



राष्ट्रीय कृषि और ग्रामीण विकास बैंक

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

महाराष्ट्र क्षेत्रीय कार्यालय

54, वेलेस्ली रोड, पो.बा.क्र. 5, शिवाजीनगर
पुणे - 411 005

Maharashtra Regional Office

54, Wellesley Road, P.B.No.5, Shivajinagar
PUNE -411 005

☎ 25500100 & 25511083 ■ फ़ैक्स / Fax : (020)25542250 ■ ई-मेल / E-Mail : pune@nabard.org
DID Lines : 25500102 to 299

Ref.No.NB.MRO/ 6249 / Deadstock / Purchase /2008-09

16 January 2009

Dear Sir

Supply and Installation of Desktops/ Laptops/ Printers/ MFDs / USB Flash Drives

Sealed quotations are invited for purchase of Desktop PCs / Special Desktop PC / Laptops / Network A4 Printers / Network A3 Printer / Colour LJ Printer/ Multifunction Devices (MFDs)/ USB Flash Drives, with configuration and technical details mentioned in Annexure I(A), I(B), I(C), I(D), I(E), (F), I (G) and I(H) respectively. The configuration submitted with quotation must be as per format given in Annexure for respective item.

(ii) The Desktop PCs will be purchased under buy-back of 40 PII / P III PCs, on a as is where is basis.

(iii) The tender document can be obtained from National Bank for Agriculture and Rural Development (NABARD), 54, Wellesley Road, Shivaji Nagar, Pune-411005, on payment of a tender fee of Rs. 500/- by DD payable to NABARD, payable at Pune.

The tender document can also be downloaded from our website 'www.nabard.org' If the tender document is downloaded from the website, the tender fee of Rs. 500/- has to be paid by way of DD payable to NABARD, payable at Pune, at the time of submission of quotations. The DD should not be sealed along with the quotations envelope, but should be tendered separately.

(iv) The price quoted should be **all inclusive** (inclusive of all taxes and levies, Viz. VAT, excise, sales tax, Octroi etc, insurance, freight, forwarding, installation and other incidentals).

The buy-back price offered should be clearly mentioned in the commercial quotation (Annexure VI). **The Quotion for PCs without a buy-back offer shall not be considered.**

(v) The details of quantity and delivery location are as under:

Sr. No.	Item	Quantity	Location of Delivery
1	Desktop PCs *	46	NABARD, 54, Wellesley Road, Shivaji Nagar, Pune 411 005
2	Special Desktop PC	1	----do----
3	Laptops	36	----do----
4	A4 Network Printers	18	----do----
5	A3 Network Printers	1	----do----
6	Colour Laser Printer	1	----do----
7	Multi-Function Devices (MFDs)	8	----do----
8	USB Flash Drives	50	----do----

* (under buy-back of 40 P-II / P-III PCs, on a as is where is basis)

(vi) You shall submit the quotations in two parts, in two separate sealed envelopes, as detailed below:

1. **Technical** : Containing Annexures I (A) to I (H), duly filled in. This envelope should be superscribed " **Technical Quotation** "

2. **Commercial** : Containing Annexure VI, duly filled in. This envelope should be superscribed " **Commercial Quotation** "

A sealed envelopes containing the above two sealed envelopes, and the documents as mentioned at point (vii) & (viii) below, with superscription " **Quotation for supply of Desktop PCs and Peripherals - 2008-09** " should be delivered to the following address :

The Chief General Manager
National Bank for Agriculture and Rural Development
54, Wellesley Road, Shivaji Nagar
Pune 411 005

(vii) A letter of acceptance of the terms and conditions as indicated in Annexure II has to be submitted along with the quotation.

(viii) A Bank Guarantee for Rs. 1,00,000/- (Rupees One Lakh only) in lieu of Earnest Money Deposit (EMD) has to be furnished along with the quotations at the time of submission of quotations. Quotations without the Bank Guarantee shall not be considered.

(ix) The quotations should reach us latest by 15:00 hours on 13 February 2009.

(x) The Technical quotations shall be opened at 15:00 hours on 16 February 2009. The date of opening of Commercial quotations in respect vendors fulfilling the prescribed technical specifications shall be communicated in due course.

(xi) The validity of the quotations shall be for a period of minimum 45 days from the date of opening of quotations.

(xii) The other terms and conditions of this inquiry are given in Annexure-II.

(xiii) National Bank for Agriculture and Rural Development (NABARD) reserves its right to reject quotations which are incomplete, unclear, or do not conform to the specifications as mentioned above and in the relevant Annexures.

(xiv) Neither this inquiry nor your offer of supply confers any right on you. NABARD reserves the right to reject any or all quotations partly or fully, without assigning any reason thereof.

Yours faithfully

Dr. H. D. Raut
Deputy General Manager

Encl:

Annexure I(A) : Configuration of Desktop PCs
Annexure I(B) : Configuration of Special Desktop PC
Annexure I(C) : Configuration of Laptops
Annexure I(D) : Configuration of A4 Network Printers
Annexure I(E) : Configuration of A3 Network Printer
Annexure I(F) : Configuration of Colour Laser Printers
Annexure I(G) : Configuration of Multi Function Devices (MFDs)
Annexure I(H) : Configuration of USB Flash Drives
Annexure II : Terms and conditions of Contract
Annexure III : Machine Installation Report
Annexure IV : Letter of Indemnity
Annexure V : Performance Bank Guarantee
Annexure VI : Commercial Quotation

ANNEXURE - I (A)

Specifications for Hardware - Desktop PC

* Make & Model No. _____

Sr No	Component	Minimum Specifications	Yes / No *
1	CPU	Intel Core 2 Duo 1.8 Ghz or above (with minimum 2 MB integrated L2 Cache). Please Specify.	
2	Memory	1 GB DDR SD RAM scalable to 4 GB or more with 400 MHZ or higher	
3	Mother Board	Intel 945 X chip set or latest	
4	Monitor	15" TFT colour	
5	Display Controller	Integrated Intel extreme graphics 2	
6	HDD	160 GB SATA (7200 rpm or above) - To be partitioned into C, D and E drive in the ratio of 20:40:40	
7	Combo Drive -- DVD writer	Internal DVD+/-RW with Bundled DVD software Minimum Read: DVD-ROM: 16X , CD-ROM: 48X	
8	Bays	Minimum 4	
9	Ports	1 Serial + 1 Parallel + 2 PS/2 and 8 USB (4 Onboard and support for 4 additional ports on the Front Side).	
10	Key Board	(Tactile Type) 104 keys (compatible with MS Windows or XP)	
11	Mouse	Two Button, optical Scroll Mouse and mouse pad	
12	Ethernet	Integrated (OR/Intel 32 10/100 Ethernet Card with necessary drivers.	
13	Operating System	(i) Windows XP Professional preloaded with recovery CD media with Service Pack 2 or higher	
14	Cabinet	Tower/ATX Cabinet with 4 bays/OEM specific	
15	Power Management	Energy star Compliance, Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password. Power supply surge protected.	
16	Manageability Software	Manageability features like Asset tracking (BIOS, HDD, Memory, O/S Information, BIOS, Serial Number, Model and Manufacturer), pre-failure alert, etc..	
17	DMI	DMI 2.0 compliance	
18	Compliance	Certified to preload Windows OS, Red Hat ready certification	
19	Software	Lotus SmartSuite Millennium (OEM version 9.8)/MS Office	
20	Warranty	Three-years Comprehensive Onsite	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.
Technical configuration must be submitted in the above format with all the details above.

ANNEXURE - I (B)

Specifications for Hardware - Special Purpose esktop PC for DIT

* Make & Model No. _____

Sr No	Component	Minimum Specifications	Yes / No *
1	Base System	Intel Core 2 Due E 4600	
2	Memory	2 GB DDR 2 SD RAM	
3	Mother Board	Intel Q33 Chipset	
4	Monitor	15" TFT color	
5	Display Controller	Integrated	
6	HDD	360 GB SATA	
7	Optical Device	16 X DVD RW Supermulti Drive with Lightscribe and Double Layer (8.5 GB) support	
8	Ports	1 Serial + 1 Parallel + 2 PS/2 and 6 USB (at least 2 in front).	
9	Key Board	Tactile Type	
10	Mouse	Optical Scroll Mouse	
11	Ethernet	Integrated	
12	Operating System	Windows Vista Business Professional	
13	Multi Media	i) 15-in-1 card reader, ii) As this is office PC, Integrated sound card is adequate	
14	Speakers	As this is office PC, speakers are not required	
15	Slots	Minimum 3 PCI slots	
16	Software	Lotus SmartSuite Millennium (OEM version 9.8)/MS Office	
17	Warranty	Three-years Comprehensive On-site	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation. Technical configuration must be submitted in the above format with all the details above.

ANNEXURE - I (C)
Specifications for Hardware - Laptop PCs

* Make & Model No. _____

Sr No	Component	Minimum Specifications	Yes / No *
1	Processor	Intel Core 2 Duo Processor 2.1 Ghz with 800 MHz FSB, 2 MB L2 Cache	
2	Memory	1 GB DDR SD RAM scalable to 2 GB or more with 400 MHz or higher	
3	Display	15" TFT colour display supporting 1024 x 768 resolution	
4	Graphics Controller	Graphics controller with minimum dedicated 32 MB RAM or ATI Mobility Radeon with 32 MB or higher dedicated VRAM	
5	Hard Disk Drive	80 GB (or more) ATA HDD To be partitioned into C and D drive in the ratio of 40:60	
6	DVD/CD ROM Drive	DVD-RW + 8X ROM Combo Multibay	
7	Key Board	85 key Full size standard keyboard and dual pointing devices (Track Point & Touch Pad)	
	Key Board \$	(Tactile Type) 104 keys (compatible with MS Windows or XP)	
8	LAN Card	Integrated LAN card with necessary driver and software	
9	Ports	1 Infrared, 1 external monitor & 2 or more USB ports	
10	Mouse	Integrated Touch pad or track point	
	Mouse \$	Two Button, optical Scroll Mouse and mouse pad	
11	Operating System	Microsoft Windows XP (licensed software with Recovery CD media/Disk to disk recovery and manuals).	
12	Other Software	MS Office, Hardware Diagnostic Utility for faster fault diagnostic Local data recovery software (optional)	
13	Multi Media	Integrated Audio with Sound blaster Pro support or better and inbuilt stereo speakers and microphone	
14	Power supply & Battery	Lithium Ion Battery backup for atleast 4 Hrs duration and External AC adaptor	
15	Carrying Case	Executive carry bag	
16	Weight	Less than 3 kg	
17	Additional Units	Security cable lock (optional)	
18	Certifications	Microsoft certified for running Windows XP Professional The Systems should be from OEM having ISO 9000 or similar certification	
19	Warranty	1 year onsite comprehensive warranty	
20	Slots	Atleast 1 free Type II/ Type III PCMCIA slot	
21	Others	Jacks for microphone/mike/speaker/ headphone connectivity Integrated smart card reader/biometric security (Finger print Reader), Scratch-resistant, spill-resistant keyboard	

* To be filled by vendor

\$ A separate Key Board and mouse as specified above has to be supplied in addition to the inbuilt keyboard and mouse.

Technical details / pamphlets of the model quoted may be submitted alongwith quotation. Technical configuration must be submitted in the above format with all the specifications above.

Specifications for Hardware - Network Laser Printers
(Type - A4 size print output)

* Make & Model No. _____

S.N	Feature	Minimum Specification	Yes / No *
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	Upto 21 pages per minute	
3	Duplex Print Facility	Automatic two sided printing	
4	Memory	16 MB	
5	Duty Cycle	10000 pages per month	
6	Input Tray	250 sheets with Priority Input of minimum 10 sheets	
7	Connectivity	Parallel and 10/100 Ethernet	
8	Warranty	1 year onsite comprehensive warranty	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.

Technical configuration must be submitted in the above format with all the specifications above.

Specifications for Hardware - Network Laser Printers
(Type - A3 size print output)

* Make & Model No. _____

S.N	Feature	Minimum Specification	Yes / No *
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	21 pages per minute	
3	Duplex Print Facility	Automatic two sided printing	
4	Processor Speed	300 MHz	
5	Memory	32 MB (should be extendable)	
6	Duty Cycle	10000 pages per month	
7	Print Feature	Upto 12.28" x 18.5"	
8	Input Tray	850 sheets	
9	Connectivity	Parallel and 10/100 Ethernet	
10	Warranty	1 year onsite comprehensive warranty	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.
Technical configuration must be submitted in the above format with all the specifications above.

ANNEXURE - I (F)

Specifications for Hardware - Colour Laserjet Printers
(A4 size print output)

* Make & Model No. _____

S.N	Feature	Minimum Specification	Yes / No *
1	Resolution	600x600 dots per inch (dpi)	
2	Print Speed	minimum 8 pages per minute	
3	Processor Speed	264 MHz or higher	
4	Duty Cycle	35000 pages	
5	Connectivity	USB/Parallel and 10/100 Ethernet	
6	Warranty	1 year onsite comprehensive warranty	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.
Technical configuration must be submitted in the above format with all the specifications above.

Specifications for Hardware - Multifunctional Device (MFD)

* Make & Model No. _____

S.N	Feature	Minimum Specification	Yes / No *
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	15 pages per minute	
3	Printer Memory	4 MB	
4	Duty Cycle	5000 pages per month	
5	Duplex Print Facility	Automatic two sided printing	
6	Input Tray	250 sheets	
7	Connectivity	USB & parallel	
8	Copier Zoom Rate	25 - 150%	
9	Multi Copy	1-99 pages	
10	Scan Type	Flatbed	
11	Modem Speed	33.6 kbps and above	
12	Fax battery backup	48 hrs. or more	
13	RJ ports	2	
14	Warranty	1 year onsite comprehensive warranty	

* To be filled by vendor

Technical details / pamphlets of the model quoted may be submitted alongwith quotation.
 Technical configuration must be submitted in the above format with all the specifications above.

ANNEXURE - I (H)

Specifications for USB Pen Drive

* Make & Model No. _____

Sr. No.	Item	Specification
1	USB Pen Drives	4 GB (Transcend/ LG / Sony / IBM or equivalent) with standard warranty

ANNEXURE II
Terms and Conditions of the Contract

1. The Desktop PCs / Special Desktop PC / laptops / Network A4 Printers / Network A3 Printer / Colour Laser Printer/ Multi Function Devices (MFDs) and USB Flash Drives to be supplied shall be as per the specifications given in *Annexure-I(A), I(B), I(C), I(D), I(E), I(F), I(G) and I(H) respectively.*

2. The rates quoted shall be all inclusive (inclusive of all taxes and levies, Viz. VAT, excise, sales tax, Octroi etc, insurance, freight, forwarding, installation and other incidentals).

3. The delivery and installation will have to be completed within 3 weeks from the date of receipt of the final order and a machine installation report as per proforma (Annexure IV) may be submitted.

The Desktop PCs / Special Desktop PC / laptops / Network A4 Printers / Network A3 Printer / Colour Laser Printer/ Multi Function Devices (MFDs) and USB Flash Drives have to be delivered and installed at Pune by the vendor without any extra cost.

4. **Warranty** : The equipment will carry a minimum on-site comprehensive warranty as per Annexure I(A) to I(H) against all manufacturing defect(s) and the offerer will give an undertaking to the effect that after-sale service facilities are available against any manufacturing defect(s) during the currency of warranty period and defective items will be replaced free of cost during the period. Quarterly preventive maintenance shall be done during the warranty period.

The suppliers / vendors shall at their cost provide comprehensive ON-SITE aftersales maintenance services for Desktop PCs / Special Desktop PC / laptops / Network A4 Printers / Network A3 Printer / Colour Laser Printer/ Multi Function Devices (MFDs) and USB Flash Drives during the warranty period.

5. The offer will remain valid for a minimum period of 45 days from the date of opening the Quotations, as indicated in the letter inviting quotations.

7. The National Bank does not bind itself to accept the lowest or any other tender and reserves to itself the right to accept or reject any or all the tenders/quotations either in whole or in part without assigning any reason.

8. The supplier will have to make good the damages, if any, caused to the bank's properties while attending to the captioned work, at no extra cost to the Bank.

9. Payment terms:

a. For PCs, Laptops, Network Printers & MFDs: 90 % payment on successful installation and its satisfactory performance for a period of 15 days and 10 % on submission of Performance Bank Guarantee as per proforma enclosed in Annexure V and Indemnity Bond as per proforma enclosed in Annexure IV for the sale of Software supplied along with the PCs / Laptops / Network Printers / MFDs.

b. For Standalone Printers/ USB Flash Drives : 100% payment on successful installation.

Certificate of Acceptance of Terms & Conditions :

The above Terms & Conditions have been read and understood fully and we agree to abide by the same.

Date:

Signature of the authorized representative
of the Firm with address

Place:

seal

Annexure III
Machine Installation Report

Location :

Details of Hardware :

Machine Serial Number	
Monitor Serial Number	
Keyboard Serial Number	
Mouse Serial Number	

Date of Installation	
----------------------	--

1	CPU CO-PROCESSOR CACHE MEMORY (KB)	
2	MEMORY (MB) MEMORY TYPE	
3	HDD (CAPACITY) HDD TYPE HDD MAKE	
4	FDD (CAPACITY) FDD MAKE	
5	DISPLAYS	
6	DVD SPEED AND MAKE	
7	KEYBOARD	
8	SERIAL, PARALLEL, USB PORTS	
9	MOUSE	
10	OTHER HARDWARE	

Details of Software Received (To be filled in by NABARD Representative)

Sr. No.	Software	Version No.	Licence No.	No. Of CDs / Floppies	Preloaded on PC (Y/N)	Remarks

Vendor's Engineer/ Representative		NABARD Representative	
Name		Name	
Signature		Signature	
Date		Date	

ANNEXURE IV

LETTER OF INDEMNITY

The Chief General Manager
National Bank for Agriculture and Rural Development
54, Wellesley Road
Pune 411 005

Dear Sir,

Sale of Systems Software, Compilers and Utilities to be used on Desktop PCs / Laptops

WHEREAS the National Bank for Agriculture and Rural Development, a corporation established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'the Bank') has expressed desire to purchase systems software, compilers and utilities to be used on _____ for the various functions as per the Schedule hereunder written and which are hereinafter for the sake of brevity referred to as 'the said systems package', subject to our furnishing declarations and indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OR INDEMNITY WITNESSETH THAT :

We, hereby declare and certify that we are the rightful owners/licensees of the said systems package offered for sale to the Bank and that the sale of the said systems package to the National Bank by us and the use thereof by the National Bank does not infringe the property or other intellectual property or copy rights of any other person and that the same does not infringe the Copy of Rights Act, 1957 or any other Act for the time being in force.

We the said _____ hereby agree to indemnify and keep indemnified and harmless the Bank, its Officers, servants, agents and other authorized persons against any action that may be brought against them for infringement of the right of property or other intellectual property or copy rights in respect of the said systems package supplied by us to the Bank and will defend the same at our cost and consequences, and will pay or reimburse the Bank, its officers, servants, agents and other authorized persons from all costs and other expenses that they may be put to or incur in that connection.

SCHEDULE

- 1.
- 2.
- 3.

Yours faithfully

(Name and Designation)
Authorized Official

ANNEXURE V

Performance Bank Guarantee

Pro forma

National Bank for Agriculture and Rural Development
Regional Office
Maharashtra

This deed of guarantee made on this _____ day of _____ by (Name of Bank giving guarantee) having its registered office at _____ and amongst all places a branch at (address of the bank branch giving guarantee)/ and wherever the context so requires includes its successors and assigns (hereinafter called the "Surety") for the favour of National Bank for Agriculture and Rural Development, Regional Office, 54 Wellesly Road, Shivajinagar, Pune 411 005 and wherever the context so requires includes its successors and assigns (hereinafter called the "Purchaser").

1. The Purchaser has placed an order No _____ (hereinafter called the "Said Order") with (Name of vendor) a Company having its registered office at (Address) and wherever the context so requires includes its successors and assigns (hereinafter called or referred to as "The Supplier").

2. Under the terms of the order, the supplier is required to furnish the purchaser at his own cost a Bank guarantee for an amount of Rs. _____ (Rupees _____) for fulfilling the conditions of technical delivery in the purchase order towards guarantee against all manufacturing defects for a period upto _____ in lieu of retention of an amount of 10 % of the value of the order towards satisfactory fulfillment of the order and for defects if any, noticed during the warranty period of one year from date of satisfactory installation.

3. The Surety at the request of the Supplier who are constituents of surety agreed to issue a Bank guarantee in terms of the said order on behalf of the supplier and the purchaser has agreed that the supplier shall repair or replace free of cost, equipment, machinery, its parts and components found defective on account of bad workmanship or defective materials or inferior manufacture as mentioned in the warranty and guarantee clause of the said order.

4. The Surety binds himself to pay to the purchaser to the extent of Rs. _____ (Rupees _____) in case of failure on the part of the supplier to perform this guarantee provided the purchaser informs the surety in writing to this effect. The surety binds himself to pay the amount immediately pursuant to the said demand notice notwithstanding any dispute that may exist or arise between the purchaser and the supplier or any other person.

5. Notwithstanding anything contained herein above, the liability of the surety in respect of this guarantee is restricted to Rs. _____ (Rupees _____); in case of failure on the part of the supplier to perform this guarantee provided, the purchaser informs the surety in writing to this effect.

6. This guarantee shall remain in force upto _____.

7. The guarantee shall not be discharged or released from the guarantee by any arrangement between the purchaser and the supplier with or without consent of the Surety or by any alteration in the Obligations of the Parties or by any indulgence, forbearance whether as to payment, time, performance or otherwise.

8. This guarantee shall not be affected by any change in the constitution of the supplier by absorption with any other body or corporation or any other and this guarantee will be available to or enforceable by such body or corporation.

9. Unless a claim under this guarantee is made by the purchaser against the bank on or before _____
(6 months after end of warranty period) all the rights of the purchaser under this guarantee shall be forfeited and the bank shall be relieved and discharged from all liability under this guarantee.

10. And this bank guarantee after _____ shall cease to exist if there is no claim on or before _____
(6 months after end of warranty period).

Notwithstanding anything contained herein above, the liability under this guarantee is restricted to an amount not exceeding Rs. _____ (Rupees _____) and the guarantee shall remain in full force and effect until _____. Unless action to enforce the claim is filed on or before _____ **(6 months after end of warranty period)** all rights under the said guarantee shall be forfeited and Bank shall be relieved and discharged from all liabilities thereunder.

DATED AT

THIS

DAY OF

ANNEXURE VI

Commercial Quotation

A] Rates quoted for supply of items :

Sr. No.	Item	Make & Model No.	Rate Quoted (all inclusive, Rs.)
1	Desktop PC *		
2	Special Desktop PC		
3	Laptop		
4	A4 Network Printer		
5	A3 Network Printer		
6	Colour Laser Printer		
7	Multi-Function Device (MFD)		
8	USB Flash Drive		

B] Rates offered under buyback

Sr. No.	Item offered under buyback	Description	Rate Offered per unit (Rs.)
1	Desktop PC *	P-II / P-III	

* 46 Desktop PCs are being purchased under buy-back of 40 P-II / P-III PCs on as is where is basis.

Quotation for PCs without a buy-back offer shall not be considered.