

NOTICE INVITING TENDER

DISTRICT COURT, BHOPAL

NIT NO.

Dated :09-01-2021

Subject :- Tender for supply & installation of Different Computer Hardware Items in District Court, Bhopal (A) and Special Courts : Atrocity, Gram Nyayalaya, Electricity and POC SO - (B) (further referenced as 'Special Courts, Bhopal') as per Tables given below:-

Table- A

Se.No.	Manufacturer / Description	Qty
1	Luminous, 1 KVA UPS	10
2	10 mtr HDMI cable	05
3	Exide, 7 AH UPS Battery 12 Volt (Buy Back)	100
4	Exide, 26 AH UPS Battery 12 Volt (Buy Back)	32
5	Exide, 42 AH UPS Battery 12 Volt (Buy Back)	16
6	Brother,Scanner ADS 2400N	01
7	Logitech,Mouse USB	10
8	HP Laserjet M 202 DW Printer	10
9	Epson LQ 590	10
10	Logitech Keyboard USB	10
11	Installation Charges 600VA battery charge	50
12	Installation Charges 1 KVA Battery charge	01
13	Installation Charges 5 KVA Battery Charge	01
	Total:-	256

TABLE : B

Se.No.	Manufacturer / Description	Qty
1	HP Laserjet M 202 DW Printer	04
2	Epson LQ 590	01
3	Luminous UPS 1 KVA	02
	Total:-	07

Sealed quotations are invited for supply and installation of Luminous: 1 KVA UPS- (quantity 12 nos), 10 mtr HDMI cable- (quantity 05 nos), Exide co. 7 AH UPS Battery 12 Volt (Buy Back)- (quantity 100 nos), Exide co. 26 AH UPS Battery 12 Volt (Buy Back)- (quantity 32 nos), Exide co. 42 AH UPS Battery 12 Volt (Buy Back)- (quantity 16 nos), Brother co. Scanner Model: ADS 2400N- (quantity 01 no) , Logitech: Mouse USB- (quantity 10 nos), HP Laserjet M 202 DW Printer- (quantity 14 nos), Epson LQ 590- (quantity 11 nos), Logitech Keyboard USB- (quantity 10 nos), Installation Charges for 600VA UPS battery per UPS - (quantity 50 nos), Installation Charges for 1 KVA UPS Battery per UPS- (quantity 01 nos) and Installation Charges for 5 KVA UPS Battery per UPS- (quantity 01 no) in The District Court, Bhopal and Special Courts, Bhopal from Manufacturing Companies, reputed Vendors / Dealers, registered , bonafide, reputed , experienced and eligible firms who have executed similar nature of work in Court Premises / Government Ministries / Departments, Semi- Government organizations including Public Sector Undertakings and satisfying all other terms and conditions in this tender document.

1. Instructions to the Tenderers:

Quotations will be invited in sealed envelope consisting of Techno commercial & Price Bid. The bid will be made and put in the sealed single envelope containing the title "Quotations for Supply And Installation of Computer Hardware In The District Court, Bhopal And The Special Courts, Bhopal " and addressed to District Judge, Bhopal and the Bid will be submitted to District Judge, District Court, Bhopal latest by 05:00 PM on 15th January, 2021.

Tender relates to "supply and installation of Computer Hardware in the District Court, Bhopal and Special Courts, Bhopal".

The Tenderer shall clearly specify what items are not covered under his bid.

2. Scope of Work :

- i. The place of performance will be the District Court, Bhopal.
- ii. The Vendor shall supply and install Computer Hardware including UPS Batteries of reputed Brand having ISI and ISO Certification only.

3. Terms and Conditions :

- i. The Vendor shall complete the installation within one week or earlier after the receipt of Order failing which a penalty of Rs. 200/- per day shall be imposed.
- ii. The installation work shall be undertaken only by the persons / Operators duly authorised by the District Judge to maintain the security of the District Court. The

- Vendor shall provide list of authorised employees in advance with their credentials to the District Judge.
- iii. Application form shall be available on the official website of High Court of M.P. , Jabalpur i.e. <http://mphc.gov.in> and District Court, Bhopal i.e. <http://districts.ecourt.gov.in / bhopal> and can be downloaded from respective links.
 - iv. The quotation will be opened in the Office of First Additional District and Session Judge/ Office In-charge Computer Section, Bhopal at 4.00 P.M. on the next working day falling after 15th Jan 2021. One representative of the bidder may remain present Quotations will be finalised after considering the proposals. All Tenderers or any of the Tenderer may be called for further negotiations before considering his/their proposal.
 - v. District Judge shall have absolute right to select/reject any quotation for installation and supply of Computer Hardware on the basis of rate, quality and services proposed in the tender.
 - vi. The applicant / vendor is required to submit Brochure(s)/Specification with complete details of the Computer Hardware Items proposed to be installed.
 - vii. The District Judge, Bhopal has the right of accepting or rejecting any or all tenders without specifying any reason(s) thereof. The District Judge shall have right to cancel entire tender process without assigning any reason whatsoever. The District Judge, Bhopal is under no obligation to accept the lowest tender.
 - viii. There is no obligation on the part of the District Judge, Bhopal to inform the unsuccessful Tenderer of the outcome of the Tenderer process and reasons for rejection of tender.
 - ix. The successful contractor shall forthwith engage/depute technical person / Operators to install Computer Hardware and UPS Batteries in the District Court, Bhopal.
 - x. In case of pecuniary loss suffered by any of the users / beneficiaries of the District Court, Bhopal attributed to the Contractor, the District Judge, Bhopal will have the right to forfeit the Security Deposit and in case the Security Deposit falls short to match the pecuniary loss being insufficient, such balance will be recovered from the payments due to the Contractor.
 - xi. Rates offered in the Tender shall be valid for a period of one year and once the tender is accepted, the rates will not be enhanced in final payment tenure. No upward revision will be allowed under any circumstances whatsoever.

- xii. Under no circumstances, shall the successful firm appoint any sub-contractor or sub-lease the contract. If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice, by the authority who has approved the award of the contract.
- xiii. The work Order can be terminated by the District Judge, Bhopal at any time without assigning any reason if the work of the contractor is found unsatisfactory. In this respect, the decision of the District Judge, Bhopal will be final and binding on the contractor. The District Judge, Bhopal reserves the right to accept or reject any bid in whole or in part without assigning any reasons there for.
- xiv. The bills in triplicate for the services prepared on the basis of approved rates will have to be submitted in favour of the District Judge, Bhopal for effecting payment. No advance payment shall be made for the job.
- xv. The bills in triplicate for the services prepared on the basis of approved rates will have to be submitted in favour of the District Judge, Bhopal for effecting payment. No advance payment shall be made for the job.
- xvi. The Vendor shall submit a Report of successful installation of Computer Hardware Items and UPS Batteries, which shall be verified by the OIC, Computer Section, Bhopal. With regard to successful installation of Hardware, the decision of District Judge shall be final and binding.
- xvii. The job carried out shall be to the satisfaction of the District Judge, Bhopal after getting certification from the OIC, Computer Section failing which deductions @ 10% of the total bill shall be made. Depending upon the severity of negligence, the District Judge, Bhopal reserves the right to blacklist the agency for a suitable period or from further participation in any of the jobs to be done for the District Court, Bhopal. The decision of the District Judge, Bhopal shall be final and binding on the Firm.
- xviii. Premature withdrawal of the Tender by the Tenderer shall make him liable forfeiture of the earnest money.
- xix. All the pages of the tender document should be serially numbered and duly stamped and signed by the bidder.
- xx. The District Judge, Bhopal reserves the right to review the performance whenever so desires, and also to terminate the work Order at any point of time during the installation in case the performance and the service rendered by the Vendor is found to be unsatisfactory. The decision of the District Judge, Bhopal shall be binding on the Vendor. The Work Order can also be terminated at any point of time if the above mentioned work is no more required.

- xxi. The District Judge, Bhopal reserves the right to vary, amend or alter any terms and conditions of the Tender Document at the time of placement of work Order.
- xxii. All the hardware items shall be adjustable i.e. any item can be dropped or the quantity may either be decreased or increased as per requirement at the time of purchase.
- xxiii. Ups batteries shall be refundable if ups finds any problem in functioning after the installation of new betteries.

4. Eligibility Criteria :-

- i. The Agency applying should possess valid Income Tax PAN No. and Service Tax Account No. The Agency should have minimum experience of 02 years providing such services.
- ii. Copies of the following documents may be submitted alongwith the Bid :-
 - a. Audited Profit & Loss Account of last three years i.e. 2016-17, 2017-18, 2018-19 (Optional)
 - b. Service Tax Certificate
 - c. Income Tax PAN No.
 - d. Income Tax Return for the last three years i.e. 2016-17, 2017-18 and 2018-19 (Optional)
 - e. ISO Certification (Optional)
 - f. Latest Service Tax Return
 - g. Documents regarding Experience of 2 years in providing similar services.
 - h. The Earnest Money Deposit (EMD) of Rs. 5000/- (Rupees Five Thousand Only) through a Demand Draft/ Pay Order/ unconditional Bank Guarantee.

5. **Evaluation of Bids:-**

- i. The Techno-Commercial Bid and price Bid will be evaluated as a package simultaneously. It must satisfy all the terms and conditions mentioned in this document and must be accompanied by all the requisite documents.
- ii. Filling up of all the columns in Techno-Commercial Bid and Price Bid is compulsory.

6. **Earnest Money Deposit :**

The Quotations should be accompanied by Earnest Money Deposit (EMD) of Rs. 5000/- (Rupees Five Thousand Only) in the form of Account Payee Demand Draft / Fixed Deposit Receipt or unconditional Bank form drawn in favour of District Judge, Bhopal without which the quotations will not be considered. The earnest money will be returned to all the unsuccessful Tenderer after finalization of the Tender. No interest shall be paid on the Earnest Money Deposit for delay in return for any reason, whatsoever may be.

7. The successful Bidder shall give performance security in the form of Account Payee Demand Draft or unconditional Bank Guarantee from a Nationalized Bank amounting to 5% of the total contractual value in favour of the District Judge, Bhopal. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the contractor firm including warranty obligations. The Security Deposit will be refunded only after the expiry of the contract. This deposit is liable to be forfeited, if during the period of contract the services of the contract are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the contractor or his employees. This forfeiture will be in addition to any action by the District Judge, Bhopal that the contractor firm may invite upon themselves due to any of the reasons specified above.


Seal of D.J.
District Judge
Bhopal (M. P.)

Annexure-I

Techno Commercial Bid

Tender For Supply & Installation of Computer Hardware & UPS Batteries In District Court, Bhopal

Se.No.	Description	Indicate also page number where attached
1.	Name, address & telephone number of the Firm	
2.	Name, designation, address & telephone number of authorized person	
3.	Please specify as to whether Tenderer is sole Proprietor/Partnership Firm/Private or Limited Company	
4.	Name, address & telephone number of Directors/Partners, Fax No., e-mail address	
5.	Copy of PAN Card issued by Income Tax Department and Copy of previous 2 Financial Year's Income Tax Return	
6.	Valid ISO Certificate in the field of Security/Traffic Guards if any (Please attach copy)	
7.	Service Tax Registration No. (Please attach)	
8.	Latest Service Tax Return (Please Attach)	
9.	Annual Turnover during last 3 years: 2016-17 2017-18 2018-19	

	(Please attach proof in the form of Profit & Loss Account)	
10.	Experience Certificate for last 3 years regarding supply of such items	
11.	Details of Bid Security/Earnest Money Deposit: a) Amount: b) Demand Draft/Pay Order/Banker/Cheque No.: c) Date of issue: d) Name of issuing Bank:	
12.	Furnish the list of Operators to be deputed in installation of the product	

Declaration by the Bidder:-

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in the tender document and undertake myself/ourselves to strictly abide by them.

Signature of the Tenderer with Seal

Note: Please indicate the page numbers where documents are attached. The entire Tender documents should be serially page numbered including enclosures.

It is certified that the particulars given above are true to the best of my/our knowledge/behalf and I/We have read terms/conditions and duties/responsibilities of the Technical Staff to be deputed for the purpose and have also understood the same and to hereby undertake to abide by the same without any reservations on any grounds whatsoever. In case of any breach of the said conditions. I/We shall be responsible for the consequence arising out of such situation(s)

Name & Signature of the
Authorized Signatory of the Agency
(with Seal of the Agency affixed)

Date:
Place:

Annexure-II

**PRICE BID FOR SUPPLY & INSTALLATION OF COMPUTER HARDWARE AND
UPS BATTERIES IN THE DISTRICT COURT, BHOPAL**

Se.No.	Details of the Computer Hardware & UPS Batteries proposed to be installed by the Vendor with details of Guarantee/Warranty	Cost of supply and installation of Luminous, 1 KVA UPS, 10 mtr HDMI cable, Exide co. 7 AH UPS Battery 12 Volt (Buy Back), Exide co. 26 AH UPS Battery 12 Volt (Buy Back), Exide co. 42 AH UPS Battery 12 Volt (Buy Back), Brother co. Scanner Model: ADS 2400N, Logitech Mouse USB, HP Laserjet M 202 DW Printer, Epson LQ 590, Logitech Keyboard USB, Installation Charges for 600VA UPS battery per UPS , Installation Charges for 1 KVA UPS Battery per UPS and Installation Charges for 5 KVA UPS Battery per UPS	Total effective cost
(1)	(2)	(3)	(4)

Note:- If on the installation of new batteries in the UPS, the UPS still don't work properly then the batteries in that case are liable to be returned.

All the terms and conditions of the tender for installation of Computer Hardware and UPS Batteries in the District Court, Bhopal are acceptable to me.

Signature of Contractor with Seal