



ZILLA PARISHAD, MAYURBHANJ

Mayurbhanj, Baripada, Odisha. Pin- 757002

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Letter No. 1917 /ZP - Mayurbhanj / Date: 06/03/2023

Quotation Call Notice

Sealed Quotations are invited from intending Authorised Suppliers/ Dealers having GST / IT clearance certificate for providing Desktop System with UPS, Laptop, Printer, Scanner as per requirement & specifications given below to Zilla Parishad, Mayurbhanj. The evaluation forms & format of quotation completed in all respect should reach the undersigned on or before 27.03.2023 by 5:00 PM through Registered Post/Speed Post/ Courier only and shall be opened on the next day at 11 A.M. in presence of the bidders or their authorized representatives.

The undersigned reserves the right to accept or cancel the tender without assigning any reasons thereof.

For Tender Form and other Details visit: - www.mayurbhanj.nic.in

1. Name of the Items:-

Name of the Articles	Specification	Brand	Delivery period	Place of delivery	Quantity
Computer System	Processor Description: Core i5 (12th Generation) Operating System : Windows 11 + Microsoft Office (Preloaded) Type of RAM: DDR4 RAM Size (GB) : 8 GB (Minimum) Total SSD Capacity (GB): 512 GB (Minimum) Motherboard: Intel Chipset H670 Wired Key board & mouse Wifi + Bluetooth Display Size (Inch) : 19.5 or Higher Warranty (Year) : 3 Years(minimum)	Acer/ Lenovo/ DELL/HP	Within 15 days of receipt of Supply Order	Zilla Parishad, Mayurbhanj	15 Nos.
UPS	600VA/360W, 230V	Vertiv/ Luminous /Intex			15 Nos.
Laptop	Processor Description: Core i5 (12th Generation) Operating System : Windows 11 + Microsoft Office (Preloaded) RAM Size (GB) : 8 GB (Minimum) Total SSD Capacity (GB): 512 GB (Minimum) Display Size (Inch) : 15.6 or Higher Warranty (Year) : 3 Years(minimum)	Acer/ Lenovo/ DELL/HP			1 Nos.
Printer (High Speed)	A4/ Auto Duplex, Letter, Network / Print Speed- 38-40 ppm	HP/Canon			2 Nos.
Printer (Duplex)	A4 / Duplex Wireless / Print Speed-up to 29 ppm	HP/Canon			10 Nos.

Scanner (High Speed)	Ultra-compact desktop scanner / colour speed- 25 ppm / Duty Cycle- 1500 scans per day / automatic document feeder- 30 sheets	HP/Canon	Within 15 days of receipt of Supply Order	Zilla Parishad, Mayurbhanj	2 Nos.
Scanner (Normal)	Flat Bed / 2400x2400 dpi /Scan speed- 10 sec approx.	HP/Canon			3 Nos.

2. Bid Price

- The transportation charges also to be included in the Bid Price.
- All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices should be quoted in Indian Rupees only.

3. Validity of Quotation

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

4. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

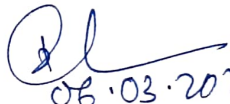
- Are properly signed and
- Confirm to the terms and conditions, and specifications.

The Quotations would be evaluated for each item separately.

5. Award of contract


- The Purchaser will award the contract to the bidder whose quoted price will be reasonable.
- The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- Payment shall be made through NEFT/RTGS after Post Delivery Inspection (PDI) made by the Technical Committee.
- Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.

8. Any legal dispute arising out of this is subject to concerned district jurisdiction only.
9. Notwithstanding the above, the ZP, Mayurbhanj reserves the right to accept or reject any quotation and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representatives(s) during the opening of quotations as per the date and time fixed by CDO-cum-EO, ZP, Mayurbhanj.
10. A sum of Rs. 25,000/- as EMD Amount shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of the Chief Development Officer-cum-Executive Officer, Zilla Parishad, Mayurbhanj payable at Baripada and submitted along with the tender. After completion of tender process, the EMD will be refunded to unsuccessful bidders immediately and the EMD of successful bidders will be refunded within 60 working days from the supply of the product.
11. If the successful bidder fails to supply the products within the stipulated period, then the EMD money will be forfeited.
12. The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification & quality.


06.03.2023
**Chief Development Officer
-cum-Executive Officer,
Zilla Parishad, Mayurbhanj**

Memo No 1918 Dated.06/03/2023.

Copy to Notice Board of Collector & District Magistrate, Mayurbhanj/All PA, ITDAs/Dy. Collector, Nizarat, Collectorate, Mayurbhanj / all BDOs/Sub Collector, Baripada/ Kaptipada/ Bamanghaty, Rairangpur / Panchpir, Karanjia/ All Tahasildars/ Executive Officer, Baripada Municipality/DI & PRO, Mayurbhanj, Baripada with a request to affix the above tender call notice in their notice board for wide publicity.


06.03.2023
**Chief Development Officer
-cum-Executive Officer,
Zilla Parishad, Mayurbhanj**

EVALUATION FORM

1	Name of the Supplier	
2	Full address of Supplier's shop/showroom Telephone no. Fax no. E-mail address :	
3	Are you a dealer/reseller	
4	GST No. (Copy to be attached)	
5	PAN No. (Copy to be attached)	
6	Bank Account Details (Copy of Pass Book)	
7	Up to date IT return Acknowledgement / Certificate (Copy to be attached)	
8	Up to date GST Clearance Certificate (Copy to be attached)	
9	Brand Authorisation Certificate (Copy to be attached)	

I do hereby certify that the above mentioned particulars are true and correct.

Full Signature of the Bidder:

Date:

Seal

DECLARATION BY THE BIDDER:

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I have signed and submitted the bid personally/under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our manufacturing firms have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature:

Date:

Name

Address

Designation:

FORMAT OF QUOTATION

Sl. No.	Description Goods	Specifications	Rates offered
1	2	3	4

Gross Total Cost : Rs.

Total bid price (including Taxes and Other) in Rs. _____ (in numbers)
_____ (In Words)

Signature of the Bidder

Name of the Firm/Agencies

Address

Date

Place

Seal