

TENDER SPECIFICATION NO : # TN-IT-31

Cost of tender specification: Rs.2950/-

“ Supply and Installation of 03 nos slim Laptop cum Tablet at IT Cell AVVNL, Ajmer”

Ajmer Vidyut Vitran Nigam Limited

Office of the Superintending Engineer (IT)
Opp. 220 kV GSS, Naka Madar, Ajmer – 305 001 (Rajasthan)



Last Date for submission of Proposal is 24-07-2019 up to 3.00 PM

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AJMER VIDYUT VITRAN NIGAM LIMITED

IT CELL, NAKA MADAR, AJMER

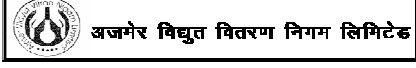
TENDER SPECIFICATION NO. # TN-IT-31

Contact Details	
Contact Person	Superintending Engineer (IT), AVVNL, Ajmer
Telephone:	(0145) 2671860
Fax	(0145) 2671860
Email	seitavnlaajmer@gmail.com seitajm.avvnl@rajasthan.gov.in
Website	www.energy.rajasthan.gov.in/avvnl

NOTICE INVITING TENDER

AVVNL invites Technical & Financial Bids for "Supply and Installation of 03 nos. slim Laptop cum Tablet at IT Cell, AVVNL, Ajmer" from experienced firms meeting minimum eligibility criteria as specified in the bid document.

Nature of the Work	Supply and Installation of 03 nos. slim Laptop cum Tablet at IT Cell, AVVNL, Ajmer
Cost of Tender Document (non-refundable)	Rs. 2950/- including GST@18% (Rupees Two Thousand Nine Hundred Fifty only) (50% of the prescribed cost applicable for MSME firms)
Estimated Project Cost	Rs. 4,80,000/-including GST@18% (Rupees Four Lakhs Eighty Thousands only)
Security Deposit/Earnest Money Deposit (EMD)	Rs 9,600/- (Rupees Nine Thousands Six Hundred only)
Publishing Date/Time	11-07-2019, 06:00 PM.
Document Download / Sale Start Date	From onwards 11-07-2019, 06:00 PM onwards at http://sppp.rajasthan.gov.in & www.energy.rajasthan.gov.in/avvnl
Document Download / Sale End Date/Time	24-07-2019, Up to 03:00 PM
Bid submission Start Date/Time & Place of submission of bids	11-07-2019, 11.00 AM onwards at Office of Superintending Engineer(IT), AVVNL, Ajmer
Bid submission Last Date/ Time	24-07-2019, Up to 03:00 PM at Office of Superintending Engineer(IT), AVVNL, Ajmer
Submission of Banker's Cheque/ Demand Draft for Tender Fee and EMD	24-07-2019 Up to 12:00 PM at Office of Sr. Accounts Officer(EA& Cash), Panchsheel Nagar, Ajmer
Date, Time and Place of Opening of Technical Bids	25-07-2019, 03:00 PM at Office of Superintending Engineer(IT), AVVNL, Ajmer
Date & Time of Opening of Financial Bids	Will be intimated later to the Technically qualified bidders
Websites for downloading Tender Document, Corrigendum's, Addendums etc.	www.energy.rajasthan.gov.in/avvnl & http://sppp.rajasthan.gov.in
Bid & EMD Validity	120 days from date of opening of Technical Bid or 90 days from the date of opening of Financial Bid whichever is later.



Tender #

IT-31

NOTE:

1. The tender/bid shall only be submitted to:-

The Superintending Engineer(IT),

Ajmer Vidyut Vitran Nigam Ltd.

IT Cell, Opp. 220 KV G.S.S, Naka MADAR, Ajmer-305001

Interested bidders may obtain additional information regarding NIT from the office of the Superintending Engineer (IT), Ajmer Vidyut Vitran Nigam Ltd, Naka Madar, Ajmer on any working day between 9.30 AM to 6.00 PM from 11-07-2019.

Superintending Engineer (IT)

AVVNL, Ajmer

Notice Inviting Tender (NIT)

Sealed tender invited for Supply and Installation of 03 nos. slim Laptop cum Tablet at IT Cell, AVVNL, Ajmer having following Terms & conditions with specifications mentioned in this NIT.

1. Scope of Work :-

Tender are invited by the Superintending Engineer (IT), AVVNL, Ajmer for Supply and Installation of 03 nos. slim Laptop cum Tablet at IT Cell, AVVNL, Ajmer. The scope of work comprises Supply and Installation of 03 nos. slim Laptop cum Tablet at IT Cell, AVVNL, Ajmer. The Technical specification of the Laptops are as under :-

Processor	Intel® Core™ i7-8565U (1.8 GHz base frequency, up to 4.6 GHz with Intel® Turbo Boost Technology, 8 MB cache, 4 cores) or higher
Processor Family	8th Generation Intel® Core™ i7 processor
Form factor	Convertible
Memory	16 GB DDR4-2400 SDRAM (onboard) or higher
Hard drive description	512 GB PCIe NVMe™ M.2 SSD or higher
Storage type	SSD
Display	Integrated Privacy Screen 33.78 cm(13.3) diagonal FHD IPS anti-glare micro-edge WLED-backlit (1920 x 1080)
Graphics	Intel UHD Graphics 620
Ports	2x USB Type-C™ 3.1 Gen 2 (Thunderbolt™ 3, DP 1.2, PD 3.0, Data transfer, Sleep and Charge); 1x USB 3.1 Gen2 Type-A™ Sleep and Charge); 1 headphone/microphone combo
Expansion slots	1 micro SD media card reader
Audio features	Bang & Olufsen; quad speakers; Audio Boost 2.0
Webcam	Webcam with integrated digital microphone
Sensors	Accelerometer; Gyroscope; eCompass
Pointing device	Image pad with multi-touch gesture support
Keyboard	Full-size island-style backlit keyboard
Wireless	Intel® Wireless-AC 9560 802.11a/b/g/n/ac (2x2) Wi-Fi® and Bluetooth® 5 Combo
Power supply type	65 W USB Type-C™ adapter
Battery type	4-cell, 61 Wh Li-ion polymer
Energy Efficiency Compliance	ENERGY STAR® certified; EPEAT® Silver registered
Dimensions without stand (W x D x H)	30.88 x 21.79 x 1.45 cm
Antivirus	Latest version of McAfee/Norton/Kaspersky/Quick heal with Media and 1 years Subscription (OEM Support, Updates, Patches)
Warranty	1 Year comprehensive on-site OEM Warranty from the date of Installation
Software	MS Office Home and Business 2019 License Copy
Operating System	Preloaded Genuine Microsoft Windows 10 Pro 64 preloaded OEM recovery partition, and its media and documentation and Certification of Authenticity

2. SALE OF TENDER/ BIDDING DOCUMENT :-

The bidders are permitted to download the bid document from websites <http://sppp.rajasthan.gov.in> & www.energy.rajasthan.gov.in/avvnl but must pay the cost of tender/bidding document Rs. 2950/- including GST@18% (Rs. Two Thousand Nine Hundred Fifty only) [non-refundable] in Bank Draft payable to Sr. Accounts Officer (EA & Cash) AVVNL, Ajmer and obtain acknowledgement thereof.

3. EARNEST MONEY DEPOSIT (EMD)/SECURITY DEPOSIT :-

- i. The bidder shall furnish Earnest Money/Security Deposit of Rs 9600/- (Rs. Nine Thousand Six Hundred only) by DD/Banker's cheque payable in the name of Sr. Accounts Officer (EA& Cash), AVVNL, Ajmer. No other mode of deposit shall be accepted.
- ii. Any tender not accompanied by a Banker's cheque / bank draft shall be rejected and the tender will not be opened.
- iii. In case of unsuccessful bidders, the Earnest money will be refundable within a month after finalization of the tender. In case of successful bidders the Earnest Money will be released after acceptance of Security BG, referred in the Clause 4 of this NIT.
- iv. Request for adjustments/proposals for acceptance of Earnest Money deposits, if any, already lying with the Nigam in connection with some other bids/orders shall not be entertained. No interest shall be payable on such deposits.
- v. The AVVNL reserves the right to forfeit Earnest Money deposit or a part thereof in circumstance, which according to him indicate that the bidder is not earnest in accepting/executing any order placed under the specification.

4. PERFORMANCE DEPOSIT/GUARANTEE:-

- i. A performance deposit / Guarantee equivalent to 5 % of contract value shall be deposited by the successful bidder either in DD/Banker's Cheque with the Sr. Account Officer(EA&Cash) AVVNL, Ajmer or in the form of Bank Guarantee from scheduled Bank on non-judicial stamp papers of appropriate value as intimated by AVVNL in the prescribed format addressed to the Superintending Engineer [IT], AVVNL, Ajmer for satisfactory work performance within 15 days of receipt of the Detailed Purchase Order. The Bank Guarantee is to be remained valid for a period of 1 year + 03 months claim period from the date of commencement of contract and may have to be extended if desired.
- ii. It would be preferred that the vendor furnishes the bank guarantee for 1 year + 03 month claim period at first instance and it will be the sole duty of vendor to get the BG extended well in time to maintain its validity as desired. AVVNL may invoke the BG without giving any information if validity of BG expires before 1 year + 03 month claim period.
- iii. The above BGs is to be furnished in whole Rupees with validity up-to last day of required calendar month. Bank commission charges or any other charges, if any, shall be to the Contractor's account.
- iv. The Bank guarantee must be from any Nationalized/Scheduled Bank. The vendor may furnish Bank Guarantee on stamp paper of native state provided the vendor shall furnish a certificate of Banker that the stamp duty has been paid as per prevailing rules of that state.

- v. Unless otherwise specifically required to be retained/forfeited by the NIGAM, the Security deposit shall be refundable on request of the contractor after three months on completion of the entire work to the satisfaction of the NIGAM.
- vi. If the contractor fails or neglect to observe or perform any of his obligation under the contract, it will be lawful for the NIGAM to forfeit either in whole or in part at his absolute discretion, the Security deposit furnished by the contractor.
- vii. If the contractor fails to provide the Security within the period specified, such failure shall constitute a breach of the Contract and the NIGAM shall be entitled to make other arrangements at the risk and expenses of the contractor and the Earnest money deposited by the Contractor shall stand forfeited by the NIGAM.

5. CHANGE OF QUANTITY :-

The owner reserves the right to change the quantities of Laptops from the scope as specified in the accompanying technical specifications, at the time of award of contract or during the execution of the contract. In case any change of quantities of Laptops varies from the scope of work, the value of contract will be changed accordingly.

6. FRIEGHT AND INSURANCE CHARGES :-

The Laptops shall be delivered at office of the Superintending Engineer(IT), AVVNL, Ajmer for which freight charges shall not be paid extra. It will be the responsibility of the supplier for safe arrival at consignee in full and good conditions at user point and purchaser shall not pay separately for transit insurance.

7. NODAL OFFICER :-

To interact between the Supervisory officer and agency, The Superintending Engineer (IT) will act as a Nodal Officer. Similarly, the agency shall communicate the name of the authorized person(s) that would act as a Nodal Officer(s) from its side.

8. SETTLEMENT OF DISPUTE :-

In any time any question, dispute or difference what so ever which may arise between the AVVNL and the agency, the same shall be decided by the MD, AVVNL, Ajmer or by the settlement committee constituted by him and shall be final and binding on both the parties.

The AVVNL has constituted settlement committee to settle the disputed cases. For the disputed amount up to Rs. 2.5 Lac the case may be referred to the CE level settlement committee and if the disputed amount is more than Rs.2.5 Lac the case shall be referred to the corporate level settlement committee. The non refundable fees for referring the case to the settlement committee are as given below or prescribed time to time:

- a. Reference fee for CE level settlement committee - Rs.300/-
- b. Reference fee for corporate level settlement committee-Rs.3000/-
- c. Fee for review of cases by corporate level settlement committee- Rs 5000/-

The settlement committee fees as shown above or prevailing at that time shall be deposited in cash with the Sr. Account Officer(EA&Cash), Ajmer.

9.INSPECTIONS AND TESTING :-

The inspection of the Laptops would be done at Office of the Superintending Engineer(IT), AVVNL, Ajmer and payment will be released only after satisfactory inspection/installation of Laptop..

10. GOODS AND SERVICE TAX :-

The bidder should have a valid GSTIN number and relevant document as a proof of GSTIN number.

11.MODE OF PAYMENT

- a) The payment shall be made on completion of contractual formalities and against receipted challans duly verified by the Superintending Engineer (IT) / Officer In charge by Sr. Accounts Officer(EA & Cash) and other documents furnished directly to the Sr. Accounts Officer (EA & Cash).
- b) The invoices shall be correctly prepared in four (4) copies in the name of Superintending Engineer(IT), and shall be submitted to Superintending Engineer(IT) who will verify all the copies of invoices / challans in token of acceptance of material in good condition and as per the specification given in the purchase order. The SE(IT) will retain one copy and endorse one copy each to supplier. Remaining one copy of invoice along-with original challan / bill) will be forwarded to the Sr. Accounts Officer (EA & Cash), AVVNL, Ajmer for arranging the payment of supplier / contractor.
- c) The payment of material supplied shall be made by the Sr. Accounts Officer (EA & Cash), AVVNL, Ajmer on submission of bill along-with all required documents.

For claiming 100% payment, completion of following formalities is essential :

- Execution of contract
- Goods and Service Tax certificate as per Clause.
- Inspection clearance(If applicable)
- Acceptance of PBG .
- Furnishing of manufactures' guarantee as per clause
- Satisfactory Supply and Installation Certificate by designated officers of Nigam.

12.TERMS OF PAYMENT

- (I) 100% payment of supplied equipments will be made after successful supply and installation of Laptops . The payment will be claimed after complete supply and Installation of Laptops. The payment shall be released on or within 30 days from the date of receipt of verified invoices / challan in Accounts section. The payment shall be made after successful Installation & commissioning.
- (II) A performance deposit / Guarantee equivalent to 5 % of contract value is to be remained valid for a period of 1 year + 03 months claim period from the date of commencement of contract and will be released after successful completion of support period.

13.GUARANTEE:

The Laptops ordered against purchase order shall be warranted for the minimum period of 12 months from the date of supply and installation of Laptops . Any defect observed/assessed during warranty period shall be attended/replaced by the supplier free of cost.

14. LIQUIDATED DAMAGES AND PENALTY :- Schedule of Completion

The completion of various activities of the tender are required to be done as per the following schedule

S. No	Particular of activity	Time schedule desired
1	Commencement of supply and Installation of Laptops	Within 15 days from the date of work order
2.	Completion of supply and Installation of Laptops	Within 30 days from the date of work order

The time for and date of delivery specified shall be deemed to be the essence of the contract and supplies shall have to be completed not later than the date (s) specified. Should the contractor / supplier fail to deliver the material/ equipment or any part thereof within the specific delivery period, the purchaser shall be entitled at his option for the following penalties :-

Delay in supply of Laptops:

1/2 % of item (unit) cost per week and part thereof. If delay is more than 2 month in the commencement of supply than the work order may be cancelled. Total penalty will not exceed 10 % of the unit item cost. The date of scheduled completion specified in the work order shall be reckoned for the purpose of consideration of penalty.

15. Pre Qualification Requirement :-

Relevant Experience:

- i. In case of authorized Business partner / dealer i.e. if bidder is other than manufacturer, the bidder should be authorized by its OEM to quote all the items against this bid . The bidder should furnish an undertaking from the OEM on the letter head of OEM that bidder is an authorized dealer and would deliver the Services as mentioned in the tender document.

Or

The Original Manufacturer can also participate in this tender and quotes. In this case the bidder has to furnish documents in support of manufacturer.

- ii. The bidder must submit an undertaking on its letter head that it has not been blacklisted by any State / Central Government / Public Enterprises.
- iii. The OEM should have India Telephone numbers available for technical Services for Laptops.
- iv. The bidder should have a valid GSTIN number and relevant document as a proof of GSTIN number shall be furnished with bid.

Note :- The price bid of the bidder meeting all above criteria shall only be opened.

16. Price Schedule : Price schedule is for reference purpose only. Bidder has to quote the price in price bid Envelop in the following format.

Please do not fill the prices here.

Sr. No.	Particular / Item	Make & Model	Qty. (nos.)	Unit Price (Rs.)	GST	Unit Price with GST	Total Cost (Rs.)
1.	2.	3	4	5	6	7	8=4*7
1	Supply and Installation of slim Laptop Cum Tablet		03				
	Total Cost						
	Total Cost (In Words)						

Note :- The L1 shall be decided on Total Cost of Package

17. Submission of Proposal :-

- (I) The Offer shall only be submitted in sealed envelopes within stipulated date & time as mentioned below.
- (a) Sealed small Envelop containing price bid. The Envelop shall be clearly mentioned that it contains price bid.
- (b) Another Sealed Envelope containing signed copy of this specification, proof of deposition of cost of specification, DD for EMD/Security Deposit, documents required for QR as per clause no.15. The Envelop should be clearly super scribed "It contains EMD/Security Deposit, cost of specification, QR related documents and signed copy of specification.
- (c) A big Envelop containing above two Envelops a & b.
- (II) Interested bidder may submit their bid in sealed envelope to this office before 3:00 PM on 24-07-2019 and the same shall be opened at 3.00 PM on 25-07-2019 in the presence of bidders or their authorized representatives who may choose to be present.

Annexure – 1: Performance Bank Guarantee Format**PERFORMANCE BANK GUARANTEE**

(On non-judicial stamp paper worth Rs..... of Govt. of Rajasthan)

To,

The Superintending Engineer (IT),

Ajmer Vidyut Vitran Nigam Ltd..

Ajmer

Dear Sir,

THIS DEED OF GUARANTEE is made this day _____ of _____ of the year _____ between the **SUPERINTENDING ENGINEER (IT)**, Ajmer Vidyut Vitran Nigam Ltd. (which expression shall unless excluded by or repugnant to the context includes his successors and assignees) of the one part and the _____, having its head office at _____ hereinafter called "The Bank" (which expression shall unless excluded by or repugnant to the context includes its successors and assignees) of the other part.

WHEREAS MESSERS _____ (hereinafter called contractor) agreed for supply & install with post installation support ----- to the **SUPERINTENDING ENGINEER (IT)**, Ajmer Vidyut Vitran Nigam Ltd. against Work order No. _____ dated _____ (hereinafter referred to as the contract).

AND WHEREAS as per the terms of the contract it was provided that the contractor should furnish a Bank Guarantee _____% of the total contract value by way of security for supplying & installing any material free of cost that may be required due to defect arising from faulty materials, design and workmanship, so as to make it meet the guarantee and requirements of the contract.

AND WHEREAS at the request of the contractor the Bank has agreed to execute these present.

NOW THIS INDENTURE WITNESS AND IT IS HEREBY AGREED AND DECLARED by the and between the parties hereto as follows:

1. The Bank hereby guarantees to the **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LIMITED, the fulfilment by the contractor of the various obligations imposed on them under the aforesaid contract including the obligations of the contractor to supply material and of good quality and workmanship and the bank further guarantees to the JAIPUR VIDYUT VITRAN NIGAM LTD. that the contractor shall substitute and supply any material free of cost, that may be required due to defects arising from faulty material design and workmanship and the Bank undertakes to indemnify and keep the **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LTD. indemnified to the extent of Rs. _____ (in words Rupees _____) against any loss or damage that may be caused to or suffered by the AJMER VIDYUT VITRAN NIGAM LTD. by reason of any failure by the contractor to timely supply material of good quality and workmanship as aforesaid and further undertake to pay to the **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LTD. on demand a sum not exceeding Rs. _____ (Rupees _____) in the event of the contractor failing or neglecting to perform and discharge the aforesaid duties and obligations on their part to be observed and performed under the said contract.

The decision of the **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LTD. as to whether the contractor has failed or neglected to perform or discharge their duties and obligations as aforesaid and as to the amount payable to the **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LTD. by the Bank herein shall be final and binding on the Bank.

2. The guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contract and it shall continue to be enforceable till all the obligations to the AJMER VIDYUT VITRAN NIGAM LTD. under or by force of the contract have been fully and properly discharged by the said contractor, subject however, to the conditions that the AJMER VIDYUT VITRAN NIGAM LTD. will have no right under this guarantee after 12 Months + 6 Months grace period from the date of completion / commissioning / taking over of the line, provided further that if any, claim arises by virtue of this guarantee before the aforesaid date, the same shall be enforceable against this bank notwithstanding the fact that the same is enforced after the aforesaid date.
3. The guarantee herein contained shall not be affected by any change in the constitution of the contractor or Bank.
4. The **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM LTD. shall have the fullest liberty without affecting the guarantee to postpone for any time and from time to time any of the powers exercisable by the NIGAM against contractor and either to enforce or forebear from enforcing any of terms and conditions of the said contract and the Bank shall not be released from its liability under this guarantee and exercise of the AJMER VIDYUT VITRAN NIGAM LTD. of the liberty with reference to the matter aforesaid or by the reasons time being given to the contractor or any other forbearance, act or omission on the part of the AJMER VIDYUT VITRAN NIGAM LTD. to the contractor or by any other matter or thing whatsoever which under the law relating to the sureties shall but for this provision have the effect of so releasing the bank from such liability.
5. The decision of the **SUPERINTENDING ENGINEER (IT)**, or any other officer exercising the powers of **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM Ltd. shall be the final.
6. The Bank further undertake not to revoke the guarantee during its currency except with the previous consent of the, **SUPERINTENDING ENGINEER (IT)**, AJMER VIDYUT VITRAN NIGAM Ltd. in writing.
7. All disputes arising under the said guarantee, between the Bank and the Nigam or between the contractor and the Nigam pertaining to the guarantee, shall be subject to the jurisdiction of Courts, only at AJMER in Rajasthan alone.
8. Notwithstanding anything contained herein before, the Bank's liability under this guarantee is restricted to Rs. _____ (Rupees _____) and the guarantee shall remain in force up to _____ unless demand or claim in writing is presented on the Bank within six months from that date, the Bank shall be released and discharged from all liabilities there under. However the validity of the bank guarantee shall be extended as and when required by the Nigam.
9. IN WITNESS WHEREOF THE BANK HAS executed these presents the day and year written above.

Yours faithfully,
Bankers (Executants)

Signed by the above named Bank in presence (Name and Address)

Witness 1.

Witness 2.

Attested by Notary Public or First Class Magistrate or directly confirmed by the executing bank.

Note: In case the contract is awarded to a joint venture, the contract performance bank guarantee shall be in the name of the joint venture covering all partners of the joint venture, not in the name of the lead partner or any partner(s) of the Joint Venture alone .

Annexure – 2: Price Bid Format

Price schedule is for reference purpose only. Bidder has to quote the price in sealed price bid Envelop in the following format.

Please do not fill the prices here.

Sr. No.	Particular / Item	Make & Model	Qty. (nos.)	Unit Price (Rs.)	GST	Unit Price with GST	Total Cost (Rs.)
1.	2.	3	4	5	6	7	8=4*7
1	Supply and Installation of slim Laptop Cum Tablet		03				
	Total Cost						
	Total Cost (In Words)						

Note :- The L1 shall be decided on Total Cost of Package.