



राजस्थान आवासन मण्डल, जयपुर

क्रमांक:- Computer/2019-20/ 434

दिनांक:- 25/6/2020

अल्प कालिन निविदा COMPUTER/5/2019-20

राजस्थान आवासन मण्डल में निम्नलिखित कार्य हेतु मोहरबन्द निविदाएं आमंत्रित की जाती हैं। निविदा प्रपत्र 15.07.2020 से 16.07.2020 को सांय 3.00 बजे तक बेचे जाकर दिनांक 17.07.2020 को 3.00 बजे तक प्राप्त की जावेगी एवं 17.07.2020 को सांय 4.00 बजे उपस्थित निविदादाताओं के समक्ष खोली जावेगी।

| क्र० स० | कार्य का विवरण | मात्रा | अनुमानित लागत | धरोहर राशि | निविदा शुल्क | समय अवधि |
|------------|---|------------------|--------------------|-------------|-----------------|-------------|
| 1 | SUPPLY,INSTALLATION AND MAINTENANCE OF (1) Apple Mac Book Pro 13" with 512 GB SSD (2) Windows Based Laptop I7(9 th Generation and above),16 GB, 1TB Storage space ,Display 15.3" 2.7 Ghz HP/DELL/Sony | 2 No 8 No | रु 8.00 लाख | 16000.00 रु | 500.00 रु | 4 सप्ताह |

UBN NO –


शर्तें – 1. बिना धरोहर राशि के कोई भी निविदा मान्य नहीं होगी।

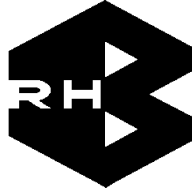
2. धरोहर राशि पे-आर्डर/ड्राफ्ट द्वारा राजस्थान आवासन मण्डल, जयपुर के पक्ष में देय होगी।

3. सशर्त निविदा मान्य नहीं होगी।

4. किसी भी निविदा को स्वीकार/अस्वीकार करने का अधोहस्ताक्षरकर्त्ता को पूर्ण अधिकार होगा।

5. उक्त निविदा www.rajasthan.gov.in/rhb , एवं www.sppp.rajasthan.gov.in पर उपलब्ध है।


सचिव



Tender Document (Short Term NIT)

For

SUPPLY, INSTALLATION AND MAINTENANCE OF Apple Mac Book Pro (2 No) & Windows Based I7 Laptops(8 No)

| | |
|--|---------------------------|
| <i>Date of commencement of issue of Tender Documents</i> | : 15.07.2020 at 11:00hrs. |
| <i>Last date for receipt of Tender Documents</i> | : 17.07.2020 at 15:00hrs. |
| <i>Opening of Tender</i> | : 17.07.2020 at 16:00hrs. |
| <i>Fees for Tender document(non-refundable)</i> | : Rs.590/- with 18% gst |
| <i>Tentative Cost of tender</i> | : Rs. 8.00 Lac |
| <i>Earnest Money Deposit(refundable)</i> | : Rs.16,000/- |

Department of Information Technology,
Computer cell, R-319, Jyoti Nagar
Jaipur
Jdsa.rhb@rajasthan.gov.in
9672988036

PART-1 RHB, JAIPUR

Subjects:- Tender for" PURCHASE OF LAPTOPS" IN RHB AS PER SCHEDULE-'I'

1. Name and full postal address of the firm submitting the tender:-

Contact Name _____ Designation _____

Tel. No. _____ Fax _____ E-Mail _____

2. Address to:- Joint Director(SA), Rajasthan Housing Board (Tender Authority)

3. Reference of the Tender Notice:- NIT No Computer/5/2020-21

4. Last Date for submitting tender:- 17/07/2020 up to 15.00 hrs

5. The tender fee amounting Rs. 590/- has been deposited vide Demand
draft/cash receipt No. _____ dated _____.

6. Place of Receipt of Tender – Computer Cell, Rajasthan Housing Board, Jaipur

7. Place of Opening of Tender – Computer Cell, Rajasthan Housing Board, Jaipur

8. We agree to abide by all the terms and conditions mentioned in the above referred **Tender Notice**, issued by the Tendering Authority, and also the term and conditions of the said Tender from given in the attached sheets, all pages of which are signed by us in token of acceptance of the Terms and conditions mentioned therein.

9. The information required for tender is filled in the attached performs, and relevant documents are also attached herewith.

10. Demand Draft No. _____ dated _____ for Rs. _____/-
(thousand only) in favor of Rajasthan Housing Board, Jaipur against the Earnest Money as per the N.I.T. is annexed.

Joint Director(SA)
Rajasthan Housing Board

Authorised Signatory
along with the stamp of the
firm/company

Date

TERMS AND CONDITIONS OF THE TENDER

Tenders should read these conditions and the complete tender document carefully and comply strictly while sending their tenders.

1. Tenders are to be submitted only in the prescribed Tender form. Tender forms may be purchased from the Computer cell, Rajasthan Housing Board, Jan Path, Jyoti Nagar, Awas Bhawan Jaipur, Rajasthan on payment of a non-refundable fee of Rs. 500/- only in CASH deposited in Accounts Cell. Request by post for tender form shall not be entertained.
2. The tender must be purchase of " Supply, Installation and Maintenance of LAPTOP with 1 year Warranty " and should reach on or before **17.07.2020** upto 3.00 P.M. The sealed tender should be submitted in the office of Computer Cell, RHB. in case of sending tender by post, This shall be sent by registered post only. RHB shall not be responsible for any delayed receipts, what so ever.
3. The tender will be opened on **17.07.2020** at 4.00 P.M. at the RHB. Jyoti Nagar, Jan Path officer, Rajasthan before the committee in the presence of the tenderers or their authorized representatives.
4. There should be filled in with ink. NO addition and alternation should made in the tender form. NO. Overwriting should be done. Corrections, if any. must be done clearly and signed with stamp.
5. **The Tendering Authority/committee reserves the right to finalize the bid in the interest of the RHB of the such decision shall be final and binding on the tenderers.**
6. Bids should be accompanied by the earnest money of Rs. 16000/-(Rs. Sixteen Thousand only) without which tenders will not be considered. The amount should be deposited in the form as mentioned in clause 18 of the term and conditions in favor of "RHB" Payable at Jaipur.
7. Tender form shall be filled in ink or typed. Tender filled in pencil shall not be considered. The tender shall sign the tender form at each page and at the end in token of acceptance of all the terms and conditions of the tender.
8. Tender forms shall be filled in ink or typed. Tender filled in pencil shall not be considered. The tenderer shall sign the tender form at each page and at the end in token acceptance of all the terms and conditions of the tender.
9. The Board reserves the right to accept any tender not necessarily the lowest tender and reject any tender without assigning any reason thereof. Orders can be placed for the whole or part of the quantity (Schedule-I) tendered for at the discretion of the Board. Board also reserves right to cancel the purchase at any point of time.
10. The tenderer shall be deemed to have carefully examined the conditions, specification, size and make of the **Supply, Installation and Maintenance of Laptops with 1 year Warranty** etc. Interested eligible bidders may obtain further information and inspect the computer cell in the office of the RHB, Jyoti Nagar, Jan Path Office, Jaipur.
11. The tenderer shall not assign or sublet his tender or any part thereof to any other agency.
12. The officers/committee or duly authorized representative of the corporation shall at all reasonable time have access to the tender's firm premises and shall have the power at all reasonable time to inspect and examine the materials and workmanship of goods.
13. The tenderer shall invariably, furnish complete address and Telephone/Fax No./E-Mail no. of the

premises of his office and workplace where inspection can be made together with full name and address of the person who is to be contacted for the purpose.

14. Tenders received after the prescribed time and date shall be rejected.
15. All the enclosed documents, Reforms, annexure, certificates etc. should be self-attested by the tenderer along with stamping official seal. No documents without self attestation will be considered.
16. The committee or officer authorised by the corporation, shall verify the information furnished regarding experience, certificate, Turn over, credentials of the company/firm etc. by way of personal contacts and/or written communication with the existing customers of the tenderer.
17. The successful tenderer shall maintain the equipment mentioned in the Schedule "I" of the tender form on the following terms and conditions :
 - 17.1 Tenderer shall provide preventive maintenance of the **Laptops** including replacement of parts.
 - 17.2 Tenderer shall attend the complaint calls within 4 working hours. Complaint calls could be made using any of the following modes of communications- Email, Mobile, Phone, Letter or in person. Tenderer shall provide a complaint number and approximate time for attending the call. Customer should record all such facts in Maintenance register.
 - 17.3 Tendered shall ensure a minimum uptime of 98%. Tenderer shall provide a standby equipment of similar configuration when the fault is not rectifiable within Seven day or machine is to be taken out of site for any such repair. For this purpose, no extra cost will be borne by the rhb on this account. In case standby equipment is not provided within 7 days, then Rs. 1000/- per day per equipment shall be charges.
 - 17.4 All spares supplied and replaced (items covered under warranty or not covered under warranty) shall be of the best quality, to the specifications, trade mark laid down for them and in strict accordance with the approved standard samples and in case if any materials of which there are no standard or approved supplies, the supplies shall be of the very best quality and description available in India. The decision of the accepting authority shall be final as to the quality of the spares and shall be binding upon the tenderer and in case any of the articles supplied not being approved and thus shall be liable to be rejected or replaced and any expenses or loss caused to tenderer as a result of rejection or replacement of spares shall be entirely at the account of the tenderer.
 - 17.5 In case spares other than of the approved quality, make or size are supplied they shall be rejected and will have to be replaced within a reasonable time by the tenderer without extra cost. If due to exigencies of public work or public interest such replacement is not possible, the prices of such articles will be reduced suitably. The prices fixed by the Cell In-charge shall be final.
 - 17.6 The tenderer shall invariable furnish complete address to the premises of his office, goddown and workshop where inspection can be made together with full name and address of the person who is to be contacted for the purpose.
 - 17.7 The successful tenderer is required to maintain sufficient stock of spares to provide timely services.
 - 17.8 Tenderer shall record its recommendation (If any) on Customer Call/Service Slip as well as in Maintenance Register. The two records should be signed by the respective

representative.

17.9 The tenderer shall provide services for free installation/re-installation of equipment. The tenderer shall provide service and technical support during the warranty.

18. **Earnest Money**

A. Bid must be accompanied by Earnest Money of Rs. 16000/- (Sixteen Thousand only). Tenders submitted without earnest money will not be considered. Earnest money should be deposited in either of the following forms in favour of "Rajasthan Housing Board.", Jaipur.

i. Demand Drafts / Bankers Cheque / Pay Order drawn only on any scheduled Bank. Cheques /FDR's/Bank Guarantee etc. shall not be accepted.

ii. No interest will be paid by the corporation on the Earnest Money.

B. **Refun of earnest money** : The earnest money of unsuccessful tenderer shall be refunded soon after final acceptance of tender.

19. **Forfeiture of earnest money** : The earnest money will be forfeited in the following cases.

- (i) When tenderer withdraws or modify the offer after opening tender.
- (ii) When tenderer does not submit the undertaking within the specified time.
- (iii) When the tenderer does not deposit the security money after the order is given.
- (iv) When he fails to commence the maintenance of items as per warranty within the time prescribed.

20.1 **Undertaking and security deposit :**

- i. Successful tenderer will have to submit an undertaking as per the Annexure-I (on non-judicial stamp paper, of Rs. 500/-) within a period of 10 days of receipt of order and **deposit security money equal to 5% of value of the tender** for which tenders are accepted or give letter to RHB deduct Security Amount is deducted in Full payment and the same will be returned after the warranty period (i.e. 2 Years)
- ii. The earnest money deposited at the time of tender will be adjusted towards security amount.(if Security money is less then the EMD then whole EMD will be treated as security money)
- iii. No Interest will be paid by the corporation on security money.
- iv. The forms of security money shall be as below :-
 - a. Demand Draft/Bankers Cheque/Pay Order only of the schedule Bank.
- v. The security money shall be refunded after expiry of free warranty contract and submission of a certificate from Cell In-charge to the effect that services have been rendered satisfactorily during the period of warranty and no amount is recoverable under the penalty clues.

20.2 **Forfeiture of Security Deposit :**

- i. Security amount in full or part may be forfeited in the following cases :-
 - a) When any terms and conditions of the contract is broken.
 - b) When the tenderer fails to maintain the equipments satisfactorily.

- c) When an undertaking is not submitted within prescribed period.
- ii. Notice of two weeks time will be give in case of forfeiture of security deposit. The decision of the Corporation in this regard shall be final.
21. The expenses of completing and stamping the undertaking shall be paid by the tenderer.
22. (i) Any change in the constitution of the firm etc., shall be notified forth with by the contractor in writing to the tendering authority and such change shall not relieve any former member of the firm, etc., from any liability under the contract.
- (ii) No new partner/partners shall be accepted in the firm by the supplier in respects of the contract unless he/they agree to abide by all its terms, conditions and deposit with the corporation a written agreement to this effect. The supplier receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them and will be sufficient in discharge for any of the purpose of the contract.
23. Rate shall be written both in words and figures. There should not be errors and/or over-writings. corrections if any, should be made clearly and signed with dates. The rates should be inclusive of all.
24. The Computer Cell will maintain a Maintenance Register for the equipments under Warranty.
25. Warranty shall be deemed into force for a period of minimum Two year as specified in the purchase order.
26. The contract can be repudiated at any time if the maintenance is not done to the satisfaction of the Cell Incharge.
27. Remittance Charges on payment made to the firms shall be borne by the tenderer.
28. When the tenderer is unable to provide the maintenance service within the specified period, the Cell Incharge shall be entitled to get the maintenance services from elsewhere without notice to the tenderer, but on his (i.e. tenderer's) account and risk, the maintenance or any spare parts thereof with the tenderer has failed to provide or it not available, the best and nearest available substitute thereof or to cancel the contract, and the tenderer shall be labile for any loss or damage which the computer Cell may sustain by reason of such failure on the part of the tenderer. But the tenderer shall not be entitled to any gain on such maintenance service made against default. The recovery of such loss or damage shall be made from any sums occurring to the tenderer under this or any other contract with the Government. If recovery is not possible from the bill and the tenderer fails to pay the loss or damage within one month, the recovery shall be made under the Rajasthan Public Demands Recover Act, 1952 or any other law for the time being in force. While making the risk maintenance, the computer Cell In charge may exercise his own discretion and if possible resorted to limited tender system issuing short term notice irrespective of the valuation of the tender, in all those cases where orders and cancelled due to non maintenance or supply of spares. This will be treated as a breach of contract and the Intending Officer shall take action accordingly.
29. **If the tenderer fails to provide maintenance services, penalty may be imposed by Cell Incharges as per the following :-**
- (a) Rs. 1000/- per equipment per day in case of mfp down more then 3 days.
- (b) Even standby system is provided but equipment is down for more than 15 days, in such case penalty after 15 days, shall also be applicable as per (a) above.

- (c) The decision of Competent Authority regarding penalty shall be final & binding on the tenderer.
30. Direct or indirect canvassing on the part of tenderers or their representatives will disqualify their tenders.
31. **Order will be placed for minimum Two year warranty.**
32. **Rejection :** Articles not approved during inspection or testing shall be rejected and will have to be replaced by the tenderer at his own cost within the time fixed by the Cell In charge.
33. Tenderers must make their own arrangements to obtain import license, if necessary.
34. The Corporation reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tenderer has been given or distribute items of stores to more than one firm/supplier.
35. **The tenderer shall furnish the following documents at the time of submission of an undertaking :**
- a. Attested copy of Partnership Deed in case of Partnership Firms.
 - b. Registration Number and year of registration in case partnership firm is registered with register of Firms.
 - c. Address of residence and office, telephone numbers in case of Sole proprietorship.
 - d. Registration issued by Registrar of Companies in case of Company and Pan No.
 - e. Copy of authorization from manufacture/distributors.
36. If any dispute arises out of the contract with regard to maintenance, the interpretation, meaning and breach of the terms of the tender, the matter shall be referred to by the Parties to the Housing Commissioner, Rajasthan Housing Board., who will appoint a senior officer of the Board as the Sole Arbitrator of the dispute who will not be related to this contract and whose decision shall be final & binding on the tenderer.
37. All legal proceedings, if necessity arises, to be instituted by any of the parties (Board or Tenderer) shall have to be lodged in courts situated in Jaipur (Rajasthan) only and not elsewhere.
38. The rates quoted must be filled in prescribed form only and in the schedules I, as attached with the tender. The quoted rates should be inclusive of all taxes, levies etc.
39. The company/supplier should not be Blacklisted or Banned by any State/Central Government or any Government Institution in India. In the event of any deviation from the factual information/declaration, RHB reserves the right to terminate the contract without any notice to the company/supplier and shall not be entitled for any claim for the same.
40. **Tenderers are requirement to submit the following information in the prescribed Performa's as enclosed along with the necessary documents with bid. The tenderer shall submit :-**
- a) History & descriptive note indicating overall performance of the product.
 - b) A self certificate regarding the correctness of the information, documents, certificates etc.
 - c) Check list.
 - d) Availability of Technical Manpower engaged by the firm exclusively for warranty job.
41. **Eligibility criterion :**
- The basic eligibility criterion should be as under :**

- *a) Tenderer should have local office with own telephone & fax facility in Jaipur.
- *b) The equipment should match standards prevalent in the industry (enclose certificate)
- *c) Supplier should be OEM/Authorised by OEM (enclose certificate)
- *d) Requisite amount in respect of earnest money.

If tenderer(s) does not confirms to the above minimum eligibility criterion, then such tenders shall be treated cancelled.

**Joint Director(SA)
Rajasthan Housing Board**

CERTIFICATE

I/We have carefully read, understood and accepted all the above terms & conditions (Condition no 1 to 41). No additional conditions will be imposed by us. No conditions of the tender will be altered / changed.

Date :

Signature of the tenderer signatory
Along with the stamp of the
firm/company. Also address of
the Local office with phone/
fax numbers

Note :- Should submit necessary documentary proof.

Rajasthan Housing Board JAIPUR
TERMS & CONDITIONS OF THE TENDER

Tenderers should read these conditions and the complete tender document carefully and comply strictly while submitting their tenders.

CERTIFICATE

I/we have carefully read, understood and accepted all the above terms & conditions. No additional conditions will be imposed by us No conditions of the tender will be altered/changed.

Date :

Signature of the tenderer signatory
along with the stamp of the
firm/company. Also address of
the Local office with phone/
fax numbers

Technical Specifications for Laptops with 1 year warranty Configuration

| S. No. | Item Specification | Qty. | Unit Rate* | Amount (Rs.) |
|--------|--|------|------------|--------------|
| 1. | Apple Mac Book Pro 13", 8 GB Memory 512 GB SSD Quad-core 8th-generation Intel Core i5 processor; Brilliant Retina display with True Tone technology Touch Bar and Touch ID; Intel Iris Plus Graphics 645 Ultrafast SSD; Two Thunderbolt 3 (USB-C) ports Up to 10 hours of battery life 802.11ac Wi-Fi, Warranty 3 year With Latest Apple-designed keyboard Force Touch track pad | 2 No | | |
| 2 | Laptop I7 Processor (9th generation or more) 15/15.6 " Display type LED , 1366x768 px, 1TB SSD, 16 GB DDR4 RAM (2x8 Giga Bite), DTS Studio Sound, Dual Speakers 2.7 Ghz clock speed , Graphic Processor Intel HD 620, Wireless , Bluetooth , SD card reader, USB Slot, Headphone and Microphone Jack , Warranty 3 year With MS-Office Latest and Quick Heal Total Security 3 year License Preferred Make HP/DELL | 8 No | | |

- Note :-
1. The rates of above components should be quoted including all i.e. installation charges, tax, vat etc.
 2. The above equipment should be as per industry standard. Please enclose all the certification for quality control.

Authorized Signatory

Joint Director(SA)

UNDER TAKING

This deed of undertaking is executed at Jaipur on this _____ day of _____ 2018 by M/s

_____ R/o at
_____ which shall be deemed to include his heirs, successors,
executors and administrator.

Where the RHB has invited tenders for purchase of Supply, Installation and Maintenance of Printers with 2 year Warranty and one additional original Toner and on accepting our tender order No. _____ dated _____ has been issued to us.

Where under the terms & conditions of the tender we have to furnish an undertaking to supply, install and maintain all the equipments during the period of contract as mentioned in the warranty, accordingly we hereby undertake as follows :-

- (1) That we undertake to follow the terms & conditions of tender order and other instructions issued by RHB from time to time in this regard.
- (2) That we undertake to supply, inward inspection and install the systems as per the tender and purchase order.
- (3) That we undertake to maintain all the equipments during the period of warranty as per purchase order/tender.
- (4) That we shall not impose any additional terms & conditions during the warranty period.
- (5) That in case of dispute with regard to terms & conditions of the tender, warranty of the equipments mentioned at Schedule-I. the decision of the Housing Commissioner shall be final and acceptable to us.
- (6) That at any stage, if any information, statements, certificates, documents etc., submitted by us, are found false, incorrect, incomplete etc., then our tender/order shall be treated as cancelled with immediate effect and our earnest money/security money/due payment shall stand forfeited.
- (7) That the payment schedule mentioned in the warranty/Tender is hereby accepted by us.

Signature & Official seal of the Tenderer

Note : 1. No other form of undertaking shall be accepted.