



SHRI SAIBABA SANSTHAN TRUST SHIRDI

Information Technology Department

Tender document for
Purchase of Desktop, Printers & Peripherals

INFORMATION TECHNOLOGY DEPARTMENT

Shirdi Tal Rahata Dist. Ahmednagar.

Phone No. (02423)-258953

Website: - www.sai.org.in email- it@sai.org.in



DETAILED TENDER NOTICE

SHRI SAIBABA SANSTHAN TRUST INFORMATION TECHNOLOGY DEPARTMENT

Shirdi, Tal. Rahata, Dist. Ahmednagar.

Phone No. (02423)-258953

Website: -www.sai.org.in email- it.office@sai.org.in

Purchase of Desktop, Printers & Peripherals

Online tenders are invited for the purchase of Desktop, Printers & Peripherals from authorized dealers. The tender details will be available on <https://mahatenders.gov.in> for downloading & the tender has view only access on the website of Trust www.sai.org.in under tender menu.

Technical Specifications are given in **Annexure B**.

1.0 Time Table for online tender submission

Online Tender Publish Date	Dt.18.06.2021	Time- 10.00
Online Documents Download/Sales Start Date	Dt.18.06.2021	Time- 10.00
Online Documents Download/Sales End Date	Dt.26.06.2021	Time- 17.00
Online Bid Submission Start Date	Dt.18.06.2021	Time- 10.00
Queries Submission last date	Dt.20.06.2021	Time- 17.00
Online Pre Bid Meeting Date	Dt.21.06.2021	Time- 11.00
Online Bid Submission End Date	Dt.26.06.2021	Time- 17.00
Online Technical Bid Opening Date	Dt.28.06.2021	Time- 11.00

Pre bid Meeting.

Considering to COVID-19 situation, pre-bid meeting will be conducted online instead of in-person meeting at Shirdi. Bidders/OEM need to connect 10 min before the scheduled time. Meeting link is as follows:

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTU2OTg4ZTYtZjA3Zi00YmY1LTlhMzEtN2YxY2FmM2UyOWM0%40thead.v2/0?context=%7b%22id%22%3a%22e5ced1d2-162f-47f9-9315-3e753d1c9809%22%2c%22oid%22%3a%2245258baf-91e8-4a28-8c27-ca31997cde16%22%7d)

[join/19%3ameeting_MTU2OTg4ZTYtZjA3Zi00YmY1LTlhMzEtN2YxY2FmM2UyOWM0%40thead.v2/0?context=%7b%22id%22%3a%22e5ced1d2-162f-47f9-9315-3e753d1c9809%22%2c%22oid%22%3a%2245258baf-91e8-4a28-8c27-ca31997cde16%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTU2OTg4ZTYtZjA3Zi00YmY1LTlhMzEtN2YxY2FmM2UyOWM0%40thead.v2/0?context=%7b%22id%22%3a%22e5ced1d2-162f-47f9-9315-3e753d1c9809%22%2c%22oid%22%3a%2245258baf-91e8-4a28-8c27-ca31997cde16%22%7d)

For any queries, bidder can call 02423-258953 or mail to it.office@sai.org.in before given time in above schedule.

Validity Period:

The offer of the bidder shall remain valid for acceptance for a minimum period of **120 days** from the date of opening of Commercial Bid.

1.1 Scope of Work.

- Supply, installation, testing and commencement of supplied materials as per SSST expectations.
- Provide product documentation, SOP, drivers and installation training to SSST to maintain the devices.

2.0 Tender Cost, Earnest Money Deposit & Security Deposit:

- a) **Earnest Money Deposit (EMD):**Rs:70,000 (Seventy Thousand Only)
- b) **Tender Fees :**Rs:4,200 (Four Thousands Two Hundred Only)
- c) **Security Deposit (SD):** Successful bidder has to deposit 5% amount of awarded cost as security deposit within 15 days from acceptance of purchase order. This amount will be refunded after warranty period.
- d) No interest will be paid on the EMD and Security Deposit.
Amount of EMD & Tender Fees must transfer online while uploading the e-tender from www.mahatenders.gov.in.

Note:

1. The amount of EMD will be refunded back to all bidders (except L1 bidder) after issuing purchase order to L1 bidder.
2. L1 bidder's EMD amount will be refunded after receiving security deposit.
3. Even though the tenderers meet the requirements, they are subject to be disqualified in case of misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements.

3.0 TENDERING PROCEDURE.

Qualification Criteria:

- 1) Bidder should be the Original Equipment Manufacturer/Authorized partner/Dealer of the original equipment manufacturer.
- 2) Bidder should not be blacklisted by Central / State Government or Government Corporation or statutory Institute.
- 3) Desktop, Printer and peripherals White papers/ Pamphlets/ Brochure for which you have quoted (Model number and specification).

3.1 Technical Bid

Technical BID must submit online only.

Scanned copy of following documents must uploaded as Technical-bid.

(Note: Only 6 documents are allowed to upload, so bidder can merge multiple documents into a single file ensuring minimum DPI and file size in KB)

1. Certificate of firm registration, GST Registration and PAN.
2. Authorized partner/Dealer Documents/Letter from OEM.
3. Letter stating that the Firm/Company is not blacklisted by Central / State Government, Government Corporation, statutory Institute.
4. Desktop, Printer and peripherals related white papers/ Pamphlets/ Brochure along with model number and specification in comparison with requested model.
5. Letter on company/Firm letter head Stating that "Company/Firm have read all terms and conditions and agree with them"
6. Bidder should fill and upload the Annexure C.

3.2 Commercial Bid

- ❖ **Price of all items should be exclusive of Tax.**
- ❖ **In future, if there is change in GST then it will be make applicable from the date of notification.**
- ❖ **The tenderer should quote online in BOQ provided.**

3.3 Acceptance of Tender:

1. The commercial bid of technically qualified bidders, shall only opened online and lowest offer (consolidated) of the technically qualified bidder shall be accepted. The acceptance of tender will be communicated to the contractor by email or otherwise.
2. The quoted amount in online tender shall be valid for 120 days (Four Months) from the date of opening of the tenders.

3.4 Warranty Period.

1. Warranty period of each product is mentioned in Technical Specification.
2. Bidder should provide 24X7 online support within warranty period. And should help our representative to log the call with respective company/OEM.

4. Payments, Penalty:

1. 95% of payment aftersupply, successful Installation/configurationand inspection of all orderedmaterial.
2. Remaining 5% of payment after one month from successful installation/configuration and inspection.
3. If Bidder/Supplier fails to deliver/installmaterial within stipulated time, Rs. 1,500/day will deducted from Security Deposit.

5. Terms and Conditions:

1. Device/Software license registration with respective OEM should be done in the name of 'Chief Executive Officer, Shri Saibaba Sansthan Trust, Shirdi'.
2. The decision of Ad-hoc Committee/Board of Management/Chief Executive Officer, ShriSaibabaSansthan Trust, Shirdiwill be final and binding incase of any dispute between Trust and the bidder.
3. The bidder should study all the tender documents carefully and understand the tender contract conditions, specifications etc. before quoting online. If there are any doubts, they should get clarifications in writing but this shall not be a justification for submission of late tender or extension of submission date.
4. Each of the tender documentsuploaded in technical bid is required to sign by the person/persons submitting the tender.
5. Chief Executive Officer, Shri Saibaba Sansthan Trust reserves the rights to Accept / Reject Partial / Full Tender.

6.Delivery Schedule

1. Successful biddershouldsupply the material within 15 days from the purchase order acceptance date. Bidder should complete the Installation/configurationwithin1 week from the material delivery date.
2. Delivery of material to be done at IT Department, Shri Saibaba Sansthan Trust, Shirdi on working day between 10 am to 6 pm.
3. Transport, freight and other charges will be responsibility of supplier.
4. If successful bidder refuses to deliver the allotted items or fails todeliver the material, EMD will be forfeited.

(Kanhuraj Bagate, I.A.S.)

Chief Executive Officer

Shri Saibaba Sansthan Trust Shirdi

ANNEXURE- A
Personal & Bank Details for RTGS
All columns are mandatory
(Submit on Company Letter Head)

Sr No	Personal Detail	
1	Name of the Firm	
2	Address	
4	Contact Person and Cell No	
5	GST umber	
6	Bank Details – Name of the Bank	
	Bank City	
	Branch Name and Code	
	Account Type	
	Account Number	
	IFSC CODE	
	MICR NO.	
7	Stamp and Signature of the agency	

ANNEXURE- B

Sr.No.	Peripheral specification	Qty.
1	Desktop (Make: HP, Lenovo, Dell) Form Factor Tower Intel® 11th Generation 6Core i5 Processor (6-Core, 12MB Cache, 2.9GHz to 4.6 GHz) Intel H470 Chipset or Higher OEM Motherboard with OEM logo embossed on the motherboard (no sticker) RAM :1X8 GB 2666 MHz DDR4 Memory Upgradable to 32 GB Graphics : Integrated Intel Graphics Hard Drive :-1 TB 7200rpm (3.5) SATA HDD Network : Integrated 10/100/1000 Ethernet Controller Display : 18.5" Monitor (with Minimum resolution of 1600X900), with VGA USB Ports : Min 6 USB 3.0 or above; 1 Network port Wireless Card :- 802.11 ac 1x1 + Bluetooth 4.2 Accessories: With required accessories, connecting cables and driver media, should be supplied Operating system: Windows 10 pro Warranty : 3 years onsite	20
2	Biometric device Mantra MFS 100 V54or higher Warranty : 3 years onsite	20
3	Web Camera Logitech C270or higher Warranty : 3 years onsite	20
4	Thermal Printer Epson SRP-E300-E302or higher Printing Speed should be 220mm/secor higher Should support 180 to 210 dpi Connectivity should be USB 3 or higher Warranty : 3 years onsite	15
5	Bar code / QR code scanner Symbol – DS9208or higher Warranty : 3 years onsite	6

Generic specifications:

- High accuracy level for biometric capture and comparison.Capability to withstand capture/comparison in web & thick client mode at the rate of 60/min or higher.
- Printer capability to withstand printing at the rate of 120/min or higher.Support web based & thick client mode integration with low response times.
- SDK for development with support for common programming languages - .NET/.NET Core, JAVA, JS.
- Multi OS support & Device compatibility -Desktop/Smartphone/Tablet , OS- Windows 10+, Android, iOS/MacOS.
- Robust devices to handle 24/7 operational hours.
- 24/7 tech support- on-call & online includes Device, Driver& Software support.

Annexure C
Compliance Sheet for technical Document

Srno.	Tender Requirement.	Document uploaded in Online Bid.
1	PAN, Certificate of registration for GST, Company /Firm Registration	
2	Letter stating that the Firm/Company is not blacklisted by Central / State Government, Government Corporation, statutory Institute. (On letter head of Firm)	
3	Bidder should be the authorized dealer of the original equipment manufacturer of Desktop. (Authorization letter from company)	
4	Desktop,Printer and peripherals related white papers/ Pamphlets/ Brochure along with model number and specification in comparison with requested model.	
5	Letter stating that Firm/Company has read all terms& conditions, and agreed with them. (On letter head of Firm)	

BOQ format

Sr.No.	Peripheral specification	Qty.	Rate Tax Exclusive	Amount Tax Exclusive
1	Desktop (Make: HP, Lenovo, Dell) Form Factor Tower Intel® 11th Generation 6Core i5 Processor (6-Core, 12MB Cache, 2.9GHz to 4.6 GHz) Intel H470 Chipset or Higher OEM Motherboard with OEM logo embossed on the motherboard (no sticker) RAM :1X8 GB 2666 MHz DDR4 Memory Upgradable to 32 GB Graphics : Integrated Intel Graphics Hard Drive :-1 TB 7200rpm (3.5) SATA HDD Network : Integrated 10/100/1000 Ethernet Controller Display : 18.5" Monitor (with Minimum resolution of 1600X900), with VGA USB Ports : Min 6 USB 3.0 or above; 1 Network port Wireless Card :- 802.11 ac 1x1 + Bluetooth 4.2 Accessories : With required accessories, connecting cables and driver media, should be supplied Operating system : Windows 10 pro Warranty : 3 years onsite	20		
2	Biometric device Mantra MFS 100 V54 or higher Warranty : 3 years onsite	20		
3	Web Camera Logitech C270 or higher Warranty : 3 years onsite	20		
4	Thermal Printer Epson SRP-E300-E302 or higher Printing Speed should be 220mm/sec or higher Should support 180 to 210 dpi Connectivity should be USB 3 or higher Warranty : 3 years onsite	15		
5	Bar code / QR code scanner Symbol – DS9208 or higher Warranty : 3 years onsite	6		

Note:-

- 1) Fill-up the Rates in BOQ provided online of Website www.mahatenders.gov.in
- 2) Technical and Commercial Bid to submitted online only. No physical Bid will be accepted.

Approved

(Kanhuraj Bagate I.A.S.)
Chief Executive Officer
 Shri Saibaba Sansthan Trust, Shirdi