



**OFFICE OF THE SUB-COLLECTOR & SUB-DIVISIONAL MAGISTRATE  
BHAWANIPATNA**

Email ID-subcol.bhaw-od@nic.in

**QUOTATION CALL NOTICE**

No 10734 /Niz - X-22/23

Date:- 27/12/2023

Sealed quotations are invited from the intending retailer/ wholesalers/ Suppliers having GST No. for supply of Desktop Computer System/Printer/Document Scanner/Digital Photocopier Machine/UPS as details given below with installation of the same at Election Section at the Office of the Sub-Collector, Bhawanipatna. The quotations will be received in sealed cover superscripted as "Quotation for supply of IT Infrastructure for Election Section" addressed to the **Sub-Collector, Bhawanipatna, Po/Ps- Bhawanipatna, Dist-Kalahandi, Pin-766001** should be sent by Speed Post /Registered Post/ Courier/ By Hand so as to reach on or before 11-01-2024 up to 11.00 AM and shall be opened on the same day at 03.00 PM in the office chamber of Sub-Collector, Bhawanipatna before the Purchase Committee and in presence of quotationer or his/her authorized representatives. ~~The~~ quotation received after due date and time shall not be entertained.

**1. Specification of items.**

Sl. No	Brief Description of Item	Specification of Item	Delivery Period	Quantity
1	Desktop Computer	<ul style="list-style-type: none"><li>• OS- Windows 11 Professional</li><li>• Processor- Intel i5 13400 or better/ Ryzen 5 7600 or better</li><li>• RAM- 8 GB or more (expandable up to 64 GB or more)</li><li>• Storage (SSD)- 256 GB or more</li><li>• Storage (HDD)- 1 TB or more</li><li>• Monitor- 23.8 inches LED backlit</li><li>• Monitor Resolution- 1920 x 1080 or better</li><li>• OEM onsite Warranty- 3 Years or more</li></ul>	Within 7 days of receipt of purchase order	1 No.

2	Printer	<ul style="list-style-type: none"> <li>• Type-Mono</li> <li>• Print Technology- Laser</li> <li>• Paper size- A4</li> <li>• RAM-256 MB</li> <li>• Minimum print speed per minute (A4)- 40 or more</li> <li>• Print (Duplex)- Yes</li> <li>• Resolution - 1200x1200</li> <li>• Main paper tray- 1 No or more</li> <li>• Main tray paper capacity- 100 or more</li> <li>• Duty cycle ( No of prints per month)- 80000</li> <li>• Network LAN Port- yes (Ethernet 10/100/1000)</li> <li>• Operating Humidity 10% RH to 80 % RH</li> <li>• OEM onsite Warranty- 3 Years or more</li> </ul>	Within 7 days of receipt of purchase order	1 No.
3	Document Scanner	<ul style="list-style-type: none"> <li>• Type- Sheetfed Scanner</li> <li>• Optical resolution- 600DPI x 600 DPI (Horizontal x Vertical)</li> <li>• Network- LAN RJ 45</li> <li>• Colour/ BW</li> <li>• Scanning Speed - 45 page/ min (monochrome, Single-sided, 300 dpi, ADF) : 45 ppm (Colour, Single-sided, 300 dpi, ADF); 90 ipm (Monochrome, Double-sided, 300dpi, ADF); 90 ipm ( Colour, Double-sided, 300 dpi, ADF)- Or Better</li> <li>• Paper Setting Capacity-100 sheets or more</li> <li>• Automatic Document Feeder Type- Single pass dual scanning</li> <li>• Reliability Daily Duty Cycle- 7000 pages</li> <li>• Duplex scan- Yes</li> <li>• Warranty- 3 Years onsite warranty</li> </ul>	Within 7 days of receipt of purchase order	1 No.

4	Digital Photo Copier Machine	<ul style="list-style-type: none"> <li>• Type- Mono, Digital Copier (Heavy duty)</li> <li>• Print Technology- Laser</li> <li>• paper size- A3/A4</li> <li>• RAM- 1500 MB</li> <li>• Minimum print speed per minuit-30 or more</li> <li>• Scanning (Duplex)- Yes</li> <li>• Document feeder type- DADF</li> <li>• Feeder capacity- 100 nos. or more</li> <li>• No of Main paper tray- 2 Nos or more</li> <li>• Each main tray capacity- 500 nos. or more</li> <li>• Bypass tray- Yes</li> <li>• Bypass tray capacity- 100 nos. or more</li> <li>• Duty Cycle (No or prints/ month)- 80000 or more</li> <li>• Operating Temperature- 15-30 Degree C</li> <li>• Operating Humidity- 10% RH- 80% RH</li> <li>• Network LAN port- Yes (Ethernet 10/100/1000)</li> <li>• OEM onsite Warranty- 3 years or more</li> </ul>	Within 7 days of receipt of purchase order	1 No.
5	1 KAV LI UPS	<ul style="list-style-type: none"> <li>• Rating- 1 KAV</li> <li>• Technology MOSFET-PWN</li> <li>• Inverter efficiency- 70% or better</li> <li>• Minimum Guaranteed Battery Backup time (Minutes) on Full Load- 30 minutes</li> <li>• Degree or protection- IP 20</li> <li>• Battery Make- OEM</li> <li>• Enclosure-ABS</li> <li>• Input (volt)- SinglePhase AC (160V-280V)</li> <li>• Rated Output (Volt) with Total harmonic Distortion(%)- Single Phase Sinewave 230v AC 50Hz with Toal Harmonic Distortion as &lt; 3 %</li> <li>• Variation in AVR output in AC mode(AVR Voltage regulation)- 230 Volts +/- 9%</li> <li>• Warranty (UPS)- 3 years onsite warranty</li> <li>• Warranty (Battery)- 2 years onsite warranty</li> </ul>	Within 7 days of receipt of purchase order	1 No.

## 2. Bid Price

- No extra transportation & Installation charges are to be given to the successful bidder.
- All taxes, duties and other levies payable by the bidder under the contract shall be included in the bid/ quoted price.
- The rate fixed by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

## 3. Terms & Conditions:

- For all items each bidder shall submit only one quotation as per the enclosed format only.

- The bidders are to deposit earnest money Rs 9000/- (Rupees Nine Thousand Only/-) in shape of Demand Draft in favour " **Sub-Collector, Bhawanipatna**" payable at Bhawanipatna. Quotation paper submitted without E.D.M. shall not be accepted. The EDM will be forfeited if the bidder fails to perform the contractual obligation as per the inconsistency with terms & conditions. The EDM amount of the unsuccessful bidder will be refunded after completion of the Quotation process.

**4. Evaluation of Quotations: -**

- The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which (a) are properly signed, (b) Confirm to the terms and conditions and specification. The quotation would be evaluated for all items individually given in the Quotation format.
- While submitting the bid, the bidder must submit the following documents. Non-submission of any mentioned documents is subject to rejection of the quotation.
  - a. Copy of Sale Tax/GST Registration No. with Certificate.
  - b. Copy of VAT/ GST Clearance certificate.
  - c. Copy of Dealership Certificate.
  - d. Copy of Aadhar Card/PAN Card.

**5. Award of Contract.**

- The purchaser will award the contract to the bidder whose quotation is as per the specification and to be substantially responsive with lowest quotation price.
  - The 1<sup>st</sup> Lowest bidder will be supply the items within 7 (Seven) days of receipt of the purchase order.
6. Payment shall be made after delivery & installation of goods through e-transfer/NEFT after submission of a valid GST invoice/bills. No advance shall be paid under any circumstances.
  7. If any problems arise during the warranty period of said items the successful bidder must be take responsible for updation/ repair the above articles on his own cost.
  8. Any legal dispute arising out of this is subject to Kalahandi district jurisdiction only.
  9. Notwithstanding the above, the undersigned reserve the right to accept or reject any or all quotation and to cancel the bidding process and reject all quotations at any time prior to the issue of contract letter without assigning any reason thereof.

The specifications, Evaluation Form, Format of Quotation, General Bid information and Terms and Conditions for supply of Desktop Computer System/Printer/Document Scanner/Digital Photocopier Machine/UPS are available at the District website [www.kalahandi.nic.in](http://www.kalahandi.nic.in). The undersigned reserves the right to reject any or all tender without assigning any reason thereof.

  
**Sub-Collector**  
**Bhawanipatna**

Memo No 10735 /Niz/x-22/23

Date 27-12-23

Copy to Office Notice Board of Sub-Collector Office, Bhawanipatna.  
Copy to Notice Board of Collectorate, Kalahandi for wide publication.

  
Sub-Collector  
Bhawanipatna

Memo No 10736 /Niz-x-22/23

Date 27-12-23

Copy to D.I.O., NIC, Kalahandi with a request to upload the Quotation Call Notice in the District website from 27-12-2023 to 11-01-2024 for its wide publicity.

  
Sub-Collector  
Bhawanipatna

Memo No 10737 /Niz-x-22/23

Date 27-12-23

Copy submitted to CDO-Cum-EO, Zilla Parishad, Kalahandi/ Sub-Collector, Dharamgarh/ All District Level Officer for kind information with a request to display the same in their notice board for wide publication.

  
Sub-Collector  
Bhawanipatna

**EVALUATION FORM**

1	Name of the Supplier/ Bidder	
2	Full address of Supplier's/ Bidders shop/ showroom with Telephone No. & E-mail address	
3	GST/ Sale Tax Registration No. (Copy of certificate to be attached)	
4	Up to date Vat/GST Clearance Certificate (Copy of certificate to be attached)	
5	Certificate of Dealership (Copy to be attached)	
6	PAN & Aadhar (Copy to be attached)	
7	Bank Account details with IFSC Code (Attach 1st page of Bank Pass Book)	

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

Full Signature of the Bidder with Seal  
Date:-

**DECLARATION**

It is hereby declared that I/ we the undersigned, have read and examined all the terms and conditions of Bid documents for which I/we have signed and submitted the bid. It is also certified that all the terms and conditions of the Bid documents are fully acceptable to me/us and I/we will abide by the terms and conditions laid in the document.

Full Signature of the Bidder with Seal  
Date:-

**QUOTATION FORMAT**

(To be filled by the Bidder. The price must be quoted in both word &amp; numeric value without any over writing.)

SI No	Item	Specification of Item	Rate per Unit Offered including all taxes, duties, transportation and any other levies (in Rs.)	
			Brand/ Model /Amount	In Words
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**Full Signature of the Bidder with Seal  
Date:-**