

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

No. 1109 /HE
117/HE/WB/OHEPEE/2018-19

Dated: 14.02.2020

Request for Quotations

The undersigned invites sealed quotations in plain paper/ letter pad from the intending firms located within state of Odisha, having valid GST registration for supply and installation of items as stated below to the office of the State Project Director, OHEPEE, Higher Education Department at Pustak Bhawan (2nd floor), A-11, Suka Vihar, Bhubaneswar-751022 for official use of PMU OHEPEE.

- Laptop computer: 01 Number
 - Desktop computers: 06 Numbers
 - Offline UPSs: 06 Numbers
 - Black & White Multifunction Printer: 02 Numbers
 - Antivirus Software: 15 Users with 3 years license period
 - LCD Projector: 01 Number
 - USB Flash Drive: 10 numbers (16 GB Capacity, Speed 3.0)
- 1) The sealed quotation should reach the undersigned on or before 29.02.2020 by 05:00 PM (as per the specifications prescribed at **Annex 'A'**) either through Speed Post/Registered Post/ Courier.
 - 2) In hand/ Direct submission of quotations shall not be entertained. Quotation received after the specified date & time shall not be considered under any circumstances.
 - 3) The quotation must contain the followings:
 - Valid GST registration number along with copy.
 - PAN card
 - Dealership or retail selling authorization certificate from the manufacturer
 - Not blacklisted by any Central/State/PSU agencies (As per format prescribed at **Annex 'C'**).
 - Income Tax return records of last three financial year's i.e FY 2016-17, 2017-18, 2018-19.
 - An Earnest money deposit (EMD) worth Rs 10,000/- (Rupees Ten Thousand Only) in form of Banker's cheque in favor of "PMU OHEPEE, Higher Education Department payable at Bhubaneswar" from any of the commercial bank.
 - 4) All pages in the quotation paper should be legible and filled up clearly. No overwritings and/or cuttings are permissible.

- 5) The rates should be quoted as per "Format of Price Bid" prescribed at Annex 'B'.
- 6) The price quoted & selected as L1 shall remain valid for a period of one year from date of issue of "Work Order".
- 7) The quotations will be opened on 03.03.2020 at 11:00 A.M at the above mentioned office address. The interested firms may present themselves or may nominate any one person from their firm to be present.
- 8) Firm quoting the lowest **Grand Total** in the Price Bid will be selected as L1. Item/Unit -wise total shall not be taken into consideration.
- 9) The L1 quotation will be communicated by the competent authority by issuing the "Work Order".
- 10) All the materials must be delivered & installed within a maximum period of 15 days from issue of the "Work Order".
- 11) Payment shall be made within 30 working days from the date of submission of invoice and invoice should be submitted after successful delivery and installation of all the equipments.
- 12) EMD except the L1 will be returned to the unsuccessful firms by hand on 03.03.2020.
- 13) EMD of L1 will be return after 60 days of submission of the invoice for payment.
- 14) The competent authority reserves the right to annul any/all of the quotations at any point of time without assigning any reason thereof.
- 15) Further the competent authority reserves the right to withdraw or relax or alter any of the terms & conditions as mentioned in the quotation call notice.
- 16) During scrutiny of the quotations, if it is found that any firm has submitted either false or fabricated paper(s)/document(s) then steps will be taken for blacklisting the same firm.
- 17) Any disputes shall be the jurisdiction of the Court at the place where the head quarter of the office is located.
- 18) For clarification(s) if any, the interested firms may contact in the following address;

Finance Officer, OHEPEE
Pustak Bhawan (2nd floor), A-11,
Suka Vihar, Bhubaneswar-751022
Phone No: 0674 – 2975057



State Project Director, OHEPEE

Memo No. 1110 /HE

Dt. 14.02.2020

Copy to PS to Commissioner-cum-Secretary, Higher Education Department for kind information of the Commissioner-cum-Secretary.

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State Project Director, OHEPEE

Memo No. 1111 /HE

Dt. 14.02.2020

Copy to Officer In Charge, P.T.C, Higher Education Department with a request to display the same in the Higher Education Department's website for wide publicity.

BB

State Project Director, OHEPEE

Annex 'A'

Minimum Required Specifications

1. Specifications for Laptop Computer

SI No.	COMPONENT	SPECIFICATIONS
1	Processor	5 th Generation Intel® Core™ i3-7020U Processor (3MB Cache, 2.30 GHz)
2	Memory	4 GB DDR 3
3	Hard Disk Drive	1 TB SATA
4	Graphic Card	Intel HD Graphics
5	Display	15.6 inches HD LED Backlit Display With 1366 x 768 resolution
6	Battery	3 Cell (Integrated)
7	Key Board	English Non backlit
8	Operating System	Genuine Windows 10 (Home Single language)
9	Audio	Integrated speakers
10	Ports	1 HDMI, 2 USB
11	Communication	Wi-Fi and Bluetooth
12	Warranty	Minimum 3 Years onsite comprehensive warranty
13	Drivers	All drivers should be provided in form of DVD/CD

2. Specifications for Desktop Computers

SI No.	COMPONENT	SPECIFICATIONS
1	Processor:	Intel Core i3 7th Gen Processor (3.9 GHz base frequency, 3 MB Cache)
2	Motherboard	Intel Chipset Motherboard
3	Memory:	4 GB DDR4
4	Hard Disk Drive:	1TB SATA HDD (7200rpm)
5	Graphic Card	Integrated HD Graphic
6	ODD	Standard 22X DVD RW or higher
7	Monitor	19.5" Wide TFT
8	Display	1 VGA, 1 DVI, 1 HDMI Ports (all the ports to be available on board, no converter)
9	Operating System	Genuine OEM Windows 10 Professional (64bit) Preloaded.
10	Key Board	USB 104 Keys or more Multimedia Keyboard Rupee Symbol ready isolated keyboard
11	Mouse	USB Two Button Optical Scroll Mouse
12	Network Card	Integrated on board Ethernet Controller 10/100/1000 with PXE support and Wake on Lan support
13	Interfaces	2 PS/2 Port, 1 Serial, 1 parallel, Total 8 USB PORT (with 4 in front)
14	Warranty	Minimum 3 Years onsite comprehensive warranty
15	Drivers	All drivers should be provided in form of DVD/CD

3. Specifications For 600 VA offline UPS

- Output power capacity: 600 VA
- Battery type: Leak proof battery
- Warranty: UPS 24 months
- Battery: 24 months

4. Black & White Multifunction Printer

SI No.	Component	Specifications
1	Type	Multi-function
2	Printing Method	Laser
3	Printing Output	Black & White
4	Functions	Copy, Print, Scan
5	Refill Type	Toner Cartridge
6	USB support	USB 2.0 or higher
7	Connectivity	USB/LAN/WiFi
8	Compatible OS	Windows 8.0 or Higher
9	Print Functions	
	Print Speed Mono	20 ppm
	Duplex Print	Automatic
	Monthly Duty Cycle	Minimum 8000 pages
13	Scan Functions	
	Scan Method	Contact Image Sensor (CIS)
	Scan Type	Flatbed & Feeder
	Optical scanning resolution	1200 dpi

5. LCD Projector

SI No.	Component	Specifications
1	Portable	No
2	Maximum Brightness	3300 lm
3	Light Source	210
4	Minimum Projection Distance	60 inch
5	Projection Ratio	1.45 - 1.96:1
6	Color Support	Color Processing: 10 Bits
7	Audio Features	Loudspeaker: 2 Watt
8	Wireless Network Connectivity	Yes
9	USB Version	USB 2.0 or More

Format for Submitting Price Bid**To**

The State Project Director,
PMU OHEPEE,
Higher Education Department,
Pustak Bhawan (2nd floor),
A-11, Suka Vihar,
Bhubaneswar-751022

Sub: Offering of price for supply and installation of computers & its related peripherals to PMU-OHEPEE, Bhubaneswar

Respected Sir,

I/We agree to supply the below mentioned goods in accordance with the technical specifications prescribed at Annex 'A'.

Sl. No.	Description Goods	Qty	Make/ Model No.	Price/ Unit (Rs)	Total Price (Rs)	GST %	Total Amount (Rs)
1	Laptop computer	01					
2	Desktop computer	06					
3	Offline UPS	06					
4	Multifunction Printer	02					
5	Antivirus Software (3 years license period)	15					
6	LCD Projector	01					
7	USB Flash Drive	10					
Grand Total:							
Grand Total In Words:							

Date:**Place:****Seal & Signature of the Firm**

ANNEX 'C'

Self Declaration for Not Black Listed

To,

The State Project Director, OHEPEE
Higher Education Department,
Pustak Bhawan (2nd floor),
A-11, Suka Vihar,
Bhubaneswar-751022

Sir,

I/We _____ hereby confirm that our firm has not been banned or
blacklisted by any Government organization/Financial institution /Court / Public
Sector Unit /Central Government.

Date:

Place:

Seal & Signature of the Firm