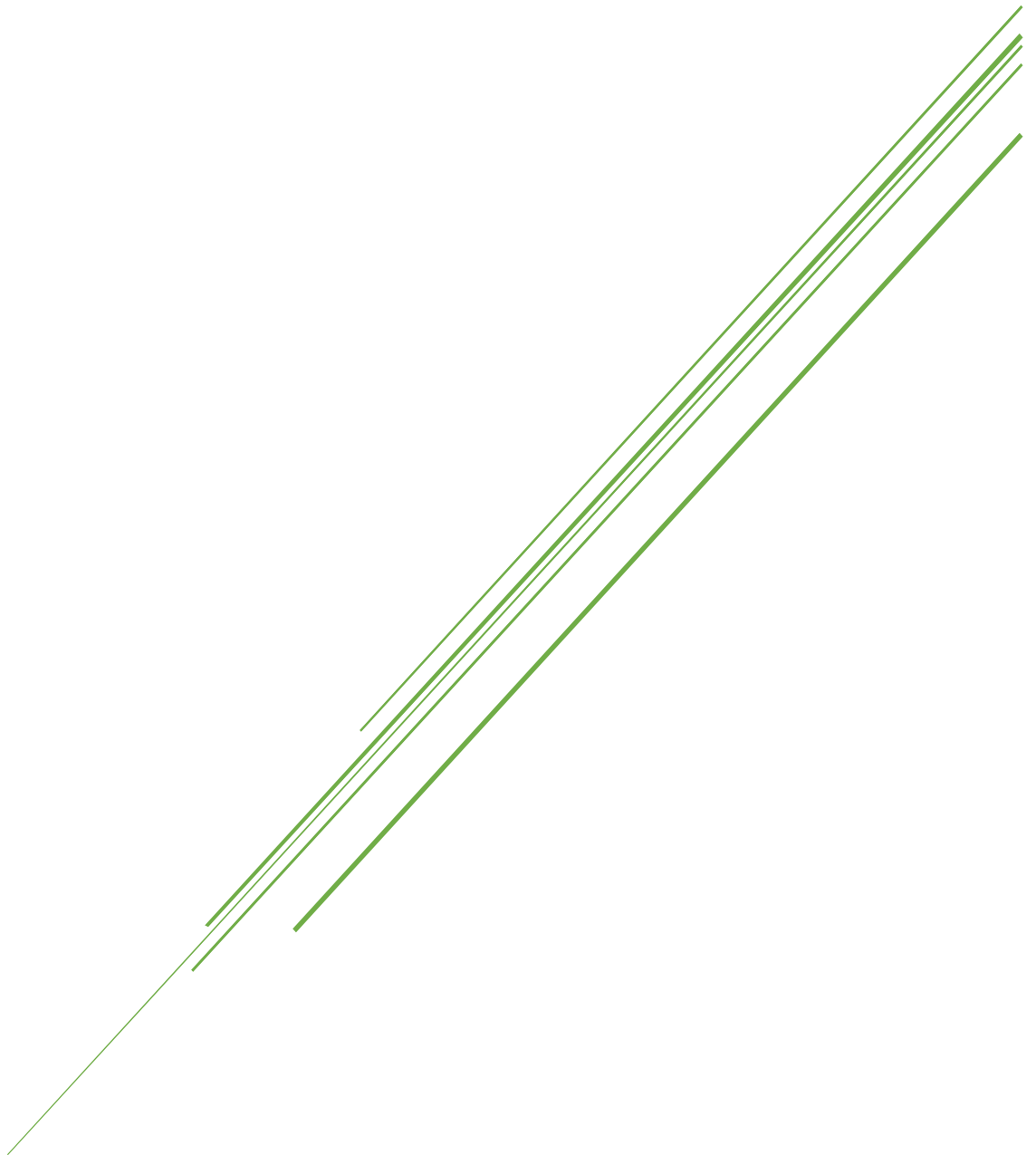


# Tender for purchase of Computer Hardware and other peripherals

09 September 2015



**GOA ELECTRONICS LIMITED**

A Subsidiary of EDC Ltd. (A Government of Goa Undertaking)

Ground Floor, "Shrama Shakti Bhavan", Patto Plaza, EDC Complex, Panaji - Goa 403 001  
Tel: 2437220, 2437248. Fax: 2437220. Website: [www.goaelectronics.co.in](http://www.goaelectronics.co.in)

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**TENDER NOTICE**

Tenders for the purchase of Computer Hardware/ Printers/ UPS and other peripherals are hereby invited from the vendors by Goa Electronics Limited through the e-tendering process using the website [www.etender.goa.gov.in](http://www.etender.goa.gov.in). The tender documents can be downloaded from GEL Website: [www.goaelectronics.co.in](http://www.goaelectronics.co.in) or [www.etender.goa.gov.in](http://www.etender.goa.gov.in).

The tender document containing “Technical bid” and “financial bid”, complete in all respect should be uploaded on [www.etender.goa.gov.in](http://www.etender.goa.gov.in) on or before 19 Sep 2015 upto 03.00 PM which will be opened in the presence of the tenderers or their representatives who may like to be present at that time as per the schedule mentioned in the tender document.

The vendors are required to get registered with [www.tenderwizard.com/GOA](http://www.tenderwizard.com/GOA). The vendor must have valid digital signature to submit the bid. The interested vendors fulfilling the terms & conditions should quote their minimum rates along with earnest money deposit as mentioned in the tender document.

All the vendors should also give a brief resume about their firm/company. Their turnover and firms/ offices to which they are supplying quoted items, should also be mentioned.

Goa Electronics Limited (GEL) reserves the right to reject all or any of the tenders without assigning any reason thereof. The Tender which is conditional/ incomplete/ belated/ without earnest money, processing fees, tender fees will not be entertained.

**Chief Executive Officer  
Goa Electronics Limited**

**TENDER DOCUMENT**

1. No. **GEL/AGR/HW-06** Date: **09 September 2015**
2. Name and Address of the party
3. Tender Document for **Purchase of Computer Hardware and other peripherals**
4. Earnest money Rs.150000/-
5. Cost of tender document Rs.1000/-
6. Cost of tender processing Rs.1500/-
7. Last date for submission of tender. **19 Sep 2015 upto 03.00 PM.**
8. Technical Bid to be opened on **22 Sep 2015 at 10.30 AM.**
9. Financial Bid to be opened on **24 Sep 2015 at 10.30 AM.**
10. Last date for submission of written Queries for clarifications **16 Sep 2015**
11. Contact Person for queries Sagar Jaiwar  
Sr. Software Developer

**Note:**

All the Pre Bid Queries would be accepted in written form (and a copy through mail also) only at below address:

Chief Executive Officer,  
Goa Electronics Limited,  
Mezzanine floor, Block 'B',  
EDC House, Dr. Dada Vaidya Road,  
Panaji, Goa-403001

Mail: [sagar@goaelectronics.co.in](mailto:sagar@goaelectronics.co.in)



## **Introduction**

Goa Electronics Limited (GEL) intends to purchase computers and other peripherals, for which tenders are hereby invited from the well reputed firms/vendors as per Terms & Conditions mentioned at **Annexure-'A'**. Format of Technical Bid is mentioned at **Annexure-'B'** and financial bid is mentioned at **Annexure-'C'**.

Tender documents can be downloaded from website [www.goelectronics.co.in](http://www.goelectronics.co.in) or <http://www.etender.goa.gov.in> as per the dates mentioned in the Tender Document. For participation in e-tender please visit our e-tender website <http://www.etender.goa.gov.in>. The vendors are expected to examine all instructions, forms, terms and other information in the tender documents. Failure to furnish all information required as mentioned in the tender documents or submission of a proposal not substantially responsive to the tender documents in every respect will be at the vendor's risk and may result in rejection of the proposal and forfeiture of the bid.

The tender fees shall not be refunded even if the bid is not submitted.

The technical bid and financial bid will be opened on two different dates. The technical bid will be opened on due date as mentioned in the tender document. The financial bid will be opened in respect of only those tenderers whose documents are found in order and whose items qualify technically.

**ANNEXURE-'A' - (TERMS AND CONDITIONS)**

1	Tender documents should be downloaded from website <a href="http://www.goelectronics.co.in">www.goelectronics.co.in</a> or <a href="http://www.etender.goa.gov.in">http://www.etender.goa.gov.in</a> as per the dates mentioned in the Tender Document.
2	The vendor should use the electronic mode of tendering using the website <a href="http://www.etender.goa.gov.in">www.etender.goa.gov.in</a> to submit his best possible quotes for the items given therein.
3	Late submission will not be entertained and will not be permitted by the e-Tendering System.
4	Last minute submission should be avoided. As such GEL will not be responsible for any failures in submission of bids.
5	Incomplete or conditional bids will be summarily rejected.
6	The vendors are expected to examine all instructions, forms, terms and other information in the tender documents.
7	Tender shall be uploaded separately through the e-Tendering System under Two Bid System viz Technical bid & Financial bid, as per the prescribed formats only. Failure to comply with these requirements may result in the bid being rejected.
8	The tender fees shall not be refunded even if the bid is not submitted.
9	The tender should be uploaded by <b>19 Sep 2015 upto 03.00 PM</b> . Along the scanned copy of NEFT/RTGS/OTC/debit card/credit card facility/net banking (Axis Bank) challan. The tenders without the mentioned challans will not be entertained.
10	The Technical Bid and the Financial bid as per Annexure -B and Annexure-C to be strictly uploaded to the e-tendering website mentioned.
11	If any vendor does not qualify in technical evaluation, the Commercial Proposal shall of the vendor shall not be opened.
12	The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection.
13	The technical bid and financial bid will be opened on two different dates.



14	The financial bid will be opened in respect of only those vendors whose documents are found in order and whose items qualify technically. The price comparisons in deciding lowest quotation for the <b>complete value of all the items</b> shall be made only over the rates quoted inclusive of all taxes and with 5 years comprehensive on-site warranty support. The lowest evaluated valid quotation will be selected.
15	Technical Documents to be scanned and uploaded to the e-tendering website.
16	The successful vendor shall extend minimum five years onsite warranty on all supplied hardware.
17	The vendor shall submit bank guarantee equal to 10% of the total cost of hardware. GEL shall be at liberty to enforce such bank guarantee in case the vendor fails to provide warranty of supplied hardware during warranty period or any other defaults in the execution of the order.
18	The successful vendor shall supply the prescribed hardware within 15 days from the issue of supply letter.
19	The EMD of successful vendor will be converted into security till the complete supply is made and will be refunded without any interest. The EMD of unsuccessful vendors will be returned after completion of tender process.
20	The payment will be released after 30 days on installation of complete supply of material based on duly certified installation reports after installations are done.
21	If the tenders opening day happens to be holiday, the same will be accepted and opened on the next working day.
22	The make / brand of the quoted hardware must be mentioned.
23	The person signing the tender form (or any other document forming part of the contract) on behalf of another, shall be deemed to warranty that he has the authority to sign such documents and if, on inquiry it appears that the person so signing had no authority to do so, the purchaser, may without prejudice to other civil and criminal remedies against the contract, holds the signatory liable for all costs and damages and forfeiture of the earnest money.
24	The attempt on the part of the vendor, to negotiate directly or indirectly, with the authority to whom the tender is being submitted or with the tender accepting authority, before the finalization of tenders, will make vendor liable for exclusion from the consideration of his/her tender.
25	GEL reserves the right to reject all or any tender without assigning any reason.
26	The approximate quantity to be purchased along with minimum hardware configuration/ specifications required have been mentioned at Annexure "B". However, GEL reserves the right to modify the quantity as per requirements.



27	<p>The warranty shall cover the following:</p> <ul style="list-style-type: none"> <li>• If any parts needs to be replaced, then the same shall be done within 48 Hrs including data transfer and completion of complaints in totality.</li> <li>• In case of failure of operating System the same shall be reinstalled.</li> </ul>						
28	<p>No hard Copies of any Technical Documents to be submitted to GEL Office. All documents to be uploaded onto the e-tendering website only.</p>						
29	<p><b>Penalty</b>  User of the Desktop and Printers and all other supplied peripherals may make a complaint about the Desktop and other peripherals / accessories and software /service through letter, fax email, phone SMS or any other means as the user thinks fit or convenient to the service center of vendor. Vendor shall provide contact numbers/ e-mail IDs clearly on stickers to be displayed on the Desktop and other peripherals.</p> <p>On receiving complaint the Vendor shall respond/ repair/ resolve or provide required services within the period as stated below.</p> <table border="1" data-bbox="304 853 1353 927"> <thead> <tr> <th>Location</th> <th>Response Period</th> <th>Resolution period</th> </tr> </thead> <tbody> <tr> <td>Anywhere in Goa</td> <td>8 hrs</td> <td>24 hrs</td> </tr> </tbody> </table> <p>Public holidays shall be excluded from above down time calculation  Penalty shall be applicable if the call is not responded within 8 hours. If any parts need to be replaced, then the same shall be done within 48 hours including data transfer and completion of complaints in totality.</p>	Location	Response Period	Resolution period	Anywhere in Goa	8 hrs	24 hrs
Location	Response Period	Resolution period					
Anywhere in Goa	8 hrs	24 hrs					
	<p>In case Vendor fails to maintain the above standard of maintenance penalty shall be imposed upon Vendor per day after resolution period subject to a maximum of 10 % of total contract cost including taxes as specified below.</p> <table border="1" data-bbox="304 1290 1315 1402"> <thead> <tr> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Desktop Computers/ Printers/ Laptops/ Scanners/ Web Cameras/ External Hard Drive</td> <td>@1% of equipment value</td> </tr> </tbody> </table> <p>In case the equipment is not repaired/ replaced within one week the penalty shall be charged at 3 times as the penalty shown above.</p>	Item	Amount	Desktop Computers/ Printers/ Laptops/ Scanners/ Web Cameras/ External Hard Drive	@1% of equipment value		
Item	Amount						
Desktop Computers/ Printers/ Laptops/ Scanners/ Web Cameras/ External Hard Drive	@1% of equipment value						



**Financial Terms and Conditions:**

1	The vendors must use only the format provided in the e-tender website for submitting the financials. Any other formats/ forms will not be accepted and such tenders will be rejected.
2	The vendor must provide the Commercial Proposal in e-tender mode only. Hardcopies of the Commercial proposals are not entertained.
3	The financial bid should contain the net rates to be charged on the basis of per unit.
4	The rates should be quoted in figures as well as in words, on the form attached at Annexure-'C' and duly signed and stamped by the authorized person.
5	The rates must be quoted inclusive of all taxes, F.O.R. destination and installation charges.
6	GEL reserves the right to alter the quantity of the computers and peripherals.





## **ANNEXURE 'B' (TECHNICAL BID FORMAT)**

The technical bid should contain the following documents which must be attached with the technical bid:-

1. The vendor should submit the tender payments in the e-Payment mode towards Cost of the Tender Document, EMD & Tender Processing Fee: To be paid online through e-payment mode via NEFT/RTGS/OTC/debit card/credit card facility/net banking (Axis Bank) with pre-printed challans available on e-tendering website and directly credit the amount to ITG account as generated by challans and upload the scanned copy of NEFT/RTGS/OTC/debit card/credit card facility/net banking (Axis Bank) challan along with the bid.
2. The person signing the tender shall be deemed that he has the authority to sign the tender on behalf of the said company. Letter of Authority to be attached.
3. Proof of Income Tax, Sales Tax, Service Tax and VAT Registration number (As applicable): Self attested copies to be attached.
4. The product profile of the company along with last 3 years' turnover, not less than Rs.5 Crore per year duly certified must be attached together with the list of reputed firms/offices to whom the company is supplying the tendered items. Audited Balance Sheet and Profit and Loss account (amount in Rupees) for last three years should be submitted.
5. The vendor shall be Original Equipment Manufacturer (OEM) of Desktop computers and peripherals or the Authorised System Integrator/ Partners / Dealer of OEM. In case the vendor is offering Desktop computers and peripherals from more than one OEM, he shall be authorised System Integrator/Channel Partner/Dealer for the Desktop computers and peripherals offered by him. Proof of the above shall be submitted in the form of authorization of dealership/SI/Partnership issued by the respective OEM.
6. The vendor should have a local presence, fully functional service/ support centre in Goa with minimum 20 qualified support staff to provide quality service support. Please attach the copy of any 2 of the following property tax bill/ Electricity bill / Telephone Bill / G.S.T. -C.S.T. registration / lease agreement etc.



- (Form – E5). Undertaking mentioning office address and No of Employees with qualification to be enclosed.
7. Vendors should have at least 3 years of experience in providing Hardware. A list of minimum 3 clients served in Goa (with contact address and phone numbers) shall be attached. Proof of execution of supplies executed in the last 3 years, to the minimum value of Rs. 10 Lacs per order, to Government Department or Public Undertakings or reputed private sectors (within India). Proof of satisfactory service for the above mentioned Purchases/ works from the customer shall be attached. At-least one customer in the Government Department or Public Undertakings is a must.
  8. The company/firm should be in existence and should have been in operation for a period of at least 5 years. The company/firm has to produce Certificate of Incorporation/Registration with Shops and Establishments/ Sales Tax Registration for the last 5 Years.
  9. PAN No. of the company/firm, TIN No. (As applicable): Self attested copies to be attached.
  10. The bidder should not have any of their contracts terminated or blacklisted in the last three years by any State or Central Government / PSU/ BFSI/ Private Sector. (Affidavit duly notarized to be submitted).



**ANNEXURE-'C'- (FINANCIAL BID FORMAT)**  
**QUOTATIONS FOR PURCHASE OF COMPUTER HARDWARE AND OTHER PERIPHERALS**

S.No.	Item	Make/Brand	Qty	Rates per unit inclusive of all taxes	Amount
1	Desktop Computers		14		
2.	Laptops I		18		
3.	Laptops II		8		
4.	Laptops III		8		
5.	Printer		14		
6	Scanner		8		
7	Web Camera		9		
8	Hard Disk (External)		9		
Total amount (Rs):					
Total amount in words (Rs):					

Total Amount with 5 years onsite warranty

Rs. \_\_\_\_\_

**Note:-**

1. The rates should be mentioned in figures as well as in words
2. Rates mentioned above are inclusive of all taxes, F.O.R. destination and installation charges and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.

**ANNEXURE-'D' – (SPECIFICATIONS AND CONFIGURATIONS)**

SN	Item	Specification/ Configuration	Approx. Quantity
1	Desktop Computers	<b>PROCESSOR:</b> Intel Core i3 4150 (3.5GHz) <b>CHIPSET:</b> H 81 <b>RAM:</b> 4GB DDR3 <b>HDD:</b> 1 TB 7200rpm <b>KEY BOARD +MOUSE:</b> Wired <b>WI-FI:</b> YES <b>CARD READER:</b> 7 IN 1 <b>OPTICAL DISK:</b> DVDRW <b>GRAPHICS:</b> Integrated <b>DISPLAY:</b> 18.5" LED <b>OS:</b> Win 8.1 <b>ANTIVIRUS</b> <b>WARRANTY</b> 5 Year Onsite Warranty	14
2	Laptop I	<b>PROCESSOR</b> Intel Core i5 (4210U) <b>MEMORY</b> System Memory 4 GB DDR3 <b>STORAGE</b> HDD Capacity 1 TB 5400 RPM <b>OPTICAL DISK DRIVE</b> Optical Drive Super Multi DVD RW Drive with Dual Layer Support <b>DISPLAY</b> Screen Size 39.62 cm (15.6") FHD TN GL (Slim) <b>GRAPHICS</b> Graphic Processor Integrated HD Graphics <b>COMMUNICATION</b> <ul style="list-style-type: none"> <li>• <b>Ethernet</b> 10/100M LAN</li> <li>• <b>Wireless LAN</b> IEEE 802.11b/g/n</li> <li>• <b>Bluetooth</b> Yes</li> </ul> <b>POWER</b> Battery Backup Upto 5 hours Power Supply 65 W AC Adapter <b>PORTS/SLOTS</b> Ports for 3 - USB, 1- RJ45 LAN, VGA, 1- HDMI, 1- Multi Card Slot <b>OPERATING SYSTEM</b> Windows 8.1 <b>ANTIVIRUS</b> <b>WARRANTY</b> 5 Year Onsite Warranty	18



3	Laptop II	<p><b>PROCESSOR</b> Intel® Core™ I3-4005U  <b>MEMORY</b> System Memory 4 GB DDR3  <b>STORAGE HDD</b> Capacity 1 TB 5400 RPM  <b>OPTICAL DISK DRIVE</b> Optical Drive Super Multi DVD RW Drive  <b>DISPLAY</b> Screen Size 15.6 HD TN GL (FLAT)  <b>GRAPHICS</b> Integrated HD Graphics  <b>COMMUNICATION</b></p> <ul style="list-style-type: none"> <li>• <b>Ethernet</b> 10/100M LAN</li> <li>• <b>Wireless LAN</b> IEEE 802.11b/g/n</li> <li>• <b>Bluetooth</b> Yes</li> </ul> <p><b>POWER</b> Battery Backup Upto 5 hours Power Supply 65 W AC Adapter  <b>PORTS/SLOTS</b>  2 USB 3.0, USB 2.0, HDMI-out, 2-in-1 card reader (SD/MMC), headphone/mic combo, VGA  <b>OPERATING SYSTEM</b> Windows 8.1  <b>ANTIVIRUS</b>  <b>WARRANTY</b> 5 Year Onsite Warranty</p>	8
4	Laptop III	<p><b>PROCESSOR</b> Intel® PQC N3540  <b>MEMORY</b> System Memory 2 GB  <b>STORAGE HDD</b> Capacity 500 GB 9.5/7MM 5400 RPM  <b>OPTICAL DISK DRIVE</b> Optical Drive 9.0MM Super Multi DVD RW Drive (Tray In)  <b>DISPLAY</b> Screen Size 15.6 HD TN GL (FLAT)  <b>GRAPHICS</b> Integrated Graphics  <b>COMMUNICATION</b></p> <ul style="list-style-type: none"> <li>• <b>Ethernet</b> 10/100M LAN</li> <li>• <b>Wireless LAN</b> IEEE 802.11b/g/n</li> <li>• <b>Bluetooth</b> 4.0</li> </ul> <p><b>POWER</b> Battery Backup Upto 5 hours Power Supply 65 W AC Adapter  <b>PORTS/SLOTS</b> 1x USB 3.0 and 2x USB 2.0, HDMI, Card Reader 2in1 (SD, MMC), Intel 3160 1x1 AC  <b>OPERATING SYSTEM</b> Windows 8.1  <b>ANTIVIRUS</b>  <b>WARRANTY</b> 5 Year Onsite Warranty</p>	8
5	Printers	<p><b>PRINT SPEED NORMAL:</b> Up to 18 ppm  <b>PRINT QUALITY BLACK (BEST):</b> Up to 600 x 600 x 2 dpi (1200 dpi effective output)  <b>PAPER HANDLING INPUT, STANDARD:</b> 150-sheet input tray  <b>PAPER HANDLING OUTPUT, STANDARD:</b> 100-sheet output bin  <b>MAXIMUM OUTPUT CAPACITY (SHEETS):</b> Up to 100 sheets  <b>DUPLEX PRINTING:</b> Manual (driver support provided)  <b>MEDIA SIZES SUPPORTED (A4, A5, A6, B5)</b>  <b>MEDIA SIZES, CUSTOM:</b> 150-sheet input tray: 147 x 211 to 216 x 356 mm  <b>WARRANTY</b> 5 Year Onsite Warranty</p>	14



6	Scanners	Document feeding mode     ADF Optical Resolution (dpi)     600 Grayscale mode     16bits input 8bits output Color mode     48bits input 24bits output Memory Size     64MB SDRAM Interface     USB 2.0 Long Paper Mode     Up to 36 inch (200 dpi) <b>SCAN SIZE</b> ADF Minimum     52 x 74 mm (2 x 2.9 in ) (A8) ADF Maximum     216 x 356 mm ( 8.5 x 14 in ) (Legal/A4) ADF Capacity     50 sheets Paper Thickness and Weight     49g - 120 g/m ( 13 - 32 lb ) <b>SCANNING SPEED</b> B/W @ 200dpi, A4     Simplex : 20 PPM, Duplex : 40 IPM B/W @ 300dpi, A4     Simplex : 20 PPM, Duplex : 40 IPM Color @ 200dpi, A4     Simplex : 20 PPM, Duplex : 40 IPM Color @ 300dpi, A4     Simplex : 20 PPM, Duplex : 40 IPM <b>WARRANTY</b> 5 Year Onsite Warranty	8
7	Web Camera	<b>VIDEO CALLING</b> (640 x 480 pixels) with recommended system <b>VIDEO CAPTURE:</b> Up to 1024 x 768 pixels <b>PHOTOS:</b> 5 megapixels <b>WARRANTY</b> 5 Year Onsite Warranty	9
8	External Hard Drive	<b>TYPE:</b> Portable <b>CONNECTIVITY:</b> USB 3.0 <b>OS SUPPORTED:</b> Windows: XP, Vista, 7, 8, Mac <b>TRANSFER SPEED:</b> USB 480 Mbps <b>CAPACITY:</b> 1 TB <b>WARRANTY</b> 5 Year Onsite Warranty	9