

**Govt. of Bihar**  
**Bihar Human Rights Commission**  
09, Bailey Road, Patna 800015  
**Email: Sec-bhrc@nic.in. Ph: 0612-2232280**

**Invitation for sealed quotation (IFQ) for Supply & Installation, of Computers, UPS & Printers in Bihar Human Rights Commission, Patna.**

Bihar Human Rights Commission is an autonomous body constituted by the Govt. of Bihar. Sealed quotations are invited under two bids system (Technical Bid & Financial Bid) from experienced manufacturer, distributors or their authorized representative for supplying and installation of Computers, UPS & Printers in Bihar Human Rights Commission, Patna.

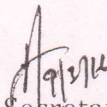
The agency putting up the quotation should have minimum 3 (three) years of experiences in rendering similar type of services.

Quotation forms including terms and conditions, specification and quantity can be obtained from Bihar Human Rights Commission, Patna. on all working days (Monday to Friday) between 11.00 hours to 16.00 hours. It may also be downloaded from the website of (<http://bhrc.bih.nic.in>).

The last date and time for submission of the completed bid is 16.00 hrs on April 04, 2016. The technical bid will be opened on April 05, 2016 at 16.00 hrs in presence of the bidders or their authorized representatives who choose to attend at the Commission Office.

In the event of the date specified for bid receipt and opening being declared as a holiday for BHRC, the due date for submission of Bids and opening of Bids will be the following working day at the appointed times.

**Bihar Human Rights Commission reserves the rights to cancel the bid without assigning any reasons.**

  
Dy. Secretary



**Govt. of Bihar**  
**Bihar Human Rights Commission**  
09, Bailey Road, Patna 800015  
**Email: Sec-bhrc@nic.in. Ph: 0612-2232280**

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir/ Madam,

**Sub:-** Invitation for sealed quotation (IFQ) for Supply & Installation of Computers, UPS & Printers in Bihar Human Rights Commission, Patna.

Bihar Human Rights Commission is an autonomous body constituted by the Govt. of Bihar. Sealed quotations are invited under two bids system (Technical Bid & Financial Bid) from experienced manufacturer, distributors or their authorized representative for supplying and installation of Computers, UPS & Printers in Bihar Human Rights Commission, Patna.

The agency putting up the quotation should have minimum 3 (three) years of experiences in rendering similar type of services. The specification & quantity of the Desktops, UPS & Printers to be installed at Bihar Human Rights Commission are stated below :-

S.N.	Items	Specification		Qty.	Delivery Place
1	Computer & Monitor	Processor Type	i7 Intel Core 4770@ 3.4 GHZ 4 <sup>th</sup> Generation	12	Bihar Human Rights Commission, Patna.
		Processor Cache Memory (MB)	8 MB		
		Processor Speed (GHZ)	3.44 GHz		
		Chipset	Q8 Series		
		Standard RAM	4 GB expandable upto 32 GB		
		Memory Type	DDR3 1600 FSB		
		Hard Disk Drive Range (GB)	500 GB SATA 3gb/s with 7200 rpm		
		Display	18.5 inch LED Monitor (IPS)		
		Keyboard	104 Key with USB		
		Mouse	Optical Scroll with USB		
		Ports	6 USB , Iserial		
		DVD Writer Drive	DVD +/- RW		
		Networking Facility	10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wake up, out of band management using any standard management software.		
		Certification	Epeat Certified		



Sl. No.	Items	Specification		Qty.	Delivery Place
1	Computer & Monitor	Operating System	Windows 10		BHRC, Patna
		Anti Virus	Norton or McAfee or Quick heal Antivirus (latest version) with one year license		
		Warranty	3 years onsite including		
2	Monochrome Laser Printer	Printer Type	Laser Jet Monochrome	04	BHRC, Patna
		Print Speed Black Normal, A4	25 ppm		
		First Page out	Less than 8 sec.		
		Resolution	4800 x 600		
		Duty Cycle (Monthly, A4)	Up to 15000 pages		
		Memory	128 MB		
		Processor Speed	750 MHz		
		Toner	Full 1500 Pages		
		Paper Tray	1 (Plus 10 Sheet Priority feed Slot)		
		Input Capacity	150-250 Sheets Input Tray		
		Duplex Printing	Yes Automatic		
		Paper Size Supported	Legal, A4		
		Interface	USB, Wi-Fi, Network		
		OS Compatibility	Windows 2008 / 2007/ Vista/ 2000		
		Warranty	3 Year Comprehensive onsite warranty		
3	Laser Printer	Printer Type	Laser Jet (Print/ Scan/ Fax/ Copy/ E-print)	01	BHRC, Patna
		Print Speed Black Normal, A4	35 ppm		
		First Page out	Less than 8 sec.		
		Resolution	4800 x 600		
		Duty Cycle (Monthly, A4)	Up to 50000 pages		
		Memory	128 MB		
		Processor Speed	800 MHz		
		Toner	Full 1500 Pages		
		Paper Tray	1 (Plus 10 Sheet Priority feed Slot) & ADF		
		Input Capacity	300 Sheets Input Tray		
		Duplex Printing	Yes Automatic		
		Paper Size Supported	Legal, A4		
		Interface	USB, Wi-Fi, Network		
		OS Compatibility	Windows 2008 / 2007/ Vista/ 2000		
		Warranty	3 Year onsite warranty		
4	UPS	Rating	10 KVA online (9000 W) (Installation + Rack)	01 Pc.	BHRC, Patna
		Input	140-280 V		
		Output	Voltage- 220 V Frequency- 50 Hz		
		Battery Backup	2 hrs. on full tested load		



		Battery	100 AH.	16 Pcs.	BHRC, Patna
		Protections	Short Circuit/ Overload/ Low Battery-Electronic Shutdown		
		Warranty	2 year onsite warranty		
5	Scanner	Scanner Type	Duplex Scanning	02 Pcs.	BHRC, Patna
		Scanner Speed Black Normal, A4	15 PPM/ 6 IPM		
		Resolution	Upto 2400 x 2400 DPI		
		Paper Tray	Duplex ADF		
		Duplex Scanning	Yes/ 50 sheets ADF		
		Paper Size Supported	A4/ letter/ legal		
		Interface	USB, Wi-Fi, Network		
		Warranty	One year onsite warranty		



## **1. Bid Price**

- (a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- (b) All duties, taxes and other levies payable by the supplier under the contract shall be included in the total price.
- (c) Sales Tax/ Service Tax/ VAT and should be clearly mentioned separately in terms of percentage and amount in the price sheet.
- (d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- (e) The prices shall be quoted in Indian Rupees only.
- (f) Each bidder shall submit only one quotation.
- (g) Quotations must be submitted on the letterhead of the bidder in the format provided with this letter (Annexure- I).

## **2. Eligibility Criteria**

The agency putting up the quotation should have minimum 3 (three) years of experiences in rendering similar type of services.

## **3. Documents required to be submitted along with the Technical bid (Envelope A).**

The bidder shall furnish the following documents along with the bid:

- (a) Copy of registration certificate of the Company/ Agency.
- (b) Copy of the Income Tax return for last three years (2012-13, 2013-14 & 2014-15).
- (c) Copy of PAN Card.
- (d) Document in support of the past performance.
- (e) Copy of the VAT/ Service Tax Registration Certificate.
- (f) Copy of profit and loss account and balance sheet (duly attested by the auditor) for the last three years. (2012-13, 2013-14 & 2014-15).
- (g) The bid should accompany a DD of Rs. 20,000.00 (Twenty Thousand Only) drawn on any Commercial Bank in the Name of Bihar Human Rights Commission, Patna payable at Patna towards Earnest Money Deposit (EMD). The EMD of the successful bidder will then be treated as security deposit and would kept till satisfactory completion of jobs stipulated, failing which it would be forfeited. EMD of unsuccessful bidder will be returned after finalize of the bid.
- (h) Bidder shall submit an affidavit from Notary that the company has not been blacklisted/ de-registered/ barred by the Central/ State Government/ Society.
- (i) Copy of the authorization letter from the manufacturer if the bidder is not manufacturer.



- (j) Copy of ISO 9001:2000 or ISO 9001:2008 or ISO 14001 Certificate (if any).
- (k) Statement of Compliance of Technical Specification for all the equipment in the format provided with the bid documents (Annexure II).
- (l) Product Literature of the quoted equipment.
- (m) Copy of the list of Service Centres.
- (n) Copy of "S" / "CE" & FDA mark certificate (if any).

**4. Documents required to be submitted along with the Financial bid (Envelope B)**

- (a) Quotation on the letterhead of the bidder according to the format attached with the tender documents (Annexure I).

**5. Warranty**

5.1 The supplier warrants comprehensively that the goods supplied under the contract is new unused and incorporate all recent improvements in design and materials unless prescribed otherwise by the purchaser in the contract. The supplier further warrants that the goods supplied under the contract shall have no defect arising from design, materials and specification or workmanship.

5.2 The warranty period must be at least 3 (three) years from the date of installation & acceptance of the equipment by the purchaser.

5.3 Under the warranty period the supplier or their authorized agent must repair or replace the defective part/ (s) without any charge within 24 hours after receiving the complaint from designate Officer.

**6. Maintenance Service**

The selected bidder must repair or replace the defective part/ (s) without any further charge/ (s) during the warranty period and shall ensure that the installed equipment is working properly and efficiently.

**7. Performance Certificate**

Five (5%) of the total value of the supply order must be submitted in the Bihar Human Rights Commission as a Performance certificate in the form of Bank Guarantee. The Bank guarantee will be refundable after the warranty period is over.

**8. Validity of Quotation**

Quotation shall remain valid for a period of not less than 90 days after the deadline date specified for submission. The bidder shall not be entitled to modify, vary, revoke or cancel his bid during the said period.

**9. Evaluation of Quotations**

The purchaser shall evaluate and compare the quotations determined to be technically responsive i.e. these



- (a) are properly signed; and
- (b) conform to the terms and conditions and specifications.
- (c) quotation would be evaluated for all the equipment together.

**10. Award Contract**

- (a) The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- (b) The purchaser reserves the right at the time of award of contract to increase or decrease the quantities of items indicated by 15% without any change in the unit price or any other terms and conditions.
- (c) Notwithstanding the above, the purchaser reserves the rights to accept or reject any quotation or all quotations at any time prior to the award of contract.
- (d) The bidder whose bid is accepted will be notified of the award of the contract by the purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

**11. Delivery & Installation Period**

Within 30 (Thirty days) from the date of award of the supply order.

**12. Delay in Supplying equipment - 1/2% per week of the value of the billed amount. If the agency/ company fails to supply any or all equipment within the prescribed date, the Council may forfeit the EMD, blacklist the supplier and the required equipment will be procured from the market. The extra cost of the said equipment will be recovered from the supplier.**

**13. Payment**

No advance payment will be made. Payment will be made after verification of the specification by the authorized officer of the Council along with the submission of the bill with the proof of goods acceptances and installation certificate counter signed by the authorized Officer of the Blood Banks.

**14. Submission of Bid:**

The last date and time for submission of the completed bids (Technical & Financial) is 16.00 hrs on March 29, 2016. The Technical Bid and the Price Bid should be sealed by the bidders in separate covers super scribing Technical Bid and Price Bid along with Tender Opening Date. Both the sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed.

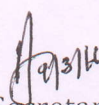


### **15. Tender Opening**

Only technical bid will be opened on April 05, 2016 at 16.00 hrs in presence of the bidders or their authorized representatives who choose to attend. The Financial bid will be opened only of those bidders who technically qualify. The technically qualified bidder will be intimated after the reasonable time and date to represent in the opening of the financial bids.

In the event of the date specified of bid receipt and its opening being declared as a holiday of BHRC, the due date for submission of Bids and opening Bids will be the following working day at the appointed time.

**Bihar Human Rights Commission reserves the rights to cancel the bid without assigning any reasons.**

  
Dy. Secretary



**Annexure - I**

Date:

To,

The Deputy Secretary  
Bihar Human Rights Commission,  
09, Bailey Road, Patna 800015.

Sub. : Submission of quotation for .....

Ref. : BHRC Letter No. .... Dated .....

**FORMAT OF QUOTATION**

S.N.	Name of the Equipment	Make/ Model & Warranty Period	Quoted Unit rate in (Rs.) (inclusive of Supplying & Installation of equipment)	Service Tax/ VAT/ Sale Tax @ .....%	Total Amount in (Rs.)
01.	Computer				
02.	Monochrome Laser Printer				
03.	Laser Printer				
04.	UPS				
05.	Scanner				

We agree to supply the above goods in accordance with the specifications for a total contract price of Rs..... (Amount in figures) (Rupees ..... (Amount in words).

We hereby certify that we taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

**Signature of Supplier  
With Stamp & Seal**



**COMPLIANCE TECHNICAL SPECIFICATION  
(TO BE SIGNED & STAMPED BY THE BIDDER IN EACH PAGES)**

S.N.	Equipment	Specification		Complied/ Not Complied	Remarks (If any)
01.	Computer & Monitor	Processor Type	i7 Intel Core 4770@ 3.4 GHZ, 4 <sup>th</sup> Generation		
		Processor Cache Memory (MB)	8 MB		
		Processor Speed (GHZ)	3.44 GHz		
		Chipset	Q8 Series		
		Standard RAM	4 GB expandable upto 32 GB		
		Memory Type	DDR3 1600 FSB		
		Hard Disk Drive Range (GB)	500 GB SATA 3gb/s with 7200 rpm		
		Display	18.5 inch LED Monitor (IPS)		
		Keyboard	104 Key with USB		
		Mouse	Optical Scroll with USB		
		Ports	6 USB , Iserial		
		DVD Writer Drive	DVD +/- RW		
		Networking Facility	10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wake up, out of band management using any standard management software.		
		Certification	Epeat Certified		
		Operating System	Windows 10		
		Anti Virus	Norton or McAfee or Quick heal Antivirus (latest version) with one year license		
		Warranty	3 years onsite including		



**COMPLIANCE TECHNICAL SPECIFICATION  
(TO BE SIGNED & STAMPED BY THE BIDDER IN EACH PAGES)**

S.N.	Equipment	Specification		Complied/ Not Complied	Remarks (If any)
02.	Monochrome Laser Printer	Printer Type	Laser Jet Monochrome		
		Print Speed Black Normal, A4	25 ppm		
		First Page out	Less than 8 sec.		
		Resolution	4800 x 600		
		Duty Cycle (Monthly, A4)	Up to 15000 pages		
		Memory	128 MB		
		Processor Speed	750 MHz		
		Toner	Full 1500 Pages		
		Paper Tray	1 (Plus 10 Sheet Priority feed Slot)		
		Input Capacity	150-250 Sheets Input Tray		
		Duplex Printing	Yes Automatic		
		Paper Size Supported	Legal, A4		
		Interface	USB, Wi-Fi, Network		
		OS Compatibility	Windows 2008 / 2007/ Vista/ 2000		
		Warranty	3 Year Comprehensive onsite warranty		
03.	Laser Printer	Printer Type	Laser Jet (Print/ Scan/ Fax/ Copy/ E-print)		
		Print Speed Black Normal, A4	35 ppm		
		First Page out	Less than 8 sec.		
		Resolution	4800 x 600		
		Duty Cycle (Monthly, A4)	Up to 50000 pages		
		Memory	128 MB		
		Processor Speed	800 MHz		
		Toner	Full 1500 Pages		
		Paper Tray	1 (Plus 10 Sheet Priority feed Slot) & ADF		
		Input Capacity	300 Sheets Input Tray		
		Duplex Printing	Yes Automatic		
		Paper Size Supported	Legal, A4		
		Interface	USB, Wi-Fi, Network		
		OS Compatibility	Windows 2008 / 2007/ Vista/ 2000		
		Warranty	3 Year onsite warranty		
04.	UPS	Rating	10 KVA online (9000 W) (Installation + Rack)		
		Input	140-280 V		
		Output	Voltage- 220 V Frequency- 50 Hz		
		Battery Backup	2 hrs. on full tested load		



		Battery	100 AH.		
		Protections	Short Circuit/ Overload/ Low Battery-Electronic Shutdown		
		Warranty	2 year onsite warranty		
05.	Scanner	Scanner Type	Duplex Scanning		
		Scanner Speed Black Normal, A4	15 PPM/ 6 IPM		
		Resolution	Upto 2400 x 2400 DPI		
		Paper Tray	Duplex ADF		
		Duplex Scanning	Yes/ 50 sheets ADF		
		Paper Size Supported	A4/ letter/ legal		
		Interface	USB, Wi-Fi, Network		
		Warranty	One year onsite warranty		

Signature of the bidder

With stamp & seal

Name:

Address :