

No.DE/ADM/ICT/ACT/09-10/1589
Administration of Daman & Diu,
Directorate of Education,
Daman.
Dated :- 25/01/2010.

TENDER NOTICE

Sealed tenders are invited on behalf of President of India by the Asstt. Director of Education, Daman towards Supply of Computer sets and Computer Furniture for Information & Communication Technology (ICT) in Schools Scheme. The approximate value of the tender are for 2 separate items as per details given below:

1. Computer Sets. Rs. 64,73,000/- approximately
2. Computer Furniture Rs. 8,60,000/- approximately

Tender forms along with Terms and Conditions may be obtained from the office of the Asstt. Director of Education, Daman during working days from 27/01/2010 to 09/02/2010 on payment of non refundable fees of Rs.1000/-. The blank Tender form will be issued only to those who produce the following Certificates/Documents along-with application.

1. Valid Income Tax Clearance Certificate with copies of returns for last 3 years.
2. Sales Tax/Vat Registration Certificate.
3. The bidder should be dealing in the items for which he is filing tender.
4. The bidder should have a total turnover sum of Rs.25.00 lacks (Minimum) for (1) Computer Sets. and (2) The bidder should have a total turnover sum of Rs.10.00 lacks (Minimum) for Computer Furniture in each of every last three financial years in supplying of Computer sets and Computer Furniture for Information & Communication Technology (ICT) in Schools Scheme.

Tender will be published on web site www.daman.nic.in

For the Items of any one list mentioned above the tenderer should have the minimum turnover Rs.25.00 lakhs in last three financial year. For the items of any two lists mentioned above, the tenderer should have the minimum turnover Rs.35.00 lakhs in last three financial year.

The right to accept or reject any or all tenders in parts or whole without assigning any reasons is reserved with the Asstt. Director of Education, Daman

Asstt. Director of Education
Daman

**U. T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE ASSTT. DIRECTOR OF
EDUCATION, NANI DAMAN**

**Terms & conditions for Purchase of Computer Sets for
Information & Communication Technology (ICT) in
School scheme of Daman & Diu District for the year 2009-
10.**

Tender Notice :-No. DE/ADM/MS/2009-10/1587 Dated : 25/01/2010.

The Directorate of Education, Daman intends to purchase Computer Sets for Information & Communication Technology (ICT) in School scheme of Daman & Diu Districts.

1. **Eligibility**
 - (1) The bidder should be registered under Sales Tax/VAT
 - (2) The bidder should be manufacturer/authorized dealer of the items for last three years tendered for.
 - (3) The bidder should have annual GTO of Rs.25.00 (Rupees Twenty five lakhs) during each of the last three years.
2. The tender form along with terms and conditions can be obtained from the Office of ADE, Daman on payment of Rs.1,000/- cash (non-refundable).
3. Completed tender form should contain the following documents/certificates.
 - (1) Income Tax Clearance Certificate along with copies of returns of last three years.
 - (2) Sales Tax / VAT Registration Certificate.
 - (3) Proof of manufacturing/dealership of the items tendered for.
 - (4) Proof of GTO being more than Rs.25.00 (Rupees Twenty five lakhs) during each of the last three financial years for supply of Computer sets for ICT Scheme.
 - (5) In case, there is a small scale Industry, there should be a proof of registration.
4. The Earnest Money Deposit (EMD) of Rs.1,62,000/- is payable in form of Demand Draft issued by Scheduled Bank in favour of **Asstt. Director of Education, Daman**. Tender received without Earnest Money Deposit will be treated as invalid.
5. Tenderer should also furnish the details of nature of constitution of their firm / names & addresses of the proprietor / partners /directors and also the details of sister concerns if any.
6. Only Sales Tax/VAT will be paid on the items on which it is chargeable under the Central Sales Tax Act/ VAT Act or the Rules made there under.
7. The rate(s) quoted should be strictly for free delivery at F.O.R. Government School, Daman and Diu District & will be valid and operative for supply order issued on or before 31-03-2010.
8. The rates should be quoted inclusive of all taxes, installation & commissioning charges etc.
9. **Two Bid Systems** : The bidder should ensure that they submit the Bid in two separate sealed covers each super scribed "Technical & Financial Bid".
 - (a) **Technical Bid Cover** : Technical bid consisting of all technical details.

DOCUMENTS TO BE SUBMITTED ALONGWITH TECHNICAL BID:

(i) Tender fee coupon or Demand draft of requisite amount in favour of Assistant Director of Education, Daman.

- (ii) Vetted/Self certificate Performance Reports.
- (iii) All documents mentioned in para 3,4 & 5 above.
- (iv) Compliance to technical specifications :-

The Compliance statement should be submitted in the following formats:

Para No.	Specifications as per T. E.	Specifications offered	Compliance (Yes/No)	In case of non-compliance, deviation from T. E. Specification in unambiguous terms

- (b) **Financial Bid Cover** : Financial bid indicating item wise price for the items mentioned in the technical bid.
 - (i) The EMD cover should contain EMD amount in form of Demand Draft as mentioned in the tender. The name of the Bank must be mentioned on cover itself. This may be noted that the offer without EMD will not be accepted and the technical Bid cover will not be opened.
 - (c) The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed. The technical bids are to be opened by the purchasing committee at the first instance and evaluated by a competent committee. At the second stage, financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.
- 10. Except C.S.T., all other Taxes/Duties/Royalties Charges payable on the sales/Transport etc. within and/or outside the state shall be payable by the supplier.
- 11. No extra charges for packing, forwarding and insurance etc. will be paid in addition to the rates quoted.
- 12. The rates should be quoted only for the items specified in the list of requirement and should be for the items of given special make / manufacture.
- 13. Rates quoted for items other than the required specification/make/manufacture may not be considered. However, indigenous manufactures may quote their own makes provided the specifications confirm to the standard(s)/requirements of the given specifications/ make/manufacture.
- 14. Where specifications/make/manufacture are not specified by this office, the rates should be quoted only for the standard quality.
- 15. The tenderer should specify the name of the manufacturer for the items quoted by him along with catalogue of the items.
- 16. The tender should be neatly typed only on letterhead carry the name of supplier and the signature of the tenderer. No overwriting, correction or erasing will be considered.
- 17. The decision of the Directorate of Education for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
- 18. The Purchase Committee will open the Tenders in presence of tenderers or their representatives, if any present in the Office of the Directorate of Education . The Purchase Committee will first open the technical bid and considering the technical specification of educational materials The Committee will open the financial bid only of those firms who are qualified for technical bid as per minimum specification given by the department.
- 19. Directorate of Education, Daman will be at liberty to accept the tender for the entire quantity or the part thereof at the rates submitted by the Bidder or at reduced rate

during the negotiations if any.

20. Successful bidder will have to sign an agreement with the purchaser within 3 days of the receipt of the supply order.
21. Rates tendered/offered in response to the concerned Tender Notice by the successful bidder shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
22. (a) The successful Tenderer will have to pay an amount equal to 10% of the total value of articles mentioned in the supply order within 10 days from the date of the order as security deposit in form of Demand Draft in favour of Assistant Director of Education, Daman.
(b) Non-receipt of Security Deposit within stipulated time limit will result in automatic cancellation of the order for supply without any intimation.
23. The successful bidder has to submit performance bank guarantee (hereafter referred to as Security Deposit) from any nationalized bank of 10% amount of his final offer towards performance security within 15 days from the date of issue of supply order for the duration of one year.
24. The successful bidder will be given supply order by the department for supply of specified items within 15 days of receipt of the supply order.
25. In case, the supplier does not execute the supply order placed with him, the Security Deposit of the supplier will be forfeited to the Government and the contract for the supply shall be terminated with no further liabilities on either party to the contract.
26. EMD will be forfeited in case successful bidder fails to
 - (a) Sign agreement as mentioned above
 - (b) Furnish security deposit in time
27. The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted will be refunded to them.
28. For specified items, the amount of Security Deposit will be refunded after expiry of guarantee/Warranty period. For other items, security deposit will be released only on satisfactory completion of the supplies, or any such date/period as may be mutually agreed upon.
29. The Directorate of Education may consider extension of time for remitting the Security Deposit if demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the time limit.
30. Extensions of time limit for supplies shall be considered by the Directorate of Education maximum up to one month of issue of supply order . The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
31. Demurrage charges paid by the Directorate of Education on account of late receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
32. The supplies of computer sets for ICT scheme of inferior sub standard quality or of different specifications, brand, manufacturer etc. other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores Items and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk within 15 days from the date of dispatch of intimation of the non-acceptance. However, if the

replaced supplies are not received within 15 days from the date of communication the Directorate of Education will not be responsible for any damage, loss etc. of such rejected articles.

33. If at any time after the order for supply of computer sets the Directorate of Education shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Directorate of Education shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation due to any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
34. Termination of agreement
 - (a) In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss suffered by the Government will be recovered from the supplier's Security Deposit or payment of any bill(s) to the extent required.
 - (b) In case of failure to supply the store, items and equipment etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the other Tenderer who offered next higher rates or from any other sources, as may be decided by the Directorate of Education and the loss to the Government on account of such purchases(s) shall be recovered from the former supplier's Security Deposit/Earnest Money or amount of bill payable. The suppliers shall have no right to dispute with this procedure.
35. The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required as per conditions of this tender.
36. All bills should be in DUPLICATE and should invariably mention the number and date of supply order.
37. All bills for amount above Rs.5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs.5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
38. Each bill in which Value Aided Tax is charged must contain the following certificate on the body of the bill.

"CERTIFIED that the goods on which Value Aided Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Value Aided Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under"
39. In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the jurisdiction
40. The tender will be accepted during working hours up to 11-02-2010 13.00 hrs. and opened on same day at 16.00 hrs. If possible in the office of the Dy. Secretary, (Edu.), Daman in the presence of the Purchase committee and Tenderer(s) or their representative(s) if present.

Asstt. Director of Education,
Daman

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING TO
ME/US.

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

NOTE:- Please return one copy of these conditions duly signed along with your tender/Quotations.

**STATEMENT SHOWING THE CALCULATION
SHEET OF COMPUTER SETS FOR
INFORMATION & COMMUNICATION
TECHNOLOGY IN SCHOOLS**

Sr. No.	Details of Items	Unit per School	Total Quantity for 10 Schools	Rate per unit
1	10 PCs / Printer/CRT per School inclusive of facilities like Scanner, Web Camera, Modem, UPS, DVD Writer, Net Working Equipment etc or One Server with 10 Workstation with accessories for 10 Schools .	10	100	
2	Operating Systems & Application Software for 20 Schools	1	20	
3	Educational Software for 20 Schools (Application Software for Development of CAL)	1	20	
4	Computer Stationery for 20 Schools : Size (1) A/4 Paper 25 ream	1	500	
	(2) F/S Paper 25 ream.	1	500	

**U. T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE ASSTT. DIRECTOR OF
EDUCATION, NANI DAMAN**

**Terms & conditions for Purchase of Computer Furniture for
Information & Communication Technology (ICT) in
School scheme of Daman & Diu District for the year 2009-
10.**

Tender Notice :-No. DE/ADM/MS/2009-10/1588 Dated : 25/01/2010.

The Directorate of Education, Daman intends to purchase Computer Furniture for Information & Communication Technology (ICT) in School scheme of Daman & Diu Districts.

1. **Eligibility**
 - (1) The bidder should be registered under Sales Tax/VAT
 - (2) The bidder should be manufacturer/authorized dealer of the items for last three years tendered for.
 - (3) The bidder should have annual GTO of Rs.15.00 (Rupees Fifteen lakhs) during each of the last three years.
2. The tender form along with terms and conditions can be obtained from the Office of ADE, Daman on payment of Rs.1,000/- cash (non-refundable).
3. Completed tender form should contain the following documents/certificates.
 - (1) Income Tax Clearance Certificate along with copies of returns of last three years.
 - (2) Sales Tax / VAT Registration Certificate.
 - (3) Proof of manufacturing/dealership of the items tendered for.
 - (4) Proof of GTO being more than Rs.15.00 (Rupees Fifteen lakhs) during each of the last three financial years for supply of Computer sets for ICT Scheme.
 - (5) In case, there is a small scale Industry, there should be a proof of registration.
4. The Earnest Money Deposit (EMD) of Rs.22,000/- is payable in form of Demand Draft issued by Scheduled Bank in favour of **Asstt. Director of Education, Daman**. Tender received without Earnest Money Deposit will be treated as invalid.
5. Tenderer should also furnish the details of nature of constitution of their firm / names & addresses of the proprietor / partners /directors and also the details of sister concerns if any.
6. Only Sales Tax/VAT will be paid on the items on which it is chargeable under the Central Sales Tax Act/ VAT Act or the Rules made there under.
7. The rate(s) quoted should be strictly for free delivery at F.O.R. Government School, Daman and Diu District & will be valid and operative for supply order issued on or before 31-03-2010.
8. The rates should be quoted inclusive of all taxes, installation & commissioning charges etc.
9. **Two Bid Systems** : The bidder should ensure that they submit the Bid in two separate sealed covers each super scribed "Technical & Financial Bid".
 - (a) **Technical Bid Cover** : Technical bid consisting of all technical details.

DOCUMENTS TO BE SUBMITTED ALONGWITH TECHNICAL BID:

(i) Tender fee coupon or Demand draft of requisite amount in favour of Assistant Director of Education, Daman.

- (ii) Vetted/Self certificate Performance Reports.
- (iii) All documents mentioned in para 3,4 & 5 above.
- (iv) Compliance to technical specifications :-

The Compliance statement should be submitted in the following formats:

Para No.	Specifications as per T. E.	Specifications offered	Compliance (Yes/No)	In case of non-compliance, deviation from T. E. Specification in unambiguous terms
----------	-----------------------------	------------------------	---------------------	--

- (b) **Financial Bid Cover** : Financial bid indicating item wise price for the items mentioned in the technical bid.
 - (i) The EMD cover should contain EMD amount in form of Demand Draft as mentioned in the tender. The name of the Bank must be mentioned on cover itself. This may be noted that the offer without EMD will not be accepted and the technical Bid cover will not be opened.
 - (c) The technical bid and the financial bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed. The technical bids are to be opened by the purchasing committee at the first instance and evaluated by a competent committee. At the second stage, financial bids of only the technically acceptable offers will be opened for further evaluation and ranking before awarding the contract.
- 10. Except C.S.T., all other Taxes/Duties/Royalties Charges payable on the sales/Transport etc. within and/or outside the state shall be payable by the supplier.
- 11. No extra charges for packing, forwarding and insurance etc. will be paid in addition to the rates quoted.
- 12. The rates should be quoted only for the items specified in the list of requirement and should be for the items of given special make / manufacture.
- 13. Rates quoted for items other than the required specification/make/manufacture may not be considered. However, indigenous manufactures may quote their own makes provided the specifications confirm to the standard(s)/requirements of the given specifications/ make/manufacture.
- 14. Where specifications/make/manufacture are not specified by this office, the rates should be quoted only for the standard quality.
- 15. The tenderer should specify the name of the manufacturer for the items quoted by him along with catalogue of the items.
- 16. The tender should be neatly typed only on letterhead carry the name of supplier and the signature of the tenderer. No overwriting, correction or erasing will be considered.
- 17. The decision of the Directorate of Education for acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
- 18. The Purchase Committee will open the Tenders in presence of tenderers or their representatives, if any present in the Office of the Directorate of Education . The Purchase Committee will first open the technical bid and considering the technical specification of educational materials The Committee will open the financial bid only of those firms who are qualified for technical bid as per minimum specification given by the department.
- 19. Directorate of Education, Daman will be at liberty to accept the tender for the entire quantity or the part thereof at the rates submitted by the Bidder or at reduced rate

during the negotiations if any.

20. Successful bidder will have to sign an agreement with the purchaser within 3 days of the receipt of the supply order.
21. Rates tendered/offered in response to the concerned Tender Notice by the successful bidder shall be considered as acceptance of all above terms and conditions for supply for all legal purpose.
22. (a) The successful Tenderer will have to pay an amount equal to 10% of the total value of articles mentioned in the supply order within 10 days from the date of the order as security deposit in form of Demand Draft in favour of Assistant Director of Education, Daman.
(b) Non-receipt of Security Deposit within stipulated time limit will result in automatic cancellation of the order for supply without any intimation.
23. The successful bidder has to submit performance bank guarantee (hereafter referred to as Security Deposit) from any nationalized bank of 10% amount of his final offer towards performance security within 15 days from the date of issue of supply order for the duration of one year.
24. The successful bidder will be given supply order by the department for supply of specified items within 15 days of receipt of the supply order.
25. In case, the supplier does not execute the supply order placed with him, the Security Deposit of the supplier will be forfeited to the Government and the contract for the supply shall be terminated with no further liabilities on either party to the contract.
26. EMD will be forfeited in case successful bidder fails to
 - (a) Sign agreement as mentioned above
 - (b) Furnish security deposit in time
27. The amount of Earnest Money Deposit paid by the Tenderer(s) whose tenders are not accepted will be refunded to them.
28. For specified items, the amount of Security Deposit will be refunded after expiry of guarantee/Warranty period. For other items, security deposit will be released only on satisfactory completion of the supplies, or any such date/period as may be mutually agreed upon.
29. The Directorate of Education may consider extension of time for remitting the Security Deposit if demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the time limit.
30. Extensions of time limit for supplies shall be considered by the Directorate of Education maximum up to one month of issue of supply order . The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time limit provided such request is made well in time, depending upon the circumstances and such decision in the matter will be final.
31. Demurrage charges paid by the Directorate of Education on account of late receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
32. The supplies of Computer Furniture for ICT scheme of inferior sub standard quality or of different specifications, brand, manufacturer etc. other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier will have to replace the same at his own cost and risk. Intimation of non-acceptance of any stores Items and equipment etc. will be sent to the supplier within 10 days from the date of receipt of the stores and the same will be returned to the supplier at his own cost and risk within 15 days from the date of dispatch of intimation of the non-acceptance. However,

if the replaced supplies are not received within 15 days from the date of communication the Directorate of Education will not be responsible for any damage, loss etc. of such rejected articles.

33. If at any time after the order for supply of Computer Furniture the Directorate of Education shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the Directorate of Education shall give notice in writing of the fact to the supplier(s) who shall have no claim to any payment of compensation what so ever on account of any profit or advantage which the supplier(s) might have derived from the supply of articles in full, but which did not derive in consequence of the full quantity of articles not having been purchased, nor shall have any claim for compensation due to any alterations having been made in the original instructions which shall invoice any curtailment of the supply originally contemplated.
34. Termination of agreement
 - (a) In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss suffered by the Government will be recovered from the supplier's Security Deposit or payment of any bill(s) to the extent required.
 - (b) In case of failure to supply the store, items and equipment etc. ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the other Tenderer who offered next higher rates or from any other sources, as may be decided by the Directorate of Education and the loss to the Government on account of such purchases(s) shall be recovered from the former supplier's Security Deposit/Earnest Money or amount of bill payable. The suppliers shall have no right to dispute with this procedure.
35. The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required as per conditions of this tender.
36. All bills should be in DUPLICATE and should invariable mention the number and date of supply order.
37. All bills for amount above Rs.5000/- should be pre-receipted on a Revenue Stamp of proper value. Bills for amount exceeding Rs.5000/- not pre-receipted on Revenue Stamp of proper value will not be accepted for payment.
38. Each bill in which Value Aided Tax is charged must contain the following certificate on the body of the bill.
"CERTIFIED that the goods on which Value Aided Tax has been charged have not been exempted under the Central Sale Tax Act or the Rules made there under and the amount charged on account of Value Aided Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under"
39. In respect of any dispute given rise to the legal proceedings between the parties, the courts at Daman shall alone have the jurisdiction
40. The tender will be accepted during working hours up to 11-02-2010 13.00 hrs. and opened on same day at 16.00 hrs. If possible in the office of the Dy. Secretary, (Edu.), Daman in the presence of the Purchase committee and Tenderer(s) or their representative(s) if present.

Asstt. Director of Education,
Daman

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING TO
ME/US.

(Signature of Supplier/Tenderer)
Date & Rubber Stamp.

NOTE:- Please return one copy of these conditions duly signed along with your tender/Quotations.

STATEMENT SHOWING THE CALCULATION SHEET OF COMPUTER FURNITURE FOR INFORMATION & COMMUNICATION TECHNOLOGY IN SCHOOLS

Sr. No.	Details of Items	Unit per School	Total Quantity for 20 Schools	Rate per unit
1	Wooden Table shelf attached to wall Size : 15' x 21" x 30" for 20 Schools	1	20	
2	Computer Revolving Chair for 20 Schools	10	200	