

Office of the Principal Accountant General (A&E), Andhra Pradesh,
Hyderabad-500 004 (Camp Office at Vijayawada)

NOTICE INVITING TENDER

PAG (A&E)/AP/2017-18/COMP.HW/ 1

Date: 14.09.2017

Sealed Tenders are invited from manufacturers (OEM)/authorized distributors/dealers of computer hardware for supply of the following items: -

S.No	Description of item	Configuration	Quantity
01.	I5 Desktop systems (Dell) with Dell Monitor, Keyboard & Mouse	CPU-Intel Core i5-6700 processor Chipset-Intel Q8 series Bus Architecture – 3 PCI (PCI/PCI Express) or more Memory- 8 GB 2133 MHz DDR4 RAM with 32 GB expandability Hard Disk Drive – 1 TB Dell 19” LED Monitor, Keyboard & Mouse Bays – 4 No’s or above Ports – 6 USB Ports or more Cabinet – Mini Tower / Tower DVD Writer – 24 X or better DVD RW Drive Networking Facility – 10/100/1000 on board integrated Network Port with remote booting facility, TPM enabled 1.2 chip OS – Windows 10 or higher preloaded with media and Documentation and Certificate of Authenticity. Preloaded Antivirus Software – Microsoft Security Essentials Warranty – 3 years on-site service	05

02	N-Computing Servers with monitor, keyboard, mouse	Dell T30 Server Intel Xeon processor / 8 GB RAM / 1TB HDD / 3 years warranty with Dell 20" LED Monitor, Dell USB Keyboard & Mouse	02
03	N-Computing Devices L-300K with monitor, keyboard & mouse	L-300K model Ethernet Virtual Desktop (N-Computing Client) With Dell 20" LED monitor, Dell keyboard and mouse	25
04	Switch Rack (24U)	Valrack make Switch Rack 24U	01
05	24 port fully managed switch	Dlink 24 port fully managed switch model : DGS-1510-28	02

1. Minimum Eligibility Criteria of the Bidders are as under: -

- a. **Bidders, if not OEM, should have authorization from manufacturers. (Annexure-IV)**
 - b. **Bidders should have minimum three years' experiences of supplying Computer Hardware to Departments/Ministries of the Government of India or Public Sector Undertakings.**
 - c. **Copies of two Purchase Orders received from Govt. Departments/PSUs during the last three years should be enclosed. The value of each purchase order should be more than Rs. 20 Lakhs.**
 - d. **Bidders should have minimum turnover of Rs.1.00 crore per year during each of the last three financial years. Copy of audited account statement of Balance Sheets and Profit & Loss account for last three financial years should be enclosed.**
2. Bidders have to deposit the Earnest Money Deposit (EMD) of Rs. 30,000 /- (Rupees Thirty thousand only) in the form of Demand Draft/Banker's Cheque drawn in favour of Sr. Accounts officer (Bills), O/o the Principal Accountant General (A&E), Andhra Pradesh and Telangana, Hyderabad, payable at Hyderabad from any Scheduled Bank.
3. Cheque/Money Order/Cash/BG shall not be accepted as EMD.

4. Earnest Money Deposit is applicable to all the bidders except Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department.
5. The EMD will be forfeited, if a Bidder withdraws his bid during the period of bid validity and/or on submission of false documents/undertaking.
6. A bid received without EMD shall be rejected as non-responsive at the bid opening stage and returned to the bidder unopened.
7. Bid will be rejected and returned to the bidder, if EMD is found to be of lesser amount or EMD is not submitted in the manner prescribed there for.
8. The bid security is normally to remain valid for a period of forty-five days beyond the final bid validity period.
9. The bid security of the unsuccessful bidder will be returned to them within 30 days after finalisation and award of the tender without any interest.
10. If the successful bidder refuse/fails to accept work order within seven days, EMD will be forfeited.
11. If the bidder withdraws tender after finalization of the tender, EMD will be forfeited.
12. If the successful bidder abandons the contract, security deposit will be forfeited
13. Bidders should not have been blacklisted by Departments/Ministries of the Govt. of India or PSUs for which Declaration has to be submitted in the specified format as provided in Tender Document @ Annexure I.
14. The rates quoted should not be higher than the rates quoted for same item to any Government/Undertaking.
15. Preference will be given to the vendors who have their registered office at Vijayawada with sales and service support.
16. All the sealed envelopes must be superscribed "Tender for supply of Desktops, N-Computing servers and devices".
17. The tender, complete in all respects, should be submitted in sealed envelope addressed to the "The Dy. Accountant General (Admn), O/o the Principal Accountant General (A&E), Andhra Pradesh, Saifabad, Hyderabad-500 004 may be dropped in the Tender Box placed in C-EDP section, 2nd Floor, F Block, O/o the Principal Accountant General (A&E), Andhra Pradesh, Hyderabad or by post to be delivered on or before 20-09-2017 up to 12.00 hrs. This office will not be responsible for postal delay. Bids received after the closing of stipulated date and time will be summarily rejected. Incomplete and conditional tender will be rejected.

18. The bid will be opened on 20-09-2017 at 15:00 hrs for further evaluation with a view to award the contract.
19. All the envelopes shall indicate the name and address of the bidder to enable the bid to be returned, if required.
20. No other method/means of submission of bid except as stated above shall be acceptable. All the documents submitted in the bid must be legible and self-attested. Otherwise the bid is likely to be rejected.
21. The competent authority of the O/o the Principal Accountant General (A&E), Andhra Pradesh, Hyderabad reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason. Further Addendum/Corrigendum, if any, will be uploaded onto website of Principal Accountant General, Hyderabad only. The decision of competent authority in this regard, shall be final and binding on all.
22. Performance Security Deposit (PSD):The successful bidder have to deposit Performance Security Deposit (PSD) at the rate of 5% of the total cost of the item before signing of the contract/issue of purchase order for supply of item in the form of Demand Draft payable in favour of “Sr. Accounts officer, Bills O/o the Principal Accountant General (A&E), Andhra Pradesh and Telangana, Hyderabad, payable at Hyderabad from any Scheduled Bank or Bank Guarantee of the same value from a Nationalized Bank. The EMD will be refunded to the firm after depositing the PSD. The PSD will remain valid for a period of 60 days beyond the date of completion of all contractual obligations of supply including warranty period. If there are any dues against the firm, the same may be deducted from the PSD. PSD can be withheld or forfeited in full or in part in case of unsatisfactory service maintenance during warranty/Full Service Maintenance Agreement period. No interest shall be payable on PSD.
23. Warranty and maintenance: The bidder shall provide comprehensive onsite warranty of three years OEM warranty.
24. Supply, Commissioning / installation, Payment and Penalty
 - (i) The items may be delivered to Office of the Principal Accountant General (A&E), Andhra Pradesh, Hyderabad within two weeks from the date of Purchase Order. No octroi, freight, insurance, etc. shall be paid.
 - (ii) If the firm/supplier fails to deliver the store/items or any consignment thereof, without any valid reason within the period prescribed for delivery as at (i) above, the office of the Accountant General (A&E), Andhra Pradesh, Hyderabad shall be entitled to recover 2% of the value of purchase order for delayed supply with reference to the delivery date given in the Purchase Order up to 15 days and thereafter at the rate of 4% of the value of delayed supply up to four weeks. Thereafter, the Purchase Order may be cancelled and

- cancellation charge of 5% of the value of unsupplied items would be charged.
- (iii) Commissioning/ Installation shall be made as per date and place intimated by this office.
 - (iv) Payment would be processed after satisfaction of technical expert that supply of hardware match the specification ordered for.
 - (v) No advance payment will be made in any case.

25. Clarifications: In case bidders require any clarification regarding the tender documents, they are advised to contact Sr. Accounts Officer/CEDP on 23236811 Ext.518 during working hours. No irrelevant query will be entertained.

26. The competent authority of the Principal Accountant General (A&E), Andhra Pradesh, Hyderabad reserves the right to accept or reject all bids including the lowest at any time prior to award of purchase order without assigning any reason. The competent authority also reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders in whole or in part without giving any notice or assigning any reason.

Last date for Tender submission: 20-Sep-2017 by 12.00 hrs
Opening of bids: 20-Sep-2017 at 15.00 hrs

Sd/-
**Dy. Accountant General (Admn),
O/o the Principal Accountant General (A&E),
Andhra Pradesh, Hyderabad**

DECLARATION FORM

To

The Dy. Accountant General(Admn),
O/o The Principal Accountant General(A&E),
Andhra Pradesh
Hyderabad-500 004.

Sir,

I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender Document.

2. I/We also confirm that in the event of my/our tender being accepted, I/We hereby undertake to furnish Performance Security Deposit (PSD), as applicable, in the form of Demand Draft/ Bank Guarantee within the stipulated period.

3. I/We hereby declare that neither firm nor any of the Proprietor /Partner/Director of the firm have ever been black listed/suspended for business by any Department of Government of India/ Public Undertaking.

Yours faithfully,

Dated_____

Signature, name & address of authorized signatory of the firm with seal

O/o The Principal Accountant General (A&E), Andhra Pradesh, Hyderabad

LETTER OF AUTHORIZATION FOR ATTENDING THE BID OPENING

Sub: Authorization for attending the bid opening on for procurement of the Computer Hardware.

The under mentioned person is hereby authorized to attend the bid opening for the tender mentioned above on behalf of M/s (name of the bidder)

Name

Specimen Signature

Alternative representative

Name

specimen signature

Signature of the bidder/ authorized signatory of the firm with seal

Annexure-III

O/o the Principal Accountant General(A&E), Andhra Pradesh, Hyderabad

Tender Document

Schedule of rates

From :

To

The Dy. Accountant General(Admn),
Office of the Principal Accountant General (A&E),
Andhra Pradesh
Hyderabad-500 004.

Sir,

I/we declare that I/we have gone through and shall abide by the terms and conditions detailed in the tender document for supply of Desktops, N-computing servers and N-computing clients required. The rates are as under:

SI No	Hardware items	configuration	Qty.	Rate per unit Rs.	Total amount	Warranty	VAT @Rs.	Total amount per Unit Rs
1	I5 Desktop systems (Dell)	CPU-Intel Core i5-6700 processor Chipset-Intel Q8 series Bus Architecture – 3 PCI (PCI/PCI Express) or more Memory- 8 GB 2133 MHz DDR4 RAM with 32 GB expandability Hard Disk Drive – 1 TB Dell 19" LED Monitor, Keyboard & Mouse Bays – 4 No's or above Ports – 6 USB Ports or more Cabinet – Mini Tower / Tower DVD Writer – 24 X or better DVD RW Drive Networking Facility – 10/100/1000 on board integrated Network Port with remote booting facility, TPM enabled 1.2 chip						

		OS – Windows 10 or higher preloaded with media and Documentation and Certificate of Authenticity. Preloaded Antivirus Software – Microsoft Security Essentials Warranty – 3 years on-site service						
2	N-Computing Server	Dell T30 Server Intel Xeon processor / 8 GB RAM / 1TB HDD / 3 years warranty with Dell 20" LED Monitor, Dell USB Keyboard & Mouse						
3	L-300K N-Computing Devices	L-300K model Ethernet Virtual Desktop (N-Computing Client) With Dell 20" LED monitor, keyboard and mouse						
4	Switch Rack (24U)	Valrack make Switch Rack 24U						
5	24 port fully managed switch	Dlink 24 port fully managed switch model : DGS-1510-28						

Yours faithfully,

Signature, name and address of authorised signatory of the firm with seal

Annexure - IV

To

Sub: OEM's Authorized Partners for this Tender.

Sir,

I/We _____ (Bidder/OEM) having my/our registered office _____ (address of the OEM) am/are an established manufacturer of _____ (name of quoted items). I/we _____ (Name of bidder/OEM) solely authorize _____ (Name of the bidders/OEM's authorized partner) to supply, install and provide warranty support on our quoted product for above mentioned tender. I/we have established that above authorized partners meet all tender eligibility conditions defined for OEM's authorized partners. I/we also have entered in an agreement with our all authorized partners that they will supply, install and provide warranty support for this tender on behalf of us.

2. Our full support is extended in all respects for supply, onsite warranty and maintenance of our products. I/we also ensure to provide the service support for the supplied equipments for a period of _____ years from date of installation of the equipments as per tender terms & conditions.

3. I/we also undertake that in case of default in execution of this tender by the any of authorized partners viz _____ (name of the authorized partners), the _____ (Bidder/OEM) shall take all liabilities and responsibilities and necessary steps for successful execution of maintenance/service support.

For _____ (name of) Bidder/OEM

(Authorized signatory)

Name & Designation: _____

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by legal head or HR Head or CS of OEM. This may be enclosed with the bid. Any modification done to the above format will not be acceptable.