

Punjab Land Records Society

**S.No** \_\_\_\_\_

**Issued to** \_\_\_\_\_

**Tender**

**For**

**Purchase of IT Equipments**

**PUNJAB LAND RECORDS SOCIETY**

Office of the Director of Land Records

Kapurthala Road, Jalandhar, Punjab

**Telephone : (0181) 6572009**

[www.plrs.org.in](http://www.plrs.org.in)

**PARTICULARS OF BIDDERS**

**Basic Information** please provide:

- 1) Name of the Firm/Company
- 2) Address
- 3) Sales Tax Number/VAT Number
- 4) PAN
- 5) E-mail Id
- 6) Date of Establishment
- 7) Name of the Partners/Directors
- 8) Earnest Money:  
Demand Draft/Pay order no. \_\_\_\_\_ Drawn on \_\_\_\_\_  
Dated \_\_\_\_\_

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### **Pre Qualification eligibility criteria**

The bidder must meet the following pre qualification criteria to be eligible for technical and financial bid.

The information asked for must be attached with the basic information and should be put in pre bid qualification envelope.

- 1) The bidder should be authorized dealer/distributor of quoted products.(Please attach authorized dealership/distributor certificate).
- 2) The bidder should be in existence for the last three years (attached financial statement and income tax returns for the financial year 2009-10).
- 3) The bidder should attach authorized service centre located near Jalandhar (attach proof).
- 4) The bidder should deliver the list of service engineers.
- 5) Earnest money deposit is Rs.50,000/-(Rs. Fifty Thousand only.) in form of demand draft in favour of "Member Secretary – Punjab Land Records Society" payable at Jalandhar).

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## TECHNICAL BID

Indicative minimum specification of the items to be purchased.

<b>S.No</b>	<b>Item</b>	<b>Specification</b>	<b>Qty</b>
1	UPS	UPS 10KVA with 4 hours battery backup (On-line)	1
2	Firewall	Firewall-Checkpoint (3-5 Years) <ul style="list-style-type: none"><li>• Firewall Throughput : 1.2 Gbps</li><li>• VPN Performance : 350 Mbps (3DES/AES)</li><li>• 6 Configurable Gigabit Ethernet Ports.</li></ul>	1
3	Router	<ul style="list-style-type: none"><li>• Core router for remote connection to branch office</li><li>• Two 10/100/1000 Mbps Ethernet ports</li><li>• Six open slots for installing network modules</li><li>• One console port and one auxiliary port</li></ul>	1

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**Instructions:** Please attach the specification, make, model and other technical details of the product(s) in technical bid envelope. The minimum indicative specifications are given on page no. -4-.

### Payment Schedule

- 90% of the cost of the hardware, networking and communication & other IT products will be released after its successful supply in working condition and after its successful installation and commissioning test by the committee to be intimated by the concerned department. IT Resources company shall inform in writing about complete installation and commissioning. Client may reserve its own capacity for testing the successful installation and commissioning.
- Balance 10% will be released against the Bank Guarantee of equal amount furnished by the IT resources company valid for the Warranty period.

### Terms & Conditions:

1. Warranty for a Period of three years.
2. Delivery should be made at our office premises.
3. Installation charges are inclusive.
4. Taxes and levies extra, if applicable.

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## FINANCIAL BID

S.No	Item	Unit Cost Rs. (Fig)
1	UPS 10KVA with 4 hours battery backup (On-line)	
2	Firewall-Checkpoint (3-5 Years)	
3	Router	

### Undertaking

I \_\_\_\_\_ Partner/Prop./Director of \_\_\_\_\_ do hereby declare that I have studied all the specifications and terms & conditions and agree to abide by those and the financial bid which I have quoted above is confirmed as above.

Signature

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## GENERAL TERMS AND CONDITIONS

### **Delivery period & Installation:**

- Delivery period will be 2 weeks allowed after which penalty clause would be applicable. However, for consumables items it is one weeks only. However the delivery period should be adhered to as will be mentioned in the award of contract.
- The supply actually be deemed to have been complete on actual date of installation.
- These hardware, peripherals and networking product shall be installed at the premises of the concerned department at the cost of the IT supply.

### **Delay in the IT supplier's performance and penalty:**

- Delivery of Hardware and Networking products shall be made by the IT Supplier in accordance with the time schedule specified by the client / purchaser as will be mentioned in the Award of Contract.
- An Unexcused delay by the IT supplier in the performance of its delivery/Obligations shall render him liable to any or all of the following penalties.

In case of non or partial supply of material/performance with in an stipulated period, penalty @ 0.5% per week of the total cost of supply order shall be charged for, and further maximum period of 1 month shall be given for supply. Thereafter, the client/IT Supplier shall be liable for the imposition of liquidated damage and termination contract for default.

- Forfeiture of performance security @ 10 % of the total value of the supply order kept by concerned department.

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- The EMD would be returned after the supply has been completely made as mentioned in the respective supply order.

### **Schedule of Payment:**

- Payment shall be made by the purchaser only after completion of supply order or delivery of services, installation, commissioning and acceptance of the task allotted to the IT supplier/consultant, to the entire satisfaction of the client/purchaser or any other agency nominated by him.
- The Purchaser may, however making advance payment, which shall be subject the following conditions on various tasks as Under;

### **Payment Term**

- 90% of the cost of the hardware, networking and communication & other IT products will be released after its successful supply in working condition and after its successful installation and commissioning test by the committee to be intimated by the concerned department. IT Resources company shall inform in writing about complete installation and commissioning. Client may reserve its own capacity for testing the successful installation and commissioning.
- Balance 10% will be released against the Bank Guarantee of equal amount furnished by the IT resources company valid for the Warranty period.

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## Warranty Period

- For Hardware, peripherals, networking/communication and UPS (including batteries), IT supplier will be responsible for comprehensive maintenance free of charge during the warranty period of minimum three years. Or more after the acceptance of installation and testing of these products/services.
- In case of default, this office will have the right to arrange such task of maintenance/loading/configuring at the risk and cost of IT Supplier, from any other source and shall raise bills to IT Supplier who shall clear bills within 7 days.

The IT Supplier will also maintain the equipment / Application for efficient running at all times during its warranty period. However average uptime during a quarter should not be less than as specified below, unless a better standard is prescribed for a specific application:-

The response time for attending the faults will be four hours after they are reported to the IT Supplier. The IT Supplier will rectify the faults within reasonable time (preferably within 24 hours) failing which; the IT Supplier will arrange temporary replacements. The service shall be provided Monday to Saturday during working hours of the general shift of the department concerned.

The goods supplied under the contract shall be fully insured by the IT Supplier against loss or damage incidental to manufacture or acquisition transportation, storage and delivery.

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### **Bid Procedure:**

- The quantity shown in the advertisement is subject to variation.
- The last date of receiving the tender is 24.09.2010 upto 2 p.m.
- The tenders will be opened in the presence of all the bidders at 3 p.m on 24.09.2010. The bidders are required to submit the tenders in 3 different envelopes i.e. pre-bid, technical-bid, Financial bid and all the three envelopes should be submitted in one envelope.
- The bidders who will qualify for prebid will be eligible for technical bid and the bidders who will qualify technical bid will be eligible for financial bid.
- In case of tie in rates, the rates will be finalized through negotiation.
- It shall remain valid for up to 31.12.2010.

**Member Secretary,  
PLRS, Jalandhar.**