



OFFICE OF THE DEPUTY COMMISSIONER OF CENTRAL EXCISE
VASAI DIVISION : THANE-II COMMISSIONERATE
1ST FLOOR, VIMAL SHOPPING CENTRE, MANIKPUR ROAD, VASAI
(WEST), DIST. PALGHAR, 401202
Tel. No. 0250-2337150 FAX 0250-2332723 Email : vasaicex@gmail.com

NOTICE INVITING TENDER

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For and on behalf of President of India, Sealed Tenders are invited from reputed Vendors and authorized suppliers for “**Providing Desktop Computers and Printers on Rate Contract Basis, for the Offices of the Deputy Commissioner of Central Excise, Vasai Division**” as detailed below :-

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2/3117*

Sr.No.	Description	Specification
1	Desktop Computer HP, Dell Make	Hardware i. Intel Core i3 6 th Generation Processor ii. 4GB RAM iii. 500 GB HDD iv. 18.5 Screen v. DOS vi. Keyboard vii. Mouse viii. DVD Writer ix. UPS x. Router
2	Printer	HP Laserjet 1108 / 1106
3	Multifunction Printer Make Brother / HP	Functions –Printing, Scanning, Copying & Fax Technology – Inkjet Interface – USB, LAN, WIFI Printing – Automatic 2-sided upto A3 Print Speed – 35 < (Monochrome) 27< (Color) Feed – Automatic (More than 35 sheets) Warranty – More than 2 years Paper Handling _ A4, Legal, etc. Warranty – More than 2 years Paper Tray – upto 250 sheets

2. The detailed Tender process and terms and conditions are enclosed as Annexure – “A” to this tender notice. In case of any query, the Deputy Commissioner of Central Excise, Vasai Division may be contacted having office at Vimal Shopping Centre, I Floor, Above ICICI Bank, Manickpur Road, Vasai (W) – 401 202 on any working day during office hours on or before 17.03.2017. The tender form can be downloaded from the website www.cbec.gov.in.

3. The interested parties who comply with the terms and conditions of this tender notice shall submit their tenders in the prescribed tender Form duly signed and stamped in sealed envelopes, superscribing on the envelopes **“Tender for supply of Desktop Computers and Printers for the Divisional Offices of Deputy / Assistant Commissioner, Central Excise, Thane-II”** addressed to the Deputy Commissioner of Central Excise, Vasai Division, Vimal Shopping Centre, I Floor, Above ICICI Bank, Manickpur Road, Vasai (W) – 401 202

4. **The last date for receipt of Tender** : **17.03.2017 upto 18.00 hrs**
Tenders shall be opened on : **20.03.2017 15.00 hrs**

5. The tenders received unsigned / incomplete and / or filed after the due date shall be summarily rejected. Tenderers who wish to be present at the time of opening of Tender may represent themselves or authorize their representatives with an authority letter. The financial bids of only those bidders shall be opened whose Technical bids qualify. The format of the “Technical Bid” and “Financial Bid” are enclosed as **Annexure “B” and Annexure “C”**.

6. The Deputy Commissioner, Central Excise, Vasai Division reserves the right to accept or reject any or all tenders without assigning any reason therefore.



(PARAG K SINGH)

DEPUTY COMMISSIONER

VASAI DIVISION, C.EX. : THANE-II

Encl : Annexure A, B & C

F.No.II/39-1/GST/2017

Vasai, the 7th March, 2017

Copy to :

- ✓ 1. Additional Commissioner i/c Computer, C.Excise, Thane-II
2. Notice Board

ANNEXURE – A

I. **Tender Process and submission of Tender Documents :-**

1. The bid / tender will consist of two parts Technical bid and Financial bid. Each of the bids are to be placed in two separate sealed envelopes clearly superscribing Technical Bid and Financial Bid which in turn are to be placed in one sealed cover clearly superscribing **“Tender for supply of Desktop Computers and Printers for the Divisional Offices of Deputy / Assistant Commissioner, Central Excise, Thane-II”**. The name of the Agency / Firm must be mentioned on envelopes. The bid of all parties whose Rate Bid is not in a separate sealed cover or the rates quoted by them finds mention in their Technical Bid shall be rejected forthwith. All information sought under Terms and conditions and other information to be supplied is to be given in Technical Bid while the rate quoted by them will be mentioned only in the Financial Bid. Conditional tenders shall be summarily rejected.
2. The offers / bids received incomplete and / or filed after the due date shall be summarily rejected.
3. The Technical Bids shall be opened by a tender Committee on 20.03.2017 at 15.00 hrs in the presence of the bidder or their authorized representative with authority letter, if they appear.
4. The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
5. The department reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind in respect of whatsoever, the decision of the Deputy Commissioner, Vasai Division will be final and binding.
6. The tender documents must be received latest by 17.03.2017 upto 18.00 hrs. The documents received after due date and time, due to any reason, even postal delay shall not be accepted.

II. **Authenticity of the Tender document :-**

Every page of tender document along with enclosures must be signed by the bidder.

III. **Scope of works :**

1. The Desktop Computers and Printers shall be required to be installed at following five locations :-
 - i. Office of the Deputy Commissioner of Central Excise, Vasai Division, I & II Floor, Vimal Shopping Centre, Above ICICI Bank, Manickpur Road, Vasai (W) – 401 202

- ii. Office of the Deputy Commissioner of Central Excise, 3rd & 4th Floor, Atharva Building, Behind Payyade Residency, Mira Bhayander Road, Dist Thane – 401 105.
- iii. Office of the Assistant Commissioner of Central Excise, Palghar Division, Mahavir Chambers, 1st Floor, Kacheri Road, Palghar Dist – 401 404
- iv. Office of the Assistant Commissioner of Central Excise, Boisar- I Division, Hrishikesh Apartment, I Floor, Boisar- Palghar Road, Opp. Bank of India and above Tamil Nadu Bank.
- v. Office of the Assistant Commissioner of Central Excise, Boisar- II Division, Hrishikesh Apartment, 2nd Floor, Boisar- Palghar Road, Opp. Bank of India and above Tamil Nadu Bank.

IV. Terms and Conditions :-

1. The Configuration of the Desktop Computers should be as mentioned in the Tender Notice.
2. The rate contract will be valid for a period of two months from the date of opening of the tender. The order for the Desktop Computers / Printers will be placed with the approved Vendor as per requirement. The actual list of procurement of the goods will be given at the time of placing the order. The bidder shall be liable to supply Computers & Printers as per specification approved by the Commissionerate.
3. The Technical and Financial bids should be in separate envelopes and both these envelopes should be placed in a single sealed envelope and superscribed with **“Tender for supply of Desktop Computers and Printers for the Divisional Offices of Deputy / Assistant Commissioner, Central Excise, Thane-II”**. The separate “Technical Bid” or “Financial Bid” should be clearly marked on the respective envelopes. The tender will be opened on 20.03.2017 at 15.00 hrs in the cabin of Deputy Commissioner of Central Excise, Vasai Division, I Floor, Vimal Shopping Centre, Above ICICI Bank, Manickpur Road, Vasai (W) – 401 202 before a Tender Committee and Tenderers present, if any.
4. All the rates must be written both in figures and in words. Corrections, if any, are to be made by crossing out, initialing, dating and rewriting. In case of any discrepancy between the words and figures, the rates indicated in words shall prevail. All overwriting / cutting, inserting shall be authenticated and attested.
5. The tender should be signed and stamped by the authorized person of the tendering firm / company.
6. The tenderer shall provide information of their PAN, Service Tax / VAT registration No., Telephone / mobile/ fax No. etc. with the tender.

7. The quoted rate will remain valid for 2 months from the date of opening of tender.
8. The bidder should have a full-fledged registered after sales service back up and should be capable of handling on-site service during warranty and offer an extended comprehensive protection plan for free servicing and replacement of parts for an additional 2 years post warranty. Applicant should have a good track record of supplying these items to Government Departments and having past experience of dealing in these items.
9. All the items supplied should be of a reputed brand and of make as specified in the tender and supplier has to furnish Quality Assurance Certificate with invoice and goods.
10. The quoted rate should be mentioned in both numbers and words. Any bid with illegible, incorrect, incomplete or inconsistent particulars, figures and words will be summarily rejected.
11. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.
12. The rates quoted shall be inclusive of all taxes of any government / local authority etc. as applicable to government department. No payment over and above the rates quoted shall be done by the Divisional Office in respect of any such levies brought to the notice at a later date. Installation of Computers and Printers at various locations of Divisional Offices of Central Excise, Thane-II Commissionerate shall be responsibility of tenderer for which nothing extra shall be paid. Satisfactory installation and operation of the system shall be obtained from the Users.
13. The delivery of the items shall be within a week from the issuance of the work order.
14. The payments shall be released post supply, installation and proper operation of the computer system. The bidder shall be responsible for installation, operation and maintenance during the warranty period.
15. In case of any dispute of any kind and in any respect whatsoever, the decision of Deputy Commissioner, Central Excise, Vasai Division shall be final and binding.


(PARAG K SINGH)

DEPUTY COMMISSIONER

VASAI DIVISION, C.EX. : THANE-II

ANNEXURE - B

TECHNICAL BID

Name of the work : Quotation for the supply of Desktop Computers and Printers on Rate Contract Basis for the Divisional Offices of Central Excise, Thane-II Commissionerate.

1	Name, Address & Telephone of Firm / Agency	
2	Name and mobile No. of the owner of Agency / Firms	
3	PAN No. (enclose self attested copy of proof)	
4	VAT Registration No. (enclose self attested copy of proof)	
5	Details of experience in the field	
6	Organizations where items supplied	
7	Whether the bidder is a manufacturer or an authorized dealer of the particular brand (supporting documents to be attached)	

This is to certify that I have read the tender notice along with annexures and accept the terms and conditions.

Signature

Name of the Authorized Signatory

Seal / Stamp

ANNEXURE – C

FINANCIAL BID

Name of the Registered Firm / Dealer/ Agency / Company :

Address of the Firm / Dealer / Agency / Company :

(With Tel.No., Fax No. and E-mail)

Sr.No.	Description	Specification	Rate per unit	Total Amount (Including Taxes)
1	Desktop Computer HP, Dell Make	<p>Hardware</p> <ul style="list-style-type: none"> i. Intel Core i3 6th Generation Processor ii. 4GB RAM iii. 500 GB HDD iv. 18.5 Screen v. DOS vi. Keyboard vii. Mouse viii. DVD Writer ix. UPS x. Router 		
2	Printer	HP Laserjet 1108 / 1106		
3	Multifunction Printer Make Brother	<p>Functions –Printing, Scanning, Copying & Fax Technology – Inkjet Interface – USB, LAN, WIFI Printing – Automatic 2-sided upto A3 Print Speed – 35 < (Monochrome) 27< (Color) Feed – Automatic (More than 35 sheets) Warranty – More than 2 years Paper Handling _ A4, Legal, etc. Warranty – More than 2 years Paper Tray – upto 250 sheets</p>		