

Tender Paper with detailed Specification of Desktop P.C., Laser Printer and UPS

Sl.. No.	Name of Article with specification	Quantity	Rate	Amount (Rs)
1.	Desktop PC: Intel Pentium i3 Generation Processor 4 MB L2 Cache Intel GH67 Chipset Motherboard, 4 GB DDR3 RAM 1333 MHz FSB, 500 GB SATA 7200 RPM HDD, CD, DVD, RW, Mini Tower Cabinet with ATX Power supply 24 Pin, 6 Nos. USB, 2 Ports, 18.5 LED TFT Monitor, Multimedia Keyboard, Optical Scroll Mouse, Ubuntu operation system, Windows 7 operating system, LAN facilities (10,100 & 1000), Graphics etc. Warranty for at least one year from the date of installation. Rate should be FOR Lembucherra office. Brand must be mentioned	3 (three) sets		
2.	Hp LaserJet Printer: Mono 600x600 dpi resolution, A4 size paper print in ppm, print speed minimum 15ppm, page out in 10 seconds, 234 MI processor with 2 MB RAM, 12 Toner-200 pages full toner, legal size printing, Warranty for at least one year from the date of installation. Rate should be FOR Lembucherra office. Brand must be mentioned	3 (three) sets		
3.	Offline UPS: 650 KVA, 20 minutes back up, Brand must be mentioned. Rate should be FOR Lembucherra office. Warranty for one year from the date of installation.	3 (three) Nos.		

Total cost: Rs..... (Rupees.....
) only.

EMD amount with details::

Enclosures:

Signature of the bidder with seal and date



ICAR Research Complex for NEH Region
Tripura Centre, P.O. Lembucherra 799 210
West Tripura.

No. RC/TC(S-30)/2013/Equip/1564

January 24, 2014.

NOTICE INVITING TENDER FOR Desktop PC etc.

SEALED TENDERS are invited for supply and installation of 3 Nos. Desktop PC with 3 Nos. each of LaserJet Printer and UPS each from the bonafide stockiests/suppliers/Dealers. The closing date of receipt of the tenders is **8th February 2014 (up to 2-30 P.M.)**. The interested bidders may send their bids in sealed cover superscribing 'Tender for Desktop PC, LaserJet Printer and UPS'. The tenders must be accompanied of **Rs.250.00 (two thousand five hundred) only** as Deposit-at-Call/Demand Draft in favour of the undersigned. Necessary copies of ITC, PTC, dealership certificate are also to be attached with the tender. The details tender paper may be downloaded from our website <http://www.tripuraicaricar.gov.in>

The undersigned reserves the right to accept and/or reject any tender including the lowest one (s) without assigning any reason thereof.

(M. DATTA)
Joint Director

Phone No. 0381- 2865537, 2917883. 2865201. 2865353 (Office), 0381-2410092 (Res.-JD)

Tele Fax.0381-2865537, 2865201, 2410092

mail: jdtr.icar@nic.in / jdtr.icar@gmail.com

From:

To

The Joint Director,
ICAR Research Complex for NEH Region,
Tripura Centre, Lembucherra-799210.

Sub: Submission of Tender for'.....
.....'

Ref: Your NIT No..... Dated.....

Sir,

With reference to the above NIT I/we hereby offer my/our rates as detailed in you Tender Papers or such portion thereof as you may specify in the acceptance of tender. I/we shall be bound by a communication of acceptance dispatched within the aforesaid date.

2. I/we understood the instructions and conditions of contract pertaining to the above mentioned tender and have thoroughly examined the specifications/drawings and/or pattern quoted in the schedule thereto and am/are fully aware of the nature of the stores required and my/our offer is to supply strictly in accordance with the requirements.

3. The following pages have been added as part of the tender:

- a)
- b)
- c)
- d)
- e)
- f)

4. An A/c Pay cheque/Demand Draft/Banker's Cheque bearing No. dated for Rs..... (Rupees.....) only drawn in favour of the Joint Director, ICAR, Tripura Centre is enclosed herewith being the cost of tender papers.

5. One Deposit-at-Call bearing No..... dated..... for Rs..... (Rupees.....) only, drawn in favour of the Joint Director, ICAR, Tripura Centre on SBI, Agartala is also enclosed herewith being the **Earnest Money Deposit (EMD)**.

6. I/we also agree to execute the contract bond/agreement as per ICAR rules

Yours faithfully,

Signature of witness
Address

(Signature of Tenderer)

Terms & conditions

1. Only bonafide suppliers/stockiest firms duly registered and having PAN, valid registration with sales tax and Central Sales Tax (CST) (where applicable) are eligible for submitting tender. Tenderers having quoted for ISI/ISO certified equipment/service shall have preference.
2. As mentioned in the tender notice, the Earnest Money has to be submitted in the form of '**Deposit-at-Call**' in favour of the Joint Director, ICAR, Tripura Centre of any nationalized / state operated bank. Tender without the appropriate EMD will not be entertained and will be rejected. Number of the D'call has to be mentioned in submission letter.
3. The EMD will not carry any interest on it. The EMD of unsuccessful bidder (s) may be released on receipt of request from respective bidder, while the EMD of the successful tenderer (s) may be released only after 6 (six) months of completion of work/supply & installation/demonstration. Request for release of such EMD after 3 years from the last date of receipt of tender not received, the same will be forfeited. Submission of EMD with tender is **compulsory** and no request for exemption is acceptable.
4. Tenders may be submitted in person and may drop in Tender Box or may send through Registered post/Speed Post. Responsibility of late receipt/postal delay/transit loss of such tender (s) sent through post will not be taken by the ICAR authority.
5. Tender paper (forms and other papers) has to be **downloaded from our website <http://www.tripuraicar.gov.in>**
6. Tender (s) has to be submitted inscribing 'TENDER FOR SUPPLY OF DESKTOP PC, UPS and LASERJET PRINTER' together with all requisite documents, EMD etc.
7. The successful tenderer has to complete supply/demonstration./installation of the ordered equipment/instruments within stipulated time, failing which, penalty @5% (five percent) of the value of tender for delay of 15 days or fraction thereof will be imposed and will be deducted from contractor's bill or the EMD and the order will stand automatically cancelled.
8. Tender (s) should reach the office of the Joint Director, ICAR, Tripura Centre, Lembucherra within the stipulated date and time. Dropping time of tenders is 10 A.M. to 4 P.M. (except closing date, that is the time is 2-30 P.M.). The tender so received up to the last date and time may be opened on that day, if possible. No tender will be received / entertained after the stipulated date and time.
9. Payment of supplier's bill will be made by A/c payee DD/Cheque either from Tripura Centre or from our Complex's H. Qrs., Umiam, Meghalaya.
10. Appropriate Income tax by way of TDS (Tax Deducted at Source) as per the IT rates prescribed by Govt. of India will be deducted.
11. Decision of the Joint Director, ICAR Research Complex, Tripura Centre on any dispute related to the Tender shall be final and binding.
12. If the total number of tenders are received is less than three, the received such tenders will not be opened and will be returned or time may be extended for once.
13. The tenders should remain valid for **one year** from the date of acceptance.
14. the authority reserves the right to accept/reject any tender including the lowest one without assigning any reason thereof. The authority also reserves the right to accept any tender if the **lowest** bidder fails to complete the/does not start the awarded work within stipulated time, i.e., it is not mandatory of award the work to **2nd lowest**.

Signature of Tenderer

Joint Director/Asstt.A.O.

All correspondence relating to the tender should be addressed to the Joint Director, ICAR Research Complex, Tripura Centre, Lembucherra, West Tripura-799210.

APPLICATION FOR REQUEST FOR REFUND OF THE E.M.D. WITH REGARD TO THE TENDER FOR
THE CIVIL WORKS UNDER ICAR RESEARCH COMPLEX, TRIPURA CENTRE, LEMBUCHERRA,
WEST TRIPURA, TRIPURA

From

To

The Joint Director,
ICAR Research Complex for NEH Region,
Tripura Centre, P.O. Lembucherra,
West Tripura-799210, Tripura.

Sub: Application for release of EMD

Ref: Work entitled '.....
.....

Sir,

This is to request you that since I am not the successful bidder with regard to the above mentioned tender, hence my E.M.D. which was dispatched / submitted to your good self vide Deposit-at-Call / Demand Draft / Banker's Cheque No. _____ dated _____ for Rs. _____ of(name of Bank and Branch) drawn in favour of the Joint Director, ICAR Research Complex and payable and Agartala, may kindly be refunded to me at an early date.

Yours faithfully,

Date:

Signature & Seal of the Tenderer