



I.S.D.O.D.No. :
Date :

To
«COMPANY_NAME»,
«ADDRESS1»
«ADDRESS2»
«ADDRESS3»
«CITY» -«PINCODE»

Sub. : Supply and Installations of LCD Multimedia Projector, Touch Screen LED-backlit LCD Monitor and consumable for HP Printer

Dear Sir(s),

Surat Municipal Corporation intends to buy **LCD Multimedia Projector, Touch Screen LED-backlit LCD Monitor and consumable for HP Printer**. A prospective agency is requested to submit the quotation to **The Chief Accountant, Surat Municipal Corporation, Muglisara, Surat 395 003** on or before September 18, 2018 upto 18.00 Hrs. by R.P.A.D. or Postal Speed Post only along with the **Earnest Money Deposit of Rs. 3,500/-** by Banker's Cheque or Demand Draft, payable at Surat in favour of Surat Municipal Corporation, Performa of Compliance letter as given in annexure – 1 and Authorization certificate from OEM. Quotation without Earnest Money Deposit will not be considered. The envelope containing quotation should be properly sealed and superscribed as "Supply and Installation of LCD Multimedia Projector, Touch Screen LED-backlit LCD Monitor and consumable for HP Printer". The terms and conditions for bidding shall be as detailed below:

- The agency shall be the authorized dealer/manufacturer of the quoted product. The documents/certifications substantiating the same shall be invariably furnished with the quotation.**
- Prices to be quoted should be inclusive of all Central/State taxes, levies, Transportation, handling charges F.O.R. SMC premises packing, forwarding, transit losses, insurance, loading and unloading and all other breakage, leakage, losses shall be borne by the agency.
- TAX LIABILITY**
GST (Goods & Service Tax) has come in existence from 1st July, 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract. During the course of execution of Contract, if there is any change in Rate of GST (Goods & Service Tax) by the Government, the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof of the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate from Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted / claimed within 30 (Thirty) Days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor / Successful Bidder in this regard. Further, the non-payment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount.

If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (excluding GST) are imposed during the course of the contract, the same shall be borne by the Contractor/Successful Bidder Only, in no case SMC shall be liable for the same.

The contractor will submit the invoice to the SMC having GSTIN of SMC mentioned therein and the taxes shall be shown separately on the face of the invoice so as to claim as ITC by SMC.

4. The prices/charges quoted should also include:
 - i. Cost of necessary charger, USB Cables, power cables, signal cables, connectors, convertors, controllers, mounting kit and necessary device drivers/software that are specified/not specified in this bid but necessary.
 - ii. **5 (five) years on-site comprehensive warranty with parts for LCD Projector and 3 (three) years on-site comprehensive warranty with parts for Touch Screen LED-backlit LCD Monitor** covering all movable plastic and other parts of the equipment in warranty.
 - iii. Delivery at installation site in SMC's main office or at any other office to be decided by the SMC, within Municipal limit.
 - iv. Transit Insurance, Freight and loading, unloading charges up to SMC's site.
 - v. Installation & Commissioning of the software and the hardware.
5. The offer should be valid for acceptance for a **minimum period of 120 days from the date of opening of the quotations**. If desired by SMC, it will have to be extended for a further period also.
6. The right to reject/accept any/all quotations(s) without assigning any reason thereof is reserved.
7. The SMC may buy full/partial quantity from one/more agency(s) and may split/defer/stagger the order(s)/deliveries. The rates quoted by the agency will be applicable on partial quantity also.
8. The successful agency will be required to place **Security Deposit @ 5%** of the consideration of the Contract by Cash/Cheque/Demand Draft/Banker's Cheque Payable at Surat in favour of Surat Municipal Corporation of any scheduled/nationalised bank **within 10 calendar days** from the date of notice of award of contract, failing which a **penalty @ 0.065%** of the amount of security deposit will be imposed for delay of each day.
9. In case, the awardee i.e. the selected agency fails to supply specified quantity and quality of goods in time or the performance of such supply/supplies is/are not found upto the mark or found of an inferior quality vis-à-vis specifications, the security deposit will be forfeited at once.
10. The Awardee i.e. the selected agency will have to enter into an agreement with SMC for supply of goods and its/their installation, Commissioning etc. on a Rs.100/- stamp paper of Government of Gujarat at the agency's own cost within 10 (ten) calendar days period from the date of Notice of Award. No claims for payments will be entertained without completion of this process.
11. The agency shall be required to carry out preventive and corrective maintenance of all hardware/peripherals supplied including replacement of defective parts, installation/reinstallation and configuration/reconfiguration of hardware, required device drivers and other tools during warranty period.
12. The agency shall be required to repair the faulty component/equipment at the earliest. However if any component/equipment gives continuous trouble, the agency shall replace the

same with the new compatible component/equipment of the same or higher configuration without any additional cost to SMC.

13. All goods to be supplied should be of specified or higher speed/technology/version than that specified in the quotation/work order.
14. It should be noted that the lowest rate(s)/price(s) will not be the sole criterion for accepting quotation for any of the goods but emphasis will be given to the quality of the products and even the readiness to offer innovative technology thereof.
15. Any offer/quotation not meeting the terms and conditions mentioned hereinabove will be liable for rejection without assigning any reason thereof.
16. The successful agency shall deliver, install and commission the LCD Multimedia Projector, Touch Screen LED-backlit LCD Monitor as detailed in this quotation **within 14 calendar days from the date of the Work/Purchase order**. A **penalty of 0.2%** of the consideration of contract for a particular item will be charged for delayed supply and installation for delay of each day thereafter.
17. **Single Point of Contact:** Agency will nominate one senior person as the Single Point of Contact (SPOC) for the purpose of receiving the complaint and resolution of the same. The mobile no. of the same will be shared with the end users as well. The nominated SPOC must interact cordially with the end user. S/he will carry out necessary activities to resolve the problem in order to ensure maximum uptime.
18. The agency shall extend all the benefits to the SMC such as free samples of products, materials, goods, articles including any kind of discount, rebate, commission, incentives normally offered to any other buyer in the form of gift or otherwise as part of the sales promotion scheme(s). If any such sales promotion scheme(s) is /are already launched for the product and is/are in force while the quotation process is on, mention of details of such scheme(s) must be made explicitly in the offer.
19. Quotation once filled in, submitted shall not be allowed to be withdrawn till the validity of the quotation remains in force.
20. The liability as to any damages and/or loss otherwise to any movable or immovable properties, assets during loading, unloading or otherwise during the period of supply, whether knowingly or unknowingly done or occurred shall be made good forthwith to the SMC by the Awardee agency upon a communication made thereof.
21. The contract shall be governed by the Laws in India and shall be subject to the jurisdiction of Surat.
22. Payment shall be made only to the successful agency. Third party billing or payment shall not be allowed.
23. The terms of payment for **LCD Multimedia Projector** shall be as under:
 - 70% in 15 days of Full Supply
 - 20% in 30 days from Delivery and successful testing.
 - 2.5 % on successful completion of 1st year of Warranty
 - 2.5 % on successful completion of 2nd year of Warranty
 - 2.5 % on successful completion of 3rd year of Warranty
 - 2.5 % on successful completion of 4th year of Warranty

The terms of payment for **Touch Screen LED-backlit LCD Monitor** shall be as under:

- 70% in 15 days of Full Supply
- 20% in 30 days from Delivery and successful testing.

- 5 % on successful completion of 1st year of Warranty
- 5 % on successful completion of 2nd year of Warranty

The terms of payment for **consumable for HP Printer** shall be against delivery of product.

24. Any other information can be obtained from Information Systems Department of SMC.

Sd/-
Deputy Commissioner
Surat Municipal Corporation



Bill of Quantity (BoQ) & Price Bid

Sr. No.	Item Description	Qty.	Unit Rate excl. of GST	GST (%)	Unit Rate incl. of GST	Amount incl. of GST
1.	LCD Multimedia Projector with wireless connectivity	01				
	Technology					
	Projection Method					
	Color light output					
	White light output					
	Contrast Ratio					
	Size (projected distance)					
	Color Reproductim					
	Keystone Correction					
	Projection Lens Type					
	Lens Focal Length					
	Lens Zoom Ratio					
	Connectivity					
	Input Signals					
	Resolution					
	Lamp Life					
	Aspect ratio supports					

	<p>Fully Functional remote with battery</p> <p>Features: Power, source search selection, computer, video, A/V Mute, freeze, user ID, auto, aspect, color mode, number, page up and down, E-zoom, volume, help, menu, enter, esc and pointer functions</p> <p>Accessories: carry bag, power cable, VGA/HDMI cable, remote control, User's manual (English)</p> <p>Security Features: Security cable hole, lens lock, Kensington lock provision</p> <p>Advance Features: simultaneously project side-by-side from different sources with Split Screen Web-based remote management — control and monitor projector status via a Web browser Multi-PC Projection — connect up to 50 Windows®, Mac®, iOS® or Android™ devices and display up to four screens simultaneously over the network (controlled via the Moderator4 function from your PC) advanced built-in Edge Blending, image warping and curved-surface correction technologies for a variety of applications</p> <p>Lamp warranty: _____ (Please Specify)</p> <p>Projector Warranty: 5 years comprehensive onsite back-to-back OEM warranty including service and parts</p>					
	Make & Model					
2.	Wi-Fi Dongle for Wireless Connectivity compatible with the projector quoted	01				
3.	Touch Screen LED-backlit LCD Monitor	01				
	Device Type	LED-backlit LCD monitor 19.5" or more				
	Features	Touch Screen				
	Native Resolution	1920 x 1080 or more				
	Brightness	250 cd/m ² or more				
	Native Contrast Ratio (Min.)	1000:1 or more				
	Response Time	10 ms or less				
	Color Support	16.7 million or better				

	Screen Coating	Anti-Glare					
	Compatible OS	Windows XP, Windows 7 / 8 / 8.1 / 10, 32 / 64 bit					
	Warranty	3 years comprehensive onsite back-to-back OEM warranty including service and parts					
	Make & Model						
4.	HP 30A black Original LaserJet Toner Cartridge (Part No. CF230A)		15				



Annexure – 1 (Performa of Compliance letter)

(To be submitted on Bidder's letterhead duly signed by Authorized signatory)

To,
The Deputy Commissioner,
Surat Municipal Corporation,
Muglisara, Surat- 395 003

Sub: Compliance with the quotation terms, conditions and specifications

Ref: Quotation for supply and installations of LCD Multimedia Projector, Touch Screen LED-backlit LCD Monitor and consumable for HP Printer

With reference to above referred quotation, I, undersigned << **Name of Signatory** >>, in the capacity of << **Designation of Signatory** >>, is authorized to give the undertaking on behalf of <<**Name of the bidder**>>.

I/We the undersigned, hereby submit our proposal along with the necessary documents (if any). The information/documents furnished along with the above application are true and authentic to the best of my/our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my quotation at any stage besides liabilities towards prosecution under appropriate law.

I/We have thoroughly & carefully read, studied and understood the quotation including the technical specification, terms and conditions, instructions, etc. referred there in and the same are acceptable to our company.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document, moreover the items bid are not end of life items.

We hereby confirm that all the components/parts/assembly/software which we shall supply on award of contract shall be original new components /parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software shall be used.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

Further, I/we agree to abide by all the terms and conditions as mentioned in the quotation document without any condition(s). We have also noted that SMC reserves the right to consider/ reject any or all bids without assigning any reason thereof.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of SMC for disqualification will be accepted by us.

Thanking you,

For

<<Name of the bidder>>

<<Authorized Signatory>>

<<Stamp of the bidder>>