

Tender Notice

No.ADMIN1-281/2017/SHSRC

Dated: 20-11-2017

Competitive sealed tenders are invited for the supply of computer, Laptop, printer and accessories to the office of the State Health systems Resource Centre-Kerala, Thycaud, Thiruvananthapuram.

Sl.No	Schedule of Materials	Quantity.
1	DESKTOP COMPUTER Core i3-6100, 4 GB DDR4 RAM, Onboard Graphics, 1 TB HDD, win Pro, DVD , 18.5" TFT	5
2	All in One Desktop Core i3-6100, 4GB DDR4 RAM, onboard Graphics, 500 GB HDD, Win 10 Pro, Slim Super Multi DVD, 20" LED	3
3	Laptop i3 -7100U, 4GB DDR4 RAM, 500 GB HDD, Win 10 Pro, 14" LED HD,	2
4	Color Laser Printer	1

Last date and time for the sale of tender forms	: 19-12-17, 5.00 P.M.
Last date and time for the receipt of tender forms	: 20-12-17, 2.00 P.M.
Date and time for opening tender	: 20-12-17, 3.00 P.M.
Earnest Money Deposit	: 1 % of the amount quoted. : Rs.1000/- + GST
Cost of original tender form	(18%)
Cost of duplicate copy of tender form	: Rs.500/-+ GST
Period of firmness for rates	: 2 months

Details can be obtained from the office of the Executive Director, State Health systems Resource Centre-Kerala, KSIHFW Campus, Thycaud, Thiruvananthapuram-14 and in www.shsrckerala.org.

20-11-2017
Thiruvananthapuram

Sd/-
Executive director.

TERMS AND CONDITIONS

Limited competitive sealed tenders are invited for the supply of computer, Laptop, printer and accessories to the office of the State Health Systems Resource Centre, Thycaud, Thiruvananthapuram as specified in the schedule below/attached:

1. The tenders should be addressed to the Executive Director, State Health Systems Resource Centre, Thycaud, Thiruvananthapuram, in a sealed cover with the Tender number and name duly superscribed on the cover.
2. The tenders should be in the prescribed form which can be obtained from the head office of State Health Systems Resource Centre on payment of Rs.1000/- (Rupees One Thousand only). Duplicate copies of tender forms will also be issued for Rs.500/-(Rupees Five hundred only). The cost of tender forms once paid will not be refunded. Tenders which are not in the prescribed form are liable to be rejected. The rates quoted should be in Indian currency only. The tenders quoting rates in any other currency are liable to rejection.
3. Intending tenderers should send their tenders so as to reach the Executive Director, State Health systems Resource Centre, Thycaud on due date, within time. No tender received after the specified date and time will be accepted on any account. Tenders not stipulating period of firmness and tenders with price variation clause and or subject to prior sale condition are liable to be rejected.
4. Every tenderer who has not registered his name with the State Government (Stores Purchase Department) should send along with his tender, an earnest money of 1% of the amount quoted. The amount may be paid by crossed demand draft drawn in favour of the Executive Director, State Health systems Resource Centre. Cheques will not be accepted. The earnest money of the tenders will be returned as soon as possible after the tenders are settled, but that of the successful tenderer will be adjusted towards the security that will have to be deposited for the satisfactory fulfilment of the contract. No interest will be paid for the earnest money deposited. The registered firms will have to quote invariably in every tender they submit the registration number assigned to them by the Stores Purchase Department.
5. The tenders will be opened on the appointed day and time in the Office of the Executive Director, State Health Systems Resource Centre in the presence of such of those tenderers or their nominees who may be present at that time.
6. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, if any deposited by him will be forfeited to the Government or such action taken against him as The Executive Director, SHSRC thinks fit.

7(a). Tenderers shall invariably specify in their tenders the delivery conditions, including the time required for the supply of articles tendered for.

(b).The successful tenderer should supply the items at the office of SHSRC-K at Thiruvananthapuram ,within the time period specified in the contract, at their own cost.

8.(a) The tenders for part supply will not be accepted.

(b).The final acceptance of the tenders rest entirely with the Executive Director, State Health Systems Resource Centre who do not bind himself to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.

9(a). In the case of materials of technical nature the successful tenderer should be prepared to guarantee satisfactory performance for a definite period under a definite penalty.

(b). The guarantee provisions contained in the Kerala Financial Code are applicable.

10. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless the successful tenderer shall also execute an agreement for the due fulfillment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty and other expense incidental to the execution of the agreement.

11.(a) The successful tenderer shall before signing the agreement and within the period specified in the letter of acceptance of his tender, shall deposit a sum equivalent to 5 percent of the value of the contract as security for the satisfactory fulfillment of the contract less the amount of money deposited by him along with his tender. Letters of guarantee in the prescribed form for the amount of security from an approved Bank will also be considered enough at the discretion of Executive Director, State Health Systems Resource Centre. If the successful tenderer fails to deposit the security and execute the agreement within the period specified, the earnest money deposited by him will be forfeited to Government and the contract arranged elsewhere at the defaulter's risk and any loss incurred will be recovered from the defaulter who will, however not be entitled to any gain accruing thereby.

(b) In case where a successful tenderer, after having made partial supplies fails to fulfill the contracts in full, all or any of the materials, not supplied may at the discretion of the purchasing Officer, be purchased by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to supply already and the loss, if any, caused to the Government shall thereby together with such sums as may be fixed by the SHSRC towards damages be recovered from the defaulting tenderer.

(c) Even in cases where no alternate purchases are arranged for the materials not supplied, the proportionate portion of the security deposit based on the cost of the materials not supplied at the rate shown in the tender of the defaulter shall be forfeited and balance alone shall be refunded.

(d) If the contractor fails to deliver all or any of the stores or perform the service within the time/period specified in the contract, the purchaser shall without prejudice to its other remedies under the contract, deduct from the contract price as liquidated damages, a sum equivalent to 0.5% or 1% of the delivered price of the delayed stores or unperformed services for each week of delay until actual delivery or performance, up to a maximum deduction of 10% of the contract prices of the delayed stores or services. Once the maximum is reached, the purchaser may consider termination of the contract at the risk and cost of the contractor.

12. The security deposit shall, subject to the conditions specified herein be returned to the contractor within three months after the expiration of the contract, but in the event of any dispute arising between the State Health systems Resource Centre and the contractor, the SHSRC shall be entitled to deduct out of the deposits or the balance thereof, until such dispute is determined, the amount of such damages, costs, charges and expenses as any be claimed. The same may also be deducted from any other sum which may be due at any time from the Government to the Contractor. In all cases where there are guarantee/warranty for the goods supplied the security deposit will be released only after the expiry of the guarantee/warranty period.
- 13(a) All payments to the contractor will be made by SHSRC in due course by D.D. drawn on ICICI Bank.
- (b) All incidental expenses incurred by the Government for making payments out side the District in which the claim arises shall be borne by the contractor.
14. The tenderers shall also quote the percentage of rebate(discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
15. Ordinarily payments will be made only after the supplies are actually verified and taken to stock, at the concerned place. The firm will produce stamped pre-receipted invoices before the Executive Director, State Health systems Resource Centre. The payments will be made on satisfactory supply of the above said materials at the concerned places and on production of the bills/invoices. The SHSRC will make the payment as and when the satisfactory supply of the items.
16. The contractors shall not assign or make over the contract on the benefits or burdens thereof to any other person or body corporate. The contractors shall not under let or sublet to any person or persons or body or any part thereof without the consent in writing of the Executive Director, State Health systems Resource Centre who shall have absolute power to refuse such consent or to rescind such consent (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such rescission, provided always that if such consent be given at any time, the contractor shall not be relieved from any obligation, duty or responsibility under this contract.

17. All expenses and damages caused to SHSRC by any breach of contract by the contractor shall be paid by the contractor to the SHSRC and may be recovered from him under the provisions of the Revenue Recovery Act in force in the State.
18. In case any difference or disputes arises in connection with the contract all legal proceedings relating to the matter shall be instituted in the Courts within the jurisdiction of Thiruvananthapuram District.
19. Any amount due and payable to the successful tenderer from the SHSRC shall be adjusted against any sum of money due to the State Health Systems Resource Centre from him under any other contracts.
20. Every notice hereby required or authorised to be given may be either given to the contractor personally or left at his residence or last known place or abode or business or may be handed over to his agent personally or may be addressed to the contractor by post at his usual or last known place or abode or business and if so addressed and posted shall deemed to have been served on the contractor on the date on which in the ordinary course of post a letter so addressed and posted would reach his place of abode or business.
21. The tenderer shall undertake to supply materials according to the standard sample and/or specifications.
22. No representation for enhancement of rates once accepted will be considered during the contract period. In the case of imported goods when the price accepted is the ex-site price quoted by the tenderer, the benefit of any reduction in the c.i.f. price should accrue to the SHSRC.
23. Telegraphic quotations will not be considered.
24. Any attempt on the part of the tenderer or their agents to influence the SHSRC/Store Purchase Department in their favour, by personal canvassing with the officers concerned, will disqualify the tenders.
25. Tenderers should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
26. The finalization of tenders shall be made in accordance with the supply upon the rates quoted and according to the other formalities and performance. The Executive Director, State Health systems Resource Centre has all rights to reject a tender without giving any reasons.
27. The tenderers have to quote the expiry of the guarantee/warranty period.
28. Special conditions, if any, of the tenderers, attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the Executive Director, State Health Systems Resource Centre

29. The Tenderer should produce along with his tender a preliminary agreement executed and signed in Kerala Stamp Paper of value Rs.200/-. A specimen form of the agreement is given as Annexure B to this tender. The tenders without the agreement in stamped paper will be rejected outright.

30. The tenderer will invariably furnish the following certificates with their bills for payment:

“Certified that the goods on which the sales tax has been charged have not been exempted under the Central Sales Tax Act or the State Sales Tax Act or the Rules made there under and charges on account of sales tax on these goods are correct under the provisions of the relevant act or the rules made there under. Certified further that we (or our Branch or Agent)

Address:

are registered as dealers in the State.....
under the Registration No.....
for the purpose of sales tax”.

31. The price quoted shall be inclusive of all taxes, duties, cesses, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.

32. All conditions laid in the Store Purchase Rules are applicable.

