

HIGH COURT OF UTTARAKHAND AT NAINITAL

E-TENDER NOTICE FOR PROCUREMENT OF LAPTOPS

The High Court of Uttarakhand invites eBids for supply and installation of 24 Laptops in two-cover system.

The last date of submission of e-Bids shall be 11.03.2022 at 02:00 PM. The detail of tender document along with terms and conditions of e-tender can be downloaded from "<http://uktenders.gov.in>" and on the official website of High Court of Uttarakhand, Nainital i.e. "<http://www.highcourtofuttarakhand.gov.in>".

Sd/-

Registrar General
High Court of Uttarakhand, Nainital

IMPORTANT

Bidders kindly notice that the documents/certificates/declarations & lists etc. related to the tender should be clear & legible. All the relevant documents must be submitted in the following order as shown in the check list below and should be properly marked with responding page numbers thereof. Non-compliance of the same will lead to disqualification and participation will be rejected outrightly.

| S.NO. | PARTICULARS | PAGE NUMBER FROM.....TO..... |
|-------|---|---------------------------------|
| 1. | Demand Draft of Rs.1770.00 (Non-refundable) payable in the name of "Registrar General, High Court of Uttarakhand, Nainital" payable at Nainital. Hard copy DD should be submitted in separate envelope. | |
| 2. | EMD in the form of "BID SECURITY DECLARATION" (Annexure-E). Hard copy of declaration should be submitted in separate envelope. | |
| 3. | Document of proof of Date of Establishment of firm | |
| 4. | Documents showing office address with phone numbers, fax number, mobile number and name of the contact person. | |
| 5. | Certificate of turn over to the tune of at least Rs.50 Lakh for last 3 consecutive years (Financial Year 2018-19,2019-20 and 2020-21) duly certified by C.A. (No Balance Sheet be attached) | |
| 6. | PAN of the firm (Enclose Copy) | |
| 7. | Registration with concerned Government Authorities (Incorporation of Company) (copy to be enclosed). | |
| 8. | TAX Registration Number (Enclose Copy), i.e. GSTIN etc. | |
| 9. | Documents related to 5 years Experience as OEM/Company/Distributor. (Enclose Copy) | |
| 10. | Documents related to direct authorization from major OEMs for selling and supporting components offered. Bidder needs to furnish Authorization letter from OEM in case of authorized partner/representative/system integrator.(Copies to be enclosed) | |
| 11. | Documents related to Certification from an accredited and internationally reputed firms for ISO 9001:2008(Higher or Equivalent. Copy to be enclosed) | |
| 12. | Documents related to the support/logistics for entire state of Uttarakhand and Delhi (Enclose copy) | |
| 13. | Document for being Non-Black listed in the past by any of the State Governments across the country or Government of India or High Courts or Hon'ble the Supreme Court of India. (Enclose copy) | |
| 14. | Document showing the details of authorized person to sign and participate in the tender (Enclose copy) | |
| 15. | Compliance sheet of technical specifications of offered product | |
| 16. | Brochures of offered product, if any | |
| 17. | Tender Document Duly Signed & Stamped. | |

1: ELIGIBILITY CRITERIA

The Bids must be complete in all aspects and should cover entire scope of work as stipulated in the tender document. This invitation to tender is open to all the bidder(s), who qualify the eligibility criteria as given below:

| SN | Eligibility Criteria |
|----|--|
| 1. | The bidder(s) should be an OEM/Company/Distributor having experience of minimum 5 years in India. |
| 2. | The bidder(s) must have direct authorization from OEM (Original Equipment Manufacturer) for selling and supporting components offered. Bidder needs to furnish the authorization letter from Original Equipment Manufacturer in case of authorized partner/ representative/ system integrator. |
| 3. | The bidder(s) must have turnover of at least Rs. 50 lakh in each of the last three financial years. |
| 4. | The bidder(s)/OEM should have certification from an accredited and internationally reputed firms for ISO 9001:2008 (equivalent or higher) (<i>OPTIONAL</i>) |
| 5. | The Bidder should support centers/logistics for the entire state of Uttarakhand and Delhi. |
| 6. | The bidder(s) should not be blacklisted in the past by any of the State Governments across the country or Government of India or High Courts or the Hon'ble the Supreme Court of India. |

2: IMPORTANT DATES & DETAILS:

| SN | DETAILS | DATE/ TIME |
|-----------|--|---|
| 1. | Date of release of tender | 18.02.2022 1.00 PM |
| 2. | Document download start date | 18.02.2022 1.30 PM |
| 3. | Bid submission start date | 18.02.2022 1.30 PM |
| 4. | Bid submission end date | 11.03.2022 2.00 PM |
| 5. | Date of Technical Bid opening | 11.03.2022 3.30 PM |
| 6. | Date of Financial Bid opening | <i>Will be specified later</i> |
| 7. | Venue of Opening of Bids | High Court of Uttarakhand, Nainital |
| 8. | e-tender Fees (Non-refundable) | Rs. 1770/- (Rs. One thousand seven hundred seventy only) |
| 9. | Earnest Money Deposit (E.M.D.) (Refundable) | Exempted. Bidder shall submit "Bid Security Declaration" Form as per Annexure "E" in a sealed envelope. |

3: SCOPE OF WORK

The selected bidder(s) is expected to carry out all the activities covering supply including delivery, installation, testing and quality inspection etc. in coordination with High Court of Uttarakhand. The selected bidder shall install the UBUNTU Operating System (Provided by Hon'ble Court) in each of the laptop and make it functional by all means. The actual quantity of laptops may increase/decrease at the time of award of work order.

3.1: Supply and Delivery of Items

Qualified bidder shall supply all the required quantities of item(s) at the locations as mentioned in the '**Annexure-D**' having the Specifications as provided in '**Annexure-C**'.

The bidder will conduct 100% quality inspection and testing to ensure that each and every item complies to the specifications given in '**Annexure-C**' and ensure that there should not be any physical damage(s) and shall contain all the required items accessories before declaring the all items as "Ready for delivery".

3.2: Scope of Supply

- a) Subject to the provisions in the bidding document and contract, the goods and related services to be supplied, shall be as specified in the bidding document.
- b) The bidder shall be responsible for Supply and Installation at the locations as mentioned in the '**Annexure-D**' and On-site support, Operation of Call/ Service Center for Grievance Redressal and support at all the District/Taluka Court sites in Uttarakhand for smooth operations with 3 Years On-site Warranty and Operational support from the date of Supply of listed Hardware as per the e-tender.
- c) The bidder(s) shall not quote and supply any hardware/ software that is likely to be declared as End of Sale/ End of Life in coming 5 years and End of Service/ Support in coming 5 years from the date of tender submission. If any of the hardware/ software is found to be declared as End of Sale/ Service/ Support in the period mentioned above, then the bidder(s) shall replace all such hardware/ software with the latest ones having equivalent or higher specifications without any financial obligation to the purchaser.
- d) The tender proposal shall be inclusive of a three (3) years on-site warranty support with Level 1 support from bidder(s) and Level 2 support from OEM for all the hardware items including software applicable (if any) from the date of Delivery of materials. The bidder(s) shall obtain the successful installation report from concerned authority from the location. The bidder(s) shall maintain systems and peripherals supplied and installed under this e-tender in accordance with the provisions laid down in the clauses below during the warranty period.

4: DELIVERY SCHEDULE:

The Bidder shall ensure that all the required quantities of the ordered items are supplied and delivered to the desired location i.e. **Annexure-D**.

4.1: Delivery Process

- a) All aspects of safe delivery shall be the exclusive responsibility of the Vendor. At the destination site, the original packing shall be opened only in the presence of concerned Authorized Officer(s) of respective site/location and Vendor's representative. The intact position of the seal shall form the basis for receipt of items in good condition (not tampered).
- b) The Vendor must apply to the respective authority for issue of road permit/way-bill in time.

- c) Delay on account of getting relevant permits shall not make Vendors' eligible for waiver of penalties.
- d) Delivery of the Goods shall be made by the Supplier in accordance with the terms of the Purchase Contract. The vendor shall take responsibility of the Goods till they reach the delivery destinations as informed by the Court. Transport to such place of destination in India, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier. The Supplier/Vendor shall organize the Road Permits wherever required.
- e) The Vendor should install all the items at specified site without any additional charge.
- f) It shall be the responsibility of the Vendor to deliver the goods in time.
- g) The contract for the supply can be repudiated at any time by the High Court of Uttarakhand, if the supplies are not made to the satisfaction of Hon'ble Court after giving an opportunity to the bidder(s) of being heard and recording the reasons for repudiation.
- h) The supplier/ selected bidder(s) shall arrange to supply the ordered items as per specifications within the specified delivery/completion period at various sites/locations mentioned in the bidding document and/or contract.
- i) If the items supplied are not found up to the approved specifications, or, are not delivered within the stipulated time, the security deposit may also be forfeited at the discretion of Hon'ble the High Court.
- j) **Shifting the place of delivery destination:**
High Court of Uttarakhand shall be free to shift the place of delivery. The successful/ selected bidder(s) shall provide all assistance including transportation in shifting of the delivered Items.

4.2: Terms of Execution & Delivery Time Schedule:

- a) The Bidder shall deliver the items within 8 weeks from the date of the work order. In case of delay in delivery of items, penalty shall be charged as mentioned in LD (Liquidated Damages) clause.
- b) The Bidder shall complete the installation and configuration of the items within 2 weeks from date of delivery. Any delay beyond stipulated period shall attract additional penalty, as mentioned in the LD clause.
- c) Part of the week shall be considered as full week. Only business days would be calculated within the week, excluding holidays.
- d) The Bidder should have adequate number of qualified/certified and experienced resources with requisite skills required to manage the delivery/ Installation Setup as per the scope of the project.
- e) High Court in its discretion may increase/decrease the time period given for delivery and installation of Laptops.

5: INSTALLATION PROCESS

- a) During installation at site, if any item is found defective or broken, it shall be replaced with new one by the Vendor at its own cost and risk within 15 days from the date on which the Vendor has been informed of such damage.
- b) Consolidated Installation report, based on the successful installations of the individual item, duly signed by the competent authority of the concerned site/location.
- c) It may be noted that only the items technically tested/accepted as per Purchase Order shall be installed as per the schedule mentioned below –

CONSOLIDATED PROOF OF INSTALLATION REPORTS

Location:-.....

| Purchase Order No. :- | | | Purchase Order Date :- | | |
|--|------------------------|--------------------------|---|---|--|
| SN | Serial No. of the Item | Date of Delivery at site | Date of installation and ready to use at site | Name of Judicial Officer to whom the item is allotted | Signature of Judicial Officer to whom item is allotted |
| | | | | | |
| | | | | | |
| | | | | | |
| All items have been delivered & successfully installed. | | | | | |
| | | | (Sign & Stamp) Competent Authority | | |

Note: Please ensure that signatures are taken on each page of the consolidated report.

6: INSTRUCTIONS TO BIDDERS

6.1: Cost of Bidding

- a) The Bidder shall bear all the costs associated with the preparation and submission of the Tender. High Court of Uttarakhand shall in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
- b) The Bidder shall have to remit Non-refundable Tender Processing Fees of Rs. 1770/- in the separate cover/envelope on or before the date & hour of submission of the bids at High Court of Uttarakhand office. Tender processing fees of Rs.1770.00 must be submitted in the form of Demand Draft in the favour of “**Registrar General, High Court of Uttarakhand**” payable at Nainital along with the covering letter. The bidders are also requested to affix the stamp of your company on the overleaf of demand draft.

6.2: Bidding Documents

Bidder can download the tender document from <https://www.uktenders.gov.in/> and upload the same on <https://www.uktenders.gov.in/> on or before due date of the Tender. The bids have to be submitted online on “<http://uktenders.gov.in>”. Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or tender not substantially responsive to the bidding documents in all respect may result in the rejection of the Tender. Tenders (only in the format issued by this office) are to be filled (readable writing) as per the conditions mentioned in the tender form and the bidders have to sign on the acceptance of conditions otherwise bid will be rejected.

6.3: Amendment of Bidding Documents

- a) High Court of Uttarakhand may modify the bidding documents by amendment and upload accordingly at any time prior to the deadline for submission of bids, for any reason, whether at its own initiative or in response to the clarifications requested by prospective bidder(s)
- b) All prospective bidder(s) are requested to browse our website and any amendments / corrigendum / modification shall be notified on e-tender website only and such

modification shall be binding on them. Bidders are also requested to browse the e-tender website i.e. <https://www.uktenders.gov.in/> for further amendments if any.

- c) In continuation of the amendment of the bidding documents, High Court of Uttarakhand, at its discretion, may extend the deadline for the submission of bids.

7: SECTIONS COMPRISING THE BIDS

7.1: Tender Processing Fees: The tender processing fee (non-refundable) to be furnished to the High Court of Uttarakhand office in a separate envelop on or before date & hour of submission of e-tender.

7.2: Two bid system - Two covers system/two envelopes system/two bid system shall be followed for the tender: The two covers shall be as below-

- **Technical bid** –Qualification, Technical Proposal, Fee Details, EMD, essential supported certificates/ documents etc are to be submitted by the bidder(s).(**Annexure 'A'**)
- **Financial bid** –Financial Proposal in the given format, termed as Financial bid (BOQ). (**Annexure 'B'**).

7.3: Road Permit

In case any Road Permit is required for transportation of contracted goods/items/hardware/laptops, it shall be the responsibility of the Bidders to make all the arrangements required in advance without any extra cost to the High Court of Uttarakhand. However, High Court of Uttarakhand shall provide a letter, if required, to the Bidders for carrying out the task.

7.4: Tender Currency

The prices should be quoted in Indian Rupees. Payment for the supply of equipment as specified in the agreement shall be made in Indian Rupees only. The tender validity would be for a duration of **180 days** from the last date of submission of tender.

7.5: Earnest Money Deposit (EMD)

The bidder(s) shall have to submit "**BID SECURITY DECLARATION**" as annexed herewith the tender document as (**ANNEXURE-"E"**) on or before date & hours of submission of tender in a sealed cover at High Court of Uttarakhand office with the heading "**BID SECURITY DECLARATION**".

- a) In case of non-receipt of **Tender Processing Fees** as mentioned above on or before last submission date/time of bid, the tender shall be rejected by High Court of Uttarakhand as non-responsive.
- b) In case of non-receipt of **BID SECURITY DECLARATION (Annexure-E)** as mentioned above on or before last submission date/time of bid, the tender shall be rejected by High Court of Uttarakhand as non-responsive.

7.6: Period of Validity of Bids

- a) Bids shall remain valid for 180 days after the last date of tender submission prescribed by the High Court of Uttarakhand. A Tender valid for a shorter period shall be rejected as non-responsive.
- b) In exceptional circumstances, High Court of Uttarakhand may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Tender security shall also be suitably extended.

7.7: Tender Due Date

- a) Tender must be uploaded by bidder(s) not later than the date specified in the e-tender.
- b) The High Court of Uttarakhand may, at its discretion, extend the tender due date, in that case all rights and obligations of the High Court of Uttarakhand and the bidder(s), previously subject to the tender due date, shall thereafter be subject to the new tender due date as extended.

7.8: Modification and Withdrawal of bids

Modification and withdrawal of bids shall be as per provisions given in Uttarakhand Procurement Rules. The bidder will not be allowed to withdraw or modify the bid in the interval between the deadline for submission of bids and the expiration of the period of tender validity, specified by the bidder. Withdrawal of a Tender during this interval may result forfeiture of EMD/PBG followed by suitable action as deemed fit by High Court of Uttarakhand.

7.9: Opening/Evaluation of Bids

- a) The Bid Evaluation Committee (BEC) constituted by High Court, shall open/evaluate the bids. The decision of the evaluation committee in the evaluation of the bids shall be final. No correspondence will be entertained outside the process of negotiation/discussion with the committee.
- b) Tender evaluation shall be done on the basis of eligibility criteria, technical specifications, feasibility, suitability and price of item.

7.10: Performance Security

The successful Bidder shall submit performance security amounting to 3% of the total contractual value in the form of Fixed Deposit Receipt or Unconditional Bank Guarantee from a Nationalized Bank/Scheduled bank duly pledged in the favour of “**Registrar General, High Court of Uttarakhand, Nainital**”.

Performance Security should remain valid for a period of **sixty days** beyond the date of completion of all warranty obligations of the vendor/supplier. The Security Deposit will be refunded only after the expiry of sixty days beyond the date of completion of all warranty obligations. This deposit is liable to be forfeited, if during the period of warranty the services of the vendor are found to be unsatisfactory in any respect, and/or if any of the conditions of the contract is contravened/breached, and/or towards any damage caused due to negligence of the contractor or his employees.

8 : CONTACTING HIGH COURT OF UTTARAKHAND

- Bidder shall not approach High Court of Uttarakhand officers after office hours and/ or outside High Court of Uttarakhand office premises, from the time of the Tender opening to the time the Contract is awarded.
- Any effort by a bidder(s) to influence High Court of Uttarakhand officers in the decisions on Tender evaluation, tender comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the High Court of Uttarakhand, it should do so in writing.

8.1: AWARD OF CONTRACT

- a) **Award Criteria:** The Criteria for selection shall be based on the evaluation criteria decided by High Court of Uttarakhand.

- b) High Court will award the contract to the successful bidder, on the basis of bid evaluation and it will not be binding upon the High Court, to accept the lowest bid. The decision of Registrar General, High Court of Uttarakhand shall be final and binding in this regard.
- c) The quantities may decrease or increase at any time, depending upon the requirements/grants available with the purchaser(s), which shall be binding to the bidder(s). The bidder has to supply the additional items on the rates given in the financial bid. The rates should be valid for 180 days.
- d) In case, if the first bidder(s) (selected as per the criteria list) does not accept/execute/fulfill the terms/conditions of tender/work order or is found to be involved in corrupt and/or fraudulent practices, the next bidder(s) in the list shall be awarded the contract as per suitable provisions provided in the Uttarakhand Procurement Rules.

9: REJECTION/ACCEPTANCE OF BIDS

Registrar General, High Court of Uttarakhand reserves the right to reject/accept any Tender, and to cancel the bidding process and reject all the bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

10: LIQUIDATED DAMAGE CLAUSE & DELIVERY RELATED PENALTY

- Notwithstanding, the High Court of Uttarakhand has right to cancel the order and liquidated damages at 0.5% of the cost of undelivered equipment's per site per week shall be charged for every week's delay in delivery.
- The Bidder shall complete the installation and configuration within given time frame. Any delay beyond stipulated period shall attract additional penalty @ 0.5% per week of order value.
- The High Court of Uttarakhand reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by the High Court of Uttarakhand to the firms.
- However, the High Court of Uttarakhand may, at its discretion, waive the liquidated damages in case the delay cannot be attributed to the Bidder.

11: TAXES & DUTIES

Bidder shall be liable for all the taxes and duties. Bidder who does not hold a valid Permanent Account Number (PAN)/ Tax Identification Number (TIN) from Income Tax department, Gol and who is not registered under the GST prevalent in the State where his business is located shall not be eligible for bidding. The GST Registration Number should be quoted and a GST clearance certificate from the Commercial Taxes Officer of the Circle concerned valid on the date of submission of tender shall be submitted without which the tender is liable to rejection. The bidder(s) quoting GST should have valid GST registration in the state of Uttarakhand and he should mention the same VAT/GST registration number in the tender document. GST must be shown separately.

12: INSURANCE:

The Goods supplied under the Contract shall be fully insured against loss by theft, destruction or damage incidental to manufacture or acquisition, transportation, storage, fire, flood, under exposure to weather and delivery at the designated project locations, in accordance with the applicable terms. The insurance charges shall be borne by the supplier and Purchaser shall not be required to pay such charges if incurred. The goods shall be delivered at the destination

(FOR -> Freight on Road) in perfect condition.

13: TRANSPORTATION

The supplier/ selected bidder(s) shall be responsible for the proper packing so as to avoid damage under normal conditions of transport by rail and road or air or sea and delivery of the material in the good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder(s) shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible. All goods must be sent freight paid.

14: PAYMENTS TERMS

- a) The standard payment terms of the Court are subject to general principle of payment under the Uttarakhand Procurement Rules, 2017 or as prescribed by the Government of Uttarakhand or the General Finance Rules, Government of India, whichever is applicable to the e-tender. All the payments will be made by High Court of Uttarakhand, Nainital. Successful Bidder/Supplier/Vendor will be required to furnish the documentary proof of delivery, installation and acceptance duly signed by the concerned judicial officer posted in districts of the State and on deputation throughout the State of Uttarakhand or any part of India while claiming the payment. The Consolidated Proof of installation reports (duly signed) must be submitted as has been mentioned in para 5.(c) of the tender document.
- b) The supplier's/ selected bidder's request for payment shall be made to the purchaser in writing, accompanied by invoices describing, as appropriate, the goods/items delivered and related services performed, and by the required documents submitted pursuant to general conditions of the Purchase Order and upon fulfillment of all the obligations stipulated in the Purchase Order.
- c) The successful Bidder must accept the payment terms proposed by the Court. The financial bid submitted by the Bidder must be in conformity with the payment terms proposed by the Court. Any deviation from the proposed payment terms would not be accepted. The Court shall have the right to withhold any payment due to the Bidder, in case of delays or defaults on the part of the Bidder. Such withholding of payment shall not amount to a default on the part of the Court.
- d) All Payments will be made to the successful Bidder/Supplier in Indian Rupee (INR) only.
- e) All remittance charges shall be borne by the supplier/ selected bidder(s).
- f) Payment in case of those goods which need testing shall be made only when such tests have been carried out, test results received conforming to the prescribed specification.
- g) Due to financial year end exigency, if Advance Payment needs to be made (subject to approval of competent Authority) to supplier/vendor then the supplier/vendor shall submit a Bank Guarantee of same amount to the consignee / High Court of Uttarakhand.
- h) Any penalties/ liquidated damages, as applicable, for delay and non-performance, as mentioned in this bidding document, shall be deducted from the payments for the respective milestones.
- i) Taxes (work contract tax, service tax, GST, income tax, etc.), as applicable, shall be deducted at source, from due payments, as per the prevalent rules and regulations.

15: APPLICABLE LAW

- a) The Agency shall be governed by the Laws and Procedures established by Government of India/State Government, within the framework of applicable legislations and enactment made from time to time concerning such commercial dealings/processing.
- b) All disputes in this connection shall be settled in Nainital Jurisdiction only.

- c) The Registrar General, High Court of Uttarakhand also reserves the right to modify/relax any of the terms & conditions of the e-tender.
- d) In case the selected bidder(s) fails to complete/comply the order within given time frame, then necessary action shall be taken against the said firm by forfeiting EMD/PG followed by blacklisting of the said firm or as applicable in such matters. In such case suitable penalty may be imposed on the said firm. Decision of Registrar General, High Court of Uttarakhand shall be final and binding in such matters.

16: ACCEPTANCE

The acceptance/performance test will be performed after completion of installation and commissioning of all the components of the solution at all the sites of installation. Complete hardware and Software as specified in the tender must have been supplied, installed and commissioned properly by the successful bidder/supplier/vendor prior to commencement of the tests. The acceptance test will be conducted by the Court, or other such person nominated by the Court. The successful bidder/supplier/vendor will be responsible for setting up and running the acceptance test without any extra cost to the Court. 17:

17: ACCEPTANCE CERTIFICATE

On successful completion of acceptability test, receipt of goods/items/hardware/laptops etc. and after the Court is satisfied with the working of the system, an acceptance certificates signed by the successful bidder/supplier/vendor (or its Technical Team/personnel), the concerned judicial officer and the representatives of the Court will be issued. The date on which such certificate is signed shall be deemed to be the date of acceptance of the system and the WARRANTY of the goods/items/hardware/laptops etc will start from that date.

Sd/-
Registrar General

Annexure 'A'

| <u>SNo.</u> | <u>Particulars</u> | <u>To be filled by the bidder</u> | |
|--------------------|--|--|----------|
| 1. | Name of the Agency | | |
| 2. | Whether Demand draft of Rs. 1770/- (non refundable) payable in the name of Registrar General, High Court of Uttarakhand, Nainital is attached along-with the tender as tender fee with vendor's stamp. | | |
| 3. | EMD in the form of Bid Security Declaration (Annexure -E) | | |
| 4. | Date of establishment of the firm | | |
| 5. | Office address of the firm with office telephone number, fax number and mobile number and name of the contact person | | |
| 6. | The bidder(s) must have turnover of at least Rs. 50 Lakh in each of the last three consecutive financial years, i.e. 2018-2019, 2019-2020 and 2020-2021. Certificate of C.A. must be attached. | FY..... | Rs. |
| | | FY..... | Rs. |
| | | FY..... | Rs. |
| 7. | Registration with concerned Government Authorities (Incorporation of Company). (copy to be enclosed). | | |
| 8. | PAN (copy to be enclosed) | | |
| 9. | Tax Registration Number (copy to be enclosed). | | |
| 10. | The bidder(s) should be an OEM/Company/Distributor having experience of minimum 5 years in India. (copy to be enclosed). | | |
| 11. | The bidder(s) must have direct authorization from major OEMs for selling and supporting components offered. Bidder needs to furnish the authorization letter from Original Equipment Manufacturer in case of authorized partner/ representative/ system integrator. (copy to be enclosed). | | |
| 12. | The bidder(s) should have certification (optional) from an accredited and internationally reputed firms for ISO 9001:2008 (higher or equivalent). (copy to be enclosed). | | |
| 13. | The Bidder should support centers/logistics for the entire state of Uttarakhand and Delhi. | | |
| 14. | The bidder(s) has not been blacklisted in the past by any of the State Governments across the country or Government of India or High Courts or Hon'ble the Supreme Court of India. (copy to be enclosed). | | |

Note:- In case of any confusion/misinterpretation/typographical mistakes etc. in this tender document, the decision of Registrar General, High Court of Uttarakhand shall be Final and binding.

Annexure 'B'

| Tender Inviting Authority: Registrar General, High Court of Uttarakhand, Nainital | | | | | |
|--|-------------------------|-----------------|---|---|----------------------------------|
| Name of Work: supply of Laptops | | | | | |
| Contract No: UHC/MANAGEMENT/2021 | | | | | |
| Name of the Bidder/ Bidding Firm / Company : | | | | | |
| <u>PRICE SCHEDULE</u> | | | | | |
| (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only) | | | | | |
| SN | Item Description | Quantity | PER UNIT PRICE In Figures (inclusive of all Taxes) To be entered by the Bidder Rs. P | TOTAL AMOUNT inclusive of all Taxes in Rs. P | TOTAL AMOUNT In Words |
| 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | LAPTOP | 24 | | 0.00 | INR Zero Only |
| Total in Figures | | | | 0.00 | INR Zero Only |
| Quoted Rate in Words | | | | INR Zero Only | |

Annexure 'C'

| <u>SPECIFICATIOIS OF LAPTOP</u> | | | | |
|--|---|--|--------------------------------|--------------------------------|
| <u>Make and Model of Offered Product.....</u> | | | | |
| <u>SNO</u> | <u>PRTICULARS</u> | <u>SPECIFICATIONS</u> | <u>Compliance (Y/N)</u> | <u>Remarks (if any)</u> |
| 1. | Processor Make | Minimum 10 Generation in intel or Equivalent in AMD | | |
| 2. | Processor | Core i7/AMD Ryzen7, minimum 4 Core, Minimum 1.8 Ghz, Minimum 8 MB cache | | |
| 3. | Graphics Type | Integrated/discrete | | |
| 4. | Graphics Card Description | HD Graphics | | |
| 5. | RAM Size (GB) | 8, DDR4 | | |
| 6. | RAM Expandable upto (in GB) using spare DIMM Slot on Mother Board | 32 GB | | |
| 7. | Type of Hard Disk Drive | SSD | | |
| 8. | Hard Disk Drive Size (GB) | 512 | | |
| 9. | Operating System | UBUNTU <i>(shall be provided by High Court and Vendor has to install it on each Laptop and make it functional by all means)</i> | | |
| 10. | USB 3.2 or higher | 2 or more | | |
| 11. | USB Type C (optional) | 1 or more | | |
| 12. | HDMI Port | Yes | | |
| 13. | Headphone & Microphone port | Yes | | |
| 14. | Multi Card Slot/MicroSD card Reader | Yes | | |
| 15. | Network Connectivity (Gigabit Ethernet RJ45) | Yes | | |
| 16. | Wi-fi Connectivity | Yes | | |
| 17. | Bluetooth | Yes | | |
| 18. | Display Size (Inch) | 14" | | |
| 19. | Display Resolution (Pixel) | 1920x1080 Full HD, IPS | | |
| 20. | Webcam | HD or higher | | |
| 21. | Built-in Speakers and Internal Microphone | Yes | | |
| 22. | Keyboard | Backlit | | |
| 23. | Carry Bag | Yes | | |
| 24. | Battery Back-up | 5 hours or higher | | |
| 25. | On Site Warranty | 3 Years onsite warranty with battery | | |

Note:

- (1) All the above specifications be read as equivalent or above.
- (2) Bidder should fill the above annexure completely and carefully along with technical bid, failing which tender is liable to rejection.

Annexure 'D'

| SN | Location | Quantity of Laptops to be provided |
|--------------|-------------------------------------|---|
| 1 | District Court, Dehradun | 6 |
| 2 | District Court, Haridwar | 2 |
| 3 | District Court, Udham Singh Nagar | 3 |
| 4 | District Court, Nainital | 3 |
| 5 | District Court, Pithoragarh | 1 |
| 6 | District Court, Chamoli | 1 |
| 7 | District Court, Uttarakashi | 1 |
| 8 | High Court of Uttarakhand, Nainital | 7 |
| Total | | 24 |

-----END OF DOCUMENT-----

Annexure 'E'

Bid Security Declaration Form

Date: DD/MM/YYYY; **Tender No.** _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]

-----END OF DOCUMENT-----