

List enclosed.

Subject: Tender Enquiry for supply of Ten (10) core i5 Laptop.

Sir/Madam,

Sealed Tender are invited by Bureau of Energy Efficiency, a statutory body under Ministry of Power for the supply of Ten (10) i5 Laptops of reputed brands of HP or Dell with preloaded operating systems as per the specification given at **Annexure-II**.

2. Interested firms willing to supply the i5 laptops of reputed brand of HP and DELL on credit basis may send their rates in a sealed cover super scribing the envelop "**Bid for supply of i5 Laptop**" addressed to the **Secretary, Bureau of Energy Efficiency, 4th Floor, Sewa Bhawan, R.K. Puram, New Delhi – 110066** latest by 1500 hrs. **10th June, 2019** which will be opened on the same day at 1530 hrs. in Conference Room of BEE in the presence of interested bidders or their representatives. Duly completed tender document may be dropped in the Tender Box available at Reception Counter of Sewa Bhawan, New Delhi.

3. The eligibility criteria, terms & conditions, and draft agreement are given at Annexure-I, II, III and IV.

Yours faithfully,

(Braj Mohan)
Manager (Admn.)

Copy to: Consultant (IT) – with a request to kindly upload the notice on our official website & CPP Portal.



Eligibility Criteria and Terms & Conditions

1. Sealed Limited Tender are invited by the Bureau of Energy Efficiency (BEE) for supply of Ten (10) "i5 Laptops" of reputed brands of HP and DELL with preloaded original operating system as per the specification given at **Annexure-II**.
2. Bids in sealed cover super scribing the envelop "**Bid for supply of i5 Laptop**" addressed to the **Secretary, Bureau of Energy Efficiency, 4th Floor, Sewa Bhawan, R.K. Puram, New Delhi – 110066** latest by 1500 hrs. **10th June, 2019** which will be opened on the same day at 1530 hrs. in Conference Room of BEE in the presence of interested bidders or their representatives. All bids shall remain valid for acceptance for a period for 120 days from the date of opening of bids. Incomplete bids shall be liable to be rejected.
3. The bidders should be authorised vendor of Original Equipment Manufacturer (OEM) in India.
4. The bids will be submitted only by the suppliers/vendors/firms having their office in the National Capital Region Delhi.
5. Along with the bid, the firm/supplier/vendor will have to submit a copy of the Certificate/letter of authorized dealer/partner issued by the OEM.
6. The bidder shall quote for 100% quantity of Schedule of Requirement (SOR) as per Annexure-II and if quote is for less than 100% of tendered quantity, the bid shall be considered rejected.
7. The bids will be evaluated as one part consisting all the items and will be evaluated as package. Accordingly, the successful bidder with the lowest evaluated price of the package will be considered for placing the order.
8. The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their tender bid. All documents submitted have to be signed & stamped by authorized signatory.
9. Warranty Term: The i5 laptops will be covered by onsite Comprehensive warranty for a period of 3 years from the date of supply.
10. 100% payment shall be paid upon receipt, successful installation & acceptance of the goods in full.
11. The delivery of the above items is required within 7 days of issue of the supply order. The delivery of the material will be made at BEE office, 4th



Floor, Sewa Bhawan, R.K. Puram, New Delhi – 110066. The laptop shall be issued to concerned Section at BEE office and the same shall be installed by the supplier/vendor.

12. The rates shall be quoted in the format given at **Annexure-III** of the tender enquiry. The rates quoted shall include all charges, such as, packing and forwarding, freight insurance, octroi etc.
13. The laptops will be received subject to approval of inspection. In case If laptop supplied found to be of inferior quality or not according to the specification quoted in the tender enquiry, BEE has the right to reject the goods.
14. The decision of the inspecting officer shall be binding. Rejected items shall be removed/replaced by the supplier at his own cost and risk, within 10 days issue of notice for the removal/replacement of such goods and no liability whatsoever, on the BEE shall be attached for the rejected/disapproved goods items/ stores.
15. The BEE reserves the right of accepting the whole or any part of the quotation(s) or portion of the quantity offered and successful tenderer shall supply the same at the rate quoted.
16. The BEE reserves the right to accept or reject summarily any or all quotations in whole or in part without assigning any reason whatsoever.
17. The BEE takes no responsibility for delay, loss or non-receipt of bids after dispatch.
18. In case of any dispute or differences, the same shall be settled by reference to the sole arbitration of the DG, BEE or other officer appointed by DG, BEE. The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act, 1996. There will be no objection to any such appointment on the ground that which the agreement relates or that in the course of his duties as a Government Servant employee he has expressed his views on all or any of the matters in dispute. The award of the arbitrator shall be final and binding on both the parties to the agreement.

The arbitrator may from time to time with the consent of both the parties enlarge the timeframe for making and publishing the award. Subject to the aforesaid, Arbitration and Conciliation Act, 1996 and the rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

The venue of the arbitration proceeding shall be the office of the DG, BEE or such other places as the arbitrator may decide.



19. In case of any dispute arising out of the business or interpretation of any clause of the document, the Court at Delhi alone shall have the jurisdiction to try and decide.
20. If the tender opening date is declared Holiday the tender will open on next working day at the same time and venue.
21. The quoted rates shall be valid for 120 days from the date of opening of the quotation. No escalation in price would be permitted on any ground.
22. Tenders send through Fax or e-mail will not be considered.
23. Each page the tender documents is required to be signed & stamped by the person or persons submitting the tender in token of his their having acquainted himself/themselves with the General Conditions of the tender enquiry. Any tender received with any of the documents not so signed will be rejected. Tenderers are required to submit their rates in **Annexure-III** of the tender document.
24. The quotation submitted on behalf of a firm shall be signed by all the partners/Directors (as applicable) of the firm or by a partner who has the necessary authority on behalf of the firm. POA is required to be submitted along with the bid.
25. All erasures and alterations made while filling the quotation must be attested by initials of the tenderer. Overwriting of figures is not permitted, Failure to comply with either of these conditions will liable the quotation void. No advice of any change in rule or conditions after the opening of the tender will be entertained.
26. The tenderer meeting the eligibility criteria with the lowest bid price shall be deemed as the successful bidder L-1.
27. The bidder is required to submit a copy of GST & PAN (dully self-attested) along with the sealed quotation.
29. No payment will be made for the goods rejected on site on testing.



Annexure-II

Laptops with Intel Core i5 Processor

S.No.	Item	Quantity
01.	Laptop with following specification: a) Brand: HP/Dell b) Operating System: Windows 10 Pro. c) Screen Size: Min. 14" touch screen display d) Processor: 8 th Generation Intel Core i5 e) RAM: 8GB f) HDD: 1 TB 7200rpm Sata g) Weight: Not more than 1.57 Kg. h) Backlit Keyboard, Wi-Fi, Blue Tooth i) Battery life: at least 3 hours. j) Other Slots & Features: HDMI Port, USB Port (Min. 2) RJ-45	10
02.	Carry Case	10
03.	Antivirus Software (Quick Heal/E-Scan) (3 years subscription)	10
04.	Onsite Comprehensive Warranty	3 Years



Annexure-III

PRICE SCHEDULE

S.No.	Description	Qty.	Unit Price	GST Price	Discount Offered	Total Discounted Price (All inclusive)
01.	Laptop with Carry Case	10				
02.	Antivirus Software (Quick Heal/E-Scan) (3 years subscription)	10				
03.	Onsite Comprehensive Warranty	03 Years				

Note:

(The total cost must be written in numbers and in words. Lowest Price written in words or numbers shall be final.

Name/Signature of the Proprietor/Partner
Seal of the Firm/Agency



Particulars to be furnished by the Agency

1. Name of the Agency
2. Address of the Agency
3. Name of the Proprietor of the Agency
4. Telephone No. of the Agency & Proprietor
5. GST No. of the Agency
6. PAN Number of the Agency
7. Whether each page of tender enquiry has been signed Yes/No
8. Whether OEM authorization certificate is attached Yes/No.

This is to certify that the above facts are true compete and correct to the best of my knowledge and belief. It is also certified that the Agency is not black listed by Government/Department not any criminal case is registered/pending against the Agency/Firm or its owner/partners anywhere in India. Further, it is certified that I/we have read and understood the terms and condition of the Tender Notice.

I/we give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the tender and agree to abide by these terms and conditions.

Name and Signature of the Proprietor/Partner

Seal of the Firm/Agency

Dated:_____

Place:_____



S.No.	Firm Name & Address
01.	M/s. Hazel Systems (P) Ltd. 1539/2, 2 nd Floor (Glass Bulding) Wazir Nagar, Kotla Mubarakpur New Delhi-110003
02.	M/s. Sirius Global Limited 508, Ashok Bhawan 93, Nehru Place, New Delhi – 110019
03.	M//s. Brisk Infotech Solutions 204, 2 nd Floor, Ashoka Apartment Ranjit Nagar Commercial Complex New Delhi – 110008
04.	M/s. Vinayak Compsuwe Pvt. Ltd. J-52, 2 nd Floor, Srinivaspuri New Delhi
05.	M/s. Bharat IT C-10, Sector-65 Noida – 201301 (UP)
06.	M/s. Natcomp Computers (P) Limited A-76, Prashant Vihar Opp. Lancer's Convent School New Delhi – 110085
07.	M/s. Corporate Infotech Private Limited E-81, Sector-6, Noida Uttar Pradesh – 201301
08.	M/s. Consortium Hi-Tech Pvt. Ltd. A-98, 2 nd Floor, Dayanand Colony Lajpat Nagar-IV, New Delhi – 110024

