

**PIMPRI CHINCHWAD NEW TOWN  
DEVELOPMENT  
AUTHORITY, AKURDI, PUNE-411 044.**



*[Handwritten signatures and stamps]*  
Ex. Engg. (Elec.) C.A.F.O. C.E.O.

DETAILS ELECTRICAL WORK E-TENDER

**TENDER PAPER**

FOR B-1, E-TENDER NOTICE NO. : 03 FOR 2017-18 (1st Call)

**TENDER PAPER**

**( e-Tender No. : 3 )**

**NAME OF WORK: - Supply & installation of Desktop Computers at Pimpri  
Chinchwad New Town Development Authority (PCNTDA)**

Estimate cost	:	RS 15,18,868/-
Tender form Fee	:	Rs. 500/-
Earnest Money Deposit	:	Rs. 15,200/-
Security Deposit	:	Rs. 60,755 /-

Ex. Engg. (Elec.) C.A.F.O. C.E.O.

Pimpri Chinchwad New Town Development Authority  
Near Akurdi Railway station, Pune-411 044

Contractor

No. of Corrections

Executive Engineer (ELECT)

# PIMPRI-CHINCHWAD NEW TOWN DEVELOPMENT AUTHORITY,

NEW ADMINISTRATIVE BUILDING, NEAR AKURDI RAILWAY STATION, PUNE-411 044. Phone No. (020)-  
27652934/35 (Extn:-1605)

## E -Tender Notice No: 03 for 2017-2018 (1st call)

Sealed Online B-2, e-Tenders for the following work are invited by the Chief Executive officer from the contractors.

Sr. No	e-tender No.	Name of work	Type	Earnest Money (Rs.)	Security Deposit (Rs.)	Time Limit for completion (period of work)	e- tender form fees (Non Refundable)
1.	1	Supply & installation of Desktop Computers at Pimpri Chinchwad New Town Development Authority (PCNTDA)	1 <sup>st</sup> call	15,200/-	60,755/-	1 Month	500/-

### e-Tender Processing Time Table :-

1	Download Period of online Tender	
2	Online Bid Preparation Period	
3	Technical & Price Bid closing period	
4	Bid Submission Period	
5	Date/Timing of Opening Technical and Financial Bid	
6	<b>Note:- All the payment towards EMD and Cost of Tender Forms will be done online only. Generally, RTGS/NEFT requires time to update, hence Time will 23.00 hrs. is given to Supplier. Please note that you should complete activity at least one day before for safer side</b>	

### Note:-

1. All eligible/interested contractors who want to participate in tendering process should compulsorily get enrolled on e-tendering portal "<http://mahatenders.gov.in>" in the appropriate category applicable to them.
2. **Contractor shall contact for details or any difficulties in submission of online tenders if any to "The 24 x 7 Toll Free Telphonic Help Desk Nos. 1800-3070-2232 Mobile no. 91-7878007972 & 91-7878007973**
3. It is compulsory for all participants to submit all documents online. Bids will not be accepted by hand or by post. In case of failure online offer will not be opened.
4. Right to reject any or all online bids of work without assigning any reasons thereof are reserved with PCNTDA.
5. Detailed terms and condition are displayed on portal,
6. Above Tender Notice is displayed on [www.pcntda.org.in](http://www.pcntda.org.in)
7. The supplier must ensure supply of new desktop computers of only reputed top 5 computer selling branded company as per latest Gartner report

**Chief Executive Officer,**

## CHAPTER - I

### **DETAILED TENDER NOTICE**

Sealed Online **B-2, e-Tenders** for the following work are invited by the Chief Executive Officer, PCNTDA from the contractors.

1. **NAME OF WORK:** - Supply & installation of Desktop Computers at Pimpri Chinchwad New Town Development Authority (PCNTDA)
2. **BLANK TENDER FORM** : **Rs. 500/-**

Tender Forms can be purchased from the e-Tendering Portal, "<http://mahatenders.gov.in>" after paying Tender Fees through online mode as per the Tender Schedule.

Tender form, conditions of contract, specifications can be downloaded from the e-Tendering portal "<http://mahatenders.gov.in>" after entering the details, payment of Rs. 2,000/- (Rupees Two Thousand only) should be paid online using payment gateway. The fees of tender document will be non refundable. Further information regarding the work can be obtained from the above office.

#### **1. EARNEST MONEY DEPOSIT (EMD) –**

1.1. The EMD applicable amount shall be paid via Online mode only.

1.2. **a)** Earnest money of minimum Rs. 15,200/- shall be paid via online using NEFT/RTGS or payment gateway mode. After Tender opening, the EMD of the unsuccessful supplier will be returned to account provided by the supplier during the bid preparation as given in challan under Beneficiary Account Number.

**b)** The amount will be refunded to the unsuccessful tenderers on deciding about the acceptance or otherwise of the tender. In case of successful tenderer, it will be refunded on his paying initial Security Deposit and completing the tender documents in form B-1.

1.3. Tender of those who do not deposit earnest money shall be summarily rejected.

1.4. The amount of earnest money will be refunded to the unsuccessful tenderer on deciding about the acceptance or otherwise of the tender or on expiry of the validity period whichever is earlier. In case of the successful tenderer, it will be refunded on his paying the initial security deposit and completing the tender documents or will be transferred towards a part of security deposit to be paid after awarding of the work. If successful tenderer does not pay the security deposit in the prescribed time limit and complete the agreement, his earnest money deposit will be forfeited.

#### **2. SECURITY DEPOSIT**

The contractor should quote rate on total estimated cost both in words and figures. No alteration in the form of tender and in the Schedule of quantities and no addition in the shape of special stipulation will be permitted. Tender which do not fulfil all or any of the above conditions or are in complete in any respect, is liable to summarily rejection.

Initial security deposit in the form of cash or Demand Draft shall be credited by challan in the account of PCNTDA at Indian Overseas Bank, Nigdi Branch, Pune. This initial security deposit shall be deposited by the successful supplier within 8 days from the date of Acceptance Letter.

The whole Security Deposit will be refunded after 3 months of delivery and installation.

### **3. Eligibility Criteria for Technical Experience for Bidder :-**

- 1) The bidder should be a licensed dealer of the product.
- 2) The supplier should have supplied the computers of amount not less than Rs. 5,00,000/- to government offices in Maharashtra in last 3 financial years.

### **4. ONLINE ENVELOPE NO. 1 : (Documents)**

**The First Online envelope "Envelope No. 1" shall contain the following documents:**

1. Scanned copy of **Details of Tenderer's PAN No.** and complete postal address with Pin Code and telephone Numbers.
2. The bidder should be a licensed dealer of the product. Manufacturers' Authorization Form (MAF) shall be furnished.
3. Scanned copy of original valid MVAT registration certificate from Maharashtra State Sale Tax Department. (Maharashtra Value Added Tax Act 2005).
4. Scanned copy of turnover certificate, certified by the Chartered Accountant should be produced. The average annual turnover during last three financial years 13-14, 14-15, 15-16 should **not be less than Rs. 11,39,151/-**
5. Scanned copy of attested certificate of work experience. The Bidder should demonstrate having successfully supplied the computers of amount not less than Rs. 5,00,000/- to government offices in Maharashtra in last 3 financial years.
6. Scanned copy of proof of ownership.

All the relevant documents showing and confirming the above shall be enclosed with the bid documents and shall be listed as per the enclosure.

Numbering should be done for all papers contained in Envelope No. 1 and indexed

### **5. ONLINE ENVELOPE No.2 TENDER (FINANCIAL BID)**

The second online envelope "Envelope No.2" shall contain only the offer.

### **6. Post-Qualification**

Supplier satisfying the above criteria shall be declared as post-qualified and considered for the further process of the bid. PCNTDA will reserve the right to qualify or disqualify supplier and open envelope no. 2.

### **7. Validity of terms of the BID**

1) It is a firm and irrevocable offer, and shall remain valid and open for a period of not less than 120 days from the last date for submission of the Non-adherence to this requirement will be a ground for declaring the Proposal as non-responsive. In exceptional circumstances, PCNTDA may solicit the Bidder's consent for extension of the period of validity. The Bidder agrees to reasonably consider such a request. The request and response shall be in writing. A Bidder accepting PCNTDA's request for validity extension shall not be permitted to modify its offer.

2) The above work will be carried out under the supervision of the Engineer-in-charge of PCNTDA.

### **8. POWER OF ATTORNEY:**

If the tenderer are a firm or company, they should in their forwarding letter mention the names of all the partners together with the name of the person who holds the power of Attorney, authorizing him to conduct all transactions on behalf of the firm/company, along with the tender. Clarifications, if any, can be sought from:

**Chief Executive Officer**  
Pimpri Chinchwad New Town Development Authority  
New Administrative Building, Near Akurdi Railway station,  
Pune-411 044  
Maharashtra State, INDIA

#### **9. ONE BID PER BIDDER**

Each contractor shall submit only one bid for the work. The contractor who submits or participates in more than one bid will cause all the bids with the Bidders participation to be disqualified.

#### **10. COST OF BIDDING**

The tenderer shall bear all costs associated with the preparation and submission of the bid and PCNTDA will in no case, be responsible and liable for those costs.

#### **11. SITE VISIT**

The contractor at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for construction of the works. The costs of visiting the site and collecting the necessary information shall be borne by the bidder. No extra claim will be entertained in future on this account.

#### **12. OPENING OF TENDER**

The tenders will be opened on the date specified in the Tender Notice (if possible) in the presence of the intending bidders or their authorized representative to whom they may choose to remain present. Following procedure will be adopted for opening of the tender.

##### **1.ENVELOPE No.1: -(Documents)**

First of all Envelope No.1 of the tender will be opened online to verify its contents as per requirements. If the various documents contained in this envelope do not meet the requirements of the Department, a note will be recorded accordingly by the tender opening authority and the said tenderer Envelope No. 2 will not be considered for further action and the same will be recorded. The decision of the tender opening authority in this regard will be final and binding on the contractors.

##### **2.ENVELOPE No.2: (Financial Bid)**

This envelope shall be opened online after opening of Envelope No.1, only if contents of Envelope No.1 are found to be acceptable to the Department. The tendered rates in Schedule 'B' or percentage above/below the estimated rates shall then be read out. In the presence of bidders who remain present at the time of opening of Envelope No.2.

#### **13. RIGHT RESERVED: -**

Right to reject any or all tenders without assigning any reason therefore is reserved by the Hon. CEO, PCNTDA whose decision will be final and legally binding on all the tenderer.

1.The PCNTDA may extend the dead line for submission of tender by issuing a corrigendum.

2.The PCNTDA near Akurdi Railway station, PUNE – 44 shall have the right to revise or to amend the contract document prior to receipt of tender.

**14.** The court of jurisdiction for this work is Pune and Pimpri Chinchwad.

**PIMPRI-CHINCHWAD NEW TOWN DEVELOPMENT AUTHORITY, AKURDI, PUNE.**  
**CONTRACT AGREEMENT**

**(General rules and directions for the guidance to the contractors)**

**Definitions:**

For the purpose of this contract unless there is anything repugnant the subject of the contract, The following words and phrases shall have the meaning specified herein below:-

- I) The word “Development Authority” means the “Pimpri-Chinchwad New Town Development Authority”.
- i) The word “Chairman “means the “Chairman of the Development Authority”.
- ii) The word “Chief Executive Officer” means “Chief Executive Officer of the Development Authority OF PCNTDA”.
- iii) The “Executive Engineer” means the “Executive Engineer (Electrical) of the Development Authority of PCNTDA”.
- iv) Engineer-in-charge means the Executive Engineer in-charge of the work or such other subordinate who may have been specially appointed to hold charge of such work.
- v) The expression “Work” or “Works” when used in those conditions shall unless there is something either in the subject or context repugnant to such construction be constructed and taken to mean the works by or by the virtue by contractor be executed whether temporarily or permanently or whether original, altered, substituted or additional and shall be held to comprise not only works of constructions but all access there to and all matters and things connected there-with or incidental there to be executed, carried out and done under the contract in every respect.
- vi) Receipts for payments made on account of work, when executed by firm, must also be signed by Power of Attorney Holders, except where the contractors are described in the tender form in which case the receipts must be signed in the name of firm by one of the partners or by some other persons having authority to give effectual receipts for the firm; which is made known to PCNTDA in advance.
- vii) Any person who submits a tender shall fill up printed form stating the rate at which he is willing to undertake the work or in case of item Rate Tenders each item of the work. Tenders that propose any alteration in the work specified in the said Tender Form, or in the time allowed for carrying out the work or which contain any other condition of any sort, will be liable to rejection. No single tender shall include more than one work. Tender shall have the name of work to which they refer, should be shown on the documents being submitted.
- viii) The Chief Executive officer or his authorized representative will open the e-tender in the presence of tender committee and such e-Bidder or their representative who may intent to be present at the time. PCNTDA will enter the rate of several tenders in comparative statement in a suitable form. In the event of a e-tender being rejected, the earnest Money deposited shall be returned to the contractor concerned.
- ix) The receipt of a clerk for any money paid by the contractor will not be considered as an acknowledgement of payment and the contractor shall be responsible for seeing that the he procures the receipts from the Chief Executive Officer or any other person duly authorized by him in this respect.

x) The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other such obligations of the Supplier covered under the Purchase Contract;

xi) The “Contract” shall mean The agreement entered into between the owner and the contractor as recorded in the contract form signed by the parties include all attachment the notice of tender, the sealed quotation and the tender documents including the tender and acceptance thereof together with the documents referred to therein, and the accepted conditions with annexure mentioned therein including any special conditions, specifications, designs, drawings, priced schedule / bill of quantities and schedule of rates. All these documents taken together shall be deemed to form one contract and shall be complementary to one another. Contract is deed of contract together with its entire accompaniment and those later incorporated in it by internal consent.

xii) The “Contract Price” shall mean the amount of the work as per accepted tender plus amount of work which is increased from time to time due to cropping of additional work as ordered by the Engineer-in-charge.

xiii) A “Language” Correspondence language should be only Marathi & English.

xiv) “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Trust under the Contract;

xv) The price means the price of the each computer quoted by the supplier in the offer.

**Contractor**

**Executive Engineer (Elect.)**

**Chief Executive officer**

**officer**  
**TENDER FOR WORKS**

I/we hereby tender for the execution of work for the Pimpri-Chinchwad New Town Development Authority, the work specified in the Tender with Memorandum within the time specified in such memorandum at Rs. (In Words) (In Figures) in accordance, in all respects, with the specifications, designs, drawings and instructions in writing referred to in rule Condition of Schedule 'A' and with materials as are provided for, by and in all other respects in accordance with such conditions as applicable.

**Memorandum**

**1. Name of work:** Supply & installation of Desktop Computers at Pimpri Chinchwad New Town Development Authority (PCNTDA)

2. Earnest Money	Rs.	15,200/-
3. Security Deposit	Rs.	30,377/-
4. Security deposit to be deducted proportionally from bills towards Security Deposit	Rs.	30,377/-

6. Time allowed for the work from the date of Written order to Commence the work ----- 01 **(one)** Month.

I/ we have paid online a sum of Rs 15,200/- in name of Pimpri-Chinchwad New Town Development Authority, as Earnest Money and agree to its absolute forfeiture for any default, as provided for in 1<sup>st</sup> para of the detailed tender notice.

I/ We agree that this offer shall remain open for acceptance for a minimum period of 120 days from the date of opening the same and thereafter until it is withdrawn by me/us by notice in writing duly addressed to the authority opening the tenders and sent by registered Post A.D. or otherwise delivered at the office of such authority.

Should this tender be accepted, I/We abide by and fulfill all items and provisions of the said conditions of the contract annexed hereto as far as applicable or in default thereof, forfeit and pay to the Development Authority the sum of money mentioned in the conditions.

Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2017.  
Address:

**Contractor's Signature (with seal)**

The Above contract agreement is here signed by me after acceptance of the Tender by the C.E.O. on behalf of the Pimpri - Chinchwad New Town Development Authority, Nigdi, Pune 411 044.

**Chief Executive Officer,**  
Pimpri-Chinchwad New Town  
Development Authority, Nigdi.



**PIMPRI-CHINCHWAD NEW TOWN DEVELOPMENT AUTHORITY  
AKURDI, PUNE.**

**SCHEDULE 'A'**

- 1. Name of work:** Supply & installation of Desktop Computers at Pimpri Chinchwad New Town Development Authority (PCNTDA)

Schedule showing (approximately) the materials to be supplied from Pimpri-Chinchwad New Town Development Authority, stores for the work contracted to be executed and preliminary and ancillary works and the rates at which they are to be charged for.

Sr. No.	Name of Material	Approximate Quantity	Unit	Rate at which material will be issued to the contractor		Place of delivery
				In figures 5	In figures 6	
1	2	3	4	5	6	7
		<b>NIL</b>				

**Contractor  
officer**

**Executive Engineer (Elect.)**

**Chief Executive**

**SCHEDULE "B"**  
**Memorandum showing items of work to be carried out**

Sr No.	Description of Items	Units	Qty	Rate	
				In Words	In Figures
1	Desktop (with preloaded operating system) Detail Configuration Intel core I3 (3.4 Ghz) Intel H8 series chipset 4 GB 1600 Mhz upgradable upto 16 GB memory 1 TB HDD 20" display monitor Optical scroll mouse 104 keys or higher OEM keyboard 3 USB ports, 1 RJ-45, 1 display port/HDMI/VGA port Windows 8 professional preloaded operating system	Each	43  (Which may be less or more)		

**Note 1:** All work shall be carried out as per specifications of the division or as directed.

**Note 2:** Rates quoted include clearance of site (Prior to commencement of work and its closures.) in all respects and good for works under all condition, site misfire whether etc.

Signature of Contractor

Signature of Executive Engineer (Elect.)

**Note:** To be continued on additional sheet if found necessary.

## Term & conditions

(1) The supplier must ensure supply of NEW DESKTOP COMPUTERS of only reputed top 5 computer selling branded company as per latest Gartner report within 1 month from the placement of order and also arrange a technical personnel for the installation and commissioning of computers and in case any problem in functioning of computers.

(2) All the computers supplied should be in good working condition and of branded company and accompany a delivery challan which will be required to be given separately at the time of supply and Bills for payment.

(3) Bills for supply of new computers to be raised only after delivery of all the material.

(4) The standard payment terms of the Trust are given below.  
80% after delivery, verification and installation of items at respective locations.  
20% after the issue of the completion certificate from PCNTDA.

(5) **Minimum three years warranty for the new computers is mandatory. The supplier should submit 3 years warranty certificate by manufacturer only.** During the warranty period, the supplier should replace the material free of cost in case of any defect in any of the computers.

(6) The Operating system so stated in the specifications must be installed before the Computers are handed over and the CD of the OS and the supporting drivers be provided along with each computer.

7) The quantity of the computers to be supplied by supplier may be varied as per requirement of the PCNTDA. Regarding this no complain will be granted from the supplier even after issue of the supply order.

(8) The exact number of Personal computers to be supplied under this tender may increase or decrease.

(9) If selected supplier fails to supply the computers and within 1 month time from the date of issue of Purchase Order, a penalty of 2.5 % of total cost of bid amount, per week (maximum 4 weeks) will be deducted from the amount payable to bidder or recovered from the security deposit.

10) The rate quoted in the offer should be including all taxes and the freight charges.

11) The supplier should deliver the material at the office of Pimpri Chinchwad New Town Development Authority, Akurdi, Pune-44. No freight charges will be paid to supplier by PCNTDA.

12) The installation & commissioning of the computer should be done by the supplier only. No extra payment will be given to supplier for installation & commissioning.

13) The supplier should make the transit insurance for the transport of the computers from suppliers place to PCNTDA.

14) If supplier supplied the faulty computer, then supplier should replace the faulty computer within 3 working days. And penalty of Rs. 1000/- per day will be imposed to supplier if he fails to make the replacement of faulty computer within 3 days.

15) In case of Dispute or difference arising between the supplier and PCNTDA relating to any matter arising out of or connected with this supply of computers to PCNTDA, such disputes or difference shall be settled in front and by Hon. Chairman, PCNTDA.

16) The details of shipping and/or other documents to be furnished by the Supplier are specified hereunder.

1 Original copy of Supplier's invoices showing contract number, goods, description, quantity, unit price and total amount;

2 Manufacturer's / Supplier's warranty certificate;

17) The supplier must ensure the use of authorized licensed software ex. Operating system, drivers software and any other application software

18) Patent rights:-

In the event of any claim asserted by a third party of infringement of copyright, patent, trademark, industrial design rights, etc. arising from the use of the Goods or any part thereof in India, the Supplier shall act expeditiously to extinguish such claim. If the Supplier fails to comply and the PCNTDA is required to pay compensation to a third party resulting from such infringement, the Supplier shall be responsible for the compensation including all expenses, court costs and lawyer fees. The PCNTDA will give notice to the Supplier of such claim, if it is made, without delay.

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Corrections

Contractor  
Executive Engineer (ELECT)

No. of  
13