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MADHYA PRADESH TOURISM BOARD

6th Floor, Lily Trade Wing, Jahangirabad

Bhopal – 462008

Website: www.mptourism.com

Tender for purchase of Computers, Laptop's

TENDER NOTICE

Tenders for supply of Desktop Computers, Laptops are hereby invited from the vendors by Madhya Pradesh Tourism Board through the tendering process using the website tourism.mp.gov.in. The tender documents can be downloaded from MP Tourism Board Website: www.tourism.mp.gov.in.

The tenders have to be submitted as per Terms & Conditions mentioned at **Annexure-'A'**. Format of Technical Bid mentioned at **Annexure-'B'**, format of financial bid mentioned at **Annexure-'C'** and detailed specification, estimated quantity are mentioned in scope of work section.

The tender document containing "Technical bid" and "financial bid", complete in all respect should be by hand on or before 02/03/2019 up to 3:00 PM which will be opened in the presence of the tenderer's or their representatives who may like to be present at that time as per the schedule mentioned in the tender document.

Failure to furnish all information required as mentioned in the tender documents or submission of a proposal not substantially responsive to the tender documents in every respect will be at the vendor's risk and may result in rejection of the proposal and forfeiture of the bid. The tender fees shall not be refunded even if the bid is not submitted.

MP Tourism Board reserves the right to reject all or any of the bid/tender without assigning any reason thereof. The bid which is conditional/ incomplete/ belated/ without earnest money, tender fees will not be entertained.

TENDER DOCUMENT

1. Name and Address of the party : **MADHYA PRADESH TOURISM BOARD
6th Floor, Lily Trade Wing, Jahangirabad
Bhopal – 462008**
2. Tender Document for : **Purchase of Desktop Computers & Laptops**
3. Earnest money : **Rs. 50000/- (DD In favour of Madhya
Pradesh tourism Board Bhopal)**
4. Cost of Tender Document : **Rs. (500+GST@ 18% Rs. 90) 590/-(DD In
favour of Madhya Pradesh tourism Board
Bhopal)**
5. Last Date & Time for submission of Tender : **02/03/2019 up to 3:00 PM**
6. Technical bid to be opened on : **02/03/2019 at 4:00 PM**
7. Financial bid to be opened on : **To be informed separately**
8. Place of submission of Tender : **MADHYA PRADESH TOURISM BOARD
6th Floor, Lily Trade Wing, Jahangirabad
Bhopal – 462008**

MP Tourism Board Tender No.755/2019 Dated:23/02/2019
ANNEXURE-'A' - (TERMS AND CONDITIONS)

1.	Tender documents should be downloaded from website http://tourism.mp.gov.in/ as per the dates mentioned in the tender
2.	Late submission will not be entertained.
3.	Last minute submission should be avoided. As such MPTB will not be responsible for any failures in submission of bids.
4.	The vendors are expected to examine all instructions, forms, terms and other information in the tender documents.
5.	Tender shall be submitted under Two Bid System viz Technical bid & Financial bid, as per the prescribed formats only. Failure to comply with these requirements may result in the bid being rejected.
6.	Incomplete or conditional bids will be summarily rejected.
7.	The tender fees shall not be refunded even if rejected.
8.	If any vendor does not qualify in technical evaluation, the financial Proposal of the vendor shall not be opened.
9.	The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection.
10.	The technical bid and financial bid will be opened on two different dates.
11.	The financial bid will be opened in respect of only those vendors whose documents are found in order and whose items qualify technically. The price comparisons in deciding lowest quotation for the complete value of all the items shall be made only over the rates quoted inclusive of all taxes and comprehensive on-site warranty support as required. The lowest evaluated valid quotation will be selected.
12.	The vendor shall submit bank guarantee equal to 10% of the total cost of hardware. MPTB shall be at liberty to enforce such bank guarantee in case the vendor fails to provide warranty of supplied hardware during warranty period.
13.	The successful vendor shall supply the prescribed hardware within 30 days from the issue of supply letter.
14.	The EMD of successful vendor will be converted into security till the complete supply is made and will be refunded without any interest. The EMD of unsuccessful vendors will be returned after completion of tender process.
15.	The payment will be released after installation of complete supply of material based on duly certified installation reports after installations are done.
16.	If the tenders opening day happens to be holiday, the same will be accepted and opened on the next working day.
17.	The make / brand of the quoted hardware must be mentioned.
18.	The warranty shall cover the following: <ul style="list-style-type: none"> • If any parts needs to be replaced, then the same shall be done within 48 Hrs including data transfer and completion of complaints in totality. • In case of failure of operating System the same shall be reinstalled.

SCOPE OF WORK

1. **Supply of Desktops and Laptop's:** The vendor has to deliver the Desktops, Laptops as per the locations provided MPTB after finalizing the tender and ensure installation of the same along with related drivers.
2. **Maintenance of Desktops, Laptops:** The vendor has to maintain all supplied Desktops and Laptops.
3. **Replacement of Parts:** The vendor has to ensure rectification of the faulty Desktops, Laptops providing replacement for the same as per requirements.
4. **At present 11 no Desktop and 11 no Laptop are required quantity may be in increased/ decreased as per requirement.**
5. Vender should supply additional quantity as required by MPTB in near future. Rates should be valid for 3 months from the date of submission of tender.

ANNEXURE 'B' (TECHNICAL BID FORMAT)

MP Tourism Board Tender No 755/2019 Dated:23/02/2019

Sr.No.	Particulars	Remarks/Details (Page No.)
1.	Name Of Agency	
2.	Detail about the Agency	
	Address:	
	Phone No.:	
	Email ID:	
	Website:	
	Contact Person:	
	Mobile No:	
3.	Status of Applicant (proprietorship/partnership firm/Pvt. Ltd.Co./Public Ltd Co.)	
4.	Copy of registration certificate to be attached	
5.	Certified copy of the turnover of Agency/CA certificate Applicant during last financial three years	
6.	PAN No. (copy will be attached)	
7.	GST No. (copy will be attached)	
8.	Detail of Tender Fees attached	
9.	Detail of EMD attached	

Signature & Seal of the Bidder

Date :

DECLARATION

1. I/ We have read the instructions appended to the proforma and I/we understand that if any false information is detected at a later date, any contract made between ourselves and MPTB on the basis of the information given by me/us can be treated as invalid by the MPTB and I/we will be solely responsible for the consequences.

2. I/We agree that the decision of MPTB in selection of successful bidders will be final and binding to me/us.

3. All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.

4. I/We agree that I/We have no objection if enquiries are made about the work listed by me/us here in above and/or in the accompanying sheets.

Place:

Date:

Signature:

Name & Designation

& seal of the company:

The technical bid should contain the following documents which must be attached with the technical bid:-

1. The vendor should submit the tender payments to be paid by DD mode:
 - a. ₹50000 towards Earnest Money Deposit (EMD).
 - b. ₹590 towards Cost of tender document.
2. The person signing the tender shall be deemed that he has the authority to sign the tender on behalf of the said company. Letter of Authority to be attached.
3. Proof of Income Tax, GST Registration number (As applicable): Self attested copies to be attached.
4. The product profile of the company along with last 3 years' turnover, not less Than ₹ 50 lakh per year. Audited Balance Sheet and Profit and Loss account or CA Certificate for last three years should be submitted.
5. The vendor shall be Original Equipment Manufacturer (OEM) of Desktop computers and peripherals or the Authorised System Integrator/ Partners / Dealer of OEM. In case the vendor is offering Desktop computers from more than one OEM, he shall be authorised System Integrator/Channel Partner/Dealer for the Desktop computers and peripherals offered by him. Proof of the above shall be submitted in the form of authorization of dealership/SI/Partnership issued by the respective OEM.
6. The vendor should have at Bhopal, fully functional service/ support centre in Bhopal.
7. The vendor should have successfully supplied Hardware amounting to Rs. 25 Lac to at least one customer in Government Department or Public Undertaking in MP in the last 3 years. Purchase Order and proof of satisfactory service from the customer shall be attached.
8. The company/firm should be in existence and should have been in operation for a period of at least 3 years. The company/firm has to produce Certificate of Incorporation/Registration.
9. The bidder should not have any of their contracts terminated or blacklisted in the last three years by any State or Central Government / PSU/ BFSI/ Private Sector. (Self attested certificate to be submitted)

On Company Letter Head

ANNEXURE-“C” (Financial Bid Format)

FINANCIAL OFFER FOR SUPPLY OF COMPUTER DESKTOP & LAPTOP'S

SNo	Item	Specification/ Configuration	Rate (per System)
1.	Desktop Computers (HP/Dell/Lenovo) Onsite Warranty:3 years	PROCESSOR: Intel Core i5 7 th Gen RAM: 4GB min (6GM will be better) HDD: 500 GB Integrated Graphics Card DVD/CD ROM Drive USB port 6+(out of which at least two are USB 3.0+) HDMI Port 1 VGA Network Gigabit Ethernet and WIFI Integrated audio controller Audio Port (Front: 1Mic, 1 Speaker out rear 1 Line in,1 Line out) Monitor 18” or more USB Keyboard USB Optical Mouse Small Form factor(SFF) casing OS: Windows 10 Pro MS Office Professional	
2.	Laptop Computer's (Dell/HP) Onsite Warranty:3 years	PROCESSOR: Intel Core i5 6 th Gen RAM: 4GB min (6GM will be better) HDD: 500 GB Integrated Graphics Card DVD/CD ROM Drive USB port 4+(out of which at least two are USB 3.0+) HDMI Port 1 VGA Network Gigabit Ethernet, WIFI and Bluetooth 1Headphone/ microphone combo pack Integrated stereo speakers Web camera (720 p HD min) Click pad and full size keyboard Display 13.2-14 inches OS: Windows 10 Pro MS Office Professional	
3.	Desktop Computers (HP/Dell/Lenovo) Onsite Warranty:3 years	PROCESSOR: Intel Core i5 8 th Gen RAM: 8GB min HDD: 1 TB Integrated Graphics Card DVD/CD ROM Drive USB port 6+(out of which at least two are USB 3.0+) HDMI Port 1 VGA Network Gigabit Ethernet and WIFI Integrated audio controller Audio Port (Front: 1Mic, 1 Speaker out rear 1 Line in,1 Line out) Monitor 18” or more USB Keyboard USB Optical Mouse	

		Small Form factor(SFF) casing OS: Windows 10 Pro MS Office Professional	
4.	Laptop Computer's (Dell/HP) Onsite Warranty:3 years	PROCESSOR: Intel Core i5 8 th Gen RAM: 8GB min HDD: 1 TB Integrated Graphics Card DVD/CD ROM Drive USB port 4+(out of which at least two are USB 3.0+) HDMI Port 1 VGA Network Gigabit Ethernet, WIFI and Bluetooth 1Headphone/ microphone combo pack Integrated stereo speakers Web camera (720 p HD min) Click pad and full size keyboard Display 13.2-14 inches OS: Windows 10 Pro MS Office Professional	

Financial Terms and Conditions:

- 1 The vendor must provide the Commercial Proposal strictly in Hardcopies.
- 2 The rates should be quoted in figures as well as in words, on the form attached at Annexure-'C' and duly signed and stamped by the authorized person.
- 3 Rates mentioned above are inclusive of all taxes, F.O.R. destination and Installation charges and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.
- 4 MPTB reserves the right to alter the quantity of the computers and peripherals.

**Authorized Signatory
Seal & Sign**