

PRESIDENT'S SECRETARIAT

(E-governance Section)

No. D-11011/72/10-E-gov

9th March, 2010

Subject Procurement of PCs, Laptops, Scanners etc for President's Secretariat, Rashtrapati Bhavan, New Delhi.

Sir,

Sealed quotations are invited from the reputed firms for supply of the following items for President's Secretariat, Rashtrapati Bhavan, New Delhi:-

- | | | |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1. | Sony Laptop(13.3")
(VPCs117GG/B) | 4 Nos |
| 2 | Desktop PC(Apple 21.5")
(MB950ZP/A) | 2 Nos |
| 3 | Desktop PC(HP)
(Intel Core i5/core i7/inter core
to quad Q8400, 2x2GB DDR3
SDRAM 1066Mhz, 18.5"TFT
Monitor DVD R/w Optical
Drive 500GB SATA 3.0GB/s
Hard Drive with Native command
queuing, Key board & optical
Mouse, Windows® 7 professional
64 bit). | 15 Nos |
| 4. | Scanner(Heavy Duty)
Flatbed high resolution
A4-A3 size document | 1 No. |
| 5 | Scanner(Standard)
Flatbed | |
| 6 | Adobe CS4 | |

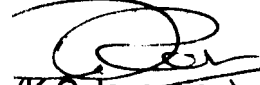
The Techno-Commercial bids in two separate sealed cover with technical bid marked clearly as 'Technical bid' and financial proposal marked clearly as 'Financial bid' and the main cover to be super scribed with "Quotation for procurement of PCs, Laptops & Scanner etc. for President's Secretariat, Rashtrapati Bhavan, New Delhi and addressed to the Additional CPH, President's Secretariat, Rashtrapati Bhavan, New Delhi-4 positively by **3:00PM on 25/3/2010**. The technical bid would be opened in the room of ACPH at **4 PM on 25/3/2010**. The bids should be deposited only in the sealed tender box placed at Central Registry Section, President's Secretariat, Rashtrapati Bhavan, New Delhi-4. Technical bid should be accompanied with EMD of Rs. 30,000/- in the form of Demand Draft in favour of Under Secretary (DDO), President's Secretariat, Rashtrapati Bhavan, New Delhi-4.

- A) Technical bid should include the following
- 1) Compliance Statement as under
 - 2) The details of the firm
 - i) Name of the firm
 - ii) Business address of the firm
 - iii) Telephone No.
 - iv) Mobile No. (if any)
 - v) Should assess to IT/ST and if so PAN/ST No.
 - vi) Income Tax clearance certificate must be attached.
 - 3). Bids of tenders who fulfill the following criteria would only be entertained (along with proof):-
 - a) The tender should be a company registered in India
 - b) The tender should have good reputation in the market and their clients should include Govt. Departments/Ministries and Government undertakings.
 - c) The vendor should be OEM or should have appropriate support relationship with OEM with a validity period of one year or more from the date of issue of Tender Notice.
 - d) The tender should have been a profit making organization for the last 5 years and the yearly total turnover should be at least Rs. 50 Lakh.
- B) Financial bid should include- Rate all the items(PCs, Laptop, Scanner & Software), should be mentioned separately. VAT/Taxes should be stated separately. If VAT/Taxes are not mentioned separately, it will be presumed that the amount mentioned is inclusive of taxes.
- C) Deviation, if any, in the minimum requirement as desired by the Department vis-a vis as submitted by the firm should be clearly highlighted.
- D) Technical bid not accompanied with required EMD would be rejected categorically.
- E) The above items would have to be delivered within seven days of the issue of the purchase order failing which the EMD would be forfeited by the Department.

F) Financial bids of only those who qualify technically will be opened. If separate bids are not submitted or the bid is not deposited in the tender box placed at Central Registry Section, President's Secretariat, Rashtrapati Bhavan, New Delhi-4, then the bid would not be considered at all.

G) The firm which is awarded the contract would have to deposit a performance security, within a week of placement of the purchase order, equivalent of 10% of the amount quoted for the above items, which should be furnished to the Department in the form of an A/c payee Demand Draft, Fixed Deposit Receipt from a Commercial Bank, the Bank guarantee from any Commercial bank in an acceptable form to safeguard the interests of the Department in all respect. The performance security shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.

Yours faithfully,



(K.C. Jayarajan)

Addl CPH

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