



रूरल इलेक्ट्रीफिकेशन कारपोरेशन लिमिटेड

RURAL ELECTRIFICATION CORPORATION LIMITED

(भारत सरकार का उद्यम) (A Government of India Enterprise)

Regd Office: Core-4, SCOPE Complex, 7 Lodi Road New Delhi 110003
Tele. 24365161 Fax 24360644 Email reccorp@recl.nic.in Gram RECTRIC
Website www.recindia.com & www.recindia.nic.in

No: REC/IT/93/2009-11/892

Date: 08/12/2011

To,

Authorized Premium Reseller/Shop/Solution Experts for Apple Macintosh in Delhi or NCR

(Only registered agency on Apple OEM's website (www.apple.com/in/),

attach proof from the website)

Subject: Quotation for Purchase of Apple make Laptops along with accessories, M/s Office and All-in-One Printer along with Installation, Commissioning and minimum One Year On-Site Comprehensive Warranty Maintenance at New Delhi

Rural Electrification Corporation Ltd., (A Govt. of India Enterprise) under Ministry of Power, invites quotes for Purchase of Apple make Laptops along with accessories, M/s Office and All-in-One Printer along with Installation, Commissioning and minimum One Year On-Site Comprehensive Warranty Maintenance at New Delhi as per the given specification.

You are requested to kindly provide us your best rates as offered to Government organizations with the following format:

Format for Quote on Bidder's Letter Head				
PRICE SCHEDULE				
Sr. No	Item Description/General Specification	Unit Price (including all taxes)	Quantity##	Total Price (including all taxes)
(A)	(B)	(C)	(D)	(E)=(C*D)
1.	15-inch Apple MacBook Pro with Minimum Specification: Intel Core i7,4-GB Memory,750GB hard drive SD card slot, Intel HD Graphic,NVIDIA GeForce GT 330M with 512 MB Weight: 2.54 kg, Preloaded with Mac OS 1 Year Warranty or extended as per OEM	In Figures: In Words	02	In Figures: In Words
2.	Additional 2 Year Extended H/w Warranty support from Apple (OEM's) only	In Figures: In Words	02	In Figures: In Words
3.	Good Quality DICOTA/INCASE Hand Bag with Handles for 15-inch Apple Mac Book Pro Laptop	In Figures: In Words	02	In Figures: In Words
4.	Bose Companion 2 Series II Portable Multimedia Speakers	In Figures: In Words	02	In Figures: In Words
5.	Microsoft Office for Mac Home and Business 2011 Edition (with required Media)	In Figures: In Words	02	In Figures: In Words
6.	Apple genuine Wireless Keyboard	In Figures:	02	In Figures:

		In Words		In Words
7.	Apple genuine Wireless Mouse	In Figures:	02	In Figures:
		In Words		In Words
8.	HP Photosmart Premium e-All-in-One – C310A with additional 2 year Extended OEM's warranty Minimum Specification: Functions: Print, scan, copy, Web Up to 32 ppm (Black/Color), Upto 15000 pages per month Memory Card slot, Automatic Duplex printing(standard) Total 3 year HP authorized warranty	In Figures:	02	In Figures:
		In Words		In Words
GRAND TOTAL				In Figures:
				In Words

Quantity as indicated in this document is subject to change determined by the needs of the RECL

Date:
Place:

(Signatures of Authorized Signatory)
Name:

Note:

1. Prices all inclusive of taxes including sales tax, VAT, octroi & road permit. It is bidder's responsibility to deliver the goods at final destination. RECL may assist if required.
2. Costs should be indicated clearly both in figures and words and any cutting/ erasures/ overwriting/ deletions/ modifications etc. shall be properly attested by the authorized signatory otherwise the bid is liable to be rejected.
3. Under no circumstances any extra/ additional taxes, duties, levies etc. shall be payable to the bidder by RECL unless such a tax, duty or levy has been newly introduced and notified by the Government of India.
4. Prices should be indicated in Indian Rupees only and in the respective units indicated at each row.
5. Calculations against each row as specified in the price schedule should be carried out carefully both for the total of each row and the Grand Total. Furnishing of any miscalculation etc. shall be at the bidder's risk and cost and the bid may be liable for summary rejection.
6. In case of a difference/ discrepancy between prices quoted in Words and/or Figures the higher of the two shall prevail.
7. The prices indicated by the bidder should be inclusive all expenses in terms of comprehensive warranty maintenance as indicated.
8. **Costs for all items must be quoted** otherwise the bid shall be rejected outright.
9. RECL shall carry out recalculation/ verification of the prices, Total (against each item) and Grand Total based on the formula/prices/cost quoted by the bidder for unit price with all applicable taxes (as applicable) based on indicated approximate quantities and the final calculations as arrived by the RECL shall be binding on the bidder.
10. In case of any part/ sub-component/ sub-assembly/ software/ peripherals etc. not being quoted / included by the bidder for the effective and efficient performance of the equipment/ product and/or any hiding/ false/ forging etc. of information/ quoted prices in

- the price schedule then the same shall be at the bidder's risk and cost and in the event of failure to comply shall result in summary rejection of bid and revocation of appropriate tender clauses and blacklisting of the bidder, at the discretion of the RECL, and in such an event RECL reserves the right to carry out financial evaluation of the rest of the bids as per the tender terms and conditions.
11. The bidder shall be deemed to have noted and agreed to as specified in the tender that RECL will NOT provide "Form C/D".
 12. The bidder shall be deemed to have noted and agreed to the right of RECL to order for super-set/ sub-set of the items and/or procuring the same and/or similar items from alternate and/or different sources at RECL discretion.

Terms & Conditions:

1. Eligibility / Pre-qualification Criteria

- a. The bidder should be the manufacturer (OEM) or Authorized Premium Reseller/ Shop/ Solution Experts for Apple Macintosh in Delhi or NCR
 - b. The bidder should be registered agency on Apple OEM's authorized website (i.e. www.apple.com/in/), attach proof from the website.
 - c. The bidder should have registered office in Delhi or NCR. Enclose proof as supporting document
 - d. The bidder should quote for all the items listed in Price schedule as per as per minimum specification mentioned.
 - e. Bidder should submit valid documentary proof of CST, Sales Tax/VAT, Service Tax registration number and the details of income tax registration number (PAN).
 - f. The bidder shall be the single point of contact for RECL and shall be solely responsible for all warranties/ guarantees, upgrades etc. offered by the OEM during total warranty periods. Attach an undertaking to this effect.
 - g. Earnest Money Deposit (EMD)
 - i. Bid should accompany an **Earnest Money Deposit (EMD) of Rs 5,000/- (Rupees Five Thousand Only)** in the form of a Demand Draft/Banker's cheque drawn on a Scheduled commercial bank in the favor of 'RURAL ELECTRIFICATION CORPORATION LTD' payable at New Delhi. Cheques, Money orders, Cash or Bank Guarantee etc. shall not be accepted as EMD. The bidder's are requested to make sure to indicate the bid number, name and address of the bidder on the reverse of EMD draft/ banker's cheque, any failure to comply with the same shall be at the risk of the bidder.
 - ii. EMD will be returned to unsuccessful bidders latest after signing of the contract / acceptance of the work order with the successful Bidder. The EMD of the successful bidder shall be returned on receipt of the valid performance bank guarantee towards empanelment.
 - iii. No interest will be payable by the RECL on the EMD.
 - iv. The EMD may be forfeited, if a Bidder withdraws his bid during the period of bid validity, specified by the Bidder in the Bid and/or on submission of false documents/ undertaking.
2. The bidder must fulfill the above eligibility criteria/ pre-qualification conditions for evaluation of their bids. Bid of bidders fulfilling the above eligibility/ pre-qualification conditions will only be evaluated further by the duly constituted evaluation committee. Bids of the bidders not fulfilling the eligibility/ pre-qualification conditions given above may be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.
 3. The Bidder must stamp and initial all pages and sign all forms (if any) at the end as a token of acceptance of the Terms and Conditions.

4. RECL reserves the right to verify/confirm all original documentary evidence submitted by the bidder in support of above mentioned clauses of eligibility criteria, failure to produce the same within the period as and when required and notified in writing by RECL shall result in summary rejection of the bid and/or termination of the contract with imposition of the contract clauses on the bidder by the RECL on the award of the contract and/or the contract period extended or otherwise provided that the bidder is the successful bidder and has been awarded the contract as per the terms and conditions laid out in this tender.
5. Sealed Price quotation submitted should be valid for **90 days** from the date fixed for opening of the bid documents and that shall remain bound by a communication of acceptance within that time and any extended period provided that not withdrawn in writing.
6. **Date and Time Limit for submission** : Sealed bids should reach on or before **15/12/2011 till 03:00 PM**
7. The Sealed Price Quotation shall be addressed to The AGM(IT), RECL, Core 4, Scope Complex,7 Lodi Road, New Delhi – 110 003 mentioning bid no. and date.
8. Quantity as indicated in this document is subject to change determined by the needs of the RECL.
9. **Delivery Schedules:** All the items should be **delivered with in 1 week time** and install, commissioning of equipment with in next 3 working days from the date of issue of the purchase/work order.
10. The RECL reserves the right to reject lowest quotation or all the quotations or accept any quotation or part thereof without assigning any reason.
11. The bidder shall be deemed to have noted and agreed to the right of RECL to order for super-set/ sub-set of the items and/or procuring the same and/or similar items from alternate and/or different sources at RECL discretion.
12. Terms Of Payment:
 - a) No advance payment shall be made.
 - b) Payments shall be subject to deductions of any amount for which the Vendor is liable as per tender. Further, all payments shall be made subjects to deduction of TDS (Tax deduction at Source) as per the prevailing income- Tax Act and any other taxes as on the date of invoice submission and/or payment date, whichever is higher.
 - c) All Payments shall be made in Indian Rupees only.
 - d) 80% payment on successful delivery, installation and commissioning at the destination/ location as mentioned in the Purchase/Work Order and submission of 10% of the purchase order value as bank guarantee valid for a period of 3 months after warranty and on submission of duly certified delivery/installation note by the user and/or authorized RECL official.
 - e) Balance 20% payment on completion of one month after successful installation and commissioning as certified by the user and/or authorized RECL official.
 - f) All relevant proof of delivery duly signed by the concerned officer at RECL to be submitted by the Vendor for processing payment.
13. Liquidated Damages for Delays:

- a) Time is essence of the contract. The successful bidder must supply, install and commission all the equipments as per the specified schedule. Any Failure to above for all or some of the equipment(s) on or before the stipulated date will entail a liquidated damage equal to 2.5% of the value of the defaulted supply/ service per week or part thereof subject to maximum of 10% of total contract value. Payment of liquidated damages does not affect the successful bidder's liabilities.
 - b) In the case of delay in compliance with the order beyond 10 days of the stipulated time period, RECL will have the right to cancel the order and blacklist the bidder from supplying and products/ services to RECL for a period as decided by RECL. RECL will complete the execution of incomplete orders through alternate sources at the risk and cost of the defaulting vendor.
14. The above items may require to delivered & installed at specified locations in Delhi & NCR.
15. The bidder shall be deemed to have noted and agreed to as specified in the tender that RECL will NOT provide "Form C/D".
16. No deviations in the technical specification will be accepted. Any violation there off may lead to rejection of the bid.
- 17. Evaluation of Bids/Quotes:**
- a. Eligible bids will be evaluated on the basis of lowest quote (LQ1) in (Price schedule) for Grand Total, however arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of errors, its bid will be rejected. If there is a discrepancy between words and figures, whichever is the higher of the two shall be taken as bid price for the purpose of calculation of lowest bidder, in case the bidder becomes lowest bidder, the lowest of the two shall be taken as the final price for the respective items at the time of issuing of Purchase/work Order.
 - b. In case, the bidder has not quoted for all the line items as mentioned in the price bid, the highest amount quoted for that line item by any bidder will be taken for evaluation/ comparison and at the time issuing purchase order in case the bidder becomes Lowest bidder, the lowest figure quoted in the line item by any bidder will be mentioned in the Purchase/work Order.
18. By quoting to this invitation to quote the bidder shall be deemed to have agreed to all the terms and conditions.

Yours faithfully,

(P. K. Mukopadhyay)
AGM (IT/ERP)