

TOBACCO BOARD
Directorate of Auctions, Bengaluru

**TERMS AND CONDITIONS FOR SUPPLY OF DESKTOP COMPUTERS AND PRINTERS AT ALL
AUCTION PLATFORMS IN KARNATAKA**

1. Sealed tenders are invited from reputed authorized dealers for supply and installation of “Desktop computers & Laser jet printers” to Tobacco Board offices in Karnataka as per the specification given below:-

Sr. No.	Item	Item Description	Quantity
1	Desktop computers	HP Desktop Pro A Micro tower Business PC or its equivalent as per technical specifications in Annexure-A	9 Nos.
2	LaserJet Printers	HP Pro M203d Printers or its equivalent as per technical specifications in Annexure-A	14 Nos.

2. **Quantity and location of delivery :** The Desktop computers & Laser jet printers shall be delivered as per the quantity given below against each location, the address of which is appended to the tender documents as **Annexure-B**:

Sl. No.	Name & Address of Platform	Desktop computers	Laser Jet printer
1	Directorate of Auctions, Bengaluru	1	1
2	Regional Manager Office, Mysuru	0	1
3	Regional Manager Office, Periyapatna	0	1
4	H.D.Kote-1	0	2
5	Hunsur-2	0	1
6	Hunsur-3	1	1
7	Hunsur-64	4	2
8	Periyapatna-4	0	1
9	Periyapatna-5	0	1
10	Periyapatna-6	0	1
12	Chilkunda-62	0	1
13	Ramanathpura-7	0	1
14	Ramanathpura-63	3	0
	Total:	9	14

3. **Tender Form:** The interested agencies are requested to apply in the prescribed form for supply of Desktop computers & Laser jet printers by paying the tender cost of **Rs.1055/-** (Rupees One Thousand Fifty Five Only) non refundable by way of Demand Draft drawn in favour of Director (Auctions), Tobacco Board payable at Bengaluru or shall be paid in cash at Directorate of Auctions, Tobacco Board, Bengaluru.

Signature of the Tenderer

4. Two Bid System :

- a) The tenders should be submitted in 2 bid system i.e. Technical Bid and Financial Bid which shall be submitted in prescribed tender forms and so mentioned in the cover itself to demarcate both the envelopes and both to be kept in a single envelope superscribed as “Desktop computers & Laser jet printers” and shall be dropped into the Tender Box at the Tobacco Board, Directorate of Auctions, 1/9, III Cross, Mission Road, 4th Floor, Unity Building Annexe, Bengaluru-560027 on or before 29.11.2018 by 11.00 AM. Late tenders will not be accepted under any circumstances. The Tenders will be opened on 29.11.2018 at 11.30 AM in the presence of authorised representatives of the tenderers who wish to participate.
 - b) **Technical Bid:** Technical bid will be opened on the same day **at 11.30 AM** in the presence of the tenderers.
 - c) **Financial Bid:** After opening the Technical bid, the tenderers who qualify in the technical bid will be intimated to participate in financial bid, the date of which is to be decided by Competent Authority.
 - d) **Validity of financial Bid:** The validity of offer shall be given as 3 months.
 - e) **Statutory Obligations:** The Tenderers shall submit copy of all statutory requirements such as GST and PAN along with tender form and original to be verified at the time of award of contract.
5. It may please be noted that the tender shall not be accepted / entertained if not received in sealed cover and if the sealed cover does not contain the above superscription.
 6. The firms shall read the terms and conditions fully before quoting the rates. No additional claim if any will be entertained at a later stage.
 7. The tenders received after due date and time shall not be accepted.
 8. Terms and conditions shall be signed by the tenderer in each page as a token of acceptance.
- #### 9. Eligibility Criteria :
- a) The Firm should be authorized dealer for brand quoted in Tender and a copy of the valid dealership certificate shall be enclosed along with the tender.
 - b) The Tenderers who have undertaken the supply of desktop computers and printers to the Central Government/State Government Departments & Undertakings / Public Sector Undertakings/Autonomous Bodies are eligible and shall submit the proof. Merely submitting the Work Order shall not suffice and may be rejected during evaluation of Technical Bid.
 - c) The firm possessing experience of having successfully supplied and installed at least 1 work of 50% of the present contract within last 3 years in Central Government / State Government Departments & Undertakings / Public Sector Undertakings/Autonomous Bodies and should submit evidence for the same.
 - d) The agency should submit Profit and Loss statement of last 3 years duly audited by Chartered Accountant.
 - e) The firm should submit an undertaking as per **Annexure-C** that it has not been blacklisted by any Government Department/Autonomous Bodies/Any Institutions. If found subsequently, the contract is likely to be cancelled.

Signature of the Tenderer

- f) The agency must submit copies of all documents required duly self – attested along with Technical Bid.
- g) Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid shall be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.

10. Earnest Money Deposit (EMD) :

- a) Each tender form should be accompanied by an EMD of **Rs.20,000/-** by way of DD drawn in Nationalized Banks in favour of Director (Auctions), Tobacco Board payable at Bengaluru. The Demand Draft/cash receipt for the cost of tender form of Rs.1055/- (Non refundable as mentioned at sl.no.3) should be enclosed along with Technical Bid. Tenders received without EMD and Tender form fee receipt will be summarily rejected.
- b) EMD shall be refunded to un-successful firms after award of Work Order to successful firm and will not carry any interest.

11. Performance Security Deposit (PSD) : The successful firm has to deposit 5% of the value as Performance Security Deposit (PSD) by way of DD drawn in Nationalized Banks in favour of Director (Auctions), Tobacco Board payable at Bengaluru within 7 days of issue of Work Order. The Performance Security Deposit will be refunded to the successful firm after completion of 30 days from the date of successful installation. The firm shall not claim any interest on the PSD.

- 12. **Status Report:** The successful firm shall submit status report regarding supply/installation to Directorate of Auctions, Tobacco Board, Bengaluru, from commencement till installation.
- 13. **Delivery :** The successful firm should supply & install preferably within **one month** of issue of work order.
- 14. **Penalty :** Penalty will be levied on the firm @ 0.5% of the value of balance work to be executed for each week of delay.
- 15. **Forfeiture of PSD:** In case the successful firm does not fulfill any of the conditions or backs out at any stage, the supply order will be cancelled and Performance Security Deposit will be forfeited.
- 16. There should not be over writing or corrections in the rates quoted in the tender form.
- 17. The Tenderer should quote reasonable rate prevailing in the market including transportation charges for acceptance by Competent Authority.
- 18. All the materials to be used must be branded and bear the brand/manufacturer's name for identification and traceability. All the accessories shall be of ISO standard.
- 19. The firm should enclose income tax clearance certificate along with the Tender.
- 20. Income Tax shall be deducted from the bills payable to the firm as per I.T. rules in force.
- 21. As per GST Act'2017 in force, TDS shall be deducted from the bills payable to the firm.

Signature of the Tenderer

22. Before submitting the tenders, all the conditions stipulated shall be fulfilled and no tenderer will be allowed to rectify mistakes, if any, after opening the tender by the Committee Members.
23. The requirement may either decrease or increase. The rates quoted and finalized would be applicable for the reduced/increased requirements.
24. **Payment** :The firm shall claim bill from Tobacco Board, Directorate of Auctions, Bengaluru on submission of proof of delivery and installation of Desktop computers & Laser jet printers from each location duly signed by the Auction Superintendent of the concerned auction platform/Regional Manager of the concerned Regional Office/Assistant Manager (Works) of Directorate of Auctions, Bengaluru.
25. Director (Auctions), Tobacco Board, reserves the right to accept or to cancel all the tenders without assigning any reasons thereof.
26. **Arbitration** :In case of dispute the matter shall be referred to Executive Director, Tobacco Board for appointing an arbitrator whose decision shall be final and binding on the firm.
27. **Court Of Jurisdiction** :Any litigation/dispute if not solved through arbitration proceedings may be challenged in a court of law and for that the jurisdiction shall be Bengaluru court.

Signature of the tenderer

TOBACCO BOARD
Directorate of Auctions, Bengaluru

TECHNICAL BID

SI No.	Particulars																																																																	
1	Name of the Firm & Registration No.																																																																	
2	Address for Communication with Telephone Number, Mobile Number, e-mail ID and fax number																																																																	
3	Location of branch offices in Mysuru and Hassan with Phone Number, if any																																																																	
4	PAN No. (copy to be enclosed)																																																																	
5	GST No. (copy to be enclosed)																																																																	
6	a) Total cost of Desktop computers and printers successfully installed in past 3 years (with documentary proof and satisfactory completion): b) The agency should have successfully supplied and installed at least 1 work of 50% of the present contract within last 3 years.	For 2015-16 Rs. For 2016-17 Rs. For 2017-18 Rs. Yes/No If Yes Value : (proof of documents to be enclosed)																																																																
7	Specifications for Desktop Computers & Printers: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">S.No.</th><th style="width: 20%;">Parameter</th><th style="width: 50%;">Description</th><th style="width: 20%;">Compliance (Yes/No)</th></tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td><td>Operating System</td><td>Windows 10 Home Single Language 64-Bit</td><td></td></tr> <tr> <td style="text-align: center;">2</td><td>Processor</td><td>AMD Ryzen-3 2200G Quad-Core with Radeon Vega 8 Graphics (3.5 GHz base frequency, up to 3.7 GHz burst frequency, 6 MB cache) or above</td><td></td></tr> <tr> <td style="text-align: center;">3</td><td>Processor family</td><td>AMD Ryzen 3 Pro Processor or its equivalent</td><td></td></tr> <tr> <td style="text-align: center;">4</td><td>Chipset</td><td>AMD B350 or above</td><td></td></tr> <tr> <td style="text-align: center;">5</td><td>Form Factor</td><td>Microtower</td><td></td></tr> <tr> <td style="text-align: center;">6</td><td>Memory</td><td>4 GB DDR-4-2666 SDRAM (1x4 GB) or above</td><td></td></tr> <tr> <td style="text-align: center;">7</td><td>Memory Slots</td><td>2 DIMM</td><td></td></tr> <tr> <td style="text-align: center;">8</td><td>Hard Drive</td><td>1 TB 7200 rpm SATA HDD or above</td><td></td></tr> <tr> <td style="text-align: center;">9</td><td>Optical Drive</td><td>9.5 mm Slip DVD-Writer</td><td></td></tr> <tr> <td style="text-align: center;">10</td><td>External Drive Bays</td><td>1 slim ODD or above</td><td></td></tr> <tr> <td style="text-align: center;">11</td><td>Internal Drive Bays</td><td>One 3.5" HDD or above</td><td></td></tr> <tr> <td style="text-align: center;">12</td><td>Graphics</td><td>AMD Radeon Vega 8 Graphics or its equivalent</td><td></td></tr> <tr> <td style="text-align: center;">13</td><td>I/O Port Location</td><td>Front</td><td></td></tr> <tr> <td style="text-align: center;">14</td><td>Ports (Front)</td><td>1 headphone/microphone combo; 1 SD 3 Card Reader; 2 USB 3.1</td><td></td></tr> <tr> <td style="text-align: center;">15</td><td>Ports (Rear)</td><td>1 HDMI; 1 Line in; 1 Line out; 1 microphone-in; 1-RJ-45; 1 Serial; 1 VGA; 2 USB 2.0; 4 USB 3.1 Gen 1</td><td></td></tr> </tbody> </table>		S.No.	Parameter	Description	Compliance (Yes/No)	1	Operating System	Windows 10 Home Single Language 64-Bit		2	Processor	AMD Ryzen-3 2200G Quad-Core with Radeon Vega 8 Graphics (3.5 GHz base frequency, up to 3.7 GHz burst frequency, 6 MB cache) or above		3	Processor family	AMD Ryzen 3 Pro Processor or its equivalent		4	Chipset	AMD B350 or above		5	Form Factor	Microtower		6	Memory	4 GB DDR-4-2666 SDRAM (1x4 GB) or above		7	Memory Slots	2 DIMM		8	Hard Drive	1 TB 7200 rpm SATA HDD or above		9	Optical Drive	9.5 mm Slip DVD-Writer		10	External Drive Bays	1 slim ODD or above		11	Internal Drive Bays	One 3.5" HDD or above		12	Graphics	AMD Radeon Vega 8 Graphics or its equivalent		13	I/O Port Location	Front		14	Ports (Front)	1 headphone/microphone combo; 1 SD 3 Card Reader; 2 USB 3.1		15	Ports (Rear)	1 HDMI; 1 Line in; 1 Line out; 1 microphone-in; 1-RJ-45; 1 Serial; 1 VGA; 2 USB 2.0; 4 USB 3.1 Gen 1	
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	16	Ports (Internal)	1 Parallel with Card/Cable	
	17	Expansion slots	1 M.2; 1 PCIe x1; 1 PCIe x16; 1 M.2 2230/2280	
	18	Audio	Realtek ALC3601 codec, internal speaker, combo microphone/headphone jack	
	19	Pointing device	USB Hardened Mouse	
	20	Keyboard	Universal USB wired Keyboard	
	21	Monitor	18.5 inch Monitor	
	21	Network Interface	Integrated 10/100/1000M Gb Ethernet LAN	
	22	Power	180W internal power supply	
	23	Warranty	3 Year (3-3-3) limited warranty	
8	Specifications for LaserJet Printers:			
	S.No.	Parameter	Description	Compliance (Yes/No)
	1	Print Speed, Black	21-20 ppm	
	2	Product Type	Laser Printers	
	3	Functions	Print only	
	4	Display	LED	
	5	Direct print support	USB Printing	
	6	Monthly Duty Cycle	Upto 30,000 pages	
	7	Paper Trays	1 main tray and plus 10 sheet priority tray	
	8	Duplex Printing	Automatic (Standard)	
	9	Warranty	1 year limited warranty	
	10	Ports	1 Hi-Speed USB 2.0	
	11	Processor Speed	800 MHz or its equivalent	
	12	Memory	256 MB or higher	
	13	Print Quality (Normal)	Upto 600x600 dpi Resolution or higher	
	14	Print Quality (Best)	Upto 1200 x 1200 dpi	
9	List of the reputed clients to whom the Desktop computers and Laser Jet printers are provided with certification of the clients. (proof of documents to be enclosed)			
10	Details of the EMD enclosed. Demand Draft No. : Date : Name of the Bank : Amount in (Rs.) : Amount in words :			

DECLARATION

I have gone through the terms and conditions issued by the Tobacco Board and agree to abide by all terms and conditions. The above information furnished by me is true to the best of my knowledge. If the information is found false at any stage, Performance Security deposited by me may be forfeited.

Place:

Date:

SIGNATURE OF THE TENDERER

TOBACCO BOARD
Directorate of Auctions, Bengaluru

FINANCIAL BID

Sr. No.	Name of the Item	Feature & Specification	Brand & Model	Qty	Rate per unit (including GST)	Amount in figures and words (in Rs.)
1.	Desktop computers	HP Desktop Pro A Microtower Business PC or its equivalent as per technical specifications in Annexure-A		9		
2.	Laser jet printer	HP Pro M203d Printers or its equivalent as per technical specifications in Annexure-A		14		
Total						

I/We agree to supply the above mentioned items in accordance with technical specifications for the total contract price of Rs. _____ (In word Rupees _____) including Taxes, Transportation etc., within 7 days of the issue of supply order.

We also confirm that the normal commercial warrantee/guarantee shall apply to the supplied items.

We also agree and abide with the terms and conditions stipulated in the bid document.

Place :

Date :

(Signature of the Bidder)
Office Seal

Specifications for Desktop Computers & Printers:

Desktop Computer Systems:

S.No.	Parameter	Description
1	Operating System	Windows 10 Home Single Language 64-Bit
2	Processor	AMD Ryzen-3 2200G Quad-Core with Radeon Vega 8 Graphics (3.5 GHz base frequency, up to 3.7 GHz burst frequency, 6 MB cache) or above
3	Processor family	AMD Ryzen 3 Pro Processor or its equivalent
4	Chipset	AMD B350 or above
5	Form Factor	Microtower
6	Memory	4 GB DDR-4-2666 SDRAM (1x4 GB) or above
7	Memory Slots	2 DIMM
8	Hard Drive	1 TB 7200 rpm SATA HDD or above
9	Optical Drive	9.5 mm Slip DVD-Writer
10	External Drive Bays	1 slim ODD or above
11	Internal Drive Bays	One 3.5" HDD or above
12	Graphics	AMD Radeon Vega 8 Graphics or its equivalent
13	I/O Port Location	Front
14	Ports (Front)	1 headphone/microphone combo; 1 SD 3 Card Reader; 2 USB 3.1
15	Ports (Rear)	1 HDMI; 1 Line in; 1 Line out; 1 microphone-in; 1-RJ-45; 1 Serial; 1 VGA; 2 USB 2.0; 4 USB 3.1 Gen 1
16	Ports (Internal)	1 Parallel with Card/Cable
17	Expansion slots	1 M.2; 1 PCIe x1; 1 PCIe x16; 1 M.2 2230/2280
18	Audio	Realtek ALC3601 codec, internal speaker, combo microphone/headphone jack
19	Pointing device	USB Hardened Mouse
20	Keyboard	Universal USB wired Keyboard
21	Monitor	18.5 inch Monitor
21	Network Interface	Integrated 10/100/1000M Gb Ethernet LAN
22	Power	180W internal power supply
23	Warranty	3 Year (3-3-3) limited warranty

LaserJet Printers:

S.No.	Parameter	Description
1	Print Speed, Black	21-20 ppm
2	Product Type	Laser Printers
3	Functions	Print only
4	Display	LED
5	Direct print support	USB Printing
6	Monthly Duty Cycle	Upto 30,000 pages
7	Paper Trays	1 main tray and plus 10 sheet priority tray
8	Duplex Printing	Automatic (Standard)
9	Warranty	1 year limited warranty
10	Ports	1 Hi-Speed USB 2.0
11	Processor Speed	800 MHz or its equivalent
12	Memory	256 MB or higher
13	Print Quality (Normal)	Upto 600x600 dpi Resolution or higher
14	Print Quality (Best)	Upto 1200 x 1200 dpi

ADDRESSES OF TOBACCO BOARD OFFICES IN KARNATAKA

Sl. No	Name & Address of Platform	Name of the Auction platform	Mobile & Land No's
1	Directorate of Auctions	Directorate of Auctions, Tobacco Board, 1/9 III Cross, CSI Compound, 4 th Floor, Unity Building Annexe, Mission Road, Bengaluru – 560027.	9448280150 080 - 22236599
2	Regional Manager Office, Mysuru	Regional Manager, Tobacco Board, H.No:CA-5673/C,14 th main,2 nd Stage, Near Yoganarasimha Swamy Temple, Vijayanagara, Mysore-570017	9448495502 0821-2543357
3	Regional Manager Office, Periyapatna	Regional Manager, Tobacco Board, No.4, Housing Board, Gonikoppa Road, PERIYAPATNA-571107	9448280151 08223-273089
4	H.D.Kote-1	Office of the Auction Superintendent, Tobacco Board, Platform No.1, H.D.Kote-571114, Mysore Dist.	9448495505 08228-255361
5	Hunsur-2	Office of the Auction Superintendent, Tobacco Board, Platform No.2, MTC Complex, Kattemalavadi Post, Hunsur-571134, Mysore Dist.	9448495506 08222-297080
6	Hunsur-3	Office of the Auction Superintendent, Tobacco Board, Platform No.3, MTC Complex, Kattemalavadi Post, Hunsur-571134, Mysore Dist.	9448495515 08222-297019
7	Hunsur-64	Office of the Auction Superintendent, Tobacco Board, Platform No.64, MTC Complex, Kattemalavadi Post, Hunsur-571134, Mysore Dist.	9448495658 08222-297308
8	Periyapatna-4	Office of the Auction Superintendent, Tobacco Board, Platform No.4, Kaggundi Village, H.H.Bagilu Post, Periyapatna-571107,Mysore Dist.	9448495508 08223-274143
9	Periyapatna-5	Office of the Auction Superintendent, Tobacco Board, Platform No.5, Kaggundi Village, H.H.Bagilu Post, Periyapatna-571107,Mysore Dist.	9448495509 08223-274149
10	Periyapatna-6	Office of the Auction Superintendent, Tobacco Board, Platform No.6, Kaggundi Village, H.H.Bagilu Post, Periyapatna-571107,Mysore Dist.	9448495510 08223-274951
12	Chilkunda-62	Office of the Auction Superintendent, Tobacco Board, Platform No.62, Near Javanikuppe Gate, CHILKUNDA Village & Post-571105, Mysore Dist.	9448495512 08222-241044
13	Ramanathpura-7	Office of the Auction Superintendent, Tobacco Board, Platform No.07, Ramanathpura Village & Post, ArkalgudTq,Hassan Dist-571133.	9448495513 08175-225536
14	Ramanathpura-63	Office of the Auction Superintendent, Tobacco Board, Platform No.63, Ramanathpura Village & Post, ArkalgudTq,Hassan Dist-571133.	9448495514 08175-225022

Tender Offer-cum-Undertaking Form

Tender Reference No.....Date:.....

From,
M/s.....To,
Tobacco Board,
Government of India, Min. of Commerce and Industry,
Directorate of Auctions, 1/9 III Cross, CSI Compound, 4th floor,
Unity Building Annexe, Mission Road, Bengaluru – 560027.

Sir,

Sub: Sealed tender offer for supply of Desktop computer & LaserJet Printers – reg.

Having examined the tender documents including all Annexures the receipt of which is hereby duly acknowledged, we the undersigned offer our tender for supply of Desktop computer & Laserjet Printers as required by the Tobacco Board, Directorate of Auctions, Bengaluru in conformity with all the said tender document.

We undertake, if our tender offer is accepted, to commence supply within 30 days from the date of receipt of your order awarding work.

We declare that we have not been black listed by any Govt. Department.

If our tender offer is accepted, we will furnish additional amount not exceeding 5% of the contract value as Performance Security Deposit (PSD) for due performance of the contract.

We agree to keep our offer valid for a period of three months and shall remain binding upon us.

Until a formal contract is prepared and executed, this tender offer, together with your written acceptance thereof and your notification of award shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any offer you may receive and also to reject any offer without assigning any reason whatsoever.

Date:**Authorized Signatory
Designation and Seal**