

**Telangana State Tourism Development Corporation Limited**  
**3-5-891, Tourism House, Himayathnagar, Hyderabad - 500029**

**Tender Notice Inviting Quotation for Purchase of Computer System, & Printer**

Telangana State Tourism Development Corporation Limited (TSTDC) invites sealed quotations from reputed Companies / supply agencies for procurement of Computer System, Printer & other equipment to be delivered as per the address specified. The interested Company / Supplier/Agency may submit their technical and financial bid documents in prescribed format in separate sealed cover. Details of Specification of Computer System & estimated quantities are as follows:-

<b>Sl. No</b>	<b>Name of Item</b>	<b>Quantity</b>
01	Computer Desktop	07
02	Printer	04
03	Printer with Scan & Copy	02
04	Computer Laptop	01
05	Projector	02
06	UPS	06

Note: There may addition / deletion in quantity by TSTDCL.

Intending eligible bidders may obtain Bid document from the web-site <http://www.telanganatourism.gov.in/>. Technical & Financial documents sealed in cover addressing to The Managing Director, Telangana State Tourism Development Corporation Limited, 3-5-891, Tourism House, Himayathnagar, Hyderabad - 500029 must be delivered at 5<sup>th</sup> Floor, MIS Room, Head office, 3-5-891, Tourism House, Himayathnagar, Hyderabad – 500029.

For any assistance vendors may contact:

1. Sri V Maheshwar Reddy, Joint Manager (Systems) – 9848485816
2. Sri K Anji Reddy, Deputy Manager (Systems) – 9010659333

**CHECK LIST FOR BIDDERS / APPLICANTS**

1. The Bidder should ensure that all documents and papers submitted in this BID are fully authenticated by the authorized signatory under his signature with official seal wherever applicable.
2. The following documents form part of the BID and should be submitted with BID:

Sl. No	Documents to be submitted	Documents Submitted	
1.	All pages of this BID document should be duly signed by the authorized signatory as a token of acceptance of all terms and conditions by the bidder. Any other document submitted by the bidder should also be signed by the authorized signatory.	Y / N	Page No. at which Document Attached
2.	Statement indicating experience of supplying such items & working with Govt. Ministries/ Departments/PSUs, etc		
3.	General Power of attorney in favour of the signatory signing the BID documents. It is not required in case of proprietary firm if the proprietor himself signs the documents.		
4.	Attested copy of Article or Memorandum of Association or partnership deed or proprietorship registration as the case may be.		
5.	Attested copy of VAT/CST/Service TAX Registration number, if applicable.		
6.	Attested copy of PAN/Number.		
7.	Attested copy of return for last month/quarter as the case may be submitted towards Central and State Sales Tax/VAT if applicable.		
8.	Attested copies of IT returns for the last three years filed by the agency		
9.	Attested copy Audited Accounts for details of turn over for the years 2013-14, 2014-15 and 2015-16.		
10.	Bank Account No. of the Firm with IFS code & Bank Branch Name		
11.	Bid Form		
13.	Financial Bid		

I / we abide by the terms and Conditions of the tender document, and agree to the changes, if any made by TSTDCL from time to time.

***Signature of the Bidder***

**TENDER DOCUMENTS FOR PROCUREMENT OF COMPUTER EQUIPMENT**

1. Sealed tenders are invited from reputed Companies / supply agencies for procurement of Computer System (Branded). The interested Company / Supplier/Agency may submit their technical and financial bid documents in prescribed format in sealed cover. Details of Specification of Computer Equipment & estimated quantities are at Annexure 'A'

**2. Delivery Place:**

Bidder will supply and deliver the materials at the locations specified in Annexure 'B'.

**3. Qualification Conditions:**

- a) The Turnover of the bidder should be more than Rs.1 core per annum in supply of Computer Equipment.
- b) Bidder should be registered under Companies Act or Shop & establishment Act. Bidder should be authorized supplier/service provider of the quoted item/work and should submit the relevant documents/certificates.
- c) Bidder should have experience of supplying such items and will have to furnish details of previous supplies.
- d) Bidder shall provide all relevant records required i.e. Income Tax Return Certificate/PAN, Commercial Tax Clearance/V.A.T. Certificate and other taxes (whichever applied)

**4. Bid Price:**

- a) The contract shall be for a period of One Year
- b) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment of any account.
- c) All duties, taxes and other levies including the transportation expenses are payable by the Supplier/Agencies/Company under the contract and shall be included in total price.
- d) Each bidder shall submit only one quotation in the format supplied. Bidder submitting more than one quotation for the same items will not be entertained. All the columns and requisite information's must be filled in the supplies Format.

**5. Submission of Quotations/Bid:**

- a) Each bidder should submit sealed quotations in sealed envelope
- b) The following documents will form the Technical part (Part –I) of the bid (Photo copy duly self attested to be compulsorily enclosed)
  1. Establishment Registration Certificate
  2. Current Return of Income Tax.
  3. Commercial Tax Clearance Certificate
  4. Certification of authorization of the company.
  5. Bid Security as stipulated in the bid document.
  6. Details of Work Experience.
- c) The Financial part (Part – II) of the bid shall consists of only Rate/Price in Performa supplied on the company's /Firm's letter pad. All the column and requisite information must be filled in the prescribed format. Bidder must quote the item wise.

d) Award of contract on the basis of lowest evaluated price for which the bidder must quote the rate per item. Bidder must quote the rate of all items.

**6. Evaluation of Quotations:**

The purchaser will evaluate and compare quotations determined to be substantially responsive i.e.

- a) Are properly signed; &
- b) Confirm to terms, conditions, specifications and qualifications and qualifications conditions.

**7. Award of Contract:**

The purchaser will award the contract to the bidder whose quotations has been determined to be substantially responsive, and who has offered the lowest evaluated quoted price.

- a. Not withstanding the above, Telangana State Tourism Development Corporation Limited reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
- b. The bidder whose bid is accepted will be notified of the award of contract by TSTDCL. The terms of the accepted offer shall be incorporated in the supply order.

**8. Other Terms & Conditions :**

- a) Telangana State Tourism Development Corporation Limited reserves the right to proponed/postponed/cancelled the bid, the bidder will have to abide with the decision.
- b) Payment shall be made after the supply and submission of bills which will be subject to satisfactory supply (certified by the committee constituted for the purpose). Personnel In Charge will certify the quality and quantity of the items supplied/ work done as per specifications and recommend accordingly the extent of payment.
- c) No preference will be given to any bidder of class of bidders, either for the price or for other terms and conditions.
- d) Quotation may be submitted on the printed letter head of the bidder in the prescribed format supplied.
- e) No payment will be made for any damage of goods supplied.
- f) Liquidated damages provisions for damages shall be included in conditions of the contract when delays in delivery of goods, completion of work or failure of the goods or works to meet performance requirements would result in extra cost, or loss of revenue or loss of other benefits to the implementing agency.
- g) There may addition / deletion in quantity by TSTDCL.

Bidder is required to submit offer during 11 AM to 5 PM on all working days on or before **3.00 PM of the 14-10-2016** in the prescribed format (enclosed herewith) in sealed envelope in form of Technical – (Part – I) and Financial (part – II) along with check list at Page 2. Bids / quotations addressing to The Managing Director, Telangana State Tourism Development Corporation Limited, 3-5-891, Tourism House, Himayathnagar, Hyderabad - 500029 and must submit at 5<sup>th</sup> Floor, MIS Room, Head office, 3-5-891, Tourism House, Himayathnagar, Hyderabad – 500029.

**For any assistance please contact:**

- 1. Sri V Maheshwar Reddy, Joint Manager (Systems) – 9848485816
- 2. Sri K Anji Reddy, Deputy Manager (Systems) – 9010659333

**PROFORMA FOR TECHNICAL BID (PART - I)**

<b>SNo.</b>	<b>Particulars</b>	<b>To be filled by Tenderer</b>
1.	Name of the Agency	
2.	Date of establishment of the agency	
3.	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
4.	Whether the firm is registered under Company Act, partnership or proprietorship. (Copies of all certificates of registration to be enclosed.)	
5.	PAN / TAN Number( copy to be enclosed)	
6.	Sales Tax / VAT Registration Number (copy to be enclosed)	
7.	Attested copy of return for last month/quarter as the case may be submitted towards Central and State Sales Tax/VAT/Service Tax if applicable. (copy to be enclosed)	
8.	Attested copies of IT returns for the last three years filed by the agency	
9.	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to attached in this regard.)	
10.	Attested copy Audited Accounts turn over details for the years 2013-14, 2014-15 and 2015-16.	
11.	Experience in dealing with Govt. Departments attach copies of supply orders placed on the agency)	
12.	Whether bid document of all pages of the terms and conditions duly signed, in token of acceptance of the same, is attached.	
13.	Whether agency profile is attached?	

I / we abide by the terms and Conditions of the tender document, and agree to the changes, if any made by TSTDCL from time to time.

**Place :**

**Date:**

**Signature of the Bidder**

**Office Seal**

**FORMAT OF FINANCIAL BID (Part - II)**

Name of the Firm :

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Sl. No.	Name of Item	Brand / Specifications	Qty.	Rate Per Unit	Taxes	Total Amount (in Rs. )
01.	Computer Desktop (HP / Dell / Lenovo)	Brand / Specifications to be mentioned clearly. Use separate sheet for specifications	07			
02	Computer Laptop (HP / Dell / Lenovo)		01			
03	Printer HP 1020 plus		04			
04	Printer (Print, Scan & Copy)		02			
05	Projector with installation kit (Epson 1935 W)		02			
06	U.P.S. (APC / Numeric)		06			
	<b>Total</b>					
(Total Amount in Rupees ..... ..... .... ..... ..						

1. We agree to supply the above mentioned items in accordance with technical specification for a total contract price of Rs..... ( in words Rupees .....)

including taxes, installation, Transportation etc. within 1 week of the issue of supply order.

2. We also confirm that the normal commercial warrantee/guarantee shall apply to the supplied items.

3. We also agree and abide with the terms and conditions stipulated in the bid document.

I / we abide by the terms and Conditions of the tender document, and agree to the changes, if any made by TSTDCL from time to time.

(Signature of Bidder with Seal)

Name :

Designation :

Address:

Contact No.:

Date:

## Annexure A – Specifications

### 1. Computer Desktop (HP / Dell / Lenovo)

CPU	Intel Core i3-6100 Processor, Dual Core, 3MB,3.7GHz or higher
Chipset	Intel H110 / Q170 or equivalent
Memory	4GB 1066 MHZ DDR3 RAM with 32GB Expandability.
Hard Disk Drive	500 GB HDD or Higher
Monitor	47 cm or larger (18.5 inch or larger) TFT/LED Digital Colour Monitor
Keyboard	104 Keys with USB
Mouse	Optical with USB interface
Bays	1 internal 3.5" HDD (convertible to 5.25" ODD), internal 2.5" HDD
Ports	6 USB Ports (with at least 2 in front), Audio Ports for Microphone and headphone in front,1 VGA; 1 RJ-45
Cabinet	Mini Tower
Optical Drive	8X or better DVD Writer
Networking Facility	10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wakeup, out of band management using any standard management software.
Operating System	Windows 7 / 8 / 10 Professional Preloaded, with Media and Documentation and certificate of authenticity.
OS Certification	Windows 7 OS or Higher
Power Management	Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password , Power, Supply SMPS Surge Protected
Preload Software	Windows 7 / 8 / 10 Professional
Warranty	Comprehensive onsite warranty 3 Years
Others	The operating system must be factor preloaded. A manufacturer certificate indicating Serial Number of Desktop and Serial Number of preloaded operating system should be submitted for each desktop.

### 2. Computer Laptop (HP / Dell / Lenovo)

Processor	Intel Core i5-6200U Processor Base, Integrated HD Graphics 520
Expandable RAM	2 slots supporting up to 16GB
Ram	4GB (1x4GB) DDR4 Memory
Optical Drive	Yes
Key Board :	Key Board with Touch Pad
Hard Disk	500 GB
Monitor Resolution	35.6cm (14.0") HD (1366x768)
monitor Size	35.6cm (14.0") HD
Warranty	3Yr Onsite
Operating System	Microsoft Windows 10 Professional preinstalled & Antivirus Software latest Version
Ports	USB 2.0 ports – Two, USB 3.0 port - One (Left), VGA port – One, HDMI – One, Headphone, microphone jack - One, RJ-45 / Ethernet – One, AC Smart adapter port – One
Carry case	Yes

**3. Printer HP 1020 Plus**

**4. Printer (Print / Copy / Scan)**

Printer	MFP (Print / Copy / Scan)
Speed	14 PPM or Higher
Duty Cycle	5000 page or higher
Technology	Laser
Connectivity	Ethernet / USB
Output Type	Black & White
Warranty	One Year

**5. Projector Epson 1935 W (with Installation kit)**

Projector Screen Instalock 4 X 6, Ceiling Mount Kit, HDMI Cable, Power Cable, VGA Cable

Audio Cable, Cat 5/6 network Cable

Installation – **For installation Kit rates to be quoted for meter for cables. Actual rate towards installation will be done on installation.**

**6. UPS 600 vA with 15 mins back up (APC / Numeric)**



## Annexure B – Locations

### Details of Computer Equipment and Locations

SNo.	Unit Name & Address	Computer & UPS	Printer	Contact
1.	Telangana State Tourism Development Corporation, <b>Haritha Hotel Keesaragutta,</b> Ranga Reddy Dist	1 Computer 1 UPS	1 (HP 1020 plus)	Mr Venkat Unit Manager
2.	Telangana State Tourism Development Corporation, <b>Haritha Hotel Salarjung Museum,</b> Hyderabad	1 Computer 1 UPS	1 (HP 1020 plus)	Ms Netra Unit Manager 9912322875
3.	Telangana State Tourism Development Corporation, <b>Information &amp; Reservation Office,</b> Tamil Nadu Tourism Complex, Wallajah Road, <b>Chennai – 600 002</b>	1 Computer 1 UPS	1 (HP 1020 plus)	Mr Srinivasan Unit Manager 07550032330
4.	Telangana State Tourism Development Corporation, <b>Boating Unit, Nagarjunasagar, Nalgonda Dist.</b>	3 Computer 3 UPS	1 (HP 1020 plus)	Mr KV Venkateshwar Rao, District Manager, 9948607899
5.	Telangana State Tourism Development Corporation, <b>3-5-891, Tourism House,</b> Himayathnagar, Hyderabad – 500029	1 Computer	2 (MFP Printers)	Sri V Maheshwar Reddy, Joint Manager (Systems) – 9848485816 Sri K Anji Reddy, Deputy Manager (Systems) – 9010659333
<b>Note: 1 Laptop, 2 Projectors with installation kit to be supplied and installed at Head office</b>				

**Computers (desktop) – 7 nos, Laptop – 1 nos, UPS – 6 nos, HP 1020 Plus printers – 4 nos, Multifunction Printers (MFP) – 2 nos, Projectors with installation kit– 2 nos**

**Note: There may addition / deletion in quantity by TSTDCL.**