

Ministry of Home Affairs  
Government of India  
35, S. P. Marg  
New Delhi - 110 021

Tender Enquiry No 4 / Civicon / 2010 (11)

Dated 16<sup>th</sup> August 2010

Dear Sir,

You are invited to offer tender for supply of stores as per details given in the schedule to this enquiry.

2. The conditions of the contract which will govern any contract made are contained in Pamphlet No DGS&D-36 entitled "Conditions of contract governing contracts, placed by the Central Purchase Organization of the Government of India as amended up to 31-12-1991 and those contained in the Pamphlet No DGS&D-229 containing various instructions to tenderer quoting against the tender enquiry issued by the DGS&D.

3. The above mentioned pamphlets and the list of amendments thereto can be obtained on payment from the under mentioned officers:

- a. The Manager of Publications, Civil Lines, Delhi
  - b. The Superintendent, Government Printing and Stationary, UP, Allahbad
  - c. The superintendent, Government Printing and Stationary, Mumbai
  - d. The Superintendent, Government Press, Chennai
  - e. The Superintendent, Government Printing and Stationary, Nagpur
  - f. The Superintendent, Government Printing, Gulzarbag, Patna, Bihar
  - g. DGS&D New Delhi and its regional Offices at Mumbai, Chennai and Calcutta.
  - h. Government of India Book Depot, 8 Hastings Street, Calcutta.
4. The following certificate should be given in the request

"It is certified that our concern / establishment require the copy of the specification and other details in connection with the **TE No. 4 / Civicon / 2010 (11)** It is further certified that the information contained in the document will be utilized by our concern / establishment for own use only for the purpose of producing supplying/ inspection of stores. The information contained therein will not be divulged / supplied to any outside agencies not authorized to the same without prior approval of the issuing authority."

5. If you are in a position of quote for supply in accordance with the requirements stated in the attached schedule to tender, all documents attached herewith should be duly filled in, signed and returned to this office.

6. Your tender should be submitted **in triplicate**. This tender is not transferable.

Yours faithfully

(S. V. Gopinath)  
Asst. Director

No 4 / Civicon / 2010 (11)  
Ministry of Home Affairs  
Government of India  
35, S. P. Marg  
New Delhi - 110 021

PRICE PER TENDER SET  
EARNEST MONEY REQUIRED

: **Rs.1000.00 (Rs One thousand only)**  
: **Rs.200000.00 (Rs Two lakhs only)**

(Tenderer's are advised to go through the Earnest money clause attached with this T.E. carefully before filling the Tender.)

**Tender document can be purchased from our office reception from 18/08/2010 to 06/09/2010 between 1500 Hrs to 1600 Hrs on all working days.**

**No Public Sector Unit / Joint Sector Unit will be exempted from paying the Earnest Money.**

Time and date of receipt of tender by  
Joint Director, 35, S.P. Marg  
New Delhi -110021 by

: 1100 hrs on 06<sup>th</sup> September'2010

Closing date for submission of tender  
Time and date of opening of Bid

: 1100 hrs on 07<sup>th</sup> September'2010  
: **1200 hrs on 07<sup>th</sup> September'2010**

**The tender shall remain open for acceptance for 6 months from the date of opening of bids.**

ITEM. No	DESCRIPTION OF STORE	UNIT	QTY.	Unit Price
1.	19 inch 42U Equipment rack	Number	30 Nos.	
2.	19 inch 24U Equipment rack	- DO-	400 Nos.	

**All tender documents duly completed and signed on each page are to be returned with your offer.**

2. The tender must be submitted in duplicate along with manufacturer's technical specification sheet, technical literature, leaflets, and brochures etc. of the products offered in the tender.

3. Incomplete offers, Offers not confirming fully to T/E requirements or with vague replies or without Earnest Money, will not be considered.

4. Firms must clearly indicate in their offer different taxes and duties which they propose to charge extra mentioning clearly the present rates thereof. **Installation charges and services etc., where service tax is chargeable should be mentioned extra. Where ever installation and other service are shown inclusive, service tax would be chargeable on total cost.** Vague offers like DUTIES AS APPLICABLE shall not be considered.

5. Offers received without these details and without Earnest Money will be ignored.

6. **The Purchaser** Director, IB, MHA, New Delhi

7. **Inspection Authority** Joint Director-Technical, IB, MHA

8. **Inspecting Officers** Representatives of Joint Director-Technical IB, MHA, New Delhi

9. **Security Deposit** An amount equivalent to 5% of the value of Supply Order / AT to be deposited by the successful bidder. Security deposit may be paid in the form of bank guaranty or demand draft in the favor of Accounts Officer (M), IB, MHA, New Delhi to remain valid until the completion of supplies.

10. **Stores required at** Various sites all over India, mostly state capitals. Address to be given to successful bidder.

11. **Delivery required by** Full supply of the stores to be handed over to the indenter on or before the delivery date mentioned in the Acceptance of Tender (AT) by the Indenter. Failing which LD should be chargeable @ 0.5% per week with a maximum of 5%. The purchaser reserves the right to revoke the supply order and forfeit security deposit thereafter.

## CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY

1. All firms are required to deposit EARNEST MONEY of **Rs.200000.00 (Rs Two lakhs only)**  
NO PUBLIC SECTOR UNIT OR JOINT SECTOR UNIT IS EXEMPTED FROM PAYING EARNEST MONEY
2. The Earnest Money can be deposited in any one of the following alternative forms
  - a. A crossed bank draft drawn in favor of the **Accounts Officer (M), IB, MHA**. The draft should be payable at New Delhi.
  - b. An irrevocable bank guarantee of any Nationalized Schedule Bank or reputed commercial bank of the tender country in the PROFORMA attached.
  - c. FDR for an equivalent amount.
3. The Earnest Money shall be valid and remain deposited with the Purchaser for the period of Six months from the date of tender opening. If the validity of the tender is extended, the validity of the BG or any other document submitted in lieu of EMD will also be suitably extended by the tenderer, failing which the tender after the expire of the aforesaid period shall not be considered by the Purchaser.
4. No interest shall be payable by the Purchaser on the EM deposited by the tenderer.
5. The EM deposited is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.
6. The Earnest Money of the successful tenderer shall be returned after the award of contract
7. Earnest Money of all unsuccessful tenderer shall be returned by the Purchaser as early as possible after the expiry of the bids validity and placement of contract. Tenderer are advised to send a pre-receipted challan along with their bids so that refund of EM is made in time.
8. Any tender not accompanied with Earnest Money in one of the approved forms acceptable to the Purchaser, shall be rejected.

### 9. PRICE PER TENDER DOCUMENT SET:

- i) Incase of tender document sets are not purchased from our office, a crossed bank draft of equal amount drawn in favour of the **Accounts Officer (M), IB, MHA** may be accompanied with the bid. The draft should be payable at New Delhi.
- ii) Incase of tender sets are purchased from our office money receipt in original should be accompanied with the bid.

Enclose with Technical Bid  
PROFORMA for Earnest money  
PROFORMA of Bank Guarantee for Earnest Money  
(On non-judicial Stamp paper of requisite amount)  
Bank Guarantee No.....

To,  
The Accounts Officer (M)  
Ministry of Home Affairs (IB)  
35, S. P. Marg  
New Delhi - 110 021

Dear Sir,

In-accordance with your Invitation to tender  
M/S .....hereafter called the tenderer with the following Directors on their Board of Directors  
Partners of the firms

- 1.
- 2.
- 3.
- 4.

wish to participate in the said Tender for the supply of stores for Ministry of Home Affairs (IB).  
As a Bank Guarantee against Earnest Money the sum of **Rs.200000.00 (Rs Two lakhs only)** Valid for Six months from the date of opening of the Tender **07<sup>th</sup> September,2010** is required to be submitted by the tenderer as a condition for the participation, this bank hereby guarantees and undertakes during the above said period of Six months to immediately pay on demand by Account Officer (M), Ministry of Home Affairs writing the amount of **Rs.200000.00 (Rs Two lakhs only)** without any reservation and recourse if:  
i. The Tenderer after submitting his Tender modifies the rates or any of the terms and conditions thereof, except with the previous written consent of the Purchaser.  
ii. The tenderer withdraws the said Tender within Six months after opening of tender  
or  
iii. The Tenderer having not withdrawn the tender fails to furnish the contract security deposit imposed for the performance of the contract within the period provided in the general conditions of contract.

The Guarantee shall be irrevocable and shall remain valid up to six months if further extension to this guarantee is required the same shall be extended to such required period on receiving instructions from M/S .....of whose behalf this guarantee is issued.

Date.....	Signature.....
Place.....	Printed Name.....
Witness .....	.....
1.....	(Banks Commercial Seal)

**Special Conditions**

The offer must fulfill and comply following special conditions:

Special Conditions will supersede the conditions mentioned else where in the document.

Wherever applicable these conditions will over ride the conditions mentioned else where in the document.

1. **Confidentiality:** The purchase of sub-systems in this tender is related to a classified project of the Government of India. All bidders are requested to maintain confidentiality and not to disclose/ part or share any information/ program of tender processing with any person or party not authorized by tenderer or directly related with the project.

End user name and address should not be disclosed to any of the sub-contractors, suppliers to bidder for bought out items. Where ever necessary End user's name may be given as Technical Laboratories, Ministry of Home Affairs, New Delhi.. Any failure or lapse in maintaining confidentiality on the part of bidder will be dealt as the breach of confidentiality.

2 **Submission of bid-**

The offer must be prepared and must include,

- i. Eligibility documents,
- ii. Earnest Money,
- iii. Technical compliance as per schedule enclosed with tender document,
- iv. specifications and literature / leaflets of the 19 inch 42U & 24U Equipment rack,
- v. Commercial terms and conditions **excluding price and its break-up.**

b. **Price bid** - must include total cost of the offer, cost break-up of each equipment, taxes and duties with prevailing rates. Tender enquiry number, date, time of opening and contents therein should be marked on the top of the cover. The cover should be addressed to, Joint Director-Technical, 35, S. P. Marg, New Delhi - 110 021.

3. **The supplier should guarantee that items would continue to conform to the description and quality as per the TE requirement for a period of warranty 3 Years from the date of technical acceptance of the items. This guarantee must be all-inclusive, including repair, replacement of faulty parts, components free of cost.** In the event of failure of a sub-unit(s), the faulty sub-unit(s) must be repaired within 6 hours (excluding traveling time by quickest mode of transport) of reporting the fault by purchaser to the supplier, failing which a penalty @ 2% of the cost of faulty equipment per day, until the repair of faulty unit would be charged by the purchaser from the supplier

4 **Payment terms:**

- I. 90% on successful supply and acceptance at site by the purchaser.
- II. 10% after successful installation at site.

**5. Late Delivery** - implementation including supplies, testing, and installations of the stores should be completed within the agreed time schedule. In the even of delay in implementation for any reason, the purchaser would be entitled to charge LD penalty @ 0.5% of the cost of total Purchase Order per week for every week's delay, subject to a maximum of 5%. In the event of delay of more than 10 weeks, purchaser will have the right of revoking the purchase order and forfeiting the Security Deposit.

6. The Purchaser reserves the right of accepting or rejecting any or all the tenders.

7. Successful bidder will have to deposit security money equal to 5% of the total value of supply order before issue of Supply order by the purchaser.

8. **Eligibility** –

- i. Tenderer must be an authorized dealer /representative of OEM for more than a year or should submit an authorization from OEM, who has their representation in India for more than one year, to participate in bid. The bidder should produce an undertaking from OEM in the name of purchaser that the OEM should provide support for life time of the 19 inch 42U & 24U rack (expected 36 Months). Further the OEM should confirm in writing that the offered system is latest being manufactured and marketed by them. Documentary proof in this regard may please be enclosed with technical bids.
  - ii. Tenderer must enclose an undertaking stating that he or his firm has not been debarred from bidding by any government organization.
9. The bidder should respond to each section, point or requirement within the tender enquiry.
10. **System Acceptance at site-** Supply, installation, and successful commissioning will be validated by the purchaser before final acceptance at site.

**Technical specification of standard 19 inch 42U Equipment rack :**

1. Size – Height 42U  
Depth 800 mm  
Width 600 mm
2. Side panels with louvers throughout
3. Front glazed door
4. Rear panel with locking arrangement.
5. Roof plate should be fitted with AC operated cooling fan assembly for effective air circulation. It should also have provision for cable entry.
6. Vertical model extension board at the rear side of the rack with 24 Nos. of 5 Amp AC mains sockets with individual on/off switch. AC mains Distribution panel with Miniature Circuit Breaker (MCB) should be fitted at the rear bottom of the rack.
7. Rack should have 20 pairs of 19” (482.6 mm) supporting angles and plate fitted in every 2U height.
8. Copper earthing strip (6mm x 16 mm) should be fitted at both the vertical edges of rear side of the rack for providing proper earthing.
9. 4 Nos. of 1U and 2U height Blank panels each with proper fitting arrangement.
10. Cable clamp rails for enclosure width.

**Technical specification of standard 19 inch 24U Equipment rack :**

1. Size – Height 24U  
Depth 800 mm  
Width 600 mm
2. Side panels with louvers throughout
3. Front glazed door
4. Rear panel with locking arrangement.
5. Roof plate should be fitted with AC operated cooling fan assembly for effective air circulation. It should also have provision for cable entry.
6. Vertical model extension board at the rear side of the rack with 24 Nos. of 5 Amp AC mains sockets with individual on/off switch. AC mains Distribution panel with Miniature Circuit Breaker (MCB) should be fitted at the rear bottom of the rack.
7. Rack should have 20 pairs of 19” (482.6 mm) supporting angles and plate fitted in every 2U height.
8. Copper earthing strip (6mm x 16 mm) should be fitted at both the vertical edges of rear side of the rack for providing proper earthing.
9. 4 Nos. of 1U and 2U height Blank panels each with proper fitting arrangement.
10. Cable clamp rails for enclosure width.

**Proforma for submission of price bid:**

T.E.No. 4/Civicon/2010(11)

Sl. No.	Description of Unit/item/sub system	Qty.	Excise duty		Sub total-1	Sale Tax/ Service taxes		Sub total-2	Freight, Insurance And other Incidental charges		Unit Charges Including taxes
			Rate	Amount		Rate	Amount		Rate	Amount	

