

RAJASTHAN HIGH COURT, JODHPUR
TENDER NOTICE

Tender for Electronics Items & others

S.No.: HC/SK/ 2014-15/478

Dated : 12.02.2015

Sealed tenders are invited from the firms of good repute for supply of Electronics Items etc amounting to Rs. 21.23 Lakh(Approx.)

The tender form for these items along with terms and conditions etc. can be obtained from the cashier of this office on any working day from 16.02.2015 to 28.02.2015. The Details of NIT, instructions, terms & conditions are also available on <http://www.hcraj.nic.in>, <http://dipr.rajasthan.gov.in> & <http://sppp.rajasthan.gov.in> website.

Sealed tenders may be submitted in the Store Section of this office till 1.00 PM on 02.03.2015 and the tenders will be opened on the same day at 2.30 PM. Any future clarification(s) and/ or corrigendum (s) shall be communicated through above websites.

By Order,


Registrar (Admn.)

RAJASTHAN HIGH COURT, JODHPUR

Tender details for Electronics Items & others

Tender Ref.: **S.No.: HC/SK/ 2014-15/478 Dated : 12-02-2015**

Sealed tenders are invited from the firms of good repute for supply of Electronics Items etc amounting to Rs. 21:23 Lakh(Approx.) as under:

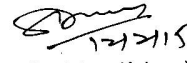
(Tender Form Fee Rs. 400/-)

SNo	PARTICULAR	QTY.	APPROX. COST
1	PHOTOCOPIER CUM HEAVY DUTY PRINTER (20 CMP OR HIGHER)	3	210000
2	PHOTOCOPIER CUM HEAVY DUTY PRINTER (30 CMP OR HIGHER)	11	1485000
3	LED TV 32" (Full HD)	6	180000
4	WATER COOLER (350 TO 380 LTR.)	1	75000
5	WATER PURIFIER	2	88000
6	WATER R.O. SYSTEM (100 Ltr. Per Hour)	1	85000

Tender forms are available during office hours from 16.02.2015 to 28.02.2015 with Cashier of this office. Tender may be submitted till 1.00 PM on the 02.03.2015 and shall be opened on the same day at 2.30 PM in the presence of bidders or their authorized representatives who wish to be present. Bidders can also download instructions, terms & conditions from <http://www.hcraij.nic.in>, <http://dipr.rajasthan.gov.in> & <http://sppp.rajasthan.gov.in> website. Any future clarification(s) and / or corrigendum(s) shall be communicated through above websites.

Registrar General, Rajasthan High Court, Jodhpur reserves the right to amend or withdraw any of the terms and conditions of the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Registrar General, Rajasthan High Court, Jodhpur in this regard shall be final.

By Order,


12/2/15
Registrar (Admn.)

RAJASTHAN HIGH COURT, JODHPUR

S.No.	<u>DETAILS/ SPECIFICATION OF ELECTRONICS & OTHER ITEMS</u>	
1	<u>PHOTOCOPIER CUM HEAVY DUTY PRINTER</u>	
	Print Speed	- 20 CPM (Single/Duplex) or Higher
	Resolution	- Black 600 x 600 dpi or above
	Interface	- High Speed USB 2.0 or above
	Connectivity	- Network enabled
	Duplex Printing	- Yes, ARDF
	Paper	- Minimum combined capacity 250 sheets
Warranty	- 3 Years onsite warranty	
2	<u>PHOTOCOPIER CUM HEAVY DUTY PRINTER</u>	
	Speed	- 30PPM @ / 30CPM# or Higher
	Hard Disk	- Yes (160 GB or Higher)
	RAM	- Yes (2GB or Higher)
	Printer Interface	- Yes
	Color Scanner	- Yes
	Paper Capacity	- Combined capacity of minimum 500 sheets in all trays
	Duplex copy/ Printing(ARDF)	- Yes (Automatic)
	Scanning Speed	- 40 ipm or Higher
	Trolley/ Stand	- Yes
	Paper Size	- B5 to A3 Accessory or Better
3	<u>LED TV 32" (FULL HD)</u>	
	Screen Size	- 32" Class
	Resolution	- Full HD 1920 x 1080 Pixels
	BackLight Module	- LED
	USB/HDMI Port	- Yes
	Make	- Any Reputed Brand
Warranty	- Standard onsite Warranty	
4	<u>WATER COOLER (350 TO 380 Ltr.)</u>	
	Cooling Capacity	- 60 ltrs/hr or higher
	Power Supply	- 230 + 10%, 50 Hz Single Phase AC
	Storage Capacity	- 350 to 380 ltrs
	Chiller Tank	- Stainless Steel
	Make	- Any Reputed Brand
Warranty	- Standard onsite Warranty	
5	<u>WATER PURIFIER</u>	
	Water Flow Rate	- 600 LPH or Higher
	Water Inlet Pressure(Max.)	- 2.0 Kg/Sq.Cm or Better
	Water Inlet Pressure(Min.)	- 0.2 Kg/Sq.Cm or Better
	Essential features	- (a) Built in stabilizer, (b) Water Control sensor
	Make	- Any Reputed Brand
Warranty	- Standard onsite Warranty	
6	<u>WATER R.O. SYSTEM (100 Ltr. Per Hour)</u>	
	produces 100 liter pure water per hour	
	Removes hardness, active and inactive bacteria and viruses	
	Low cost of maintenance and consumables Required Excellent services backup, Any Reputed Brand , Standard onsite Warranty	
Note :	<ol style="list-style-type: none"> 1. Catalogue & Technical Specification must be provided by the vendor. 2. Demonstration of product, may also be called for perusal by Hon'ble purchase committee on the expenses of the bidder. 	

By Order,



Registrar (Admn.)

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RAJASTHAN HIGH COURT, JODHPUR

GENERAL INSTRUCTION TO BIDDER FOR PURCHASE OF ELECTRONICS ITEMS
FOR FINANCIAL YEAR 2014-15

GENERAL INSTRUCTIONS TO BIDDER

- A. Name of the Authority Inviting Tenders**
- I. Registrar General, Rajasthan High Court, Jodhpur, (Rajasthan) – 342001
Phone: 0291-2541338, 2545516 Fax : 0291-2546974, Mail to:hc-rj@nic.in
- B. Mode of submission of Tenders and last date**
- I. The interested Companies/Firms/Agencies can purchase Tender Form from cashier of this office during office hours from 16.02.2015 to 28.02.2015.
- II. Tender in sealed envelopes shall be deposited at the Store Section of Rajasthan High Court, Jodhpur or may be sent through registered/speed post addressed to **The Registrar General, Rajasthan High Court, Jodhpur.**
- III. The interested Companies/Firms/Agencies may send their bid dully filled in and signed with relevant documents along with Earnest Money Deposit (2% EMD) as mentioned in the schedule in form of Bankers Cheque/ Demand Draft issued in favor of **Registrar General, Rajasthan High Court, Jodhpur**, drawn on any scheduled bank payable at Jodhpur. Envelope must be superscripted "**Bid for Purchase of Electronics Items Tender No HC/SK/ 2014-15/478 Dated 12.02.2015**" and be reached to this office upto 1.00 PM on 02.03.2015.
- IV. The Tenders should be typed or handwritten but there should not be any overwriting or cutting. **The name and signature of bidder's authorized person should appear on each page of the application.**
- V. Tenders received without Tender Fee and EMD amount will not be entertained.
- VI. Late/delayed tenders received in this office due to any reason whatsoever will not be accepted under any circumstances.
- VII. Tenders received after the last date shall not be entertained at all. This office is not responsible for postal delay.
- C. BID PRICES**
- I. The bidder shall give the total composite price inclusive of all levies and taxes i.e. FOR Store. The offer of the firm shall be in Indian Rupees only. No foreign exchange will be made available by the institute.
- II. The prices quoted by the bidder shall remain fix during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.
- D. Technical & Financial Evaluation**
- 1- Detailed technical evaluation shall be carried out pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For the purpose of this clause, the

Authorized Signatory of Firm: _____

Name & Seal of the firm: _____

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substantially responsive bid is one that conforms to eligibility and all the terms and condition of the tender without any material deviation. The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids to determine whether they are complete, whether required security have been furnished, whether the documents have been properly signed and whether the bids are in order.

- 2- The purchase committee may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/presentation.
- 3- A bid determined as substantially non-responsive will be rejected by the Institute and shall not be allowed to be responsive by correction of the nonconformity.
- 4- **Demonstration of Samples:** Samples of product offered may be submitted at the time of opening of bid before the purchase committee. The committee may call for the samples at any point of time.

E. Bid Security/Earnest Money Deposit (EMD)

- 1- EMD @ 2% of the bid value in the form of banker's cheque/demand draft of any of the scheduled banks drawn in favor of "Registrar General, Rajasthan High Court, Jodhpur" shall accompany the bid. Successful bidder will deposit 5% of supply order as security money. EMD @ 2% will be adjusted towards earnest money.
- 2- The quotations received without earnest money shall be summarily rejected without assigning any reason and no tenderer shall have the right to represent against it even if his quotation happens to be the lowest.
- 3- EMD for lesser amount/EMD not submitted in the manner prescribed will be rejected and returned to the bidder.
- 4- The submission of EMD is compulsory for all the bidders except those who are exempted under the rules.
- 5- The earnest money will be refunded without interest to the tenderer whose tender is not accepted after the finalisation and award of the tender.

F. Documents/Certificates

The Tendering firms/agencies are required to submit the self attested photocopies of following documents, failing which their bids will be summarily/out-rightly rejected and will not be considered further;

- I. Registration certificate as per existing norms (indicating the legal status— company/partnership firm/proprietorship concern, etc.);
- II. Copy of CST/VAT/TIN Registration Certificates
- III. Copy of PAN Card;

Authorized Signatory: _____

Name & Seal of the firm: _____

G. Signing of the bids

- I. The bid shall be typed or hand written. All pages shall be signed and stamped by the bidder as proof of having read the contents therein and in acceptance thereof.
- II. All entries in the bid form should be legible and filled clearly. If the space for furnishing information is not sufficient, separate sheet duly signed by the authorized signatory may be attached.
- III. The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the bidder in which case corrections shall be signed by the person/persons signing the bid.

H. Rejection of incomplete and conditional tenders

- I. The incomplete and conditional tenders will be rejected. Quoting unrealistic rates will be treated as disqualification.

I. No withdrawal after submission of bids

No bidder will be allowed to withdraw after submission of bids/ opening of the tender; otherwise the EMD submitted by the firm shall stand forfeited.

J. Non acceptance of the tenders received after the last date

Tenders received after the last date and time prescribed in the NIT shall **not be** accepted under any circumstances.

K. Non transferability

This tender document is non transferable.

L. Extension of last date

The Registrar General, Rajasthan High Court, Jodhpur may in his discretion can extend the last date for submission of the Tender and such extension shall be binding on all the Bidders.

M. The rates offered should be in accordance with the following conditions:

Rates quoted should be separate for each item.

Authorized Signatory: _____

Name & Seal of the firm: _____

RAJASTHAN HIGH COURT, JODHPUR

TERMS & CONDITION TO BIDDER FOR PURCHASE OF ELECTRONICS ITEMS
FOR FINANCIAL YEAR 2014-15

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TERMS & CONDITIONS

The Contract shall be governed by the following terms and conditions:-

A. Rates/ Prices

1. The rates should be quoted in Indian Rupees only in words as well as in figures. All the Taxes and Duties such as Excise duty, sales tax, VAT etc. must be included in the quoted price .
2. Rates shall be valid for this financial year only. It can be extended with the permission of Head of Department. Rates valid for a shorter period shall be rejected as non-responsive. No claim for compensation or loss caused due to fluctuations or any other reasons will be entertained.
3. In case of discrepancy between the amounts in figures and words, the amount in words will only be considered for the purpose.
4. Rates should be quoted F.O.R. Destination (Free delivery at Store Section).

B. Penalty

1. If the Bidder/firm stops the supply without completing it, this office may impose penalty.
2. The Registrar General, Rajasthan High Court, Jodhpur reserves the right to accept/reject any or all the bids in whole or in part and annual the bidding process without assigning any reason whatsoever and is not bound to accept the lowest tender.
3. The Registrar General, Rajasthan High Court, Jodhpur reserves the right to award the tender to more than one Bidder.
4. The Registrar General, Rajasthan High Court, Jodhpur reserves the right to relax/ withdraw any of the terms and conditions mentioned in the Tender Document so as to overcome any problem encountered during the selection of the bidders and also during the course of the execution of the contract.
5. The Office reserves the right to blacklist a bidder for a suitable period in case the bidder fails to honour its bids without sufficient grounds.
6. If a firm after award of the contract violates any of the terms & conditions, it shall be liable to be blacklisted and its EMD/PSD shall be forfeited.

C. Specifications

1. All articles supplied shall strictly conform to the specifications, trade mark laid down in the tender form and wherever articles have been required according to "As per Sample in office".
2. All articles supplied shall conform strictly to the approved samples and in case of other material where there are no standard or approved samples, the supplied material shall be of the very best quality and description. The decision of the Purchase Committee whether the articles supplied conform to the specifications and are in accordance with the samples, if any, shall be final and binding on the tenderers.

Authorized Signatory: _____
Name & Seal of the firm: _____

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D. Extent of quantity – Repeat orders :

1. If the orders are placed in excess of the quantities shown in the Tender Form, the tenderer shall be bound to meet the required supply. Repeat orders may also be placed on the rate and conditions given in the tender provided as per rules. If the tenderer fails to do so, the Purchase Committee shall be free to arrange for the balance supply by limited tender or otherwise and the extra cost incurred shall be recoverable from the tenderer.
2. If the Purchase Committee does not purchase any of the tendered articles or purchases less than the quantity indicated in the tender form, the tenderer shall not be entitled to claim any compensation.

E. Liquidated damages: In case of extension in the delivery period with liquidated damages the recovery shall be made as per rules. The supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the authority, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply. Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the tenderer.

F. Basis of awarding the contract

The contract shall ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms & conditions.

G. Delivery

In case, the firm fails to complete the supply order within the specified period from the receipt of supply order, order will be completed from other sources and the difference of cost, if any, will be recovered by issuing notice and necessary action for blacklisting the firm may also be taken.

H. Guarantee/Warranty

1. In the event of supply, any item found to be defective, damaged, the firm/bidder has to replace the same free of cost.
2. In case of recurrence of defects in the items, the contract shall be terminated at any point of time within 10 days' prior intimation to the firm/bidder.

I. Agreement

The successful bidder shall submit the Agreement if required in accordance of this office format duly signed and submit the same to the office within a week of the receipt of the supply order. All charges in this regard will be borne by the bidder.

- J. It must be mentioned clearly whether bidder is manufacturer/sole manufacturer/ Authorized agents for the items for which he is quoting.**

Authorized Signatory: _____
Name & Seal of the firm: _____

1. Manufacturer must add a certificate that item(s) is manufactured by them as per range of products.
2. Sole Manufacturers must add a certificate that they are the sole manufacturer of the Item for which they are quoting in this NIT & item(s) is /are their proprietary Item in India. The rate certificate is also required from the sole manufactures that the Rates quoted are the same as they quote to other State/Central Govt. and DGS & D for the similar item(s) and these are not higher than those quoted by them.
3. Authorized agents must submit an authority letter from their Manufacturer/Principals on the letter head of the Manufacturer/Principals. The authorization letter must give/mention the purpose for which it will be allowed. The validity period of the authorization letter must be mentioned in the authority letter otherwise letter will be liable to rejection.

K. General /others

- 1- The goods/items/stores should be supplied within 10 (Ten) days from the date of issue of purchase order/supply order.
- 2- The goods/items shall be delivered to Registrar General's store at 1st floor or any designated place of the office. Unloading of goods / stores and delivery to store at above mentioned place shall be responsibility of the firm.
- 3- The supplier will be liable to replace the rejected /damaged goods to the stores within 10 days, failing which the legal action will be taken as deemed fit by the Department.
- 4- The tenderer must confirm in writing that the goods supplied by them shall be as per specification of goods mentioned in the NIT and in case any duplicate/identical goods of varying quality supplied by them, the order shall be cancelled and goods shall be purchased from the L-2 quoting firm or market, and the difference in price would be recovered from defaulter supplier.
- 5- The payment will be made by cheque or through RTGS on receipt of pre-receipted bill in triplicate. No request for other mode of payment will be entertained. No advance payment will be made in any case.
- 6- In case of failure on the part of approved supplier to supply the above mentioned items as per supply order within the stipulated period, the office shall be at liberty to purchase the said items from other sources and the difference of price will be recovered from the defaulter agency who has been awarded the order and this will be binding on the tenderer. If the failure continues for the second time or repeated on the part of approved supplier, the contract shall be cancelled and performance security would be forfeited apart from taking other legal action by this Department.
- 7- This office reserves the right to reject or to accept any quotation, in whole or in part without assigning any reason thereof. This office also reserves the right to renew or extend the contract for such period(s) as it may deem necessary, taking into account the satisfactory performance/services rendered by the contractor during previous year.
- 8- The order may be placed with one or more than one firms depending upon rates and other factors viz L.1 rates, quality of the products etc.

Authorized Signatory: _____
Name & Seal of the firm: _____

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- 9- The bidders will be bound by the details furnished by Registrar General, Rajasthan High Court, Jodhpur, while submitting the tender or at subsequent stage. In case, any of such documents furnished by him / her is found to be fictitious at any stage, it would be deemed to be a breach of terms of contract making him / her liable for legal action besides termination of contract.
- 10- In any circumstances, the firm shall not appoint any sub-contractor or sub-lease the contract. If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice and performance security will be forfeited.
- 11- All taxes and levies will be paid by the bidder only. No other charges such as Octroi, packing, forwarding, freight insurance, loading and unloading, entry tax, demo, etc. will be allowed. All these are to be borne by the tenderer only.

Date:
Place :

Authorized Signatory: _____
Name & Seal of the firm: _____

I/We submit this tender after reading the tender notice (NIT), instruction of terms and conditions contained herein and accepted by me/us.

Dated:
Address:

Signature of the tenderer
Mobile Number: (with seal)