/No) | Deviations, if any | Remarks |
|---------|---|-------------------------------|--------------------|---------|
| 1. | <p>Computer Notebook – 05 nos. Processor: Intel Core i7- 6th Generation Processor, 5500U (with 4 MB Cache, up to 3.00 GHz) or higher. Chipset & Mother Board: Latest Compatible 8 series chipset or higher. Memory: 16 GB 1600 MHz DDR3L Ram or higher (8 GB x 2) or higher. Hard Drive: 1 TB 5400 rpm Hard Disk Drive SATA or higher. Screen Display: 15.6-inch 4K Ultra HD (3840 x 2160) Truelife LED-Backlit Touch Display with Wide Viewing Angle (IPS) or higher. Graphics: AMD Radeon™ R7 M270 4GB DDR3 or higher. Colour: LCD Back Cover with Ultra High Definition for Touch Screen - Silver or higher. Keyboard: English Backlight Keyboard or advance as available Audio & Speakers: Stereo speakers with Waves MaxxAudio® Pro processing Built-in Digital Microphone or higher. Wireless: Intel® Centrino® Wireless-AC 3160 + Bluetooth 4.0 or higher. Battery: 58 WHr, 4-Cell integrated, Lithium Ion - Up to 8 hours of battery life or higher. Camera: Integrated 1.0MP Widescreen HD Webcam with noise-canceling dual digital array microphones or higher. Multi-media Card Reader: Digital (SD) Memory Card Secure Digital High Capacity (SDHC) Secure Digital Extended Capacity (SDXC) or higher. Externally Accessible: 1 USB 3.0 with Power Share, 1 USB 3.0, 1 USB 2.0, HDMI™ v1.4a, Combination headphone/ microphone jack, Noble Lock Slot, AC Power In or more Operating System: Win10 Home SL (64bit) or higher (Licensed)/Life time upgradable (05 Nos).</p> | | | |

| | | | | |
|--|---|--|--|--|
| | <p>Other Software: Other Software: Total Security 2016 (Licensed 3 Years (05 Nos)), Microsoft Office Professional 2016 (Licensed)/Life time upgradable (05 Nos). Warranty: 2 Years Back Pack/Carry Case: Included Note: Technical Specification to be forwarded with the tender document.</p> | | | |
|--|---|--|--|--|

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

-Sd/-
General Manager(IT),
OIDC, Daman.