

PROCUREMENT OF 05 LAPTOPS, 01 EXTERNAL HARD DISK, 01 DIGITAL PHOTOCOPY MACHINE AND 01 MULTI FUNCTIONAL COLOR LASER PRINTER FOR UTTARAKHAND PUBLIC FINANCIAL MANAGEMENT STRENGTHENING PROJECT UNDER NATIONAL SHOPPING PROCEDURES

(Package No- IN-CTRFA-157868-GO-RFQ)

SIGN & SEAL OF THE BIDDER

PROCUREMENT OF 05 LAPTOPS, 01 EXTERNAL HARD DISK, 01 DIGITAL PHOTOCOPY MACHINE AND 01 MULTI FUNCTIONAL COLOR LASER PRINTER FOR UTTARAKHAND PUBLIC FINANCIAL MANAGEMENT STRENGTHENING PROJECT UNDER NATIONAL SHOPPING PROCEDURES

Sub: PROCUREMENT OF 05 LAPTOPS, 01 EXTERNAL HARD DISK, 01 DIGITAL PHOTOCOPY MACHINE AND 01 MULTI FUNCTIONAL COLOR LASER PRINTER FOR UTTARAKHAND PUBLIC FINANCIAL MANAGEMENT STRENGTHENING PROJECT UNDER NATIONAL SHOPPING PROCEDURES

1. World Bank is financing the **Uttarakhand Public Finance Management Strengthening Project** and intends to apply part of the proceeds for which this invitation for quotations is issued. The attention of interested Bidders is drawn to paragraphs 3.14 and 3.17 of the World Bank Procurement Regulations, July 2016 revised in November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest and paragraph 3.32 on Fraud and Corruption.
2. You are invited to submit your most competitive quotation for the following equipments within 7 days from the date of publication in the given format:-

S. No.	Brief Description of the Goods	Unit	Qty	Delivery Period	Delivery Location
1	Supply and Installation of Laptop Computers as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	05	Within 30 days from the date of issuance of the supply order	PMU, 1 st Floor, UkPFMS Project, Centre for Training and Research in Financial Administration, Sudhowala, Dehradun – 248007, Uttarakhand, India
2	Supply of external Hard Disk as per Technical Specification in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
3	Supply and Installation of Digital photocopy machine as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
4	Supply and Installation of Multi-Functional Color laser printer as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		

3. Bid Price

- a. The supply order shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and re-writing.
- b. GST tax shall be shown separately.
- c. The rates quoted by the bidder shall be fixed for the entire duration of the contract and shall not be subject to adjustment on any account.
- d. The Prices shall be quoted in Indian Rupees only.
- e. GST shall be paid as per the prevailing rates of Govt. of India.
- f. The quotations shall be evaluated for the complete package and GST shall not be taken into account in evaluation.

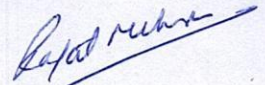
NOTE: PLEASE MENTION THE REFERENCE NO. AND GST NO. IN YOUR COVERING LETTER.

4. Each bidder shall submit only one quotation.
5. **Validity of Quotation:** Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

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6. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - a. are properly signed; and
 - b. Conform to the terms and conditions, and specifications.
7. **Award of contract:** The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - b. The bidder whose bid is accepted will be notified of the award of supply order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).
8. Payment shall be made within 30 days from the date of successful installation and acceptance by the purchaser
9. Any fault during the warranty period should be rectified within 48 hours from the intimation of the fault.
10. You are requested to provide your offer latest by _____ up to _____.
11. The copy of the PAN, GST Certificate and Company Registration Certificate should be enclosed along with the quotation.
12. The bidder should sign and stamp each page of the quotation.
13. We look forward to receiving your quotations and thank you for your interest in this project.
14. The standard warranty period shall start from the date of the successful installation.

(On Behalf of Purchaser)



Project coordinator

**Uttarakhand Public Finance Management Strengthening Project,
Center for Training and Research in Financial Administration,
Sudhowala, Dehradun, Uttarakhand, India
Pin Code-248007**

E-mail: ukpfmswb@gmail.com

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FORMAT OF QUOTATION *

S. No.	Brief Description of the Goods	Unit	Qty	Unit Rate INR	Total Amount INR
1	Supply and Installation of Laptop Computers as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	05		
2	Supply of external Hard Disk as per Technical Specification in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
3	Supply and Installation of Digital photocopy machine as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
4	Supply and Installation of Multi-Functional color laser printer as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
Grand Total Excluding GST					

Total GST (In Figures and Words):

Total Quote Price Including GST:

The financial evaluation of bids will be based on the total amount excluding GST (which shall be paid as per the prevailing rates of Govt. of India)

We agree to provide the above equipment in accordance with the technical specifications and terms and conditions provided and as per the rates quoted by us in the format of quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Date:
Place:

Signature of the Authorized Person

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FORMAT OF SUPPLY ORDER

To:

Subject: Supply Order for **05 LAPTOPS, 01 EXTERNAL HARD DISK, 01 DIGITAL PHOTOCOPY MACHINE AND 01 MULTI FUNCTIONAL COLOR LASER PRINTER FOR UTTARAKHAND PUBLIC FINANCIAL MANAGEMENT STRENGTHENING PROJECT UNDER NATIONAL SHOPPING PROCEDURES**

Ref: Your quotation having ref. no. _____ dated _____

Dear Supplier,

Your quotation having ref. no. _____ dated _____ for **PROCUREMENT OF 05 LAPTOPS, 01 EXTERNAL HARD DISK, 01 DIGITAL PHOTOCOPY MACHINE AND 01 MULTI FUNCTIONAL COLOR LASER PRINTER FOR UTTARAKHAND PUBLIC FINANCIAL MANAGEMENT STRENGTHENING PROJECT UNDER NATIONAL SHOPPING PROCEDURES** has been accepted and approved. You are requested to kindly supply the following equipments at the rates quoted by you and specified against each as per the specifications and terms and conditions specified hereunder:

S. No.	Brief Description of the Goods	Unit	Qty	Unit Rate INR	Total Amount INR
1	Supply and Installation of Laptop Computers as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	05		
2	Supply of external Hard Disk as per Technical Specification in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
3	Supply and Installation of Digital photocopy machine as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
4	Supply and Installation of Multi-Functional Color laser printer as per Technical Specifications in Annexure-'A' & Terms and Conditions in Annexure-'B'	Nos.	01		
Total Excluding GST					
Total GST					
Grand Total including GST					

Total Supply Order Value including GST: Indian Rupees

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Annexure-'A-Technical Specifications for supplying of following equipment**1. Technical Specifications for Laptop Computer (05 Nos.)**

Sl.	Title	Requirement
1	Series	Business/Lite/Performance Based
2	Processors	Intel 10th Gen i7 or higher
3	RAM	16 GB DDR4, 2666 MHz or higher
4	Graphics Card.	Dedicated 2GB graphics card or higher or professional
5	Hardisk Drive	1TB Sata + 512 M.2 PCIe NVMe Solid State Drive or higher expandable
6	Keyboard	Backlit Keyboard (US/International)
7	Port	USB 2.0,3.0 ports, HDMI, RJ45 port, Type C, Headphone jack, HD Webcam
8	Wireless	WiFi & Bluetooth enabled
9	Display	14-15 inches
10	Battery	6-Cell, 97 WHr or more
11	Power Options	Power Cord (India)
12	Operating System	Genuine Windows 10 Professional preloaded with backup and recovery (OEM Certified), Windows defender and MS Office home & student 2019 licensed
13	Back Pack	Required
14	Warranty	Onsite Service of product for 03 Years 1 year warranty on battery and adapter
15	Mouse	Required optical wireless mouse medium size (2-3 buttons)

2. Technical Specifications for External Hard Disk – 01 No.

Sl.	Title	Requirement
1	Hard Disk	Portable External Backup plus Hard Disk: 5TB
2	Ports	USB 2.0,3.0 or other
3	Warranty	03 year manufacturer warranty or more

3. Technical Specifications for Digital Photocopy machine (Full Size) (01 Nos.)

Sl.	Title	Requirement
1	Processor and Memory	1GHz, 1GB or higher
2	Printer type	Digital Photocopy, Printer, Scanner A3, (Duplex)
3	Max Size	A3
4	Functions	Print, Copy, Scan (fax and wireless optional)
5	Printer Speed	30ppm & above(Black & White, Grayscale)
6	Scanning Size	A3, A4 (Black & White, Grayscale & Color)
7	Scanning Resolution	600x600 dpi or higher
8	Printout	600x600 dpi or higher
9	Interface	Wifi, Ethernet RJ45, USB 2.0
10	Page feeding	A3, B4, A4, A4R, B5R, B5, A5R, Legal
11	Paper Input Capacity	1000 sheets more
12	Paper GSM	50-150GSM paper supported
13	Duplexing	YES
14	OS Supported	Win 8.1, Win Server support, Windows 10, Mac OSX (10 or later)
15	Warranty	03 Years onsite Comprehensive Warranty

4. Technical Specifications for Multi functional colour laser printer MFP (Medium) (01 Nos.)

Sl.	Title	Requirement
1	Processor and Memory	460 MGhz, 1 GB or higher
2	Printer type	All in one Multi functional color laser Printer, Photocopy, Scanner
3	Functions	Print, Copy, Scan (fax and wireless optional)
4	Printer Speed	25-30 ppm & above(Black & White, Grayscale & Color)
5	Scanning	Black & White, Grayscale & Color
6	Scanning Resolution	1200x600 dpi and more
7	Interface	Wifi, Ethernet RJ45, USB 2.0
8	Page feeding	A4, Legal, Bond paper GSM 100 and more supported
9	OS Supported	Windows 8.1, Windows 10, Mac OSX (10.4.9 or later)
10	Warranty	03 Years onsite Comprehensive Warranty

Annexure-B-Terms and Conditions

Terms & Conditions:

1. **Delivery Period:** The complete supply and installation should be completed within 30 days from the date of issuance of the supply order.
2. **Place of Delivery:** Uttarakhand Public Finance Management Strengthening Project, Center for Training and Research in Financial Administration, Sudhowala, Dehradun-248007, Uttarakhand, India.
3. **Billing Address:** Project Director, Uttarakhand Public Finance Management Strengthening Project, Center for Training and Research in Financial Administration, Sudhowala, Dehradun-248007, Uttarakhand, India
4. GST shall be paid at actual prevailing on the date of supply.
5. Any fault during the warranty period should be rectified within 48 hours from the intimation of the fault.
6. Payment shall be made within 30 days from the date of successful installation and acceptance by the purchaser.
7. The supply order is subjected to adherence of technical specifications and successful installation by the supplier.
8. The Liquidated Damage (LD) charges shall be applicable at the rate of 0.5% per week of the total supply order value of the delayed equipment subjected to a maximum of 10% of the total supply order value.
9. The standard warranty period shall start from the date of the successful installation.

Date:

Place: Dehradun

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