

Rajkot Municipal Corporation

Purchase of Desktop Computers for Murlidhar Highschool

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Signature of Bidder

Rajkot Municipal Corporation
Purchase Computer Hardware Software
HOW TO QUOTE THE TENDER

1. How to Quote Tender?

- (i) Bidder should quote the bid amount in “Price-Bid”.
- (ii) The Bidder shall quote price in clear terms. Break up should abide by the Format for Commercial Bid. The rates quoted should be inclusive of Service Tax and all other taxes.
- (iii) All prices shall be for delivery of services at RMC’s premises up to the satisfaction of RMC or their representatives (if any). The aggregated price should be quoted in words also.
- (iv) The Commercial Bids should strictly conform to the formats to enable evaluation of bids and special care may be taken that the bids having any hidden costs or conditional costs will be liable for rejection.
- (v) The total amount quoted shall be written both in figure and in words in ink or ball pen. In the case of figures the words “Rs.” Should be written before the figure of Rupees and the words “Paise” after the decimal figure e.g. Rs.2.25 paise. In case of word the work “Rupees” should precede and the work “Paise” shall be written at the end, unless the amount is in whole rupees and followed by the words ‘only’. It should invariably be up to two places of decimal. Tender with erasures, over writing or alteration or mutilations shall stand rejected
- (vi) However the Commissioner, Rajkot Municipal Corporation reserves the right award all stands to any bidder or different roads/ location to different bidders without assigning any reasons thereof.

Signature of Bidder

NOTE ON SCHEDULE:

1. The bidder shall quote his firm and fix prices for entire project defined in more details in various sections of the tender document.
2. The rates and prices shall be submitted in the format given in the enclosed price schedule-I. Rates and prices received in any other format will be rejected and bids will be disqualified.
3. It will be entirely at the discretion of the employer to accept or reject the bidder's proposal without giving any reasons whatsoever and the bidder shall not be permitted to withdraw his bid on this account.
4. The prices shall be firm for the entire period of the contract without any escalation.
5. RMC reserves the right to distribute the work among more than one agency
6. The financial price will be evaluated as described in technical bid “ Evaluation & Composite Score”

EDP Manager
Rajkot Municipal Corporation

Signature of Bidder

To
The Municipal Commissioner
Rajkot Municipal Corporation
Rajkot.

Sub:- **Purchase of Desktop Computers for Murlidhar Highschool**

Dear Sir,

"I/We agree and comply with the tender terms and conditions given in the Tender Document."

"I/We _____ (full name in capital letters, starting with surname), the proprietor/Managing Partner/Managing Director/Holder of the Business, for the establishment/firm/registered Company named herein below, do hereby offer to _____ referred to in the specifications and schedule to the accompanying form of contract at the rates entered in the schedule of rates sent herewith and signed by me/us" (Strike out of the portions which are not applicable).

"I/ We shall be bound the Tender Document, Contract and Letter of Acceptance".

"I/We _____ do hereby state and declare that the names given herein below with the details of the addresses have not filled in this Tender Document under any other name or under the name of any other establishment/firm or otherwise, nor are we in any way related or concerned with any establishment/firm or any other person, who have filled in this Tender Document for the aforesaid work".

"I/We, have thoroughly examined and understood the terms and conditions and details of the Tender Document to be undertaken and have carefully noted the conditions of Contract and the specification with all the stipulations which I/We agree to comply with. I/ We shall be bound by the terms of these documents. I/We undertake to complete the Project within the period stipulated after receiving an intimation of the acceptance of my/our Bid."

Signature of Bidder

Financial Bid

"I/We _____ have filled in the accompanying Tender Document with full knowledge of liabilities and therefore, we will not raise any objection for giving any information, which is found to be incorrect and against the instructions and directions given in this Tender Document."

"I/We further agree and undertake that in the event it is revealed subsequently after the allotment of work/Contract to me/us, that any information given by me/us in this Tender Document is false or incorrect, I/We shall compensate the RMC for any such losses or inconvenience caused to the RMC in any manner and will not resist any claim for such compensation on any ground whatsoever. I/We agree and undertake that I/we shall not claim in such case any amount, by way of damages or compensation for cancellation of the contract given to me/us or any work assigned to me/us or is withdrawn by the Corporation."

"I/We agree not to withdraw the offer constituted by this Tender Document before the date of communication to me/us notice of non-acceptance. I/We agree that if contrary to the understanding contained in this clause I/we withdraw my/our Bid before the said date the Tender Document deposited by me/us as aforesaid shall be liable to forfeiture by the RMC. I/We also agree to the forfeiture of the said Bid Security if in the event of your accepting my/our TENDER, "I/We fail to execute the contract or to provide the Performance Guarantee when called upon to do so or fail to complete the Project in the time frame and/or comply with the terms and conditions set out in the Tender Document and/or Contract in full or in part or fail to execute the orders placed on me/us."

Signature of Bidder

"I/We have quoted an amount of Rs._____ In words Rupees _____ as the total Contract Cost including all the taxes and duties excluding any option portion of the Schedule of quantities and rates. "

"I/We do hereby agree to pay all costs, charges and expenses in connection with this Tender Document and Contract including stamp duty, preparation and execution of the Contract."

"On receipt of the Contract from RMC we will supply materials within 30 days calculated from the date of execution of the Contract by the RMC and the Bidder."

"The Bid submitted shall be valid for a period of 120 days, from the time of opening of the Bid."

"We understand that you are not bound to accept lowest proposal you receive."

We remain,

Yours Sincerely,

(Authorized Signatory)

Name & Title of the signatory.

Name of the firm.

Signature of Bidder

PRICE SCHEDULE-I Quoted Prices

Name of Work :-“Purchase of Desktop Computers for Murlidhar Highschool”

Part-1 Computer Hardware (With One Year Warranty)

Sr. No.	Component	Specifications	Qty	Brand Name and Model No	Unit Price	Total Price
1	Core2Duo Desktop Configuration	Intel Core i3-530, 2.93 GHz, 4 MB L3 Cache and 1066 MHz FSB or equivalent-higher Intel 5 series or better on OEM Motherboard or equivalent-higher Integrated Graphics,2 PCI,1 PCI Express x 1 and 1 PCI Express x 16 2 GB 800 MHz DDR3 RAM with 8 GB Expandability 320 GB 7200 rpm Serial ATA HDD 47 cm (18.5 inch) TFT Digital Colour Monitor TCO-05 certified 104 Keys keyboard, Optical Mouse 4 Nos. (2 Nos. 5.25 inches for Optical Media Drives and 2 Nos. 3.5 inches for Hard Disk Drives) 6 USB Ports (with at least 2 in front), 1 Serial audio ports for microphone and headphone in front Mini tower 8x or better DVD ROM Drive Networking facility : 10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wake up. Windows 7 Professional preloaded with Media and Documentation and Certificate of Authenticity Windows 7 OS certification Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password, Power supply SMPS Surge protected	10			

Note: These systems are exclusive for education purpose. We expect special education rates for this tender.

EDP Manager
Rajkot Municipal Corporation

Signature of Bidder

Signature of Bidder

Financial Bid