

No. F. D-2816/2/2010/NSEZ-IT/
GOVERNMENT OF INDIA
NOIDA SPECIAL ECONOMIC ZONE
(IT & COMPUTERIZATION SECTION)
MINISTRY OF COMMERCE & INDUSTRY
DEPARTMENT OF COMMERCE
NOIDA -DADRI ROAD, PHASE - II
NOIDA - 201 305, UP, INDIA

DATED: 19/03/2010

QUOTATION INVITING TENDER

Sealed quotation inviting tenders are invited in single bid system Price/commercial bid together by the DEVELOPMENT COMMISSIONER, NOIDA SEZ from the manufacturers/ authorized distributors/ authorized dealers for the purchase of following item(s) through registered post/Courier or these can be submitted personally on the reception counter of the office of the Development Commissioner, Noida Special Economic Zone, Noida-Dadri Road, Phase-II, Noida (U.P.) by **01:00 PM on 30/03/2010** and the same will be opened on the **same day at 03:00 PM** in this office. The tender notice may thoroughly be read by the tenderer and filled up carefully. The terms and condition, list of documents to be attached with the bid, proforma for price bid and schedule of required items along with format for quotation inviting tenders *are enclosed.*


[R. K. Joshi]
Deputy Development Commissioner
19/3/10

FORMAT OF QUOTATION INVITING TENDER

TENDER FOR SUPPLY & INSTALLMENT OF EQUIPMENTS REQUIRED IN
O/o The Development Commissioner, Noida Special Economic Zone
Noida-Dadri Road, Phase-II, NOIDA (U.P.) &
Moradabad Special Economic Zone, 6TH Km., Pakbara-Dhingarpur Road, Moradabad

1. NAME OF THE FIRM : _____
2. CORRESPONDENCE ADDRESS WITH TELEPHONE AND FAX NO : _____
3. LOCAL ADDRESS WITH TELEPHONE AND FAX NO. : _____
4. WHETHER REGISTERED WITH NSIC /DGS&D / KENDRIYA BHANDAR, (IF YES ATTACH COPY) : _____
5. SALES TAX/VAT REGISTRATION No. (Attach a copy) : _____
6. LATEST SALES TAX/VAT CLEARANCE CERTIFICATE : _____
7. WHETHER AUTHORISED DEALER/ DISTRIBUTOR (ATTACH A COPY) : _____
8. TECHNICAL SPECIFICATIONS OF THE GOODS ALONG WITH LITERATURE/BROCHURE : _____
9. PROOF OF PREVIOUS SUPPLIES IF ANY : _____
14. COPY OF TERMS AND CONDITION DULY SIGNED & STAMPED : _____

SIGNATURE OF THE TENDERER
WITH STAMP

TERMS & CONDITIONS

Tenderer are advised to quote their Rate after careful study of the tender specifications as well as the following terms and conditions:-

1. The BIDS WILL BE OPENED on **30/03/2010 at 03.30 PM.**
2. The tenders should reach this office latest by **01.00 PM on 30/03/2010** as per tender notice.
3. Only manufacturers/ authorized distributors/ authorized dealers can participate in the tender, the firm should submit proof of their manufacturing & authorized distributorship/ dealership. This is subject to verification if necessary.
4. **The tendering firm will demonstrate their products i.e. supply & installation of above equipments before Technical Committee for assessing its suitability/ compatibility as per prescribed technical Specifications within a short period, if needed.**
5. **Incomplete tender/conditional tenders will not be accepted and summarily be rejected.**
6. Tenderer must quote the net price both in words as well as in figures. Any over writing/cutting etc. shall render the tender invalid.
7. The quoted price must be indicating of excise, sale tax/VAT and other charges etc. If these taxes/charges are not mentioned separately, it will be presumed that the price quoted are inclusive of all taxes/charges. No claim for taxes/charges will be entertained at a later stage.
8. Tenderer would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.
9. **In case, the firm does not complete the supply within the delivery period, liquidated damage charges will be charged @ 2% of total cost per month of the item and action will be initiated to black list the firm and prescribed penal actions will be taken.**
10. The purchase committee, in order to satisfy itself can order on the spot enquiry to verify the soundness, capability, viability and any other information given by the tendering firms.
11. **The rates will be valid till supply of the item is completed, in all respect.**
12. The quantity of the items mentioned in the tender notice can be increased or decreased, at any stage till the delivery of consignment is completed.
13. The bidder should carry a **comprehensive warranty/guarantee** of the subjected goods for a period of at least **one year.**

14. Tender envelop(s) must be sealed and super scribed "**SUPPLY & INSTALLATION OF VARIOUS ELECTRONIC EQUIPMENTS**" which shall be addressed to **Development Commissioner, Noida Special Economic Zone, Noida-Dadri Road, Phase-II, Noida-201 305 (U.P.)**.
15. Tenderer(s) shall indicate complete specifications and all features of the **equipments**.
16. The payment will be made after receipt/acceptance of goods in good condition as per prescribed specification in Indian Currency only. No advance payment will be made. Under no circumstances, sub-standard material other than prescribed in tender document will be accepted.
17. The payment will be made subject to availability of funds and the agencies/contractors shall have no claim in case of delayed payment and no interest will be paid for the delayed payment.
18. A copy of terms and conditions duly signed by the tenderer, as a token of acceptance of the same should be attached along with the tenders.
19. **The Purchase Committee reserves the right to relax any terms and condition in the govt. interest with the approval of competent authority.**
20. All disputes are subject to the jurisdiction of the Courts in the N.C.T. of Delhi.
21. Foreign Companies shall participate in the tender, only through their Authorized Distributors/Agent in India. No foreign company shall be entertained directly.
22. Only Sales Tax/VAT payee agencies are eligible to fill this tender. Interested agencies should must quote their VAT numbers (State & Central) in their quotation and also attach documentary proof of having registered with sales Tax/VAT Deptt. for sale of items etc. with their bid.
23. The current Sales Tax/VAT Clearance certificate or Latest copy of VAT/Sales Tax Return must be attached with the technical bid.
24. All the firms participating in the Tender must submit a list of their owners/partners etc. and a Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
25. The tender will be rejected straight way without assigning any reasons if the firm involves in any criminal case and/or declared black listed by any Govt./Semi Govt. Department/Agencies etc.
26. The tendering firm also submits the certificate that the specification of **all the equipments** supplied by them are as per specification given by the Department.
27. In case of any difference between firm and department, the firm can be called for negotiation to patch up the matter amicably prior to approaching the court.

28. In case of violation of any terms & conditions, an explanation of the firm can be called after issuing a show cause notice. If the reply of show cause notice is not found satisfactory, action against the firm can be taken.
29. In case of any complaint during guarantee/warranty/AMC period, the firm must attend the complaint immediately and rectify the problem or some replacement of part on site, of minor nature within three hour of reporting, otherwise penalty @ Rs. 100/- per hour will be imposed on the supplier firm.
30. In case the problem is major in nature then it should be rectified within 24 hours of reporting, otherwise penalty of Rs. 200/- per hour will be imposed on the supplier firm. When complete equipment is to be taken to the workshop for repair etc. the transport will be arranged by the firm and prior to shifting the equipment to workshop, the firm will provide stand by equipment.
31. For penalty charges the Working Hour would be from 9.30 AM to 6.00 PM (Monday to Friday).

DOCUMENTS REQUIRED TO BE ATTACHED WITH BID IN THE FOLLOWING ORDER:

1. Sales Tax/VAT Registration Certificate.
2. Latest Sales Tax Clearance Certificate/Latest VAT Return
3. Copy of authorized dealer/ distributorship.
4. Documents relating to past performance, if any.
5. Certificate regarding the specification of **above equipments** is as per specification given by the Department.
6. Technical specifications of the product offered along with literature/brochure.
7. Copy of terms and conditions duly signed with seal of the firm, in token of acceptance of terms and conditions.
8. All the firms participating in the Tender must submit a list of their owners/partners etc. and a Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India.
9. All Other supporting documents as required in the tender shall be attached after self certification by the authorized signatory of the firm.
10. Details of Rates, Taxes, Duties and Freight etc. of each items quoted by the tenderers shall be submitted on their letter Pad as per Annexure-A in clear terms, in words and in figures. The cutting & over-writing not valid. The option in the rates will not be entertained.
11. Firm(s) will clearly mention the different Taxes and duties they propose to charge extra. Vague offers like "Duties as applicable" shall not be considered.

SING. OF TENDERER: _____

NAME IN BLOCK LETTERS: _____

FULL ADDRESS: _____

ANNEXURE - A

PROFORMA OF PRICE SCHEDULE

TENDER FOR SUPPLY & INSTALLMENT OF VIDEO CONFRENCING EQUIPMENTS
in O/o The Development Commissioner, Noida Special Economic Zone
Noida-Dadri Road, Phase-II, NOIDA (U.P.) &
Moradabad Special Economic Zone, 6TH Km, Pakbara-Dhingarpur Road, Moradabad

Date of Opening **30 March, 2010**

Time: **15:00** Hrs.

We.....hereby certify that we are established manufacturers/authorized representatives of M/s..... with factories/dealership/ distributorship at which are fitted with modern equipment and where production methods, quality control and testing of all materials manufactured or used by us are open to inspection by the representative of the purchaser. We hereby offer to supply the following items at the prices indicated below:

| S. No. | Description of work/ item | Qty. | Unit Price In Indian Rupees | Extended Price In Indian Rupees | Sales Tax/VAT In Indian Rupees | Other Govt. Levies, if any (To be specified) | Incidental charges, if any (To be specified) | Total Price FOR Destination In Indian Rupees |
|--------|---------------------------|------|-----------------------------|---------------------------------|--------------------------------|--|--|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| | | | | | | | | |

It is hereby certified that we have understood all the terms and conditions specified in the tender document and are thoroughly aware of the nature of job required to be done and goods/items to be supplied. We agree to abide by all the tender terms and conditions.

We hereby offer to carry out the job and (or) supply the goods/items detailed above or such portion(s) thereof as you specify in the notification of award.

(Signature and seal of Bidder)

Dated: _____

Annexure-B

SCHEDULE OF REQUIREMENT FOR VIDEO COFRENCING EQUIPMENTS

| Sl. No. | Description | Qty. | | Total |
|---------|--|-----------|---------------|-------|
| | | Noida SEZ | Moradabad SEZ | |
| 1. | Microsoft VSX 7000, 2.0 Megapixel wide angle camera / Logitech Quick Cam Pro 9000 equivalent Camera | 03 | 01 | 04 |
| 2. | Plantronics MCD 100 Speaker with noise cancellation feature. | 02 | 01 | 03 |
| 3. | Microsoft LX 3000 Headset with noise cancellation feature | 01 | 01 | 02 |
| 4. | Desktop Computer (HP/DELL make) Core 2 Duo, >3Ghz, 4GB DDR-III with Video memory of 512 MB, 10/100 Mbps wireless LAN Card, Key Board, Mouse and all other standard accessories along with Genuine Windows 7 Professional Operating System. | 01 | 01 | 02 |
| 5. | LCD Projector (SONY) | Nil | 01 | 01 |
| 6. | APC Online UPS, 3KVA | 01 | 01 | 02 |
| 7. | Projection Screen (White PVC) | Nil | 01 | 01 |
| 8. | SONY Home Theater System 5.1 Channel (Digital Surround Sound) | 02 | 01 | 03 |
| 9. | VU Brand LCD Intelligent TV 46" with Core 2 Duo >3.0 GHZ processor, 4 GB DDR-III RAM and Windows 7 Professional Operating System; in lieu of Item number 4, 5 & 7 above. | 01 | 01 | 02 |