

**TERMS & CONDITIONS & SPECIFICATION FOR
SUPPLY & INSTALLATION OF XEROX
MACHINE/COMPUTER/PROJECTOR etc.**

Name of the District / Health Institution: **DHH, Sundargarh**
(HEALTH & F.W. DEPTT., GOVT. OF ORISSA)

Tel: (06622)273790 /

Tender No. - 3690 /DPMU/2018-19

**TENDER DOCUMENT FOR SUPPLY & INSTALLATION
OF
Xerox Machine/Computer/Projector/Others Logistics**

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH
OFFICER, SUNDARGARH**



SECTION –I: INSTRUCTION TO BIDDERS:

1. SALE OF TENDER / BID DOCUMENT:

The Bidders have to download the Tender Documents directly from the website: www.sundargarh.nic.in. The Tender cost fee of Rs.1, 000/-(one thousand) (Non-refundable) by way Demand Draft drawn in favour of ZSS (NRHM), Additionality, Sundargarh should be enclosed along with the Technical Bid. The Tender cost fee and the EMD amount should be submitted separately in shape of demand drafts in the technical bid. In case of any bid amendment and clarification, responsibility lies with the bidders to collect the same from the website or from the office notice board before last date of purchase of tender document and the CDM&PHO shall have no responsibility for any delay / omission on part of the bidder.

2. DATE OF AVAILABILITY OF BID DOCUMENT IN WEBSITE:
From 13.07.2018 :
3. LAST DATE & TIME OF AVAILABILITY OF BID DOCUMENTS (In website):
02.08.2018
4. LAST DATE & TIME OF RECEIPT OF BID DOCUMENTS : **02.08.2018, 5 PM**
5. DATE & TIME OF OPENING OF COVER-A (Technical Bid) : **03.08.2018, 11.30 AM**
6. DATE OF OPENING OF COVER-B (Price Bid) :
will be intimated to technically qualified bidder.
7. PLACE OF OPENING OF BID DOCUMENTS / ADDRESS FOR COMMUNICATION / RECEIPT OF BID DOCUMENTS:
Chief District Medical & Public Health Officer,
At/P.O Sundargarh, Dist.: Sundargarh -770001
8. PURCHASER& INDENTER: CDM & PHO,Sundargarh
9. CONSIGNEE: District Headquarter Hospital, Sundargarh
10. DELIVERY: Door Delivery & within 45 days from issue of the work order

The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.

SECTION -2

2. TERMS & CONDITIONS OF TENDER

2.1 Eligibility Criteria:

A. Manufacturing units / Importers are eligible to participate in the tender provided, they have

- (i) Valid manufacturing license / Import License.
- (ii) Valid ISO certificate (as applicable with reference to the technical specification of each item).
- (iii) Tenderer (Manufacturer/Importer) should have proof of supply of 10 nos or more of the quoted instruments (any) (s) to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies.(have to submit work orders only)
- (iv) Proof of annual average turnover (Manufacturers) of Rs.1 Crore or more in the last three (3) financial years (2015-16 , 2016-17 & 2017-18)
- (v) Manufacturing unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization for the quoted item is not eligible to participate in the tender during the period of blacklisting.
- (vi) GST Registration Certificate

B. Authorized distributors on behalf of the manufacturer are eligible to participate in the tender provided they have fulfilled the following condition:

- (i) submitted manufacturer's authorization and power of attorney to transact business on behalf of the manufacturer as per the format at **Annexure – V only**. The authorized distributor may raise bill, if specially authorized by the manufacturer.
- (ii) Proof of Annual average turnover of the firm/agencies/distributors of Rs. 20 lakh or more in the last three (3) financial years (2015-16, 2016-17 & 2017-18).
- (iii) The authorized distributor will have to submit following documents of each manufacturer.
 - a. Copy of Valid manufacturing / Import license of each manufacturer.
 - b. Valid ISO certificate of each manufacturer.
 - c. Copy of GST regd. Certificate of each manufacturer.
- (iv) In case of Distributor supplying different products manufactured by different manufactures, then the authorized distributor has to submit authorization from each manufacturer as per annex:"V"
- (v) Should have 20 nos or more proof of supply of any products to Govt. Hospitals Only (Have to submit supply order copies of twenty or more)
- (vi) Copy of GST Registration certificate.
- (vii) Copy of PAN

2.2 Production of Samples: All technically qualified bidders have to submit samples as per specifications only. The sample of item to be submitted will be decided by the committee. The technically qualified bidders will be intimated about the date of submission of samples. If the sample submitted by the bidder fulfils all the requirements as mentioned in the technical specification, then only their financial bid will be opened.

2.3 All rate quoted should be type written, both in figure & word.

- 2.4 During tender evaluation process, all bidders & their representative have to behave professionally & any type of misconduct may lead to suitable action against the bidder as deemed fit.
- 2.5 The bidder or their authorized representative may remain present during the opening of technical & financial bid, if they show wish.
- 2.6 **EMD** : Bidder have to provide an amount as mentioned below against each item as Earnest Money Deposit in the shape of demand Draft only in favour of ZSS (NRHM), Additionality, Sundargarh from any Nationalized Bank payable at Sundargarh .If a manufacturer/Distributor quoting one or more items, then the bidder have to submit EMD amount of the quoted items only as a single EMD. The local MSEs registered with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC & NSIC shall pay 25% of the Prescribed EMD while participating in the tenders.

Name of Item	EMD amount in Rs.
Public Address System	250
LCD TV & Video player	1750
Intercom(40 lines)	1500
Back Rest	200
Camera 35MM, digital with color)	750
Filing Cabinet(for records)	2000
Cup Board(steel)	6000
Chair(for patienting waiting), moulded	5000
Chair(for office) & OPD	4000
Computer with modem with UPS, printer, internet connection	10000
COT	500
Refrigerator	1250
Refrigerator(double door)	1000
Racks (Iron) for DDC	12500
Rack (Steel & wodeen	750
Table	500
Table (for Office	750
Table for Doctors	1500
Table (Duty table for nurses)	2000
Telephone	150
Almirah(Linen)	1000
Almirah(for storage)	1500
vaccum cleaner	250
Xerox machine(type-1	7500
Xerox machine(type-2	3500
Projector	2500
Laptop	2500
Desk-cum-Benches	5000

2.7 Security Deposit (performance Security): The selected firm should submit the performance security in shape of account payee demand draft from a Nationalized Bank in favour of ZSS (NRHM), Additionality, Sundargarh equal to the amount of 5 % of the purchase order value of the items within 21 days of issue of the purchase order & will be returned back after completion of warranty period. Bid security will be refunded to the successful bidder on receipt of performance security.

2.8 The decision of the purchase committee will be final with regards to selection of bidders and any matter arises from time to time.

2.9 Submission of Tender:

a. Sealed tenders will be received by Dated 02.8.2018 up to 5 PM by the CDM&PHO, Sundargarh. Any tender received after the due date & time will be rejected / returned to the sender unopened. **The tenders will be received through Regd. Post / Speed Post only.**

b. The bidder(s) are to submit their tenders in **separate** sealed covered envelopes for **technical bid** and **Price bid** by super scribing **Cover "A" (Technical Bid) & Cover "B" (Price Bid)** and both the sealed covers should be put into a **third outer Cover**, which should be super scribed as "Tender for the supply & installation of Xerox machine/Computer/Furnitures etc. to the Office of the CDM&PHO, Sundargarh, Orissa" & Tender Reference No. 3690/DPMU.13.7.18

c. The Sealed tenders "Cover A" (Technical Bid) submitted by the tenderers will be opened by the District Committee in the office chamber of the CDM&PHO Sundargarh at 11.30 AM on dtd. 03.08.2018. The tenderer or their duly authorized representatives are allowed to be present during the opening of the tenders, subject to production of Authorization.

2.10 Documents needs to be submitted with the Technical BID (Cover A):

The following documents should be enclosed in Cover "A" (Technical Bid) by the bidder. All the photocopies are to be self attested.

- a. Checklist (as per **Annexure - I**) with detail of the documents needs to be enclosed in **Cover "A"** with page number. The document should be *serially arranged* as per **Annexure - I** and should be securely tied and bound.
- b. List of Item (s) Quoted by the bidder with name of the Make & Model of the item (s) (**Annexure – II**)
- c. Tender document fee of Rs.1, 000/- in shape of Demand Draft in the favour of ZSS, NRHM, Additionality , SNG.
- d. Earnest Money Deposit of Rs. (as specified against each item in clause 2.6 in shape of Demand Draft in the favour of ZSS, NRHM, Additionality, SNG.

- e. Details name, address, telephone no., Fax, e-mail of the manufacturer / authorized distributor / service centre / contract person / office in Orissa **(Annexure - III)**.
- f. The declaration form in **Annexure - IV** duly signed by the bidder before Notary Public / Executive Magistrate.
- g. Manufacturer's Authorization Format in **Annexure -V** (In case the bidder is not the manufacturer)
- h. Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure – VI**) that the annual average turnover of the manufacturing firm is Rs. 1 Crore or more in the last 3 (three) financial years. Attach copy of audit report (P&L Account with balance sheet) with the turn over certificate.
- i. Certificate duly filled by the Auditor / Chartered Accountant (as per **Annexure – VI**) that the annual average turnover of the Distributor/agency/firm is Rs. 20 lakh or more in the last 3 (three) financial years. Attach copy of audit report (P&L Account with balance sheet) with the turn over certificate.
- j. Performance Statement of manufacturer/Importer (**Annexure - VII**) **(Item wise)** during the last two years towards proof of supply of 10 or more nos. (s) to any Govt. organization / Corporate Hospitals / PSU Hospitals / UN Agencies. The copy of Purchase orders should be attached.
- k. Should have 20 nos or more proof of supply of any products to Govt. Hospitals Only. Have to submit supply order copies of twenty or more(for authorized distributors only)
- l. Deviation/No Deviation Statement from Technical Specification & details of technical specification of the product (**Annexure-VIIIA & B**)
- m. Leaflet/Technical Brochures of the product/item offered.
- n. Copy of Valid Manufacturing License of the manufacturer (s) / Import License by the Importer (also to be submitted by the authorized distributor from each manufacturer).
- o. Copy of Valid ISO certificate (as applicable).
- p. Copy of PAN CARD of the bidders.
- q. Copy of GST Registration certificate (both manufacturer & Distributor).

- r. The Original Tender Book with Conditions and the schedules signed by the tenderer at the bottom of each page with his official seal duly affixed.
- s. Other relevant documents/test reports etc as per the technical specification in Section IV.

2.11 COVER – B (PRICE BID)

Cover –B (Price Bid) of those bidders will be opened, only who qualifies in the Technical Bid evaluation & sample verification. The tender format (Price Schedule) in the prescribed form (as per **Annexure – IX**) must be submitted in Cover-B. The price of the item should be quoted inclusive of excise duty, insurance, packing, forwarding, freight (door delivery), turnkey job (accessories if any for installation) and warranty. The price of CMC for 3 years, GST and entry tax charges (if any) should be quoted in a separate column. The rate should be quoted for *each item* both in figures and words. **In case of difference in words and figures, words will be taken into consideration for evaluation.**

N.B: Valid means the certificate should be valid on or beyond the date of opening of tender (Cover-A).

2.12 The Cover “B” of tenderers who qualifies in their technical bid & sample verification as applicable, will only be opened (the date shall be intimated later) at the office chamber of the CDM&PHO, Sundargarh by the Purchase committee in the presence of the tenderers or their authorized representatives.

2.13 REJECTION OF TENDER

- i. The tender paper will be rejected, if any of the documents mentioned in clause no. **2.10**, from serial no. “a” to “s” are wanting / not submitted with the tender and if there is violation of any Terms & Conditions of the tender.
- ii. The tender paper will be rejected if the bidder changes any clause or Annexure of the bid document downloaded from the website.
- iii. In this regard the decision of the purchase committee will be final.

2.14 EARNEST MONEY DEPOSIT

- i. The Earnest Money Deposit will be submitted in the shape of demand Draft only in favour of ZSS (NRHM), Additionality, Sundargarh from any Nationalized / Scheduled Bank payable at Sundargarh

- ii. The EMD of the unsuccessful bidders will be returned back without interest after placement of purchase order to the successful tenderer and EMD of successful tenderer will be returned after submission of performance security.
- iii. The EMD will be forfeited if the tenderer withdraws the tender or doesn't sign the contract / doesn't supply the items (in case of successful bidder) within the stipulated time period.

2.15 SECURITY DEPOSIT: (Performance Security)

1. The performance Security should be submitted in shape of Bank Draft from a Nationalised Bank in favour of ZSS (NRHM), Additionality, Sundargarh (payable at Sundargarh) equal to the amount of 5 % of the purchase order value of the item within 21 days of issue of the purchase order.
2. The agreement (**as per Annexure – X**) will be signed between the supplier and the consignee / purchaser and will be kept by the consignee. A copy of the agreement may be kept by the supplier.
3. The Security Money will be returned back to the tenderer without interest after the expiry of the warranty period.
4. Security money will be forfeited if there is any violation of the tender terms and conditions.

2.16 Tenders should be typewritten or computerized and every correction in the tender should invariably be attested with signature by the tenderer with date before submission, failing which the tender will be ineligible for further consideration.

2.17 The rates quoted should be in **Indian Rupees only**. Rates quoted in any other currency will not be accepted.

2.18 The price quoted by the tenderers shall not be in any case, exceed the controlled price, if any, fixed by the Central / State Government / DGS&D and the Maximum Retail Price (MRP). The purchaser, at his discretion, will in such case, exercise the right of revising the price at any stage so as to conform to the controlled price or MRP as the case may be.

2.19 To ensure sustained supply without any interruption the tender inviting authority reserves the right to split orders for supplying the requirements among more than

one tenderer if the lowest eligible bidder fails to supply in scheduled time and L₂ & L₃ firms agree to match the L₁ rate.

2.20 The rate quoted and accepted will be binding on the tenderer for a period of **one year** from the date of placement of purchase order and on no account any increase in the price will be entertained till the completion of this tender period.

2.21 No tenderer shall be allowed at any time on any ground whatsoever to claim revision of or modification in the rate quoted by him. Clerical error / typographical error, etc. committed by the tenderers in the tender forms shall not be considered after opening of tenders. Conditions such as “ **SUBJECT TO AVAILABILITY**” / “**SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED**” etc., will not be considered under any circumstance and the tenders of those who have given such conditions shall be treated as incomplete and for that reason, shall be rejected.

2.22 If any information or documents furnished by the tenderer with the tender papers are found to be misleading or incorrect at any stage the tender of the relevant items in the approved list shall be cancelled and steps will be taken to blacklist the said firm for five (5) years.

2.23 PACKAGING:

All the packaging should be primary (New). The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation, rough handling during transit and exposure to extreme temperature, salt and precipitation during transit and upon storage.

2.24 TURNKEY:

The external power supply will be provided by the purchaser but the internal wiring and electrical fittings inside the room and accessories if any required for installation & commissioning of the equipment/instrument will be provided by the supplier without any extra cost.

2.25 COMPREHENSIVE WARRANTY & CMC:

(Undertaking as per Annexure – XI)

- i. The comprehensive warranty will remain valid as mentioned in the technical specification of each item from the date of installation & commissioning of the equipment/Instrument. The original copy of warranty documents will be submitted to the consignee after installation.
- ii. The warranty will cover **all the parts of the machine or item and any replacement or repair required** within the warranty period will be provided by the supplier with free of cost at the destination point (installation point). The supplier will take back the replaced parts / goods at the time of their replacement. No claim whatsoever shall be on the purchaser for the replaced parts / goods thereafter. No travelling allowances or transportation cost will be paid by the purchaser during the warranty period.
- iii. The Supplier shall warrant that the Goods supplied under this contract are new, unused, of the most recent or current models and they incorporate all recent improvements in design and materials. The Supplier shall further warrant that all Goods supplied under this contract shall have no defect arising from design, materials or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied Goods in the conditions prevailing in the place of final destination.
- iv. **CMC:** The tenderer shall also commit to provide offer for CMC (**Labour + all spare**) for the next three (3) years after Comprehensive warranty (**as applicable**). No extra cost will be paid other than the CMC cost for functioning of the item during this period. The supplier will provide **two (2)** preventive maintenance in every **six months** during the period of CMC.

2.26 UPTIME GUARANTEE:

a. UP-TIME BALANCE :

The Supplier (s) shall provide guarantee 95% uptime during comprehensive warranty period.

Any uptime less than the specified period above will be compensated by the Supplier(s) by extending the warranty period.

b. DOWNTIME PENALTY CLAUSE:

During the Guarantee / warranty period, desired uptime of 95% of 365 days will be ensured (24 hour). If downtime exceeds 5%, penalty in the form of extended warranty, double the number of days for which the equipment goes out of service will be applied.

In no case equipment should remain in non-working condition for more than 7 (seven) days from the date of complaint, beyond which a penalty will be applicable as per Rule.

2.27 SPARE PARTS:

- a. The spare price list of all spares and accessories (including minor) required for maintenance and repairs in future after guarantee / warranty period should be attached / enclosed along with the sealed quotation.
- b. The tenderers are required to furnish the list of spares along with their cost in the financial Bid separately which will not be taken for evaluation.

2.28 ACCEPTANCE OF TENDER AND SUPPLY CONDITIONS:

The CDM&PHO, Sundargarh, Odisha reserves the right to reject the tenders or to accept the tenders for the supply of the item tendered without assigning any reason thereof.

- b. The CDM&PHO, Sundargarh, will be at liberty to terminate the contract either wholly or in part without assigning any reasons thereof. The tenderers will not be entitled to any compensation whatsoever for such termination.
- c. The supply should be completed within 45 days from the date of issue of purchase order unless otherwise specified. If no supply is received even after 45 days or 73 days with liquidated damage from the date of issue of the purchase orders from the CDM&PHO, Sundargarh, such orders will stand cancelled automatically without further notice and other suitable action will be taken as deemed fit like forfeiture of the EMD and Security Deposit/ penalties etc..

- d. If the approved supplier fails to execute the supply within the stipulated time, the CDM&PHO, Sundargarh is empowered to purchase the same items from L₂ or L₃ tenderer if they agree to supply with the L₁ rate.
- e. The CDM&PHO, Sundargarh, Orissa or his authorised representative (s) has the right to inspect the factory of those company who have quoted for the tender, before accepting the rate quoted by them or before releasing any purchase order (s) or at any point of time during the validity period of tender and has also the right to reject the tender or terminate / cancel the orders issued based on the facts brought out during such inspections.

2.29 EVALUATION:

- I. *The rates of the item quoted by the tenderer who qualify technically will be evaluated after taking the following points into consideration: -*
 - a) Rate quoted including all charges like excise duty / customs duty, transportation, insurance, packing & forwarding , comprehensive warranty (as applicable in Years), cost of turnkey (cost of accessories if any for installation /commissioning) and GST.
 - b) The circulars issued by the Finance Department, Govt. of Orissa from time to time regarding tax matters shall be taken into account for evaluation and shall be binding on the bidders.
 - c) The warranty period in years will be also taken in to consideration while evaluating the price.

2.30 LIQUIDATED DAMAGE:

- a. The CDM&PHO may allow extension for a maximum period of 4 (four) weeks (28 days), after the stipulated date of supply (i.e. 45 days) with a penalty of 0.5% for each week (7 days) up to a maximum 2% on the value of the goods which will be deducted from the purchase order value as "Liquidated Damage",.
- b. If the supplier fails to complete the supply within the extended period, i.e. 73 days after being allowed by the CDM&PHO, no further purchase order will be placed to the firm for the said item and the concerned firm will be blacklisted for two (2) years from the date of issue of letter for the said item.

2.31 TERMS OF PAYMENT:

- a. No advance payments towards cost of medical instruments/equipments or turnkey job will be made to the tenderer.
- b. Payments shall only be made after receiving the **performance security deposit** from the supplier, handing over the Agreement/ undertaking/ warranty papers of instruments/equipment and turnkey jobs from the bidders to the consignee.
- c. No claims shall be made against the CDM&PHO, Sundargarh, Odisha in respect of interest on earnest money deposit or security deposit or any delayed payment or any other deposit.
- d. The payment of CMC (as applicable) will be made on a six monthly basis, after completion of warranty period and signing of the CMC agreement.

2.32 PENALTIES:

- a. If the successful tenderer fails to deposit the required security within the time specified or withdraws his tender after acceptance of his tender owing to any other reasons or unable to undertake the contract, his contract will be cancelled and the earnest money deposit & security deposit submitted by him along with his tender shall stand forfeited by the CDM&PHO, Sundargarh by reasons of such breach, such as failure to supply / delayed supply.
- b. Violating the tender terms and conditions & non supply / supply of Not of Standard Quality equipment /instrument will disqualify the firm to participate in the tender for a period of 2 (two) years from the date of issue of letter and his E.M.D & security deposit will be forfeited and no further purchase order will be placed to that firm for that item.
- c. In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court Dist. Sundargarh or High Court of Orissa.

SECTION-III

SCHEDULE OF REQUIREMENTS

SL NO.	Name of the Item	Specification	Place of Supply	Delivery Time
1	Public Address System	As per the Tender Specification in annexure:IV	District Head Quarter Hospital, Sundargarh	Supply Within 45 days from issue of Purchase Order
2	Xerox machine(type-1			
3	Xerox machine(type-2			
4	LCD TV & Video player			
5	Intercom(40 lines)			
6	Back Rest			
7	Camera 35MM, digital with color)			
8	Filing Cabinet(for records)			
9	Cup Board(steel)			
10	Chair(for patienting waiting), moulded			
11	Chair(for office) & OPD			
12	Computer with modem with UPS, printer, internet connection			
13	COT with mattress, bed sheet, pillow, pillow cover, door & window cotton			
14	Refrigerator			
15	Refrigerator(double door)			
16	Racks (Iron) for DDC			
17	Rack (Steel & wodeen			
18	Table			
19	Table (for Office			
20	Table for Doctors			
21	Table (Duty table for nurses)			
22	Telephone			
23	Almirah(Linen)			
24	Almirah(for storage)			
25	vaccum cleaner			
26	Projector			
27	Laptop			
28	Desk-cum-Benches			

SECTION –IV

TECHNICAL SPECIFICATIONS OF Computer/Xerox Machine/Furnitures etc.

Specifications

Specifications of Computers /Xerox Machines /Projector/ OTHERS

1. TECHNICAL SPECIFICATION OF DESKTOP COMPUTER

SL. NO.	Components	Specifications
1	Processor	7 th Generation Intel Core i3-7100 with 3.9 GHz, 3 MB Cache or higher
2	Chipset	Intel H270 Express Chipset with integrated intel HD graphics
3	RAM	4 GB DDR4-2133 RAM or Higher with 16 GB Expandability
4	HDD	1TB HDD of 7200 rpm Serial ATA HDD
5	Monitor	Minimum 18.5 " LED Color Monitor TCO-05/06 certified from the same OEM
6	KeyBoard	104 Keys with USB interface
7	Mouse	Optical with USB Interface
8	Bays	Minimum 01 Nos. or more
9	Ports	Min 4 USB Ports with min 2x2.0 and 2x3.0 (with at least 2 in front), 1 Serial audio ports for microphone and headphone in front, 1 VGA Port
10	Bus Architecture	2 PCI (PCI/ PCI Express) or more
11	Cabinet	Tower
12	DVD Re-Writer	Internal 16X DVD Writer or higher
13	Network	10/100/1000 on board Integrated Network Port
14	Operating System	Windows 10 Pro 64-bit with recovery media for each computer
15	Certifications	Energy Star*, RoHS & ISO 9001:2008 with Windows and Linux Certifications
16	Antivirus	Latest version of Antivirus (Kaspersky/ NOD32/ eTrust /McAfee/Quick Heal/Norton) with features like anti-virus, Anti- Spyware, Intrusion Prevention Browser protection with single management console 3 years subscription) with 3 year subscription with support updates and patches. Should be able to Prevent attacks below the operating system
17	Warranty	3 years onsite comprehensive warranty with spare and labour
18	Accessories	With required connecting cables and driver media should be supplied

2.

TECHNICAL SPECIFICATION OF LAPTOP

SL. NO.	Components	Specifications
1	Processor	7 th Generation Intel Core i3-7100 with 2.4 GHz OR HIGHER, 3 MB Cache or higher
2	Graphics	Integrated Intel HD Graphics 620
3	RAM	4 GB DDR4-2133 RAM or Higher with 16 GB Expandability
4	HDD	1000 TB or Higher HDD of 7200 rpm Serial ATA
5	Display Size	14"
6	KeyBoard	Standard
7	Mouse	Touchpad
8	WiFi Connectivity	802.11 a/b/g/n
9	Bluetooth	4.0 or Above
10	Ports	2x2.0 and 1x3.0 lx HDMI or 1xVGA
11	Optical Drive	Integrated
12	Speaker	Two speakers integrated
13	Network	10/100/1000 on board integrated Network Port
14	Operating System	Windows 10 Pro 64-bit with recovery media for each computer
15	Certifications	Energy Star*
16	Antivirus	Latest version of Antivirus (Kaspersky/ NOD32/ eTrust/McAfee/QuickHeal/Norton) with features like anti-virus, Anti- Spyware, Intrusion Prevention Browser protection with single management console 3 years subscription) with 3 year subscription with support updates and patches. Should be able to Prevent attacks below the operating system
17	Warranty	3 years onsite comprehensive warranty with spare and labour
18	Accessories	Carry-bag with required connecting cables and driver media should be supplied

3. Modem: SDSL (Symmetric Digital Subscriber Line) Modem

SDSL modems works on SDSL lines that provide equal bandwidth in both directions. Such types of modems are useful for those businesses which need to upload as well as download large files or programs to or from the Internet. These modems use voice trafficlans to expand bandwidth, and therefore aborting the possibility of a conversation when the SDSL modem is connected. For this purpose a dedicated phone line is required.

Warranty:-Minimum of 3 years onsite comprehensive warranty and 3 years CMC Smart Wireless Phone with internet charges paid for one year for ready un-interrupted connection and prompt service*

3.1 Mbps EVDO High Speed Data

4. TECHNICAL SPECIFICATION OF PRINTER

SL. NO.	Components	Specifications
1	Printer Type	Laser Monochrome
2	Print Speed	A4 Mono Minimum 14 PPM
3	Duplexing	No/5implex
4	Resolution	Resolution 600x600 dpi or higher
5	Paper	Size A4
6	Interface	USB 2.0
7	Warranty	3 Years comprehensive onsite warranty

5. TECHNICAL SPECIFICATIONS OF UPS

SL. NO.	Items	Specifications
1	Line Interactive UPS	LI UPS with rated 1.0 KVA, Minimum VAH: 216 AVR for single phase AC 160V to 280V input, output 230 Volt, Output Connections: Two (2-pin) 6A (Surge Protection) + Three (3-pin) 6A (Battery Backup) with Two year onsite Comprehensive Warranty including battery, spare and labour.

6. TECHNICAL SPECIFICATIONS PUBLIC ADDRESS SYSTEM

The voice alarm system shall be the integrated solution for BGM (Back ground Music) and EVAC (Emergency Voice Alarm). The voice alarm system shall be designed for public address and emergency evacuation. All the essential EVAC functionality – such as system supervision, spare amplifier switching, loudspeaker line surveillance, digital message management and a fireman’s panel interface –shall be combined.

Warranty: 2 years

7. LCD MONITOR 18" WITH VIDEO PLAYER-(?DVD PLAYER?) WITH INSTALLATION

LCD Monitor Specifications:

Product features:

Contrast ratio -600:1 Contrast ratio

Display -LCD Display

Screen Size - minimum 21" or + 1 inch more LCD display

Warranty: Standard Warranty

Installation included

VIDEO PLAYER

Super dustproof

High picture quality with Xvid Home

Wide playability

USB Play

8. INTERCOM40 LINES

Model name to be mentioned for 40 intercom lines

-Complete call accounting

-Call forwarding

-Auto call back

With 40 extensions

After sales service with Log book and contact of Service centre is must

To provide manual and Service and spares details

Warranty: Standard warranty

9. XEROX MACHINE (PHOTO COPIER), Type-1

Product description:

Manufacturer should be an ISO certified company

Type & Functions: Fully multi functional, 3 in 1(Print, Copy, Scan), digital.

TYPE: Automatic colour selection (Black & White/Gray scale)

Touch Panel: 5 Inch Touch Panel

PAPER Sizes: Optional - Standard size: A3, B4, A4, A4R, B5, B5R, A5, A5R, Foolscap, India Legal, F4A, Envelopes (No. 10 (COM 10), Monarch, ISO-C5, DL)

Power Requirements: 200-240V

Supported Media Types:

Multi Purpose Tray: Thin paper, Plain paper, Thick paper, Color paper, recycled paper, Pre-punched paper, Transparency, Tracing paper, Label, Bond paper, Coated paper, Envelope

Memory: minimum 500 MB

USB Support: Yes

Mobile Print: Yes

Print Specification

- Print Method: Colour laser beam printing
- Auto Duplex Printing
- Print Resolution: 1200*1200 dpi
- Print Speed: A4: 20 ppm, A3: 20
- Should deliver high quality output for both text & image.
- Double Sided Printing: Automatic(Standard)

Scan specification:

- Scan Resolution: 100 x 100 dpi, 150 x 150 dpi, 200 x 100 dpi, 200 x 200 dpi, 200 x 400 dpi, 300 x 300 dpi, 400 x 400 dpi, 600 x 600 dpi
- Document Feeder Supported Media Sizes: A3, B4, A4, A4R, B5, B5R, A5, A5R, B6R
- Scan Speed: 20 ppm

Copy Specification

Copy Resolution: 600*600 dpi

Copy Speed: 20 ppm

Copy type: Automatic colour selection (Black & White)

Multiple Copies: Up to 500 copies

Paper Capacity: 500 + 250 pages

Warm-up Time: 35 seconds or less

Warranty: 3 year onsite comprehensive warranty

10. XEROX MACHINE (PHOTO COPIER), Type-2

Product description:

Manufacturer should be a ISO certified company

Type & Functions: Fully multi functional, 3 in 1(Print, Copy, Scan), digital.

TYPE: Black & White

Touch Panel: 3.5-inch touch panel screen

PAPER Sizes: Optional - Standard size: A3, B4, A4, A4R, B5, B5R, A5, A5R, Foolscap, India Legal, F4A, Envelopes (No. 10 (COM 10), Monarch, ISO-C5, DL)

Power Requirements: 200-240V

Supported Media Types:

Multi Purpose Tray: Thin paper, Plain paper, Thick paper, Color paper, Recycled paper, Pre-punched paper, Transparency, Tracing paper, Label, Bond paper, Coated paper, Envelope

Memory: minimum 500 MB

USB Support: Yes

Mobile Print: Yes

Print Specification

- Print Method: Colour laser beam printing
- Auto Duplex Printing
- Print Resolution: 600*600 dpi
- Print Speed: A4: 20 ppm, A3: 15
- Should deliver high quality output for both text & image.
- Double Sided Printing: Automatic(Standard)

Scan specification:

- Scan Resolution: 100 x 100 dpi, 150 x 150 dpi, 200 x 100 dpi, 200 x 200 dpi, 200 x 400 dpi, 300 x 300 dpi, 400 x 400 dpi, 600 x 600 dpi
- Document Feeder Supported Media Sizes: A3, B4, A4, A4R, B5, B5R, A5, A5R, B6R
- Scan Speed: 14 ppm

Copy Specification

Copy Resolution: 600*600 dpi

Copy Speed: 18 ppm

Copy type: (Black & White)

Multiple Copies: Up to 300 copies

Paper Capacity: 250 pages

Warm-up Time: 40 seconds or less

Warranty: 3 year onsite comprehensive warranty

11. Projector

Resolution- (1280X720) HD, Color Light Output: 1700 lm (Low Lamp Mode), 0.63 inch x 3 BrightEra LCD Panel, Replacement Lamp Time: 5000 hrs (High), Filter Cleaning Cycle: Maximum 1000 hrs, Screen Size: 30 inch to 300 inch, Maximum Display Resolution: UXGA 1600 x 1200 dots, HDMI Port- 2 Nos, D-SUB, **Warranty:** 2 years.

12. Back Rest:

Material: Metal, epoxy power coated,
Easy to adjust to various angles, foldable

13. CAMERA:

Digital with color, 33 MM, branded, **Warranty: 2 years**

14. VACCUM CLEANER

- Auto cord winder and dust bag full indicator
- Suction control for variable airflow
- Comfortable operation: Easy to use foot operated power on-off and chord winder switch
- Power: 1000 watts
- Warranty: 12 months

15. FILING CABINET:

Size: 63 x 33 x 15, 22 gauge, 4 self, Manufacturer should be ISO certified.

16. CUP BOARD

Material: Stainless Steel, Size 78" x 36" x 17", 20/22 Gauge, Steel Cupboards with minimum 3 shelves, Manufacturer should be ISO certified.

17. Chair (Moulded):

Steel, 3 seated, high quality, Manufacturer should be ISO certified.

18. Chair (Office):

Moving, Revolving, Medium Back, Fiber base, Hand rest, good quality, warranty: minimum 1 year, Manufacturer should be ISO certified.

19. Desk cum Benches:

Two seater, good quality, excellent finish

ISO certified manufacturer

20. Cot:

Size: 3' x 6', Material: Iron

21. Refregerator:

Capacity: 185 ltr, CFC free

Warranty: 10 year warranty on compressor

22. Refregerator:

Capacity: 230 ltr to 290 ltr, CFC free

Double door

Warranty: 10 year warranty on compressor

23. Rack (Steel)

22/24 gauge, 6 self

24. Table (Office)

Material: Metal, Size: 4' x 2', single side draw, 22 gauges,
Warranty: minimum 1 year, Manufacturer should be ISO certified.

25. Table (Duty table)

Material: Metal, Size: 5' x 3', double side draw, 22 gauges
Warranty: minimum 1 year, Manufacturer should be ISO certified.

26. Almirah:

Material: Steel, Size: 78 x 36 x 19, 22 gauge, Warranty: minimum 1 year, Manufacturer should be ISO certified.

27. Racks for DDC

Cabinet-cum-Rack Size: H: 7 ft x D: 12 inch, Length: 5 ft (3 shelves), with top & bottom sliding with glass shelf (3.55 mm thick glass), Material: good quality metal & glass

**SECTION –V (ANNEXURES)
(Technical Bid, Price Bid, Agreement,
Undertaking for CMC)**

ANNEXURE -I

(Refer Clause No. 2.10.a)

CHECK LIST(To be submitted in **Cover A Technical Bid**)**Note : The documents has to be arranged serially as per the order mentioned in the check list**

Please put ✓ in the respective box

COVER – A (TECHNICAL BID)**DOCUMENTS: SUBMITTED OR NOT**

1. List of Item (s) – Annexure II

Page No		Yes		No	
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2. Tender document Fee(Rs.1000/-)

Page No		Yes		No	
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3. Earnest Money Deposit (as specified)

Page No.		Yes		No	
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4. Details of Manufacturing Unit / contract person Liaisoning agent / servicing centre (Annexure III)

Page No.		Yes		No	
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5. Declaration form (Annexure -IV) signed by the Tenderer & affidavit before Notary Public / Executive Magistrate

Page No.		Yes		No	
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6. Authorization from Manufacturer (Annexure – V)

Page No.		Yes		No	
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7. Proof of avg. Annual turnover of Rs. 1 Crore or more for preceding 3 financial years (Annexure - VI) (Enclose Audit report)

Page No.		Yes		No.	
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8. Proof of avg. Annual turnover of Rs. 20 lakh or more for preceding 3 financial years for authorize Distributors only (Annexure - VI) (Enclose Audit report)

Page No.		Yes		No	
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9. Performance Statement (Item wise) during the last two year (Annexure -VII)

Page No.		Yes		No	
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10. Copies of Purchase order (Item wise) in support of the performance statement

Page No.		Yes		No	
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11. Proof of supply of 20 nos. or more to any Govt. Hospital Only (applicable for Distributor only). Attach order copies.

Page No.		Yes		No	
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12. Deviation/No deviation Statement (Item wise) & details of technical specification (Annexure -VIII A & B)

Page No		Yes		No	
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13. Leaflets/Technical Brochures of the Products offered (Item wise)

Page No.		Yes		No.	
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14. Copy of Manufacturing License / import license

Page No.		Yes		No	
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15. Copy of Valid ISO-9001, ISO-13485& ISO-14001 Certificate (As per Technical Specification)

Page No.		Yes		No	
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16. Photocopy of PAN

Page No.		Yes		No	
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17. Photocopy of GST Regd. certificate of manufacturer.

Page No.		Yes		No	
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18. Photocopy of GST Regd. certificate Of Distributor

Page No.		Yes		No	
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21. Copy of original Tender docs (all pages and schedules, duly signed by the Tenderer)

Page No.		Yes		No.	
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22. Other relevant documents/test reports etc as per the technical specification in Section IV

Page No.		Yes		No.	
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ANNEXURE – III

(Refer Clause No. 2.10.e)

(To be submitted in *Cover A -Technical Bid*)

DETAILS OF THE TENDERER & LOCAL CONTACT PERSON

	Corporate Office (The address in which the purchase orders and payment details will be communicated)	Local Contact Person / Branch Office / Zonal Office / Service Centre if any, in Orissa.
Name & Full Address		
Telephone Nos., landline		
Mobile		
Fax		
E – Mail		
Manufacturing License Nos. & Date	Copy of manufacturing licence of Manufacturer)	

**Signature of the Tenderer :
with seal**

Date :

ANNEXURE – IV

(Refer Clause No. 2.10.f)

(To be submitted in *Cover A -Technical Bid*)

DECLARATION FORM

I / Wehaving My
/ ouroffice
at.....do declare that I / We have
carefully read all the terms & conditions of tender of the _____, Orissa for the
supply of (Item Name). The approved rate will remain valid for a period of one year from the
date of approval. I will abide with **all the terms & conditions** set forth in the **Tender
Reference no. _____**

I/We do hereby declare I/We have not been de-recognised / black listed by any State
Govt. / Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for
supply of Not of Standard Quality (NSQ) items / non-supply.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit
and or Security Deposit and blacklist me/us for a period of 5 years if, any information furnished
by us proved to be false at the time of inspection / verification and not complying with the
Tender terms & conditions.

I / We do
hereby declare that I / we will supply the quoted items as per the terms, conditions &
specifications of the tender document.

Signature of the bidder :

Seal

Date :

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public

ANNEXURE – V

(To be submitted in *Cover A -Technical Bid*)

MANUFACTURER'S AUTHORISATION FORMAT

To

The CDM&PHO, Sundargarh
Deptt. of Health & Family Welfare
Govt. of Orissa.

Ref: Tender No. _____ Dated _____

Dear Sir,

We, _____ are the manufacturers of _____
_____ (name of Item (s) having factories at _____
_____.

1. Messrs _____ (name and address of the agent) is our authorized agent for sale and service of _____ (name of equipment(s))
2. We confirm that Messrs. _____ (name of the above agent) is authorized to submit a tender, and enter into a contract with for the above goods manufactured by us.
3. We also extend our full guarantee / warranty and also full back-up support for AMC/CMC as required by the purchaser.

Yours faithfully,

(Signature with date, name and designation)

(Name & address of the manufacturers)

Seal

Note :

1. This letter should be on the *letterhead* of the *manufacturer* and should be signed by a person having the power of attorney to legally bind the manufacturer.
2. Original letter shall be attached to the technical bid.

ANNEXURE – VI (Refer Clause No. 2.10.h & i)
(To be submitted in **Cover A -Technical Bid**)

(To be furnished in the letter head of the Auditor)

ANNUAL TURN OVER STATEMENT

The Annual Turnover of M/s _____
_____ (Manufacturer/Distributor) for the last 3 years are given
below and certified that the statement is true and correct.

Sl.No.	Year	Turnover in Crores (Rs.)
1.	2015-16	
2.	2016-17	
3.	2017-18	

Average Annual Turnover (for the above three years) (in Rs.) _____

Date:
Place:

Signature of Auditor/
Chartered Accountant
(Name in Capital)

Seal

Membership No.-

Registration No. of Firm

Note:

- To be issued in the letter head of the Auditor.*
- Separate certificates should be furnished for different manufacturer in case the bidder is quoting products of different manufacturers.*

(To be submitted in *Cover A - Technical Bid*)
Annexure VII (Refer Clause no. 2.10.j)
PROFORMA FOR PERFORMANCE STATEMENT
(For the period of last **two years**)

Tender Reference No. :

Name of Tenderer :

Name of Manufacturer : _____

Name of the Item

(s) : _____

Sl.	Order placed by (Name of Purchaser) (attach documentary proof)*	Telephone No. with address of the purchaser	Item Name	Qty	Value of Contract (Rs.)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Signature and seal of the Tenderer

* The documentary proof will be **copies of the purchase order** (during the last 2 years).

(To be submitted in *Cover A -Technical Bid*)
Annexure VIII A (Refer Clause No. 2.10.1)

STATEMENT REGARDING DEVIATIONS FROM TECHNICAL SPECIFICATIONS (IF ANY)

Following are the Technical deviations and variations from the purchaser's Technical Specifications.

Sl. No.	Item Name	Clause of Technical Specification	Statement of Deviations / Variations if any
1			
2			
..			
..			
..			

In case there is no deviation from technical specification, Pl. Mention *No Deviation*.

Signature of the Bidder

Name :

Date :

Place :

Seal

(To be submitted in *Cover A -Technical Bid*)
Annexure VIII B (Refer Clause No.2.10.1)

DETAILS OF TECHNICAL SPECIFICATION OF THE PRODUCT OFFERED BY THE BIDDER

Sl. No.	Item Name	Make	Model	Detail Specification of the product offered* (Pl. Describe the detail specification of the product offered)
1				
2				
..				
..				
..				

* Leaflets/Technical Brochures of the product offered must be attached in support of the information provided above.

Signature of the Bidder

Name :

Date :

Place :

Seal

To be submitted in Cover B – Price Bid

ANNEXURE-IX
(Refer Clause No. 2.11)

MODEL TENDER FORMAT (PRICE SCHEDULE)

Name of the Item (s) (Items mentioned in the schedule of requirement)	Make & Model	Unit Price which includes excise duty / customs duty, packing, insurance, forwarding/ transportation (door delivery) with onsite comprehensive warranty . Turnkey & excludes GST		GST (Mention the % of tax & its value in Rs.)	CMC, if applicable (excluding Service Tax) for three years after expiry of comprehensive warranty period (please mention on yearly basis)	Warranty in years
		Cost in Rs. (both in words & figures)				
1	2	3		4	5	6
					1 st year: 2 nd year: 3 rd year: Total	

Price of each item (s) quoted should be mentioned separately by creating separate rows for each item

Signature of the Bidder:

Name

Seal

Date :
Place :

1. Rates should be quoted both in figures & words for each item and if there is any discrepancy, the quoted rates in words will be taken for evaluation.

ANNEXURES
(Agreement, Warranty and CMC Undertaking)

ANNEXURE - X
AGREEMENT (on stamp paper of Rs. 100/-)

THIS AGREEMENT IS MADE AT _____ THIS THE DAY OF _____ 201__

BETWEEN

Name of the Supplier
with full address

Hereinafter called the "approved Supplier" _____ as 1st Party

AND

The CDM& PHO
Health & F.W. Department
Sundargarh, the **CONSIGNEE**. Hereinafter called the "PURCHASER" _____ as 2nd Party.

Relying on the documents and representation of facts connected to the issue of aforesaid parties to undertake the responsibilities of sell and purchase of following equipment(s) etc. with the terms & conditions mentioned in the tender documents.

And whereas the 2nd party "Purchaser" is willing to purchase

Name of the Item: _____

Specifications: As per specifications laid down in the Tender terms & conditions, subjected to decision of the committee.

The Supplier(s) has agreed to sell the equipment/Instruments/Furnitures etc. completed in all respects according to the Tender requirements and their / his offer dtd. _____ and the Supplier(s) has also agreed to install to make them operative at the destination mentioned in the Tender document with the following descriptions and their cost mentioned against each.

<u>Description of goods:</u>	<u>Offered Price</u>
------------------------------	----------------------

The price / cost of the item also include the followings in addition to above.

1. Insurance
2. Freight/Transportation
3. Customs duty / Excise duty
4. Charges for documents, instructions manual, tools
5. F.O.R. at the destinations mentioned in the consignee list

6. Training to doctors & technicians.
7. Maintenance of the system includes all accessories supplied and their spare parts required during comprehensive warranty period of two year at free of cost from the date of successful installation and satisfactory functioning of the system at the site.
8. Installation and commissioning of the system by the Supplier's engineer at site.
9. Any other charges including loading & unloading, packing & forwarding etc. will be paid by the Supplier(s) till the completion of the installation and turnkey job if any.

CMC cost for next 3 (three) years after the warranty period shall be paid after completion of the warranty period (on a six monthly basis).

The Terms & Conditions of the tender document appended to this agreement will be deemed to be taken as integral part of this agreement and binding on the parties executing this agreement.

Following documents /letters/correspondence undertaken between the parties shall also form part of this agreement:

District authority	Approved supplier
a. Tender Document & any amendment there it if any.	a. Proposal submitted in response to Tender Document advertisement.
b. Office Orders Subsequent to Tender document Advertisement.	b. Terms & Condition mentioned in the tender documents

TERMS OF CONTRACT :

The CDM&PHO., Sundargarh will be at liberty to terminate the contract either wholly or in part without assigning any reason. The tenderers will not entitled to any compensation whatsoever in such terminations.

CHANGE OF TERMS AND CONDITIONS :

Any amendment to the terms & conditions and clauses of the agreement if required must be done in writing duly signed by the two parties.

In witness whereof the parties hereto have set hands on theday of2018.

Signature of the approved Supplier

Signature of the CDM&PHO, SNG

Date

Date

1. Witness
2. Witness

1. Witness
2. Witness

ANNEXURE – XI

WARRANTY / GUARANTEE /CMC UNDERTAKING
(To be submitted on Rs.50/- stamp paper)

Tender ref. No. _____

Name of the equipment/Instrument:

Date of Installation:

Name of the Supplier:

Name of the purchaser:

I / we / M/s _____

hereby declare that

- i. I / we do Accept / Agree for the warranty / guarantee (..... years Warranty(as per technical specifications) followed by 3 years CMC (Spares + Labour) as per this tender clause No. 2.25.i to iv
- ii. I / we will not charge / quote any extra price on account of the above said warranty / guarantee.
- iii. I / we do accept / agree to provide uptime guarantee 95% as per this tender clause No. 2.26. (a & b)
- iv. Theyear comprehensive warranty is valid from dt. _____ to dt. _____.
- v. The 3 year CMC is valid from dt. _____ to dt. _____.(If applicable)

Date:

Place:

Signature of the competent authority

on behalf of the company / firm.

Seal of the firm.

N.B: 1

2. Only to be submitted by the approved supplier / tenderer to the consignee before release of payment.