



Tender No 1350/16.03.2017
TENDER DOCUMENT
FOR
SUPPLY & INSTALLATION OF
COMPUTER & ITS PERIPHERALS
FOR OMFED

Cost of Tender Document-`500+VAT5%=`525.00

Submission of filled in
Tender Documents
by 2.00 P.M. on. 27.03.2017

Name of the Tenderer:

Opening at 3.00 P.M.

Address: _____

on 27.03.2017 at

OMFED Corporate Office,

D-2, Sahidnagar,

Bhubaneswar-751007

Telephone No:

Fax No:

E-Mail address :

THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD.,
D-2, SAHID NAGAR, BHUBANESWAR

PHONE : 0674 – 2546030/ 2546121/2540417 FAX NO: 0674 – 2540974

Website : www.omfed.com; E.mail : omfed@yahoo.com

TENDER CALL NOTICE NO.1350/2017



THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD

D-2, SAHID NAGAR, BHUBANESWAR

PHONE : 0674 – 2546030/ 2546121/2540417 FAX NO: 0674 – 2540974 Web site:

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**TENDER NOTICE FOR PURCHASE OF
COMPUTER & ITS PERIPHERIALS**

Tender Notice No- 1350 Date -16.03.2017

Sealed Tenders are invited from the Manufacturer/Authorized Agent /Authorized Dealers for purchase of 125 Sets of Desktop Computers, One Computer Server, Five Laptops, Printer & UPS required for Omfed during the financial year 2017-18 . The approximate value of the tender items is Rs 40,00,000.00(Rupees forty lakhs).

The tender paper can be downloaded from our website **www.omfed.com** where the details of specification are available. The downloaded tender documents duly filled in with cost of tender document cost of Rs 525.00 in shape of Demand Draft/Cash in favor of OMFED,Bhubaneswar will accepted during office hour from 18.03.2017 to 25.03.2017. Bids will be accepted up to 2.00PM. and the same will be opened at 3.00 P.M on 27.03.2017. OMFED reserves the right to cancel the Tender wholly or partially without assigning any reason thereof.

The corrigendum/amendment to this notice if required shall be published only in the OMFED web site www.omfed.com and shall not be published again in news paper.

MANAGER (MIS)

ORISSA STATE CO.OPERATIVE MILK PRODUCERS' FEDERATION LTD.,
D-2, SAHEEDNAGAR, BHUBANESWAR, ODISHA.

PURCHASE OF DESKTOP COMPUTERSET & PERIPHERALS FOR OMFED
Tender Document No. I

- 1) Sealed Tenders are invited from the Manufacturer/Authorized Agent /Authorized Dealers for purchase of Desktop Computer Set, Computer Server, Laptop, Printer & UPS with approximate quantity required for Omfed as mentioned at Annexure – “A” for which the tenders having authentic dealership certificate from the OEM/ Authorized agent / Authorized dealer of the OEM can also submit sealed tender, all other conditions remaining applicable mutatis mutandis.
- 2) Name of items along with detail technical specifications, probable requirements against each item may be seen from the out website i.e www.omfed.com. The quantity may vary during indent of the item depending upon budgetary allocation.
- 3) The Tender document may be obtained,
 - a. On payment of `500/- (Rupees Five hundred) (+) OVAT 5% i.e `525/- only between 10 A.M. to 5 P.M. on each working day from the Finance Division, Omfed Corporate office, Saheednagar, Bhubaneswar.
 - b. By sending a self-stamped (`80/-) envelope of size not less than 35 cm x 25 cm along with a Demand Draft of `500/- (Rupees Five hundred) (+) OVAT 5% i.e `525/- only payable at **Bhubaneswar drawn in favour of Managing Director, OMFED, D-2 Saheed Nagar, Bhubaneswar.**
 - c. By downloading from OMFED Web Site i.e. www.omfed.com.
- 4) The Tender documents shall be submitted in the office of the undersigned duly signed by the authorised signatory in each page and duly authenticated with seal in token of having read, understood and accepted the terms and conditions of the contract. However in case of downloaded Tender document, Demand Draft of `525/- (Rupees Five hundred twenty five payable at, **Bhubaneswar drawn in favour of Managing Director, OMFED, D-2 Saheed Nagar, Bhubaneswar** towards cost of Tender document shall be enclosed.

Bids submitted other than in the manner prescribed in the Tender document shall be rejected.

- 5) Tender calling authority has right to accept or reject the Tender(s) without assigning any reason thereof.
- 6) This tender shall remain valid for 6 month from the date of finalization of approved bidder for any of the listed items by the Purchase Committee or till the next tender floated by the indenter for same item whichever is earlier.
- 7) Date of issue of Tender documents : from dtd 18.03.17 at 11.00 AM.
- 8) Last date for issue of Tender document: on dtd. 25.03. 17 up to 5.00 PM.
- 9) Last date for receipt of Sealed Tender and sample: on dtd. 27.03.17 up to 2.00 PM.
- 10) Date for opening of sealed Tenders / Technical Bids: on dtd. 27.03.17 at 3.00 PM at the Office of the Managing Director, Omfed, D-2, Saheednagar, Bhubaneswar, Odisha.
- 11) The concerned bidders may depute their representatives to remain present during opening of the Technical Bids on 27.03.17 at 3.00 PM at OMFED Conference Hall.
- 12) The Tenders received after the stipulated date & time will not be taken into consideration and liable for rejection.
13. All disputes which may arise relating to tender are subject to judicial jurisdiction of the competent Court at Bhubaneswar only.
14. It is to certify that this tender document contains _____ pages.

Manager (MIS), OMFED

ANNEXURE - A

APPROX. REQUIREMENT OF DESKTOP COMPUTER SET & PERIPHERALS TO BE PURCHASED FOR OMFED DURING THE CURRENT F/Y - 2017-18.

Sl. No	Name of the items to be purchased	Probable Quantity to be purchased
01.(A)	Desktop Computer for General Use as per specification	25 Nos.
01(B)	Desktop Computer for MPCS as per specification	100 Nos
02.	Laptop/ as per specification	05 Nos.
03.	Computer Server as per specification	01 Nos.
04.	Laser Printer(B/W) as per specification	01 Nos.
05.	U.P.S (500VA) with 45 minutes backup on full load	125 Nos.
06	Online U.P.S (1.0 KVA) with one hour backup on Full Load	01 Nos.
07	Data Card (H/W only)	100 Nos.

Tender Document No.II
GENERAL CONDITIONS OF THE CONTRACT

- 1) The bidder /Supplier shall essentially be:
 - a) An Original Equipment Manufacture(OEM)
Or
 - b) An Authorized Agent of the OEM having running business in the tendered item with good business track record.

The bidder in proof of his being an OEM/ Authorised Agent shall submit authenticated documentary evidence in this regard. The proof submitted earlier in some other context shall not be treated as valid and sufficient.

- 2) The tenders (also called bids), not submitted in prescribed format or in the prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
- 3) All the information as called for in the tender document should be submitted truly clearly, legibly, transparently, unambiguously and without the use of abbreviations. It shall be submitted in English.
- 4) All the crucial figures, like rates and amount should be written in figures followed by words in a bracket.
- 5) There shall be no over-writing in the tender document and other papers submitted. All the additions, alterations, deletions and cutting should be initialed with rubber stamp (or seal) by the same person, who signs the tender document failing so, the tender may be rejected.
- 6) All the rates and amounts shall be quoted in Indian Rupees (IR) and shall be presumed to be in Indian Rupees unless specifically permitted to be quoted otherwise in this tender document.
- 7) The rates quoted shall be valid for a period of one year counted from the last date of receipt of the bids or submission of tenders.
- 8) Each page of this tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
- 9) For the Companies and Corporations making the bids, the tender document shall be signed by the Managing Director/CEO. If it is otherwise, the authority to sign the tender paper on behalf of the Company / Corporation shall be enclosed. In case of

partnership Firm, it shall be signed by the active Partner. In case of a proprietary firm, the tender document shall be signed by the Proprietor.

- 10) “Legal Status” of a bidder shall mean either proprietorship or partnership or private / public limited company or otherwise (to be specified), as the case may be.
- 11) All the documents and papers submitted with the bid should be either in English and shall be authenticated under the seal and signature of the bidder unless specified otherwise in the tender document.
- 12) All the promotional and technical literature of the products intended to be supplied should be submitted for proper appreciation of the bid, whether or not ; specifically called for in this tender document. This literature should also be in English .
- 13) Submission of more than one competitive bid by the same firm in response to the tender call notice is prohibited. All such bids except one received first will be cancelled at the discretion of the authority calling the bids. A bidder may however, offer in his bid more than one product of the same Original Equipment Manufacturer (OEM), if in his opinion all such products meet the prescribed technical specifications. In that case, he should submit “Technical Bids” of all such products separately but in the same prescribed format, in the same sealed single cover. Separate “**financial bids**” should also be submitted similarly in the same sealed single cover (**As explained in No.21**).
- 14) The bidder may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
- 15) All the information submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder
- 16) No firm / Company without valid Value Added Tax Registration number and PAN shall be eligible for submitting bids. Firms blacklisted shall also not be eligible for participating in the bid.
- 17) Copies of Valid Registration Certificates issued by competent Authorities under VAT and CST Acts and Copy of PAN shall be enclosed to the Tender document. In no case other certificates issued by authorities in lieu of such certificates shall be accepted.
- 18) Copies of income Tax return, Audited Balance Sheets, PL/ a/c and Trading a/c of, previous year along with copies of annual VAT & CST returns of previous year need also be enclosed to the Tender document.

- 19) At the time of opening of Tender/Financial bid the bidder will have to satisfy the competent authority that he is not only authorized as per his Registration Certificates to deal in the tendered item but he has also a running business in such items and he has the ability to supply the tendered quantity in prescribed time limit and to meet the warrantee conditions of the product.
- 20) The bid security (EMD), if called for, shall either be in the form of Demand Draft/ Banker's Cheque of a Scheduled Bank payable at **Bhubaneswar**, all in favour of **Managing Director, OMFED, D-2, Saheed Nagar, Bhubaneswar**. EMD shall be returned immediately after the rejection of a bid within seven days of receiving of written request. The DD/ Banker's Cheque etc. shall be returned in original with or without reverse endorsement as required for the refund. EMD of the successful bidders shall be retained till the supplies are successfully delivered as per order or adjusted against "Performance Security" (defined on condition No.11 of Special Conditions of the Contract) as per conditions of performance security agreement.
- 21) **This tender document has prescribed a two-bid format for submitting the offers. It contain the "Technical" (Tender document No.V) and "Financial" (Tender document No.VI) bid formats. Both the bids shall be submitted in separate sealed covers identified as "Technical" or "Financial" bid after detaching their formats from this tender document. Both the sealed covers the remaining part of this tender document including General Conditions of the Contract (Tender Document No. II), Special Conditions of Contract (Tender Document No.III), General Bid (Tender Document No. IV) and all Annexure A, B, C and D and all other papers / document should be put inside a bigger sealed cover and shall be delivered as per conditions published in the tender call notice. All the sealed cover shall have boldly written with the name of supplier/bidder, the tender call notice number and the last date for submission.**
- 22) No document as required and mentioned in the General /Special conditions of contract shall be enclosed to the technical bid / Financial bid documents unless otherwise specifically mentioned there in. All required documents shall be enclosed to the General bid proforma duly authenticated and serially numbered and page marked.
- 23) The tenders or the bids can be sent by Regd. with AD post or courier as well. However, the authorities shall not be responsible for the postal and other delays in receipt of bids.

- 24) If the last date for receipt of the tender/bid turn out to be a holiday, it will automatically be extended to next working day.
- 25) The tender calling authority shall make arrangements in his office for issuing a written acknowledgement, under proper seal and signature, of the filled in tenders, provided those are submitted on or before the due date. The acknowledgement shall be issued even if the Tenders are dropped in a sealed box. The acknowledgement receipt shall mention, among others, the tender call notice number.
- 26) A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders. They will not participate in the discussions. Clarifications sought, if any may be provided by them.
- 27) All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No. claim, whatsoever, shall be admissible for the alleged loss / damage suffered by the bidders on account of such rejections.
- 28) The Tenders/bids received in the prescribed time shall be opened by the tender committee at the prescribed date time and place. Any bid found incorrect or incomplete in any manner would be summarily rejected by the said committee
- 29) The “Technical” bids shall be opened and scrutinized by the Technical Committee, only in respect of the bidders who have been found to fulfill all the prescribed criteria and conditions of this tender document other than technical specifications of the products. Only branded products shall be accepted unless otherwise mentioned in the special conditions of the contract.
- 30) All the products, failing to fulfill the prescribed technical specifications, shall be rejected. Decision of the Technical Committee in this respect shall be final and binding. **A bidder can improve** the Technical Specifications of the product offered before the opening of “Financial Bid” decision of the Technical Committee on whether or not the revised specification is an improvement, shall be final. Improvement in the technical specification offered as above, may be accepted or not at the discretion of the tender calling authority. However, no preference or extra payment shall be admissible for superior technical specifications or quality or the like. The bidder has to give an undertaking as per the format at **ANNEXURE-G**.
- 31) The bidder shall have to submit in separate paper mentioning complied or not complied against each column of the technical specification given in the tender document.

- 32) Notwithstanding an offered product meeting the prescribed technical specifications, it may be rejected, if it has not be tried and tested or used in OMFED, Bhubaneswar with satisfaction. It may also be rejected if the bidder fails to successfully demonstrate its product before the Technical Committee.
- 33) “Financial Bids” shall be opened only in those cases, where one or more of the offered products have fulfilled the prescribed technical specifications.
- 34) All the prices quoted shall be F.O.R., destination i.e at Cuttack/Bhubaneswar which means that prices shall include the cost of delivery at destination if nothing otherwise is mentioned in the Special Condition of contract
- 35) The Purchase Committee shall discuss and deliberate on the past performance, experience, production capacity, financial strength etc. of the bidders / suppliers as recommended by the Technical Committee, besides the rates quoted by them and select the L-I bid in most transparent manner, taking into considerations the relevant provisions of OGFR and Circulars and notifications issued by the Government of Odisha from time to time, so as to ensure that the purchases are effected in most prudent and economical manner, without compromising the prescribed quality, from the most eligible bidder.
- 36) Financial negotiations with firms other than the lowest bidder shall not be held without obtaining the prior approval of competent authority.
- 37) The authorities are not bound to accept the lowest financial bid.
- 38) The order for supply may be placed on the successful bidders but the technical specifications (or quality requirements) for the purpose of supply shall be those, which were offered and accepted by the Technical Committee and not those specified in the tender document. It shall not be necessary for the OMFED to place a single order for the entire requirement. Order for the same item but on identical terms and conditions may be placed by different wings of the office such that the total orders placed shall roughly correspond to the quantity mentioned in the tender document. The bills for payment shall be submitted, accordingly, on different wings placing the order.
- 39) On delivery, the supplies or products shall be inspected to verify the quantity and to see whether those are in accordance with the technical specifications (or quality requirements) for which the order was placed. If it turns out to be otherwise, the acceptance of delivery shall be refused at the risk and responsibility of the supplier. Further the

articles found damaged shall not be counted as accepted until repaired or replaced to the satisfaction of the authorities.

- 40) Short / Part deliveries may not be accepted. All the items ordered must be supplied in full, for claiming even the part payment.
- 41) All the transit risk shall be the responsibility of the supplier
- 42) No Way Bill, C/D Forms will be supplied by the indenter to the suppliers of outside Odisha for supply of goods.
- 44) User manual of the product shall be supplied without being asked for and without being mentioned in the supply order. Moreover, it should be in English.
- 45) The supplier have to supply the indent within the time specified in the supply order. Failure to supply the indent in full within the stipulated period as mentioned in the supply order may lead to forfeiture of EMD / Performance Security and blacklisting of the suppliers. If at all the delivery is allowed to be accepted after the due date, Liquidated Damages (LD) @ 0.5% of the total amount of order (excluding taxes) per week or part thereof shall be charged, however that the L.D. shall not exceed 5% of the amount of order.
- 46) The supplier shall submit an undertaking given by him or the OEM committing to supply spare parts for the maintenance of the supplies for a period of at least 10 years from the date of delivery.
- 47) The suppliers shall give a “Performance Warrantee” for a minimum period as mentioned at SL.11 in the Special Conditions of Contract. The “Performance Security” may be forfeited partly or fully for failure to fulfill the terms and conditions of supply and post sales commitments / obligations. The Bank Guarantee if furnished towards performance security should be enforceable and payable at Bhubaneswar and shall be valid for a period of warranty (Performance Security has been defined on condition No. 11 of Special Conditions of the Contract).
- 48) All the clarifications sought from the bidders / suppliers on technical specifications of the products or otherwise shall be promptly submitted in a transparent and unambiguous manner.
- 49) Entire tender document, duly filled in, shall be treated as part of the contract agreement for supplies in case of the successful bidders and shall be submitted in original.

- 50) All the disputes shall be subjected to the jurisdiction of Civil Courts situated at **Bhubaneswar.**
- 51) The bidders shall submit all required documents along with tender. Under no circumstances a bidder would be allowed to make any addition / alternation in any document related to tender or to submit required documents after receipt of tender by the tender calling authority.
- 52) Any objection / suggestion / complaint by any bidder with regard to tender shall be intimated in writing to the tender calling authority. The Chairman/Members of Technical/Purchase Committee would not entertain any correspondence / discussion in the above matter.

Seal & Signature of Bidder.

Manager (MIS),

Tender Document No.III
SPECIAL CONDITIONS OF THE CONTRACT

- 1) The Special Conditions given here shall prevail over the General Conditions.
- 2) Bid Security (E.M.D) :- The tender document shall accompany with a Earnest Money Deposit (EMD) at the rate noted under col-5 against each item in Sl.No.3 below without which the tender shall be rejected. The Earnest Money Deposit should be made available in the form of DD//Banker's Cheque along with the sealed covers of "Technical" bids. However, the MSEs registered in Odisha with respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC and NSIC while participating in tenders shall be exempted from payment of Bid Security (Earnest Money) for the tender items. The bidders who are also registered with DGS&D for the tendered items are exempted from payment of Bid Security (EMD).
- 3) **QUANTITY:** - Sealed bids in this tender document have been invited for the supply of the item mentioned below. The approximate quantity required has also been mentioned below. Detailed technical specifications of such item is available in the Annexure to "Special Conditions of the Contract" enclosed herewith.

Sl.No.	Name of the Item	Approximate Quantity	Technical Specification	EMD
1(A)	Desktop Computer for General Use as per specification	25Nos.	Ref annexure -B	1% of quoted value
1(B)	Desktop Computer for MPCS Use as per specification	100 Nos.		
2	Laptop/ as per specification	05 Nos.		
3	Computer Server as per specification	01 Nos.		
4	Laser Printer(B/W) as per specification	01Nos.		
5	U.P.S (500VA) with 30 minutes backup.	125 Nos.		
6	Online U.P.S (1.0 KVA) with one hour backup.	01 Nos.		
7	Data Card (H/W only)	100 Nos.		

- 4) The quantities mentioned above the subject to variations. The rates quoted by the firms shall continue to be valid even if the quantities of items mentioned above are varied. Further

the bidder (s) should certify that the rates quoted by it for any item (s) listed above shall remain valid subject to variation in any Govt. Tax Structure on the same (i.e the base price of the item quoted shall remain valid irrespective of variation in the tax Structure) for a period of one year from date of finalization of rate by the Purchase Committee.

- 5) It shall not be necessary to bid for all the items mentioned above. The firms/ companies may bid for one or more of the items depending on their convenience and submit E.M.D. accordingly. The items above do not necessarily consist of a single piece of equipment. It may be composition of inter connected or inter related appliances. Bidding is not permitted for the components obtained by splitting an item. Bidding is also not permitted for a part of the quantity of an item indicated above.
- 6) If any equipment / item consists of different components, the bidder shall have to quote price for each component separately in the Financial Bid in the prescribed format enclosed in the Tender document including installation charges, if any.
- 7) The bidder shall submit along with this tender document a list of names, complete addresses. Telephone/FAX numbers of the customers to whom, the item, for which the bid has been submitted, have been supplied and installed in last three years, if any, A clear unambiguous statement shall be made if an item has not be sold anywhere in India so far.
- 8) The supplies shall be delivered to the materials to different location as per the purchase order.
- 9) The working of the equipment shall be demonstrated successfully and expenses incurred on demonstration shall be borne by the supplier.
- 10) The supplier shall organize training to acquaint the employees of the Organisation regarding operation of the equipment in their own cost.
- 11) **Performance Security:** - The successful bidder shall have to enter into an agreement with the Tender Calling Authority for successful completion of supply / installation of the tendered items after proper inspection within stipulated period and also for performance warrantee of the items from the date of supply / installation **up to a period of one year**. In this regard the bidder has to furnish the security deposit to be called “Performance Security” at the rate of 5% of the total amount of the order excluding all taxes in the form of / Bank Guarantee from any nationalized bank duly pledged in favour of Tender Calling Authority. However, the local MSE bidder, if selected, shall be required to pay 25% of the value of performance security. As per Performa enclosed at **Annexure-E**.

- 12) Notwithstanding anything contained in the General Conditions of contract a new / fresh brand of product / equipment not tried, tested and used in Omfed may be accepted subject to meeting the prescribed technical specification and approval of Technical Committee.
- 13) All the supplies made shall be subject to a **minimum period of warrantee as noted below :**

Sl.	Name of the Item	Warranty Period
01.	All Desktop	Three years onsite
02.	Laptop	One year onsite.
03.	Server	Three year onsite
04.	Laser printer (B/W)	One year onsite
05.	UPS (500VA)	One year onsite
06	Online UPS (1.0KVA)	Three years onsite
07	DATA Card(H/W Only)	One year onsite

- 14) The supplier shall repair or replace at his cost any component of the supplies that may go out of order during the warrantee period. The repair and replacement shall as far as possible be carried out within the premises, where the equipment has been installed. If, however, it is necessary to take the equipments to the workshop of the supplier, it must be repaired and re-installed successfully in its premises within 48 hours counted from the time service call is placed. Failing so, replacement equipment in working conditions shall be supplied till return of the equipment.
- 15) If an equipment or supply goes out of order within the warranty period and the supplier is informed about it, it must be attended to within 48 hours counted from the time service call is placed.
- 16) The selected bidder has to execute an agreement as per the term & condition given in Annexure-F.
- 17) Pre-delivery inspection: Not required.
- 18) PAYMENT: - No advance payment shall be made. 100% of the payment will be made on delivery of supplies, successful installation and demonstration subject to clause 11 above.
- 19) **SAMPLE / DEMONSTRATION / POWER POINT PRESENTATION :-** The bidder need not submit sample along with their bid / offer but they shall demonstrate the quoted model for inspection by the Technical Committee if required.

Seal & Signature of Bidder.

Manager (MIS),OMFED

TO SPECIAL CONDITIONS OF CONTRACT (REF SL. NO. 3)
TECHNICAL SPECIFICATION OF DIFFERENT TYPES OF DESKTOP COMPUTER
SET & PERIPHERALS.

01 (A) Technical Specifications of Desktop Computer Set for Office Use

Item	Specification
Item name	Computer & Accessories (Desktop)
Processor	4 th & 5 th Generation Intel i5, 6 MB cache, 64 bit, 4 core processor with Turbo Boost technology.
Form Factor	Tower Model
Chipset	Intel Chipset supporting the above processor
Memory	4 GB DDR3 1333 MHz SDRAM expandable to 8 GB
Internal Storage	500 GB SATA II Hard Disk Drive
Removable Media	DVD+/- RW Writer.
Graphics	Integrated Intel HD Graphics supporting 1600 x 1200 resolutions.
Audio	Integrated High definition audio.
Network	10/100/1000 mbps Gigabit Ethernet.
Display Monitor	18.5" wide screen LCD/LED backlit TFT Colour HD Monitor with 1366 x 768 native resolutions.
Input Devices	USB standard keyboard and USB Optical 2 button Scroll Mouse.
Ports & Connections	1 Serial Port, 1 Parallel Port, 1 VGA Port, 1 Microphone/ Headphone jack, 1 RJ45 port.
USB ports	6 USB 2.0 Ports (Min. two on front & two on rear side).
PCI Slots	Minimum 2 PCI Slots
Compatibility	Windows 10/ Windows 8/ Windows-7/ Vista/2008/2012, Linux Compliant.
Operating System	Licensed Windows 10 Enterprise/ Window 8.1 Professional 64 bit preloaded with OS Recovery Media, Driver CD
Anti-Virus	Quick Heal latest version with three years license.
Warranty	3 years comprehensive onsite warranty with the following SLA:- <ul style="list-style-type: none"> - Call should be attended on next business day. - Problem resolution within 24 hours of attending the call. - Within 72 hours in case any part is to be replaced.
Scope of Work	Supply, installation and configuration.
<i>Note: Desktop with better specification can be accepted.</i>	

General

- Quote only Enterprise / Business Class desktop PC. Home/SMB Class desktop PC should not be quoted.
- Mention exact make, Model and Part No. of the Product quoted.
- Vendor should provide the specification strictly in the above format adding 3rd column mentioning the specification of each and every item listed in the above sheet. Any additional information may be provided separately.

01 (B) Technical Specifications of Desktop Computer Set for MPCs

Item	Specification
Item name	Computer & Accessories (Desktop) for MPCs
CPU	Intel Pentium Dual Core G4400 (3.30 GHz, 3 MB cache) or its higher version
Chipset	Intel H-110 series or better
Memory	4 GB DDR3 RAM with 32 GB expandability
Hard disk Drive	Minimum 500 GB 7200 RPM or higher
Monitor	47 Cms (18.5 inch) larger LED/TFT Digital Colour Monitor TCO-05 certified.
Keyboard	104 keys USB key boards
Mouse	Optical with USB Mouse
Bays	2 Nos. or above
Ports	6 USB ports or more (serial port)-9pin (at least Two COM port USB with 3.0) 1 Display port/VGA port, audio ports for microphone and headphone in front.
Cabinet	Tower/Mini Tower
ODD	No ODD
Networking Facility	10/100/1000 on board integrated Network port
Operating System	Windows 10 Professional or latest,
Anti-Virus	Quick Heal latest version with three years license.
Warranty	3 years on site comprehensive warranty. Technical Support all over odisha including remote location

General

- Mention exact make, Model and Part No. of the Product quoted.
- Vendor should provide the specification strictly in the above format adding 3rd column mentioning the specification of each and every item listed in the above sheet. Any additional information may be provided separately.

02) Technical Specifications of Computer Laptop :

Specification	Intel Core TM i5-6200U with Intel® HD Graphics 520 (2.3 GHz. Upto 2.8 GHz, 3 MB cache, 2 cores), RAM-4GB DDR4-2133 SDRAM, 1TB-SATA-HDD of 5400 rpm, Graphics-AMD Radeon TM R5M430 (2GB DDR3 dedicated), 15.6" HD monitor, Optical drive-Super multi DVD burner, 1HDMI, 1 headphone/microphone combo; 2USB 2.0; 1USB3.0; 1RJ-45 with Windows-10 Home-64/Professional.(Licensed) –Weight Max. 2.20 kg. Colour- Black along with all accessories and carry bag.
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03)Technical Specifications of Computer Server :

Item	Specification
Item name	Tower Server
CPU	Single Intel® Xeon E5-2600 V3 Series, 2.5 GHz, 4-core, 10 MB L3 cache, 64bit processor with Hyper Threading and Turbo Boost technology.
Mother board	Intel C600 Series or equivalent Chipset
Expansion Slots	Minimum 2 PCI Express
Memory	16 GB DDR3, 1333 MHz RDIMMS RAM
Storage Controller	SAS Raid Controller with 512 MB Cache supporting raid 0/1/1+0/5/10
Hard Disk Drive	2 X 600 GB, 10 K rpm 6 GB/s SAS, Hot plug Hard Disks to be configured in hardware Raid1
Optical Drive	DVD+/- RW Writer
Video Controller	Minimum resolution of 1280 x 1024 with 32 bits colour
Bays	4 Internal Hot Plug bays, 1 CDROM bay
Ports	1 Serial Port, 6 USB Ports (2 front), 2 RJ45 Ports
Power Supply	Redundant Hot Swap Power supply, 230 Volt Indian Standard Power Cord.
Key Board	USB Standard
Mouse	USB optical 2-button scroll mouse with PAD
Monitor	18.5" TFT Colour Monitor with 1366 x 768 Native resolution
Networking feature	Dual Port 10/100/1000 Gigabit Ethernet Network Adapter with TCP/IP offload engine and asset tracking and security management, remote wakeup.
Industry Standard Compliance	ACPI 2.0 Compliant; PCIE 3.0 Compliant; PXE Support; WOL Support; USB 2.0 Support.
OS Support/ Certifications	Windows Server 2008/2008 R2/2012; Red hat Enterprise Linux; SuSE Linux enterprise Server; VMware Virtualization Software, Citrix Xen Server, Windows hyper -V
Remote Management	Remote Management for virtual power button control, virtual text remote control, serial port redirection, LAN connectivity, event logging and integrated Management log, Automatic Sever recovery, etc.
Systems Management	Systems setup, Installation and Diagnosis Software with Drivers for Windows 2008/ 2008 R2/ 2012 & Linux Operating Systems.

- Scope of work includes supply and installation of Hardware.
- Server should be supplied with 3 years onsite comprehensive warrantee and support. Call should be attended on next business day and problem resolution within 24 hours of attending the call.
- Vendor should provide item wise part no. & compliance report for each item listed in the specification and should specifically mention deviation, if any.
- The backup drive should be compatible with Server offered. Vendor has to install, configure and demonstrate Backup/Restore using offered Backup drive with offered server.
- Vendor should provide OEM authorization letter.
- **Vendor should provide the specification strictly in the above format adding 3rd column mentioning the specification of each and every item listed in the above sheet. Any additional information may be provided separately.**

04) Technical Specifications of Laser Printer(B&W) :

Specification	Black & White A4 Laser Printer, Mac compatible, Speed up to 25-26 ppm in normal 600 x 600 dpi, processor 750 MHz., Automatic duplex & Wi-fi printing, having duty cycle monthly up to 15000 pages, compatible to Windows-7, 8 & 10 O.S.
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05) Technical Specifications of U.P.S(500 VA):

Specification	The reputed brand off line UPS of 500 VA in single phase with single SMF battery & back up time-45 minutes or more with full load.
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06.) Technical Specifications of Online U.P.S (1.0 KVA) :

Specification	The reputed brand online UPS must have single phase input, single phase output having in-built isolation transformer, starting buy-pass circuit, surge suppressor (TVSS) of OEM make with 1 hour SMF Battery backup at full load. The quoted price should include Battery Rack, Interlink cables and all fittings, installation charges
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07.) Technical Specifications of Data Card :

Specification	1)DATA card should be on GSM technology supporting broadband on 3G speed, MBPS and higher. 2)It should have USB interface to connect to the note book/Net book/tablet/Desktop PC .It should be powered via USB interface. 3)Software and Driver on USB Dongle or CD media for Windows XP /VIST/Winodws07/08/8.1/10 4)Setup Mode : Plug and play Auto installation . 5)The DATA card should be capable of data transfer speed of 230KBPS or Higher under 2G network and 3.1MBPS or higher under 3G network or 4G network. 6)Vendor may be required to provide demonstration of the DATA card and the transfer speeds using SIM card any GSM service provider. 7)DATA card should be combatable with data services all GSM data network service provider. 8)Warranty of One year.
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Vendor should provide the specification strictly in above format adding third column mentioning the specification listed in the above sheet. Any additional information may be provide separately.

MBPS and higher

Tender Document No.IV

**GENERAL BID FORM
(TENDER CALL NOTICE NO.1350/16.03.2017_____)**

1. Name :
2. Full Address,
Fax No.
Telephone No.
E-Mail of the firm.
3. Legal status of the firm :
4. Items for which you have submitted the Bid :
5. Whether you are the Original Equipment
Manufacturer (OEM) for the above item :
6. Give the location and Address of your
: Factory.
7. If you are not the OEM, indicate
the names of the OEM for the above item
as mentioned at (3) above :
8. Kindly confirm by writing 'yes' or 'no'
only that you have been authorized by
the respective O.E.Ms either as dealer
or as sale, supply and servicing agent
in respect of the items you are not
the(OEM) :
9. Whether the items, you have submitted
the Bid for, will be fully or substantially
Imported, indicate the country to be
imported from. :
10. Have you enclosed the EMD? If yes,
Mention the amount and its details. :

11. Have you enclosed all the documents :
and papers called for in this tender document ?
As per **Annexure –C**(Please enclose
the document serially as per above Annexure).
12. If the answer to (10) above is ‘No’ which :
of the documents/papers called for in the
tender document have not been enclosed.
(Kindly enclose a list of such
documents/papers).
(Use a separate sheet of paper if necessary).
13. Do you have a post sales servicing,
center in Odisha? If yes, give its
name,full address, Fax and Telephone
numbers.

Signature & Seal of the Bidder.

**Manager (MIS)
OMFED**

**Check List of documents to be enclosed to General Bid Form
(Reference Sl. 23 of General Conditions of contract)**

Sl.No.	Reference Sl.No. General conditions of contract	Nature and Type of document	Whether enclosed (with page reference)	
1	2	3	4	
			Yes No	Page Ref
1	1	Proof of OEM (i.e. Certificate issued by Industries department Central excise authorities, Registrar of companies) / authorized Agent / Authorised Dealer of OEM (i.e. Certificate issued by the OEM)		
2	12	Promotional and Technical literature relating to the items tendered		
3	17	Valid Registration Certificate issued under VAT, CST and Income Tax Acts by competent		
4	18	IT Returns, Annual VAT and CST Returns, Balance Sheet, P/L a/c and trading a/c (All document mentioned above must relate to the previous year i.e. 2015-2016) and PAN Card.		
5	20	EMD of Rs. _____ in shape of DD /BANKERS CHEQUE.		
6	21	Technical bid & Financial Bid) should be separately sealed in two covers and over them it should be clearly mentioned as Technical / Financial Bid with name of the firm and Signature		
7	35	Proof of past performance regarding supply of tendered item to Government organization / PSUs i.e. copies of supply order/sale invoice (as per Annexure – “D” in line with special condition of Contract Sl. No. 7).		
8	46	Undertaking to supply spare parts for maintenance of items		

Signature of the Bidder

ANNEXURE-D**Check List of documents to be submitted with General Bid form
(As per special Conditions of Contract)**

Sl.No.	Reference Sl.No. Special condition of contract	Nature and Type of document	Whether enclosed (with page reference)	
1	2	3	4	
			Yes No	Page Ref
1	7	List of names, complete address, Telephone numbers of customers to whom the tendered item had been supplied during last 3 years.		

Seal & Signature of the Bidder

TENDER DOCUMENT NO-V
TECHNICAL BIDFORMAT

Sl. No .	Name of the items	Whether offered product fulfills the detailed Technical Specifications kindly answer Yes or No	Offered specifications and details of variations if any.(Separate paper indicating details in case of major deviations to be
1			
2			
3			
4			
5			
6			
7			

Seal & Signature of the Bidder

TENDER DOCUMENT NO-VI
FINANCIAL BID FORMAT

NAME OF THE ITEM:

- PART-I

1. Name and address of the Bidder :
2. Whether a manufacturer/ Authorized Agent/
Authorized Dealer :
3. States in which Business run :
4. State from which material would be delivered if
found successful in the bid :
5. VAT Registration Number :
6. CST Registration Number :
7. PAN :
8. Annual Turnover of Previous Financial year :
9. Whether the above Registration Certificate are
valid / Suspended / Cancelled at the time of
filling tender. :
10. Whether up to date returns under all Acts filed? :

PART-II

1. Brand name of the item manufactured / traded :
2. Basic unit Price :
3. Excise Duty / Additional Excise Duty @ ____% :
4. Freight/Transportation Charges :
5. Loading and Unloading Charges :
6. Any other charges before delivery :
7. Central Sales Tax @ ____% :
8. Odisha Entry Tax @ ____% :
9. OVAT @ ____% :
10. Any other charges :

-
11. Gross Price of the Unit to be considered
(Sum total of Sl. 1 to 10 of Part-II above) :
 12. Total Sum payable for supply of entire bid quantity.
(Mark NA against the Sl. Which is not applicable) :

PART-III

1. Terms & Conditions of Delivery
2. Terms and Conditions of Payment
3. Preference for mode of payment of "Performance Security".

Seal & Signature of the Bidder

Annexure-E

PROFORMA FOR BANK GUARANTEE
(On Non-judicial stamp paper of `60/-)

Bank Guarantee no.

Date:

This deed of guarantee made this _____ day of 20____ (one thousand nine hundred and _____) by (Name and the address of the Bank), here in after referred to as the Bank, which shall unless repugnant to the context or the meaning thereof includes its legal representatives, successes and assigns and the ORISSA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD. (hereinafter referred to as the OMFED) which expression shall unless repugnant to the context or meaning thereof include its legal representative, successors or assigns.

WHEREAS the OMFED has placed its Contract order bearing no. _____ dated

_____ on (name and address of the party) hereinafter called the Contractor, for the supply, installation & commissioning of _____ AND WHEREAS the OMFED agreed to pay to the Contractor the retention money i.e. 10% of the value of the Contract on submission of a Bank guarantee of equal amount, which will be kept valid up to _____ (three months more than expiry date).

In consideration of the OMFED having agreed to pay to the Contractor `

_____ (Rupees _____ only) being the retention money i.e. 10% of the value of the contract, we (the Bank), hereby undertake and guarantee to make repayment to the OMFED of the said 10% amount or any part thereof which does not become payable to the Contractor by the OMFED in accordance with and subject to the terms and conditions of the said Contract. The Bank further undertakes not to revoke this guaranteed sum of its currency except with the previous consent of the OMFED in writing and this guarantee shall be a continuous and receivable guarantee up to a sum of ` _____ (Rupees _____ only).

The Bank shall not be discharged or released from this guarantee by any arrangement between the Contractor and the OMFED with or without the consent of the Bank or any alternations in the obligations of the parties or by an indulgence, incidences shown by the OMFED to the Contractor and the same shall not prejudice or restrict remedies against the Bank nor shall the same in any event be a ground of defense by the Bank against the OMFED. We do hereby undertake to pay an amount equal to 10% of the contract value being the amount due and payable under this guarantee without any demur, merely on a demand from the OMFED stating that the amount claimed is due to the OMFED. In case, the Contractor fails to perform or fulfill to a Contractor as per the terms and conditions agreed upon, the OMFED is entitled to demand an amount equal to 10% of the Contract value from the Contractor and the

demand made by the OMFED by itself will be Conclusive evidence and proof that the supplier has failed to perform or fulfill his obligations and neither the Contractor nor the Bank shall be entitled to raise any dispute regarding the reasons for the failure of performance or fulfillment on any ground

This guarantee shall be in addition to and without prejudice to any other securities or remedies which the OMFED may have or hereinafter possess in respect of the works executed or intended to be executed and the OMFED shall be under no obligation to marshal in favour of the bank any such securities or funds or assets that the OMFED may be entitled to receive or have a claim upon and the OMFED at its absolute discretion may vary, exchange, renew, modify or refuse to complete to enforce or assign any security or instrument.

The Bank agrees that the amount hereby guaranteed shall be due and payable to the OMFED on OMFED's serving with a notice requiring the payment of the amount and such notice shall be served on the Bank either by actual delivery thereof to the Bank or by dispatching thereof by to the Bank by registered post at the address of the said Bank. Any notice sent to the Bank at its address by registered Post shall be deemed to have been duly served on the Bank Notwithstanding that the notice may not in fact have been delivered to the Bank.

In order to give full effect to the provisions to this guarantee the Bank thereby waives all rights

Inconsistent with the above provisions and which the Bank might otherwise as a guarantor be entitled to claim and enforce.

Notwithstanding anything contained here before our liability under this guarantee is restricted to ` _____ (Rupees only) being the amount of the retention money and it shall remain in force until and unless it is renewed for a further period or a claim is preferred against the bank within three months from the said date (date of expiry) all rights of the OMFED under the guarantee shall cease and the bank shall be released and discharged from the liabilities hereunder.

Place

Signature
Seal

Code No.

Note: 1) Bidders should ensure that the seal and code no. of signatory is put by the Bankers, before submission the Bank guarantees.

Annexure-F

TERMS & CONDITIONS OF AGREEMENT FOR PROVIDING SERVICE/WARRANTY AFTER INSTALLATION.

(On Non-judicial stamp paper of `20/-)

01. The selected bidder has to provide **free onsite service and support** for any kind of technical problem(Hardware & Software) within 1-2 hours from the lodging of complain over phone/e.mail.
02. Maximum downtime should not be more than 3-4 hours from the time of complain lodged.
03. In case of defect/non-working of any hardware & software items, the supplier/bidder has to replace the equivalent or higher model of defective items to suit the existing networking architecture without any extra cost.
04. Free up gradation of software items during warranty period to suit the existing networking architecture without any additional cost and affecting any day to day work.
05. The machine/equipments (hardware) will not be allowed to be shifted from their respective locations for repairing. But in exigency the machine may be shifted to service center with proper record with suitable standby to avoid normal work disruption.
06. Scheduled preventive maintenance will be carried out **once in a month**. A report should be prepared in specified format for every machine/equipment with proper signature of respective users. Unscheduled, on-call corrective and remedial maintenance will be done as and when require subject to terms of agreement.
07. The duration of the contract will commence from the date of successful installation, testing and commissioning till the end of the warranty/guaranty period(both day inclusive).
08. In case the bidder fails to arrange for immediate repair/replacement they have to provide suitable standby within time (3-4 hours) otherwise a penalty amount of `1000.00 per day per machine/equipment will be charge which will be deducted from the security deposit.
09. If at any time any dispute or question shall arise touching the construction on effect of this agreement or any cause or thing there in contained or respecting the rights or liabilities of the parties hereunder during the tenure of this agreement the same shall be referred to the arbitration of two persons of their umpire in accordance with provisions of the arbitration Act, 1940 for the time being in force, Venue of such arbitration shall be in the city of Bhubaneswar.

Signature & date.

Name & Address.

UNDERTAKING FORMAT

We undertake to abide by the technical specification, service/ utility, terms & condition as stipulated in this document. In case deviation is found after opening of commercial bid we do not have any objection if we are debarred from the tender process.

Signature :

Name & Address:

Cell Number:

Date & Seal: