

HIGH COURT OF HIMACHAL PRADESH, SHIMLA - 171 001

HHCCompeCourtPII2015IISCANRHDD
Dated Shimla, 29th November, 2017.

Subject: Supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and 2 TB USB Hard Disk (with external power adaptor) for 43 Court Complexes in the State of H.P.

The Competitive item-wise e-tender is invited for supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and Projector with Screen, 2 TB USB Hard Disk (with external power adaptor) for 43 Court Complexes in the State of H.P. The bidder need to upload technical bid and commercial bid separately on the e-procurement website i.e. <https://hptenders.gov.in> **“Short Term e-Tender/bid for the supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and 2 TB USB Hard Disk (with external power adaptor) for 43 Court Complexes in the State of H.P.– Last date of receipt being 13.12.2017 (03:00 PM)”**.

The different criteria for submission of tender are as under:

The instructions for bidders on how to submit the bid is available on the website i.e. <https://hptenders.gov.in/nicgep/app?page=BiddersManualKit&service=page>

TECHNICAL CRITERIA:

1. The bidder shall have to furnish at least 2% as earnest money of the total amount quoted including G.S.T. as applicable tax etc., which should be sent in the form of bank draft or a bank guarantee in the name of Registrar General, High Court of Himachal Pradesh. However, the earnest money of unsuccessful tenderer shall be returned within a reasonable time.
2. The tenderer must have its own office or must have a service agent stationed at Shimla (H.P.), and the tenderer is required to furnish certificate in this behalf and if any, Service Agent is stationed at Shimla, then a certificate to that effect also.
3. The tenderer shall have to attach OEM authorization form as per **Annexure-A** (Authorization to be taken from the hardware OEM).
4. The Certificate in **Annexure-B** from the Company Secretary or the Managing Director in respect of the Company and from the Managing Partner in respect of a firm and from the Proprietor in the case of a proprietorship concern to the effect that the bidder is not currently blacklisted by any Government organization/agency in India or abroad.
5. The tenderer must have a turnover of Rs. 1 Crores consolidated for the last three financial years v.i.z. 2016-17, 2015-2016 and 2014-2015 and a certificate to this effect duly issued by a Chartered Accountant must be annexed with the technical bid.
6. The tenderer must be an income tax assessee for the last three financial years v.i.z. 2016-17, 2015-2016 and 2014-2015 and copies of income tax returns for three financial years must be submitted with the technical bids.

7. The tenderer is to do the supply, testing, installation, and maintenance of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy 2 TB USB Hard Disk (with external power adapter) for Court Complexes in the State of H.P. These items are to be supplied at various Locations in the State of Himachal Pradesh within 45 days from the date of placement of Purchase Order .
8. Technical Bid consisting of all technical details along with commercial terms and conditions and financial bid indicating item-wise prices for the items mentioned in the technical bid be submitted separately by the tenderer.
9. The technical bid and the financial bid shall be only upload on the e-procurement website i.e. <https://hptenders.gov.in>
10. At the second stage financial bids only of the technically acceptable offers, shall be opened for future evaluation and ranking before awarding the contract.
11. The bidder will have to produce the original documents at Sl. No. 2 to 6 (as above) as and when demanded.

TECHNICAL CRITERIA

Details of equipment's and Minimum Technical Specifications/requirement to be empanelled/ procured are given as under: -

Note:- Quantity can be increased or decreased at the discretion of High Court of Himachal Pradesh.

1.1 USB 2 TB Powered Hard Disk (without external power adaptor) (Qty. 1 approx.) for H.P. State Judicial Academy

Sr. No.	Specification	Particulars
1.	Memory Storage	2 TB USB powered
2.	Connectivity	USB 3.0 with backward compatibility for USB 2.0
3.	Operating Systems	Compliance with Linux & Windows partition types
4.	Accessories	USB 3.0 cable
5.	Warranty	3 Years

Please: Any higher specification would also be acceptable but not the lower one.

1.2 Flatbed Scanner with Automatic Document Feeder (Qty. 1 approx.) for H.P. State Judicial Academy

Sr. No.	Specification	Particulars
1.	Make and Model No.	(exact details to be provided by the bidder with its official brochure)
2.	Paper Size to be scanned	8.5" x 14" (Legal) Size Page in Flat Bed and A4 size in ADF mode
3.	Scan type	Charged Coupled Device (CCD)/Contact image sensor, Color, Flatbed & ADF
4.	Scan Output File Format	JPEG, GIF, TIFF, TIFF compressed, PNG, PDF, PDF searchable
5.	Scanner Compatibility	SANE Family of Scanners (SANE Project supported device) and TWAIN compatible

6.	Scanning Options	Color, GreyScale, Black & White (Lineart) etc.
7.	Min. Scanning Speed (Single Side)	20 PPM Black & White @ 200 dpi
8.	Resolution & Color Depth	600 x 600 dpi (optical) or more, 48 bit Color scanning, 8/16 bit Mono Scanning
9.	Pull & Push Scan	Pull Scanning, Push Scanning (Scan to PC)
10.	Light Source	CCFL/LED
11.	Duty Cycle per day	1000 pages
12.	Interface	Hi-Speed USB 2.0
13.	Power Supply	Internal/External Power Adaptor for 200 - 250 (+/- 10%) V AC 50/60 Hz (+/- 5%)(Power Cable included)
ADF Features		
14.	ADF Capacity	Minimum 50 Pages
15.	Duplex Scanning	ADF Auto Duplex Scanning
Compatibility		
16.	Operating System Compatibility	All hardware must be compatible with Ubuntu Linux OS 14.04
17.	Hardware Drivers	Supplier to provide latest drivers for all hardware for Ubuntu-Linux OS 14.04
Product, Service & Warranty		
18.	Original Equipment Manufacturer (OEM) Product	Annexure A
19.	Warranty	5 years on site Comprehensive Warranty support with OEM L1 support from bidder and L2 support from OEM
20.	Service Centre	Must have / preferred Company Authorised Service Centre in Capital City / High Court Place

Please: Any higher specification would also be acceptable but not the lower one.

1.3 USB 2 TB Hard Disk (with external power adapter) (Qty. 43 approx.) for Court Complexes in the State of H.P.

Sr. No.	Specification	Particulars
1.	Memory Storage	2 TB USB with external power adaptor
2.	Connectivity	USB 3.0 with backward compatibility for USB 2.0, Gigabit Ethernet (RJ45)
3.	Operating Systems	Compliance with Linux & Windows partition types
4.	Accessories	USB 3.0 cable, AC Power Adaptor
5.	Power Adaptor	External
6.	Features	Read & Write Storage access through network protocols like samba, cifs etc.
7.	Warranty	3 Years

Please: Any higher specification would also be acceptable but not the lower one.

COMMERCIAL / FINANCIAL BID

1. The commercial bid must specify the rate separately for supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and 2 TB USB Hard Disk (with external power adapter) for 43 Court Complexes in the State of H.P., specification as given in the technical criteria and the rate quoted must be specified including GST.
2. The commercial bid must contain a clear cut stipulation to the effect with warranty.
3. The commercial bid must be contained in **Annexure-C**.
4. The rates approved after calling tender shall remain valid for the period of 1 (one) year from the date of issue of supply order, so that the hardware will be purchased as per the additional future requirement.

SCHEDULE OF EVENTS FOR SUBMISSION OF THE SHORT TERM TENDERS/BIDS

Sl. No	Information	Details
1.	Tender No.	HHCCompeCourtPII2015IISCANRHDD
2.	Tender Release Date	29.11.2017
3.	Tender Document Fee	Nil
4.	Last date for submission queries for clarifications only through e-mail	on or before 02.12.2017 upto 02:00 PM Email: cpc-hp@aij.gov.in
5.	Last date (deadline) for submission of e-bids must be submitted online in H.P. Government e-Procurement portal https://hptenders.gov.in	on or before 13.12.2017 upto 03:00 PM
6.	Opening of Technical bids	13.12.2017 at 04:15 PM
7.	Opening of Financial bids	15.12.2017 at 02:30 PM
8.	Contact details and email id for queries	0177-2888456, 2888422 Email: cpc-hp@aij.gov.in

At the first instance the technical bids were opened and the commercial bids of those persons shall be opened, who qualify technical criteria. The interested tenderers may also attend the process of opening the bids at the relevant date and time. **The interested tenderer shall furnish earnest money to the extent of 2% of the total amount of tender that too in the shape of a bank draft/bank guarantee from any recognized banking Institution and the successful tenderer shall have to furnish performance security to the extent of 5% of the total consideration amount of the contract in the shape of a bank guarantee or bank draft and also enter into a comprehensive agreement with the Registrar General, H.P. High Court, Shimla.**

The e-Bids submitted without any earnest money or after the last date, or not as per the requirement of this tender document, shall be liable to be summarily rejected and High Court reserves every right to select or reject any or all the tender(s)/bid(s) received, without assigning any reason, whatsoever. However, the Registrar General, may, in view of the facts and circumstances can relax the technical criteria.

Encls: Annexures as above.

Yours faithfully,

-Sd-

**(Dr. Parvinder Singh Arora)
Central Project Co-ordinator.**

Endst. No. As above.

Dated: 26th October, 2017.

Copies forwarded to:

1. The System Analyst, NIC, HP High Court, Shimla, with a request to upload the above tender on the website of HP High Court, for larger publicity **(through email only)**.
2. The Director, H.P. Judicial Academy, Ghandal, P.O. Shakrah, Tehsil Dhani, District Shimla-171011, with a request to upload the above tender on the website of H.P. Judicial Academy for larger publicity **(through email only)**.
3. The Member Secretary, H.P. State Legal Services Authority, Block No. 22, SDA Complex, Kasumpti, Shimla-171009, with a request to upload the above tender on the website of H.P. State Legal Services Authority for larger publicity **(through email only)**.
4. The Controller of Stores, Government of Himachal Pradesh, Udyog Bhawan, Bemloe, Shimla-171001, Himachal Pradesh, for information with a request to kindly upload the tender document on your website for larger publicity **(through email only)**.

Central Project Co-ordinator.

(Authorization to be taken from Hardware OEM)

Ref. No. _____

Date: _____

To

**The Registrar General,
High Court of Himachal Pradesh,
Ravenswood, Shimla-171001.**

Subject: Tender reference No. HHCCompeCourtPII2015IISCANRHDD

Sir,

Please refer to your Notice Inviting Tenders for supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and 2 TB USB Hard Disk (with external power adapter) for Court Complexes in the State of H.P.

M/S _____ (Bidder), who is our reliable distributor/partner for the last _____ years, is hereby authorised to quote on our behalf for the subject mentioned tender.

M/S _____ (Bidder) is likely to continue as our business partner during years to come. We undertake the following regarding the supply of the Screen/ Flatbed Scanner with Automatic Document Feeder as described in the said tender. Authorization for M/S _____ (Bidder) to sell the hardwares manufactured by us.

We confirm that the product(s) quoted are not "end of life or end of sale products" as on Bid Submission date. If in case the support for the product quoted has been stopped/ withdrawn till the time of delivery of equipment, the same will be changed with the equivalent or superior product at no extra cost.

We also undertake that the support including spares, patches, and upgrades for the quoted products shall be available for 7 years from the signing of contract.

Yours faithfully,

(NAME) (Name of Manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its bid.

Annexure B: DECLARATION REGARDING CLEAN TRACK RECORD

Date: _____

Tender Reference No.: _____

To

**The Registrar General,
High Court of Himachal Pradesh,
Ravenswood, Shimla-171001.**

Subject: Declaration regarding clean track record of the firm / company / proprietorship concern.

Sir,

I have carefully gone through the Terms and Conditions contained in the Tender Document **(HHCCompeCourtPII2015IISCANRHDD)** regarding supply of Projector with Screen, 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and Projector with Screen, 2 TB USB Hard Disk (with external power adapter) for Court Complexes in the State of H.P. I hereby declare that my company/firm/proprietorship concern has not been debarred/black listed by any Government/ Semi Government organization in India or abroad. I further certify that the competent authority in my company/firm/proprietorship concern has authorized me to make this declaration.

Yours Sincerely,

Name: _____

Designation: _____

Company/firm: _____

Proprietorship concern. _____

Address: _____

(Stamp & Signature)

Annexure-C: COMMERCIAL PROPOSAL SUBMISSION FORM (ON BIDDER'S LETTER HEAD)

Date: _____

Tender Document

No. HHCCompeCourtPII2015IISCANRHDD

To

**The Registrar General,
High Court of Himachal Pradesh,
Ravenswood, Shimla-171001.**

Sir,

We, the undersigned, offer to supply & installation of 2 TB USB Powered Hard Disk (without external power adaptor) & Flatbed Scanner with Automatic Document Feeder for H.P. State Judicial Academy and 2 TB USB Hard Disk (with external power adaptor) for Court Complexes in the State of H.P.

Our attached Financial Proposal 2 TB USB Powered Hard Disk (without external power adaptor) Model Name/No. _____ unit price Rs. _____ including GST total for an amount of Rs. _____ (Rupees _____) including GST, Flatbed Scanner with Automatic Document Feeder Model Name/No. _____ unit price Rs. _____ including GST total for an amount of Rs. _____ (Rupees _____) including GST and 2 TB USB Hard Disk (with external power adaptor) Model Name/No. _____ unit price Rs. _____ including GST total for an amount of Rs. _____ (Rupees _____) including GST. Our Financial Proposal shall be binding upon us upto expiration of the validity period of the proposal i.e. six months. We also understand you are not bound to accept any proposal you receive either from us or from any other person.

Methodology –

Our Bid shall be valid for a period of **180 days** i.e **six months** from the last date fixed for submission of the bids in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period and on acceptance it shall remain binding on us till the conclusion of the entire project.

If our Bid is accepted, we commit to submit a performance bank guarantee to the extent of 5% of the total tendered amount in accordance with the Bidding Documents.

We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal comprehensive contract is prepared and executed;

We also understand that you can reject any bid without assigning any reason.

We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Yours sincerely

Name.....

In the capacity of.....

Signed.....

Duly authorized to sign the Application for and on behalf of.....

Stamp / Seal.....