

TENDER NOTICE

Sealed tenders are invited on behalf of President of India by the Asstt. Director of Education, Daman towards Purchase of 1) Computer 2) UPS and 3) Laser Printer for Up gradation of 3 (Three) Govt. Middle School to Govt. High Schools, Daman District i.e. Damanwada, Moti Daman, Marwad, Nani Daman and Dunetha, Nani Daman for the year 2012-13.

Tender forms along with Terms and Conditions and Specification/configuration can be obtained from the office of the Asstt. Director of Education, Daman during working hours up to 07/09/2012 at 11.00 a.m. on payment of non refundable fees of Rs.500/-. The Earnest money Deposit of Rs. 22,288- (Rupees Twenty Two Thousand Two Hundred Eighty Eight only) in form of demand Draft or FDR or any Scheduled bank in favour of Asstt. Director of Education, Daman is to be submitted along with tender. The Tender which is not accompanied by EMD shall be summarily rejected.

The bidder should note that they submit the Bid in two separate sealed covers each super-scribed "Technical & Commercial bid."

The cover-I super –scribed " Technical Bid should comprise all documents pertaining to technical specification including Tender form for technical officer requirements bid. Security (i.e. EMD) & Confirmation to all Terms and conditions of Tender form. The cover – 2 super- scribed " Commercial Bid should contained only price Scheduled.

The sealed Tender duly filled in all respect containing all document including Tender Form, Terms and condition required EMD, Demand Draft of Tender fees receipt will be accepted/put in the tender box to the office of the Asstt. Director of Education, Nani Daman. On 10-09-2012 up to 12.00 hours and same will be opened on same day if possible at 15.00 hours in the chamber of the Asstt. Director of Education, Nani Daman in the presence of Tender opening committee and tenderer or their authorized representative present if any.

The detail of tender notice can also be downloaded from the office web site www.daman.nic.in and can submit the tender along with tender fee in form of Demand Draft to be drawn in the name of Asstt. Director of Education, Daman.

The right to accept or reject any or all tenders in parts or whole without assigning any reasons is reserved with the Asstt. Director of Education, Daman

Asstt. Director of Education
Daman

U. T. ADMINISTRATION OF DAMAN & DIU

OFFICE OF THE ASSTT. DIRECTOR OF EDUCATION, NANI DAMAN

Terms & Conditions for Purchase of School Computer, Printer Laser and UPS for up gradation of 3 (Three) Government Middle Schools as Government High Schools, Daman District i.e. Damanwada, Moti Daman, Marwad, Nani Daman and Dunetha, Nani Daman District for the year 2012-13.

Tender Notice :-No. DE/DMN/Comp/2012-13/737

Dated :- 28/08/2012.

1. **Eligibility**

- (1) The bidder should be registered under Sales Tax/VAT

2. The tender form along with terms and conditions can be obtained from the Office of ADE, Daman on payment of Rs. **500/-** cash (non-refundable).

3. Completed tender form should contain the following documents/certificates.

- Income Tax Clearance Certificate along with copies of returns of last three years.
- Sales Tax / VAT Registration Certificate for the tendered items.
- Proof of manufacturing/dealership/supplier of the items tendered for.
- In case, there is a small scale Industry, there should be a proof of registration.
- Demand Draft issued by Scheduled Bank in favour of Asstt. Director of Education, Daman as The Earnest Money Deposit (EMD) of Rs. **22,288/-**
- Details of nature of constitution of their firm / names & addresses of the proprietor partners / directors and also the details of sister concerns if any.

4. Only Sales Tax/VAT will be paid on the items on which it is chargeable under the Central Sales Tax Act/ VAT Act or the Rules made there under.

5. The rate(s) quoted should be strictly for free delivery at F.O.R. at the specified Schools of Daman District & will be valid and operative as per supply order.

6. The rates should be quoted inclusive of all taxes, installation & commissioning charges etc.

7. **Two Bid Systems :** The bidder should ensure that they submit the Bid in two separate sealed covers each super scribed "Technical & Financial Bid".

- (a) **Technical Bid Cover :** Technical bid consisting of all technical details.

DOCUMENTS TO BE SUBMITTED ALONGWITH TECHNICAL BID:

- (i) Tender fee coupon or Demand draft of requisite amount in favour of Assistant Director of Education, Daman.

- (ii) Vetted Registration certificate Performance Reports.

- (iii) All documents mentioned in Para 3, above.

- (iv) Copy of Terms & Condition of tender duly signed by the Tenderer.

- (v) The EMD cover should contain EMD amount in form of Demand Draft as mentioned in the tender. The name of the Bank must be mentioned on cover itself. This may be noted that the offer without EMD will not be accepted and the technical Bid cover will not be opened.

- (vi) Compliance to technical specifications :-

The Compliance statement should be submitted in the following formats:

Para No.	Specifications as per T. E.	Specifications offered	Compliance (Yes/No)	In case of non-compliance, deviation from T. E. Specification in unambiguous terms

- (b) **Financial Bid Cover :** Financial bid indicating item wise price for the items mentioned in the technical bid.

- (c) The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed. The technical bids are to be opened by the tender committee at the first instance and evaluated by a competent committee. At the

second stage, financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.

8. Except C.S.T., all other Taxes/Duties/Royalties Charges payable on the sales/Transport etc. within and/or outside the state shall be payable by the supplier.
9. No extra charges for packing, forwarding and insurance etc. will be paid in addition to the rates quoted.
10. The rates should be quoted only for the items specified in the list of requirement and should be for the items of given special make / manufacture.
11. Rates quoted for items other than the required specification/make/manufacture may not be considered. However, indigenous manufactures may quote their own makes provided the specifications confirm to the standard(s)/requirements of the given specifications/make/manufacturer.
12. Where specifications/make/manufacture are not specified by this office, the rates should be quoted only for the standard quality.
13. The tenderer should specify the name of the manufacturer for the items quoted by him along with catalogue of the items.
14. The tender should be neatly typed only the signature of the tenderer. No overwriting, correction or erasing will be considered.
15. The decision of the Asstt. Directorate of Education, Daman, for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
16. The Tender Committee will open the Tenders in presence of tenderers or their representatives, if any present in the Office of the Asstt. Directorate of Education, Nani Daman. The Tender Committee will first open the technical bid and considering the technical specification of Computer systems etc The Committee will open the financial bid only of those firms who are qualified for technical bid as per minimum specification given by the department.
17. The Asstt. Directorate of Education, Daman will be at liberty to accept the tender for the entire quantity or the part thereof at the rates submitted by the Bidder or at reduced rate during the negotiations if any.
18. Rates tendered/offered in response to the concerned Tender Notice by the successful bidder shall be considered as acceptance of all above terms and conditions for supply for all legal purpose and Department will issued notice to the successful bidder to this effect and also ask him to sign agreement as well as furnish security deposit as per condition number 19 and 20 of the terms and conditions.
19. Successful bidder will have to sign an agreement with the purchaser within 3 days of the receipt of the notice mentioned in condition 18.
20. The successful bidder has to submit performance bank guarantee (hereafter referred to as Security Deposit) from any nationalized bank of 10% amount of his final offer towards performance security within 7 days from the date of issue notice mentioned in condition 18 for the duration of one year.
21. The successful bidder will be given supply order by the department for supply of specified items within 15 days in various schools of Daman District from receipt of the supply order failing which the order shall stand cancelled.
22. In case, the supplier does not execute the supply order placed with him with in stipulated time, the Security Deposit of the supplier will be forfeited to the Government and the contract for the supply shall be terminated with no further liabilities on either party to the

contract.

23. EMD will be forfeited in case successful bidder fails to
 - (a) Sign agreement as mentioned above
 - (b) Furnish security deposit in time
24. The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted will be refunded to them.
25. For specified items, the amount of Security Deposit will be refunded after expiry of guarantee/Warranty period. For other items, security deposit will be released only on satisfactory completion of the supplies, or any such date/period as may be mutually agreed upon.
26. Extensions of time limit for supplies shall be considered by the Asstt. Directorate of Education maximum up to one month of issue of supply order. The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
27. Demurrage charges paid by the Asstt. Directorate of Education on account of late receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
28. The supplies of Computer systems etc. of inferior sub standard quality or of different specifications, brand, manufacturer etc. other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores Items and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk within 15 days from the date of dispatch of intimation of the non-acceptance. However, if the replaced supplies are not received within 15 days from the date of communication the Asstt. Directorate of Education will not be responsible for any damage, loss etc. of such rejected articles.
29. If at any time after the order for supply of Computer systems etc the Asstt. Directorate of Education shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Asstt. Directorate of Education shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation due to any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
30. Termination of agreement
 - (a) In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss suffered by the Government will be recovered from the supplier's Security Deposit or payment of any bill(s) to the extent required.
 - (b) In case of failure to supply the store, items and equipment etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the other Tenderer who offered next higher rates or from any other sources, as may be decided by the Asstt. Directorate of Education and the loss to the Government on account of such purchases(s) shall be recovered from the former supplier's Security Deposit/Earnest Money or amount of bill payable. The suppliers shall have no right to dispute with this procedure.
31. The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required as per conditions of this tender.

32. All bills should be in DUPLICATE and should invariable mention the number and date of supply order.
33. All bills for amount above Rs.5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs.5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
34. Each bill in which Value Aided Tax is charged must contain the following certificate on the body of the bill.
“CERTIFIED that the goods on which Value Aided Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Value Aided Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under”
35. In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the jurisdiction
36. The tender will be accepted during working hours up to 10-09-2012 at 12.00 hrs. and opened on same day at 15.00 hrs, If possible in the office of the Asstt. Director of Education, Nani Daman in the presence of the Tender committee and Tenderer(s) or their representative(s) if present.

Asstt. Director of Education,
Daman

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

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

ADMINISTRATION OF UNION TERRITORY OF DAMAN & DIU
DEPARTMENT OF EDUCATION,
D A M A N.

Tender No. /12-13.

Date of issue of Tender :

Last date of receipt of Tender : 10 -09-2012.

TENDER FORM

This tender form is issued to Shri/M/s.
_____ of
_____. Tender fees of Rs. 500/- (Rupees Five Hundred
only) received vide Receipt No. _____ dated

Daman.
Dated:

Asstt. Director of Education,
D A M A N.

To,
The Asstt. Director of Education,
Daman.

Sir,

I/we the undersigned _____

_____ of

M/s. _____

_____ hereby offer my/our rates as enclosed. I/we agree with the terms
and conditions attached with this tender and promise to supply the article at the rates shown against
each items as per attached Annexure.

(Sign. & Name of the Supplier)

Purchase of 10 Computers, with 01 Laser Printers and 10 UPS for Up gradation of 3 (Three) Govt. Middle School to Govt. High Schools, Daman District i.e. Damanwada, Moti Daman, Marwad, Nani Daman and Dunetha, Nani Daman for the year 2012-13.

Sr. No.	Name of Items	Unit	Rate per unit
1	(HP/Wipro/HCL <ul style="list-style-type: none"> Intel® Core™ i5-2500S (2.70 GHz, 6 MB cache, 4 cores) Form factor : Ultra-slim 500 GB SATA (7200 rpm) HDD 4 GB 1333 MHz DDR3 SDRAM Slim SATA SuperMulti DVD writer 17" TFT Monitor Integrated 10/100/1000 network interface Rear & Front 4+2 USB 2.0, Headphone Genuine Windows 7 Professional Keyboard & Optical Mouse 3 year onsite Warranty 	Per each	
2	UPS 600 VA (APC/iBall)	Per each	
3	Printer HP Laser Jet Pro M1536dnf Multifunction Printer (CE538A)	Per each	

Assistant Director of Education,
Daman