



राष्ट्रीय कृषि और ग्रामीण विकास बैंक
NATIONAL BANK FOR AGRICULTURE
AND RURAL DEVELOPMENT

संदर्भ सं. राबैं. गुज/10179 /संपदा /2008-09

गुजरात*

नाबार्ड टावर
म्युनिसिपल गार्डन के सामने
उस्मानपुरा
अहमदाबाद-380 013
टेलीफोन : 27552257-58-59
27551959, 27550094
27552857
टेलीग्राम : अग्रिफिनांस
फैक्स : 079-27551584

GUJARAT*

NABARD Tower
Opp. : Municipal Garden
Usmanpura
Ahmedabad-380 013
Telephone : 27552257-58-59
27551959, 27550094
27552857
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26 दिसंबर 2008

प्रिय महोदय

**निविदा आमंत्रण सूचना - नाबार्ड,
गुजरात क्षेत्रीय कार्यालय, अहमदाबाद में
डेस्कटॉप कंप्यूटरों/ लैपटॉप/ एलजे प्रिंटर/स/
एमएफडी/यूसबी फ्लैश ड्राइव/पोर्टेबल
हार्डडिस्क की सप्लाई और इंस्टालेशन**

1. राष्ट्रीय कृषि और ग्रामीण विकास बैंक (नाबार्ड) अपने अहमदाबाद स्थित क्षेत्रीय कार्यालय के लिए डेस्कटॉप कंप्यूटरों (बायबैक)/ लैपटॉप/ एलजे प्रिंटर (बायबैक /एमएफडी/यूसबी फ्लैश ड्राइव/पोर्टेबल हार्डडिस्क खरीदना चाहता है. आपसे अनुरोध है कि आप कृपया उपर्युक्त कार्य हेतु विस्तृत विनिर्देशों और मात्राओं की अनुसूची के अनुसार बंद लिफाफे में अपना प्रस्ताव प्रस्तुत करें.

2. टेंडर दस्तावेजों में निविदा आमंत्रण सूचना, निविदा का फार्म, निविदकर्ताओं को अनुदेश, सामान्य शर्तें, विशेष शर्तें और आनुमानिक मात्राओं का विवरण शामिल हैं और उसका मूल्य रु.1000/- है. दिनांक 26 दिसंबर 2008 से 09 जनवरी 2009 के दौरान टेंडर दस्तावेज बेचे जाएंगे और किसी भी अनुसूचित बैंक का नाबार्ड के पक्ष में आहरित और अहमदाबाद पर देय रु.1000/- की राशि का पे ऑर्डर/डिमान्ड ड्राफ्ट प्रस्तुत करने पर हमारे अहमदाबाद कार्यालय से प्राप्त किया जा सकता है. टेंडर दस्तावेज www.nabard.org से भी डाउनलोड किया जा सकता है. हालांकि, डाउनलोड किए हुए निविदा दस्तावेज के साथ किसी भी अनुसूचित बैंक का नाबार्ड के पक्ष में आहरित और अहमदाबाद पर देय रु.1000/- की राशि का पे ऑर्डर/डिमान्ड ड्राफ्ट संलग्न करना होगा अन्यथा निविदा अस्वीकृत की जाएगी.

Notice Inviting Tender - Supply and Installation of PCs / Laptops/ LJ Printers / MFD / USB Flash Drives / Portable Hard Disk etc. at NABARD, Gujarat Regional Office, Ahmedabad

1. National Bank for Agriculture and Rural Development (NABARD) is intending to purchase Desktop PCs (under buyback)/Laptops/ LJ Printers(under buyback) / MFD / USB Flash Drives / Portable Hard Disk for its Regional Office at Ahmedabad. You are requested to submit your offer in sealed envelope for the aforesaid work as per detailed specifications and Schedule of Quantities.

2. The Tender Document consists of Notice Inviting Tender, Form of Tender, Instruction to Bidders, General Conditions, Special conditions and Bill of Quantities and is priced at Rs 1000/-. The tender document is on sale between 26 December 2008 and 09 January 2009 and can be obtained from our Office at Ahmedabad by submitting a pay order / Demand Draft for Rs 1000/- drawn on any Scheduled Bank in favour of 'NABARD' payable at Ahmedabad. The tender document can also be downloaded from our website www.nabard.org. However, all quotations filed on the basis of down loaded tender document should be accompanied by a pay order / Demand Draft for Rs 1000/- drawn on any Scheduled Bank in favour of 'NABARD'

3. बोली लगाने वाले फर्म को निम्नलिखित शर्तों को पूरा करना होगा.

i. पिछले तीन वर्षों के लिए रु.500 लाख का न्यूनतम सामान्य टर्नओवर.

ii. सार्वजनिक क्षेत्र/बैंक/प्रतिष्ठित सार्वजनिक व नीजि कंपनियों में इसी प्रकार के कार्य का 05 वर्ष का न्यूनतम अनुभव और इस संबंध में संबंधित फर्म का प्रमाणपत्र (अनुबंध IV में प्रस्तुत).

4. निर्धारित निविदा दस्तावेज में आपका मुहरबंद प्रस्ताव श्री एस जी सिद्धेश, मुख्य महाप्रबंधक, राष्ट्रीय कृषि और ग्रामीण विकास बैंक (नाबार्ड), गुजरात क्षेत्रीय कार्यालय, नाबार्ड टावर, म्युनिसिपल गार्डन के सामने, उस्मानपुरा, अहमदाबाद को संबोधित कर प्रस्तुत करें तथा लिफाफे पर बड़े अक्षरों में "डेस्कटॉप कंप्यूटर्स/ लैपटोप/ एलजे प्रिंटर / एमएफडी/यूएसबी फ्लैश ड्राइव/पोर्टेबल हार्डडिस्क की आपूर्ति हेतु कोटेशन" लिखें.

5. निविदा में किसी भी प्रकार की शर्तें नहीं होनी चाहिए. निविदा में यदि किसी भी प्रकार की शर्त शामिल किए जाने की स्थिति में, "उस निविदा पर विचार नहीं किया जाएगा. ऐसे मामलों में निविदा को अस्वीकार कर दिया जाएगा. यदि कोई स्पष्टीकरण वांछित हों तो उन्हें निविदा प्रस्तुत करने से पहले बैंक से प्राप्त किया जा सकता है.

6. निविदा को दो अलग-अलग लिफाफों में प्रस्तुत करें. लिफाफा I में ईएमडी, निविदाकर्ता द्वारा प्रस्तुत किए जाने वाले दस्तावेज, तकनीकी विनिर्देशों की अनुपालना, आदि होने चाहिए तथा लिफाफे पर बड़े अक्षरों में "तकनीकी बिड" लिखा जाए. लिफाफा II में विधिवत भरा हुआ आनुमानिक मात्राओं का विवरण (पार्ट II), संलग्न अनुबंध X और XI के अनुसार डेस्कटॉप पीसी और प्रिंटर की बायबैक कीमत का विवरण दिया जाए तथा लिफाफे पर बड़े अक्षरों में "फाइनेंसियल बिड" लिखा जाए. निविदा दस्तावेज सहित मुहरबंद लिफाफा दिनांक 09 जनवरी 2009 को 17:00 बजे से पहले उक्त कार्यालय में दूसरी मंजिल पर रखे हुए टेंडर बॉक्स में डाल दिया जाए.

payable at Ahmedabad failing which the tender will be rejected.

3. A Firm to bid must qualify the following conditions :

i. A minimum average turnover of **Rs. 500 Lakhs** for the last 3 years.

ii. Minimum 5 years of experience of similar work in PSUs/Banks/reputed public and Pvt. Ltd companies **alongwith the certificate from the respective firm (to be submitted in Annexure IV).**

4. Your Sealed offer in the prescribed tender form should be submitted to Shri S G Siddesh, Chief General Manager, National Bank for Agriculture & Rural Development, Gujarat Regional Office at NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad with superscription "Quotation for supply of Desktop PCs / Laptops/ LJ Printers / MFD/ USB Flash Drives / Portable Hard Disk."

5. The Tender shall not include any conditions whatsoever. **In case, if any conditions are included in the Tender, the same shall not be taken into consideration. The tender in such cases is liable to be rejected.** Clarifications if any shall be obtained from the Bank before submission of the tender.

6. The tender should be submitted in 2 separate envelopes. The envelope-I may contain, EMD, the documents to be submitted by the tenderer, compliance to technical specifications, etc. and the envelope shall be superscribed as "TECHNICAL BID". The Envelope II shall contain duly filled in Bill of Quantities (Part II), buyback price of Desktop PCs and Printers as per Annexure X and XI respectively and be superscribed as "FINANCIAL BID". The sealed envelopes containing Tender Documents shall be dropped in the tender box kept at 2nd floor of the above office not later than 17:00 hrs. on 09 January 2009.

<p>दोनों बीड (टेक्नीकल व फाइनेन्सियल) दिनांक 12 जनवरी 2009 को अपराह्न 03.00 बजे खोले जाएंगे.</p> <p>7. किसी भी कारण से देरी से प्राप्त तथा तार अथवा फैंक्स के माध्यम से प्राप्त निविदाओं को स्वीकार नहीं किया जाएगा.</p> <p>8. बयाना राशि (ईएमडी) के रूप में नाबार्ड के पक्ष में आहरित रु. 1,00,000/- (रुपये एक लाख मात्र) का अहमदाबाद में देय पे ऑर्डर/डिमाण्ड ड्राफ्ट निविदा के साथ संलग्न करें. बिना बयाना राशि (ईएमडी) के प्राप्त कोटेशन को अस्वीकृत किया जाएगा.</p> <p>9. एवार्ड लेटर की जारी करने की तारीख से 03 सप्ताह के भीतर कार्य पूरा होना चाहिए. देरी होने की स्थिति में, स्वीकृत निविदा मूल्य के 0.25 प्रतिशत की दर से प्रतिदिन निर्णीत हर्जाना वसूल किया जाएगा बशर्ते कि यह हर्जाना स्वीकृत निविदा मूल्य की राशि के 5 प्रतिशत से अधिक न हो.</p> <p>10. सभी हार्डवेयर वस्तुओं के संतोषजनक प्रतिस्थापन के बाद ही भुगतान किया जाएगा. किसी भी प्रकार के अतिरिक्त भुगतान की माँग पर विचार नहीं किया जाएगा. साथ ही, किसी भी प्रकार के अग्रिम का भुगतान नहीं किया जाएगा.</p> <p>11. हमारे पास वर्तमान में उपलब्ध डेस्कटॉप पीसी / एलजे/डोटमेट्रिक्स प्रिन्टर्स का बायबैक (buy back) करने पर ही डेस्कटॉप पीसी और लेजर प्रिन्टर्स की खरीद की जाएगी. संलग्न अनुबंध X व XI में डेस्कटॉप पीसी व एलजे / डोटमेट्रिक्स प्रिन्टर्स का configuration दिया गया है. आप अपना बायबैक प्रस्ताव अलग से अनुबंध X व XI में प्रस्तुत कर सकते हैं.</p> <p>12. निविदाओं को खोले जाने की तारीख से 90 दिनों तक आपका प्रस्ताव वैध रहेगा.</p> <p>13. कोई भी कारण दिए बिना किसी या सभी निविदाओं को पूर्ण /आंशिक रूप से अस्वीकृत करने का करने का अधिकार नाबार्ड के पास सुरक्षित है. साथ ही</p>	<p>Both the bids (Technical & Financial) would be opened at 15.00 hrs on 12 January 2009.</p> <p>7. Tenders received late on account of any reason whatsoever as also telegraphic and Faxed Tender shall not be entertained.</p> <p>8. Earnest money deposit (EMD) of Rs. 1,00,000/- (Rupees one lakh thousand only), in the form of a pay order/demand draft drawn in favour of NABARD and payable at Ahmedabad should be submitted along with the tender. Quotation without EMD is liable for rejection.</p> <p>9. Time period for completion of the work will be 03 weeks from the date of issue of award letter. In case of delay, liquidated damages at the rate of 0.25% per day of the accepted tender value subject to a maximum of 5% of the accepted tender value will be levied.</p> <p>10. Payment will be made only after satisfactory installation of the all the hardware items. No demand for additional payment whatsoever will be entertained Further, no advance payment will also be made.</p> <p>11. The purchase of Desktop PCs and Laserjet printers is against buyback of our existing Desktop PCs and LJ / Dotmatrix printers. The configuration of existing Desktop PCs and LJ / Dotmatrix printers is given in Annexure X and XI respectively. You may quote the offer for buyback in the proforma at Annexure X and XI separately.</p> <p>12. Validity of Offer shall be 90 days from the date of opening of Tender.</p> <p>13. NABARD reserves the right to accept or reject any or all tenders, the work in part or whole of any firm/firms, without assigning any reason for doing so. «NABARD also reserves the right to reject quotations which are incomplete or unclear and do not conform to tender requirements.</p>
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अपूर्ण या अस्पष्ट तथा निविदा आवश्यकताओं के अनुरूप नहीं पाए गए कोटेशन अस्वीकृत करने का करने का अधिकार नाबार्ड के पास सुरक्षित है.

14. किसी विसंगति की स्थिति में, इस निविदा दस्तावेज का अंग्रेजी पाठ वैध रहेगा.

भ व दी य

(एस के डोरा)
सहायक महा प्रबंधक

14. In case of any discrepancy, English version of this tender document will prevail.

Yours faithfully

(S K Dora)
Asst. General Manager

PART I
टेंडर का फार्म/ Form of Tender

<p>श्री एस जी सिद्धेश मुख्य महाप्रबंधक राष्ट्रीय कृषि और ग्रामीण विकास बैंक गुजरात क्षेत्रीय कार्यालय म्युनिसिपल गार्डन के सामने, उस्मानपुरा अहमदाबाद - 380 013</p> <p>प्रिय महोदय</p> <p>नाबाई, गुजरात क्षेत्रीय क्षेत्रीय कार्यालय, अहमदाबाद में डेस्कटॉप कंप्यूटरों/ लैपटोप/ एलजे प्रिंटर आदि की सप्लाई और इंस्टालेशन हेतु निविदा</p> <p>1. विनिर्देशों और मात्राओं की अनुसूची की जांच, तथा कार्य स्थल और उसकी स्थिति से संतुष्ट होने के पश्चात मैं / हम एतद्वारा मेरे / हमारे द्वारा आनुमानिक मात्राओं की अनुसूची के लिए निर्दिष्ट की गई तत्संबंधी दरों पर कार्य संपन्न करने का प्रस्ताव करता हूँ / करते हैं.</p> <p>2. साथ ही मैं / हम यह भी स्वीकार करता हूँ / करते हैं कि मैं / हम निविदा की शर्तों के अनुसार कार्य को पूरा करूँगा / करेंगे.</p> <p>3. सभी हार्डवेयर वस्तुओं के संतोषजनक रूप से इंस्टालेशन के पश्चात ही भुगतान व किसी भी प्रकार के अग्रिम का भुगतान नहीं करने की शर्त को मैं / हम स्वीकार करता हूँ / करते हैं.</p> <p>4. मैं / हम यह स्वीकार करता हूँ / करते हैं कि दरें और कंपीगेशन उद्योग को स्वीकार्य मानकों के अनुरूप हैं तथा कंप्यूटरों में लगाए गए सभी कंपोनेंट, संबंधित ब्राण्ड के विनिर्माताओं के अपने मूल उत्पाद हैं.</p> <p>5. मैं / हम यह स्वीकार करता हूँ / करते हैं कि मेरे / हमारे द्वारा उद्धृत दरों में उत्पाद शुल्क, बिक्री कर, वैट, बीमा, माल भाड़ा, विप्रेषण और 3 वर्ष की विस्तृत स्थल-पर वारंटी सहित अन्य प्रासंगिक व्यय शामिल हैं.</p>	<p>SHRI S G Siddesh, Chief General Manager National Bank for Agriculture and Rural Development Gujarat Regional Office NABARD Tower Opp. Municipa Garden, Usmanpura AHMEDABAD - 380 013</p> <p>Dear Sir</p> <p>Tender for Supply and Installation of Desktop PCs / Laptops/ LJ Printers etc. at NABARD, Gujarat Regional Office, Ahmedabad</p> <p>1. Having examined the specifications and schedule of quantities, and having satisfied ourselves as to the location of the site and working conditions, I/We hereby offer to execute the above works at the respective rates which I/We have quoted for the items of the bill of quantities.</p> <p>2. I/We further agree to complete the work as per conditions of tender.</p> <p>3. I/ We agree that payment will be made only after satisfactory installation of the all the hardware items, and there will be no advance payment.</p> <p>4. I/We agree/state that the rates and configuration conform to industry accepted standards and all components used in the computer are originals of the respective manufacturers of the brands.</p> <p>5. I/We agree that the rates quoted are inclusive of excise, sales tax, VAT, insurance, freight, forwarding and other incidentals including 3 years Comprehensive on-site warranty.</p> <p>6. I/We understand that you are not bound to accept the lowest offer or not bound to assign any reasons for rejecting our tender.</p>
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<p>6. मैं / हम यह समझता हूँ / समझते हैं कि आप न तो न्यूनतम प्रस्ताव को स्वीकार करने हेतु बाध्य हैं और न ही □हमारी निविदा को अस्वीकार करने पर किसी भी प्रकार का कारण बताने के लिए बाध्य हैं.</p> <p>7. मैं / हम यह स्वीकार करता हूँ / करते हैं कि हम टेंडर खोलने की तारीख से 90 दिनों तक अपना प्रस्ताव खुला रखूँगा / रखेंगे.</p> <p>8. मैं / हम यह स्वीकार करता हूँ / करते हैं कि मैं / हम निविदा के साथ बयाना जमा राशि (ई.एम.डी) के रूपमें, नाबार्ड के पक्ष में आहरित, अहमदाबाद में देय रु.1,00,000/- (रुपये एक लाख मात्र) का डिमाण्ड ड्राफ्ट/पे ऑर्डर संलग्न करूँगा / करेंगे.</p> <p>9. मैं / हम विधिवत भरा हुआ निर्धारित निविदा फार्म, मुख्य महा प्रबंधक, राष्ट्रीय कृषि और ग्रामीण विकास बैंक, गुजरात क्षेत्रीय कार्यालय, अहमदाबाद को प्रस्तुत करता हूँ / करते हैं.</p> <p>भ व दी य</p> <p>मुहर और पता सहित ठेकेदार/रों के हस्ताक्षर</p>	<p>7. I/We agree to keep our offer open for 90 days from the date of opening of Tender.</p> <p>8. I/We agree to submit Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees one lakh only), in the form of a demand draft/pay order drawn in favour of NABARD and payable at Ahmedabad, along with the tender.</p> <p>9. I/We submit the duly completed Tender Documents in the prescribed tender Form to The Chief General Manager, National Bank for Agriculture and Rural Development, Regional Office, for NABARD at NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabd 380 013.</p> <p>Yours faithfully</p> <p>Signature of Contractor/s with seal & Address</p>
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निविदाकर्ताओं को अनुदेश / Instructions to Bidders

<p>1. स्थान</p> <p>क. साइट नाबार्ड के गुजरात क्षेत्रीय कार्यालय, नाबार्ड टावर, म्युनिसिपल गार्डन के सामने, उस्मानपुरा, अहमदाबाद में स्थित है।</p> <p>ख. टेंडर प्रस्तुत करने से पहले बिडर सावधानी से प्रस्तावित कार्य, ठेके के विनिर्देशनों तथा अन्य शर्तों से अपने आपको अच्छी तरह से अवगत करा लें। टेंडर के प्राप्त होने के पश्चात, किसी भी विशेष मुद्दे पर जानकारी के अभाव की बिना पर दरों अथवा शर्तों में किसी भी प्रकार के परिवर्तन के अनुरोध पर विचार नहीं किया जाएगा।</p> <p>ग. कार्य-स्थल का दौरा</p> <p>निविदाकर्ता इस टेंडर को भरने के लिए तथा उक्त कार्यों के ठेके के निष्पादन के लिए आवश्यक सभी सूचनाओं को अपने स्वयं के खर्च पर अपनी ही जिम्मेदारी पर प्राप्त करेंगे तथा रेखाचित्रों की जांच व कार्य के स्थल का निरीक्षण करेंगे और अपने-आपको सभी स्थानीय कानूनों, नियमों और प्रथाओं से परिचित करा लेंगे।</p> <p>2. निविदा का प्रस्तुतीकरण</p> <p>क. निर्धारित निविदा फार्म दो अलग अलग मुहर बंद लिफाफो में श्री एस जी सिद्धेश, मुख्य महाप्रबंधक, राष्ट्रीय कृषि और ग्रामीण विकास बैंक, गुजरात क्षेत्रीय कार्यालय, अहमदाबाद को प्रस्तुत करें।</p> <p>ख. निविदा में किसी भी प्रकार की शर्तें नहीं होनी चाहिए। निविदा में यदि किसी भी प्रकार की शर्त शामिल किए जाने की स्थिति में, उस निविदा पर विचार नहीं किया जाएगा। ऐसे मामलों में निविदा को अस्वीकार कर दिया जाएगा।</p>	<p>1. Location</p> <p>a. The site is at NABARD's Gujarat Regional Regional Office, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad.</p> <p>b. Bidders must get acquainted with the proposed work and study, specifications of contract and other conditions carefully before tendering. No request of any change in rates or conditions for want of information on any particular issue shall be entertained after receipt of tenders.</p> <p>c. Site Visit</p> <p>The bidder/s must obtain for himself/themselves on his/their own responsibility and at his own expenses, all the information which may be necessary for the purpose of filling this tender and for entering into a contract for the execution of the same and must inspect the site of the work and acquaint himself/themselves with all local laws, regulations and prevailing practice.</p> <p>2. Submission of Tender</p> <p>a. The sealed tenders in two separate envelopes in the prescribed tender form should be submitted to the Shri S G Siddesh, Chief General Manager, National Bank for Agriculture & Rural Development, Gujarat Regional Office, Ahmedabad.</p> <p>b. The Tender shall not include any conditions whatsoever. In case any conditions are included in Tender, the same shall not be taken into consideration. The tender in such cases is liable to be rejected.</p> <p>c. The sealed envelopes containing Tender Documents shall be superscribed as</p>
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<p>ग. निविदा दस्तावेज सहित मोहरबंद लिफाफा दिनांक 09 जनवरी 2009 को 17:00 बजे से पहले प्रस्तुत करें साथ ही लिफाफों पर बड़े अक्षरों में "डेस्कटॉप कंप्यूटरों/ लैपटोप/ एलजे प्रिंटर आदि की सप्लाई और इंस्टालेशन" लिखें.</p> <p>घ. ब्याना राशि (ईएमडी) के रूप में नाबार्ड के नाम आहरित रु. 1,00,000/- (रुपये एक लाख मात्र) का अहमदाबाद में देय डिमाण्ड ड्राफ्ट निविदा के साथ संलग्न करें. ईएमडी की इस राशि पर किसी भी प्रकार का ब्याज नहीं दिया जाएगा तथा यदि विक्रेता अपनी निविदा वापिस ले लेता है अथवा बैंक द्वारा आदेश आपूर्ति जारी करने के बाद पीसी आपूर्त करने में असफल हो जाता है तो इस राशि को जब्त कर लिया जाएगा. ईएमडी को केवल इंस्टालेशन के पूरा होने के पश्चात ही भुगतानों के साथ लौटाया जाएगा बशर्ते कि विक्रेता द्वारा निविदा की सभी शर्तों का अनुपालन किया जा चुका हो.</p> <p>च. अपनी निविदा के साथ निविदाकर्ता को निम्नलिखित स्टेटमेंट संलग्न करने होंगे :</p> <p>i. एजेन्सी से संबंधित जानकारी</p> <p>ii. पिछले 05 वर्षों में 01 अप्रैल 2003 से 31 मार्च 2008 के दौरान सार्वजनिक क्षेत्र / बैंक / प्रतिष्ठित सार्वजनिक व नीजि संस्थान में किसी प्रकार के किए गए कार्यों का अनुभव.</p> <p>iii. पिछले तीन वर्षों के लेखापरीक्षित तुलनपत्रों की प्रतियां. पिछले तीन वर्षों के लिए रु.500 लाख का न्यूनतम सामान्य टर्नओवर की प्रति.</p> <p>iv. पिछले तीन वर्षों के आइटी रिटर्नों की प्रतियाँ.</p> <p>v. आपके ऐसे ग्राहकों के पते व टेलीफोन नंबर जिन्हें आपने पिछले दो वर्षों में रु.10 लाख से अधिक की एक मुश्त सप्लाई की हो (कृपया दस्तावेजी साक्ष्य प्रस्तुत करें).</p> <p>च. आपसे अनुरोध है कि आप कृपया निविदा दस्तावेज में दिए गए निबंधन और शर्तों,</p>	<p>Tender for Supply and Installation of Desktop PCs / Laptops/ LJ Printers etc. at NABARD, Gujarat Regional Office, Ahmedabad and submitted not later than 17:00 hrs. on 09 January 2009.</p> <p>d. Earnest money deposit (EMD) of Rs. 1,00,000/- (Rupees one lakh only), in the form of a pay order/demand draft drawn in favour of NABARD and payable at Ahmedabad should be submitted along with the tender. The EMD amount will not bear any interest and will be forfeited if the vendor withdraws his tender or fails to supply the PCs after awarding the order by the Bank. The EMD will be refunded only after complete installation alongwith the payment, provided that all the tender conditions have been complied to by the vendor.</p> <p>e. Along with the tender, the bidder will have to submit the following statements:</p> <p>i. Basic information of the agency</p> <p>ii. Previous experience of similar work in PSUs/Banks/reputed public and Pvt. Ltd. companies (list of imporant works executed during the last 05 years from 01 April 2003 to 31 March 2008).</p> <p>iii. Copy of previous 3 years audited balance sheet. Copy indicating the minimum average turnover of Rs.500 lakhs for the last 03 years.</p> <p>iv. Copy of previous 3 years I.T. returns.</p> <p>v. List of address and contacts where the value of a single supply order in last 2 years is Rs. 10 lakh and above, (documentary evidence to be submitted).</p> <p>f. You are requested to quote strictly as per the terms and conditions, specifications, standards, given in the tender document and not to stipulate any deviations. The compliance to the various specifications</p>
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विनिर्देशनों, मानकों का कड़ाई से पालन करते हुए अपनी दरें उद्धृत करें तथा किसी भी प्रकार का परिवर्तन न करें. विभिन्न विनिर्देशनों की अनुपालन की पुष्टि निविदाकर्ताओं द्वारा स्पेसिफिकेशन शीट में की जाए.

छ. इस निविदा दस्तावेज़ के लिए यदि कोई परिशिष्ट जारी किया जाता है तो, "सभी पर हस्ताक्षर किए जाने चाहिए तथा उसे इसी निविदा दस्तावेज़ के साथ प्रस्तुत करना चाहिए. निविदाकर्ता स्पष्ट अक्षरों में "दरों की अनुसूची" में किए गए संशोधन को लिखें तथा जब भी संशोधित मात्राओं का परिशिष्ट जारी किया जाता है तो निविदाकर्ता कार्य का मूल्यांकन संशोधित मात्रा के आधार पर ही करे.

ज. सभी पृष्ठों पर आद्यक्षर किए जाने चाहिए. निविदा दस्तावेज़ में सभी हस्ताक्षरों के साथ तारीख भी लिखी जाए. निविदा दस्तावेज़ के सभी पृष्ठों पर नीचे की ओर दाएं हाथ की तरफ अथवा निविदा दस्तावेज़ों में जहाँ भी वांछित हो वहाँ निविदाकर्ता अथवा निविदाकर्ता की ओर से हस्ताक्षर करने हेतु प्राधिकृत तथा इस आशय का पावर ऑफ अटर्नी धारित व्यक्ति निविदा दस्तावेज़ प्रस्तुत करने से पहले अपने आद्यक्षर करे (हस्ताक्षर कर्ता को प्राधिकृत करते हुए जारी एक पत्र भी निविदा दस्तावेज़ के साथ संलग्न करें).

झ. दरों को अंकों और शब्दों दोनों में भरा जाए :

j.
निविदाकर्ता, मात्राओं की अनुसूची में प्रत्येक मद के लिए उसके द्वारा उद्धृत दरों और राशियों को अंकों और शब्दों दोनों में अंग्रेजी में तथा इस प्रकार लिखा (भरा) जाए कि उसमें किसी भी प्रकार का परिवर्तन संभव न हो सके. प्रत्येक मद के लिए राशि की गणना की जाए और प्रविष्ट की जानी चाहिए तथा सभी मदों के लिए वांछित कुल योग, अंकों और शब्दों दोनों में दिया जाना चाहिए. कार्य के लिए उद्धृत राशि को निविदा दस्तावेज़ में प्रविष्ट किया जाना चाहिए तथा उस पर निविदाकर्ता द्वारा विधिवत् हस्ताक्षर किया जाना चाहिए. किसी भी दर अथवा राशि के अंकों और शब्दों में अंतर होने की स्थिति में निम्नलिखित प्रक्रिया का पालन किया जाएगा :

(1) जब दरों के अंकों और शब्दों में अंतर हो तो, निविदाकर्ता द्वारा गणना की गई राशि से मेल खाने वाली दर को सही माना जाए.

shall be confirmed in the specification sheet by the bidders.

g. Addenda, if any, issued must be signed and submitted along with the tender document. The bidder should write clearly the revised quantities in "Schedule of Rates" of Tender document and should price the work based on the revised quantities when issued in addenda.

h. All Pages to be Initialed : All signatures in tender documents shall be dated as well. All pages of tender documents shall be initialed at the lower right hand corner or signed wherever required in the tender papers by the bidder or by a person holding power of attorney authorizing him to sign on behalf of the bidder before submission of tender (A letter authorizing the signatory should accompany the tender).

i. Rates to be in Figures and Words : The bidder should quote in English, both in figures as well as in words, the rates and amounts tendered by him in the Schedule of Quantities for each item and in such a way that interpolation is not possible. The amount for each item should be worked out and entered and requisite totals given of all items, both in figures and words. The tendered amount for the work shall be entered in the tender and duly signed by the bidder. In case of difference in words & figures of any rate or in the amount the following procedure shall be followed :

(1) When there is a difference between the rates in figure and in words, the rates which correspond to the amount worked out by the bidder shall be taken as correct.

(2) When the amount of the item is not worked out by the bidder or it does not

(2) जब निविदाकर्ता द्वारा मद की राशि की गणना नहीं की गई हो अथवा वह न तो अंकों में लिखी गई दरों से और न ही शब्दों में लिखी गई दरों से मेल खाती हो तो, निविदाकर्ता द्वारा शब्दों में उद्धृत दर को ही सही माना जाए.

(3) जब निविदाकर्ता द्वारा उद्धृत दर अंकों और शब्दों दोनों में मेल तो खाती हो परंतु राशि की गणना सही नहीं की गई हो तो, निविदाकर्ता द्वारा उद्धृत दर को ही सही माना जाए न कि राशि को.

त. त्रुटि सुधार और मिटाना :

निविदा दस्तावेज़ की प्रविष्टियों में किए गए सभी त्रुटि सुधारों और परिवर्तनों पर निविदाकर्ता के तारीख सहित पूरे हस्ताक्षर होने चाहिए. करेक्टिंग फ्लूइड से संशोधन और ओवरराइटिंग की अनुमति नहीं है.

थ. निविदा में निविदा करने वाले व्यक्ति अथवा व्यक्तियों के नाम, आवास और कारोबार के स्थानों के नाम होने चाहिए तथा निविदा पर निविदाकर्ता के सामान्य हस्ताक्षर होने चाहिए. पार्टनरशिप फर्म अपने सभी पार्टनरों के पूरे नाम निविदा में दर्शाएं. पार्टनरशिप के नाम पर निविदा में सभी पार्टनरों अथवा विधिवत् प्राधिकृत प्रतिनिधि के हस्ताक्षर होने चाहिए, तथा उसके साथ हस्ताक्षर करने वाले का नाम और पदनाम भी दिया जाना चाहिए. निगम की निविदा पर उसके प्राधिकृत प्रतिनिधि द्वारा हस्ताक्षर किया जाना चाहिए, तथा निविदा के साथ एक पावर ऑफ अटर्नी अथवा निगम की ओर से अटर्नी का कोई साक्ष्य भी संलग्न किया जाना चाहिए. सभी पार्टनरों के नामों सहित फर्म की पार्टनरशिप डीड की एक प्रति भी प्रस्तुत की जाए. निविदा प्रस्तुत करने की भाषा केवल अंग्रेजी ही होगी.

3. निविदा दस्तावेज़ों का अंतरण

निविदा करना चाहने वाले एक निविदाकर्ता द्वारा खरीदे गए निविदा दस्तावेज़ों का दूसरे निविदाकर्ता को

correspond with the rate written either in figure or in words, then the rate quoted by the bidder in words shall be taken as correct.

(3) When the rate quoted by the bidder in figures and in words tallies but the amount is not worked out correctly, the rate quoted by the bidder in words shall be taken as correct and not the amount.

j. Corrections and Erasures All corrections, and alterations in the entries of tender papers should be signed and dated in full by the bidder. Corrections with fluid and overwriting are not permitted.

k. The tender shall contain the names, residence and place of business of person or persons making the tender and shall be signed by the bidder with his usual signature. Partnership firms shall furnish the full names of all Partners in the tender. It should be signed in the partnership name by all the partners or by duly authorized representative followed by the name and designation of the person signing. Tender by Corporation shall be signed by an authorized representative, and a Power of Attorney or any proof of Attorney on their behalf shall accompany the tender (Envelope I). A copy of the partnership deed of the firm with names of all partners shall be furnished. The language for submission of tender shall be in English only.

3. Transfer of Tender Documents

Transfer of tender documents purchased by one intending bidder to another is not permitted.

4. Validity

<p>अंतरण की अनुमति नहीं है.</p> <p>4. वैधता :</p> <p>निविदाकर्ताओं द्वारा प्रस्तुत निविदा, निविदा फार्म में दिए गए अनुसार स्वीकार किए जाने हेतु शेष रहेगी. वैधता अवधि के दौरान, बैंक से लिखित रूप में सहमति प्राप्त किए बिना निविदाकर्ता को न तो निविदा को प्रतिसंहरित करने का और न ही रद्द करने का, न उसमें अथवा उसके निबंधनों में किसी भी प्रकार का फेर-बदल करने का अधिकार होगा.</p> <p>5. दरें</p> <p>किसी भी सामग्री की कीमतों में वृद्धि या कमी से बैंक को कोई सरोकार नहीं होगा. निविदा में उद्धृत दरों में सभी लागतें, भत्ते, शुल्क, कार्य संविदा कर सहित अन्य कर अथवा राज्य और केन्द्र सरकार द्वारा समय-समय पर लागू बढ़ी हुई श्रमिक दरों सहित कोई भी अन्य प्रभार आदि शामिल होंगे. मजदूरी अथवा सामग्री आदि की लागतों में वृद्धि के कारण निविदाकर्ता को हुई हानि अथवा हर्जाना अदा करे के लिए किसी भी परिस्थिति में बैंक को उत्तरदायी नहीं ठहराया जा सकता है.</p>	<p>Tenders submitted by bidders shall remain valid for acceptance as given in Form of Tender. The bidders shall not be entitled during the period of validity, without the consent in writing of Bank to revoke or cancel his tender or to vary the tender given or any terms thereof.</p> <p>5. Rates</p> <p>The Bank is not concerned with any rise or fall in the prices of any materials. The rates quoted shall include all costs, allowances, duties, taxes including works contract tax or any other charges including enhanced labour rates etc., which may be enacted from time to time by the State or the Central Government. Under no circumstances shall the Bank be held responsible for compensation or loss to bidder due to any increase in the cost of labour or material etc.</p>
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सामान्य शर्तें / General Conditions

<p>1. हार्डवेयर वस्तुओं की डेलिवरी कार्य स्थल पर ही देनी होगी तथा उनकी प्रतिस्थापना सूचना प्रौद्योगिकी विभाग (डीआईटी), नाबार्ड, अहमदाबाद के परामर्श से की जानी चाहिए.</p> <p>2. वारंटी अवधि के दौरान आपको रखरखाव सेवा उपलब्ध करवानी होगी. वारंटी अवधि के बाद यदि बैंक रखरखाव कार्य किसी तीसरे पक्ष को सौंपता है तो, आपको उस तीसरे पक्ष के इंजीनियर / प्रतिनिधि को सिस्टमों का निरीक्षण करने में सहायता करनी होगी तथा रखरखाव के कार्य के लिए आवश्यक सभी तकनीकी विवरण भी उन्हें देना होगा.</p> <p>3. सभी हार्डवेयर, सॉफ्टवेयर सहित संपूर्ण</p>	<p>1. The hardware items should be delivered at site and should be installed in consultation with Department of Information Technology (DIT), NABARD, Ahmedabad.</p> <p>2. You will have to provide necessary maintenance service during warranty. If the Bank chooses to entrust post warranty maintenance service work to a third party, you should assist their engineer / representative to inspect the system and give all technical details required for maintenance.</p> <p>3. 100% payment will be made only after completed installation including all</p>
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<p>इंस्टालेशन तथा निविदा में दिए गए विनिर्देशनों के अनुसार उनके सत्यापन के पश्चात ही शतप्रतिशत भुगतान किया जाएगा. भुगतान हेतु बिल के साथ डीआईटी द्वारा जारी संतोषजनक इंस्टालेशन रिपोर्ट को भी प्रस्तुत किया जाना चाहिए.</p>	<p>after completed installation, including all hardware, software and verification of the same as specified in the tender . The satisfactory installation report issued by DIT should be submitted along with the bill for payment.</p>
<p>4. सभी हार्डवेयर वस्तुओं की डेलिवरी संपूर्ण रूप से आपके स्वयं के जोखिम पर करनी होगी.</p>	<p>4. The delivery of the all the hardware items will be entirely at your risk.</p>
<p>5. लगाए गए हार्डवेयर कंपोनेंट और लोड किए गए सॉफ्टवेयरों और सप्लाइ की गई सीडीस संबंधित कंपनियों के ओरिजिनल उत्पाद हों.</p>	<p>5. The components of hardware and softwares loaded and the CDs supplied are original manufactured by the respective companies.</p>
<p>6. सॉफ्टवेयरों के समर्थन में समुचित प्राधिकारी / कंपनी का वांछित लाइसेंस होना चाहिए.</p>	<p>6 The software shall carry the required licenses from the appropriate authority/ company.</p>

ANNEXURE - I (A)

Specifications Recommended for Hardware - Desktop PC

SN	Component	Specifications	Yes / No*
1	CPU	Intel Core 2 Duo E6700 2.66 Ghz (with minimum 4 MB integrated L2 Cache) 1066 MHz FSB	
2	Memory	2 GB DDR2 RAM scalable to 4 GB or more with 800 MHZ or higher	
3	Mother Board	Intel 945X Chipset or latest	
4	Monitor	15" TFT colour	
5	Display Controller	Integrated Intel extreme graphics 2	
6	HDD	250 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	Licensed Windows Vista Business Preloaded (licensed software with Recovery CD media/Disk to disk recovery and manuals).	
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	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)

Configuration for Special Purpose PCs

Sr. No	Component	Specifications	Yes/ No*
1	Base System	Intel Core 2 Duo E6540 2.33 Ghz 1333 MHz FSB	
2	Memory	2 GB DDR2 RAM	
3	Mother Board	Intel Q43 Express 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	Licensed Windows Vista Business Preloaded ((licensed software with Recovery CD media/Disk to disk recovery and manuals).	
13	Multi - Media	i) 15-in-1 card reader, ii) Integrated sound card is adequate	
14	Slots	Minimum 3 PCI slots	
	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 Recommended for Hardware - Laptop PCs*

S.N	Component	Specifications	Yes / No*
1	Processor	Intel Core 2 Duo Processor 2.1 Ghz with 800 MHz FSB, 2 MB L2 Cache	
2	Memory	2 GB DDR2 RAM scalable to 2 GB or more with 800 MHZ or higher	
3	Display	14.1"/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	160 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)	
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	
11	Operating System	Microsoft Windows Vista Business (licensed software with Recovery CD media/Disk to disk recovery and manuals).	
12	Other Software	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 Vista Business 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/I 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**

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 (D)

Network Laser Printers (Type - A4 size print output)

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	

*** 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 (E)

Network Laser Printer (Type - A3 size print output)

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	

*** 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 (F)
Standalone Laser Printers (Type - A4 size print output)

S.N	Feature	Minimum Specification	Yes / No*
1	Resolution	1200x1200 dots per inch (dpi)	
2	Print Speed	21 pages per minute	
3	Memory	16 MB	
4	Duty Cycle	10000 pages per month	
5	Duplex Print Facility	Automatic two sided printing	
6	Input Tray	250 sheets with Priority Input of minimum 10 sheets	
7	Connectivity	USB & parallel	

*** 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 (G)

Colour Laser Printers (A4 size print output)

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	

*** 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 (H)

Multifunctional Device (MFD) (Printer, Copiers, Scanner and Fax)

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	

*** 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(I)
Specification for USB Pen Drive

Sr. No.	Item	Rate	Quantity	Amount (Rs.)
1	4 GB USB Pen Drives (Transcend/ Sony/IBM or equivalent)		50	

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(J)
Specification for PORTABLE USB HARD DISK

Sr. No.	Item	Rate	Quantity	Amount (Rs.)
1	160 GB USB HARD DISK		1	

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 II

Terms and Conditions for bidding

1. A minimum average turnover of **Rs. 500 Lakhs** for the last 3 years.
2. Minimum 5 years of experience of similar work in PSUs/Banks/reputed public and Pvt. Ltd companies **alongwith the certificate from the respective firm. (to be submitted in Annexure IV)**
3. **The quotations may be submitted in two separate envelopes :**
 - a. **Technical Bid :**
 - i. **PART I**
 - ii. **Annexure III** <basic information of the agency alongwith the list of staff [at Ahmedabad] with their technical qualification>,
 - iii. **Annexure IV** <Previous Experience alongwith documents in support thereof>
 - iv. **Balance-Sheet** of the firm for the last 03 years <2005-06, 2006-07, 2007-08>
 - v. IT Returns for the last 03 years
 - vi. List of addresses and contacts where the value of a single supply in last 02 years is Rs. 10 lakh and above (Documentary Evidence to be Submitted)
 - vii. **Configuration of various hardware items as per Annexure I(A) to I(J)**
 - viii. **Pay order /DD of Rs.1,00,000/- as EMD.**
 - b. **Financial Bid**
 - i. **PART II** (Bill of Quantities)
 - ii. **Annexure X and XI**(Buyback prices of Old PCs and Printers)
4. The envelope containing **Technical Bid** shall be opened first and those complying with the criteria shall be considered for **Financial Bid**.

PREVIOUS EXPERIENCE

LIST OF IMPORTANT WORKS EXECUTED BY THE FIRM DURING THE LAST FIVE YEARS FROM **01 APRIL 2003 TO 31 MARCH 2008**

Sr. No.	Name of the work and Location	Name of the Client with address and contact no.	Contract Amount

Note : Copies of the contract / work order in respect of the aforesaid must be enclosed.

Annexure V

Terms and Conditions of the Contract

1. The Desktop PC/ Laptops / Colour LJ Printers/ Stand alone LJ Printer/Network printers(A4 ,A3)/MFD/Portable Hard Disk/Pen Drives to be supplied will 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 inclusive of Excise duty, Sales tax, Transportation cost, other levies, VAT, etc.
3. **The delivery and installation will have to be completed within 2 weeks from the date of receipt of the final order and a machine installation report as per proforma (Annexure VI) may be submitted.**
4. **Warranty :** The equipment will carry a minimum three years on-site comprehensive warranty 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. Further, the suppliers / vendors will be asked to provide delivery and installation of Desktop PCs without any extra cost at Ahmedabad and also to provide comprehensive ON-SITE after-sales maintenance services at their cost during the warranty period.
5. **Inspection and Testing :** The equipment will be made available to the Bank's representative for inspection and the supplier will render all necessary assistance for the same. The supplier will also make all necessary arrangement for testing the material.
6. **Installation and Old Data Transfer/Backup :** The supplier will be responsible for satisfactory installation of Desktop PCs and the data from the old PCs may be copied to new PCs as per users' requirement.
7. The offer will remain valid for a minimum period of **90 days** from the date of opening the quotations.
8. **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.**
9. 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.
10. **Payment terms:**
 - a. **For Desktop PCs & Laptops :** 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.
 - b. **For All LJ Printers / MFDs / Potrable HDD / USB Pen Drives :** 100 % payment on successful installation.
11. The vendor has to submit a signed undertaking as per enclosed format from an authority not lower than the company Secretary of the system OEM.
12. The vendor has to supply 'Factory sealed boxes' with system OEM seal.
13. The vendor has to use tool/ utility like CPU-Z utility or the SpecNo for ascertaining the real parameters of the CPU.
14. In no case the harddisks should be refurbished and or have a green border or refurbished "Certified Repaired HDD" label. The vendor has to use HDTUNE_210 utility to reveal hard

disk manufacturers serial no. and date of manufacturing for cross verification of HDD parameters with harddisk vendor.

15. The PCs supplied must have Certificate of Authenticity pasted on PC.
16. Only reputed brands of memory to be supplied like Kingston, Transcend, Corsair, Samsung and Hynix.
17. Mandatory certifications are to be affixed on SMPS.
18. **Buyback of old PCs & Printers** : Buyback of PCs & Printers is on the basis of '**As is where is**' condition. Bidders may inspect the same and quote the buyback price accordingly. The bidder whose tender is accepted, is required to take away these old PCs & Printers, once new ones are installed at site. Representative of Agencies may visit our office on any working day, if they so desire to inspect the existing PCs/Printers.

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 VI

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 with (To be filled in by NABARD Representative)

Sr. No	Software	Version Number	License Number	No. of CDs / Floppies	Pre-Loaded on PC (Y/N)	Remarks

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

Annexure VII

LETTER OF INDEMNITY

The Chief General Manager
National Bank for Agriculture and Rural Development
NABARD TOWER, Opp. Municipal Garden
Usmanpura
Ahmedabad 380 013

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 - VIII

Performance of Bank Guarantee Pro forma

National Bank for Agriculture and Rural Development
Regional Office
Ahmedabad

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, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad 380 013 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 IX

Format of certificate to be enclosed on letterhead of the system Original Equipment Manufacturer (OEM)

Sub : Undertaking of Authenticity for Desktops supplies

Ref: 1. Your enquiry

2. Our quotation no..... dated.....

With reference to the desktops being supplied / quoted to you vide our quotation no. cited above,

We hereby undertake that all the components/ parts/ assembly/ software used in the desktops under the above like hard disk, monitors, memory etc shall be original new components/ parts/ assembly/ software only, from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly, software are being used or shall be used.

We also undertake that in respect of licensed operating system if asked for by you in the purchase order, the same shall be supplied along with the authorised license certificate (eg Product keys on Certification of Authenticity in case of Microsoft Operating System) and also that it shall be sourced from the authorised source (eg authorised Microsoft Channel in case of Microsoft Operating System).

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/ installation. It will be our responsibility to produce such letters from our OEM suppliers at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the IT hardware/ software already billed, we agree to take back the desktops without demur, if already supplied and return the money if any paid to us by you in this regard,

We (System OEM name) also take full responsibility of both Parts and Service SLA as per the content even if there is any defect by our authorised Service Centre/ Reseller/ SI etc.

Authorised Signatory

Name

Designation

Place

Date

Annexure X

Configuration of Desktops to be given under Buyback (As is where is Basis)

Sr. No.	Particulars	Configuration	Quantity	Rate (Rs.)	Total (Rs.)
1	IBM	PIII, WIN 98, 320 MB RAM, 10GB	40		
2	IBM Netvista	PIV, WIN 98, 256 MB RAM, 40GB	21		
3	HP Brio	PIII, WIN 98, 64 MB RAM, 8GB	9		
4	HCL	PIII, WIN 98, 64 MB, 4GB	8		

Annexure XI

Configuration of Printers to be given under Buyback(As is where is Basis)

Sr. No.	Particulars	Quantity	Rate (Rs.)	Total (Rs.)
1	HP 1100	4		
2	HP 6L	9		
3	Panasonic KX P3626	1		
4	Epson LQ 1050+	1		
5	Epson LQ 1070+	4		
6	Epson LQ 2070+	2		
7	TVSE HD 745	13		
8	HP 3323	1		
9	HP Officejet 655	1		
10	HP 1010	1		

PART II

Bill of quantities

Location of Delivery : NABARD Tower, Usmanpura, Ahmedabad

Sr. No.	Item	Quantity/ Unit	Rate (Rs.)	Amount (Rs)	
1	Desktop PCs	86			
2	Desktop PCs(special purpose)	1			
3	Laptops	3			
4	Printers A4 Network	5			
5	Printer A3 Network	1			
6	Standalone laserjet Printer A4	9			
7	Colour laserjet printer	1			
8	Multi Functional Device	1			
9	USB Flash Drives	50			
10	Portable Hard Disk	1			

Place :

Signature

Date :

Seal

NOTE : THIS PART(PART II) HAS TO BE SUBMITTED AS ENVELOPE II AND SUPERSCRIBED AS "FINANCIAL BID"