



**COMMON
"INFORMATION TECHNOLOGY
SERVICE DIVISION"**

**C/o Telangana State Cooperative Apex Bank Ltd
(Govt. Partnered Bank)
Troop Bazar, Hyderabad-500 001**



Date : 05.11.2016

Short Tender Notice

Quotations invited for Supply and Installation of 6 units of Desktop & 2 Printers (1 Line printer + 1 HP Laser jet Printer) to TSCAB.

Sealed quotations are invited from bidders (Authorised Distributors/OEM) for supply and installation of 6 units of Desktops & 2 printers to TSCAB Hyderabad under Rupay Card Project.

Time schedule:

Date of issue of Tender Documents	05.11.2016
Last Date & time for submission of Tender	10.11.2016 at 5.30PM
Due Date for Tender Opening	11.11.2016
Venue and time of Tender Opening	CIO Chambers, 3 rd Floor, TSCAB, Troop Bazar, Hyderabad - 500001
Contact Officer For clarification	DGM(IT -TSCAB) Contact Numbers: 040-24685552

Instructions to the Tenderers:

- a. Bids must be submitted in sealed envelope. Tenders received after the closing time & date for bid submission shall not be entertained.
- b. The tender submitting the offers should be OEM Vendor or authorised Reseller/Distributor of respective makes. Authorised Reseller/Distributor must submit the manufacturer's authorisation form (MAF)/letter from OEM Vendor whose product he is offering to TSCAB.
- c. The bidder shall not have been blacklisted by any of the Departments/Ministries/organisation of the Government of India. A duly signed undertaking to this effect must be submitted with the bid.
- d. The bidder should possess valid VAT/CST/Service Tax Number. Attested copies of the same must be submitted with the bid.
- e. Bidder shall submit clause-wise compliance with the Technical Specification stipulated below.
- f. Unsigned quotations will not be considered.
- g. No overwriting or cutting is permitted in the bid Form. In such cases, the bid shall be summarily rejected.
- h. The bidders shall give breakup of the quoted rates clearly stipulating cost of Supply & Installation of Office Document Scanners. The bidders shall quote the prices in Indian Rupees only. Rates should be quoted both in figure and words. Rate and amount of all the applicable duties and taxes should be clearly stipulated. The duties and taxes, not explicitly asked for in the offer, will be presumed to have been accepted by the bidder within the quoted prices and shall not be payable extra later on. All-inclusive prices, i.e. prices inclusive of duties and taxes, shall be considered for purpose of ranking and evaluation.

- i. The contract shall be awarded to lowest evaluated bidder technically responsive bidder who meets the qualification criteria.
- j. The Bidder may modify or withdraw his offer after its submission, provided that written notice of the modification or withdrawal is received by TSCAB prior to the closing date and time prescribed for submission of offers. No offer can be modified by the bidder, subsequent to the closing date and time for submission of offers.
- k. TSCAB shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete, without assigning any reason whatsoever. TSCAB reserves the right to make any changes in the terms and conditions of tender. TSCAB will not be obliged to meet and have discussions with any vendor, and or to entertain any representations.
- l. CIO reserves the right to call for techno-commercial/price negotiations. The company should depute competent representative for such discussions/negotiations whenever called for and the representative should be competent to take on the spot decisions.
- m. The bidders are strictly advised to refrain from quoting unrealistic rate at which they may not make supplies later.

Conditions of Contract:

- a. **Media and Documentation to be supplied:** The product must be supplied in their original media (CD) along with license/subscription documents. Product documentation must be printed in electronic form.
- b. **Manufacturers Authorization Form (MAF) in standard format should be submitted along with the quotation.**
- c. **Completeness of Installation:** The installation will be deemed as incomplete if any component of product or any documentation/media is not delivered or is delivered but not installed.
- d. **Warranty/Guarantee/support required is for one year for Office Document Scanner.** The warranty shall be effective from the date of acceptance (after Delivery and Inspection). This should be clearly mentioned in his technical and price bid.
- e. **Indemnity:** Vendor shall indemnify, protect and save TSCAB against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the hardware/software supplied by him.
- f. **Genuinity of the supplies:**
 - a. The Hardware items supplied shall be in original sealed packing from the manufacturer.
 - b. In case of any manufacturing defect of any shape/kind, the Hardware items shall have to be immediately replaced with a new one.
 - c. The supply shall be completed within the delivery time as per Terms & Conditions of the Tender Document from the date of placement of Purchase Order;
- g. In case of delay, penalty at the rate of 0.5% per day of the ordered value shall be charged (maximum penalty up to 5% of the order value can be deducted). If the delay is more than ten days the order stands cancelled and PO shall be issued to the bidder who offers the second least priced quotation.
- h. **Payment terms:**
 - Payment against bill/Invoice shall be released only after execution of the supply order and the quality of the items are found to the satisfaction of TSCAB Personnel.
 - Payment will be made directly to the supplier by cheque or through NEFT/RTGS. No request for other mode of payment will be entertained.
 - No advance payment will be made in any case.
 - The payment shall be made within one month from the date of submission of invoice. No condition/clause with regard to interest etc. shall be entertained.
 - No other charges towards transport or service charges or by whatsoever name called shall be payable.

The minimum required specifications of Hardware items is as follows:

for Desktop:

Quantity required: 6 Nos.

SNo	Particulars	Model/Size
1.	Operating System – Preloaded	Windows 10 Pro 64-bit
2.	Processor	Intel core i5 Processor with Intel HD graphics 4600
3.	Chipset	Intel H81
4.	RAM	Min: DDR3 4GB RAM expandable
5.	Hard Disk	SATA 500GB 7200 rpm min
6.	Writer	DVD R/W(Not Required)
7.	Monitor	18.5” LED of same make
8.	Office Software	MS Office 2013 – Paper License (pre-loaded with recovery media - OEM)
9.	Keyboard and Mouse	Universal USB wired Keyboard and USB Optical Mouse
10.	Make	Indicate
11.	Model	Indicate
12.	Warranty	3 years on site
13.	Delivery	Within 10 days from the date of PO.

for Line Printer:

Quantity required: 1 No.

SNo	Particulars	Model/Size
1.	Printer Type	Workgroup Printer - Line Matrix - Monochrome
2.	PC Connection	LAN, Parallel, Serial
3.	Print speed	Up to 63 inch/min - graphics - 60x48 dpi Up to 42 inch/min - graphics - 60x72 dpi Up to 21 inch/min - graphics - 90x96 dpi Up to 200 lines/min - near letter Up to 375 lines/min - data Up to 500 lines/min - max speed
4.	Interface	Ethernet 10/100 Base-TX Parallel Serial
5.	Form Factor	None
6.	Media Path Type	Straight
7.	Media Type	Continuous forms, fanfold paper
8.	Connectivity	Wired
9.	Resolution	Max: 180 x 144 dpi
10.	Power Consumption	Standard
11.	Operating System	Min: All Windows OS
12.	Warranty	1 year on site
13.	Make	Indicate
14.	Model – offered in India (should not be declared end of	Indicate

	life)	
15.	Supply and Installation	Within 10 days from the date of PO.

Configuration for Laser Jet Printer:

Quantity required: 1 No.

SNo	Particulars	Model/Size
1.	Printer Type	Workgroup Printer – Laser – Monochrome
2.	Form Factor	Internal
3.	Processor Speed	Min: 230 MHz
4.	Memory	Min: 32MB
5.	Connectivity	LAN/USB 2.0 Plug and Play
6.	Ethernet	Yes
7.	Automatic Duplexing	Yes
8.	ADF	Optional
9.	Monthly Duty Cycle	Min: 5000
10.	PPM	Min: 20ppm
11.	Resolution	Min: 600 x 600 dpi
12.	Power Consumption	Standard
13.	Average Cartridge Yield	Min: 2000
14.	Starter Cartridge Yield	Min: 1000
15.	Operating System	All Windows OS
16.	Warranty	1 year on site
17.	Make	Indicate
18.	Model – offered in India (should not be declared end of life)	Indicate
19.	Supply and Installation	Within 10 days from the date of PO.

Sd/-
(M. Srinivasa Rao)
Chief Information Officer(ITSD)