

PITHAMPUR AUTO CLUSTER

(A GOVT. OF MADHYA PRADESH UNDERTAKING- SUBSIDIARY OF MPAKVN, INDORE)

Reg. Office: 126, Kanchan Bagh, Opp. Hotel Crown Palace, Indore 452 001



**TENDER DOCUMENT FOR SUPPLY OF TABLETS
&
PROVIDING AFTER SALES SUPPORT
(INCLUDING 1 YEARS WARRANTY)
FOR 70 TABLET PC**

Reg. Office: 126, Kanchanbagh, Near GitabhawanChauraha, OppHotel Crown Palace, INDORE-452001 (M.P.)
CIN: U74999MP2004NPL020090 Phone : (0) 0731- 4972122/ 4987081-84 Email: md.pacl@gmail.com
website: www.pithampurautocluster.com

Our Ref: PAC/IND/2018/73

DATE- 23/05/2018

NOTICE INVITING TENDER (NIT)

Subject: Tender for “**Supplying and providing after sales support including 1 year comprehensive warranty for 70 Tablets**” for official use

Sealed tenders in two bid system for the subject work, are invited from eligible bidders, by Managing Director, Pithampur Auto cluster, Indore on or before 13th June 2018 at 3.00 PM. The tender document is to be submitted in two separate envelopes each sealed and clearly identified and addressed to “Managing Director, Pithampur Auto cluster, Indore”. Both the envelopes along with the requisite EMD, shall be contained in a large envelope super scribed

“Tender for Supplying and providing sales support including 1 year comprehensive warranty for 70 Tablets”

Tender documents shall be available from the office of PAC at 126, Kanchanbagh, Indore on payment of non-refundable fee of INR 1180/- by Demand Draft in favour of **Pithampur Auto cluster** payable at Indore. Complete tender documents are also available on the website www.pithampurautocluster.com

The documents downloaded by the parties from the website shall be valid for participation in the tender process. Those making use of the tender documents downloaded from the website shall have to pay the fee of the document i.e. Rs. 1180/- (Rupees One Thousand One Hundred Eighty only) in the form of a demand draft along with the tenders. Tenders received without the requisite fee shall be considered as invalid ab-initio.

Last date of submission of bids is 13/06/2018 before 3 P.M. The bids will be opened on 14/06/2018 at 11:00 AM.

Managing Director, PAC reserves the right to accept/reject any/ all proposals without assigning any reason thereof.

**Managing Director
PAC, Indore**

SECTION 1: INVITATION FORBIDS

Definitions

“**Bidder or bidder**” means O.E.Ms / Authorized Dealers/ Channel partners offering the service(s) and/ or materials required in the TENDER. The word Bidder, when used in the pre-award period shall be synonymous with Bidder, and when used after intimation of successful bidder shall mean the successful bidder, also called ‘Vendor, with whom the tenderer signs the Contract.

“**OEM**” means Original Equipment Manufacturer company, that is incorporated in India or abroad, who has management control over the manufacturing/production process, Quality Assurance, Procurement of Raw materials/manufacturing process inputs marketing and warranty services of the resultant products, of at least one manufacturing facility/factory where the manufacturing of equipment, related accessories, as required for this tender is carried out.

“**Tenderer**” shall mean the authority issuing this TENDER.

Introduction

Sealed bids are invited from eligible bidders for Supply and after sales support (including 1 year of comprehensive warranty) for 70 tablets. The bids should be submitted in the prescribed format at the address mentioned in the following section.

Schedule of Bid Process

SI No	Information	Details
1.	TENDER No. and Date	PAC/IND/2018/73 DATE- 23/05/2018
2.	Bid validity period	180 days from the date of submission
3.	Last date for submission of bids	13/06/2018 before 3 P.M.
4.	Opening of Bids	14/06/2018 At 11:00 A.M.
5.	Place of opening of proposals received in response to the TENDER notice	Pithampur Auto Cluster 126, Kanchanbagh, Near GitabhawanChauraha, OppHotel Crown Palace, INDORE-452001
6.	Addressee and address at which proposal in response to TENDER notice is to be submitted:	Managing Director, Pithampur Auto Cluster 126, Kanchanbagh, Near GitabhawanChauraha, OppHotel Crown Palace, INDORE-452001

Instructions to Bidders

Bidders are advised to study this TENDER document carefully before participating. It shall be deemed that submission of bid by the bidder has been done after their careful study and examination of the TENDER with full understanding to its implications. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligations under the Bid.

Cost of Bidding

Bidder shall bear all costs associated with the preparation and submission of the Bid. The tenderer will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

TENDER Document

Bidder is expected to examine all instructions, forms, terms, specifications, and other information in the TENDER document. Failure to furnish all information required by the TENDER document or to submit a Bid not substantially responsive to the TENDER document in every respect will be at Bidder's risk and may result in the rejection of its Bid.

Amendment of TENDER Document

- a) At any time prior to the deadline (or as extended by the tenderer) for submission of bids, the tenderer, for any reason, whether at its own initiative or in response to clarifications requested by prospective bidder may modify the TENDER document by issuing amendment(s)
- b) All bidders will be notified of the amendment(s) by publishing on the website www.pithampurautocluster.com and these will be binding on them.
- c) In order to allow bidders a reasonable time to take the amendment(s) into account in preparing their bids, the tenderer, at its discretion, may extend the deadline for the submission of bids.

Language of BID

The bid prepared by the bidder, as well as all correspondence and documents relating to the Bid exchanged between the bidder and the tenderer, shall be in English.

Period of Validity of Bids

- a) The bid shall remain valid for 180 days from the date of submission. Bidder should ensure that in all circumstances, its Bid fulfills the validity condition. Any bid valid for a shorter period shall be rejected as nonresponsive.
- b) In exceptional circumstances, tenderer may solicit bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by Fax. Bid Security shall also be suitably extended. In such scenario a bidder granting the request is neither required nor permitted to modify the bid.

Qualification Criteria

Sl No	Criteria	Documents to be submitted as part of the Technical Bid
1	<p>The bidder Should be:</p> <p>Company/firm incorporated/registered in India and are Original Equipment Manufacturer (OEM) of Tablet Computers</p> <p style="text-align: center;">Or</p> <p>Company/firm incorporated/registered in India and are Indian Partners/Agencies solely authorized to bid in this tender on the behalf of such companies that are not incorporated in India but are Original Equipment Manufacturer (OEM) of Tablet Computers</p> <p style="text-align: center;">Or</p> <p>Company/firm incorporated/registered in India and an authorised dealer of an original equipment manufacturer (OEM) of Tablet Computers</p>	<p>a) Certificate of Registration <i>or</i></p> <p>b) Certificate of Incorporation</p> <p>c) Manufacturer Authorization Certificate in case bidder quotes the product of another OEM</p>
2	Bidder must have an average annual turnover of at least Rs. 50 (Fifty Lakhs) in the previous 3 financial years ending 31/03/2017, 31/03/2016 and 31/03/2015.	Copy of Balance Sheets/CA Certificate
3	The bidder should not have been blacklisted by any institution of the Central or State Government in India on ground of involvement of the bidder in corrupt or fraudulent practices for the last 5 year	Self-Declaration by the designated official as per the Annexure: II
4	The OEM must have Authorized Service Centers (ASP) in Indore.	Self-declaration stating the details of Authorised Service Centres as per Annexure-IV

Bidding Procedure ;

1. **Preparation and Submission of Tender:** The tender should be submitted in two parts i.e. Technical Bid as per **Annexure – V** and Financial Bid as per **Annexure – VI**. The Technical Bid and the Financial Bid should be sealed by the bidder in two separate covers "**Technical Bid for supply of tablets**" and "**Financial Bid for supply of tablets**". Both Sealed Envelopes should be kept in a main/ bigger envelope super-scribed as "**Tender for supply of tablets**". The bidder is required to sign all pages of this document and return the same along with their bid as a token of acceptance of all the terms and conditions mentioned in this document. Unsigned document will be rejected.
2. The **Technical Bid** shall consist information/documents pertaining to the qualifications of the agency and Demand Drafts of Tender Fees & EMD, which would be opened first for assessment of competence of the agency. Financial Bid shall be opened of only those bidders who have submitted the Demand Drafts of Tender Fees & EMD are found successful in the process of technical assessment by this office.
3. **Tender Fee:** Tender fee will be Non-refundable amount of Rs.1180/- (Rupees One Thousand One Hundred Eighty only) by way of demand drafts only. The demand drafts shall be drawn in favour of "**Pithampur Auto Cluster**" payable at Indore. Bid(s) received without demand draft of Tender Fee will be summarily rejected.
4. The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs. 10,000/- (Rupees Ten Thousand Only) by way of demand draft only. The demand draft shall be drawn in favour of "**Pithampur Auto Cluster**" payable at Indore. The demand draft for earnest money deposit must be enclosed in the envelope containing the technical bid. The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/ Security Deposit and for unsuccessful bidder(s) it would be returned after award of the contract. Bid(s) received without demand draft of EMD will be summarily rejected.
 - a) Request for transfer of any previous deposit of earnest money or security deposit or payment of any pending bill held by the respect of any previous work will not be entertained.
 - b) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
 - c) The Firm who are registered with National Small Industries Corporation (NSIC), MSME OR Small Scale Industries (SSI) are exempted to submit the EMD (Copy of registration must be provide along with technical bid).
 - d) The EMD, in case of unsuccessful Bidders shall be retained by PAC, Indore till the finalization of the tender. No interest will be payable by PAC, Indore on the EMD.

The Tender Application shall be addressed to the following address

Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
Opp. Hotel Crown Palace, INDORE-452001

If the outer envelope is not sealed and marked as above, the tenderer will bear no responsibility for the misplacement or premature opening of the Bid. Only detailed complete bids in the form indicated above received prior to the closing time and date of the bids shall be taken as valid.

Bids sent through Telex/Telegrams/Fax/e-mail should not be acceptable

Bid Due Date

- a) Bid must be received by the tenderer at the address and not later than the time and date specified for this tender. Bids received after this deadline will be rejected and returned to the bidder unopened.
- b) The tenderer may, at its discretion, on giving reasonable notice in writing by publishing on the specified website (www.pithampurautocluster.com) and/or through press notification, extend the bid due date, in which case all rights and obligations of the tenderer and the bidder, previously subject to the bid due date, shall thereafter be subject to the new bid due date or deadline as extended.

Modification and Withdrawal of BID

- a) The bidder may modify or withdraw its bid after submission, provided that written notice of the modification including substitution or withdrawal of the bids, is received by the tenderer prior to the deadline prescribed for submission of bids.
- b) The bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in a manner similar to the original bid.
- c) No bid shall be modified subsequent to the deadline for submission of bids.
- d) No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity. Withdrawal of a Bid during this interval may result in the bidder's forfeiture of its Bid security

Late Bid

- a) Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- b) The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- c) Tenderer shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- d) Tenderer reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

Bid Currency

Prices for services offered shall be quoted in Indian National Rupees only.

EMD

- a) All bidders shall furnish an Earnest Money amounting to Rs. 10,000/- (Rupees Ten Thousand Only). Bids without this bid security will be rejected.
- b) The EMD shall be in Indian Rupees and shall be in the form of Demand Draft issued by any Scheduled bank in India, drawn in favour of **Pithampur Auto Cluster payable at Indore**, and shall be valid for at least 180 days. Such negotiable instrument should be valid for at least sixty (60) days beyond the validity of the Bid.
- c) The successful bidder's EMD will be discharged upon the bidder signing the Contract Agreement, and furnishing the Performance Security.

Forfeiture of EMD

The Bid security may be forfeited either in full or in part, at the discretion of the tenderer, on account of one or more of the following reasons:

- a) The bidder withdraws his Bid during the period of Bid validity
- b) The bidder fails to co-operate in the Bid evaluation process
- c) If the bid or its submission is not in conformity with the instruction mentioned herein
- d) If the bidder violates any of the provisions of the terms and conditions of the tender
- e) In the case of a successful bidder fails to (a) accept award of work, (b) sign the Contract Agreement with the tenderer, after acceptance of communication on placement of award, (c) furnish performance security, (d) fails to sign the Contract Agreement in time, (e) or the bidder violates any of such important conditions of this tender document or indulges in any such activities as would jeopardize the interest of the tenderer in timely finalization of this tender. The decision of the tenderer regarding forfeiture of bid security shall be final and shall not be called upon question under any circumstances. A default in such a case may involve black-listing of the bidder by the tenderer/Govt. of Madhya Pradesh.

Award of Contract

Tenderer will award the contract to successful bidder whose bid has been determined to be responsive and has been determined to be most competitive

Performance Security

Within 7 (Seven) days of Notification of "Award of the Work" the successful bidder shall furnish Performance Security @ 10% of the total value of quoted bid by way of FDR or irrevocable and unconditional Bank Guarantee in favor of the Tenderer for a period to be specified in the award of work. This Bank Guarantee should be of a sufficient duration to cover the risk of the Tenderer. The proceeds of the Performance Security shall be payable to the Tenderer as compensation for any loss resulting from the Company's failure to fulfill its obligations under

the terms and conditions of the Work Order. The Performance Security will be returned to the company not later than 30 (Thirty) days following the date of completion of the company's performance, related obligations under the terms & conditions of the Work Order. Failure of the successful bidder to comply with the requirements shall constitute sufficient ground for the annulment of the notification and forfeiture of the bid security in which event, the tenderer may award the contract in accordance with its prescribed rules. The EMD amount may be adjusted against the Performance Security amount.

Contacting the Tenderer

- a) Bidder shall not approach any officers of the Tenderer beyond office hour and/ or outside office premises, from the time of the Bid opening to the time of finalization of successful Bidder.
- b) Any effort by a Bidder to influence the officials of the tenderer office in the decisions on Bid evaluation, Bid comparison or finalization may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the tenderer, it should do so in writing.

Right to Accept Bid and to Reject any or all Bids

The Tenderer reserves the right to accept or reject any proposal, and to annul the tendering process and reject all proposals at any time prior to award of contract, 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 tenderer action.

Lack of Information to Bidder

The bidder shall be deemed to have carefully examined TENDER document to his entire satisfaction. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligation under the bid.

Fraudulent & Corrupt Practice

“Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of the project and includes collusive practice among bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.

“Corrupt Practice” means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of project execution. Tenderer will reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, the project.

Penalty

In the event the bidder is unable to meet defined milestones, a penalty of 2.5% of the total bid price will be charged for each week delay, maximum limit being 5% of the total bid price. If the delay continues beyond 2 weeks, the tenderer, may terminate the contract.

SECTION 2: SCOPE OF WORK

As part of its scope of work the bidder needs to perform the following tasks.

Supply

The bidder has to supply OEM packed boxes of Tablet PC (including one year comprehensive warranty). All items need to be delivered at the office of the tenderer within a period of seven days from the date of award of work.

After Sales Support including Warranty

The bidder should possess service center at least in Indore for providing after sales support and comprehensive warranty of Tablet PCs under this tender. The list of service centres with all relevant details should be enclosed with the offer.

The minimum technical specifications of the tablet to be procured as part of this TENDER document are as follows.

Minimum Technical Specification of the Tablet PC		
Sl #	Features	Specification
1	Operating System	Android 5.1 Lollipop or higher
2	Processor	Minimum 1.3 GHz Quad Core CPU
3	RAM	Minimum 1GB or higher
4	Camera	Rear Camera Minimum 5 megapixels
5	Expandable Storage Capacity	32 GB
6	Internal Storage	Minimum 8 GB
7	SIM	Dual Sim (4G +4G)

Minimum Technical Specification of the Tablet PC		
Sl #	Features	Specification
8	Graphics	Should support 2D and 3D Graphics
9	Voice Call	YES
10	Weight	Less than 750 Gms
11	Display Type	Minimum 7inch TFT LCD Based Capacitive. Multi Touch Screen with minimum resolution of Min 1024x600 pixels.
12	Battery	Minimum 3500 MAh Battery
13	Connectivity	Bluetooth V4 WiFi IEE 802.11 b/g/n USB 2.0 or higher Integrated or SIM supported 3G, GSM, Voice calling Voice chat through chat client applications
14	Audio Jack	3.5 mm Headphone Jack
15	Warranty	1 year of comprehensive warranty

ANNEXURES:

Annexure-I: Covering Letter

To
Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
OppHotel Crown Palace, INDORE-452001

Ref: TENDER No: _____

Subject: Tender for the Supply and providing after sales support (including warranty) of ____
Tablet PC

Sir,

We/I, the undersigned bidder(s), having read and examined in detail the Specifications and all the bidding documents as specified in the Bidding documents No. <_____>.

We/I undertake, if our tender offer is accepted, to complete delivery of all the items and perform incidental and supervisory services as specified in the Contract within_(Number) days calculated from the date of receipt of your Notification of Award / Letter of Intent.

PRICE AND VALIDITY

All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 180 calendar days from the date of submission of the Bids.

UNIT RATES

We/I have indicated in the relevant schedules enclosed the unit rates for the purpose of on account of payment for the supply of items under the contract.

BID PRICING

We/I further declare that the prices stated in our proposal are in accordance with your Instructions to Bidders included in bidding documents.

Our bid prices are for the entire scope of the work as specified in the technical specification and bid documents. These prices are indicated with our proposal as part of the Financial Bid.

PERFORMANCE BANK GUARANTEE

We/I hereby declare that in case the Contract is awarded to us, we shall submit the Performance Bank Guarantee Bond.

WARRANTY

We/I declare that the items will be covered under one year comprehensive warranty.

We/I agree to abide by this tender offer and shall remain binding upon us and may be accepted at any time before the expiration of that period.

Thanking you,

Yours faithfully,

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

Bidder's Company Seal:

Place:

Date:

Annexure-II: Declaration that the bidder has not been blacklisted

To
Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
OppHotel Crown Palace, INDORE-452001

Subject: Self Declaration of not been blacklisted in response to the TENDER No:

Dear Sir,

We confirm that our company, _____, is not blacklisted in any manner whatsoever by any of the Central or State Government in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice for the last 5 year

Place:

Date:

Bidder's Company Seal:

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

Annexure-III: Certificate of Conformity

To
Managing Director,
Pithampur Auto Cluster
126, Kanchanbagh, Near GitabhawanChauraha,
OppHotel Crown Palace, INDORE-452001

C E R T I F I C A T E

This is to certify that, the service for supply and after sales support including warranty which I shall provide, if I am awarded with the work, are in conformity with the Scope of Work in the Tender document.

I also certify that the price quoted per unit cost basis is inclusive of all the cost factors involved in the execution of the project, to meet the desired standards set out in the Conditions of the contract.

Place:

Date:

Bidder's Company Seal:

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

Annexure-IV: Details of Service Center

Sl #	City	Is there service centre in the town/city?	Postal address	Contact numbers	Service facilities available	Time to report to a call
1	Indore					
2						
3						

Place:

Date:

Bidder's Company Seal:

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

Annexure- V : Technical Bid

The bidder needs to submit their Technical Proposal as per the following format.

	Features	Specification	Specification offered	Model-Complied (Yes / No)
1	Make Offered			
2	Model Offered			
3	Operating System	Android 5.1 Lollipop or higher		
4	Processor	Minimum 1.3 GHz Quad Core CPU		
5	RAM	Minimum 1GB or higher		
6	Camera	Rear Camera Minimum 5 megapixels		
7	Expandable Storage Capacity	32 GB		
8	Internal Storage	Minimum 8 GB		
9	SIM	Dual Sim (3G + 3G)		
10	Graphics	Should support 2D and 3D Graphics		
11	Voice Call	YES		
12	Weight	Less than 750 Gms		
13	Display Type	Minimum 7 inch TFTLCD Based Capacitive. Multi Touch Screen with minimum resolution of Min 1024x600 pixels.		
14	Battery	Minimum 3500 MAh Battery		
15	Connectivity	Bluetooth V4		
		WiFi IEE 802.11 b/g/n		
		USB 2.0 or higher		
		Integrated or SIM supported 3G, GSM,		
		GPRS, EDGE & HSPA, HSUPA		
		WCDMA- May be supported through USB Dongle		
		Voice calling		
Voice chat through chat client applications				
16	Audio Jack	3.5 mm Headphone Jack		
17	Warranty	1 years of comprehensive warranty		

Annexure- VI : Financial Bid

The Financial proposal of the bidder should be submitted in the following format.

Sl No.	Description	Unit Price (A) (Exclusive of taxes)	Taxes if any (B)	Unit Total (T)= A+B (Inclusive of Taxes)	Total Quantity (Q)	Total Amount = T*Q (Inclusive of Taxes)
1	Tablet PC	INR 0.00	INR 0.00	INR 0.00	70	INR 0.00
2	After sale support including comprehensive warranty for 1 year					INR 0.00
Total Bid Amount						INR 0.00