

**CORRIGENDUM**

**FOR**

**SUPPLY OF**

**COMPUTER SYSTEM, PRINTER,  
SCANNER, UPS, FURNITURE TABLE, PRINTER  
CARTRIDGE & SOFTWARE.**

**Tender Inquiry No. – NSIC/HO/TISDC/36**

**National Small Industries Corporation Limited  
(A Government of India Enterprise)  
NSIC Bhawan, Okhla Industrial Estate,  
New Delhi– 110 020**

Tel No. +91-11-26926275, 26926370

Fax: - 011-26910979

Email: [dmit2@nsic.co.in](mailto:dmit2@nsic.co.in)

Website: [www.nsic.co.in](http://www.nsic.co.in)

## **NOTICE INVITING TENDER**

**Subject:- Supply of Computer System, Printer, Scanner, UPS, Computer Wooden Table , Printer Cartridge & Software.**

NSIC is setting up India-Africa Vocational Training Centre / Incubation Centre for Small Enterprise Establishment at Kigali, Rwanda, Africa.

We are pleased to invite your offer in two parts viz. (a) Technical and (b) Financial, strictly as per enclosed terms and conditions and instructions to bidders, in sealed covers for the under mentioned Computer System, Printer, Scanner, UPS ,Computer Wooden Table , Printer Cartridge & Software required for supply and installation at Kigali, Rwanda, Africa consisting of the following:

<b>Requirement</b>	<ol style="list-style-type: none"><li><b>1. Two No. of HP Desktop 3330</b> ( Intel Core i3, 3<sup>rd</sup> Gen, 2GB RAM, 500 GB HDD, DVD Writer, Integrated Intel HD Graphics, Sound, LAN, Windows 7 Professional, HP 18.5" TFT Display, 3 year onsite Warranty).</li><li><b>2. Two No. of Microsoft Office Home and Business 2013</b></li><li><b>3. Two No. of Microtek (E2 650 IB) UPS 650VA</b> (Backup 15- 20 minutes)</li><li><b>4. Two No. of Microtek Twin Guard 1000VA UPS</b> (Backup 15- 20 minutes)</li><li><b>5. Three No. of Computer Wooden Table</b> Height: 30 inches, Length: 48 inches, Width: 24 inches, Materials- Solid Wood, Covered with Dark Brown Sunmica and have proper space for Display Screen &amp; Printer on the table and space for CPU, UPS, Keyboard and Mouse under the table.</li><li><b>6. One No. of HP Designjet T120 24-in ePrinter product id (CQ891A) with Stand Product id (B3Q35A) and Glossy Paper Roll for HP Designjet T120 24-in .</b></li><li><b>7. Five Set of Genuine HP Printer Cartridge (Colors and Black) for HP Designjet T120 24-in ePrinter product id (CQ891A)</b></li><li><b>8. One No. of Antivirus ( Kaspersky 2014, 3 users subscription for 1 Year)</b></li><li><b>9. One No. of HP Officejet 7110 Wide Format ePrinter (CR768A)</b></li><li><b>10. Five Set of Genuine HP Printer Cartridge (Colors and Black) for HP OfficeJet 7110 Wide Format ePrinter (CR768A)</b></li><li><b>11. One No. of HP Laserjet Pro P1108 Printer</b></li><li><b>12. Five Set of Genuine HP Printer Cartridge (Black)for HP Laserjet Pro P1108 Printer</b></li><li><b>13. One No. of Avison A3 Scanner FB 5000 Flatbed Scanner.</b></li><li><b>14. One No. of Corel Graphics Suite X 6 (Single User) including two year subscription with media.</b></li><li><b>15. One No. of Adobe Pagemaker 7.02 with media.</b></li></ol>
<b>Technical Bid</b>	The details for submission of Technical Bid is placed at <b>Annexure-‘A’</b>
<b>Commercial Bid</b>	The details for submission of Commercial Bid is placed at <b>Annexure-`B`</b>
<b>Cost of Tender Documents</b>	Rs. 500/- (Rupees Five hundred only)

<b>Earnest Money Deposit along With Tender</b>	Rs.5,000/- (Rupees Five thousand only) or exempted as detailed available in “instructions to the Tenderers” at Page no 4
<b>Last date of submission of Tender</b>	<b>27<sup>th</sup> February 2014 up to 17:00 hours</b>
<b>Date of opening of Technical Bid</b>	<b>28<sup>th</sup> February 2014 up to 16:00 hours</b>
<b>Address for Tender Inquiry and Delivery</b>	<b>General Manager-SG (TISDC) National Small Industries Corporation Limited (A Government of India Enterprise) NSIC Bhawan, Okhla Industrial Estate, New Delhi- 110 020</b>

## **INSTRUCTIONS TO THE TENDERERS**

1. The Bidder shall be OEM or Authorized Distributors/ Partners/ Dealers/Resellers.
2. All Computers / equipment should be compatible with 220 V Single Phase, 380 V Three Phase - 50 cycle per second supply. Electrical wiring for interconnection of the machines upto main supply wherever necessary should be supplied along with machines.
3. Tender form can be downloaded from the website [www.nsic.co.in](http://www.nsic.co.in) from 12<sup>th</sup> February, 2014 to 27<sup>th</sup> February 2014. The cost of tender fee i.e. **Rs. 500/- (Rupees Five hundred only)** may be enclosed with Technical bid in the form of demand draft in favour of **"The National Small Industries Corporation Ltd."** payable at New Delhi.
4. The **Earnest Money Deposit of Rs.5,000/- (Rupees Five thousand only) by way of D.D. only** drawn in favour of **"The National Small Industries Corporation Ltd."** payable at New Delhi shall be submitted along with Technical Bid.  

The offers without EMD will be rejected. However, there is exemption of EMD applicable to the units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department as defined under Rule 157 of General Financial Rules (GFR), 2005.  
**A copy of valid certificate shall have to be enclosed along with the Technical bid for availing EMD exemption.**
5. Tender shall be duly, properly and exhaustively filled in. All pages of the tender should be **signed with stamp by the Authorized Signatory of Tenderer with company stamp on all the pages of this tender.**
6. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender. The rates and units shall not be overwritten. **The financial figures in commercial bid shall always be both in figures and words. In case of any discrepancy in figures and words, the amount written in words shall be considered.**
7. The Tenderer shall submit the copy of PAN, TIN, VAT registration along with the Technical Bid of the tender document.
8. The tender shall be placed in a properly sealed bigger envelope addressed to General Manager-SG (TISDC), National Small Industries Corporation Limited, (A Government of India Enterprise), NSIC Bhawan, Okhla Industrial Estate, New Delhi- 110 020 and the said **bigger envelope shall contain two separate sealed envelopes containing Technical & Commercial bids.**

9. The bigger envelope shall be super-scribed as *“Supply of Computer System, Printer, Scanner, UPS, Computer Wooden Table, and Printer Cartridge & Software”*. The two sealed envelopes inside the bigger envelope must be super-scribed as: *Envelope No-1: The said envelope is for technical bid & shall be super-scribed as “Tender for the Supply of Computer System, Printer, Scanner, UPS ,Computer Wooden Table , Printer Cartridge & Software – TECHNICAL BID”*  
*Envelope No-2: The said envelope is for commercial bid & shall be super scribed as “Tender for Supply of Computer System, Printer, Scanner, UPS ,Computer Wooden Table , Printer Cartridge & Software – COMMERCIAL BID”*.
10. Technical bid will be opened on 28<sup>th</sup> February 2014 at 16:00 hours in the office of General Manager-SG (TISDC). A representative of the Tenderer may be present at the time of opening of the tender. The date for opening second envelope containing commercial bid will be intimated to the qualified bidders separately.
11. Tenderers may quote for all items or the items they are authorised to sell.

*We confirm with our acceptance to the Instruction to the tenderers at S.No-1 to 11 as stated above.*

Signature of the Tenderer with seal

## TERMS & CONDITIONS

Submission of the duly signed tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied. The final acceptance of the tender rests with the General Manager-SG (TISDC) of NSIC, who reserves the right to accept or reject any or all tenders without assigning any reason therefore.

- a) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained at any stage.
- b) The delivery period of the supplies should be within **20 days** from the date of confirmed order from NSIC. In case tenderer fails to supply within the accepted period, penalty at the rate of 1% of value of the order, per week of delay subject to maximum of 20% of the order value will be levied.
- c) The goods shall be delivered to Chief Manager, TID-Division, NSIC Technical Services Centre, Okhla Industrial Estate, New Delhi 110020 within 20 days from the date of award of contract. Part delivery shall not be permitted.
- e) The all equipment (Computer System, Printer, Scanner, UPS, Computer Wooden Table , Printer Cartridge & Software) shall have to be operationalized/ installed without any extra cost and to the satisfaction of the Manager (TISDC), H.O. NSIC, Okhla, New Delhi
- f) 100% Payment will be made against successful delivery and inspection for which the tenderer shall submit bills in duplicate (original + copy) giving the reference number of the supply order along with delivery note.
- g) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
- h) Any request by the bidders to consider their EMD furnished by them to NSIC for any other contract/ tender cannot be considered as EMD for this tender.
- i) The EMD will be refunded to the unsuccessful bidders after the orders are placed on the successful bidder. In case of successful bidder, the EMD will be returned after three months of delivery. No interest on EMD will be paid.
- j) The EMD will be forfeited in following cases:
  - i. If the bidder fails to accept the order based on his offer within the prescribed time.
  - ii. If the bidder fails to supply the Computer System, Printer, Scanner, UPS, Computer Wooden Table, Printer Cartridge & Software with specifications in compliance to specifications given in technical bid.
  - iii. If the bidder delays supplies beyond a reasonable time resulting in disruption of NSIC's project work.
- k) If the Computer System, Printer, Scanner, UPS ,Computer Wooden Table , Printer Cartridge & Software are found to be different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, NSIC shall have right to totally reject the said items and claim for compensation. The supplier shall be responsible for arranging the rejected said items to be removed at his cost from NSIC premises.
- l) In the event of any dispute the legal matter shall be subjected to the jurisdiction of Delhi Court only.

- m) NSIC, as per its discretion, may procure items from one or more than one supplier, or procure items in parts or may change the quantity of items or reject entire procurement process/quotations.

*We confirm with our acceptance to the Terms & Conditions stated from (a) to (m) above.*

Signature of the Tenderer with seal

**TECHNICAL BID**

**FORMAT & REQUIREMENTS**

1. Tender Ref. No: .....
2. Name of Tenderer: .....
3. Complete office address of Tenderer:.....
4. Contact details of authorized person of tenderer who have signed the tender.
  - a. Name.....
  - b. Designation.....
  - c. Phone .....
  - d. Mobile.....
  - e. E mail.....
5. Due date & Time of submission of bid: .....
6. Tender Fee payment details (DD number & bank detail) .....
7. EMD payment details (DD number & bank detail) .....
8. **Documents to be enclosed with the Technical bid are as under:**
  - a) Duly signed & stamped Tender documents (All pages) as a mark of your acceptance
  - b) Details of latest five buyers to whom the similar supplies were made should be submitted in the following format:-

S.No.	Name of Client along with contact details	Quantity supplied

- c) Supporting information with respect to the technical data, drawings or booklets of product. Any product manual brief, test certificates available may be enclosed.
  - d) Copies of PAN, VAT/ TIN duly Signed & Stamp
9. **Validity of Tender - 90 days from the date of opening of Technical Bid.**



**10. Submission of technical confirmation to the requirement.**

<b>SI No.</b>	<b>Items Description</b>	<b>Quantity</b>	<b>Compliance (Yes/No)</b>
<b>1.</b>	<b>HP Desktop 3330</b> Intel Core i3, 3 <sup>rd</sup> Gen, 2GB RAM, 500 GB HDD, DVD Writer, Integrated Intel HD Graphics, Sound, LAN, Windows 7 Professional, HP 18.5" TFT Display, 3 year onsite Warranty.	<b>02</b>	
<b>2</b>	<b>Microsoft Office Home and Business 2013</b>	<b>02</b>	
<b>3</b>	<b>Microtek UPS 650 VA (E2 650 IB)</b> (Backup 15- 20 minutes)	<b>02</b>	
<b>4</b>	<b>Microtek Twin Guard 1000 VA UPS</b> (Backup 15- 20 minutes)	<b>02</b>	
<b>5</b>	<b>Computer Wooden Table</b> Height: 30 inches, Length: 48 inches, Width: 24 inches, Materials- Solid Wood, Covered with Dark Brown Sunmica and have proper space for Display Screen & Printer on the table and space for CPU, UPS, Keyboard and Mouse under the table.	<b>03</b>	
<b>6</b>	<b>One No. of HP Designjet T120 24-in ePrinter product id (CQ891A) with Stand Product id (B3Q35A) and Glossy Paper Roll for HP Designjet T120 24-in</b>	<b>01 each</b>	
<b>7</b>	<b>Genuine HP Printer Cartridge (Colors and Black) for HP Designjet T120 24-in ePrinter product id (CQ891A)</b>	<b>05 set</b>	
<b>8</b>	<b>Antivirus (Kaspersky 2014, 3 users subscription for 1 Year)</b>	<b>01</b>	
<b>9</b>	<b>HP Officejet 7110 Wide Format ePrinter (CR768A)</b>	<b>01</b>	
<b>10</b>	<b>Genuine HP Printer Cartridge (Colors and Black) for HP OfficeJet 7110 Wide Format ePrinter (CR768A)</b>	<b>05 set</b>	
<b>11</b>	<b>HP Laserjet Pro P1108 Printer</b>	<b>01</b>	
<b>12</b>	<b>Genuine HP Printer Cartridge for HP Laserjet Pro P1108 Printer</b>	<b>05 set</b>	
<b>13</b>	<b>Avision A3 Scanner FB 5000 Flatbed Scanner</b>	<b>01</b>	
<b>14</b>	<b>Corel Graphics Suite X 6 (Single User)including two year subscription with media.</b>	<b>01</b>	
<b>15</b>	<b>Adobe Page maker 7.02 with media</b>	<b>01</b>	

8.1 Please specify the make and attach technical brochures.

8.2 Higher technical specification may be considered subject to competitive price offer.

Signature of the Tenderer with stamp

**COMMERCIAL BID**  
**FORMAT & REQUIREMENTS**

1. Tender Ref. No.: .....
2. Name of the Tenderer: .....
3. The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a Pre-requisite for considering your quotations:

SI No.	Items Description	Quantity	Amount (Rs.) in INR	Taxes as Applicable (Rs.) in INR	Total Amount (Rs.) in INR
1.	<b>HP Desktop 3330</b> Intel Core i3, 3 <sup>rd</sup> Gen, 2GB RAM, 500 GB HDD, DVD Writer, Integrated Intel HD Graphics, Sound, LAN, Windows 7 Professional, HP 18.5" TFT Display, 3 year onsite Warranty.	02			
2	<b>Microsoft Office Home and Business 2013</b>	02			
3	<b>Microtek UPS 650 VA (E2 650 IB)</b> (Backup 15- 20 minutes)	02			
4	<b>Microtek Twin Guard 1000 VA UPS</b> (Backup 15- 20 minutes)	02			
5	<b>Computer Wooden Table</b> Height: 30 inches, Length: 48 inches, Width: 24 inches, Materials- Solid Wood, Covered with Dark Brown Sunmica and have proper space for Display Screen & Printer on the table and space for CPU, UPS, Keyboard and Mouse under the table.	03			
6	<b>One No. of HP Designjet T120 24-in ePrinter product id (CQ891A) with Stand Product id (B3Q35A) and Glossy Paper Roll for HP Designjet T120 24-in</b>	01 each			
7	<b>Genuine HP Printer Cartridge for HP Designjet T120 24-in ePrinter product id (CQ891A)</b>	05 set			
8	<b>Antivirus (Kaspersky 2014, 3 users subscription for 1 Year)</b>	01			
9	<b>HP Officejet 7110 Wide Format ePrinter (CR768A)</b>	01			
10	<b>Genuine HP Printer Cartridge (Colors and Black) for HP OfficeJet 7110 Wide Format ePrinter (CR768A)</b>	05 set			
11	<b>HP Laserjet Pro P1108 Printer</b>	01			
12	<b>Genuine HP Printer Cartridge for HP Laserjet Pro P1108 Printer</b>	05 set			
13	<b>Avision A3 Scanner FB 5000 Flatbed Scanner</b>	01			
14	<b>Corel Graphics Suite X 6 (Single User) including two year subscription with media.</b>	01			
15	<b>Adobe Page maker 7.02 with media</b>	01			
	<b>Total Cost(Rs.)</b>				
	<b>Grand Total (Rs.)</b>				

**Grand Total in Words : .....**

4. *The rate quoted shall be in accounting units (A/U) and should be inclusive of basic price & all other cost including cartage, insurance, taxes & duties (as applicable). The price competitiveness shall be given due consideration while analyzing the commercial bid. The NSIC will not issue any form toward rebate / exclusion of Sales tax/VAT.*
5. *The Validity of tender is 90days from date of opening of bid.*

It is hereby confirmed that we shall abide all the terms & conditions as specified in the tender and further agreed for the penalty to be imposed, in case of delayed supplies from our end as specified in Point (b) of "Terms & Conditions" of this tender.

Signature of the Tenderer

\*\*\*\*\**END OF TENDER DOCUMENT*\*\*\*\*\*