

State Election Commission, Rajasthan
Secretariat, Jaipur
(Phone 0141-2227037, e-mail- Secraj@rajasthan.gov.in)

**Open competitive Bid for Supply & Installation of
IT Equipments**

Reference No.

Dated:

Unique Bid Number:

Mode of Bid Submission	On-line /e-Tender
Tendering Authority/ purchaser	Secretary, State Election Commission, Rajasthan
Last Date & Time of Submission of Fees as detailed in Bid at the office in physical form. Fees (To be deposited upto 17.02.2020 05.00 PM) At the office of Secretary, State Election commission, Rajasthan, Jaipur.	(1) Bid fee Rs. 500/- & (2) Bid security of Rs 24000/- in words (Rs Twenty four thousand) in the form of D.D./banker cheque in favour of Secretary, State Election commission, Rajasthan, Jaipur. (3) Bid Processing fee of Rs. 500/- in form of D.D. in favour of M.D., R.I.S.L., Jaipur
Date of availability of Bid for downloading online on e-procurement.	From 03.00 PM Date 03.02.2020
Last Date & Time of Submission of Bid (online)	Upto 05.00 PM Date 17.02.2020
Date & Time of Opening of Technical Bid (online)	At 02.30 PM on Date 18.02.2020
Estimated Cost of Tender	Rs 12.00 Lac
Tender Fee	Rs 500=00
Earnest Money Deposit	Rs 24000/-

- 1- Online Bid is to be submitted duly digitally signed in electronic format only on website <http://eproc.rajasthan.gov.in>.
- 2- Detailed bid document, terms & condition can be seen and downloaded from website <http://eproc.rajasthan.gov.in> and also seen in <http://sppp.raj.gov.in> & secraj@rajasthan.gov.in.
- 3- Undersigned reserves the right to accept or reject any or all bids without assigning any reason whatsoever.

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INSTRUCTION TO BIDDERS

The bidders are requested to submit their bids prior to last date of submission to avoid Non-submission of their bids up to prescribed date & time due to non availability / hanging of website, at either ends, at last moment or any reason what so ever. The last date of submission of bids will not be extended on such account.

1. The bidder will have to deposit (i) The DD/Banker's Cheque of prescribed cost of tender Rs. 500/-and EMD Rs. 24000/- by way of DD/Banker's Cheque/Bank-Guarantee (valid for six months from the Last date of submission of bid) in favour of **Secretary, State Election commission, Rajasthan, Jaipur.**

2. The prescribed Processing Fee Rs.500/- of RISL by way of DD/Banker's Cheque in favour of **Managing Director, Raj COMP Info Services Ltd. (RISL), payable at Jaipur**

The tender cost, Bid security and e-Tender processing fees of RISL, in Envelope is to be deposited at Office of Secretary, State Election commission, Rajasthan, Jaipur on 17.02.2020 up to 05.00 P.m. as per above time schedule. This is essential otherwise the bid in electronic form (Cover I, II & Cover III) will not be opened of that bidder)

and

Technical Bid document (Online only)

(List of required Formats/documents to be submitted online duly signed by Authorized Signatory)

- 1) **Cover-1:-** Up load the scanned copy of DD/Pay Order towards Cost of tender document, processing fee of RISL and EMD/ Exemption certificate (in .pdf).
- 2) **Cover- 2: -** All Non-financial information in the Formats as per tender (in .pdf).
- 3) **Cover-3: -** Price bid as per Format attached.

NOTE: - The financial bid (Price bid) is to be submitted as per format attached. This format is to be downloaded from <http://eproc.rajasthan.gov.in>, filled & uploaded back to <http://eproc.rajasthan.gov.in>. Bid may be rejected if look alike format (.xls) is created/ filled and uploaded on <http://eproc.rajasthan.gov.in>

3. The Cover-1 will be opened on **18.02.2020 02.30 PM** in the presence of bidders, who wish to be present.

4. Cutting/overwriting, if any, in the figures of the tendered documents is required to be clarified / indicated in words, duly signed, failing which the tender may be rejected.

5. Deviation of any kind is "not" to be quoted in the bid. Such deviation shall not prevail.

6. The bidders should provide complete information at the time of submission of bid. If the bidders are asked to furnish some more clarification/ confirmation/ document, they shall be required to furnish the same within specified time, failing which the case shall be finalized /decided on the basis of available information/documents. The responsibility of ignorance of their bid on account of delay in furnishing of desired Information/documents shall be of the bidder. However, if there are any shortcomings in the submission of the information which not materially affects the qualification criterion, then the Bid Evaluation Committee shall have the power to consider the facts on the merit of the case and decide the bid evaluation accordingly.

7. All tender documents should essentially be signed digitally and Submitted/uploaded on <http://eproc.rajasthan.gov.in> in time as per check list as per note.

8. The tender document is not transferable.

9. Bidders who wish to participate in this tender, will have to be registered on <http://eproc.rajasthan.gov.in> (bidders registered earlier on the eproc.rajasthan.gov.in, need not to get registered again). To participate in online tenders, bidders will have to procure Digital Signature Certificate (Type II & III) as per requirement under Information technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any CCA approved certifying agency or they may contact e-Procurement Cell, Department of IT & C, Government of Rajasthan on the following address:- **e-Procurement Cell, RISL, Yojana Bhawan, Tilak Marg, C-Scheme, Jaipur, e-mail: eproc@rajasthan.gov.in**, 24x7 help desk telephone no. 0120-4200462, 0120-4001002, 8826246593, Email support:- eproc@nic.in, Local help desk no. 0141-4022688 9.30 Am to 06.00 Pm on all working days.

9. Bidders are also advised to refer "Bidders Manual" available under "Downloads" section on <http://eproc.rajasthan.gov.in> for further details about the e-Tendering process.

10. All the required information shall be furnished strictly in the prescribed formats only. Any information indicated other than the prescribed formats shall not be entertained. The bid shall be evaluated on the basis of information furnished in the prescribed formats only.

Correspondence for enquiries and clarifications

All correspondence in respect of the tender and submission of the Tender shall be addressed to:

State Election Commission, Rajasthan

Secretariat, Jaipur.

(Phone 0141-2227037, e-mail- Secraj@rajasthan.gov.in)

Signature
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PART – A

GENERAL TERMS AND CONDITIONS OF TENDER & CONTRACT

Though adequate care has been taken while preparing the tender Documents, the bidder shall satisfy himself that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within Five days from the date of issue of the bid documents, it shall be considered that the bid document is complete in all respects and has been received by the Bidder.

1) Downloading of the Bid Document and submission:

a) The complete bidding document will be available for seen and downloading on date from above schedule mentioned in bid document and shall also be placed on the State Public Procurement Portal. The prospective bidders shall be permitted to download the bidding document from the websites and pay its price while submitting the Bid to the procuring entity.

b) The selection of Bidders shall be carried out through e-procurement process. Proposal/Bids are to be submitted online in electronic format on website <http://eproc.rajasthan.gov.in>. as per tender document.

2) Changes in the Bidding Document

a) At any time, prior to the deadline for submission of Bids, the procuring entity may for any reason, whether on its own initiative or as a result of a request for clarification by a bidder, modify the bidding documents by issuing an addendum in accordance with the provisions.

b) In case, any modification is made to the bidding document or any clarification is issued which materially affects the terms contained in the bidding document by the **Secretary, State Election commission, Rajasthan, Jaipur** at any time before Last date of submission of tender shall be available on the website of e-procurement only.

c) In case, a clarification or modification is issued to the bidding document, the procuring entity may, prior to the last date for submission of Bids, extend such time limit in order to allow the bidders sufficient time to take into account the clarification or modification, as the case may be, while submitting their Bids.

d) Any bidder, who has submitted his Bid in response to the original invitation, shall have the opportunity to modify or re-submit it, as the case may be, within the period of time originally allotted or such extended time as may be allowed for submission of Bids, when changes are made to the bidding document by the procuring entity: Provided that the Bid last submitted or the Bid as modified by the bidder shall be considered for evaluation.

3) Period of Validity of Bids

a) Bids submitted by the bidders shall remain valid for 90 days. A Bid valid for a shorter period may be rejected by the procuring entity as non-responsive Bid.

b) Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid security shall not be forfeited.

4) Opening of Bids

a) The Bids shall be opened by the bid opening & evaluation committee on the date and time mentioned in the Bid in the presence of the bidders or their authorised representatives who choose to be present.

b) The committee may co-opt experienced persons in the committee to conduct the process of Bid opening.

c) The committee shall prepare a list of the bidders or their representatives attending the opening of Bids and obtain their signatures on the same. The list shall also contain the representative's name and telephone number and corresponding bidders' names and addresses. The authority letters, if any, brought by the representatives shall be attached to the list. The list shall be signed by all the members of Bid opening committee with date and time of opening of the Bids.

d) All the documents comprising of technical Bid/ cover shall be opened only for the bidders. Who have submitted the prescribed fee(s) to **Secretary, State Election commission, Rajasthan, Jaipur**) The committee shall conduct a preliminary scrutiny of the opened technical Bids to assess the prima-facie responsiveness and ensure that the: -

a. Bid is accompanied by bidding document fee, bid security or bid securing declaration;

b. Bid is valid for the period, specified in the bidding document;

c. Bid is unconditional and the bidder has agreed to give the required performance security; and

d. Other conditions, as specified in the bidding document are fulfilled.

e. Any other information which the committee may consider appropriate.

f) No Bid shall be rejected at the time of Bid opening except the Bids not accompanied with the proof of payment or instrument of the required price of bidding document, processing fee and bid security.

g) The Financial Bid cover will be opened later on, the date and time will intimated to the bidders who qualify in the evaluation of technical Bids.

5) Determination of lowest bidder for Evaluation purpose:

The lowest tenderer shall be determined on the basis of total landed cost (except GST) for each item separately. The total landed cost will include the basic price, installation, freight, insurance & any other delivery charges except GST (CGST/SGST/IGST) up to the destination.

6) Clarification of Bids

a) To assist in the examination, evaluation, comparison and qualification of the Bids, the bid evaluation committee may, at its discretion, ask any bidder for a clarification regarding its Bid.

b) Any clarification submitted by a bidder with regard to its Bid that is not in response to a request by the committee shall not be considered.

c) No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the committee in the evaluation of the financial Bids.

d) No substantive change to qualification information or to a submission, including changes aimed at making an unqualified bidder, qualified or an unresponsive submission, responsive shall be sought, offered or permitted.

e) All communications generated under this rule shall be included in the record of the procurement proceedings.

7) Scope of Supply of material and Services to be rendered

a) Subject to the provisions in the bidding document and contract, the goods and related services to be supplied shall be as specified in the bidding document.

b) Unless otherwise stipulated in the Contract, the scope of supply shall include all such items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining delivery and completion of the goods and related services as if such items were expressly mentioned in the Contract.

c) The bidder shall not quote and supply hardware/ software that is likely to be declared as End of Sale in next 3 Years and End of Service/ Support within warranty/maintenance period. If any of the hardware/ software is found to be declared as End of Sale/ Service/ Support, then the bidder should replace all such hardware/ software with the latest ones having equivalent or higher specifications without any financial obligation to the purchaser without any delay.

d) The Bidder shall be responsible and take an Insurance Policy for transit-cum-storage-cum-installation for all the materials to cover all risks and liabilities for supply of materials on site basis, and up to installation at destination, the **bidder shall also take appropriate insurance during O&M period, if required.**

e) The Bidder shall also take insurance for Third Party Liability covering loss of human life, engineers and work men and also covering the risks of damage to the third party/material/ equipment/ properties during execution of the Contract. Before commencement of the work, the Bidder will ensure that all its employees and representatives are covered by suitable insurance against any damage, loss, injury or death arising out of the execution of the work or in carrying out the Contract. Liquidation, Death, Bankruptcy etc., shall be the responsibility of bidder.

f) Supplier should confirm to maintain the O&M services during warrantee period at destination within suitable time of complaints. For this purpose they have to submit details of Service centres and contact persons with address and mobile no.

g) The bidder shall ensure timely attending to faults; it should be attended by the supplier within 2 (Two) days of lodging. In case the supplier/bidder will failed to provide proper maintenance of the systems within 3 days period from lodging, on further delay in attending and rectifying the fault penalty @Rs.200/- per day per system will be charged. Supplier will maintain a complaints & rectification dairy in two copies, one copy will remain with supplier and other copy will remain with office. This will be verified by concerned officers during visits and copy of the same will be provided at the time of final payment of performance security if demanded by the authority concerned.

8) Liquidated Damages (LD)

a) In case of extension in the delivery/installation period with liquidated damages the recovery shall be made on the basis of following percentages of value of stores/ items which the bidder has failed to supply/ install in complete:-

20%
30%

No.	Condition	LD%
a)	Delay up to one fourth period of the prescribed delivery period, successful installation & completion of work	2.5%
b)	Delay exceeding one fourth but not exceeding half of the prescribed delivery period, successful installation & completion of work.	5.0%
c)	Delay exceeding half but not exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	7.5%
d)	Delay exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	10.0%

B) If the supplier requires an extension of time in completion of contractual supply and installation on account of occurrence of any hindrance, he shall apply in writing to the purchasing authority for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.

C) Any liquidated damages will be deducted from the Last and Final payment against Supply and Installation of the material.

D) Secretary, State Election commission, Rajasthan, Jaipur may at its discretion, to extend the period of Supply and installation without liquidated damages if found that the delay in supply of goods is on account of hindrances beyond the control of the bidder

9) Warranty

a) The bidder must supply all items with comprehensive on-site warranty after the goods, or any portion thereof as the case may be, have been delivered to, installed and accepted at the final destination(s) indicated in the bidding document. However, if delay of installation is more than a month's time due to the reasons ascribed to the bidder, the warranty shall start from the date of last successful installation of the items covered under the PO.

b) During the warranty period, the bidder shall also be responsible to ensure adequate and timely availability of spare parts needed for repairing the supplied goods.

c) The warranty on supplied software media, if any, should be at least One Year.

Handwritten signature
30/11

SPECIAL TERMS AND CONDITIONS OF TENDER & CONTRACT

1. Payment Terms and Schedule

The supplier's/ selected bidder's request for payment shall be made to the purchaser in writing, accompanied by invoices describing, as appropriate, the goods delivered with the required documents submitted pursuant to general conditions of the contract and upon fulfilment of all the obligations stipulated in the Contract. Payment will be made through RTGS/ NEFT.

100% payment within 60 days on receipt and installation of stores at site.

2. Performance Security @5% (Five percent) of the order value should required to be deposited within Seven Days from date of work order with Contract/agreement, It will be refunded only after completion of contract and Submission of Bank Guarantee equal to the amount of performance Security valid upto six month beyond the Warrantee period from date of installation of Last Systems duly recommended by the Authority Concerned.

3. Penalties

- a) Penalties, as applicable, (if any) for delay in O&M services and non-performance during warrantee period, as mentioned in this bidding document, will be required to be deposited to the office separately by the supplier by cash OR DD payable at jaipur, otherwise 1.5 time of the calculated penalty will be deducted by performance Guarantee amount. (if in Cash) OR by the revocation of bank Guarantee submitted as performance Guarantee.

4. Other :

- (a) Taxes, as applicable, will be deducted/ paid as per the prevalent rules and regulations.
- (b) The currency or currencies in which payments shall be made to the supplier/ selected bidder under this Contract shall be Indian Rupees (INR) only.
- (c) All remittance charges will be borne by the supplier/ selected bidder.
- (d) In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.
- (e) Payment in case of those goods which need testing shall be made only when such tests have been carried out, test results received conforming to the prescribed specification.
- (f) Any advance Payment will not be made.
- (g) In regard to any dispute arising out of these tender conditions, the decision of the **Secretary, State Election Commission, Rajasthan, Jaipur** shall be final.
- (h) Any legal disputes arising out of the Agreement shall be subject to the jurisdiction of the civil courts in Jaipur.
- (i) **Grievance redressal during procurement process shall be as per annexure-C of RTPP rules. The first appellate authority is Secretary, State Election Commission, Rajasthan, Jaipur. Second appellate is Additional Chief Secretary, Panchayati Raj Department, Jaipur.**
- (j) The Rajasthan Transparency in Public Procurement Act, 2012 and Rajasthan Transparency in Public Procurement Rules 2013 will be applicable for this bid.

I have read the above terms and conditions and after fully understanding them agree to abide by term in case I am awarded the contract.

26/11/17
35/11/17

Signature of Authorized signatory

Name of Bidder :

Date :

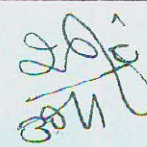
PART – B

Pre-QUALIFICATION/ ELIGIBILITY CRITERIA

(Related Documents should be attached in Cover- 2 online only)

A bidder participating in the procurement process shall possess the following minimum pre-qualification/ eligibility criteria.

S.No.	Basic Requirement	Specific Requirements	Documents Required
1.	Legal Entity/ Stataus	The bidder should be a proprietorship firm duly registered either under the Rajasthan shops & other Act of state/Union, as applicable for dealing in the subject matter of procurement (Note: A self-certified declaration regarding the non-applicability of registration to any Act should be submitted by the bidder) OR A company registered under companies Act, 1956 OR A partnership firm registered under India partnership Act, 1932.	-copy of certificates of Registration OR incorporation
2.	Financial: Turnover	Rupees 25 Laacs Average Annual Turnover of the bidder during last Two financial years.	Copy of Audited Final Accounts of Last Two financial year 2017-18 and 2018-19-with Turnover Certificate issued by CA with CA's Registration Number and UDIN No. with Seal
3.	Financial Net worth	The Net worth of the bidder as on 31/03/2019 should be positive.	Certificate issued by CA with CA's Registration Number and UDIN no. with Seal should be enclosed.
4.	Tax Registration	The bidder should have (i) Registration number of GST- IN where his business is located. (ii) Income Tax/ Pan number.	Copies of relevant certificates of registrations should be enclosed.



S.No.	Basic Requirement	Specific Requirements	Documents Required
5.	Authorization	Authority Letter of authorized signatory that the Authorized signatory can sign the bid contract on behalf of the firm.	on letter Head of Firm/Company
6.	Experience for supply of IT/ product (Computer Hardware + Software as a turnkey supply and installation) in government departments	Single order of minimum value 10 lac within Last Two year. (Order of Supply and installation of only Hardware OR Only software should not be Accepted as Experience)	Submission of a Copy of Supply order with satisfactory completion certificate required
7.	ISO/ISI/STQC (If product made in india standardization testing and quality certification of Govt. of India) certificate as required in technical specification.		Copies of required Certificate having validity.

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PART -C

SCOPE OF WORK, DELIVERABLES & TIMELINES

- SUPPLY, Installation, And Warranty of Equipment at specified/Destination Locations.
- **Supply and Installation of Equipments-** The selected bidder should Supply the items and peripherals as specification given in Annexure-10 of Material meeting within the specified timeline

Warranty/ Maintenance – The selected bidder, when awarded the work Order shall provide comprehensive onsite warranty and maintenance of the supplied Items as per the “Warranty” clause 9 of : " General terms & conditions of the contract".


Secretary

**State Election Commission,
Rajasthan, Jaipur**

I have read the above terms and conditions and after fully understanding them agree to abide by term in case I am awarded the contract.

Signature of Authorized signatory

Name of Bidder :

Date :



Check List

(List of Documents to be submitted for evaluation of the Bid)

S. No.	Documents to be submitted for	Brief of Submission	Page no.
1	Bid Documents duly signed		
2	Legal Entity/ Status		
3	Financial Turnover		
4	Financial Net worth		
5	Tax Registration	1. GST 2. PAN No.	
6	Authorization for signing of BID	As per Annexure -1	
7	Experience for supply of IT/ product (Computer Hardware + Software as a turnkey supply and installation) in government departments		
8	ISO/ISI/STQC (If product made in India standardization testing and quality certification of Govt. of India) certificate as required in technical specification.		
9	Manufacturer's authorization form (MAF)	As per Annexure -9	
10.	Declarations :		
	(a) ANNEXURE-2		
	(b) ANNEXURE-3		
	(c) ANNEXURE-4		
	(d) ANNEXURE-5		
	(e) ANNEXURE-6		


 30/11/23

BIDDER'S AUTHORIZATION CERTIFICATE**{to be filled by the bidder on letter Head}**

To,
Secretary,
State Election Commission, Rajasthan
Jaipur.

I/ We {Name/ Designation} hereby declare/ certify that
.....{Name/ Designation}
is hereby authorized to sign relevant documents on behalf of the company/ firm in
dealing with NIB reference No. _____ dated: _____.

He/ She is also authorized to attend meetings & submit technical & commercial
information/ clarifications as may be required by you in the course of processing the Bid.
For the purpose of validation, his/ her verified signatures are as under.
Thanking you,

Name of the Bidder: -

Signature & Seal of the Organization: -

(Signature of Authorized person with name)

Signature Verified:

Name of the Bidder: -

Signature with Seal of the Organization: -

Date:

Place:

[Handwritten Signature]
30/11

DECLARATION BY THE BIDDER
{to be Submitted by the bidder on Letter Head}

To,
Secretary,
State Election Commission, Rajasthan
Jaipur.

In response to the NIB Ref. No. _____ dated: _____ for supply of as an Owner/
Partner/ Director/ Auth. Sign. of _____, I/ We hereby
declare that presently our Company/ firm _____, at the time of bidding: -

- a) possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
- b) have fulfilled my/ our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
- c) is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT.
- d) does not have any previous transgressions with any entity in India or any other country during the last three years
- e) does not have any debarment by any other procuring entity
- f) is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and is not the subject of legal proceedings for any of the foregoing reasons;
- g) does not have, and our directors and officers not have been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
- h) does not have a conflict of interests mentioned in the bidding document which materially affects the fair competition.
- i) will comply with the code of integrity as specified in the bidding document. If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, my/ our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder: -

Authorised Signatory: -

Seal of the Organization: -

Date:

Place:

CERTIFICATE OF CONFORMITY/ NO DEVIATION
{to be Submitted on letter head by the bidder}

To,
Secretary,
State Election Commission, Rajasthan
Jaipur.

This is to certify that, the specifications of Hardware & Software which I/ We have mentioned in the Technical bid, and which I/ We shall supply if I/ We am/ are awarded with the work, are in conformity with the minimum specifications of the bidding document and that there are no deviations of any kind from the requirement specifications.

Also, I/ we have thoroughly read the bidding document and by signing this certificate, we hereby submit our token of unconditional acceptance to all the terms & conditions of the bidding document without any deviations.

I/ We also certify that the price I/ we have quoted is inclusive of all the cost factors involved in the end-to-end implementation and execution of the project, to meet the desired Standards set out in the bidding Document.

Thanking you,
Name of the Bidder: -
Authorised Signatory: -
Seal of the Organization: -
Date:
Place:

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DECLARATION BY BIDDER
{to be signed and submitted by bidder on letter Head}

I/We declare that I am/we are bonafide / Manufacturers/ Whole Sellers/ Sole distributor/Authorised dealer/dealers/sole selling/Marketing agent in the goods/stores/equipment for which I/We have quoted.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and the bid, if any, to the extent accepted may be cancelled.

Authorised Signatory: -

Name of the Bidder: -

Seal of the Organization: -

Date:

Place:

A handwritten signature in dark ink, appearing to be 'S. S. S.', with the date '31/11' written below it.

UNDERTAKING ON AUTHENTICITY OF EQUIPMENTS

{to be filled by the bidder}

(On Rs. 50/- Non-judicial stamp paper)

(Original will be submitted at the time of Agreement by the Final bidder)

To,

Secretary,

State Election Commission, Rajasthan

Jaipur.

Reference: NIB No _____ dated: _____

This has reference to the items being supplied/quoted to you vide bid ref. no. NIB Ref. No. _____ dated _____. We hereby undertake that all the components/parts/assembly/ software used in the equipment shall be genuine, original and new components/parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/ parts/ assembly/ software are being used or shall be used. In respect of licensed operating system, we undertake that the same shall be supplied along with the authorized license certificate with our name/logo. Also, that it shall be sourced from the authorized source for use in India. In case, we are found not complying with above at the time of delivery or during installation, for the equipment already billed, we agree to take back the equipment already supplied at our cost and return any amount paid to us by you in this regard and that you will have the right to forfeit our Bid Security/ SD/ PSD for this bid or debar/ black list us or take suitable action against us.

Authorized Signatory

Name:

Designation:


30/1

DECLARATION BY THE BIDDER

{to be filled by the bidder on letter head}

Reference: NIB No _____ dated _____

Dear Sir,

We, the undersigned bidder, having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to supply/ work as mentioned in the Scope of the work, Bill of Material, Technical specifications, Service Level Standards & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/duties.

I / We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of 90 days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date:

Authorized Signatory

Name:

Designation:

Financial Bid Format
TO BE FILLED ONLINE ONLY

Processing Authority: Secretary, State election commission, Rajasthan, Jaipur.					
Name of Work: Open competitive Bid For Supply & Installation of Electronics / IT Equipment's					
NIB Ref. No:			dated		
Bidder Name:					
PRICE SCHEDULE					
Sr. No.	Item Description	Unit	Unit Rate (inclusive of Installation with all govt. taxes, other levies, duties excluding GST)	GST on Unit Rate (in %), if applicable	Unit Rate (In INR) (inclusive of all govt. taxes, other levies, duties and GST)
1	2	3	4	5	(6=4+5)
	Item No. 1				
	Item No. 2				
	Item No. 3				
	Item No. 4				
	Item No. 5				
	Item No. 6				
	Item No. 7				
	Item No. 8				
	Item No. 9				
	Item No. 10				

***Note: All type of taxes shall be applicable as per prevailing Govt. norms.**

[Handwritten Signature]
3/11/10

DRAFT AGREEMENT FORMAT

{to be mutually signed by selected bidder and procuring entity
On Rs. 500/- Non judicial stamp paper}

This Contract is made and entered into on this _____ day of _____, 2020 by and between Secretary, State election commission, Rajasthan having its head office at State election commission, Rajasthan, Development building 2nd Floor (herein after referred to as Purchaser/ Secretary, State election commission, Rajasthan) which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on ONE PART

And

M/s _____, a company registered under _____ with its registered office at _____ (herein after referred as the "Successful Bidder/ Supplier") which term or expression, unless excluded by or repugnant to the subject or context, shall include his successors in office and assignees on the OTHER PART.

Whereas,

Purchaser is desirous of appointing an agency for as per the Scope of Work and Terms and Conditions as set forth in the NIB document dated _____ of NIB No -----

And whereas

The supplier represents that it has the necessary experience for carrying out the overall work as referred to herein and has submitted a bid and subsequent clarifications for providing the required services against said NIB document issued in this regard, in accordance with the terms and conditions set forth herein and any other reasonable requirements of the Purchaser from time to time.

And whereas

Purchaser has accepted the bid of supplier and has placed the vide Letter No. _____ dated _____, on which M/s _____ has given their acceptance vide their Letter No. _____ dated _____. And whereas The supplier has deposited a sum of Rs. _____/- (Rupees _____) in the form of _____ ref no. _____ dated _____ of _____ Bank and valid up to _____ as security deposit for the due performance of the contract.

Now it is hereby agreed to by and between both the parties as under: -

1. The NIB Ref. No. _____ dated _____ and RFP document dated _____ issued by Secretary, State election commission, Rajasthan along with its enclosures/ annexures, wherever applicable, are deemed to be taken as part of this contract and are binding on both the parties executing this contract.

2. In consideration of the payment to be made by Secretary, State election commission, Rajasthan to M/s _____ at the rates set forth in the LOI no. _____, _____ will duly supply the said articles set forth in "Annexure-1: Bill of Material" thereof and provide related services in the manner set forth in the RFP, along with its enclosures/ annexures and Technical Bid along with subsequent clarifications submitted by supplier.

3. The Secretary, State election commission, Rajasthan do hereby agree that if supplier shall duly supply the said articles and provide related services in the manner aforesaid observe and keep the said terms and conditions of the RFP and Contract, the Secretary, State election commission, Rajasthan will pay or cause

[Handwritten signature]
30/11

to be paid to supplier, at the time and the manner set forth in the said conditions of the RFP, the amount payable for each and every project milestone & deliverable. The mode of Payment will be as specified in the RFP document.

4. The timelines for the prescribed Scope of Work, requirement of services and deployment of technical resources shall be effected from the date of LOI i.e. _____ and completed by supplier within the period as specified in the RFP document.

5. In case of extension in the delivery and/ or installation period/ completion period with liquidated damages, the recovery shall be made on the basis of following percentages of value of stores/ works which supplier has failed to supply/ install/ complete: -

a) Delay up to one fourth period of the prescribed delivery period, successful installation & completion of work	2.5%
b) Delay exceeding one fourth but not exceeding half of the prescribed delivery period, successful installation & completion of work.	5.0%
c) Delay exceeding half but not exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	7.5%
d) Delay exceeding three fourth of the prescribed delivery period, successful installation & completion of work.	10.0%

Note:

i. Fraction of a day in reckoning period of delay in supplies/ maintenance services shall be eliminated if it is less than half a day.

ii. The maximum amount of agreed liquidated damages shall be 10%.

iii. If supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrances, he shall apply in writing to the authority which had placed the work order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.

iv. 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 supplier.

6. All disputes arising out of this agreement and all questions relating to the interpretation of this agreement shall be decided as per the procedure mentioned in the NIB document. In witness whereof the parties have caused this contract to be executed by their Authorized Signatories on this _____ day of _____, 2020.

Signed By:	Signed By:
Designation: Company:	Secretary, State election commission, Rajasthan
In the presence of:	In the presence of:
Designation: Company:	
Designation: Company:	

MEMORANDUM OF APPEAL UNDER THE RTPP ACT, 2012

Appeal Noof

Before the (First/ Second Appellate Authority)

1. Particulars of appellant:

a. Name of the appellant:

b. Official address, if any:

c. Residential address:

2. Name and address of the respondent(s):

a.

b.

c.

3. Number and date of the order appealed against and name and designation of the officer/ authority who passed the order (enclose copy), or a statement of a decision, action or omission of the procuring entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal (supported by an affidavit):

7. Prayer:

Place

Date

Appellant's Signature

30/11/2012

MANUFACTURER'S AUTHORIZATION FORM (MAF)(Indicative Format)
{to be filled by the OEMs on their letter head}

To,

{Procuring Entity},

Subject: Issue of the Manufacturer's Authorisation Form (MAF) Reference: NIB/ RFP Ref. No.

_____ dated _____

Sir, We {name and address of the OEM} who are established and reputed original equipment manufacturers (OEMs) having factories at {addresses of manufacturing location} do hereby authorize {M/s _____} who is our {Distributor/ Channel Partner/ Retailer/ Others } to bid, negotiate and conclude the contract with you against the aforementioned reference for the following Hardware/ Software manufactured by us: -

{OEM will mention the details of all the proposed product(s) with their make/ model.}

We undertake to provide OEM Warranty for the offered Hardware/ Software, as mentioned above, during the warranty / Maintenance period.

We hereby confirm that the offered Hardware/ Software is not likely to be declared as End-of Sale within next 3 years from the date of bid submission.

We hereby confirm that the offered Hardware/ Software is not likely to be declared as End-of Service/ Support within next 3 years from the date of bid submission.]

Yours faithfully,

For and on behalf of M/s (Name of the manufacturer)

(Authorized Signatory)

Name, Designation & Contact No.:

Address: _____

Seal:



Specification of Desktop Computer, Printer, Scanner, Projector, Connectivity Hub, USB HDD and Hot swap HDD for use in State election commission, Rajasthan, Jaipur. e-Tender notice no.01 dated 03.02.2020 due on 17.02.2020 at 05.00 Pm and to be open on 18.02.2020 at 02.30 pm NIT No.-01/2019-20

1. All in One Desktop computer- (05 Nos.)	
Feature	Specifications
Processor	Intel® 9th Generation Core i5-9500T CPU with Up to 3.7 GHz max frequency, 9MB Cache, 6 Cores or better, vPro Enabled
Chipset	Intel Q370 chipset
Motherboard	OEM Motherboard with OEM logo embossed on the motherboard (No Sticker)
Memory	8 GB DDR4 RAM expandable to 64 GB; Two DIMM slots; Non-ECC dual-channel upto 2666 MT/s DDR4 SDRAM
Hard Disk Drive	1TB HDD, 7200 RPM, SATA III 6 Gbps,
Keyboard/Mouse	USB 104 keys keyboard (Same make as PC) USB 2 Button Scroll Mouse (Same make as PC)
Operating System	Genuine Microsoft Windows 10 Pro 64-bit
Diagnostic Tool	Inbuilt Pre-Boot BIOS Diagnostics
Compliance And Certification	Energy Star ver 6.1, EPEAT Certified for India, TCO Certified, ISO 9001:2015, ISO 20001, ISO 27001, ISO 14001
Support	Drivers should be available for download from OEM site for at least 3 years from the date of purchase order
Display size	21.5" IPS widescreen WLED backlit anti-glare LCD display or higher with TCO Certified
Antivirus	Sophos 1 Year Endpoint With Intercept X Antivirus
2.. Scanner – (01 Nos.)	
ITEMS	Specifications
Scanner Type	Integrated Sheet feed & Flat Bed
Scanning Technology	CIS
Document Size	A4 & Legal
Optical Resolution (DPI)	1200
Output format	JPG, PDF, PHG
Maximum Resolution (DPI)	1200
Mono crome Scan Speed	25 ppm at 300 dpi
Auto duplex	Standard
Colour Scan Speed	25 ppm at 300 dpi
Colour Depth (Bits)	24
Paper Wiegth Handling capacity (GSM)	120
Paper Path	Straight & U both
Multi Feed Detection	NA
ADF	Available
ADF Tray capacity	50
USB Interface	Yes
OS Compatibility	Yes
Daily Duty Cycle	1500
Scan File Format	Yes
Bundled Software	Yes
BIS	Yes
OEM onsite warranty	1 Year
3.. Projector system- (01 Nos.)	
Features	Specifications
Projection Method	Front & Rear
Resolution	Min 1024 X 768, XGA
Brightness (Minimum)	3500 ANSI Lumens for Color light output & 3500 Lumens White light output
Contrast Ratio (Minimum)	15000:1
Aspect Ratio	4:03
Lamp Life	Min. 6000 Hrs. Normal mode and 10000 hrs Echo Mode
Wireless remote Control	Remote control bundled
Input/ Output connection	1 VGA, 1 HDMI, 1 USB
Warranty	1 Year
Service Centers	OEM should have service centers across Rajasthan
Certificate	BIS Required
Screen	With 6x4 Screen

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4. UPS –(20 Nos.)	
Feature	Specifications
Capacity	1000VA
Input	
Voltage	230 VAC
Voltage Range	150 - 290 VAC
Frequency	50/60 Hz +/- 10Hz (auto sensing)
Output	
Voltage	230 VAC +/- 10% (mains and battery mode)
Voltage Regulation	Automatic
Frequency	50 Hz +/- 5 %
Battery	
Type (Internal)	Maintenance-free Sealed Lead-Acid Battery with suspended electrolyte : Leak-proof; No Parallel Battery accepted. Battery must be inbuilt within UPS cabinet.
Backup	168VAH
Charging Time	4 - 8 Hours; Battery Charger should be minimum of 15% of VAH capacity
Transfer Time (Typical)	4 - 8 ms
Surge Protection Device (SPD)	
Type	UL recognized SPD should be internal / external with Thermal Cutoff with indication. It should protect surges in Line-Neutral and Earth-Neutral.
Compliance and Regulatory	
Approval	BIS, ISO, CE, RoHS, OHSAS
Power Cords	Minimum 3 meter
5. Duplex Printer –(01 Nos.)	
Print Type	Monochrome Laser / Ink Tank with Duplex Printing
Printer Type	Print / Copy / Scan
Scanner Type	Flatbed & ADF
Print Resolution	600 x 600 dpi
Print Speed	22 PPM or More
Paper Size	Legal, Indian-Legal (215 x 345 mm), 8.5 x 13", Letter, A4, B5, A5, B6,
Connectivity	USB, Ethernet, Wi-Fi etc.
Compatible operating systems	Windows 7, 8, 10 (32 bit/64 bit)
Software media	Driver & utility software CD/DVD
BIS Registration	Yes
Warranty	1 year comprehensive on site OEM warranty from date of installation
6. Colour Printer –(01 Nos.)	
Print Type	Colour Laser / Ink Tank
Printer Type	Print / Copy / Scan
Print Resolution	600 x 600 dpi
Print Speed	22 PPM or More
Paper Size	A4 & Legal
Connectivity	USB
Compatible operating systems	Windows 7, 8, 10 (32 bit/64 bit)
Software media	Driver & utility software CD/DVD
BIS Registration	Yes
Warranty	1 year comprehensive on site OEM warranty from date of installation

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7. Connectivity Hub –(01 Nos.)	
Product Dimensions	40.6 x 10.2 x 55.9 cm
RAM Size	512 MB or higher
Memory Storage Capacity	512 MB or higher
Flash Memory Installed Size	256 MB or Higher
Additional Features	24x GbE (1000Base-T) 4x SFP Managed, VLAN-fähig, Rackmount, Internes Netzteil Device Type:-Switch - - L3 - Managed, Enclosure Type:- Rack-mountable 1U Subtype:- Gigabit Ethernet, Performance:- Switching capacity: 56 Gbps Voltage Required :-AC 120/230 V (50/60 Hz), Ports:- 24 x 10/100/1000 + 2 x Gigabit SFP + 2 x combo Gigabit SFP, Layer 3 switching, Layer 2 switching, DHCP support, VLAN support, IGMP snooping, Syslog support, DoS attack prevention, port mirroring, DiffServ support, Weighted Round Robin (WRR) queuing, Broadcast Storm Control, IPv6 support, Multicast Storm Control, Unicast Storm Control, firmware upgradable, Spanning Tree Protocol (STP) support, Rapid Spanning Tree Protocol (RSTP) support, Trivial File Transfer Protocol (TFTP) support, Access Control List (ACL) support, Quality of Service (QoS), Jumbo Frame
Material	Rack-mountable 1U
Installation	Installation Nodes to Nodes ,Expansion of Nodes , Testing Of Switching Input /Output Ports , Pentascanning of 24 Ports
8. Hot swap HDD 15 KBPS–(22 Nos.) for CISCO Server	
RAM Size	SAS HOT SWAP HDD 15 K RPM or higher
Memory Storage Capacity	300 GB or higher
Flash Memory Installed Size	300 GB or higher
Installation	With Installation

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