

**OFFICE OF THE MEMBER SECRETARY-CUM-MEDICAL SUPERINTENDENT RKS,
DR. RADHAKRISHNAN GOVERNMENT MEDICAL COLLEGE HAMIRPUR (HP).**


No.HFW-IHMR-RKS-(ComputerTender)/2022-1063-67 Dated:- 08/02/2022

NOTICE INVITING LIMITED TENDER

Scaled tenders are invited for supply/procurement of Computer, Printers, Accessories items required for Dr. Radhakrishnan Government Medical College, Hamirpur (HP). Interested Firms/Venders/Companies may collect/purchase tender from RKS Purchase Section of this office on all working days upto 07/03/2022 during office hours, on payment of Rs.500/- at counter and Rs.600/- by post per form. An E.M.D. of Rs.5,000/-(Rupees Five Thousand only) has to be furnished by way of DD/FDR duly pledged in favour of Member Secretary -Cum- Medical Superintendent RKS Dr.RKGMC Hamirpur (HP) along with the sealed tender form. Tender form without EMD will out rightly be rejected. **The tender form can be viewed & downloaded from the college website <http://www.rgmchamirpur.org/>.** Filled tender form should be submitted as per schedule given here under:-

1. Date of submission of Tender document : 08/03/2022 up-to 12:00 PM
2. Date of opening of Tender : 08/03/2022 at 02:30 PM


In case any date mentioned above happens to be a holiday next day will be considered as due date. This Medical College reserves the right to accept or reject any tender without assigning any reason there for.


Member Secretary,
-Cum-Medical Superintendent, RKS
Dr.RKGMC Hamirpur-HP.
Dated:-

No.As above/2022-

Copy to:-

1. The Director Medical Education & Research, HP Shimla-171009 for information please.
2. The Principal, Dr.RKGMC Hamirpur for information please.
3. The Additional Director (Admin), Dr.RKGMC Hamirpur for information please.
4. The Deputy Controller (F&A), Dr.RKGMC Hamirpur for information please.
5. Shri Bhupesh, In-charge, Information & Technology (IT) Section, IGMC Shimla. He is requested to upload the above notice on website of this Medical College at the earliest.
6. Notice Boards Medical College, Hamirpur.


Member Secretary,
-Cum-Medical Superintendent, RKS
Dr.RKGMC Hamirpur-HP.

TENDER DOCUMENT

Tender Form sold to:

M.S. _____

Receipt No. _____

Date: _____

**FOR SUPPLY/PROCUREMENT OF COMPUTER, PRINTERS ACCESSORIES ITEMS
IN DR. RKGMC HAMIRPUR (HP)**

LAST DATE FOR RECEIPT OF BID	07/03/2022 UPTO 5:00PM
Tender/ Bid OPENING DATE	08/03/2022 AT 02:30 PM

Tel. No. 01972-221124

COST OF TENDER DOCUMENT

AT COUNTER Rs.500/-

BY POST Rs.600/-



Member Secretary,
-Cum-Medical Superintendent, RKS
Dr.RKGMCHamirpur-HP.

Instructions along with Terms and Conditions:-

1. Tender must be enclosed in a properly sealed envelope addressed to the Member Secretary – Cum- Medical Superintendent RKS, Dr. RKGMC Hamirpur HP. The tender must contain both **Technical as well as Financial bid in a separate envelope**. The envelope must be super scribed as “Tenders for the supply/procurement of **computer, printer accessories items, DR. RKGMC HAMIRPUR**”and can be submitted by post or personally in the o/o Member Secretary –Cum- Medical Superintendent Dr.RKGMC, Hamirpur on or before **07/03/2022 upto 5:00PM**. For any query regarding tenderer may contact Member Secretary –Cum- Medical Superintendent RKS Dr.RKGMC Hamirpur personally on phone No.01972-221124.
2. **The cost of download tender form should be enclosed in shape of DD payable in favour of Member Secretary –Cum- Medical Superintendent RSK, Dr.RKGMC Hamirpur along with submission of tender document, if tender cost is not attached by the prospective bidder, the tender will be rejected straightway.**
3. The each & every page of tender document should be duly signed by tenderers.
4. All the columns of tender document shall be duly, properly and exhaustively filled in. The rates shall not be overwritten and in case of correction should be duly attested by the tenderers. In case bidder is not quoting the rates for some items, the word “Not quoted” should be clearly mentioned in the particular columns and no column should remain left blank. Any omission in filling of the column of rates may result in rejection of tender straightway and will not be considered under any circumstances.
5. Samples must be produced of all items quoted in the tender document on or before opening date of tender.
6. Earnest money for Rs. 5,000/- (Rs. Five Thousand only) in the shape of DD/FDR in the name of Member Secretary –Cum- Medical Superintendent RKS, Dr.RKGMC Hamirpur - HP should be enclosed with the tender.
7. **The tender must be accompanied with G.S.T No, Pan Card, Income Tax Return last three years and not in case of new firm.**
8. The rates quoted should be F.O.R. destination Member Secretary –Cum- Medical Superintendent RKS, Dr.RKGMC Hamirpur – HP.
9. GST/excise duty or other charges should be indicated separately otherwise rates will be deemed to be inclusive of such taxes and no future increase will be allowed.
10. The bidder will submit following undertakings & documents duly attached with technical bid.
 - i. Undertaking on firm’s letter head that he will not try to gratify any person of the department.
 - ii. Undertaking on stamp paper that his firm has not been blacklisted by any HP state Govt. Deptt./Central Govt Deptt.
12. All photocopies of documents attached with the tender should be duly attested from a Gazetted officer/self-attested. The original catalogues etc., should be enclosed with bid along with the compliance sheets for each item. The index of the bid should give description of items quoted.
13. Inspection of premises of the firm may be carried out to ensure genuineness of the firm.
14. The tender shall be opened in the presence of tenderers or their authorized representatives.
15. The tenderers who do not fulfill the above mentioned conditions their tender will be rejected straight way.

16. The financial bids of those bidders will only be opened whose technical bids recommended by technical committee. The rates should be quoted inclusive of all taxes or with GST/ other taxes duly described.
17. The contract period of the tender is one year from the date of award of tender or till the finalization of next tender. In the event of tender being accepted the tender will be converted in to a contract and will be governed by the conditions of contract. The contract will last for one year but in the event of any breach of agreement at any time on the part of contractor, the contract can be terminated summarily by the Member Secretary -Cum- Medical Superintendent RKS, Dr.RKGMCH Hamirpur - HP or otherwise without assigning any reasons and without compensation to the contractor.
18. The contractor will supply nothing but genuine articles described in the schedule as per specifications. The articles will be of the good quality equal and answerable in every respect to the specifications given. The contractor will be answerable for all complaints as regards quality.
19. Performance security will be obtained from the successful tenderers on the award of contract @ 5% of the value of the contract, in the shape of FDR duly pledged, from a commercial Bank. The performance security shall remain valid for a period of 60 days from the date of completion of contract.
20. Payment will be released within 45 days against physical delivery of inspected/accepted articles duly sported with satisfactory inspection note and receipt of goods in good condition by consignee's site/destination.
21. The contractor must dispatch all the articles within 30 days of receipt of supply order.
22. The items supplied should be as per samples approved. The committee of this office will inspect all the items w.r.t specifications and quality standard as quoted in the tender.
23. The vendors have to show the demonstration of any machinery/item on the demand of Technical Committee.
24. Any dispute emerging from contract shall be subject to the jurisdiction of court at Hamirpur H.P. only.
25. Member Secretary -Cum- Medical Superintendent RKS, Dr.RKGMCH Hamirpur (HP) holds the right to cancel the tender at any stage without assigning any reason.

I/We hereby undertake to supply the goods/material at the quoted rates specified in the Schedule and within the time specified in the conditions of the contract. The terms and conditions given in the contract will be binding upon me/us in the event of acceptance of my/our tender.

Signature of Tenderer

Specification for supply / procurement OF Computer, Printer Accessories

Items r Dr.RKGMCHamirpur (HP).

Sr. No.	Name of items	Specification	QTY
1.	Desktop	Computer core i5 11 th Gen, 8 GB, /1tb/, 512 GB SSD/DVD-Rw,bt,wifi,kbd mouse/led/win10	Each
2.	Desktop	Computer core i311gen, 8gb /1tb/512 GB SSD/DVD-rw,Bt,wifi,kbd mouse/led/win10	Each
3.	Desktop	Latest version	Each
4.	Laser Printer	3 in 1	Each
5.	Laser printer	Single function (ordinary)	Each
6.	Color Pinter	3 in 1	Each
7.	Color Pinter	Single function (Simple)	Each
8.	LED (Monitor)	18.5"	Each
9.	LED (Monitor)	19.5"	Each
10.	LED (Monitor)	22"	Each
11.	UPS (600VA)	Single Battery	Each
12.	UPS	1000 KVA	Each
13.	Hard Disk	500GB	Each
14.	Hard Disk	1 TB	Each
15.	Hard Disk	2 TB	Each
16.	Modem	ADSL	Each
17.	Pen Drive	4 GB	Each
18.	Pen Drive	8 GB	Each
19.	Pen Drive	16 GB	Each
20.	Pen Drive	32 GB	Each
21.	Pen Drive	64 GB	Each
22.	Tonner refilling	12a 88a	Each
23.	Tonner refilling	Brother	Each
24.	Tonner refilling	Wiper Blade	Each
25.	Tonner refilling	Magnetic Road	Each
26.	Tonner refilling	Drum 12a 88a	Each
27.	Tonner refilling	Drum Brother	Each
28.	Key board	USB	Each
29.	Key board	Without wire	Each
30.	Mouse	USB	Each
31.	Mouse	Without wire	Each
32.	Antivirus	Single User	Each
33.	Antivirus	3 User	Each
34.	Antivirus	5 User	Each

35.	Antivirus	10 User	Each
36.	Service of computer		Each
37.	Switch	5 Port	Each
38.	Switch	8 port	Each
39.	Switch	16 port	Each
40.	New Compatible Tonner	12a	Each
41.	New Compatible Tonner	88a	Each
42.	New Compatible Tonner	36a	Each
43.	New Compatible Tonner	78a	Each
44.	New Compatible Tonner	79a	Each
45.	New Compatible Tonner	Brother	Each
46.	Wi-Fi Adopter	USB	Each
47.	Networking Cable	Cat-5	Each
48.	Networking Cable	Cat-6	Each
49.	Connector	rj 45	Each
50.	DMP Printer Cartridge	9 Pin	Each
51.	DMP Printer Cartridge	24 Pin	Each
52.	Mother Board	G-41	Each
53.	Mother Board	G-61	Each
54.	Mother Board	G-81	Each
55.	Ram	DDR 1 2GB	Each
56.	Ram	DDR 2 2GB	Each
57.	Ram	DDR 3 3GB	Each
58.	Ram	DDR 4 4GB	Each
59.	Ram	DDR 4 8GB	Each
60.	Desktop	Ordinary	Each
61.	New Dot Matrix Printer	Ordinary	Each
62.	Color printer Ink	All Ink	Each
63.	New Dot Matrix Printer Cartridge		Each
64.	Dot Matrix Printer Repair		Each

Read and accepted

Signature of Tenderer

Annexure-A

Check List duly filled in to be attached with the Technical Bid

Sr.No	Particulars	
1.	Undertaking for Non gratification	Yes/No
2.	Non-blacklisting certificate on stamp paper	Yes/No
3.	Undertaking on letter head pad to the effect that rates quoted are as per manufacturer rates and items nowhere supplied less than quoted rates	Yes/No
4.	Whether a list of institution/organizations where your firm has supplied this item recently, is attached alongwith satisfactory performance certificate from those institution/organizations.	Yes/No
5.	Certificate of having satisfactory service arrangement and fully trained staff as per clause	Yes/No
6.	In case you are manufacturer, have you enclosed the certificate	Yes/No
7.	Whether the prices has been quoted on the prescribed proforma.	Yes/No
8.	Whether all the undertakings as required in the tender document are enclosed	Yes/No
9.	Whether EMD as asked has been attached.	Yes/No
10.	Whether Tender Document duly signed by the authorized signatory attached	Yes/No
11.	Whether the technical specification/original catalogues of the material are attached.	Yes/No

Authorized Signatory:

Name of the firm/bidder:

To be enclosed with Techno-Commercial Bid

Bidder Particulars:-	
Sr. No.	
1.	Bidder Serial Number Allotted on Tender Document:-
2.	Name of the Bidder:-
3.	Address of the Bidder:-
4.	Name of the Manufacturer (s):-
5.	Address of the Manufacturer:-
6.	Name and address of the person:-
To whom all references shall be made regarding this tender inquiry:-	
7.	Name:-
8.	Telephone:-
9.	Address:-
10.	Fax:-
11.	E-mail address:-
12.	Telex:-
13.	Witness:-
14.	Designation:-
15.	Company:-
16.	Date:-
17.	Signature:-
18.	Company Seal:-

ANNEXURE-C

PRICE BID PROFORMA

Sr. No	Name of item	Specification	Qty.	Cost of item	Taxes/Duties		Total
					GST	Other taxes	
1.	Desktop	Computer core i5 11 th Gen, 8 GB, /1tb/, 512 GB SSD/DVD-Rw, bt, wifi, kbd mouse/led/win 10					
2.	Desktop	Computer core i311gen, 8gb /1tb/512 GB SSD/DVD-rw, Bl, wifi, kbd mouse/led/win10					
3.	Desktop	Latest version					
4.	Laser Printer	3 in 1					
5.	Laser printer	(ordinary)					
6.	Color Pinter	3 in 1					
7.	Color Pinter	Single function (Simple)					
8.	LED (Monitor)	18.5"					
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12.	UPS	1000 KVA					
13.	Hard Disk	500GB					
14.	Hard Disk	1 TB					
15.	Hard Disk	2 TB					
16.	Modem	ADSL					
17.	Pen Drive	4 GB					
18.	Pen Drive	8 GB					

19.	Pen Drive	16 GB					
20.	Pen Drive	32 GB					
21.	Pen Drive	64 GB					
22.	Tonner refilling	12a 88a					
23.	Tonner refilling	Brother					
24.	Tonner refilling	Wiper Blade					
25.	Tonner refilling	Magnetic Road					
26.	Tonner refilling	Drum 12a 88a					
27.	Tonner refilling	Drum Brother					
28.	Key board	USB					
29.	Key board	Without wire					
30.	Mouse	USB					
31.	Mouse	Without wire					
32.	Antivirus	Single User					
33.	Antivirus	3 User					
34.	Antivirus	5 User					
35.	Antivirus	10 User					
36.	Service of computer						
37.	Switch	5 Port					
38.	Switch	8 port					
39.	Switch	16 port					
40.	New Compatible Tonner	12a					
41.	New Compatible Tonner	88a					
42.	New	36a					

	Compatible Tonner						
43.	New Compatible Tonner	78a					
44.	New Compatible Tonner	79a					
45.	New Compatible Tonner	Brother					
46.	Wi-Fi Adopter	USB					
47.	Networking Cable	Cat-5					
48.	Networking Cable	Cat-6					
49.	Connector	rj 45					
50.	DMP Printer Cartridge	9 Pin					
51.	DMP Printer Cartridge	24 Pin					
52.	Mother Board	G-41					
53.	Mother Board	G-61					
54.	Mother Board	G-81					
55.	Ram	DDR 1 2GB					
56.	Ram	DDR 2 2GB					
57.	Ram	DDR 3 3GB					
58.	Ram	DDR 4 4GB					
59.	Ram	DDR 4 8GB					
60.	Desktop	Ordinary					
61.	New Dot Matrix Printer	Ordinary					
65.	Color printer Ink	All Ink					
66.	New Dot Matrix Printer Cartridge						
67.	Dot Matrix Printer Repair						

It is certified that the cost of items shown above, has included all taxes/duties etc. and nothing above shall be charged over and above this cost.

(Signature of authorized person)

(Name of Company/ firm/authorized dealer)