



ओमनीबस औद्योगिक विकास निगम दमन एवं दीव तथा दादरा एवं नगर हवेली लिमिटेड
(सरकार का उपक्रम)
**Omnibus Industrial Development Corporation of
Daman & Diu and Dadra & Nagar Haveli Limited**
(A Govt. Undertaking)
CIN : U65923DD1992SGC001221



No.OIDC/3/DMN/17-18/1279

Date:09.12.2021

LIMITED TENDER NOTICE

The General Manager, OI DC, Corporate Office, Plot No. 35, Somnath, Nani Daman, invites sealed quotations from authorized dealer/supplier for Supply of All in One Computer System and Printers on buyback basis for OI DC Corporate Office, DD & DNH on or before 22.12.2021 upto 17.00 hrs by Post/Courier.

Sr. No.	Particular	Earnest Deposit (In ₹.)	Money (EMD)	Tender fees (In ₹.)
01	Supply of All in One Computer System and Printers on buyback basis for OI DC Corporate Office, DD & DNH		3,500	500 + 18% GST

The eligible bidder should submit the offer to the General Manager, OI DC superscribed "Supply of All in One Computer System and Printers on buyback basis for OI DC Corporate Office, DD & DNH" envelope enclosing necessary documents and also enclosing EMD of ₹.3,500/-.

The documents to be submitted to the tender inviting authority by RPAD/Speed post/Courier/by hand to OI DC Corporate office, Plot no. 35, Nani Daman, Daman, 396210. However, tender inviting authority shall not be responsible for any postal delay. Incomplete & conditional tenders are liable to be rejected. The tender inviting authority reserves the right to accept/reject any or all tenders without assigning any reasons thereof. Bidder shall have to post their queries on e-mail address: oidcdaman@gmail.com on or before 17.12.2021 upto 17.00 hours.

A. CHECK LIST FOR BIDDERS:

1. The bidder should ensure that all documents and papers submitted in this Bid are fully authenticated by the authorized signatory under his signature with official seal wherever applicable.
2. All the bidders are kindly requested to go through the tender document very carefully and understand all the clauses before submission of the tender

Sr. No.	Documents to be submitted	Yes / No
1	Proposal/Bid/Offer shall be numbered, signed & stamped on each page by the duly 'Authorized Signatory' of the Bidder.	

2	Statement indicating minimum 3 years experience of supplying such items & working experience with Govt. Departments / PSUs etc.	
3	Copy of GST/SGST/CGST/PAN No., if applicable	
4	Proof of Office & Service Centre in Daman/Silvassa or nearby area	
5	Provide complete details of the bankers with MICR and IFSC/NEFT/RTGS details	
6	Complete details & contact number for ease of communication.	

3. Only Manufacturer or their Authorized Distributors/Dealers can participate in the Tender. The Authorized Distributors/Dealers will have to submit letter of authority from the Original Equipment's Manufacturer failing which the tender will be rejected.
4. Where specifications/make/manufacture is not specified by this office, the rates should be quoted only for the 1st class and standard quality only.
5. The bidder should specify the name of the manufacturer and complete specification for the items quoted by him along with catalogue of the item to be submitted in the Technical Bid.
6. The bidder shall have relevant experience in Govt. Departments/ PSUs.
7. The bidders who are registered/approved by any government department/ organization will be given preference.
8. The Tenderer should enclose along with tender an amount of ₹. 500/- + 18% GST as Tender Fees in form of Cash/DD/A/c payee Cheque of any Nationalized or Scheduled Bank of India payable in Daman and ₹. 3,500/- as Earnest Money Deposit in form of Fixed Deposit Receipt/Account Payee Demand Draft or Banker's Cheque from any of the Commercial Banks in an acceptable form payable at Daman in favour of OI DC Ltd., Daman.
9. Tenders received without Earnest Money Deposit will be summarily rejected.
10. The hard copy envelope should contain Technical Bid and superscribing on the envelope as " Quotation for supply of All in One Computer System and Printers on buyback basis for OI DC Corporate Office, DD & DNH". The EMD and Tender Fees should be enclosed with TECHNICAL BID only. Rates shall be filled in Financial bid cover ONLY by bidders.
11. The format to be filled by the Bidder is as follows,

S.N.	Description	Qty	Amount (In ₹.)
01	DELL/HP/Acer Make AIO 5400, SLK-D262115WIN9 11 th Gen Intel Core i5-1135G7, Win-10+MS Office, 1TB+256 SSD 2GB NV MX 330,23.8" FHD IPS, Wireless KBM,McAfee 15M, 3 years warranty		
02	Dell/HP/Acer Make AIO 5400, 23.8" FHD All in One		

	Desktop (11 th Gen i3-1115G4/8GB RAM/1 TB HDD/ Win-10/MS Office/ Integrated Graphics) All in One Desktop, Black		
03	HP Officejet – 7740 All in One Printer/Scan/Copy/Fax		
04	HP Laserjet 108a		
Total:			

12. The format to be filled by the Bidder for buyback items is as follows,

S.N.	Description	Year of Purchase	Qty	Amount (In ₹.)
01	Desktop System	2011	01	
02	Desktop System	2009	01	
Total:				

B. Conditions of Contract :

1. Orders and services once placed should be delivered within 07 days and item should be door delivered(Multiple Location Daman and Silvassa, DNH) including labor.
2. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
3. 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.
4. Rates quoted for items other than the required specification/make/manufacture will not be considered.
5. The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them after the tender process.
6. Only on satisfactory completion of the supply order for and on payment of all bills of the supplier, as to be admitted for payment, the amount of Security Deposit/Earnest Money will be refunded after expiry of guarantee/ warranty period, if any, or any such date/period as may be mutually agreed upon.
7. The tenders/offers received do not confirm with the terms and conditions of this office will be summarily rejected.
8. Supplier may insure the goods at his own cost to safeguard the delivery of such goods dispatched by him to the consignee; the department will not be responsible for the damages or pilferage of goods during transit.
9. Rates quoted are FOR OI DC, Daman.
10. Supply must be in total i.e. not in fraction and inclusive of all taxes.
11. The order may be cancelled after expiry of delivery period and the supplier shall also suffer forfeiture of the Performance Security and shall invite other penal action like blacklisting/ disqualification from participating in present and future tenders.

12. In all the above conditions, the decision of the Authority shall be final and binding.

C. PAYMENT TERMS:

1. 100% of the invoice amount will be paid only after supply, installation & testing of system and submission of Security deposit/EMD.
2. Price escalation clause will not be entertained under any circumstances.
3. Each bill in which Tax is charged must contain the following certificates on the body of the bill: "CERTIFIED" that the goods on which GST/SGST/CGST has been charged have not been exempted under the GST/SGST/CGST Act or the Rules made there under and the amount charged on account of GST/SGST/CGST on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under".

-Sd/-
General Manager, OI DC

THE ABOVE CONDITIONS ARE ACCEPTED AND ARE BINDING TO ME/US
(Signature of Supplier/Bidder) Date & Rubber Stamp.

NOTE: Please return one copy of these conditions duly signed along with your quotation.

(Signature of Supplier/Tenderer)
Date & Rubber Stamp

Sd/-
General Manager, OI DC