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Office Of The Commissioner Of Central Excise  
Pondicherry Commissionerate  
Goubert Avenue, Beach Road, PONDICHERRY-605001

C.No. 4/8/A/2008/Comp.

Date: 6-2-2009

INVITATION FOR LIMITED TENDER

Sub: UPGRADATION OF COMPUTERS / PRINTERS ON BUY  
BACK BASIS – INVITATION OF BIDS FOR SUPPLY OF  
MATERIALS FROM VENDORS

Applications are invited from reputed manufacturers/vendors of IT Products for supply of new computer systems against buyback of old computer hardware.

2. Purchase of new systems and disposal of old ones will be a single transaction with the successful vendor only ; i.e. the transactions of supply and buyback will not be separated. After successful bidder is determined, it will be taken up for further processing and the supply order will be issued on or before 15th March,2009. Delivery should be completed and the bills filed for processing within ten days thereafter.

3. Vendors need to state the price of the new hardware after deducting the value of buyback of old systems. Basic configuration of new hardware and terms of the tender are furnished in the annexure to this letter.

4. Detailed list of existing configuration of old hardware can be had from:  
The Superintendent of Central Excise, Computer Section, Office of the Commissioner of Central Excise, (opp. Gandhi Statue), Beach Road, Pondicherry. (E-Mail: [cencustax@gmail.com](mailto:cencustax@gmail.com), [pondiche@excise.nic.in](mailto:pondiche@excise.nic.in), Phone: 0413-2343280, 2225476).

5. Last date for receipt of Bids at this office is 19th February, 2009.

6. Tender Document covering details of eligibility requirements, technical specifications and terms & conditions may be obtained by eligible bidders by downloading them from the Commissionerate's website: <http://pondycentralexcise.gov.in/Index.htm>>>Tenders & Indents. Payment towards the cost of Tender Document shall be made in the form of Demand Draft and submitted separately at the time delivery of bid documents.

[K.M. NAGARAJAN]

JOINT COMMISSIONER.

**SECTION - A.**  
**TERMS OF LIMITED TENDER**

A1. The vendors, other than those suppliers who are registered with Central Purchase Organisation (DGSD), are required to submit their Quotation along with crossed Demand Draft/Fixed Deposit Receipt/Bank Guarantee @ 2% of the value of goods to be supplied or Rs.12000 whichever is higher as EMD (Earnest Money Deposit, refundable).

A2. Quotations without EMD amount from those other than the registered suppliers under DGSD not be entertained.

A3. The vendors are required to submit their quotation in two envelopes: Envelop-1 containing Technical Bid & EMD and Envelop-2 containing Price/Commercial bid.

A4. Envelope-I will be opened on 19-2-2009 at 10-30 am.

A5. Envelope-2 will be opened on 24-2-2009 at 5-30 pm, only in respect of those vendors whose technical bids are accepted by the "Technical Evaluation Committee". Presence of Vendor representatives is not necessary during the opening of the Bids.

A6. While the price for consideration of new hardware supply will be governed by the open market price in the absence of any DGSD Rate Contract order (RC) till the closing date of the tender, the effective price will be adjustable to the extent of the buyback value of the old hardware. In case of issue date of RC by DGSD being 19-Feb-2009 or earlier, but not published on website or received by vendor on the same day or known retrospectively after the price bid is filed, even then the RC price will be preferred for the purchase of goods under this tender, provided that the system configuration required (vide Section-C) for the buyer is matching with buyer's required choice available in the RC on the said date and that such RC value is lesser than the market price quoted by the eligible vendor and that the buyback value of the old hardware by the buyer is adjusted/set off. In the event of the net price (Market/RC Price minus Buyback Price) being identically quoted by more than one vendor/bidder, then the price will be negotiated overtly in the presence of those vendors/bidders for acceptance of lower price.

A7. TECHNICAL BID MUST NOT CONTAIN THE PRICE DETAILS failing which such technical bids shall be rejected summarily.

A8. Technical Bid should provide all the information about the organization with relevant documents (as per enclosed proforma), including technical specification of products offered, brands of different system units, list of clients where similar systems have been supplied, Product Leaflets bearing technical specification data sheets etc. Product offered should meet the Technical Specification defined by the buyer, failing which justification should be provided for change of configuration.

A9. Technical Bid should also contain Xerox copies of certificate of applicability of CST/Local Taxes, Income Tax Clearance Certificates, etc.

A10. Members of "Technical Evaluation Committee" may visit the bidding/supplying vendor's business premises for assessing the bidder's infrastructural facilities to provide post installation support and for being given a demonstration by the bidder/vendor on the IT solution and the functioning of suitable hardware. Bidders can also inspect the old systems for buyback being used at a few specified sample locations.

A11. Vendor is required to confirm the acceptance of all the 'Terms and Conditions' relating to payment terms, comprehensive on-site warranty, delivery, validity etc. included in the tender notice. Offer by vendor not conforming to the tender's terms and conditions explicitly will be rejected.

A12. Quotation should provide system-wise, category-wise cost in figures as well as in words.

A13. Whenever prices come down between the date of filing the bid and the date of supply, the benefits due to such price slash should be passed on to the buyer.

A14. Validity of the supply price & buyback price offered should be upto 31-3-2009.

A15. Commissioner reserves the right to accept/choose/reject any or all tenders in part or full including rejection of any request for issue of Tender Documents, or to alter the quantities or to split the order or to purchase only the computers without printer/ups against the disposal of all the old hardware under buyback, without assigning any reason thereof.

A16. For clarifications, Joint Commissioner may be contacted with prior appointment.

A17. A list of clients to whom the bidder has supplied similar systems in the past, with inclusive details on contact persons & their phone numbers shall also be furnished.

A18. The equipment supplied shall be guaranteed against all types of defects during the period of warranty; defects found within this period shall be rectified by the supplier/vendor.

A19. The value of the systems supplied must be inclusive of Sales Tax / VAT, Central Excise Duty, Service Tax, Octroi, TDS on contract, etc. as applicable to be mentioned individually and clearly.

A20. Commissioner shall not be responsible for non-receipt/late receipt of Tender Documents or Offer.

A21. Following terms and conditions will also be included in the Purchase Order and acceptance of the same must be confirmed:

a. Payment : Every system shall be deemed installed only after system checking routines are run and proper certification is done; only then shall the bills be certified for payment which will be normally made within 30 days after receipt of goods / installation.

b. Warranty: The vendor must provide **3-Year comprehensive on-site warranty** for the computer systems from the date of certification. During warranty period, vendor shall ensure that prompt service for the maintenance of the system provided.

c. Levy Obligations: There is no liability on the part of the buyer, viz. Commissioner of C.Ex, for any claims on excise duty, sales tax or octroi or any others, after delivery of purchase order or supply of goods.

d. Return of EMD: The EMD amount of those parties whose Quotations are opened will be retained till the finalization of Purchase Order. On release of Purchase Order, EMD amount shall be returned to the parties who have not been awarded the purchase order. For the party/parties who have been awarded the Purchase

Order, the EMD amount will be refunded after successful completion of the job as per certification from the proper officer.

e. Delivery : The systems should be delivered within 4 weeks of the date of receipt of the Purchase Order. Delay in delivery / installation beyond contractual date of completion will attract a penalty of 1% per week or part thereof.

f. Vendor Status: Vendor must be a manufacturer or an authorized reseller / service provider for Pondicherry and Tamil Nadu.

g. Submission of Quotation shall be made in wax-sealed / tamper-proof envelope as per the requirement and addressed to the Joint Commissioner of Central Excise, PB No. 104, Goubert Avenue, Beach Road, Pondicherry and be sent by speed post/registered post, or hand delivery to be received at this office on or before 19/02/2009 at 5-30 pm.

h. Ethical Practice Declaration: Before delivery of the computers/peripherals, the supplier /vendor will file a declaration in the prescribed format to confirm that their products were not manufactured/supplied by way of unethical manufacturing & trading practices listed out under the [Central Vigilance Commission's Circular No.07/02/08 dated 15-2-2008](#).

## **SECTION - B**

### **Details of Supplier / Vendor**

*(Following details are compulsory for inclusion in the bids; More details in terms of the tender conditions shall be attached in the form of check-list, product literature, certificates, credentials, purchase/supply orders, etc.,)*

B1. Vendor Company Name

B2. Contact Person & Designation

B3. Company Address

B4. Phone No.

B5. Fax No.

B6. Background (Subjects of service /production offered: e.g. Infrastructure Provision, IT policy supports, Hardware manufacturing, Maintenance service, Security support, etc. and period of such operation)

B7. Type of Organization (Partnership / Ownership / Pvt. Ltd... etc.)

- B8. Name of Partners / Directors
- B9. Registration No.(Central Excise, Sales Tax, Service Tax, PAN/TAN)
- B10. Nature of other Business
- B11. Total Value of Business done for 2006-07, 2007-08, 2008-09 :
- B12. Value of Turnover : a. Supply of computers: Rs.  
b. Service Provided (Software/Knowledge Solution relating to IT):Rs.  
c. Others: Rs.
- B13. Name of Bankers
- B14. Warranty Service Facility Details (call locking, tracing, closing, etc.)
- B15. Address of Servicing Location
- B16. Details of Service Personnel (Head of the Customer Care/Warranty Division and  
No. of assisting engineers)
- B17. Working days per week / hours per day
- B18. Call Response Time ( for first attendance, for call completion)
- B19. Spares Stock (Major components) Maintained
- B20. Client List of buyers (for 2006-07, 2007-08 and 2008-09)
- B21. Financial soundness Certificate from the Bank where main operations are had.

Authorised Representative's  
Signature

Name & Designation

Next: Section-C

**SECTION - C**  
**NEW HARDWARE CONFIGURATION**

**IMPORTANT NOTE:**

I. Configuration of new computers to be supplied shall be determined in three perspectives/options by the all the bidders/suppliers and shown option-wise in Technical Bid (envelope-1) and the prices shall be quoted in respect of all the three perspectives in Price Bid (envelope-2) as follows; Terms item No. A15 may also be referred to. Any bids not containing details of all the three options in the envelope-I will be rejected:

1. General desktop PC configuration (Core2 Duo Processor, Intel OMBD, 2 GB RAM, DVD-RW, Win.Vista-Business) for office use; Hardware supplied by vendor will be distributed to different offices/locations in this case; (or)
  
2. Server-based workstations with office applications and documents hosted centrally at the server; workstations may accommodate actual thin clients; configuration and cost of new windows server and thin clients shall be shown separately; hardware supplied by the vendor will be delivered / installed at a single location at Pondicherry in this case (or)
  
3. Server-based workstations with office applications and documents hosted centrally at the server; workstations may accommodate low-power consuming "Atom Processor" based desktop PC's; configuration and cost of new windows server shall be shown separately; hardware supplied by vendor will be delivered / installed at a single location at Pondicherry in this case.

II. The technical evaluation committee will decide as to which one of these three options [offered in the technical bid envelope] can be implemented in view of the compatible technology required, minimum period of support before upgradation, future scalability of the hardware/software and the scope of buyback in lieu of upgradation; accordingly the price bid envelopes of suitable vendors opened for final processing.

Next: Section-D

**SECTION - D**  
**CONFIGURATION OF OLD SYSTEM HARDWARE TO BE DISPOSED.**

**Table D-1**

YEAR	Computer (Qty.Nos)	Printer (Qty.Nos)	UPS (Qty.Nos) #
2001-02	19	13	6
2002-03	17	9	17
<b>TOTAL</b>	36	22	23

# 0.5-0.6 kv

**Table D-2**

Location	Computer (Qty.Nos)	Printer (Qty.Nos)	UPS (Qty.Nos)
Hqrs.Office, Pondicherry	15	16	12
Pondy-I,II,III Dn. Pondicherry	6	2	5
Ranges: IA, IIB EP Chavady, Pondicherry	1		
Ranges IB, IC, ID, IE LIC Campus, Pondicherry	1	1	
Ranges IIA, IIC, IID, IIE Brindavan, Pondicherry	2		
Range III- A to III-E Sivaganga Nagar, Pondicherry	3	2	
Cuddalore Dvn.	6		3
Cuddalore Range I, II, III, IV			
Vridhachalam Range			
Villupuram Dvn. & Range	1	1	2
Kallakurichi Rnage			
Maduranthangam I,II Ranges, Chingleput.	1		1
Tiruvanamalai Range			
<b>TOTAL</b>	36	22	23

**Table D-3**

<b>Configuration of Hardware Peripherals</b>						
<b>Desktop / Server Qty</b>	<b>Brand</b>	<b>Model</b>	<b>Proces</b>	<b>Speed</b>	<b>HDD</b>	<b>RAM</b>
4	HCL	Infiniti 2000	P-III	550 Mhz	20 GB	160 MB
2	Wipro	Voyager	P-III	550 Mhz	20 GB	128 MB 1 64 MB 1
8	Wipro	SuperGenius 10845-A	P-IV	1.7 Ghz	40 GB	256 MB 6 128 MB 2
1	Wipro	SuperGenius 10845-G	P-III	550 Mhz	20 GB	128 MB
1	HP (Compaq Server)	Proliant 330	P-III	866 Mhz		256 MB
3	HP (Compaq Deskpro EN)	Compaq Deskpro EN	P-III	866 Mhz	40 GB	192 MB
17	WIPRO	SuperGenius 10845-G	P-IV	2.0 Ghz	40 GB	256 MB 11 128 MB 6
<b>Printers: Qty</b>	<b>Brand</b>	<b>Model</b>	<b>Type</b>	<b>Colum</b>	<b>Pin</b>	
5	TVSE	MSP Series	Dot Matrix	130	24 Pin	
13	Wipro	Lq1050+DX	Dot Matrix	130	24 Pin	
2	Epson	Lx1050	Dot Matrix	130	9 Pin	
2	HP	Apollo	Inkjet	A4	-	
<b>UPS: Qty</b>	<b>Brand</b>	<b>Model</b>	<b>KV</b>			
17	Wipro	Wep Emerge	0.5 KV			
6	Tritronics		0.5 KV			