

**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT), J&K,
SRINAGAR**

NIT No: ICT/Audit/IT Assets/2021-22/5

Dated: 10.09.2021

TENDER NOTICE

Sealed Tenders affixed with Rs. 10/- (Rupees Ten only) Revenue Stamps are invited for purchase of the following Computer Hardware in a two-bid system i.e. Technical and Financial Bid from firms/ authorized dealers whose offices are situated in Jammu/ Srinagar.

| Item Required | Quantity (Tentative) | | Required Specifications |
|---------------|----------------------|-----------------|---|
| | Jammu Office | Srinagar Office | |
| Laptop | 04 | 08 | <u>Processor Description</u> :- Intel Core i5, 10 th Generation or Higher, AMD Ryzen 5 latest series. <u>HDD Type</u> :- SDD/SATA <u>Total HDD Capacity (GB)</u> :- Any value, Preferred minimum 256 GB SSD. <u>Operating systems (Factory Preloaded)</u> :- Window 10P <u>RAM Size (GB)</u> :- Minimum 8 GB Preferred 16 GB. <u>Warranty:</u> _____ years onsite warranty |

The tender documents, specifications of hardware and Terms & Conditions can be downloaded from the office website 'agjk.nic.in' or can be obtained from ICT Wing of this office and from Sr. Audit Officer (Admn), Office of the Principal Accountant General (Audit), J&K, Srinagar / Jammu.

The last date for the submission of tenders is 20/09/2021 (upto 3 PM)

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Dy. Accountant General (Admn)

TERMS AND CONDITIONS.

1. The tender should reach this office by or before 20.09.2021 upto 03:00 PM and should be addressed to 'Deputy Accountant General (Admn), Office of the Principal Accountant General (Audit) Jammu and Kashmir, Near Exhibition Grounds, Opposite Civil Secretariat, Srinagar', along with Earnest Money Deposit (EMD) of Rs.60,000/- (Rupees Sixty Thousand Only) in the shape of Bank Draft drawn in favour of the 'Pay and Accounts Officer, office of the Pr. Accountant General (A&E), Jammu and Kashmir, Srinagar' payable at Srinagar.
2. The envelopes containing the bids should be super scribed with the words **"Bid for Laptops 2021"**.
3. The tenders will be opened on the same day at 4.00 PM in the Chambers of the Dy. Accountant General (Admn) of this office in the presence of willing representatives of firms. In case the said date is declared as holiday, the next working day will be treated as the due date.
4. The quotations received without EMD or after the due date or time will not be entertained.
5. EMD of the unsuccessful bidders will be returned within 30 days of the opening of tender, on receipt of written request from the firm.
6. In case any of the tenderer fails to supply the material as contracted upon, the Earnest Money Deposit (EMD) will be forfeited and the same material will be purchased from the open market at the risk and cost of the supplier, apart from initiating legal action for violating terms and conditions of the contract.
7. The payment will be made to the firm at the earliest on receipt of complete supply of ordered material as per specifications mentioned in the purchase order and after successful installation.
8. The rates quoted must be inclusive of all taxes and F.O.R. Srinagar/Jammu Offices.
9. The bidder must give a declaration regarding acceptance of terms and conditions contained in the tender document as per 'Annexure -D' attached with the tender document.
10. Conditional tenders will be rejected.
11. Financial bid of only those firms/dealers will be opened who are successful in the Technical Bid.
12. Warranty will be as per OEM, unless specified in the tender documents.

TECHNICAL BID

| | | |
|----|--|--|
| 1 | Name of the Supplier/Firm/Dealer | |
| 2 | Name of the authorised person. | |
| 3 | Phone/Mob. No. & Mailing Address. | |
| 4 | PAN Number (include photocopy of PAN Card) | |
| 5 | Date of Registration of the Firm, including registration certificate. I. If the firm is registered under the Indian Factories Act, copy thereof II. Any other Act. (Attach documentary proof of registration.) III. Certificate of the company authorising the firm as dealer | |
| 6 | Copy of sale tax registration No. and VAT registration number/TIN Number | |
| 7 | Terms and conditions duly signed to be enclosed by the vendor/firm. | |
| 8 | Bank draft for EMD. Details: | |
| 9 | Details of at least three Govt. Departments (central or state)/ Public undertakings/ corporations etc. to whom IT hardware worth at least Rs. 05 lakhs in each case in the last five years has been supplied by you, including satisfactory installation certificate by the clients | |
| 10 | Certificate to the effect that the firm/Dealer has not been black listed by any govt agency/department | |

FINANCIAL BID

| Item Required | Required Specifications | Rates per unit |
|----------------------|--|-----------------------|
| Laptops | <p><u>Processor Description</u> :- Intel Core i5, 10th Generation or Higher, AMD Ryzen 5 latest series.</p> <p><u>HDD Type</u> :- SDD/SATA</p> <p><u>Total HDD Capacity (GB)</u> :- Any value, Preferred minimum 256 GB SSD.</p> <p><u>Operating systems (Factory Preloaded)</u> :- Window 10P</p> <p><u>RAM Size (GB)</u> :- Minimum 8 GB Preferred 16 GB.</p> <p><u>Warranty:</u> _____ years onsite warranty</p> | |

**DECLARATION REGARDING ACCEPTANCE OF TERMS AND CONDITIONS CONTAINED
IN THE TENDER DOCUMENT FOR PURCHASE OF COMPUTER HARDWARE
(To be put in sealed envelope super-scribed with Technical Bid for purchase of Laptops)**

To,

The Senior Deputy Accountant General (Admn)
O/o the Principal Accountant General (Audit), Jammu and Kashmir,
Near Exhibition Ground,
Opposite Civil Secretariat,
Srinagar – 190001

Sir,

I have carefully gone through the Terms and Conditions contained in the Tender Notice dated 10.09.2021 regarding purchase of Computer Hardware in the office of Principal Accountant General (Audit), Jammu and Kashmir, Srinagar.

I declare that all the Terms and Conditions of this Tender Notice are acceptable to my Company. My company does not have any terms and conditions of its own in respect of quotation being submitted for Purchase of Laptops. I further certify that I am an authorized signatory of the company (HP/Dell/Epson etc.) and am competent to make this declaration.

Yours Very Truly,

Signature of authorized signatory with date

Name:

Designation:

Name of firm:

Address:

Office Seal