

DISTRICT EMPLOYMENT EXCHANGE, ANGUL,

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Letter No 336 / Date 11/06/2018

Quotation Call Notice

Sealed quotations are invited in prescribed application form from the intending reputed manufacturer / supplier / dealers/ registered firms having valid GST number and up-to-date GST clearance certificate along with the EMDs for procurement of following equipments i.e. Desktop, Printer, UPS etc for District Employment Exchange, Angul. The application form, bid documents, documents containing detailed specification with other term and conditions at Annexure-A, B, C & D can be downloaded from the website www.angul.nic.in. The Quotation papers shall be submitted through registered/speed post/By hand only to the Office of the District Employment Exchange, Angul on or before 26.06.2018 by 3.00 P.M. The Quotation papers will be opened on same date i.e. dt. 26/06/2018 at 4.00 P.M. by the purchase committee members in presence of the quotationers or their authorized representative.

The Authority reserves all the right to reject any or all the quotations without assigning any reason thereof and shall bear no liability whatsoever consequent upon such decision.

Memo No. 337(03) // Date 11/06/2018 //



11/06/18
District Employment Officer,
District Employment Office
ANGUL

Copy submitted to the Collector Angul/Project Director DRDA Angul/G.M DIC Angul with request to kindly display the Quotation in the Notice Board for wide publication.

Memo No. 338 // Date 11/06/2018 //


11/06/18
District Employment Officer,
Angul.
District Employment Office
ANGUL

Copy submitted to the D.I.O., NIC, Angul for information and with a request to upload the above matter & the quotation call notice and other related documents containing 09 (nine) nos. pages in the official website www.angul.nic.in for wide publication and healthy competition.


11/06/18
District Employment Officer,
Angul.
District Employment Office
ANGUL

APPLICATION FORM FOR BIDDING
(Details of the Application /Bidder)

- 1 Name of the Registered Bidder :
- 2 Name of the Firm :
- 3 Name of the Authorized person :
- 4 Address :
- 5 Contact No./e-mail ID :
- 6 PAN No. (Enclosed self attested photocopy) :
- 7 GST No. (Enclosed self attested photocopy) :
- 8 GST Clearance Certificate No. with date with date
(Enclosed self attested photocopy) :

9 EMD amount in detail

DD No. _____/Bank _____/Amount Rs. _____/- Date _____

10 Cost of the items as per specification
(Enclose quotation as per specification) : Rs. _____/(In digit and in words)

11 Enclosures

- i) Photocopy of PAN card
- ii) Photocopy of GST Clearance certificate
- iii) Bank Draft for EMD
- iv) Photocopy of Registration Certificate
- v) Authorization Certificate

I do hereby declare that the above statement are true and correct to the best of my knowledge and belief.

Date :

Place :

Full Signature & Seal of the Vendor

DISTRICT EMPLOYMENT EXCHANGE, ANGUL

BID DCUMENTS FOR SUPPLY OF DESKTOP, UPS, LASER PRINTER, INVERTER TO DISTRICT EMPLOYMENT EXCHANGE, ANGUL

- a) Period of receipt of Tender documents : From 12/06/2018 to 26/06/2018 upto 3.00 PM
- b) Date, Time & Venue for opening of the tender : Date. 26/06/2018 Time: 4.00 P.M, Venue- Office chamber's of the District Employment Officer, Angul
- c) Tender paper Cost : Nil
- d) EMD : Rs.2000/- (Rupees Two Thousand) only Refundable
- e) Security Deposit :@5% (five) of the total order value to be deposited by the successful bidder
- f) Time for Supply & Installation of the Items : 15 days from date of issue of the supply order

Specification :- At Annexure -A

DISTRICT EMPLOYMENT EXCHANGE, ANGUL

BID DOCUMENTS FOR LOCAL AREA NETWORKING (LAN) IN DISTRICT EMPLOYMENT EXCHANGE, ANGUL

- a) Period of receipt of Tender documents : From 12/06/2018 to 26/06/2018 upto 3.00 PM
- b) Date, Time & Venue for opening of the tender : Date. 26/06/2018 Time: 4.00 P.M, Venue- Office chamber's of the District Employment Officer, Angul
- c) Tender paper Cost : Nil
- d) EMD : NIL
- e) Security Deposit : @5% (five) of the total order value to be deposited by the successful bidder
- f) Time for Supply & Installation of the Items : 15 days from date of issue of the supply order

Specification :- At Annexure -B

DISTRICT EMPLOYMENT EXCHANGE, ANGUL

BID DCUMENTS FOR SUPPLY OF TABLES, REMOVING CHAIR, PLASTIC MODULED CHAIR DISTRICT EMPLOYMENT EXCHANGE, ANGUL

- a) Period of receipt of Tender documents : From 12/06/2018 to 26/06/2018 upto 3.00 PM
- b) Date, Time & Venue for opening of the tender : Date. 26/06/2018 Time: 4.00 P.M, Venue- Office chamber's of the District Employment Officer, Angul
- c) Tender paper Cost : Rs. Nil
- d) EMD : Rs.2000/- (Rupees Two Thousand) only Refundable
- e) Security Deposit : @5% (five) of the total order value to be deposited by the successful bidder
- f) Time for Supply & Installation of the Items : 15 days from date of issue of the supply order

Specification :- At Annexure -C

Annexure-A
IT INFRASTRUCTURE

Sl.No	Items	Quantity	Specification
1	Desktop	01 No	(Core i5, RAM-4GB, Hard disk-1 TB, O S-Windows-10 professional, Monitor 19.5 inch..)
2	UPS	01 No	UPS-0.5/0.6 KVA with 30 Minutes backup
3	Multi-function Printer	01 No	Laser Printer, Scan, Xerox, Fax with Printwith 38ppm, A4 size
4	Inverter (Power back up)	01 No.	Minimum output 1400 VA with Tall Tubular Battery with Trolley.

Annexure-B
IT INFRASTRUCTURE

Sl.No	Items	Quantity	Specification
1	LAN Connection in Office	01	1 no.D Link Switch-16 Port, D Link IO Port, D Link CAT 6 Cable as required, 1 no. 2U Wall Rack for Network Switch.

Annexure-C
RE-FURBISHING

Sl.No	Items	Quantity	Specification
1	Tables	01 no.	OF-05 Big Table
2	Office Chair	01 no.	MIY- Review
3	Waiting area Chair	01 no.	Jordan Chair

Annexure-D

The Quotation should be submitted following the term & conditions specified here under the prescribed format by manufacturer / supplier / dealers/ registered firms having valid GST number and up-to-date GST clearance certificate along with the EMDs for procurement of following equipments i.e. Desktop, UPS, Printer, Inverter, LAN connection, Table, Chair etc for District Employment Exchange, Angul.

General Terms & Conditions:-

1. Place and date of receiving the tender:- Tender shall be received at the District Employment Exchange, Angul through registered/speed post/by hand only on or before 26/06/2018 by 3.00 P.M.

3. Bid :- The sealed covers containing application form, quotation paper, documents are to be superscribed as "Quotation for Supply of Desktop, UPS, Laser Printer & Plastic Moduled Chair/Table/ Local Area Networking (LAN)".

4. The interested bidder may submit quotation separately only for Supply of Desktop, UPS, Laser Printer/ Local Area Networking (LAN)/Furniture. If any bidder interested to submit quotation for more than one items then he/she to submit tender documents separately.

5. Date, Time & Venue for opening of the tender documents:- The sealed tender quotation shall be reached at the office of the District Employment Exchange Angul on or before Dt. 26/06/2018 by 3.00 P.M. The quotation papers will be opened on same date i.e. Dt. 26/06/2018 at 4.00 P.M. by the purchase committee in presence of the tenderers or their authorized representative. The Authority reserves all the right to reject any or all the quotations without assigning any reason thereof. In case of any unavoidable circumstances, if the quotation could not be opened on the scheduled date, then the next date will be communicated to the bidders as per decision of the authority.

7. Specification of Desktop, UPS, Laser Printer, Inverter, Local Area Networking (LAN) & chair, table: The specification of the items are furnished at Annexure – A, B & C.

8. TAX Clearance: The intending vendors should submit the self attested photocopy of the up to date GST clearance certificate (Odisha) with original bid documents.

9. Authorization :- The bidder should submit the photocopy of authorization for supply of the tender items. Authorization for Local Area Networking (LAN) is not mandatory.

11. Price:- Price quoted by the bidder should be inclusive all taxes, GST, Duties, levies, transportation cost and insurance cost till the items is accepted.

12. Catalogue:- The bidder should submit the catalogue of the Desktop, UPS, Laser Printer along with the Bid documents. The catalogue for Local Area Networking (LAN) is not mandatory.

13. EMD:-

a. for Supply of Desktop, UPS, Laser Printer, Inverter :- The intending bidder should submit the EMD of Rs.2000/- (Rupees Two Thousand) only in shape of Bank draft and the DD should be drawn in favour of **Collector & District Employment Officer, Angul** payable at Angul. EMD of unsuccessful bidders will be refunded within a period of 30 days after finalization of the tender.

b. For Local Area Networking (LAN):- NIL

c. For Supply Of Table & Plastic Moduled Chair :- The intending bidder should submit the EMD of Rs.2000/- (Rupees Two Thousand) only in shape of Bank draft and the DD should be drawn in favour of Collector & District Employment Officer, Angul payable at Angul. EMD of unsuccessful bidders will be refunded within a period of 30 days after finalization of the tender.

14. Performance Security :- The successful bidder has to furnish performance security @05% (five) of the total order value in shape of Bank Draft/Bank Guarantee within three days from the date of receipts of acceptance letter. The security amount shall be refunded after one year from date of of installation of the equipments on successful functioning.

15. Agreement :- The selected Bidder will have to sign an agreement with the undersigned for supply of equipment.

16. Date & Place of Delivery & Installation :-

a. Desktop, UPS, Laser Printer, Inverter - The successful bidder shall deliver and install all sets of items at District Employment Officer, Angul within 15 days from date of issue of the order . A Pre-delivery Inspection shall be conducted by the competent technical personnel authorized by the competent authority.

b. Local Area Networking (LAN):- The successful bidder has to install Local Area Networking (LAN) in District Employment Exchange, Angul.

c. For Supply Of Table & Moduled Chair :- The successful bidder shall deliver in District Employment Exchange, Angul within 15 days from date of issuance of the order.

17. Penalty :- If the selected bidder fails to deliver and fix the items within the stipulated date, they will be imposed a penalty of 0.5% of the order value for the late of each week delay or part there of subject to maximum of 2% of value of the delivered items.

18. Forfeiture of EMD:- If the selected vendors fails to execute the agreement or fails to deposit the required performance security of fail to supply & install the items within the prescribed date after being intimated, the EMD will be forfeited.

19. Payment :- 100% of the billing amount will be paid through A/C payee cheque or Bank transfer only after delivery and installation of the items on submission of delivery challan & installation certificate. No advance payment will be given to the selected bidder.

21. Jurisdiction :- Any dispute arising in respect of the Bid shall be instituted within the jurisdiction of Angul, Odisha only.

22. The Undersigned reserves the right to accept/reject any or all the tenders without assigning any reason thereof.


11.06.18
District Employment Office
ANGUL