

**SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE EXECUTIVE ENGINEER (E&M)-II
LODHI ROAD AUTO WORKSHOP
UNDER SEWA NAGAR FLYOVER, NEW DELHI-110003**

NIT No. 23 (2016-17)

NIT No. EE (E&M)-II/ DEMS / 2016-17 /D- 379

Dated: 03.03.2017

Executive Engineer (E&M)-II, South Delhi Municipal Corporation (SDMC) on behalf of Commissioner, SDMC invites tenders from the qualified bidders in two bid system for "Purchasing of Laptops for the officials working under Director (DEMS)" as per schedule given below:

Date start of tender documents sale/download	: 03.03.2017 from 10.00 AM
Last date of sale of tender/ download from website	: 14.03.2017 up to 03.00 PM
Last Date of submission of bid	: 15.03.2017 up to 03.00 PM
Date of Opening of technical bid	: 15.03.2017 at 03.30 PM
Date of opening of financial*	: 16.03.2017 at 11.00 AM

* Tentative

S. No.	Name of Work	Head of a/c	Tender Amt.	EMD	Tender Cost	Time of Compl.	Rate hold good for
1	Purchasing of Laptops for the officials working under Director (DEMS)	XL-III-D-IV	4,98,750/-	10,000/-	500/-	15 days	120 days

Tender documents may be obtained through written request on the letter head of the firm/ prospective bidder from the office of EE (E&M)-II, SDMC on payment of Rs. 500/- up to 14.03.2017. The same can also be downloaded from the SDMC website www.mcdonline.gov.in and www.mcdetenders.com. The downloaded tender documents may be used for bidding purposes by enclosing a demand draft in favour of Commissioner, SDMC for an amount of Rs. 500/-.

1. The firms/ agencies blacklisted/debarred from any Govt./ Semi Govt. organization shall not be eligible for submission of bids.
2. Tender forms and specifications can be downloaded from the website of SDMC <http://mcdetenders.com> by the manufacturers/ authorized dealers or reputed firms in such specialized jobs.
3. Bidder should have satisfactorily completed three similar works each costing 40% of the estimated cost or completed two similar works each costing 60% of the estimated cost or completed one similar work costing 80% of the estimated cost in any origination of repute during the last seven years ending previous day of last date of submission of application.

AND

One work of any nature (either part of (3) above or a separate one) costing not less than 40% of the estimated cost with some Central/ State Government Department/ Central Autonomous Body/ Central Public Sector Undertaking.

Similar work shall mean supply of electronics items.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of applications for tenders.

The certificate of satisfactory performance in respect of executed work as mentioned above duly signed by the concerned Ex. Engineer or equivalent of the concerned department needs to be submitted in the technical bid.

4. Other documents needs to be submitted in the technical bid are as under: -
 - i. Documents in respect of (a) VAT Registration No./ TIN (as per GNCTD)
 - ii. Certificate from the bidder that the offer is as per NIT specifications/ terms & conditions and there is no deviation.



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- iii. For operation of pumping Stations/Mobile pumping Units/high discharges Units:-
- iv. a). Copy of EPF registration with Labour department in case of workers exceed 20(twenty) in Nos.
- v. b). Copy of ESI registration with Labour department in case of workers exceed 10 (ten) in Nos, in case of below the 10 (ten) workers, the Group-Insurance is must.
5. The separate demand drafts for tender cost and earnest money payable to Commissioner, SDMC shall be submitted by the bidder in the office of the undersigned while purchasing and submission of tender documents.
6. The firms who have been black listed/ debarred from any Govt./ Semi Govt. Organization shall not be eligible to participate in the tendering process
7. No conditional tender shall be entertained/ considered for processing. The lowest tenderer will enter into the Contract-Agreement through its proprietor or Authorized Nominee, with Deptt. on prescribed performa on a Non Judicial stamp paper of Rs. 50/-.
8. The department at its sole discretion and without assigning any reason there-of, reserve the rights to accept/ reject, any / all, bids. The Deptt. does not bind itself to accept the lowest bid.
9. Deduction of taxes etc. applicable at source shall be made as per rules.
10. As per circular No. F506/E-in-C/204/1015 dated 20.04.2004, if the rates quoted by the lowest tenderer are found abnormally low the payment to the contractor for the work shall only be made after inspection by the Quality Control Cell at different stages and these finding shall be final and binding on the Contractor. All the testing charges from the independent laboratory shall be borne by the contractor. In case, the lowest contractor fails to commence/complete the work within the stipulated period, the contractor shall be liable for disciplinary action as per the provision of the enlistment rule / instruction issued from time to time. Quality Testing work will be carried out as per circular No.DEE (P)-III/409 & 410/2005-06 dated 27.07.05 amended vide circular No. D/SE (QC)/2006/1571 dated 25.10.06 & SE (QC)/06/07/D-2816 & 2817 dated 20.05.07 and amended time to time in future. Condition as per circular No. F-506/E-in-C/03/472 dated 1st July 2003 & its modified circular no. F-506/ E-in-C/ 03/858 dated 23.10.03 is applicable. (May be seen at notice board.) Conditions of arbitration are applicable as per SDMC norms

Copy to:

- | | |
|-----------------|--------------------|
| 1. E-in-C/ SDMC | 2. Director (DEMS) |
| 3. CVO (SDMC) | 4. SE (E&M) |
| 5. AE (E&M) | 6. Acctt. (E&M) |
| 7. Tender Clerk | 8. Notice Board |
| 9. Office Copy | |

Ex. Engineer (E&M)-II


Ex. Engineer (E&M)-II

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A. GENERAL INFORMATION

- a. The tender documents will be issued to the firms from the office of the EXECUTIVE ENGINEER (E&M)/ Auto-II, LODHI ROAD AUTO WORKSHOP, UNDER SEWA NAGER FLY OVER, NEW DELHI-110003, Tel. No. 011-24620140, E-mail: ee-auto2-sdmc@mcd.gov.in through written request on the letter head of the firm / prospective bidders against payment of tender fee in cash as specified above on any working days up to 5:00 pm on 14.03.2017, No tender shall be issued without deposit of the tender fee.
- b. The tender documents may also be downloaded from the SDMC website www.mcdonline.gov.in and www.mcdetenders.com. The downloaded tender documents may be used for bidding purposes by enclosing a demand draft in favour of Commissioner, SDMC for an amount of Rs. 500/- while submission of tender documents.
- c. The intending contractors shall have to deposit Earnest Money amounting to Rs. 10,000/- in the shape of Demand Draft of a public sector bank drawn in favour of Commissioner SDMC in a separate sealed envelope along with the tender fee (in case tender has been downloaded from the SDMC's website) along with the tender document, signed on every page (part 'A' Technical Bid) at the time of submission of tender. Conditional, incomplete or, late received tenders shall not be entertained/ considered.
- d. Addendum/ corrigendum etc (if any) shall be uploaded SDMC websites only and the same shall be considered to be part of tender document and will be binding on both the parties. No press notification in this regard shall be made. The prospective bidders are advised to regularly scan the SDMC websites for any update with regard to the subject tender.
- e. The intending bidder must read the terms & conditions of the tender document carefully. He should only submit his bid, if he considers himself eligible and he is in possession of all the required documents.

B. Bid to be submitted in two parts viz: -

PART -'A' (TECHNICAL BID)

Envelope (a). Earnest Money

The requisite earnest money i.e. Rs. 10000/- in the form of bank draft in favour of Commissioner SDMC and a demand draft of Rs. 500/- in favour of Commissioner, SDMC (in case the tender documents have been downloaded from the website) shall be kept in envelope (a) and shall be super scribed as "Earnest Money for Purchasing of Laptops for the officials working under Director (DEMS)".

Envelope (b). Qualifying Documents

Qualifying documents accompanied with all the certificates as mentioned in NIT along with the tender documents signed on every page shall be kept in a separate sealed envelope duly super scribed as "Qualifying documents" for Purchasing of Laptops for the officials working under Director (DEMS)".

The aforesaid two envelopes i.e. Envelope (a) Earnest Money and Envelope (b) Qualifying Documents shall be kept in a separate sealed envelope duly super scribed as "Technical Bid for Purchasing of Laptops for the officials working under Director (DEMS)".

PART-'B'

The price bid for Purchasing of Laptops for the officials working under Director (DEMS) shall be filled in the performa given in Annexure-A, Schedule of Quantity and shall be placed in a sealed envelope super scribed as "Financial bid for Purchasing of Laptops for the officials working under Director (DEMS)".

The rates to be quoted by the contractor in financial bid should be both in figures and words should be covered by a transparent tape.

The sealed envelopes containing Technical Bid & Price Bid shall be kept in another sealed envelope super scribed "Bid for Purchasing of Laptops for the officials working under Director (DEMS)". The single envelope so prepared is to be submitted in the office of EXECUTIVE ENGINEER (E&M)/ Auto-II, LODHI ROAD AUTO WORKSHOP, UNDER SEWA NAGER FLY OVER, NEW DELHI-110003 latest by 3:00 pm. on 15.03.2017.

Note: All the envelopes as detailed above shall have the details of the bidder on the face of it i.e. the name of the bidders, address for communication and such details.


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In case any of the envelope of a bidder is found unsealed or open or in torn / spoiled condition, the bid of the said bidder shall be summarily rejected.

Immediately after submission of the bids, at 3.30 pm on the same day, the main envelope containing technical bid and price bid will be opened in the presence of tenderers who may like to attend. The Technical Bids shall also be opened at the same venue and time. The technical bid will be opened only of those bidders who have submitted the requisite earnest money and tender cost (as applicable). Time and date of opening of price bid shall be intimated to the eligible bidders through official letter / email or phone etc after evaluation of the technical bids.

1. The bid documents duly signed shall be bind together of each parts (i.e A & B) separately.
2. In the event of any specified dates for submission / opening of bid is declared a holiday, the bids shall be received/opened, on the next working day at the same place, without any further notice.
3. The rates of bidders shall hold good at least for a period of 180 days from the date of submission of Bids (including extensions, if any).
4. The South Delhi Municipal Corporation (SDMC) at its sole discretion and without assigning any reason thereof, reserves the right to accept and/ or reject, any or all bids. SDMC also does not bind itself to accept the lowest bid.
5. The successful bidder through its proprietor or authorized nominee will have to enter in the Contract Agreement with the department on prescribed Performa on a non-judicial stamp paper of Rs. 50/- for Purchasing of Laptops for the officials working under Director (DEMS), within 07 days after issue of work order by the department.
6. The offered models should have valid approvals of appropriate authorities.
7. Tenderer will submit a certificate with under taking that the offer is as per the NIT specifications and there is no deviation.
8. If any dispute arises during the hire of the machine at any stage, the case shall be filed in the court under the jurisdiction of Delhi only.

Sign of Contractor with Seal


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Price BidName of work: Purchasing of Laptops for the officials working under Director (DEMS).

S. No.	Item Description	Qty.	Unit	Rate	Amount	
					(in figure)	(in words)
1	Laptop: CPU Intel Core i7, 6th generation, CPU Speed 2.5 GHz, Built In Microphone, Battery Lithium-Ion (Li-Ion), Energy Star Certified, HD Front camera, Screen 15.6", Display resolution Full HD 1920x1080 pixels, Display Aspect Ratio 16:9, Integrated Graphics, Discrete graphics adapter memory 2 GB, LED Backlight Full size keyboard, Internal Memory Type DDR4 RAM 8 GB, Bluetooth enabled, Ethernet LAN, Wi-Fi, Wi-Fi standards IEEE 802.11 ac, Ethernet LAN (RJ-45) ports- 1 no., Operating System Windows 10 Home (64 bit), Optical drive- 1 No., Supported Flash Cards SD, Card Reader Integrated, USB 2.0 Port- 2 no., USB 3.0 Port- 1 nos., HDMI Port- 1 no., Hard Disk Storage Capacity 1 TB.	7	each			

1. The rates quoted are inclusive of all taxes/ levies.
 - a. VAT =%
2. The rates shall hold goods for 120 day from the date of submission of bid.

Signature with stamp
Name of Authorized representative

:-.....
:-.....


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TERMS & CONDITIONS FOR SUPPLY

1. The tenderer has to submit the offer as per two bid system i.e. techno commercial bid "Part-A" and price bid "Part-B". Both Part-A and Part-B duly superscribed clearly on the cover with i) Name of supply ii) Tender No. iii) NIT No. iv) Due date etc. are to be submitted in case of manual submission along with the concerned documents i.e. i) List of documents accompany the tender, authorization of the representative offering bid in case of partnership, document download receipt and payment receipt of earnest money/tender fee. ii) Drawing of the equipment/material proposal with dimension etc. complete in all respect. iii) Programme of execution of work iv) Technical capability of the contractor in respect of the equipments, machinery, tool & plant, technical staff etc. engaged v) vi) Affidavit of the contractor duly attested stating that VAT/service tax and income tax or other applicable Govt. levies have been deposited regularly and in time with the concerned Govt. agencies.

The Part-B i.e. price bid may contain the prices item/equipment wise

The price bids of only those firms, who will be declared technically qualified by the Technical Evaluation Committee shall be opened.

2. The offer should be valid for minimum 120 days from the opening of price bid.
3. The supply is to be executed within 15 days.
4. The rates are to be quoted mentioning all taxes, sales tax, service tax / VAT tax clearly. No post modification on tax / Govt. levy will be allowed / accepted.
5. The Contract Agreement is to be executed with Department and necessary terms & conditions of the Department are also to be signed by the lowest offerer within 3 days on a non-judicial stamp paper of Rs.50/-.
6. The material/ equipment will be guaranteed as per manufacturer's offer (i.e. generally one year for equipment). Further, in case of supply of equipment, the test certificate of manufacturer is to be furnished in original to the department duly signed and stamped by the contractor/agency supplying the same.
7. The payment will be released after satisfactory completion of the supply/equipment/ material.
8. The extension of time will be not be guaranteed, in case if adequate and valid reasons are not given that to well in time to the Department. Action will be taken against the firm if the supply is not completed within the stipulated period. All deposits of the contractor with the Department are liable to be forfeited pertaining to this supply.
9. The tender fee will not be reimbursed for any expenses incurred in preparation or submission of tender or for any other reason connected with the tender. No interest / any favour will be paid or can be claimed on deposition of earnest money with the Department for the period it remains within the Department. The earnest money already deposited with the Department shall also not be adjusted.
10. The Bill of Quantity cum Schedule of Quantity, specifications, terms and conditions of the tender will not be used by tenderer for any other purpose and should not be given to any other contractor or for any other use of any body or agency or the Department.
11. The Department (SDMC) reserves the right to reject, any of or all the tenders without assigning any reason. The decision of the Department shall be final and binding.
12. The Department (SDMC) decision will be final and binding in case of incomplete tenders, cuttings or over writings etc. Such tenders are liable to be out rightly rejected even if tender fee/earnest money is deposited. The Department's decision in all such matters shall be final and binding upto the final stage of the contract.
13. All disputes are subject to Delhi Jurisdiction only.
14. a) No conditional tender will be accepted in any manner. Tenderers with any of the deviation, including conditional rebate shall be rejected out rightly however tenders with unconditional rebate/discount can be considered.


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- b) No post tender modifications will be allowed / accepted in any manner.
15. In force majeure conditions the decision of the Department shall be final and binding.
16. All Govt. laws / decisions / practices concerned / Department requirements connected with supply shall be followed by the contractor during or for the contract and no extra payment will be made on this account.
17. Any type of damage to Govt. /SDMC/Private properties/accident with the equipment or staff on duty or any person etc. connected with the supply will be borne by contractor.
18. a) All necessary arrangements for testing of material/equipment/supply shall have to be borne by the contractor including cartage, handling etc. and no extra payment on account of testing charges shall be made. The offer should be furnished accordingly.
- b) The department has the right to get the supplied material tested from Shri Ram Test Institute or any other Lab approved by the department and the testing charges etc. shall be borne by the contractor.
19. Any material not accepted by the Engineer-incharge shall have to be removed from SDMC's premises, failing which the same shall be got removed at risk and cost of the contractor.
20. The firm has to submit the bank name and account number as under :
- a. Bank's Name
b. Account Number
c. PAN No. / PIN No. / TIN No.
21. THE CONTRACTOR WILL FURNISH A COPY OF AFFIDAVIT STATING THAT VAT/SERVICE TAX AND INCOME TAX IS REGULARLY AND TIMELY BEING SUBMITTED TO THE CONCERNED AUTHORITY.
22. DOCUMENT DOWNLOAD RECEIPT AND PAYMENT RECEIPT FOR EMD/TENDER FEE ARE TO BE ENCLOSED ALONG WITH TENDER FAILING WHICH TENDER IS LIABLE TO BE REJECTED.
23. ONLY OFFERS WITH RATES FURNISHED ITEM WISE IN THE SPECIFIED COLUMN SHALL BE ACCEPTED.
24. The contractor should have supplied at least similar supply of 40% value of the estimated cost to any Govt./Semi. Govt. Deptt. in the past and the proof is to be enclosed.
25. The bidder should note that equipments/ parts and goods as specified in the BOQ shall be as per I.S. specifications code and these shall be in accordance to quality and specification as per various items of repute or equivalent as per list given below:
- Laptop: HP, Dell, Sony, Apple.

Sign of Contractor with Seal



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