

**ANDREW YULE AND COMPANY LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
ELECTRICAL DIVISION
SWITCHGEAR UNIT
14 MAYURBHANJ ROAD
KOLKATA 700023**

TELEPHONE: 24491601/24491770
FAX: 24491184

TENDER NO: ED/SWG/PUR/COMPUTER/14-15 DTD. 20.11.2014

TENDER FOR SUPPLY OF COMPUTER & PRINTER

Last Date of submission of Tender: 04.12.2014 up to 4:30 P.M.

DATE OF OPENING OF TENDER: 05.12.2014 at 11.00 A.M.

Cost of Tender documents: Rs. 200/- (Rupees Two Hundred Only)

Bidders are requested to be present during tender opening.

TENDER DOCUMENTS FOR SUPPLY OF DESKTOP, LAPTOP AND LASERJET PRINTER.

Sealed Tenders are invited for supply of following items:

SL NO	ITEM DESCRIPTION	QTY
1	DESKTOP COMPUTER (INTEL CORE i3-3 RD GEN, 4GB DDR3 RAM, 500GB HARD DISK, DVD WRITER, KEYBOARD, MOUSE, 18.6" LED, LAN, USB, WINDOWS 7 PROFESSIONAL).	6 NOS
2	LAPTOP COMPUTER (INTEL CORE i3-3 RD GEN, 4GB DDR3 RAM, 500GB HARD DISK, WITH NECESSARY ACCESSORIES.	1 NO
3	A4 BLACK & WHITE LASERJET PRINTER	2 NO

All components of above items must be branded i.e assembled computer will not be accepted.

Any clarification or additional information if required, the tenderer should call on us to get those thing clarified.

DELIVERY: To be intimated from time to time as per our requirement, commencing within 4 weeks from the placement of our P/Order and as per our requirement.

The buyer reserves the right to accept or reject any or all the tenders or to waive any informality, minor deviation or omission without assigning any reasons whatsoever.

TERMS AND CONDITIONS

The offer should be submitted as follows:

Tender should be submitted in Two Separate Parts (Techno Commercial Bid & Price Bid) in two separate sealed envelopes as given hereunder:

Both the **Techno-Commercial Bid and Price Bid** should be put in one SEALED cover Super scribing "QUOTATION FOR SUPPLY OF COMPUTER & PRINTER (TECHNO-COMMERCIAL BID AND PRICE BID)".

Tender No. and **Due Date** should be clearly mentioned on each of the sealed envelopes.

◀ **Part - I: Techno Commercial Bid:** This part of offer should contain the documents & details asked for as under: **[In no case should contain / indicate the offered prices]**

- Confirmation of our Technical Specification as per our specification.
- Confirmation of all commercial Terms & Conditions as specified in the tender.
- Specify VAT registration no.
- EMD
- Unpriced Format.
- Tenderers who will procure the document in cash, they have to submit the money receipt with techno-commercial bid otherwise the tenderers have to submit the DD of Rs200/- (drawn in favour of Andrew Yule & Co Ltd) with techno commercial bid.

- ◀ **Part – II: Price Bid:** This part of the offer should contain only price portion. Discount if any, applicable (on basic price / landed price etc), should be clearly spelt out both in figures and words. However, no conditional discount will be considered for the purpose of evaluation of the offer.

TECHNO COMMERCIAL BID SHOULD CONTAIN -

1. EMD: 1% of the bid value by way of Demand Draft drawn in favour of M/s ANDREW YULE & CO. LTD Payable at KOLKATA/ Bank Guarantee from any Nationalised / Scheduled / Multinational Bank for the EMD amount can also be accepted and the BG should be as per the specimen enclosed.
If any vendor has any dues from AYCL- Switchgear Unit Kolkata, EMD may be adjusted against such dues on the basis of specific request of the vendor in writing in this regard.
Bidders who are MSME units may apply for exemption from furnishing EMD/BG in lieu of EMD by making a specific request in writing and enclosing the necessary document in support of the same
Bidders whose turnover is more than Rs. 50 crores may apply for exemption from furnishing EMD/BG in lieu of EMD by making a specific request in writing and enclosing the necessary document in support of the same.
If reason for non-submission of EMD or adjustment against the outstanding balance for EMD is not mentioned in Techno-commercial bid of tender, the tender will be rejected.
2. Bidders who have downloaded this tender document from our website should enclose a DD for Rs. 200 /= in favour of ANDREW YULE & CO.LTD, payable at Kolkata towards cost of tender document.
3. Delivery within 4 weeks from order.
4. Validity period of the offer: Your offer should be valid for acceptance for a period of 365 days from the date of tender opening.
5. Guarantee: Material supplied should be guaranteed against all defects for a minimum period of 18 months from the date of supply. During the period if the product is found defective you shall undertake to repair the same at FREE OF COST.
6. Payment Terms: 90 days direct credit from the date of receipt of material at our switch gear unit. However acceptance of any deviation of the payment terms will be at the sole discretion of AYCL & if the deviation is accepted price of bidders who quote other payment terms will be loaded as per AYCL norms. Any advance payment terms will not be accepted.
7. Risk purchase clause - The company reserve the right to impose risk purchase clause as " For delay in execution / supply we shall have every right to do the same through some other agency/s which shall deemed fit and the additional cost of the same (Incidental/Consequential) shall be to your account which with respect to our intimation or observation whatsoever. Please confirm acceptance.
8. Security Deposit - The EMD amount of the successful Bidder will be retained as security deposit towards the execution of the order and the same will be released after completion of order. Please confirm acceptance.
9. Liquidated damage - If the delivery is delayed beyond the date of scheduled date of dispatch in the purchase order, penalty will be levied @ 1/2% per week subject to a maximum of 5%. Please confirm acceptance.
10. Legal condition – Any contract entered against this tender will be as per the following legal condition. It is recorded that this purchase order/contract/agreement is executed and concluded by

and between the parties hereto at premises no. 14 Mayurbhanj Road, Kolkata 700 023 and in the event of any dispute arising out of this agreement between the parties only the appropriate civil Court in the City of Kolkata shall have the exclusive jurisdiction to entertain, try and determine the said proceedings in exclusion of all other courts. Please confirm acceptance.

11. Taxes/Duty: You should clearly indicate Excise duty, sales tax/VAT, Cess and other duties/taxes if applicable.

12. Performance Bank Guarantee: 10% of the bill value of the supplied materials will be retained as PBG for the guarantee period, otherwise you may submit BG of equivalent value.

PRICE BID SHOULD CONTAIN

SL NO	ITEM DESCRIPTION	QTY	RATE
1	DESKTOP COMPUTER (INTEL CORE i3-3 RD GEN, 4GB DDR3 RAM, 500GB HARD DISK, DVD WRITER, KEYBOARD, MOUSE, 18.6" LED, LAN, USB, WINDOWS 7 PROFESSIONAL).	6 NOS	
2	LAPTOP COMPUTER (INTEL CORE i3-3 RD GEN, 4GB DDR3 RAM, 500GB HARD DISK, WITH NECESSARY ACCESSORIES.	1 NO	
3	A4 BLACK & WHITE LASERJET PRINTER	2 NOS	

The rate quoted should be FOR destination.

Price bid should be enclosed in a separate sealed envelop.

NOTE:

IN CASE PRICE IS MENTIONED IN THE TECHNO-COMMERCIAL BID THE TOTAL BID OF THE RESPECTIVE VENDOR BID WOULD BE SUMMARARILY REJECTED.

Offers sent thro' E-mail, fax will not be considered.

Tender arriving after the due date & time specified will not be considered.

PROPER LOADING ON THE PRICE SHALL BE MADE BY US FOR IMPORTANT TERMS e.g. PAYMENT TERMS, COST OF DELIVERY TO THE DESTINATION, EXCISE, SALES TAX/VAT, OTHER TAXES & DUTIES ETC. HAVING FINANCIAL IMPLICATIONS.

YOU ARE REQUESTED TO ATTEND AT THE TIME OF OPENING OF THE QUOTATION.

THE COMPANY RESERVES THE RIGHT TO REJECT ANY OR ALL THE TENDERS WITHOUT ASSIGNING ANY REASON.

Techno-commercial bid will be opened on scheduled date of opening, after scrutinizing of Techno-commercial bid, price bid will be opened which will be intimated duly to qualified bidders.

Price Bid will be opened only of those tenders whose Part "I" is found to be techno commercially acceptable. Such tenderers will be intimated to attend the opening.