

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: CARETAKING BRANCH
ROOM NO. 256 OLD SECTT., DELHI-54 TEL.23890253**

NOTICE INVITING TENDER

E-tenders are invited on behalf of the Hon'ble L.G. of Delhi, through Director, Directorate of Education, Old Secretariat, Delhi-54 under Two-bid system i.e. Technical bid and Financial bid from reputed firms for **Supply of approx 200 Computers, Printers and UPS on Hiring Basis** as mentioned in NIT for a period of one (01) year, from the date of issue of work order which can be extendable for further one year subject to satisfactory services and with the mutual consent of both the parties on the same rate, terms and conditions. All the bidders should apply online through <http://govtprocurement.delhi.gov.in>.

Estimated Cost of the tender is Rs.80.00 Lakh (Rupees Eighty Lakh only) approximately.

Bids will remain valid for 180 days from the date of uploading/publishing on e-procurement portal.

SCHEDULE OF DATES OF E-TENDER

Date of Uploading/Publishing of Tender	04/11/2022
Date for publishing Clarification and Amendment in Tender, if any	14/11/2022
Earnest Money Deposit (EMD)	Rs. 1,60,000/-
Last Date for submission of tender (Online)	28/11/2022
Last Date for physical submission of EMD	28/11/2022 at 12:00 Noon
Opening of Technical Bid	28/11/2022 at 03:00PM
Opening of Financial Bid	To be decided later.

INSTRUCTIONS TO BIDDERS

1. GENERAL

- (i) All documents relating to the bid and contract shall be in English language.
- (ii) The bidder should submit the online tender in following two bid system:
 - A. Technical Bid - Should contain the documents mentioned in the Tender Documents
 - B. Financial Bid- should have only prices/rates quoted by the bidder.
- (iii) The bidder should submit Technical Bid and Financial Bid **Online** only.

2. ELIGIBILITY OF BIDDER

The bidder must fulfill the following eligibility conditions and submit documentary proof in support of claim of fulfilling the conditions while submitting the technical bid.

- 2.1 Bidding in the form of Joint Venture/Consortium is not permitted.
- 2.2 The firm should be registered under Goods & Service Tax (GST) in GNCT of Delhi.
- 2.3 The Bidder should not be banned or suspended or black listed by any department of Delhi Government or declared bankrupt or insolvent.
- 2.4 The Average Annual Turnover in last 03 years ending with 31st March 2022 should be equal or greater than the 30% of the total Estimated Cost of the work.
- 2.5 Net Worth of the bidder should be positive as per the last audited financial statement.
- 2.6 The bidder must have experience for placing a minimum 200 Computers in Govt. Departments/Govt. Undertakings/Autonomous Bodies/ PSUs in the last three F.Ys. The bidder must have trained, experienced and competent service executive for proper maintenance and timely solution of issues (Software/Hardware) arising with respect to Computer, Printer and UPS.
- 2.7 The bidders should have experience of satisfactorily performing similar contracts in each year of the last three years ending with 31st March 2022 in Govt. Departments/ Govt. Undertakings/Autonomous Bodies/PSUs. Copies of Work orders, Satisfactorily Work Completion Certificate for the said period should be submitted in technical bid.

3. QUALIFICATION OF THE BIDDERS

- 3.1. The Bidder, to qualify for award of contract, shall submit online a power of attorney authorizing the signatory of the bid to commit the bid.
- 3.2. Bidder shall submit a copy of PAN card No. in name of Bidding Firm under Income Tax Act.
- 3.3. Bidder is required to confirm and declare online with his bid that no agent, middleman or any intermediary has been, or will be, engaged to provide any services, or any other item or work related to the award and performance of this contract. They will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission will be paid and that the tender price will not include any such amount. If the Education Department subsequently finds to the contrary, the Department reserves the right to declare the Bidder as non-compliant and declare any contract if already awarded to the Bidder to be null and void.
- 3.4. Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
- 3.5 A Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Department shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by the Authority and not by way of penalty for, inter alia, the time, cost and effort of the Authority, including consideration of such Bidder's proposal (the "Damages"), without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Concession Agreement or otherwise.

4. SITE VISIT AND VERIFICATION OF INFORMATION

- 4.1 The bidder is advised to visit and acquaint himself/herself with the area and operational locations. The cost of visiting shall be borne by the bidder.
- 4.2 It shall be deemed that by submitting online a bid, the Bidder has: -
 - a) made a complete and careful examination of the Bidding Documents;
 - b) received all relevant information requested from the Authority;
 - c) Accepted the risk of inadequacy, error or mistake in the information provided in the Bidding Documents or furnished by or on behalf of the Department relating to any of the matters relevant to the Project;
 - d) Satisfied itself about all matters, things and information including necessary and required documents for submitting an informed Bid,

execution of the Project in accordance with the Bidding Documents and performance of all of its obligations there under;

- e) Acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Bidding Documents or ignorance of any of the matters referred in tender hereinabove shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc.
 - f) Acknowledged that it does not have a Conflict of Interest; and
 - g) Agreed to be bound by the undertakings provided by it under and in terms hereof.
 - h) Noted that this tender is invited on single responsibility basis, so the bidder is supposed to quote the rates considering all aspects, e.g. inclusive of all duties, octroi, freight and transportation charges etc, while submitting his bids.
- 4.3 The Department shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the Tender Document or the Bidding Process, including any error or mistake therein or in any information or data given by the Department.

5. Earnest Money Deposit (EMD):

- (i) The bidder(s) will have to submit Earnest Money Deposit of Rs. 1, 60, 000/- (i.e. @ 2% of Estimated Cost of Bid) in the form of Fixed Deposit Receipts/ Bank Guarantee from any of Scheduled Bank in favour of “ **Director, Directorate of Education, GNCT of Delhi**”. The EMD/ Bid Security shall remain valid till **17/06/2023** i.e 45 days beyond the validity of bid i.e 180 days + 45 days = 225 days from the date of publishing of bid.
- (ii) The bidder(s) have to furnish the EMD in the acceptable form in a duly superscripted sealed envelope. **The Earnest Money Deposit must be submitted physically in the Care Taking Branch on or before 28/11/2022 till 12:00 noon.**
- (iii) Exemption for EMD will be admissible as per GFR-2017.
- (iv) If the successful bidder refuses or neglects to execute the contract or fails to furnish the required Performance Security within 15 days of the placement of the work order, the EMD will be forfeited and the awarded work will be cancelled.
- (v) EMD of the bidder will be forfeited, if the bidder withdraws or amends it's tender or impairs or derogates from the tender in any respect within the period of the validity of its tender.
- (vi) No interest will be payable on EMD amount.

6. DOCUMENTS REQUIRED

The Technical Bid must contain **Check-List** along with legible copies of supporting documents mentioned below at point (i) to (xii) as Technical Bid.

- (i) Scanned Copy of EMD / Valid EMD Exemption Document.
- (ii) Self attested copy of Registration under GST in GNCT of Delhi. (In case the bidder is not registered under GST at the time of bidding, he/she would submit an undertaking that he/she would get registered under GST in GNCT of Delhi before the award of work. Also he would have to submit the self attested copy of registration certificate before the award of work).
- (iii) Annual Turnover Details for last 03 F.Y- 2019-20, 2020-21 & 2021-22 duly certified by the Chartered Accountant. **(Annexure-1)**
- (iv) Audited Balance Sheet (duly certified by the Chartered Accountant) for preceding 03 Financial Years i.e. 2019-20, 2020-21 & 2021-2022.
- (v) Income Tax returns for the last 03 F.Y 2019-20, 2020-21 & 2021-2022 in the name of Firm.
- (vi) Last GST Return File.
- (vii) An undertaking on Rs. 100/- on non judicial stamp paper stating that their firm/agency has not been banned or suspended or black listed by any department of Delhi Government or declared bankrupt or insolvent. – **(Annexure -2)**
- (viii) Self attested copy of PAN Card of the Firm.
- (ix) An undertaking on Rs. 100/- on non judicial stamp paper stating that work will not be executed through sub-contract through another agency etc – **(Annexure-3)**
- (x) Authorization letter/document from management in favour of Authorized signatory.
- (xi) Proof of Experience supported by satisfactory work Completion Certificate performing similar contracts in each year of the last three years ending with 31st March 2022 in Govt. Departments/ Govt. Undertakings/Autonomous Bodies/PSUs.
- (xii) Minimum experiences for placing a minimum 200 Computers in Govt. Departments/Govt. Undertakings/Autonomous Bodies/ PSUs of in the last three F.Ys 2019-20, 2020-21 & 2021-22.

Besides uploading, the Bidder shall invariably submit his/her Technical Bid & Original EMD (Hard Copy) physically in Care Taking Branch, Directorate of Education, Old Secretariat, Delhi-110054 on or before **28/11/2022 till 12:00** Noon failing which technical bid uploaded online by the bidder will be rejected summarily.

The documents should be placed properly in Chronological order to facilitate location of particular document in technical bid.

7. MODE OF BIDDING

The bid must be submitted online on the website <https://govtprocurement.delhi.gov.in>. Bids will not be accepted if sent by post or any other medium, under any circumstances. The bidders are required to authenticate and scan all the legible documents required in the technical bid and upload the same on the notified website.

8. ONE BID PER BIDDER & COST OF BID.

Each Bidder can submit one bid. If a bidder submits more than one bid, the bids shall be summarily rejected. The bidder shall bear all costs associated with the preparation and submission of his bid and the Department will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

9. APPOINTMENT OF AUTHORIZED SIGNATORY & SELF ATTESTATION OF THE DOCUMENTS

The individual signing the tender form or any document forming part of the tender on behalf of proprietor/ Company/firm shall be responsible to produce an authenticated copy of the resolution passed by the company, or Power of Authority duly executed in his/her favor stating that he/she has the authority to bind other such persons of the firm as the case may be in all matters pertaining to the tender including the arbitration clauses. If subsequently, the person so signing fails to provide the said copy of resolution passed of power of attorney within reasonable time, the Government without prejudice to other civil and criminal remedies may cancel the tender and hold the signatory liable for all costs and damages. In case of registered or unregistered partnership firm, all the partners should sign the tender. In case any person signs the agreement on behalf of any limited company or firm he/she will produce letter of authority/resolution passed by the company empowering him/her to sign the agreement on behalf of the company or firm. Each and every document required to be uploaded/submitted with the technical bid must be self-attested by the authorized signatory along with seal.

10. OPENING OF TECHNICAL BID

Technical bids (physically submitted) will be opened offline on 28/11/2022 at 03:00 pm in the chamber of JDE (CTB), Directorate of Education, GNCT of Delhi, Room No. 14, Old Sectt., Delhi – 54. Online bid documents submitted by intending bidders shall be opened only of those bidders, whose EMD and other documents are found in order provisionally as per condition of Notice Inviting Tender. The technical bid shall be evaluated by the duly constituted Technical Evaluation Committee (TEC)/Purchase Committee. The decision of the Director (Education) to declare any of the bidders qualified/disqualified in the bidding, on the basis of the advice of the TEC, shall be final and binding. The intimation of decision of the Director (Education) shall be conveyed to the bidders.

11. RIGHT OF THE DEPARTMENT TO REJECT ANY TENDER

The Director of Education, GNCT of Delhi reserves the right to cancel/reject the tender at any stage- Technical/Financial. Further, the Director of Education, GNCT of Delhi does not bind himself/herself to accept the lowest or any other bid and reserves the right to reject any or all the bids received without assigning any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected. The Director of Education, Government of National Capital Territory of Delhi reserves to himself/herself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted and as accepted by the Director (Education).

12. FINANCIAL BIDS

The bidder shall furnish (**online only**) the financial rate bid (called Financial Bid) in prescribed Format/BOQ. **The quoted rate should be per unit per month Excluding GST /Govt. Tax applicable time to time.**

- 12.1 The financial bid shall remain valid for the 04 months from the date of opening.
- 12.2 The financial bids of only those bidders found to be technically qualified shall be opened. The acceptance of financial bid shall be subject to the approval of the Director (Education) on the recommendations of the TEC/Purchase Committee.
- 12.3 The rates will be firm and fixed during the contract period.
- 12.4 The Bidder must quote only single rate for inclusive of all charges- freight, octroi, transportation charges etc.
- 12.5 The tender which is found with double/multiple/optional rates will be summarily rejected. Incomplete or conditional price will not be entertained.

13. AWARD OF WORK CONTRACT

- 13.1 The Lowest One (L-1) Bidder shall be selected on the basis of Overall Lowest Rate and the Work Contract will be awarded accordingly.
- 13.2 In case, if the L-1 bidder denies accepting the work contract, the same would be gradually offered to the next higher responsive bidder at the negotiated rate of L-1 Bidder. In case of denial of offer from all responsive bidders, the tender shall be rejected / cancelled.
- 13.3 The Department will communicate to the successful bidder by facsimile confirmed by letter transmitted by Post/Email that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Offer") shall prescribe the amount at which the contractor will be paid in consideration of the execution of services by the contractor as required in the contract.

14. PERFORMANCE SECURITY

- (i) Successful bidder shall submit Performance Security in the form of Fixed Deposit Receipt/Bank Guarantee from any Commercial Bank in favour of Director, Directorate of Education, Govt. of NCT of Delhi along with a signed contract/agreement on Stamp paper of Rs.100/- (Borne by bidder) to supply the approved items. **The Performance Security would be 5% of Contract Value.**
- (ii) The performance security shall remain valid for a period of 14 Months i.e. 02 Months beyond the date of completion of all contractual obligations. The validity would be renewed accordingly whenever the extension of contract granted by the Directorate of Education.
- (iii) No interest is payable on Performance Security by the Department.
- (iv) In case of breach of contract by the contractor the Performance Security shall be forfeited by the Department and the firm shall be debarred in addition to termination of contract.

15. SCOPE OF WORK & CONTRACTUAL OBLIGATION

- (i) The Successful Bidder will have to place 200 Computers, Printers & UPSs. All computers, printers and UPS must be branded and new. Pre-used items will not be allowed for installation. Specifications are as under:-

Description of Items	Minimum Specification
Desktop P.C	Display/Monitor – 21.5"/22/23 Inch RAM (DDR4) - 8 GB & above. Hard Disk- 1 TB (7200 rpm) & above Processor- Intel Core (i-5) 10 th /11 th Generation Graphics Type- Integrated Keyboard(USB Type)- Wired/Wireless Mouse (USB Type)- Wired/Wireless Operating Software- Window 10 Professional & latest. Pre-installed Software- M.S Office
Printer	Print Technology- Laser Type & printing speed – Mono (20 PPM or higher) Paper Size- A4 & Legal USB Port- Yes. Cartridge – 88A /12A
UPSs	600 VA Minimum 10-15 Minutes Backup.
Peripherals & Accessories	All Genuine Drivers, Software, Cables, Lan-wire, and Adapters etc.

- (ii) The contractor shall require the commissioning/installation within 07 days from issuance of work order or as desired in the contract order. Appropriate penalty for Non-commencement / Slow-Commencement / Delay commencement and unsatisfactory performance, will be levied and recovered from running bill. Apart from this, in such an eventually, the department further reserves the right to get the work done from open market for which the cost will be recovered from the contractor. The Department

reserves the right to withhold/forfeit the EMD/Performance Security in this regard. In addition to imposing the penalty, the agency may be debarred for a period as decided by the Director (Education).

- (iii) The contractor has to provide full time (09:30 AM to 06:00PM on all working days) support staffs and a dedicated telephone (Mobile/Landline) for the maintenance & upkeep of the Computers, Printers & UPSs. All calls for faults and repairs of the Computer, Printers & UPSs will have to be attended and resolved immediately.
- (iv) It will be the responsibility of the contractor to upkeep all the systems (Except consumables) functional throughout the contract. The vendor has to ensure rectification of the faulty Desktop, Printers, UPSs and other peripherals or providing replacement for the same immediately.
- (v) The Department reserves the right to increase or decrease quantities of systems or part of systems and the supplier shall be bound to comply with the revised quantity on the same terms and conditions and rates as agreed to.
- (vi) The Department reserves the right to terminate the contract without assigning any reason by giving the Contractor one month's notice of its intention to do so and on the expiry of said period of notice, the contract shall come to an end without prejudice to any right or remedy.
- (vii) The Contractor shall indemnify the Department against all damages/charges and expenses for which the Government may be held liable to pay on account of the negligence of the contractor or his staffs or any person under his control whether in respect of accident, injury to the person or damages to the property of any member of the public or any person or otherwise and against all damages and demands thereof.

16. PENALTY.

(i) Penalty for Fault/Downtime

Description	Resolution period	Penalty for Downtime
Fault related to Computers, Printers & UPSs (Hardware)	4 Hrs	Faults to be resolved on the same day otherwise penalty @ 200/- per fault per day will be levied & recovered from Bill.
Fault related to Computers, Printers & UPSs (Software/Driver)	3 Hrs	

(ii) Penalty for Non-commencement, Slow Performance and Delay in completion of supply.

In case, Non-Commencement, Delay/Slow Performance in providing Services, liquidated damages not exceeding an amount equal to 0.2% (Zero point two percent) of the Contract Value per day, subject to a maximum of 5% (Five Percent) of the Contract Value will be imposed and shall be recovered by appropriation from the Performance Security or otherwise. Such penalty will be levied and recovered irrespective of non/short supplied number of computers/printers/UPS systems. However, in case of delay due to reasons beyond the control of the Services Provider, suitable extension of time shall be granted.

17. TENURE AND EXTENSION OF CONTRACT

- 17.1 The term of this contract shall be for a period of 01 year from the date of signing of the contract/agreement deed which is extendable for further One (01) year.
- 17.2 The Department reserves the sole right to curtail or to extend the validity of contract on the same terms & conditions for such period as may be agreed.
- 17.3 Where the Contractor is desirous of no further extension of the tenure of contract, the contractor shall give a notice to the department of its decision at least 04 months prior to the expiry of tenure. Upon issuance of such notice the contractor shall continue to perform all its obligations hereunder, until such reasonable time beyond the tenure of the contract within which, the department shall appoint an alternative source/firm as provided under the contract.

18. TERMINATION OF CONTRACT

- 18.1 The Department reserves the right to terminate the contract in whole or in part by giving the bidder/firm one calendar month's prior notice of its intention to do so without assigning any reason and on the expiry of the period of notice; the contract shall come to an end without prejudice to any right or remedies'.
- 18.2 Where any information furnished by bidder is found to be incorrect or false at any time.
- 18.3 Where at any stage the contractor deviates from the terms and conditions of the contract/agreement.
- 18.4 Where it comes to the Department's notice that the contractor is in a situation of actual conflict of interest with the interests of the Department, in relation to any of terms under this contract.

19. CONSEQUENCES OF TERMINATION OF CONTRACT

In the event the termination of the contract, the department reserves the right to forfeit the performance security of the contractor(s) by encashing it in the Department's favour and to debar the contractor for suitable period as decided by the Director (Education)

20. PAYMENT

Payment to contractor will be made on quarterly basis. The First Quarterly Bill will be submitted along with the Installation Certificate & satisfactory performance certificate of all concerned branches. Next Bills will be submitted along with performance certificate of all concerned branches.

Payment will be issued to the firm subject to deduction of penalty, recoveries, and taxes if any. No interest is payable on any delayed payment at any point of time. All kinds of payments to the supplier will be made through Electronic Fund Transfer (EFT)/ RTGS/ NEFT. The Deduction of TDS, Education Cess, Surcharge, etc., at source will be made as per rules/instruction/orders of Govt. of India. The Director (Education) reserves the right to change the mode of payment exclusively

21. FORCE MAJEURE

If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riot, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of the obligations. The obligation under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist.

It shall be the responsibility of the bidder to have all valid and required licenses/permits from all concerned authorities/agencies to supply the material.

22. Dispute Resolution

a. Any dispute and or difference arising out of or relating to this contract will be resolved amicably through joint discussion of the authorities representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Hon'ble Lt. Governor, Delhi.

b. The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceedings shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

c. The cost of Arbitration shall be borne by the respective parties in equal

proportions. During the pendency of arbitration proceeding and currency of contract ,neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the bidder shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.

23 JURISIDICION OF COURT

The courts at Delhi/New Delhi shall have the exclusive jurisdiction to try alldisputes, if any, arising out of this agreement between the parties.

-sd-
Dy. Director (CTB)

CHECK-LIST

CHECK-LIST FOR TECHNICAL BID FOR HIRING OF COMPUTERS

1. Name of the Firm :
2. Full Postal Address :
3. Telephone number :
4. E-mail ID :

S No.	Name of desired Document	Whether copy of desired certificate/ Documents are uploaded	Documents/ Details (copy enclosed at page No. of the Bid)
1.	EMD / Valid EMD Exemption Document	Yes/No	
2.	Registration under GST in GNCT of Delhi OR Undertaking [as per Clause- 6(ii)]	Yes/No Yes/No	
3.	Annual turnover Detail (Duly certified by Chartered Accountant) – Annexure-1	Yes/No	
4.	Audited balance sheet for the last 03 F.Ys		
	2019-20	Yes/No	
	2020-21	Yes/No	
	2021-22	Yes/No	
5.	Income Tax Return for last 03 F.Ys		
	2019-20	Yes/No	
	2020-21	Yes/No	
	2021-22	Yes/No	
6.	Last GST Return File	Yes/No	
7.	An undertaking on Rs.100/- non judicial stamp paper that their firm /agency has not banned or suspended or black listed by any department of Delhi Govt or declared bankrupt or insolvent. Annexure -2	Yes/No	
8.	Copy of PAN Card of Firm	Yes/No	

9.	An undertaking on Rs. 100/- non judicial stamp paper that the firm will not engage any sub contractor in any manner Annexure-3	Yes/No	
10.	Authorization letter/document from management in favor of signatory	Yes/No	
11.	Proof of Experience supported by satisfactory work completion certificate. [Refer to Clause- 6 (xi)]	Yes/No	
12.	Proof for Experience with respect to placement of 200 Computer System during the last 03 F.Ys. [Refer to Clause- 6 (xii)]	Yes/No	

(Signature of Authorized Signatory)

(Rubber seal)

Note:-The documents should be placed properly in Chronological order to facilitate location of particular document in technical bid.

ANNEXURE-1

Details of Annual Turnover

(Duly Certified from Chartered Accountant)

1. Name of the Firm _____

2 Addresses with Tel No _____

3 Average Annual Turnover for the last three years _____

Financial Year	Turnover (Rs. In lakhs)
2019- 20	
2020- 21	
2021-22	

Name & signature of the authorized signatory
With rubber stamp

UNDERTAKING

(ON NON JUDICIAL STAMP PAPER OF Rs.100)

To

The Director,
Directorate of Education,
Govt. of NCT of Delhi,
Old Sectt., Delhi-54

Name of the firm _____

Sir/ Madam

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves to abide by the said terms and conditions.
3. I/We declare that I/we or any of our constituent partners (in case of partnership firm) has not banned or suspended or black listed by any department of Delhi Government or declared bankrupt or insolvent. It is further stated that none of us has been convicted by any court of law.

(Signature of the Authorized Signatory)
With Rubber Stamp.

UNDERTAKING

(ON NON JUDICIAL STAMP PAPER OF Rs.100)

To

The Director,
Directorate of Education,
Govt. of NCT of Delhi,
Old Sectt., Delhi-54

Name of the firm _____

Sir/Madam

I/We hereby undertake that the firm will not engage any sub-contractor or transfer the contract to any other person in any manner.

(Signature of the Authorized Signatory)
With Rubber Stamp.

SPECIMEN COPY

FINANCIAL BID/BOQ

(TO BE SUBMITTED ONLINE ONLY)

e-Tendering System Government of NCT of Delhi Tender Title: Hiring of 200 Computers, Printers, UPSs Tender ID:			
Tender Inviting Authority: Director (Education), Directorate of Education, GNCT of Delhi			
Name of Work: Hiring of 200 Computers, Printers, UPSs			
Contract No:		Tender ID :	
Sl.No	SCHEDULE OF WORK		Rate Per Unit Per Month (Excluding GST) (Rs.)
	Description of Items	Minimum Specification	
1	Desktop P.C	Display/Monitor – 21.5"/22/23 Inch RAM (DDR4) - 8 GB & above. Hard Disk- 1 TB (7200 rpm) & above Processor- Intel Core (i-5) 10 th / 11 th Generation Graphics Type- Integrated Keyboard(USB Type)- Wired/Wireless Mouse (USB Type)- Wired/Wireless Operating Software- Window 10 Professional & latest. Pre-installed Software- M.S Office	
2	Printer	Print Technology- Laser Type & printing speed – Mono (20 PPM or higher) Paper Size- A4 & Legal USB Port- Yes. Cartridge – 88A / 12A	
3	UPSs	600 VA Minimum 10-15 Minutes Backup.	
		TOTAL QUOTED RATE (Rs.)	

Note:- Rate should not be Quoted as Zero, Nil & Decimal.