



SHORT TERM TENDER NOTICE
FOR PROCUREMENT OF IT & OFFICE EQUIPMENT
Ref: ATDC/NHO/RP/SMART/05/33/TE-06 Dated: 24/07/2014

CLIENT:

APPAREL TRAINING AND DESIGN CENTER
(Under the aegis of, APPAREL EXPORT PROMOTION COUNCIL)
P-50, Paridhan Vikas Bhawan Sec-44, Gurgaon - 122003,
Haryana (India) Phone: 0124-4659511 / 4659507
Fax: 0124-4659500

NAME AND ADDRESS OF TENDERER:

SEAL:

SHORT TERM TENDER NOTICE
FOR PROCUREMENT OF IT & OFFICE EQUIPMENT

HOD(RP/PP) on behalf of Director General, Apparel Training Design Centre, P-50, Sec-44, Institutional Area, Gurgaon-122003, invites quotation for supply of IT & Office Equipment Rate Contract PAN India basis for its ATDC-SMART Centres from registered OEM and their authorised dealers/distributors/Channel Partners/vendors/Firms for the below mentioned items for HP,LENOVO,DELL & ACER make. The items details are as follows:


SL No.	Item description	Unit	Qty
1.	Graphic Work Stations	Each	04
2.	Apple I Mac-7,27"	Each	01
3.	Printer Office jet	Each	01
4.	Printer Laser jet Pro Multi-function	Each	01
5.	Pen Tablet Wacom Bamboo splash	Each	01
6.	Back-up server,Capacity-18 TB	Each	01
7.	Camera with 18-55 Lens	Each	01

Delivery will be given as per the requirement in phases.

Specifications of item are given as hereunder.


<u>Configuration for Work Stations</u>		
Part Name	Product description	Specifications of quoted item
Model	Dell Precision T1700 SFF	
Processor	Intel Xenon Processor E 1240 V3 (Quad Core HT, 3.40 Ghz Turbo, 8 MB)	
Chipset	Intel C226	
Hard disk	1 TB 3.5inch Serial ATA	
RAM	8 GB (2X4GB) 1600MHz DDR3	
Mouse	Optical Scroll Mouse	
Key Board	Dell Smart card Keyboard, Dell Business Multimedia Keyboard	
Monitor	24" Dell TFT	
Operating System	Windows 7 Professional 64-bit (English)	
Antivirus	Microsoft Security Essential (free edition)	
Optical Drive	8x DVD +/- RW Drive	
Graphic Card	1 GB NVIDIA QUADRO K600	
Bays	One internal 3.5" bay supports one 3.5" or two 2.5" drives; One external slim line optical bay	
Warranty	3 Year Pro Support	

Configuration for Apple iMac		
Part Name	Product description	Specifications of quoted item
Model	Apple 27-inch iMac	
Processor	3.4 Ghz quad Core Intel Core i5 (turbo Boost upto 3.8 GHZ with 6MB L3 Cache	
Hard disk	1 TB (7200-rpm) hard disk	
RAM	8 GB (2X4GB) 1600MHz DDR3	
Mouse	Magic Mouse	
Key Board	Apple wireless keyboard	
Monitor	27"	
Operating System	Apple OS X Mavericks	
Antivirus	Gatekeeper	
Graphic Card	NVIDIA 775M Graphics processor with 2Gb of GDDR5 memory	
Warranty	3 Years	


(Dr.R.A.Lal)
HOD (RP/PP)

NEW TENDER

Name of organization	Apparel Training & Design Centre		
Location	Apparel Training & Designing Centre, NHO Paridhan Vikas Bhavan, P-50,Sec-44,Institutional Area, Gurgaon(Haryana)-122003		
Scope of Work	Supply of IT Hardware/Software & Office Equipments.		
TENDER reference	ATDC/NHO/RP/SMART/05/33/TE-06 dated:22/07/2014		
Contract value	Estimated Value	EMD	Performance Security
	Rs10,00,000.00	Rs. 20,000.00	(After finalization of contract)
Type of bid	Single Financial Bid		
Announcement Date	24/07/2014		
Closing Date/Time	04/08/2014 at 1100 Hrs		
Opening Date/Time	04/08/2014 at 1200 Hrs		
Name of Person in Contact	DR.R.A.Lal / Rakesh Kumar Balyan		
Designation	HOD(RP/PP) / Purchase Officer(RP)		
Address	Apparel Training & Designing Centre, Paridhan Vikas Bhavan, P-50,Sec-44,Institutional Area, Gurgaon(Haryana)-122003		
Email	lal@atdcindia.co.in, balyanrakesh@atdcindia.co.in		
Phone	0124-4659-511 / 507		
Fax	0124-4659-500		


(Dr.R.A.Lal)
HOD (RP/PP)

Term & Conditions

Price: The price quoted for each item should be inclusive of all taxes, installation, commissioning & freight Charges.

Validity of Quote: Quotes must be on company letter head and should be valid for minimum 180 days. Quotes having validity lesser than 180 days would not be considered. Quotes such as "Subject to prior Sale" or "Till Stocks lasts" are not acceptable.

Minimum Order Quantity (MOQ): Purchase Order would be released against quantity as & when required for rate contracted item. Condition of **Minimum Order Quantity (MOQ)** from the side of vendor shall not be accepted in any case.

Antivirus: Antivirus should be preloaded for three years.

Rejection of quote: Quotes forwarded through email or by fax shall be summarily rejected. Sealed Tender should be dropped in tender box kept for the purpose at the reception.

Payment Terms: Payment will be made in maximum 30 days after successful installation of goods. Payment terms such as "100% advance", "100% against delivery" will not be accepted.

Warranty: Warranty for a period of 3 years from the date of Installation would be submitted towards manufacturing defects etc. If any parts found defective, the supplier would arrange free replacement immediately at suppliers cost and risk. During this period the entire service support would be free.

Installation: The approved Authorized Agent / OEM would make available a technical person for successful installation & commissioning of item at ATDC-SMART Centre as per the enclosed list. The Place of installation is tentative and may be changed without assigning reason. There has to be a nominated person to coordinate with ATDC, NHO Gurgaon.

Instruction Manuals & Accessories: Each item should have instruction manual; tool Kit including standard accessories which may be handed over to the authorized ATDC-SMART Centres staff at the time of installation of the item. The function of gadget will be demonstrated to ATDC faculty after the installation. The installation will be considered as complete only when the Gadget is shown as fully functional and certified so by the Centre head.

Packing & Forwarding: The packing of each item should be of international standard to avoid transit damages up to our all ATDC-SMART Centres including insurance.

LD Clause: The seller will pay to the buyer penalty for the delay in delivery due to reason attribute to the seller @ 0.5% of cost of equipment overdue for each of the first four full weeks and @1% for each subsequent full weeks of delay thereafter. However the total amount of penalties shall not exceed 10% of the cost of the value of the equipment delayed. Should the delay be more than three months ATDC may exercise the right to cancel the unfulfilled part of the contract. The seller/vendor undertakes to pay the penalties against the buyers' relevant invoices for the direct loss caused by non-delivery of goods.

Bid security: against the estimated value of tendered items bid security of Rs 2.4 Lakh should be deposited along with the quote by means of Account payee Demand Draft drawn on any of the commercial banks favouring "Apparel Training & Design Centre" payable at Gurgaon. **In case successful bidder declines the offer of contract for whatsoever reasons; the EMD submitted by successful bidder would be forfeited.**

Performance Security Deposit: The performance security will be deposited by the vendor/firm whom the contract is awarded by means of Demand Draft/Bank Guarantee drawn on any commercial bank. The Performance Security would be calculated @ 5-10% of total contract and will be communicated to the vendor/firm accordingly. In case Performance Security is deposited by means of bank guarantee, it should be valid for 3 Years from the date of invoice with a claim period of further three months.

Canvassing: Canvassing directly or indirectly in connection with tender is strictly prohibited and the tenders submitted by the firm who resort to canvassing are likely to be rejected.

The firm/vendor blacklisted by any government organization is not eligible to participate in the tendering process.

Arbitration: In case of any dispute the same will be solved by means of arbitration, within New Delhi jurisdiction only.

Clarifications: if any may be obtained through email lal@atdcindia.co.in, balyanrakesh@atdcindia.co.in or telephonically on 0124-4659-507/511.

The envelope containing quotes should be sealed and super scribed as:

- (i) Tender Ref No. ATDC/NHO/RP/SMART/05/33/TE-06 Date: 24/07/2014.
- (ii) Tender for: Supply of IT Hardware/Software & Office Equipments.
- (iii) Closing date: 04/08/2014 at 1100 Hrs
- (iv) Opening Date: 04/08/2014 at 1200 Hrs

Late bids will not be considered.

The bids should be addressed to:

**HOD (RP/PP),
ATDC, Paridhan Vikash Bhavan,
P-50, Sec-44, Institutional Area,
Gurgaon (Haryana)-122003**




**(Dr.R.A.Lal)
HOD (RP/PP)**

FINANCIAL BID

The tenderer should quote rates in figures as well as in words for items given in Abstract of Cost. The tenderers shall also work out the total amount of his offer and same should be written in figures as well as in words. The rebate, if any, quoted by the Tenderer should be entered in the column provided for rebate and amount after rebate should be worked out and to be entered in price bid in figures as well as in words by the tenderer. Specifications required of items are given below.

Configuration for Work Stations	
Part Name	Product description
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Antivirus	Gatekeeper
Graphic Card	NVIDIA 775M Graphics processor with 2Gb of GDDR5 memory
Warranty	3 Years


(Dr.R.A.Lal)
HOD (RP/PP)

FINANCIAL BID FORMAT
(On Company / Firm's letter head)

(Note: The quotes would be accepted in the following format only)

Quotation No. -----

Date: -----

To,
HOD(RP/PP),
ATDC, Paridhan Vikash Bhavan,
P-50, Sec-44, Institutional Area,
Gurgaon (Haryana)-122003

SUBMISSION OF QUOTES AGAINST
TENDER ENQUIRY NO.ATDC/NHO/RP/SMART/05/33/TE-06 Dated: 04/08/2014

Dear Sir,

We are pleased to forward the best rates for the supply of the brand new items as per the following details.

SL No.	Item description	Unit	Qty	Cost per unit	Total Value
1.	Graphic Work Stations Make: Model:	Each	04		
2.	Apple Imac-7,27" Make: Model:	Each	01		
3.	Printer Office jet Make: Model:	Each	01		
4.	Printer Laser jet Pro Multi-function Make: Model:	Each	01		
5.	Pen Tablet Wacom Bamboo splash Make: Model:	Each	01		
6.	Back-up server,Capacity-18 TB Make: Model:	Each	01		
7.	Camera with 18-55 Lens Make: Model:	Each	01		

Above quoted price should be inclusive of Excise Duty, VAT / CST, Installation, packing & freight Charges.

Rebate Amount:

Delivery schedule: -----

Payment terms: -----

Warranty/guarantee: -----

Validity of quote: Not less than 180 days

Freight Charges: for PAN India supply (in detail)

(Sign. of authorized Signatory
With rubber stamp)