



**TENDER DOCUMENT
FOR PURCHASE OF ALL-IN-ONE COMPUTER
FOR CHIEF COMMISSIONER OF INCOME TAX
TIRUCHIRAPPALLI**

1. INTRODUCTION

The Chief Commissioner of Income Tax, Tiruchirappalli invites sealed tender from reputed sellers / authorized distributors / dealers of personal computers, for providing QTY-01 ALL-IN-ONE HP Pav 24 –qa176in Computer as per the specifications mentioned listed in **Annexure C** for Chief Income Tax, Tiruchirappalli.

3. INSTRUCTIONS TO THE TENDERERS

3.1 The bids should be prepared strictly in accordance with the instructions contained in the specifications. These shall be submitted in a properly sealed cover as described clause 3.2 of these specifications to the Administrative Officer, O/o. the Chief Commissioner of Income Tax, Tiruchirappalli, Income Tax Office No.44, Williams Road, Tiruchirappalli- 620 001 mentioning "OFFER FOR ALL-IN-ONE HP Pav 24 –qa176in COMPUTER". The interpolations, insertions, cuttings and corrections, if any, made in the quotation, must be duly initialed by the tenderer.

3.2 The tender shall be received in 2 bids "Technical Bid" and "Price Bid". The Price Bid shall be considered only of those who fulfill the criteria of "Technical Bid" along with Signed copy of **Annexure A** (Signature of owner or authorized Signatory with date in all pages) which will be kept as part of tender of the successful bidder. Both the bids are to be placed in two sealed envelopes (clearly super scribing 'Technical Bid' and 'Price Bid') which in turn are to be placed in one sealed cover along with Annexure A super scribed as "Quotation for ALL-IN-ONE HP Pav 24 –qa176in COMPUTER".

3.3 The Chief Commissioner of Income Tax, Tiruchirappalli reserves the right to accept or reject the tender at its sole discretion without assigning any reason.

3.4 While submitting the bids as per the specifications, the bidder shall be deemed to have read, understood and accepted all the terms and conditions stated in the tender document for this work and the clauses of the Contract Agreement that, if selected, it will be required to entered into. All information/documents as listed in Para 4.3 shall be furnished along with the bid.

3.5 Conditional or ambiguous tenders are liable to be rejected summarily.

3.6 Telegraphic/telex/fax/e-mailed letter head quotations will not be acceptable and will be rejected.

3.7 Please note that no prices shall be indicated in the technical bid otherwise the bid will be disqualified.

3.8 The bidder will indicate the complete address of the company/office and service center along with the name(s) of the contact person(s) and their telephone/Fax/Mobile No.s(s) and other particulars as per the Proforma given in **Annexure -B**.

3.9 The bidder shall quote the charges for QTY –ONE UNIT of the as detailed in **Annexure-C**. The rates should be quoted both in figures and words in price bid only and each page

of tender document must be signed by the tenderer. **The rates shall be quoted at Cost excluding GST. GST will be paid as per the prevailing rates.** In case of discrepancies, the minimum quoted price shall be considered for evaluation. In case of difference between the amounts in figures and in words the rates quoted in words will govern.

3.10 The last date of receiving of above tenders which is prepared as per procedure in Para 3.2 above is **09.10.2019**, 02.00 P M. In case, the day happens to be a holiday, the bids will be accepted on the next working day and in such case the opening will be on the next day. The offers/bids can be sent by Registered Post/Courier/Speed Post or by Hand sufficiently in advance so as to reach the office of The Chief Commissioner of Income Tax, Tiruchirappalli, No.44, Williams Road, Tiruchirappalli-620001, as at Para 3.2 above, by the scheduled date and time. Any bid received after the due date and time, by whatever means, shall not be considered and shall be returned unopened.

3.12 The technical bids will be opened on **10.10.2018** at 11.00 AM in the O/o ITO, (PR), O/o CCIT, Tiruchirappalli, No.44 Williams Road, Tiruchirappalli-620001 and thereafter Financial Bids will be opened in respect of the successful Technical Bidders.

3.13 The offers shall be valid for acceptance for a period of at least 15 (Fifteen) days from the date of opening of the bids.

4. QUALIFYING REQUIREMENT

4.1 The bidder must have experience of providing the similar Products of ALL-IN-ONE HP Computers to other Govt. Organizations/PSUs/Nationalized Banks and should be in the field for at least three years. **Proof to be submitted with tender document.**

4.2 All the information should be provided as per the Annexure-B & Annexure C

4.4 **The bidder should have a minimum annual turnover of Rs 10 lakhs or more in each of the financial years 2015/16, 2016/17, and 2017/18. Copies of returns of income for the AY 2015/16, 2016/17 and 2017/18 with profit and loss account and balance sheet should be submitted with the tender document.**

5. THE TERMS AND CONDITIONS FOR SUCCESSFUL BIDDER

5.1 The successful bidder/contractor shall provide QTY-01 ALL-IN-ONE HP Pav 24 -qa176in Computer

7. ADDITIONS / CHANGE OF LOCATION:

7.1 The Chief Commissioner of Income Tax, Tiruchirappalli reserves the right to delete/include any of the Goods in the existing contract during the currency of the contract.

8. TERMS OF PAYMENT

10.1 The successful bidder/contractor shall submit his bill towards the charges for the QTY-01 ALL-IN- ONE HP Pav 24 -qa176in Computer after completion of the delivery of the computer. No advance payments shall be made.

10.2 The Chief Commissioner of Income Tax, Tiruchirappalli shall deduct such taxes, duties and any other statutory levies imposed by the Government on such charges as may arise from the implementation of the contract agreement.

9. SUB-CONTRACT(S)

11.1 The successful bidder/contractor shall not either into a sub-contract with any other person(s)/company(ies) or transfer the contract or any benefit there under to any person(s) or company(ies).

12.3 The Chief Commissioner of Income Tax, Tiruchirappalli reserves the right to abandon or terminate the contract at any time without assigning any reason. In the event of termination of contract on account of unsatisfactory/substandard product, the Chief Commissioner of Income Tax, Tiruchirappalli shall not accept any responsibility for any loss suffered by the successful bidder/contractor.

10. ARBITRATION

13.1 In case of any dissatisfaction so as to the interpretation of any clause or otherwise, relating to the purchase of QTY-01 "ALL IN ONE HP Pav 24 -qa176in Computer" that may arise during or after the execution of the contract, the matter shall be referred to the person(s) to be appointed or nominated by the Chief Commissioner of Income Tax, Tiruchirappalli and by the person(s) to be appointed or nominated by the successful bidder/contractor and their decision shall be final. Also, in the event of any dispute, relating to the purchase of QTY-01 "ALL IN ONE HP Pav 24 -qa176in Computer" that may arise during or after the execution of the contract, the matter shall be referred to the person(s) to be appointed or nominated by the Chief Commissioner of Income Tax, Tiruchirappalli and by the successful bidder/contractor for arbitration and decision of such person(s) would be binding on both parties. The proceedings of the arbitration shall be carried out only in Tiruchirappalli.

15. OTHERS

The Chief Commissioner of Income Tax, Tiruchirappalli shall not, in any way, be liable to make payment, incur any expenditure or face any lawsuit in any court of law for any damage for the product during the course of transit of ALL-IN-ONE HP Pav 24 -qa176in Computer.

Sd/xxx

(D.Nithya)

Deputy Commissioner of Income tax (HQRS)(ADMN)
O/o Chief Commissioner of Income Tax , Tiruchirappalli

ANNEXURE A
(PART OF TENDER DOCUMENT)

To,

The Chief Commissioner of Income Tax, Tiruchirappalli

Sir,

Sub: Regarding tender for providing QTY-01 ALL- IN- ONE HP Pav 24 -qa176in Computer -
reg.

I have gone through the complete terms and condition of the Tender document for Providing QTY-01 ALL- IN- ONE HP Pav 24 -qa176in Computer for Chief Commissioner of Income Tax, Tiruchirappalli and accept the same.

Place:

Date:

Signature of the Bidder

ANNEXURE - B
Technical Bid

| Sl No | | |
|-------|--|--|
| 1 | Name and address of Company / Firm, Phone Number / Fax / Mobile / Email id | |
| 2 | Name of owner / Director Etc with address Phone and mobile number with mail id | |
| 3 | Nature of Business | |
| 4.1 | Details of contracts awarded in the past | |
| 4.2 | Experience | |
| 4.3 | Annual Turn over | |
| | | |

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge and belief. In case any deviation /discrepancy is found in the above statement at any stage, the contract will be deemed to be terminated immediately and the concern will be blacklisted.

(Signature of owner or authorized Signatory
with date)

ANNEXURE - C

Price Bid

| Sl.No. | Description | Quantity | Unit Price for Qty-01 ALL-IN-ONE Computer | Total Price Qty-01 ALL-IN-ONE Computer |
|--------|--|----------|---|--|
| 1. | ALL-IN-ONE HP Pav 24 -qa176in Computer Processor make -Intel Processor Generation - 8 Number of Cores per Processor -6 Processor Base -2.4 Frequency(GHZ) Processor Description - Intel Corei7 8700 T Cache(MB) - 12 Chipset Number -H370 Expansion slots - 2 Size of Memory in Case of Dedicated Graphic Card (GB) - 4 Operating System (Factory Preloaded) - Windows 10 Home Type of RAM -DDR 4 RAM Size (GB) -16 RAM Expandability -16 Upto(using spare DIMM slots in GB) Type of Drives used To populate the Internal Bays - HDD, SDD Total HDD Capacity(GB) -2000 Total SSD Capacity(GB) -128 Monitor Display size (INCHES) -23.8 Panel Technology -IPS or higher Display Resolution -1920 x1080 Availability of Webcam Integrated with display - YES (FHD) Availability of Speakers Integrated with Display - Yes (TWO) Wireless connectivity -Yes Wi-Fi 802.11ac) | | | |

| | | | | |
|--|---|--|--|--|
| | Number of Ethernet ports – 1 Blue tooth Connectivity – Yes(version 4.2) No. of USB version 2 ports - 2 No. of USB version 3 ports - 2 No. of USB Type C ports - 1 No. of HDMI ports -1 Optical Drive – DVD R/W Mouse Connectivity – Wireless (Optical Scroll) Key board connectivity - Wireless Type of Key board – Standard Warranty – On site OEM Warranty – 3Years | | | |
|--|---|--|--|--|

I hereby certify that the information furnished above is true and correct to the best of my / our knowledge and belief. I further certify that I shall abide by the provisions of the Minimum Wages Act. In case any deviation / discrepancy is found in the above statement at any stage, the contract will be terminated immediately, and the concern will be blacklisted.

(Signature of authorized Signatory with date)