

# West Bengal Pollution Control Board

"Paribesh Bhavan" 10A,Block-LA,  
Sector-III,Bidhannagar,  
Kolkata-700098

Website: <http://www.wbpcb.gov.in>

Email:wbpcbnet@wbpcb.gov.in

Telephones: 91-33-2335-8213

Fax-91-33-23352813,

## NATIONAL SHOPPING FOR DESKTOP AND NOTEBOOK (Mini Laptop)

- |   |  |   |
|---|--|---|
| 1 | BID REFERENCE                          | <b>Ref No: 006/G/WBPCB/WB-CBIPMP.</b><br>Dt.08.09.2011  |
| 2 | LAST DATE AND TIME FOR RECEIPT OF BIDS | <b>UPTO 2.00 P.M. 29.09..2011</b>   |
| 3 | TIME AND DATE OF OPENING OF BIDS       | <b>AT 2.30 P.M. 29.09.2011</b>  |
| 4 | PLACE OF OPENING OF BIDS               | <b>West Bengal Pollution Control Board Training Room (ist floor)</b><br><b>"Paribesh Bhavan" 10A,Block-LA,</b><br><b>Sector-III,Bidhannagar,</b><br><b>Kolkata-700098</b><br><b>Telephones: 91-33-2335-8213</b> |
| 5 | ADDRESS FOR COMMUNICATION              | <b>Project Director &amp; Member Secretary,</b><br><b>West Bengal Pollution Control Board</b><br><b>"Paribesh Bhavan" 10A,Block-LA,</b><br><b>Sector-III,Bidhannagar,</b><br><b>Kolkata-700098</b>              |

\* Should be the same as for the deadline for receipt of bids or promptly thereafter

### **Introduction**

The Government of India, Ministry of Finance (hereinafter called "Borrower") has received financing from the International Bank for Reconstruction and Development (IBRD) or International Development Association (IDA)] (hereinafter called "loan") toward the cost of '**Capacity Building for Industrial Pollution Management Project (CBIPMP)**'. The Borrower intends to apply a portion of the funds to eligible payments under the contract for which this invitation for quotations is issued.

## **Scope of the Work**

West Bengal Pollution Control Board is a statewide organisation having its offices mentioned in Appendix - 1. The present scope of work includes supply and installation of brand new computer and its peripherals under specified buy-back scheme, in the offices of the Board as mentioned in concerned section of the bidding document. Technical and Financial bids have to be submitted simultaneously in a single sealed envelop marked as " Bid for supply of Desktop and Note book(Mini laptop)"

## **Eligibility of a bidder**

1. Bidders must submit tender specific authorization for the supply, installation and comprehensive maintenance during Warranty period from the OEM of all the products.
2. All products including battery to be quoted with a 3 years on site comprehensive manufacturer's warranty. All the bidders should produce a certificate from the OEM regarding their acceptance of responsibility of supply, installation and comprehensive maintenance of services during warranty period.
3. The bidder should have executed at least **one single** similar work orders for each item during last three financial years including the current financial year at any Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization along with proof of satisfactory commissioning. Work Completion certificates should be enclosed.
4. The Bidder must be an ISO 9001:2000 or above certificate holder. This certificate should be valid at the date of opening of the tender.
5. The bidder should have at least one registered service center for IT hardware maintenance services at Kolkata. Detailed list of the office stating full postal address with contact number are also to be submitted.
6. The bidder shall be required to give a declaration in their letter head that they have not been banned or black listed by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization has banned the bidder, this fact must be clearly stated.
7. The West Bengal Pollution Control Board preserves the right to evaluate the Bidder's performance through the report from any Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization at their own discretion or ask the bidder to produce service satisfaction certificate from the customer base mentioned as per above criteria.

In absence of any one of the above, the offer will be treated as non-responsive and summarily rejected.

## **Items of work**

1. Supply and successful installation of items mentioned in the bidding document to the offices of the Board as mentioned in the concerned section of the same document. In case of successful bids for a single group of items, the scope limits to supply and successful installation of that group of items including integration with rest of the related components.
2. The Board will provide standard 220V AC power source to connect equipment. All other input power needs specific to a supplied device, has to be taken care of by the bidder by providing necessary gadgets, for which Board will not pay any additional cost.

3. Equipment should carry necessary span of warranty as mentioned in the concerned section and compliance certificates w.r.t electromagnetic emissions and other noise guidelines.
4. All items should contain elaborate technical documentation and user manual written in Bengali or English language.

### **Process of Bidding**

1. This is a single stage bidding procedure. Technical bid along with financial proposal as per appendix-A, in a single envelop marked as "Bid for Note book (Mini laptop) and all in one Desk Top" against the specification(s) proposed by the Board, copies of valid trade license, copy of PAN and latest IT return, VAT registration certificate, Authorization certificate(s) in case necessary and a demand draft payable to "West Bengal Pollution Control Board" towards earnest money deposit (EMD) of **Rs. 8,000/- each** for Item no (1) and (2) may be dropped in a Box marked as "Tender for Note book(Mini Lap top) and all in one Desk top" to be kept at "Paribesh Bhawan, Ground floor,10A, Block – LA, Sec – III, Bidhan Nagar, Kolkata – 98

2. Prices of the items mentioned are to be quoted as per bidding proforma only. The quoted amount should include transportation and installation charges. The amount of sales tax/vat, excise duty may be mentioned separately and the same will not be considered for evaluation of bid. The price should be firm and should be valid for next three months from the date of opening of bids. All Indian bidders must quote in INR only.
3. Award of work may not be made on the criterion of lowest financial bid only.
4. Conditional offers and offers by Fax, Email or open envelope will not be accepted.
5. Incomplete bids will be rejected.
6. The bidder has to submit specified portions of the bidding document in original along-with all documents as indicated duly signed, dated and seal.
- 7. Last date of submitting sealed tender documents: upto 2.00 p.m, 29.09.2011**
- 8. Date and time of bid opening : 2.30 p.m, 29.09.2011**
9. EMD of unsuccessful bidders will be returned after finalization of the tendering process.

### **Contract Performance Gurantee (CPG):**

The successful bidder should submit Contract Performance Gurantee (CPG) of ten (10) percent of total LOA value along with the acceptance of the LOA. The options for CPG are (i) demand draft payable to "West Bengal Pollution Control Board" or (ii) Bank Gurantee (Necessary proforma for bank gurantee is placed in Appendix – 2 of the bid document). Bank gurantee in a format other than provided by the Board will not be acceptable. Performance security will be released after satisfactory completion of warranty period.

### **Installation Schedule and Liquidated Damage:**

The bidder should finish all the supplies and installation within 30 days of issuance of LOA. A Liquidated Damage of half (0.5) percent per week up to a maximum of five (05) percent, will be recovered from the bill for each items undelivered / uninstalled or any part thereof. The LOA should be treated as cancelled after the expiry of maximum delay and performance security deposit will be forfeited in that case.

### **Exemption of Duties:**

The Board is exempted from paying Excise and Customs duties of Govt Of India. Certificates in that regard will be issued to the bidder on written request after acceptance of LOA.

**Acceptance of Letter of Award:**

Successful bidder will be issued Letter of Award (LOA) within validity of the price bid by registered post or by hand to an authorized representative of the bidder. The bidder should *acknowledge the LOA* by returning the duplicate copy of it after signing it on each page with seal and date *within three days of receiving it*. The bidder should submit a *formal acceptance of LOA* along with CPG, if applicable, *within seven (07) days of receipt of LOA* failing which the Board shall be at liberty to treat the LOA as canceled without further notice and their EMD will be forfeited forthwith.

**Method of Payment:**

Payments will be made in Indian Rupee through crossed account payee cheque within 30 days of production of pre-receipted bill in original along with two copies of the same accompanied by delivery challan and successful installation certificate duly signed by the person mentioned in the LOA.

**Technical Bid**  
for  
**Supply and Installation of Computers & Peripherals**

**West Bengal Pollution Control Board**  
*Paribesh Bhawan, 10A, Block – LA, Sector III, Salt Lake*  
Kolkata – 700 098, INDIA; Ph & Fax : (0091) (33) 2335 6730

Name of the Organisation	
Address for Communication	
Phone No.	
Fax	
E-mail	
Name of Contact Person	
Signature of Contact Person	
Seal of the Organisation with Date	

Please tick (✓) appropriate boxes

Trade License		ST / VAT Registration		PAN Number		Copy of IT Return		E.M.D.	
Y()	N()	Y()	N()	Y()	N()	Y()	N()	Y()	N()

**Specification of (1)Notebook(Mini Laptop) and (2) all in one desktop to be supplied**

**1. Notebook (Mini Laptop)**

Sl.	Item	Specification	Bidder's Response	Remarks
1.	Processor	Intel® Atom™ Processor N475 (1.83GHz, 667MHz, 512KB) or higher		
2.	Memory	2GB (DDR2/3 - 2GB x 1) or higher		
3.	HDD	250GB (5400rpm SATA)		
4.	Display	25.65cm (10.1) WSVGA (1024 x 600), Non-Gloss, LED Back Light		
5.	Multimedia	HD (High Definition) Audio , Stereo Speaker, Integrated Web Camera		
6.	Communication	Wired Ethernet LAN , Bluetooth 3.0 High Speed		
7.	I/O Port	USB port - 3 x USB 2.0 , Multi Card Slot - 4-in-1 (SD, SDHC, SDXC, MMC)		
8.	Power Backup	Battery suitable for power backup of 6 hours or higher		
9.	OS	Genuine Windows 7		
10.	Additional Applications	a. MS-Office 2010 (Professional) b. Quick Heal Total Security 2011 with 3 years license.		
11.	Carry bag	To be provided.(Back pack)		
12.	Additional Accessories	i) External DVD R/W Drive		
		ii) USB (Pendrive) modem (for internet) with one year prepaid connection		
		iii) External 500 GB usb Hard Drive		
		iv) USB Optical Mouse		
13.	Warranty	3 years on-site warranty		

**2. All in one Desktop (computer with CPU integrated at the back side of the monitor)**

Sl.	Item	Specification	Bidder's Response	Remarks
1.	Processor	Intel/AMD with atleast 2.30 GHz, 800 MHz FSB, 1 MB Cache or higher		
2.	Mother Board	Intel / ASUS motherboard compatible with the processor		
3.	Memory	2GB (DDR3) RAM		
4.	HDD	500 GB (SATA)		
5.	Display	18 inch LCD or higher		
6.	Power Backup	Internal Battery/UPS 0.5 KVA		
7.	Optical Drive	DVD- RW with dual layer		
8.	Communication	10/100 mbps Integrated Lan		
8.	Keyboard & Mouse	Multimedia keyboard and Optical Scroll USB mouse		
9.	Additional Accessories	i) Genuine Windows® 7 Operating System with media ii) MS-Office 2010 (Professional) with media iii) Kaspersky 2011 with 3 years license iv) USB (pendrive) modem (for Internet) with 1 year prepaid connection v) External 500 GB USB Hard drive		
10	Warranty	3 years on-site warranty.		

**Financial Bid**  
**for**  
**Supply and Installation of Computers & Peripherals**

**West Bengal Pollution Control Board**  
*Paribesh Bhawan, 10A, Block – LA, Sector III, Salt Lake*  
**Kolkata – 700 098, INDIA; Ph & Fax : (0091) (33) 2335 6730**

<b>Name of the Organisation</b>	
<b>Address for Communication</b>	
<b>Phone No.</b>	
<b>Fax</b>	
<b>E-mail</b>	
<b>Total Bid Value (in Rupees &amp; Words)</b>	1. 2.
<b>Name of Contact Person</b>	
<b>Signature of Contact Person</b>	
<b>Seal of the Organisation with Date</b>	

Please mention final prices (in rupees) below :

**Items to be Supplied**

Sl.n o.	To be installed at	Quantity	*Rate per piece (Rs)	Total Price (Rs.)
1	<b>Price for supply of Notebook(Mini Laptop)</b>	12		
2	<b>Price for supply of All in one Desktop</b>	16		

\*Rate excludes sales tax/ vat

Signature & Seal



## Form of Bank Guarantee for Performance Security

(To be stamped in accordance with Stamp Act, if any, of the Country of the issuing Bank)

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

To

The Member Secretary  
West Bengal Pollution Control Board  
"Paribesh Bhavan" , Building No. 10 A, Block-LA,  
Sector III, Salt Lake City,  
Kolkata-700 098,

Dear Sirs,

### Sub : Bank Guarantee against performance

- |     |                                  |        |    |
|-----|----------------------------------|--------|----|
| 01. | Guarantee No.                    | :      |    |
| 02. | Date of Guarantee                | :      |    |
| 03. | Amount of Guarantee              | : Rs.  |    |
| 04. | Guarantee cover                  | : From | To |
| 05. | Last date for lodgement of claim | :      |    |

In consideration of the West Bengal Pollution Control Board (hereinafter referred to as "the Board") whose expression shall, unless repugnant to the context or meaning thereof, include its success 6rs, administrators and assigns having awarded to M/s ----- with its Registered/Head Office at ----- (hereinafter referred to as the "Supplier") whose expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns contracted by issuing the Board's Letter of Award No. ----- dated ----- and having been unequivocally accepted by the Supplier resulting in a Contract bearing No. ----- Dated ----- valued at ----- **for supply and installation of brand new computer and its peripherals under specified buy-back scheme**, in the offices of the Board as mentioned in bidding document and the Supplier having agreed to provide a Performance Security for the faithful performance of the entire Contract equivalent to 10% ( ten Percent) of the said value of the Contract to the Board. We ----- (Name and address), having its Head Office at ----- (hereinafter referred to as the "Bank") whose expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns, do hereby secure and undertake to pay the Board, on demand any and all Money payable by the Contract to the extent of ----- as aforesaid at any time up to ----- (day/month/year) without any demur, reservation, contest, recourse or protest and or without any reference to the Supplier. Any such demand made by the Board on the Bank shall be conclusive and binding notwithstanding any difference between the Board and the Supplier or any dispute pending before any Court, Tribunal, Arbitrator or any other Authority. The Bank undertakes not to revoke this Security during its currency without previous consent of the Board and further agrees that the Security herein contained shall continue to be enforceable till the Board discharges this Security.

The Board shall have the fullest liberty without affecting in any way the liability of the Bank under this Security from time to time to extend the time for performance of the Contract by the supplier. The Board shall have the fullest liberty, without affecting this Security to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Supplier and to exercise the same at any time and any manner, and either to enforce or to forbear to enforce any covenants, contained or implied in the Contract between the Board and the Supplier or any other course of remedy or security available to the Board. The Bank shall not be released of its obligations under these presents by any exercise by the Board of its liberty with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the Board or any other indulgence shown by the Board or by any other matter or thing whatsoever which under law would but for this provision have the effect or relieving the Bank.

The Bank also agrees that the Board at its option shall be entitled to enforce this Security against the Bank as a principal debtor, in the first instance without proceeding against the Supplier and notwithstanding any security or other guarantee that the Board may have in relation to the Supplier's liabilities.

Notwithstanding anything contained herein above our liability under this Security is restricted to ----- and shall remain in force up to and including and shall be extended from time to time for such period, as may be desired by M/s.-----on whose behalf this Security has been given. All rights of the Board under this Security shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless the Board brings any suit or, section to enforce a claim under this Security against the Bank not later than forty five (45) days following the day of completion of the Supplier's obligations under the Contract or from the extended date

Notwithstanding anything contained herein

- i) Our liability under this guarantee shall not exceed Rs. (in words).
- ii) the bank guarantee shall be valid upto and
- iii) we are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before -----.

Dated this ----- day of ----- at -----

WITNESS

-----  
(Signature)

-----  
(Signature)

-----  
( Name)

-----  
(Name)

-----  
(Official address)

-----  
(Designation with Bank Stamp)

Attorney as per Power of  
Attorney No.-----  
Dated -----