

HIGH COURT OF UTTARAKHAND

TENDER FOR SUPPLY, INSTALLATION AND MAINTENANCE OF INFORMATION KIOSK MACHINES FOR THE HIGH COURT OF UTTARAKHAND AT NAINITAL.

Tenders are invited for supply of 2 Information Kiosk machines as per the specifications and terms and conditions mentioned in the Tender documents for High Court of Uttarakhand, Nainital. The Sealed Tender complete in all respect addressed to the Registrar General, High Court of Uttarakhand, Nainital must be submitted latest by 21/06/2013. The Tender shall be opened on 22/06/2013 at 11:00 AM.

The Tender document can also be downloaded from the website www.highcourtofuttarakhand.gov.in.

Sd/-

REGISTRAR GENERAL

HIGH COURT OF UTTARAKHAND

SCOPE OF THE WORK:

High Court of Uttarakhand invites sealed bids for supply, installation and maintenance of 2 Information Kiosk machines from the Original equipments manufacturing Companies or their authorized dealers or authorized retailers/distributor/partner.

BIDDING PROCEDURE:

The tender documents consisting of Technical Details along with Earnest money deposit (EMD) of ₹6000/- and Financial Details, sealed in a single envelope, superscripting "Tender for Information KIOSK" addressed to the Registrar General, High Court of Uttarakhand, Nainital to be submitted before due date and time. Bids received without the draft or not fulfilling the prescribed conditions will be summarily rejected and decision of the Registrar General, High Court of Uttarakhand, Nainital in this regard shall be final and binding.

Note :

1. Fax/Telex/email and incomplete offers will be rejected.
2. The Registrar General, High Court Uttarakhand, Nainital has the right to accept or reject any or all bids in part or full, at its absolute discretion without assigning any reason, whatsoever or any notice.
3. The number of Information KIOSK may increase or decrease depending on requirement.

INSTRUCTIONS TO BIDDERS

1. The Tender document will form an integral part of the Contract to supply.
2. The Tender documents can also be directly downloaded from the website www.highcourtofuttarakhand.gov.in. No editing, addition/deletion of the matter is permitted, If such action is observed at any stage, such Tenders are liable for outright rejection.
3. Only enclosed formats as provided in original should be used. All sheets need to be submitted after affixing seal of the Company and signature of the authorized signatory. Additional sheets, duly authenticated, may be attached to elucidated specifications or clarify the specific issues.
4. The prescribed Tender document consist of EMD, Technical and financial details, sealed in a single envelope super scribing "Tender for Information KIOSK".
5. Tender document should be signed and stamped by the bidder on each page accepting the terms and conditions of the Tender.
6. Bidder has to submit earnest money deposit (EMD) of ₹6,000/- (Rupees six thousand only) and without EMD, tender shall be summarily rejected. The EMD shall be refunded (without interest) after the execution of the contract. The earnest money and tender fees shall be deposited by crossed Pay Order/Demand Draft in favour of the Registrar General High Court of Uttarakhand, Nainital.
7. The Registrar General, High Court of Uttarakhand, reserves the right to forfeit the EMD amount on non-acceptance/non-compliance of offer in full or part or if it is found that Bidder has misrepresented in any way.
8. The items can be supplied by the manufacturer directly or through their authorized dealer/partners/distributors. However, Letter of authorization from the manufacturer/parent company (OEM) to be enclosed.
9. The bidder shall quote the prices of goods including all taxes, levies or other transportation charges. No price revision/alternative will be allowed after the receipt of the Bid.
10. All prices and other information in this regard having a bearing on the price shall be written both in figures and words in the prescribed offer form.
11. Any conditions/terms given in the bid by vendors shall not be binding on the High Court of Uttarakhand, Nainital. All the terms and conditions for the supply, delivery, payment, warranty, penalty, etc. will be as given herein and no change in

any term or condition by the vendors will be acceptable. Bids will be accepted as per the provisions of Uttarakhand Procurement Rules-2008.

12. Canvassing in any form will be viewed seriously and if any Bidder is found to be resorting to such practice, the Tender of such firm will be rejected.

13. The bidder should quote only for the reputed brands/models having ISO Certification of Bidder Company and Quality Certification of product. There must be scope of upgrading hardware and compatibility with the up-gradation of software.

15. The cost quoted should include the cost of media, installation etc. at on site.

16. All columns of this bid should be filled. Any additional information should be enclosed separately and referred to in the relevant column of the bid form. All relevant product literature, Brochures and Technical Details should be enclosed with the bid document.

17. The number Information KISOK can be increased / decreased , the payment shall be made in the same proportionate.

18. The place of delivery and installation of Information KISOK will be High Court of Uttarakhand at Nainital premises.

CONDITIONS OF CONTRACT

1. Bidder should have at least 3 years of experience in the sales, service and support of Information KIOSK.
2. Information KIOSK as per the specifications needs to be delivered and installed in the High Court of Uttarakhand, Nainital.
3. The Registrar General, may at its discretion ask the bidder for clarification of its bid including price. Any of the vendors may be called for negotiations at the discretion of the Registrar General.
4. Bidders should enclose copies of valid registration of V.A.T., PAN No. and Service Tax.
5. In case of any discrepancy between the unit price and the total price, the unit price shall prevail and total price shall be corrected unless it is lower than the sum total of unit prices. If there is any variation between the amount written in figures and words, then the amount whichever is lower shall be taken into consideration.
6. **Delivery and installation period:** Maximum two weeks from the date of issue of purchase order.
8. The Successful Bidders will have to furnish the unconditional Bank Guarantee @5% of contract value to the High Court of Uttarakhand, within 7 working days of issue of Purchase Order valid for a period of 62 months. Failing which the purchase order may be cancelled and EMD shall be forfeited.
9. The Successful Bidder will have to adhere to the delivery schedule strictly. The Registrar General, High Court of Uttarakhand reserves the right to cancel the purchase order and forfeit the EMD, if purchase order is not executed within the stipulated time and to place the order with next successive bidder. The Successful Bidder, if faced with problems in timely delivery of services, which have dependencies on the Service Provider and/or the Original Equipment manufacturer, which are beyond their control at any time before the Final Acceptance Signoff, shall immediately inform the Registrar General in writing, about the causes of the delay and tentative duration of such delay etc. The Purchaser, on receipt of such notice, shall analyze the facts at the earliest and may at its sole discretion, extend the contract period as deemed reasonable.
10. **Payment term:** 100 % on successful and satisfactory installation and on the submission of unconditional Bank Guarantee of 5% of the total amount from a nationalized/scheduled bank towards due performance of warranty.

12. **Warranty:**

(a) The Information Kiosk machines should be under Five years on-site comprehensive warranty support service from the date of installation, including free provision of spare parts, kits as and when necessary.

(b) If the Information Kiosk machines remains down beyond 48 hours, the Firm will be required to provide a stand-by of the same or higher configuration or a penalty of ₹100 per day will be imposed after 48 hours.

(c) Warranty period begins from the date of satisfactory installation and commissioning at location certified by the High Court of Uttarakhand, Nainital.

(e) Supplier shall visit each site at least once in every three months to carryout preventive maintenance and finetune/calibration of the Information Kiosk machines besides regular service calls during the warranty period. Vendor has to submit the Preventive Maintenance report duly signed by the user on quarterly basis during the Warranty Period.

(f) On completion of the Warranty period, the unconditional Bank Guarantee without any interest accrued shall be released after satisfying that proper free warranty support has been provided during warranty period of Five years for all the KIOSK. If considered necessary, suitable amount of penalty shall be recovered from the Vendor out of their due payments or from their Security Deposit or by raising claims, while releasing the Security Deposit.

14. The Registrar General, High Court of Uttarakhand, reserve the Right to accept or reject any offers without assigning any reason thereof, and to amend the terms and conditions before award of the contract.

15. The supplier has to provide training on operation of Information Kiosk to the officials at the time of installation of equipment.

16. Any disputes arising out of this tender will be under the jurisdiction of court of Nainital only.

Sd/-

REGISTRAR GENERAL

HIGH COURT OF UTTARAKHAND.

FORM: - 1
VENDOR / BIDDERS DETAILS

S.No.	Description	Indicate also page number where attached
1.	Name, address & telephone number of the agency/firm	
2.	Name, designation, address & telephone number of authorized person	
3.	Please specify as to whether Bidder is sole Proprietor/Partnership Firm/Private or Limited Company.	
4.	Name, address & telephone number of Directors/Partners, Fax No., e-mail address.	
5.	Copy of PAN Card issued by Income Tax Department and Copy of previous 3 Financial Year's Income Tax Return.	
6.	Valid ISO Certificate (Please attach copy)	
7.	Service Tax Registration No. (Please attach)	
8.	Latest Service Tax Return (Please attach).	
9.	Experience Certificates of 3 years in providing services in Central Government/State Government/Public Sector Undertakings/Autonomous Bodies.	
10.	Details of Bid Security/Earnest Money Deposit: a) Amount: b) Demand Draft. c) Date of issue: d) Name of issuing Bank:	

FORM – 2
Price Schedule

Prices should be quoted in Indian Rupees inclusive of all taxes, installation charges, freight, etc.

Price should be quoted with 05 years onsite comprehensive warranty.

Specify Make:-

Specify Model:-

Item Descriptions	Unit Price (₹)	Sales / Service Tax (₹) as applicable	Any other Taxes and Duties	Total Unit Price (All inclusive) with Five years on-site warranty for Items (₹)	Number of Information KIOSK along with necessary accessories	Total Cost
1	2	3	4	2 +3+4 = 5	6	7 = (5 X 6)
Information Kiosks, Free Standing Type with Display Size: 21 inches. (Specification- A)					2	
TOTAL:-						

Total Bid Price in ₹ _____

In words _____

Signature of Bidder with seal _____

Name _____

Business address _____

Specifications: A

S.No.	Specifications	Description	Technically Compliant (Yes/No)
1	Type / Mounting:	Free Standing	
2	Construction base	The Kiosk shall be floor mounted with permanent and screw less chassis. The enclosure shall be of minimum 1.6 mm thick CRCA steel, polymer powder coated designed to work in harsh conditions. The design shall be vandal resistant. Design must be sleek and attractive.	
3	Display Type :		
	(a) Type	Colour LCD	
	(b) Size	21 inches	
	(c) Touch Screen	APR / SAW type with 3 mm or higher antiglare & overlay tempered vandal resistant glass.	
	(e) LCD Touch panel	Minimum 250 CD / m2 (NITS) brightness or better	
4	System Details :		
	(a) Processor	Minimum Intel Core i3 or higher side.	
	(b) Memory (RAM)	2 GB, DDR-3	
	(c) ODD	Provision to connect external CD ROM	
	(d) HDD / Storage	Minimum 320 GB.	
	(e) Operating System & Software	LINUX (Red Hat Linux (Compatible Version), Kiosk Management s/w, FIREOX, JVM, Open Office Software , pdf reader, etc.	

	(f)Network/ LAN details	TCP/IP with DNS and DHCP, 10/100/1000 Base Fast Ethernet, Protocols Twisted pair (RJ-45), Point-to-Point Protocol PPP),Point-to-Point Protocol over Ethernet (PPPoE), Point-to-Point Tunneling Protocol (PPTP), Wake on LAN and PXE.	
5	Power Supply	180 – 240V, 50Hz, AC Supply with UPS(ISO Certified of reputed brand) having minimum half hour backup.	
6	Cooling	Suitable number of fans to be provided.	
