



सत्यमेव जयते

OFFICE OF THE COMMISSIONER OF SERVICE TAX AUDIT :
2nd Floor, BMTC TTMC Building, Kanakapura Road,
Banashankari 3rd Stage, Bengaluru-560070

F.No. IV/1/89/2015 S.T. (Audit) Part file

Date 8th day of November, 2016.

NOTICE INVITING TENDER

For and on behalf of President of India, Sealed tenders are invited from reputed Vendors and authorised suppliers for **“Providing Laptop Computers for the Offices of Commissioner of Service Tax, Audit Commissionerate, Bengaluru”** as detailed below:-

Sl. No.	Description	Quantity
1	All in one Laptop Computer of Brand ACER, Lenovo, Dell, HP or equivalent with Processor make :Intel Core i5, Processor Configuration : 2.5 Ghz RAM Size : Minimum 8 GB Expandable RAM : 16 GB Display Size : Minimum 14 inch Display Resolution : 1366 x 768 Hard Disk Size : 1 TB Type of Operating System : Windows 10 Professional (64 bit) Optical Drive – DVD Writer 3 years warranty and Antivirus	5

Sl. No.	Description	Quantity
2	All in one Laptop Computer of Brand ACER, Lenovo, Dell, HP or equivalent with Processor make :Intel Core i3, Processor Configuration : 2.5 Ghz RAM Size : Minimum 4 GB Expandable RAM : 8 GB Display Size : Minimum 14 inch Display Resolution : 1366 x 768 Hard Disk Size : 500 GB Type of Operating System : Windows 10 Professional (64 bit) Optical Drive – DVD Writer 3 years warranty and Antivirus	5

The detailed Tender Process and terms and conditions are enclosed as Annexure – “A” to this tender notice. In case of any query, the Deputy Commissioner.(Systems), Service Tax Audit

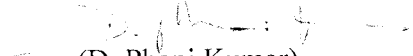
Commissionerate, Bengaluru may be contacted having office at 2nd Floor, BMTC TTMC Building, Kanakapura Road, Banashankari 3rd Stage, Bengaluru-560070 , on any working day during office hours on or before 25.11.2016. The tender form can be downloaded from the website www.cbec.gov.in & www.centralexcisebangalore.gov.in.

The interested parties who comply with the terms and conditions of this tender notice shall submit their bids through speed post/Registered post/by hand in the prescribed tender Form duly signed and stamped, in sealed envelopes, superscribing on the envelopes "**Tender for supply of Laptop Computers for the Offices of Commissioner of Service Tax, Audit Commissionerate, Bengaluru**" addressed to the Deputy Commissioner (Systems), Service Tax Audit, Bengaluru having his office situated at 2nd Floor, BMTC TTMC Building, Kanakapura Road, Banashankari 3rd Stage, Bengaluru-560070. Tenders by hand shall be submitted only to Shri D. Phani Kumar, Deputy Commissioner (Systems) or to Shri Shashikant M. Deshmukh, Superintendent, Service Tax Audit, Bengaluru.

4. The last date for receipt of Tender : **25.11.2016 Hrs. upto 1500 Hrs.**
Tenders shall be opened on : **25.11.2016 Hrs. at 1600 Hrs.**

5. The tenders received unsigned/incomplete and/or filed after the due date shall be summarily rejected. Tenderers who wish to be present at the time of opening of Tender may represent themselves or authorize their representatives with an authority letter. The financial bids of only those bidders shall be opened whose technical bids qualify. The format of the "Technical Bid" and "Financial Bids" are enclosed as **Annexure 'B'** and **Annexure 'C'**.

6. The Commissioner of Service Tax (Audit), Bengaluru reserves the right to accept or reject any or all tenders without assigning any reason there for.


(D. Phani Kumar)
Deputy Commissioner (Systems)

Encl. : Annex. – A, B & C.

Copy to :

- Notice Board at 2nd Floor, BMTC TTMC Building, Kanakapura Road, Banashankari 3rd Stage, Bengaluru-560070
- Superintendent (Computer), Bangalore-II Central Excise Commissionerate, Bengaluru with a request to upload the tender in the www.centralexcisebangalore.gov.in.

ANNEXURE – ‘A’

I. Tender Process and submission of Tender documents: -

1. The bid / tender will consist of two parts Technical bid and Financial bid. Each of the bids are to be placed in two separate sealed envelopes clearly superscribing Technical bid and Financial bid which in turn are to be placed in one sealed cover clearly superscribing “Tender for the supply of Laptop Computers for the Offices of Commissioner of Service Tax (Audit), Bengaluru”. The name of the Agency / firm must be mentioned on envelopes. The bid of all parties whose Price Bid is not in a separate sealed cover or the rates quoted by them finds mention in their Technical Bid shall be rejected forthwith. All information sought under Terms and conditions and other information to be supplied is to be given in Technical Bid while the price quoted by them will be mentioned only in the Financial Bid. Conditional tenders shall be summarily rejected.
2. The offers / bids received incomplete and / or filed after the due date shall be summarily rejected.
3. The Technical Bids shall be opened by a tender committee on 25.11.2016 at 1600 Hrs. in the presence of bidder or their authorized representative with authority letter, if they appear.
4. The financial bids of only those parties shall be opened whose Technical Bids are found to be eligible.
5. The department reserves the right to accept or reject any or all tenders without assigning any reason. In case of any dispute of any kind and in respect of whatsoever, the decision of the Commissioner of Service Tax(Audit), Bengaluru will be final and binding.
6. The tender documents must be received latest by 25.11.2016 upto 15.00 Hrs. The documents received after due date & time, due to any reason, even postal delay shall not be accepted.

II. Authenticity of the tender document: -

Every page of tender document along with enclosures must be signed by the bidder.

III Scope of works :

1. The Laptop Computers shall be required to be supplied to the office of the Commissioner of Service Tax (Audit), 2nd Floor, BMTC TTMC Building, Kanakapura Road, Banashankari 3rd Stage, Bengaluru-560070.

IV. Terms and Conditions:-

1. The configuration of the Laptop Computers shall be as mentioned in the Tender Notice.
2. Preference will be given to those who have live Rate Contract agreement with DGS&D or those who have supplied above items to any other Central Government department at the rates lower or on par with DGS&D rate contract prevalent as on the date of supply.
3. The quantity mentioned in the Tender Notice is only tentative. The department reserves the right to increase or decrease the actual quantity required. The actual list of procurement of the goods will be given at the time of placing the order. The bidder shall be liable to supply Laptop Computers as per specification approved by the Commissionerate.
4. The Technical and Financial bids shall be in separate envelopes and both these envelopes shall be placed in a single sealed envelope and super scribed with “Tender for the supply of Laptop Computers for the Offices of Commissioner of Service Tax (Audit), Bengaluru”. The separate

“Technical Bid” or “Financial Bid” shall be clearly marked on the respective envelopes. The tender will be opened on 25.11.2016 at 1600 hrs.in the cabin of the Additional Commissioner, Service Tax (Audit) Commissionerate at 2nd Floor, BMTC TTMC Building, Kanakapura Road, Banashankari 3rd Stage, Bengaluru-560070 before a Tender opening/ Evaluation Committee and Tenderers present, if any.

5. All the rates must be written both in figures and in words. Corrections, if any, are to be made by crossing out, initialling, dating and rewriting. In case of discrepancy between the words and figures, the rates indicated in words shall prevail. All overwriting/cutting, inserting shall be authenticated and attested.
6. The tender should be signed and stamped by the authorised person of the tendering firm / company.
7. The tenderer shall provide information in respect of their PAN, Service Tax/VAT registration No., Telephone/mobile/fax No. etc. with the tender. *
8. The quoted price shall be remain valid for 2 months from the date of opening of the tender.
9. The bidder shall have a full-fledged registered after sales service back up and should be capable of handling on-site service during warranty and offer an extended comprehensive protection plan for free servicing and replacement of parts for an additional 3 Years post warranty. Applicant should have a good track record of supplying these items to Government Departments and having past experience of dealing in these items.
10. All the items supplied shall be of a reputed brand and of make as specified in the tender and supplier has to furnish Quality Assurance Certificate along with invoice and goods.
11. The quoted amount shall be mentioned in both numbers and words. Any bid with illegible, incorrect, incomplete or inconsistent particulars, figures and words will be summarily rejected.
12. (a) If, in the price structure quoted for the required goods, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
(b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
(c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
13. The prices quoted shall be inclusive of all taxes of any government/ local authority etc. as applicable to government department. No payment over and above the prices quoted shall be done by the Service Tax (Audit) Commissionerate, Bengaluru in respect of any such levies brought to the notice at a later date. Installation of Laptop Computers at the office of the Service Tax (Audit), Commissionerate, Bengaluru shall be the responsibility of tenderer for which nothing extra shall be paid. Satisfactory installation and operation of the system shall be obtained from the Users.
14. The delivery of the items shall be within 15 days from the issuance of the work order.

15. Payments shall be released post supply, installation and proper operation of the computer systems. The bidder shall be responsible for installation, operation and maintenance during the warranty period.

16. In case of any dispute of any kind and in any respect whatsoever, the decision of Commissioner of Service Tax (Audit), Bengaluru shall be final and binding.

(D. Phani Kumar)'

Deputy Commissioner (Systems)
Service Tax (Audit) Commissionerate, Bengaluru

ANNEXURE - B
TECHNICAL BID

Name of the work : Quotation for the supply of Laptop Computers for the Offices of Commissioner of Service Tax (Audit), Bengaluru

1	Name, Address & Telephone of Firm/Agency	
2	Name and mobile No. of the owner of Agency/Firms	
3	PAN No. (enclose self attested copy of proof)	
4	VAT Registration No. (enclose self attested copy of proof)	
5	Details of experience in the field	
6	Organizations where items supplied	
7	Whether the bidder is a manufacturer or an authorized dealer of the particular brand (supporting documents to be attached)	

This is to certify that I have read the tender notice along with annexures and accept the terms and conditions.

Signature
Name of the Authorized signatory
Seal/ Stamp

**ANNEXURE – C
FINANCIAL BID**

Name of the Registered Firm/Dealer/Agency/Company:

Address of the Firm/Dealer/Agency/Company:
(With Tel. No., Fax No. and E- mail)

No.	Description of Item	Specifications	Qty	Rate per unit	Total Amt. (including taxes)
1	Laptop computer	All in one Laptop Computer of Brand ACER, Lenovo, Dell, HP or equivalent with Processor make :Intel Core i5, Processor Configuration : 2.5 Ghz RAM Size : Minimum 8 GB Expandable RAM : 16 GB Display Size : Minimum 14 inch Display Resolution : 1366 x 768 Hard Disk Size : 1 TB Type of Operating System : Windows 10 Professional (64 bit) Optical Drive – DVD Writer 3 years warranty and Antivirus	5*		
2		All in one Laptop Computer of Brand ACER, Lenovo, Dell, HP or equivalent with Processor make :Intel Core i3, Processor Configuration : 2.5 Ghz RAM Size : Minimum 4 GB Expandable RAM : 8 GB Display Size : Minimum 14 inch	5		

		Display Resolution : 1366 x 768 Hard Disk Size : 500 GB Type of Operating System : Windows 10 Professional (64 bit) Optical Drive – DVD Writer 3 years warranty and Antivirus			
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Signature
Name of the Authorized signatory
Seal/ Stamp

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