



"Your health our goal, आपका स्वास्थ्य हमारा लक्ष्य"



सत्यमेव जयते

GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY WELFARE
OFFICE OF ADDITIONAL DIRECTOR, CGHS PUNE
DIRECTORATE GENERAL OF CENTRAL GOVERNMENT HEALTH SCHEME

E-TENDER NOTICE

Open Tender Notice. F. NO. CGHS/PNE/G.ST/45/15-16/529

**Supply of Desktop Computers to Wellness Centres
and Office of Additional Director CGHS Pune**

For and on Behalf of President of India, The Additional Director CGHS Pune invites applications from reputed firms, companies, agencies, proprietors having proven experience/capability of supplying desktop computers to Govt. Departments, PSUs, Autonomous Bodies for supplying and installation of 30 desktop computers to the Wellness centres and Office of Additional Director, CGHS Pune. Bidders are advised to refer to the locations of services required as provided in Annexure- I of Tender document. Bidders are advised to participate online at <https://eprocure.gov.in/eprocure/app>. The e-tender for 7 Wellness Centres and Office of Additional Director will be a composite tender. The bidder will have to upload required documents and bids for supply of desktop computers to be provided at all these locations.

The tender notice can be downloaded from the Website <http://eprocure.gov.in/eprocure/app> or <http://cghspune.gov.in>.

Eligibility Criteria:-

1. The bidder agency must hold valid registration/license to supply computer equipment. The successful Bidder will further ensure that their registration/licenses remain valid on the date of bid opening and till the end of the contract period.
2. The bidder must have service centre/OEM service centre in Pune. If not OEM, should have authorization from manufacturer for supply, installation, commissioning services, etc. of the quoted items.
3. The bidder agency must not have been blacklisted by any Court of Law or any Government/Central Autonomous bodies/PSUs and in any such future event; the agency shall undertake to keep CGHS informed.
4. The Annual Turnover of the bidder agency in each of the two previous financial years 2013-14 & 2014-15 should not be less than Rs. 40 lac (Rupees Forty lac only)
5. The bidder agency should be situated within the Municipal limits of Pune/PCMC.
6. The bidder agency must have completed at least two similar works with other organizations such as Central Government or Autonomous or PSU or defense organizations, Municipal bodies, etc. each costing not less than 40% of the tender value.
7. A copy of PAN allotted to the firm.

Enquiries will be entertained in the pre-bid conference only. The Additional Director CGHS, Pune reserves the right to reject all / any application received from the Service Provider Agency without assigning any reason.

**Additional Director
CGHS, Pune**



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GOVERNMENT OF INDIA

MINISTRY OF HEALTH & FAMILY WELFARE

OFFICE OF ADDITIONAL DIRECTOR, CGHS PUNE

DIRECTORATE GENERAL OF CENTRAL GOVERNMENT HEALTH SCHEME

Tel: 020-24262831, Fax: 020-24269461

Open Tender Notice. F. NO. CGHS/PNE/G.ST/45/15-16/529

E-TENDER DOCUMENT

E-Tender for supply and installation of 30 desktop computers in 7 Wellness Centres and Office of Additional Director under CGHS Pune

1.1 e-Tenders are invited from reputed firms, companies, agencies, proprietors having proven experience/ capability of supplying desktop computers to Govt. Departments, PSUs, Autonomous Bodies with experience/ financial/ infrastructure capabilities in accordance with relevant clauses of the tender documents, for supplying desktop computers to the Wellness Centres and Offices as per Annexure-I under CGHS Pune in the Prescribed format of tender document. This will be a single composite tender for all 7 Wellness Centres and Office of Additional Director. Further details of the tender document are available on the Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>; the Bids will also be required to be uploaded on the same portal. Details are also available on CGHS website at: <http://cghspune.gov.in> for viewing only.

1.1.2 **ONE BID PER BIDDER:** Each bidder shall submit only one tender either by himself or as a partner in joint venture or as a member of consortium. If a bidder or if any of the partners in a joint venture or any one of the members of the consortium participate in more than one bid, the bids are liable to be rejected.

1.2 **Brief tender details are given below:-**

1.2.1	Description of Scope of Work	Supply, installation, commissioning of 30 desktop computers in 7 wellness centres and office of Additional Director CGHS Pune as per hardware/software specifications provided in annexure – II.
1.2.2	Type Of Tender	E-Tender under TWO BID/TWO PACKET SYSTEM. The Technical and Commercial Bids to be uploaded separately on the e- procurement portal at http://eprocure.gov.in/eprocure/app
1.2.3	Earnest Money Deposit (Bid Security)	Rs. 25,000/- (Rupees Twenty Thousand only). The EMD will need to be deposited with the office of the Additional Director CGHS Pune on or before the last date & time of the Bid closing.
1.2.4	Mode/Validity of E.M.D.	Crossed Demand Draft/Bankers Cheque issued by Scheduled Banks drawn in favour of "Additional Director, CGHS, Pune", payable at Pune, valid for 90 days, with provision to extend validity of the bids and EMD for further period at the request of CGHS, if needed.
1.2.5	Performance Bank Guarantee	5% of the bid value

1.2.6	Validity of performance Bank Guarantee	180 days.
1.2.7	Cost of Tender Document	Nil
1.2.8	Deposition of Bid Security	Office of Addl. Director CGHS, Swasthya Sadan, Mukund Nagar, Pune – 411037, before last date and time for bid submission mentioned in Critical Date Sheet .
1.2.9	Period of Commencement of Work	Within 10 days of Award of Contract, failing which the EMD will be forfeited.

Clarifications if any shall be entertained in the pre-bid conference only. Response, if any, will be issued in respect of those clauses only where changed, online at <http://eprocure.gov.in/eprocure/app>. No individual correspondence will be made/ entertained.

**ADDITIONAL DIRECTOR
CGHS PUNE**

CRITICAL DATE SHEET

Tender No./Tender ID:	Open Tender Notice. F. NO. CGHS/PNE/G.ST/45/15-16/529 Tender ID: 2016_DGHS_68311
Name of Organization	CENTRAL GOVT HEALTH SCHEME, PUNE
Date of Issue/Publishing	22/01/2016 (11.00 Hrs)
Document Download Start Date	22/01/2016 (11.00 Hrs)
Document Download End Date	11/02/2016 (11.00 Hrs)
Clarification Start Date	29/01/2016 (15.00 Hrs)
Clarification End Date	29/01/2016 (17.00 Hrs)
Date for Pre-Bid Conference	29/01/2016 (15.00 Hrs)
Venue of Pre-Bid Conference	Office of Additional Director CGHS, 2nd Floor, Swasthya Sadan, Mukund Nagar, Pune
Last Date and Time for Uploading of Bids	11/02/2016 (11.00 Hrs)
Date and Time of Opening of Technical Bids	11/02/2016 (15.00 Hrs)
Date and Time of Opening of Commercial Bids	13/02/2016 (15:00 Hrs)
Address for Communication	Office of Additional Director Central Government Health Scheme 2nd Floor, Swasthya Sadan, Mukund Nagar, Pune – 411 037 Website: http://cghspune.gov.in

Instructions for Online Bid Submission

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online Bidder Enrolment.**” Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) The bidder shall seal the original Bank Draft/Pay order /Bank Guarantee as per Annexure EMD in an envelope. The Bidder shall mark its name and tender reference number on the back of the Bank Draft/ Pay order before sealing the same. The address of NIC, name and address of the bidder and the Tender Reference Number shall be marked on the envelope. The envelope shall also be marked with a Sentence "NOT TO BE OPENED BEFORE the Date and Time of Bid Opening". If the envelope is not marked as specified above, NIC will not assume any responsibility for its misplacement, pre- mature opening etc.

In case EMD is sent through Speed Post and it must reach <Tender Inviting Authority> as per date and time mentioned above in the name of <Tender Inviting Authority>.

EMD not meeting above deadlines will not be accepted and their uploaded bid will be rejected.

- 5) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this

time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the <Tender Inviting Authority> for the tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800-3070-2232.

SECTION – I

INSTRUCTIONS TO THE BIDDERS

A. SCOPE OF WORK

The scope of work includes supplying and installation of 30 desktop computer systems, as per the technical specifications provided in Annexure – II. The supply shall be made at 8 locations as specified in Annexure – I. Other provisions as mentioned in the tender elsewhere are also included in the scope of work. The scope of work shall include but not limited to the following:

1. Supply, installation and commissioning of 30 desktop computer systems as per specifications in Annexure-II at 8 locations in Pune as mentioned in Annexure –I.
2. The supplied items shall strictly conform to the specifications, of good quality, and delivered free of any defects during the office hours within 10 days of placing supply order.
3. The delivered items shall be installed and commissioned by the bidder at the request of Additional Director, CGHS Pune within 10 days of supply.
4. Delivery: The material shall be supplied at the site free of cost including installation and commissioning.
5. No additional charges whatsoever shall be payable for delivery, installation and commissioning of the computer systems.
6. In case of delayed delivery without valid reason, a penalty of an amount equal to 0.5% of the tender value will be imposed up to 15 days. Thereafter, a penalty at the rate of 1% of the value of the items up to one month will be imposed. The penalty may be deducted from EMD/PSD. Besides, the purchase order for remaining quantity may be cancelled.
7. All the material shall be supplied with the requisite licensed software along with installation media, manuals, etc.
8. The bidder/OEM/Manufacturers shall provide for Comprehensive Onsite Warranty for a period of three years for Desktop Computers. The period of comprehensive onsite warranty will start from the date of installation of items but not later than 30 days from the date of delivery of items in the office of Additional Director, CGHS Pune or the branches of CGHS Pune.
9. The bidder shall maintain the supplied items free of charge during warranty period.
10. The bidder or his OEM shall provide a convenient mode of lodging the complaint and redressal thereof. The complaint should invariably be resolved within 24 hours during warranty period at the location of the item (s) in CGHS Pune.
11. The bidder shall indemnify the Additional Director CGHS Pune against all damages/charges and expenses on account of the negligence of the firm or his servants or damages to the property of any member of the public or any person or in executing the work or otherwise.
12. The number of desktop computers mentioned in the tender (30) is indicative, and the actual number may vary depending on the requirement. While placing the order, the Additional Director may increase or decrease the number of computers and the bidder shall be bound to supply the number of computer systems so ordered.
13. The Additional Director reserves the right to place the order for entire required quantity in one or multiple orders within the bid validity period (180 days) and the bidder shall agree to execute such single or multiple orders.

B. Pre-Qualification Requirements:

1. The bidder should have experience of supplying computer equipment to Govt. Depts./PSUs/Banks/ Autonomous bodies, etc. Copies of at least two work orders from such Govt. depts./PSUs/Banks/Autonomous bodies in last 2

years to be enclosed with the Tender Document to be submitted.

2. The bidder should hold a valid registration and service tax registration, and PAN. Copies of supporting documents of all such Registrations/Numbers for last two years beginning 01/04/2013 i.e. for 2013-14 & 2014-15 to be submitted by the Agency along with the Technical Bid.
3. The Bidder should have its registered office in Pune.
4. The Bidder should not have been blacklisted by any Govt. /Govt. Agency.
5. The Annual Turnover of the bidder should not be less than Rupees 40 Lacs.

C. COST OF BIDDING

Prospective bidders shall bear all the costs associated with the preparation and submission of the e-bid. CGHS in no case will be responsible or liable for these costs regardless of conduct or outcome of the Tender process.

D. PRE BID MEETING

A pre-bid meeting open to all prospective bidders will be held as per **Bidding Schedule** in the **Office of the Addl. Director CGHS Pune** wherein the prospective bidders will have an opportunity to obtain further information and clarifications regarding work and the tender terms & conditions.

The prospective bidders are free to ask for any additional information and seek clarifications concerning the work either in writing or orally. The clarifications given will be common and applicable to all. No individual correspondence shall be entertained by CGHS thereafter with the prospective bidders/ their representatives.

E. BIDDING PROCEDURE, SIGNING AND SEALING OF BIDS The bidder must submit his e-bid in two parts as mentioned below: **Part 1 :- Called "Technical Bid" containing :-**

1.1 Earnest Money

The bidders are required to submit an amount of **Rs. 25,000/-** (*Rupees Twenty Five Thousand only*) through a Demand Draft payable in the name of "Additional Director, CGHS, Pune" as Earnest Money. The demand draft must be issued by a Nationalized/ Scheduled Bank. The Original EMD Demand Draft should be submitted in the O/o Additional Director 2nd Floor, Swasthya Sadan, Mukund Nagar, Pune – 411037, in an envelope super-scribed "EMD for supply of Desktop Computers e-Tender" before the last date & time of bid submission. The name of the agency & the Tender ID may be written on back of Demand Draft. Bids uploaded by bidders but their EMD/ Bank Draft not received physically in the Office of Additional Director, CGHS Pune, will be disqualified at the time of Bid Opening.

1.2 Eligibility Criteria: The Tenderers must fulfill the following conditions and upload the necessary documents online:-

- i. **TURNOVER:** The turnover of the Bidder should be more than Rs. 40 Lacs in previous Two Financial Years, i.e. 2013-14 & 2014-15. Copy of the audited Balance Sheet & Profit & Loss Statements for FY 2013-14 & 2014-15 to be uploaded as supporting evidence.
- ii. **EXPERIENCE:** Should have satisfactorily completed 2 similar works (Work of Supply and installation of computers), each costing not less than 40% of the estimated cost of the tender in any Government/Semi Government/ Central Autonomous Bodies/PSU bodies.
- iii. Documentary proof in the form of the copies of at least 2 work orders issued by clients, duly attested are to be furnished in support of 1.2 (ii) above.
- iv. Bids should be accompanied bid submission proforma on company letterhead as per Annexure-III.
- v. Copy of certificate of authorized distributor/dealer of the OEM for the product authorized to participate in the tender. (As per format in Annexure-VI)
- vi. Should be registered under Service Tax Registration with the Central Board of Excise & Customs (*Certified copy to be uploaded*).

- vii. Audited balance sheets showing turnover and profit and loss along with certified copies of latest returns for the last 02 years (FY 2013-14 & 2014-15).
 - viii. Scanned copy of **PAN** Card of Proprietor or the firm as the case may be.
 - ix. Should upload an **affidavit on Rs. 100 Non-Judicial stamp paper** that the company/ firm has not been blacklisted by any Court of Law or any Govt./ Central Autonomous bodies/ PSU and in future if it takes place the agency shall be liable to inform the Office/ CGHS forthwith.
 - x. An **undertaking** on the letter head of the Firm/Company to the effect that “The Bidder has gone through all the Terms & Conditions of the Tender document & the same are acceptable to the Tenderer.” Scanned copy of the undertaking to be signed & sealed by the authorized signatory before uploading. **(As per format in Annexure-V)**
 - xi. The Registered office of the bidder should be located within the Municipal Limits of Pune/PCMC.
 - xii. A scanned copy of the authorization by the Proprietor/Partners/Executive Director (as the case may be) in case the Bid documents are signed & sealed by a person authorized by all the owners of the Agency.
- 1.3 Bids should be complete, covering entire scope of work and conform to all the conditions laid down in the tender documents failing which their bids shall be summarily rejected outright without further information to the bidder and without assigning any reason and no correspondence shall be entertained in this regard. Any minor non-conformity in bid documents may be waived off subject to the condition that the tender committee observes such non-conformity does not constitute any material deviation.
- 1.4 **Scanned copies of all documents should be submitted online only at the following website:**
<http://eprocure.gov.in/eprocure/app>

Part 2:- Called “Commercial Bid” which shall contain:-

Duly filled prescribed Bid form in BOQ Excel sheet online.

- a. The Bid is liable to be rejected, if the requisite information / documents have not been furnished as asked for in **Part-1.1 & 1.2.**
- b. Individual signing the Bid and other documents must specify whether s/he signs as:
 - i. A sole proprietor of the firm, or constituted attorney of such proprietor.
 - ii. A partner of the firm, if it is a partnership firm and in this case he must have a clear legal authority to sign, answer and admit to refer disputes to arbitration.
 - iii. Constituted Attorney/Authorized Signatory, if it is a company.
 - 1. In case of (ii) above a copy of the Partnership Deed, General Power of Attorney, duly attested by a notary public and an affidavit to the effect that all the partners admit execution of the partnership and the General Power of Attorney be uploaded.
 - 2. In case of partnership firm, where no authority to refer disputes concerning the business or the partnership has been conferred on any such partner, the Bid and all other related documents must be signed by every partner of the firm.

A person signing the Bid form or any documents forming part of the bid on behalf of another, shall be deemed under warranty that he has authority to bind with his acts such other person. If on enquiry, it appears that the person so signing has no authority to do so, CGHS, without prejudice to other Civil and Criminal remedies can cancel the contract and hold the signatory responsible for all costs and conveyances arising there from.

- c. **Commercial Bid** shall be entered only in the BOQ Excel format provided with the tender document. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is

acceptable. Bidders are required to download the BoQ file, open it and complete the green coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

d. Commercial bid of only those Bidders shall be opened by constituted committee whose technical bid are found acceptable, in order and complete in all respects, on the date & time to be intimated later. A team of Officers from CGHS may decide to visit the office of the Bidders for establishing their credibility & verification of submitted documents.

e. The Department reserves the right to reject any or all the Bids without assigning any reasons thereof, in the interest of the work. No Bidder shall have any cause of action or claim against CGHS for rejection of his bid.

f Any deviation from the clauses hidden/intentional/unintentional shall be considered as contravention of the clauses of tender document and same shall also be grounds of rejection.

g. Each Bidder shall submit only one tender and quote Rates in the BOQ format online in the Excel format, after duly considering the scope of work. Before submitting the bid, the Bidders are advised to refer to location of supply and installations as in Annexure – I. The rate quoted should be in INR *per desktop computer* inclusive of all taxes, packing, cartage, delivery, installation, etc.

h. **Conditional** Tenders/Non-compliance of any of conditions set in tender document shall render the bid for disqualification.

i. The Tender documents submitted **should be signed by the authorized signatory of the organization on each page of the documents which should also be serially numbered.** Failure to do so will be treated as non-fulfillment of the tender conditions.

F. PERIOD OF VALIDITY OF BIDS

The Bids shall be valid for acceptance for 180 days after the date of bid opening prescribed by the CGHS and shall be further extendable by another 30 days at the request of Addl. Director CGHS Pune.

G. RIGHT TO ACCEPT / REJECT ANY BID

The Additional Director CGHS PUNE, reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the CGHS' action.

The Additional Director CGHS Pune doesn't pledge himself to accept the Lowest offering Bid or any Bid and reserves to himself the right of accepting the whole or any part of the Bid and Bidder shall supply the computer equipment at the rates quoted.

In case more than one bidder offering similar price per computer system, a Tie breaker will be used. The Tie breaker will be the Turnover of the vendor in last financial year (2014-15), higher the turnover more the preference. In case of turnover being same, a second tie-breaker shall be used with regard to bidder's experience in supplying to government/ Autonomous bodies/PSU agencies, etc. The experience of the bidder will be taken as criteria for second tie-breaker.

In case tender is not finalized for any reason, or the contract with the selected bidder is cancelled for any reason, the Addl. Director CGHS Pune reserves the right to offer/award the contract to L2 Bidder at the offer of L1. If the Offer is refused by the L2 Bidder, the Addl. Director CGHS Pune reserves the right to offer/award the contract to L3 Bidder and so on, at the offer of L1.

H. PERFORMANCE SECURITY GUARANTEE

The successful bidder will have to furnish a Performance Security for an amount equivalent to 5% of the bid value in the form of either a Bank Guarantee, valid for 6 months beyond the term of the contract, issued by a scheduled bank as

per format at Annexure – IV, or a Demand Draft issued by a Scheduled Bank. The Demand Draft or Bank Guarantee should be favoring “Additional Director, CGHS, Pune”. No claim shall be made against Government of India / Additional Director CGHS Pune in respect of interest accrued, if any, due on the Performance Security deposit.

I. CORRUPT OR FRAUDULENT PRACTICES

- (i) CGHS requires that the Bidders observe the highest standards of ethics and conduct during the tender process and afterwards during the execution of such contract.
- (ii) In pursuance of this policy, the terms and conditions are set forth as follows:
 - a) “corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the tender process or in the process of execution of contract; and
 - b) “Fraudulent practice” means misrepresentation of facts in order to influence the tender process or execution of a contract to the detriment of CGHS, and includes collusive practice among Bidder (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive CGHS of the benefits of free and fair competition;
- (iii) CGHS will reject a proposal for award of contract, if it determines that the bidder recommended for award has engaged himself in corrupt or fraudulent practices while competing for the contract in question.
- (iv) CGHS will declare a firm ineligible, either indefinitely or for a specified period of time, for award of the contract if at any time it determines that the firm was engaged in corrupt and fraudulent practices while competing for or in executing the contract in addition to any other action as deemed fit.

J. FORFEITURE

The Earnest Money may be forfeited if a Bidder withdraws its tender during the period of bid validity or in case of a successful Bidder, if the Bidder fails:

- i. To sign the contract in accordance with the terms and conditions, and
- ii. To furnish Performance Security as specified in the terms and conditions.

K. SUBMISSION OF BIDS

The Bidders will submit all the Bid documents only through e-tender portal <http://eprocure.gov.in/eprocure/app>

L. OPENING OF BIDS

Bids shall be opened online through the e-tender portal www.eprocure.gov.in/eprocure/app

M. MISCELLANEOUS

- a) A Bill giving details of Sales Tax/VAT Registration Nos., etc. may be submitted to Additional Director CGHS Pune for settlement. Payment of bill would be processed after successful delivery, furnishing of performance security deposit, installation/ commissioning of equipment and. No advance payment will be made.
- b) The successful Bidder’s Earnest Money will be discharged upon the Bidder executing the Contract and furnishing the Performance Security. Unsuccessful Bidder’s Earnest Money will be discharged / returned within 30 days after the tender process is over.
- c) All disputes, differences and questions arising out of the Tender shall be referred to the sole arbitrator appointed by the Additional Director, CGHS Pune. The arbitration shall be in accordance with the Arbitration and Conciliation Act, 1996. All disputes shall be subject to jurisdiction of courts of Pune only.
- d) The terms and conditions of this tender notice or contract to be concluded with the successful bidder shall be interpreted in accordance with the Indian laws.

**ADDITIONAL DIRECTOR
CGHS, PUNE**

LOCATIONS OF SUPPLIES & INSTALLATIONS OF COMPUTER SYSTEMS AT CGHS PUNE

Wellness Center No.	Address	Name of In-Charge	Tel. No	No. of Computers
<u>Wellness Center 1</u>	U Block Type IV Qtrs GPRA, Akurdi, Pune – 411044	Dr. N S Sayalwar	020-27640130	4
<u>Wellness Center 2</u>	GSI Colony Phulenagar - Yerawada Pune - 411 006	Dr. G.A.Motghare	020-26685960	2
<u>Wellness Center 3</u>	Chitragupta Complex OPP: Anglo-Urdu High School Hidayatullah Road Pune – 411 001	Dr. M M Rawtani	020-26455163	4
<u>Wellness Center 4</u>	233, Sugandha Apartments Mangalwar Peth Pune - 411 011	Dr. N Pillai	020-26120018	4
<u>Wellness Center 5</u>	ARDE Colony, Boys Battalion Ganeshkhind Road, Aundh Pune - 411007	Dr. V Kaushik	020-25652045	1
<u>Wellness Center 6</u>	296, Range Hills Estate Old Yard Estate Office Pune 411 003	Dr. V Paradkar	020-25819776	2
<u>Wellness Center 7</u>	Swasthya Sadan Mukund Nagar Near Ranka Hospital Pune 411 037	Dr. A R Sondur	020-24266402	3
<u>CGHS Office</u>	Second Floor, Swasthya Sadan Mukund Nagar Near Ranka Hospital Pune 411 037	Mr. Manikandan	020-24262831	10

CONFIGURATION OF COMPUTERS

S. NO.	ITEM	DESCRIPTION	NO. OF UNITS
1	DESKTOP COMPUTERS	Desktop Computers Without Monitors of reputed brands Dell/HP/Lenovo/Acer With Pre-Loaded Operating System Configuration: Intel Core i5, Q8 Series Chipset, pre-loaded certified OS Windows 8.1 Professional or Higher with other technical specifications as below :	30

a	CPU	Intel Core i5-4570, 3.2 GHz, 6 MB Cache or its higher version.
b	Chipset	Intel Q8 series.
c	Bus Architecture	3 PCI (PCI/ PCI Express) or more.
d	Memory	4 GB 1600 MHz DDR3 RAM with 32 GB Expandability.
e	Hard Disk Drive	500 GB 7200 rpm or higher.
f	Monitor	COMPUTER SYSTEMS TO BE SUPPLIED WITHOUT MONITORS
g	Keyboard	104 keys.
h	Mouse	Optical with USB interface.
i	Bays	4 Nos. or above.
j	Ports	6 USB Ports or more (at least 2 USB with 3.0), 1 Display port/VGA port, audio ports for microphone and headphone in front.
k	Cabinet	Mini Tower/Tower.
l	DVD ROM Drive	8X or better DVD RW Drive.
m	Networking facility	10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wake up, TPM enabled 1.2 chip using any standard management software.
n	Operating System	Windows 8 Professional or higher preloaded, as specified, with Media and Documentation and Certificate of Authenticity.
o	OS Certifications	Windows 8 Professional OS
p	Power Management	Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password, Power supply SMPS Surge protected.
q	Preloaded Antivirus	Microsoft Security Essentials Software

BID SUBMISSION PERFORMA/UNDERTAKING

(To be typed on Letterhead of Bidder Agency)

Tender No. **2016_DGHS_68311**

Ref: F. NO. CGHS/PNE/G.ST/45/15-16/529

The Additional Director CGHS
Pune

Dear Sir,

1. I/We hereby offer to supply and install the desktop computers detailed in schedule hereto or such portion thereof as you specify in the Acceptance of Tender at the rate given in the said schedule and agree to hold this offer open till _____(Date).

2. I/We have understood and complied with the "Instructions to Bidders", the "General Terms and Conditions" of the tender document and the all the Annexures thereto; and, have thoroughly examined and complied with the specifications of Contract and/or pattern and am/are fully aware of the nature of the equipment required; and undertake to accept the same for providing equipment and my/our offer is to provide services strictly in accordance with the requirements.

3. I/We understand that the 30 Nos. of desktop computers without monitors mentioned in this tender are indicative, but actual order may vary depending on the requirement of CGHS Pune and I agree to supply the actual ordered quantity. I also understand that the required quantity can be placed by The Additional Director CGHS Pune either in one or more work orders and I/We undertake to execute such order(s) within the bid validity period.

Yours faithfully,

Signature of Bidder

Address

Dated

Signature of witness

Address

Dated

Note: Duly signed form should be uploaded online along with other bid documents.

**SUPPLY INSTALLATION AND COMMISSIONING OF 30 DESKTOP COMPUTERS
IN WELLNESS CENTRES AND OFFICE OF ADDITIONAL DIRECTOR, CGHS PUNE**

PERFORMANCE SECURITY FORM (PSF) (For an amount of 5% of the bid value)

Tender No. 2016_DGHS_68311

Ref: F. NO. CGHS/PNE/G.ST/45/15-16/529

To,
The President of India
Through Additional Director, CGHS Pune

WHEREAS _____ (Name of successful bidder) hereinafter called “Successful Bidder” has undertaken, purchase Contract No. _____ dated, 2016 to _____ (Description of Services) hereinafter called the Contract” in pursuance of Tender Document dated _____ issued by _____. AND WHEREAS it is one of the terms of the tender document that the successful bidder has to submit a performance bank guarantee by a nationalized bank for entering into a contract.

AND WHEREAS it has been stipulated by you in the said contract that the successful bidder shall furnish you with a bank guarantee by a nationalized bank for the sum specified therein as security for the compliance with the successful bidder’s performance obligations in accordance with the contract.

AND WHEREAS we have agreed to give guarantee for the successful bidder.

THEREFORE WE hereby affirm that we are guarantors and responsible to you up to a total sum of Rs. ----- /Rupees _____ only) and we undertake to immediately pay you, upon your first written demand declaring the successful bidder to be in default under the contract and without demur cavil or argument, any sum or sums within the amount as aforesaid, without your needing to prove or to show the grounds or reasons for your demand or the sum specified therein.

A letter from your office that the successful bidder has committed default in the due and faithful performance of all or any of its obligations under and in accordance with the contract shall be conclusive, final and binding on us. We further agree that you shall be the sole judge as to whether the successful bidder is in default in due and faithful performance of its obligations under the contract and your decision that he is in default shall be final and binding on us, notwithstanding any differences between you and successful bidder or any disputes between you and him pending before an Arbitrator or any other court or tribunal or authority.

In order to give effect to this guarantee you shall be entitled to act as if we are the principal debtor and any change in our constitution or that of successful bidder shall not, in any way, or manner affect our liability or obligation under this guarantee.

You shall have liberty, without affecting in any manner our liability under this guarantee, to vary at any time, the terms and conditions of the contract or to extend the time or period for compliance or to postpone for any time the exercise of any of your rights or enforce or forebear from enforcing any of the terms and conditions of the contract and we shall not be released from our liability or obligation under this guarantee by any exercise of such liberty by you or other forbearance, indulgence, act or omission on your part.

We undertake not to revoke this guarantee during its currency.

Any notice by way of request, demand or otherwise hereunder may be sent by post addressed to us at above referred branch, which shall be deemed to have been duly authorized to receive such notice and to effect payment thereof forthwith, and if sent by post it shall be deemed to have been given at the time when it ought to have been delivered in due course of post and in proving such notice, when given by post, it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by any of your officers that the envelope was so posted shall be conclusive.

This guarantee shall come into force with immediate effect and shall remain in force and effect for a period of six months beyond the validity of the contract or until it is released by you pursuant to the provisions of the contract.

Signed and sealed this day of **2016** at

By:

SIGNED, SEALED AND DELIVERED For and on behalf of (Name of the bank)

(Signature)

(Name :)

(Designation:)

(Address:)

**SUPPLY INSTALLATION AND COMMISSIONING OF 30 DESKTOP COMPUTERS
IN WELLNESS CENTRES AND OFFICE OF ADDITIONAL DIRECTOR, CGHS PUNE**

Tender No. 2016_DGHS_68311

Ref: F. NO. CGHS/PNE/G.ST/45/15-16/529

From:

Complete address of the bidder
with Phone/ Fax, Mobile No & E-mail Address.

Declaration of Bidder

(To be given on letterhead of the agency)

To

The Additional Director,
CGHS, Pune

Dear Sir,

1. I / We hereby offer to supply and install desktop computers to CGHS Office/Wellness Centre(s) in CGHS Pune as indicated in the Bid notice or to such Wellness Centres / units, you may specify in the acceptance of Bid at the rate given in **Price Bid** and agree to hold this offer open till ____{date}_____. I / we shall be bound by a communication of acceptance dispatched within the prescribed time.
2. I / we have understood the Instructions to the Bidders and Conditions of Contract and fully accept them.
3. I / we are fully aware of the nature of work and my / our offer is to meet the conditions strictly in accordance with the requirements of CGHS.
4. My / our Office is situated within Pune.
5. My / our firm has not been convicted by Any Ministry/Department/Statuary Institution or Authorities and no case is pending in the Court of Law.

SIGNATURE OF BIDDER NAME

ADDRESS

DATE: .../.../.....

Tender For Desktop Computers

Tender No. 2016_DGHS_68311

Ref: F. NO. CGHS/PNE/G.ST/45/15-16/529

To
The Additional Director
CGHS, Pune

Sub: Authorization of OEM for supply, installation, warranty, services.

Sir,

1. I/we _____ (Bidder/OEM) having my/our registered office _____ (address of the OEM) am/are an established manufacturer of _____ (name of quoted items). I/we _____ (name of bidder/OEM) solely authorize _____ (Name of the bidders/OEMs authorized partner) to supply, install and provide warranty support on our quoted product for above mentioned tender. I/we certify that above authorized partner meet the tender eligibility requirement of this tender defined for OEM's authorized partners.
2. I/we have also entered in an agreement with our authorized partners that they will supply, install and provide warranty support for this tender on behalf of us.
3. Our full support is extended in all respects for supply, onsite warranty and maintenance of our products. I/we _____ shall also ensure to provide the service support including supply of spare parts for the same for a period of **3 (three) years** under the terms and conditions of above tender.
4. In case of default in execution of this tender by our authorized partner viz. _____ (name of the authorized partners), the _____ (OEM) shall own all liabilities and responsibilities for successful execution of contract/ warranty/maintenance/service support.

For _____
(Name of Bidder/OEM)
(Authorized signatory)

Name & Designation:

Note:-This letter of authority should be signed by legal head or HR Head or CS of OEM. This should be uploaded with the bid.