



**PROJECTS & DEVELOPMENT INDIA LIMITED**  
(A GOVT. OF INDIA UNDERTAKING)

SHEET  
1 of 1

PDIL BHAWAN, SAMTA, SUBHANPURA, VADODARA-390 023, INDIA.  
PHONE: EPBAX-2388418, 19, 20, 21, TELEFAX : 91(O265) 2388398, 99  
E-MAIL: pdilwro@wro.pdilin.com

**INVITATION TO BID (ITB)**  
(OPEN DOMESTIC TENDER)

<b>Published in CPP e-Publishing Portal (E-Tender ID 2018_MCF_300403_1)  &amp; Hosted at PDIL Website</b>	<b>ITB NO. : PVMM/ARC/Com/17-18/E-22/100991</b>	
	<b>TYPE OF BID</b> (For submission of bids please refer ITB Clause No.2.0 of Annexure-II)	<b>TWO BID SYSTEM</b>
	<b>TYPE OF OPENING</b>	<b>PUBLIC</b>
	<b>BID ISSUE DATE</b>	<b>06.03.2018</b>
	<b>BID CLOSING DATE &amp; TIME</b>	<b>14.03.2018 (15.00 Hrs.)</b>
	<b>UNPRICED TECHNO-COMMERCIAL BID OPENING DATE &amp; TIME</b>	<b>15.03.2018 (16.00 Hrs.)</b>
	<b>PRICE BID OPENING DATE &amp; TIME</b>	<b>To be intimated later.</b>
	<b>VENUE OF BID OPENING</b>	<b>PDIL, Vadodara</b>
	<b>EARNEST MONEY DEPOSIT (EMD)</b>	<b>₹.12,000/- (Rupees Twelve Thousand Only)</b>
<b>CONTRACT PERIOD :</b>	<b>02(Two) years w.e.f. 01.04.18 to 31.03.20</b>	


- 1.0 **PROJECTS & DEVELOPMENT INDIA LTD.**, a company registered under the Companies Act, 1956 having its registered offices at PDIL Bhavan, A-14, Sector-1, Noida-201 301, India (hereinafter referred to as PDIL or OWNER), a Govt. of India Undertaking under the administrative control of the Dept. Of Fertilizers, Ministry of Chemicals & Fertilizers. We, PDIL, Vadodara, Gujarat invites sealed bids in two parts under National Competitive Bidding, addressed to HOD (MM), for the under mentioned item subject to the 'Scope of Work' and 'Term & Conditions' enclosed herein.


SL.	DESCRIPTION OF JOBS/SERVICES	QUANTITY
I	<b>ARC-SERVICE for COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT including Cost of Labour, Spares &amp; Services of the Equipments (PCS / PRINTERS / PLOTTERS / SCANNER / PROJECTOR/ LAPTOP/ WORK STATION etc.) for the period of 2 years w.e.f. 01.04.2018 to 31.03.2020 at PDIL Vadodara Office as per attached (Annexure-IV) Technical Enquiry Specifications doc. no. PVC/M/34, REV.0 Dt. 05.03.18 and Commercial Terms &amp; Conditions mentioned at Annexure-IIIB &amp; IIIC.</b>	<b>AS PER ATTACHED Enclosure-1A of Annexure-IV</b>
II	<b>SUPPLY &amp; INSTALLATION OF THE EQUIPMENTS for (PRINTER/ LAPTOP) during CAMC period, as per attached (Annexure-IV) Technical Enquiry Specifications doc. no. PVC/M/34, REV.0 Dt. 05.03.18 and Commercial Terms &amp; Conditions mentioned at Annexure-IIIB &amp; IIIC.</b>	<b>AS PER ATTACHED Enclosure-1B of Annexure-IV</b>

- 2.0 The following enclosed documents are the part of ITB.

1.0	Pre Qualification Criteria (PQC)	ANNEXURE-I, Rev 0	Sheets-1
2.0	Instructions to Bidder- e Publish	ANNEXURE-II, Rev 0	Sheets-1 to 3
3.0	General Conditions of Contract (GCC)	ANNEXURE-IIIB, Rev 0	Sheets-1 to 3
4.0	Special Conditions of Contract (SCC)	ANNEXURE-IIIC, Rev 0	Sheets-1 to 2
5.0	Technical Enquiry Specifications Doc. No. PVC/M/34, REV.0 Dt. 05.03.18	ANNEXURE-IV, Rev.0	Sheets-7
6.0	Price Schedule (Submit Separately- in PRICE BID ENVELOPE)	ANNEXURE-V, Rev.0	Sheets-1 to 3
7.0	Checklist / Agreed Commercial Terms & Conditions (ACTC)	ANNEXURE-VI, Rev.0	Sheet-1
8.0	Declaration by Bidder	ANNEXURE-VII, Rev.0	Sheet-1
9.0	RTGS/NEFT Format For E-Payment	ANNEXURE-VIII, Rev.0	Sheet-1
10.0	Details Of Contractor / Company	ANNEXURE-IX, Rev.0	Sheet-1
11.0	Format of BG for Performance Security	ANNEXURE-X, Rev.0	Sheets-1 to 2

for and on behalf of  
PROJECTS & DEVELOPMENT INDIA LIMITED

  
Bishwanath Banerjee  
Manager (MM)

	<b>Pre Qualification Criteria(PQC) ANNEXURE – I</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-I	0
		DOCUMENT NO	REV
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Please refer the [Pre-Qualification Criteria \(PQC\)](#) as hereunder:

- Bidder must have experience of having successfully completed similar works during last 07 (seven years) ending last of the month previous to the one in which Tenders/ Bids are invited, should be either of the following:**

Three similar completed Work / Order / Rate Contract, each of Value not less than **Rs.1,77,424/-**

**OR**

Two similar completed Work / Order / Rate Contract, each of value not less than **Rs.2,21,780/-**

**OR**


One similar completed Work/ Order / Rate Contract of value not less than **Rs.3,54,848/-**

**Similar works definition: Maintenance of PC, Printer, Plotter & Scanner.**

**Note:** The bidders are required to submit copy of Purchase Order / Work Order / Rate Contract etc. Documents towards proof of completed / executed of above criteria.

- Bidders must have their office in Vadodara** for proper coordination of jobs. Documentary evidence issued by any Govt. authority in this respect to be furnished.

**Note: Bidders shall submit self attested documents towards above mentioned PQC (SI.1.0 & 2.0) duly signed & stamped alongwith unpriced offer.**

	<b>INSTRUCTION TO BIDDERS</b> <b>(for e-published tenders)</b> <b>ANNEXURE – II</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-II	0
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1.0 A bidder who meets the Pre-Qualification Criteria as per ITB and intends to quote against this ITB may download the bidding document from PDIL website <http://pdilin.com> OR Central Public Procurement Portal <https://eprocure.gov.in/cppp> and submit the Bid complete in all respects as per terms & conditions of contract on or before the bid closing date and time.

## 2.0 Submission of Bids:

Bidders are required to submit their bids under three (03) envelopes as below:

### **Envelope (A)**

i. Earnest Money Deposit (EMD) as per Cl. 6.0 below.

OR

A copy of valid Registration Certificate, in case of NSIC/MSE registered Companies.

ii. Format of Bank Details (RTGS) for on line payment, all the details duly filled in [Annexure-VIII](#).

[Bank Details for payment through Wire Transfer](#)

**Envelope (B): Un-priced Technical and Commercial Bid** along with the following documents (photocopies) shall be in this envelope:

- i. Documents in support of 'Pre-Qualification Criteria for Bidders' indicated in Annexure-I of ITB as per the requirement.
- ii. Complete ITB documents duly signed & stamped in each page with "Deviations"/"Exception" sheet (if any) and all Annexures duly filled in.
- iii. **Price Confirmation Copy** - A copy of Priced offer **keeping price blank** (hiding the price) and **in place indicating "Quoted" or "√"**, as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties, shall be submitted
- iv. Copy of [Check List/ACTC](#) enclosed duly filled by the bidder making all the points clear and not leaving any voids.
- v. Photo copy of PAN card.
- vi. A Copy of valid GST registration certificate
- vii. Any other document as per the requirement specified in the ITB.

### **Envelope C: Price Bid**


Price Schedule as per [Annexure-V](#) with quoted rates in Rs. and Taxes & Duties, as applicable, signed and stamped.

All the above envelopes should be super scribed with respective **Envelope no., ITB No. and closing date of the bid**. All three (03) envelopes should be sealed and placed in a fourth envelop which should also be super scribed with our **ITB No. and closing date of the bid** and addressed to the under mentioned :

**HOD(MM),**  
**Projects & Development India Limited,**  
**PDIL Bhawan, Samta, Subhanpura,**  
**Vadodara-390023, Gujarat, India,**  
**Email : [bnbanerjee@wro.pdilin.com](mailto:bnbanerjee@wro.pdilin.com); [ansisodiya@wro.pdilin.com](mailto:ansisodiya@wro.pdilin.com)**

## 3.0 Opening of Bids

Bid opening will be Public. Envelope A and B only will be opened on Technical Bid Opening Date. Price Bids (Envelope C) of only those bidders will be opened which will be considered technically and commercially acceptable.

	<b>INSTRUCTION TO BIDDERS</b> <b>(for e-published tenders)</b> <b>ANNEXURE – II</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-II	0
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#### 4.0 Evaluation of Bids

Bids shall be evaluated for Pre-Qualification Criteria (PQC) first and Techno-Commercial Bid Evaluation shall be carried out, only for those Bids which shall meet the Pre-Qualification Criteria (PQC).

Bids shall be scrutinized on Techno-Commercial parameters. Bids having unacceptable deviation may be rejected at this stage. However, clarifications shall be sought from bidder for any shortcoming found in their Bid at this stage.

The PRICE BID shall be opened only of those bidders who will be technically and commercially suitable.

#### 5.0 Price Evaluation Criteria

Price Evaluation of Bids shall be done considering the quoted prices, by the bidder in the Price Schedule, alongwith taxes and duties, on overall lowest bidder considering the [Input Tax credit](#) to PDIL.

In case of any discrepancy, unit rate shall prevail for calculation to arrive at the total price.

In case a bidder does not fill up any amount and leaves it blank or writing 'N/A' or put '-' against any item of Price Schedule, it shall be deemed that cost of such item (s) is included in other item by the bidder elsewhere in the quoted price.

Incomplete Price Schedule may result into rejection of bid.

#### 6.0 Earnest Money Deposit (EMD)

Earnest money deposit **₹.12,000/- (Rupees Twelve Thousand Only)** shall be submitted by way of Demand Draft/ Banker's Cheque only drawn on any Scheduled/ Nationalized Bank in favour of 'Projects & Development India Ltd', Vadodara. **Quotation/Bid without EMD may not be considered.** However, NSIC/MSEs registered Companies are exempted from submission of EMD provided a valid Certificate in this regard is submitted.

6.1 EMD shall be refunded:

- To the unsuccessful bidders after acceptance of order by the successful bidder(s).
- To the successful bidder(s) after deposition of Security money/ confirmation by the Bank for the Security cum Performance Guarantee submitted by bidder

No interest shall be payable on EMD.

6.2 EMD may be forfeited without prejudice to any other right or remedy of PDIL including but not limited to following circumstances:

a) If a bidder withdraws his bid during the period of bid validity specified by the bidder

OR

b) In the case of successful bidder, if the bidder fails to accept the order


OR

c) If a bidder is found to have furnished Mis-representation or wrongful declaration/ presentation of qualifying data and other facts in their Bid


#### 7.0 Validity of Bids

Prices quoted should remain valid for our acceptance for a minimum **period of 90 days from the date of opening of technical bids.** PDIL will not allow any revision in prices within validity period after sealed tender are opened.

8.0 If at any later date, it is found that documents, information and data submitted by the Bidder in the Bid, and based on which the Bidder has been considered eligible or successful or has been awarded the Contract is incorrect or false to the extent that had the correct or true information been made available to the OWNER at the time of Bid evaluation, the bid would have been declared ineligible or unsuccessful, the Bidder shall be forthwith disqualified or, as the case may be, the contract awarded based on such incorrect or false information shall be cancelled and the EMD/PBG/Security Deposit shall be liable to be forfeited.

	<b>INSTRUCTION TO BIDDERS</b> <b>(for e-published tenders)</b> <b>ANNEXURE – II</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-II	0
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- 9.0 Bidders are required to carefully go through the entire scope of ENQUIRY, terms and conditions, and other requirements before quoting. They should feel free to contact PDIL before submission of bid if they have any query on it. Once the bid is submitted, PDIL will presume that the bidder has understood thoroughly the Scope of Supply along with terms & conditions and all these are acceptable to them.
- 10.0 Bids shall be typed or written in indelible ink and must be free from corrections / erasing / overwriting etc. Any changes made must be authenticated with initial by the Bidder.
- 11.0 Bid shall be ideally in conformity to the Scope of supply/work along with all Terms & conditions, stipulated in the ENQUIRY. PDIL shall appreciate to receive a Bid having no deviation. However, under unavoidable circumstance, a Bidder may submit Deviations in a separate sheet, which PDIL at its own liberty may accept or reject. Deviations found elsewhere inside the Bid document shall not be considered. Deviations including condition(s), if any, found in the Price bid shall liable for rejection of a Bid in totality.
- 12.0 PDIL reserves the right to reject any or all the bids without assigning any reason whatsoever and does not bind itself to accept the lowest or any other bid. All bids in which any of the prescribed conditions are to be fulfilled or are incomplete in any respect are liable to be rejected. PDIL is at liberty to take any of the following actions in case of this ITB:
- a) to cancel the tender without reference to the bidders.  
b) to postpone the due date and time.
- 13.0 Bidders shall not be entitled to claim any costs, charges, expenses or incidentals for or in connection with the preparation and submission of their bids even though Project & development of India Limited may withdraw the enquiry/tender or reject all bids.
- 14.0 **SITE VISIT:** If needed, Bidder may visit the site before quoting their rates. For site visit and any clarifications please contact to:
- Shri D K Karamata**  
Addl. GM (Civil/Computer/Process)  
Projects & Development India Limited  
Vadodara  
Phone:0265-2388403,2388418-21, Extn-109, FAX: 0265-2388398/99  
Email: [dkkaramata@wro.pdilin.com](mailto:dkkaramata@wro.pdilin.com)
- 15.0 Bids submitted thro' FAX and e-mail will not be accepted. No request from any bidder to PDIL to collect the bid from airlines, cargo agents etc. shall be entertained by PDIL.
- 16.0 PDIL reserve the rights to assess bidder's capability and capacity to perform the contract.
- 17.0 Bids must be submitted on or before the closing date and time physically in the bid box at the office of **HOD(MM), Projects & Development India Limited, PDIL Bhawan, Samta, Subhanpura, Vadodara-390023, Gujarat, India**, or by registered post/courier on the above address so as to reach well in advance of the closing date and time. Offers received late are liable for rejection & no complaint shall be entertained in this regard for any reason whatsoever including postal/courier delay.
- 18.0 To know more about PDIL, please visit our website <http://www.pdilin.com>

	<b>GENERAL CONDITIONS OF CONTRACT (GCC) ANNEXURE - IIIB</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IIIB	0
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### 1.0 Scope of Contract

The Scope of Contract/ Purchase Order (P.O), shall be as per 'Technical Specification' and/or 'Price Schedule', attached to the ITB, unless & otherwise it is modified, at subsequent stage of bidding.

### 2.0 Firm Price

Price to be quoted shall be firm and subject to no escalation whatsoever during the contractual completion period including extended period, if any, except for any statutory variations i.e. change in the rate of tax & duty and/or inclusion of any new tax & duty.

Bid with variable price will not be accepted.

### 3.0 Price Basis

Duly executed at location specified elsewhere in this ITB.

### 4.0 Taxes and duties (To be read in conjunction with SCC)

- 4.1 Rate of **Goods & Service Tax (GST)** should be indicated in the 'Price Schedule' and which shall be paid as extra.
- 4.2 Statutory variation in taxes and duties including imposition of any new tax & duty, within the scheduled Completion period, as per P.O, shall be paid at actual on production of documentary evidence.
- 4.2.1 In case of delay in execution, if there is any increase in the rate of tax & duty and/or there is imposition of any new tax/ duty by statutory authorities, PDIL shall restrict the payment of taxes & duties, as prevalent on the scheduled delivery/ completion period only, as mentioned in the P.O and amendment(s) there to.
- 4.2.2 If there is any decrease in applicable rate of taxes & duties &/or there is any withdrawal of any tax & duty by statutory authorities, during the completion period including extended/amended period of P.O, shall accrue to PDIL's a/c.
- 4.3 The Contractor has to submit / furnish all necessary documents / information to enable PDIL claim Input Tax Credit in respect of GST.
- 4.4 ~~PDIL shall not issue any form other than Form 38 i.e. Road Permit, if required, on written request by the Contractor.~~

5.0 Effective date of Contract/ P.O: Shall be the date of issuance of LOI/ P.O.

### 6.0 Completion Period/ Time Schedule (Refer SCC Clause no. 7.0 & 7.1)

6.1 ~~Mobilization Period: ....days from the date of intimation by PDIL.~~

Completion Period: **10 days** from the date of **intimation of contact person for supply & Installation equipments.**

### 6.2 For Annual Maintenance Contract (AMC) / Annual Rate Contract (ARC)


The Contract shall be valid for a period of **Two (02) Year/s** from the Effective date. This period can be further extended on mutual agreement.

### 7.0 Payment Terms

~~100% Payment shall be released, within 30 days after completion of job/work as per milestone defined, elsewhere in the ITB, on the invoice, duly certified by Engineer In Charge of PDIL.~~

### 7.1 Payment For AMC/ ARC: (Also Refer SCC clause no. 8.0)

100% **quarterly payment on prorata basis** shall be released within 30 days of submission of invoice duly certified by Engineer In Charge of PDIL. The quarterly bills shall be submitted by the contractor with all necessary documents to the Operator of the Contract.

	<b>GENERAL CONDITIONS OF CONTRACT (GCC) ANNEXURE - IIIB</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IIIB	0
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The above payments shall be released subject to submission of Security cum Performance Guarantee/ Security Deposit, **if applicable**, as mentioned herein below, failing which the same amount shall be deducted from the Contractor's Bill(s)

All payments will be made by account payee cheque or direct transfer in bank account through RTGS.

#### 7.2 Tax deduction at source

Income tax, as applicable as per income tax act, shall be deducted at source from the Contractor's bills and a certificate towards this deduction shall be issued to the Contractor.

#### 8.0 **Security Deposit :**

Security-cum-Performance Guarantee / Security Deposit shall be applicable for P.O value more than Rs. 2.00 lac.

- 8.1 Security cum Performance Guarantee/ Security Deposit for an amount equivalent to 10% of P.O value shall be submitted within 15 days of issuance of P.O, in the form of Demand Draft (DD)/Banker's Cheque. The same shall be valid to cover completion period plus warranty/guarantee period, if any.

Bank Guarantee (BG) for Security Deposit shall be entertained for value  $\geq$  Rs.1.00 lac. PBG shall be valid to cover completion period plus three (03) months claim period thereafter. PBG shall be issued by any Nationalised/Scheduled Bank of RBI. Format of PBG is enclosed herewith at [Annexure-X](#).

In the absence of submission of Security Deposit, the equivalent amount after adjustment of EMD amt., if any, shall be adjusted from the bills.

- 8.2 ~~In the case, where OEM's Guarantee/Warranty is applicable, as performance Guarantee Earnest Money deposit (EMD) shall be retained as Security Deposit which shall be refund after 30 days on receipt and acceptance of equipment/material(s).~~

~~OR in case of ARC, Earnest Money deposit (EMD) shall be retained as Security Deposit for faithful performance of contract.~~

- 8.3 No interest shall be payable on Security cum Performance Guarantee/ Security Deposit.

- 8.4 [PDIL Vadodara](#), however, reserves the right to encash/ forfeit the Security Deposit, if the Contractor fails to execute the Contract and/or abide by all the terms and conditions of the P.O.

- 8.5 Performance Guarantee / Security deposit shall be refunded after 30 days of completion of Guarantee / Warranty period / Completion of delivery on the certification of Engineer In Charge for due fulfilment of the contractual obligations and after adjusting the expenditure incurred by the Owner, if any, on account of any failure on the part of the contractor.

#### 9.0 **Price reduction clause (To be read as per SCC clause no. 11.0)**

~~In the event of delay in completion beyond contractual completion period, price reduction @0.5% per week or part thereof subject to maximum 5% of total P.O value shall be recovered from Contractor's bill(s).~~


#### 10.0 **Insurance**

Necessary insurance(s) to cover accident risk for his employees loss of life, material etc. to crew or the third party to be arranged by Contractor at his cost.

#### 11.0 **Statutory obligation and Safety Rules (For AMC/ ARC)**

The Contractor will have to follow all safety rules and measures during contract period and will be fully responsible for implementing rules, obligations and statutory provisions of government and all the consequences in the event of any eventuality.

The Contractor shall be responsible to observe and comply with all statutory requirement including contract labour act 1970, minimum wage act – 1948 and EPF act 1952 etc. including all amendments thereof in vague both of central and state government. PDIL shall be kept indemnified against any action brought against it or any violation / non –compliance of any act /acts, all expenses for compliance of above acts and regulations shall be borne by the contractor.

	<b>GENERAL CONDITIONS OF CONTRACT (GCC) ANNEXURE - IIIB</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IIIB	0
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The Contractor shall comply with at his cost all safety norms such as Fire and Safety regulation act as applicable at site.

The Contractor shall be responsible for all risk involved in respect of their personnel and material at site and arrange proper insurance coverage at his cost.

Personnel deployed should be medically fit to work should possess good conduct and should have no past criminal record and shall maintain high standard discipline, decency and decorum. PDIL reserves the right at its sole discretion to ask for replacement of any person employed by the contractor.

## 12.0 Termination

In the event of unsatisfactory performance, PDIL reserves right to cancel part or whole of the order / contract and make alternate arrangement at any time during currency of contract on risk & costs of contractor and / or forfeit security deposit.

## 13.0 Force Majeure

The act of God, epidemic, wars, revolution, and official strike shall be treated as force majeure condition. In event of occurrence of such condition neither party shall be responsible for delay in performance provided that it is notified within 07 days of its occurrence. The Contractor shall provide justification by documentation countersigned by the local chamber of commerce.

## 14.0 Arbitration

All cases of dispute arising during execution of contract shall be resolved by mutual discussion of parties operating the Contract. In the event of failure to do so, matter will be settled as per Arbitration and Conciliation Act, 1996, as amended from time to time.

However, wherever applicable, in case of settlement of commercial disputes between PSEs inter SE and PSE(s) and Government Department(s), the same shall be settled through Permanent Machinery of Arbitrators (PMA) setup in the Department of Public Enterprises(DPEs) as per the following Clause:


“In the event of any dispute or difference relating to the Interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by either party for Arbitration to the sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator”.

The performance under this contract, shall not stop for any reason, whatsoever, during the said dispute / proceedings, unless the service provider is specifically directed by PDIL to desist from working in this behalf.

## 15.0 Jurisdiction

The P.O shall be deemed to have been entered into at Noida/Vadodara/Sindri, for PDIL's different Unit, as the case may be and all cases of action in relation to the P.O shall, therefore, be deemed to have been assigned within its jurisdiction for respective Unit/location.



	<b>SPECIAL CONDITIONS OF CONTRACT (SCC) ANNEXURE - IIIC</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IIIC	0
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- 1.0 **SCOPE OF JOB:** The contractor shall provide the **comprehensive maintenance service** for the **PCs, Printers, Plotters, Scanner, Projector, Laptops/ workstation, etc. as per items listed at Enclosure-1A & as per technical & other terms & conditions mentioned at Enclosure-1C of technical enquiry specifications attached as Annexure-IV** to keep all the machines in proper working condition.
- 1.1 The job also includes **supply & installation of equipments on need basis** for HP Laser Jet 9040 DN PRINTER & LAPTOPS as mentioned at Enclosure-1B against replacement of old equipments & **as per technical & other terms & conditions mentioned at Enclosure-1D.**
- 1.2 Quantity of items under CAMC services may be changed / deleted during the contract period as per **Clause 10 of Enclosure-1B** of Tech. Specification. Corresponding changes in CAMC charges will be calculated on pro-rata basis. **Unconditional acceptance of this clause is mandatory.**
- 1.3 The quantity mentioned at Enclosure-1B of technical specifications for listed items are tentative/indicative only and not binding on PDIL, the quantity may vary to the extent of PDIL's requirement for any or all items. Separate Intimation from contact person shall be made as per PDIL's requirements during currency of the contact and PDIL also reserves the right either to order all the items or any selective items.
- 2.0 **PRICE BASIS :**
- 2.1 The bidder shall quote **item wise LUMPSUM CAMC Charges for items of Enclosure-1A for the specified period of CAMC strictly as per Price Schedule-Annexure-V.** The quoted Prices shall be **Duly executed the job** at PDIL office basis inclusive of all **except GST.**
- 2.2 The bidder shall quote **Unit & Total Prices for items of Enclosure-1B strictly as per Price Schedule-Annexure-V.** The quoted Prices shall be **duly delivered and Installed at PDIL Vadodara Office basis** inclusive of all **except GST** (Inclusive of Freight and Transit Insurance, if any, and nothing extra shall be paid except GST).
- 2.3 **FIRM PRICE:** Offer with variable price will not be accepted. **Prices (CAMC charges for items of Enclosure-1A as well as Prices of items of Enclosure-1B) shall be FIRM during the tenure of the contract.**
- 3.0 **Bids will be evaluated on the basis of Pre-Qualification Criteria(PQC)** mentioned in Annexure-I. The Offer, not meeting the **Pre-Qualification Criteria(PQC)**, shall not be considered for further evaluation.
- 4.0 **PART ORDER/SPLIT ORDER:** Part Order / Split Order is **NOT APPLICABLE** for this tender, hence, evaluation shall be carried out on overall basis.
- 5.0 **DISCREPANCIES IN QUOTED PRICES:** **The prices must be written both in figures and words. Unit prices shall be considered correct in the event of any discrepancy with regard to total price. In the event of difference, prices written in words shall be valid & binding. If the bidder has submitted prices in the price schedule & also on their own letter head/format, the prices written in the Price Schedule shall be considered valid & binding, in case of any discrepancy.**
- 6.0 **Goods & Service Tax (GST):** GST shall be paid **EXTRA as applicable as per GST law** against **GST Registration Number Only.** **Bidder shall clearly indicate the present applicable rate of GST in Percentage (%) and enclose copy of GST registration certificate alongwith unpriced offer.**
- 6.1 **PDIL shall avail Input Credit against payment of GST** hence, this **credit amount to PDIL will be considered while evaluating the price** for which necessary documents shall be provided by the bidder to enable PDIL to avail the credit.
- 6.3 Imposition of any new taxes & duties and changes in quoted taxes & duties after issuance of LOI/PO by statutory authorities during contractual period shall be considered on production of documentary evidence.
- 7.0 **TENURE OF JOB: 02 (Two) Years w.e.f. 01.04.2018 to 31.03.2020.**
- 7.1 **DELIVERY/COMPLETION PERIOD for items of Enclosure-1B:** Contractor shall Supply & Install the items listed in Enclosure-1B of technical specifications **within 10 days from the date of intimation** from Contact Person of PDIL, as per **clause no. 1 of Enclosure-1D** of Tech. Specification.
- 8.0 **PAYMENT TERMS:**

	<b>SPECIAL CONDITIONS OF CONTRACT (SCC) ANNEXURE - IIIC</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IIIC	0
		DOCUMENT NO	REV
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- 8.1 Within 30 days of submission of your invoice duly certified by, Contact Person, PDIL on **prorata and Quarterly end basis** for executed services **for Maintenance job**.
- 8.2 **100%** within 30 days of submission of invoice duly certified by contact person on successful completion for Supply & Installation job **for items mentioned at Enclosure-1B**.
- 8.3 Invoice for payment shall be submitted to Contact person of PDIL who shall forward after certification, to Finance for payment.
- 8.4 The mode of Payment to Supplier/Contractor in PDIL is generally E-Payment through RTGS/NEFT. To facilitate the same, **Successful Bidder to fill up the required details in the format for E-Payment through RTGS/NEFT (Refer Annexure-VIII) and submit the same alongwith EMD in Envelope-A.**
- 8.5 **If you are eligible/entitled for any privilege/benefit under any statutory body/act/law like MSMED Act 2006 for MICRO/MEDIUM/SMALL Scale Company etc, please submit the valid documentary evidence and clearly indicate in your offer.**
- 9.0 **PERFORMANCE SECURITY DEPOSIT:** As per clause no.8.0 of GCC (Annexure-IIIB)
- 10.0 **CONTACT PERSON for OPERATION OF ORDER/CONTRACT:** This order/contract shall be operated by contact person of PDIL **Mr. G. Srikanth, HOD(P&A), PDIL,Vadodara E-mail: [srikanthg@wro.pdilin.com](mailto:srikanthg@wro.pdilin.com) or his authorized representative.**
- 11.0 **PRICE REDUCTION CLAUSE ON DELAYED DELIVERY OF ITEMS UNDER ENCLOSURE-1B:** Delivery period shall be the essence of the contract/order and in the event of delay in delivery/installation of items as listed in **Enclosure-1B** of technical specifications, ordered price of respective item shall be reduced **@0.5% per week or part thereof subject to a maximum of 5% of ordered price**. Accordingly, the amount towards price reduction shall be recovered from supplier's bills.
- 12.0 **WORKING HOURS:** Our working hours at the office of PDIL BHAWAN, Samta, Subhanpura, Vadodara is between 9.30 AM to 6.00PM (from Monday to Friday), which may change also. However, maintenance work can also be done after office hours on arrangement with PDIL's contact person.
- 13.0 In case of an irreconcilable conflict between General Conditions of Contract, Special Conditions of Contract, terms specified in Special Conditions of Contract shall prevail.



PROJECTS & DEVELOPMENT INDIA LTD

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ANNEXURE - IV

ITB NO. PVMM/ARC/Com/17-18/E-22/100991

**TECHNICAL ENQUIRY SPECIFICATION**  
**FOR COMPREHENSIVE ONSITE ANNUAL MAINTENENCE**  
**CONTRACT FOR PC, PRINTER & PLOTTER**  
**And SUPPLY & INSTALLATION OF THE EQUIPMENTS FOR**  
**(PRINTER / LAPTOP)**

0	05.03.2018	05.03.2018				
REV	REV DATE	EFF DATE	FOR ISSUE	PURPOSE	BS	DD
					PREPD	REVWD
						DKK
						APPD

FORM NO: 02-0000-0021F1 REV2

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TECHNICAL ENQUIRY SPECIFICATION  
FOR COMPREHENSIVE ONSITE ANNUAL MAINTENANCE  
CONTRACT FOR PC, PRINTER & PLOTTER  
And SUPPLY & INSTALLATION OF THE EQUIPMENTS FOR  
(PRINTER / LAPTOP)

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CONTENTS

SECTION NUMBER	DESCRIPTION	SHEET NUMBER
ENCLOSURE-1A	LIST OF EQUIPMENTS (PCs /Printers/ Plotters / Scanner/ Projector/ Laptop/ Workstation, etc.) for CAMC covered under comprehensive annual maintenance contract for the period whose item wise details are given.	3 TO 4
ENCLOSURE -1B	LIST OF EQUIPMENTS (Maintenance kit & Laptop battery) covered under Supply & Installation.	5
ENCLOSURE -1C	TECHNICAL / OTHER TERMS & CONDITIONS FOR LIST OF EQUIPMENTS (PCs /Printers/ Plotters / Scanner/ Projector/ Laptop/ Workstation, etc.) covered under comprehensive annual maintenance contract.	6
ENCLOSURE -1D	TECHNICAL / OTHER TERMS & CONDITIONS FOR LIST OF EQUIPMENTS (Printer/ Laptop) covered under Supply & Installation.	7

LIST OF ATTACHMENTS

ATTACHMENT NUMBER	DESCRIPTION	NUMBER OF SHEETS

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TECHNICAL ENQUIRY SPECIFICATION  
FOR COMPREHENSIVE ONSITE ANNUAL MAINTENANCE  
CONTRACT FOR PC, PRINTER & PLOTTER  
And SUPPLY & INSTALLATION OF THE EQUIPMENTS FOR  
(PRINTER / LAPTOP)

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**ENCLOSURE -1A**  
**LIST OF EQUIPMENTS (PCs/Printers/ Plotters/ Scanner/ Projector/ Laptop/ Workstation, etc.) for CAMC**

Sl. No.	Equipment Description	Qty.	CAMC Period	Total Period
<b>A. PCs</b>				
1	HP P-IV	25	01-04-18 TO 31.03.20	2 Yrs.
2	LENOVO P-IV	20	01-04-18 TO 31.03.20	2 Yrs.
3	HP Compaq dc 7800	40	01-04-18 TO 31.03.20	2 Yrs.
4	ACER	43	01-04-18 TO 31.03.20	2 Yrs.
5	DELL WORKSTSTION T3500	10	01-04-18 TO 31.03.20	2 Yrs.
<b>B. LAPTOP</b>				
1	HP Laptop NX 6120(Without Battery)	1	01-04-18 TO 31.03.20	2 Yrs.
2	HP Laptop Compaq 6720 S(Without Battery)	2	01-04-18 TO 31.03.20	2 Yrs.
3	SonyVaio Laptop Model no. PCG 61313W (Without Battery)	21	01-04-18 TO 31.03.20	2 Yrs.
<b>C. SERVER / WORKSTATION</b>				
1	HP Server cum workstation XW 4100 with HP 19" dual colour monitor	1	01-04-18 TO 31.03.20	2 Yrs.
<b>D. LASER PRINTERS</b>				
1	HP Laser Jet 1022 Printer	17	01-04-18 TO 31.03.20	2 Yrs.
2	HP LaserJet 1015 printer	7	01-04-18 TO 31.03.20	2 Yrs.
3	HP LaserJet 1505 printer	5	01-04-18 TO 31.03.20	2 Yrs.
4	HP Laser Jet 1010 Printer	2	01-04-18 TO 31.03.20	2 Yrs.
5	HP Laser Jet LJM 1005 MFP	2	01-04-18 TO 31.03.20	2 Yrs.
6	HP Laser Jet 9040DN (WITHOUT MAINTENANCE KIT)	1	01-04-18 TO 31.03.20	2 Yrs.
7	HP LJ 3050 printer / fax / copier	1	01-04-18 TO 31.03.20	2 Yrs.
<b>E. A0 SIZE PLOTTERS</b>				
1	HP Design jet Plotter 500C A0 SIZE	2	01-04-18 TO 31.03.20	2 Yrs.
<b>F. INK JET PRINTERS</b>				
1	PSC 1210 All in one ink jet printer	1	01-04-18 TO 31.03.20	2 Yrs.
2	HP Desk jet ink advantage 1515	1	01-04-18 TO 31.03.20	2 Yrs.
3	HP Office jet 7000 wide format	1	01-04-18 TO 31.03.20	2 Yrs.

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TECHNICAL ENQUIRY SPECIFICATION  
FOR COMPREHENSIVE ONSITE ANNUAL MAINTENENCE  
CONTRACT FOR PC, PRINTER & PLOTTER  
And SUPPLY & INSTALLATION OF THE EQUIPMENTS FOR  
(PRINTER / LAPTOP)

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			01-04-18 TO 31.03.20	2 Yrs.
4	HP Office jet pro L7380	1	01-04-18 TO 31.03.20	2 Yrs.
<b>G. SCANNER</b>				
1	HP SJ 3500C A4 Scanner	1	01-04-18 TO 31.03.20	2 Yrs.
2	HP SCANJET N9120 Scanner	1	01-04-18 TO 31.03.20	2 Yrs.
3	CONTEX SD 4430(A0 TO A4)Scanner	1	01-04-18 TO 31.03.20	2 Yrs.
<b>H. EXTERNAL HARD DISK</b>				
1	USB EXTERNAL HARD DISK 250 GB	1	01-04-18 TO 31.03.20	2 Yrs.
2	USB EXTERNAL HARD DISK Segate make 1TB	1	01-04-18 TO 31.03.20	2 Yrs.
<b>I. MULTIMEDIA PROJECTOR</b>				
1	EPSON Projector Model EB-S7	2	01-04-18 TO 31.03.20	2 Yrs.

*O. Duba*



TECHNICAL ENQUIRY SPECIFICATION  
FOR COMPREHENSIVE ONSITE ANNUAL MAINTENANCE  
CONTRACT FOR PC, PRINTER & PLOTTER  
And SUPPLY & INSTALLATION OF THE EQUIPMENTS FOR  
(PRINTER / LAPTOP)

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ENCLOSURE -1B

**LIST OF EQUIPMENTS (Printer/ Laptop) for Supply & Installation**

Sl. No.	Equipment Description	Tentative Qty.	Contract Period
<b>A. LAPTOP</b>			
1	Supply & Installation of Battery (Original supply from OEM) against replacement of old defective battery for Laptop mentioned at Sl.No. B-1 HP Laptop NX 6120 of Enclosure-1A on need basis.	1	01-04-18 TO 31.03.20
2	Supply & Installation of Battery (Original supply from OEM) against replacement of old defective battery for Laptop mentioned at Sl.No. B-2 HP Laptop Compaq 6720 of Enclosure-1A on need basis.	1	01-04-18 TO 31.03.20
3	Supply & Installation of Battery (Original supply from OEM) against replacement of old defective battery for Laptop mentioned at Sl.No. B-3 SonyVaio Laptop Model no. PCG 61313W of Enclosure -1A on need basis.	10	01-04-18 TO 31.03.20
<b>B. LASER PRINTER</b>			
1	Supply & Installation of Maintenance Kit(Original supply from OEM) against replacement of old defective Maintenance Kit for HP LaserJet 9040DN printer mentioned at Sl.No. D-6 of Enclosure - 1A on need basis.	2	01-04-18 TO 31.03.20

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 <b>PDIL</b> पी डी आई एल	<b>TECHNICAL ENQUIRY SPECIFICATION          FOR COMPREHENSIVE ONSITE ANNUAL MAINTENENCE          CONTRACT FOR PC, PRINTER &amp; PLOTTER          And SUPPLY &amp; INSTALLATION OF THE EQUIPMENTS FOR          (PRINTER / LAPTOP)</b>		PVCM-34	0
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**ENCLOSURE -1C**

**TECHNICAL / OTHER TERMS & CONDITIONS FOR LIST OF EQUIPMENTS MENTIONED  
 AT ENCLOSURE-1A**

1. Vendor should provide stand by PCs / Printers / Plotters / Scanner / Projector of similar configuration, if the particular PCs / Printers / Plotters / Scanner / Projector / Laptop / Workstation, etc. is down for more than 3 days.
2. Vendor should provide software support also for loading operating system / application software in case of any problem in PCs.
3. Vendor should inspect the machine physically before submitting the offer.
4. Pro-rata recovery shall be made if the PCs / Printers / Plotters / Scanner / Projector / Laptop / Workstation, etc. remains down for more than 3 days, if standby is not provided.
5. Successful vendor should depute one experienced service support executive (Diploma in Hardware/Networking) in our office premises to sort out day to day problems of PCs / Printers / Plotters / Scanner / Projector / Laptop / Workstation, etc. for all working days and in case of emergency, if required he may have to overstay or work on holidays including Saturday, & Sundays as per requirement of PDIL at their cost.
- 5.1 The Contractor's personnel deployed at PDIL's premises, shall be the employees of contractor for all legal purposes and consequences. It must be clearly understood by the contractor that PDIL shall not be liable to give permanent employment to any person engaged by the contractor for providing the maintenance Services to PDIL.
6. On receipt of intimation from PDIL, if the services of the deputed experienced service engineer are not found suitable by PDIL, Successful vendor should replace the support executive deputed in PDIL immediately with another. If replacement is not made within 7 days of intimation, penalty of Rs.300 per day shall be charged and recovered from contractor bill. Further if deputed person remains absent without permission Rs.300/- per day shall be deducted from contractor's bill.
7. Preventive maintenance including cleaning of the key boards etc. for all the equipments mentioned in the ITB shall be done and the report for the same is to be submitted to PDIL within 1st week of every month.
8. Any deviation from the specified requirement must be clearly mentioned on separate sheet.
9. Evaluation of offers shall also be subject to PDIL's Purchasing Policies current at the tender closing date.
10. PDIL reserves the right to change the quantity and or delete items from the scope considering the pro rata charges.
11. PDIL reserves the right to reject any or all the bid without assigning any reason for the same.
12. Vendor should arrange to rectify the fault within 24 hrs.

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 <b>PDIL</b> पी डी आई एल	<b>TECHNICAL ENQUIRY SPECIFICATION          FOR COMPREHENSIVE ONSITE ANNUAL MAINTENENCE          CONTRACT FOR PC, PRINTER &amp; PLOTTER          And SUPPLY &amp; INSTALLATION OF THE EQUIPMENTS FOR          (PRINTER / LABTOP)</b>	PVCM-34	0
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## ENCLOSURE -1D

### TECHNICAL / OTHER TERMS & CONDITIONS FOR LIST OF EQUIPMENTS MENTIONED AT ENCLOSURE-1A & ENCLOSURE-1B.

1. Supply & installation of items mentioned in Enclosure-1B shall be carried out within 10 days from the date of intimation of contract person of PDIL.
2. The quantity mentioned at Enclosure -1B for listed items are tentative / indicative only and not binding on PDIL, the quantity may vary to the extent of PDIL's requirement for any or all items. Separate intimation from contact person shall be made as per PDIL's requirement during currency of the contact and PDIL also reserves the right either to order all the items or any selective items.
3. The payment of the items mentioned at Enclosure-1B shall be released on receipt & successful installation & commissioning within 30 days, against the separate bill duly certified by contract person.
4. Vendor should provide stand by Printer, if the Printer mentioned at sl. No. D-6 of Enclosure -1A is down for more than 3 days due to delay in replacement of the spare parts.
5. Any deviation from the specified requirement must be clearly mentioned on separate sheet.
6. Vendor should arrange to rectify the fault within 24 hrs.

*D. D. D.*



# PRICE SCHEDULE ANNEXURE - V

PVMM/ARC/Com/17-18/E-22/100991/ANX-V

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Name of Bidder \_\_\_\_\_

Offer No. \_\_\_\_\_

## PART-I

SL. NO.	EQUIPMENT DESCRIPTION	QTY.	CAMC Period		QUOTED LUMP SUM CAMC CHARGES (For Total CAMC Period & Total Quantity)	
			Effective Period	No. Of Years	In Figures (₹)	In Words (₹)
	CAMC including Cost of labour, spares & Service for following PCs, Printers, Plotters, Scanner, Projector, Laptop, Workstation etc. as per ITB Specification & Terms & conditions (Enclosure-1A, 1C and Anx-IIB & IIIC).	===	=====	=====	=====	=====
<b>A.</b>	<b>PCs</b>	===	=====	=====	=====	=====
1	HP P-IV	25	01-04-18 TO 31.03.20	2 years		
2	LENOVO P-IV	20	01-04-18 TO 31.03.20	2 years		
3	HP Compaq dc 7800	40	01-04-18 TO 31.03.20	2 years		
4	ACER	43	01-04-18 TO 31.03.20	2 years		
5	DELL WORKSTATIONS T3500	10	01-04-18 TO 31.03.20	2 years		
<b>B.</b>	<b>LAPTOPS</b>	===	=====	=====	=====	=====
1	HP Laptop NX 6120 (Without Battery)	1	01-04-18 TO 31.03.20	2 years		
2	HP Laptop Compaq 6720 S (Without Battery)	2	01-04-18 TO 31.03.20	2 years		
3	SONY VAIO Laptop Model no. PCG 61313W (Without Battery)	21	01-04-18 TO 31.03.20	2 years		
<b>C.</b>	<b>SERVER / WORKSTATIONS</b>	===	=====	=====	=====	=====
1	HP Server cum workstation XW 4100 with HP 19" dual colour monitor	1	01-04-18 TO 31.03.20	2 years		
<b>D.</b>	<b>LASER PRINTERS</b>	===	=====	=====	=====	=====
1	HP Laser Jet 1022 Printer	17	01-04-18 TO 31.03.20	2 years		
2	HP LaserJet 1015 printer	7	01-04-18 TO 31.03.20	2 years		
3	HP LaserJet 1505 printer	5	01-04-18 TO 31.03.20	2 years		
4	HP Laser Jet 1010 Printer	2	01-04-18 TO 31.03.20	2 years		
5	HP Laser Jet LJM 1005 MFP	2	01-04-18 TO 31.03.20	2 years		
6	HP LaserJet 9040DN (without maintenance kit)	1	01-04-18 TO 31.03.20	2 years		
7	HP LJ 3050 printer/fax/copier	1	01-04-18 TO 31.03.20	2 years		



# PRICE SCHEDULE ANNEXURE - V

PVMM/ARC/Com/17-18/E-22/100991/ANX-V

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Sl. No.	Equipment Description	Qty.	CAMC Period		QUOTED LUMP SUM CAMC CHARGES (For <b>Total CAMC Period &amp; Total Quantity</b> )	
			Effective Period	No. Of Years	In Figures (₹)	In Words (₹)
<b>E.</b>	<b>A0 SIZE PLOTTERS</b>	===	=====	=====	=====	=====
1	HP Design jet Plotter 500C A0 SIZE	2	01-04-18 TO 31.03.20	2 years		
<b>F.</b>	<b>INK JET PRINTERS</b>	===	=====	=====	=====	=====
1	PSC 1210 All in one ink jet printer	1	01-04-18 TO 31.03.20	2 years		
2	HP Deskjet ink advantage 1515	1	01-04-18 TO 31.03.20	2 years		
3	HP Officejet 7000 wide format	1	01-04-18 TO 31.03.20	2 years		
4	HP Officejet pro L7380	1	01-04-18 TO 31.03.20	2 years		
<b>G.</b>	<b>SCANNER</b>	===	=====	=====	=====	=====
1	HP SJ 3500C A4 Scanner	1	01-04-18 TO 31.03.20	2 years		
2	HP ScanJet N9120 Scanner	1	01-04-18 TO 31.03.20	2 years		
3	CONTEX SD 4430 (A0 to A4) Scanner	1	01-04-18 TO 31.03.20	2 years		
<b>H.</b>	<b>EXTERNAL HARD DISK</b>	===	=====	=====	=====	=====
1	USB EXTERNAL HARD DISK 250 GB	1	01-04-18 TO 31.03.20	2 years		
2	USB EXTERNAL HARD DISK Segate make 1TB	1	01-04-18 TO 31.03.20	2 years		
<b>I.</b>	<b>MULTIMEDIA PROJECTOR</b>	===	=====	=====	=====	=====
1	EPSON Projector Model EB-S7	2	01-04-18 TO 31.03.20	2 years		
<b>Grand Total of PART-I in words (Rupees _____)</b>					<b>Grand Total of PART-I in figures (₹ _____)</b>	

	<b>PRICE SCHEDULE ANNEXURE - V</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-V	0
		DOCUMENT NO	REV
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## **PART-II**

**NOTE: BIDDERS ARE REQUESTED TO QUOTE UNIT PRICES AND TOTAL AMOUNT AGAINST BELOW MENTIONED ITEMS.**

SL. NO.	EQUIPMENT DESCRIPTION	Tentative QTY.	UNIT PRICES		TOTAL AMOUNT	
			In Figures (₹)	In Words (₹)	In Figures (₹)	In Words (₹)
<b>II</b>	<b>SUPPLY AND INSTALLATION OF FOLLOWING ITEMS (Below SL A &amp; B) (Original supply from OEM) against replacement of old defective item, inclusive of all <b>except GST</b> within the CAMC period w.e.f. 01.04.18 to 31.03.2020 on need basis as per ITB Specification &amp; Terms &amp; conditions (Enclosure-1B, 1D and Anx-IIB &amp; IIIC).</b>	===	=====	=====	=====	=====
<b>A</b>	<b>BATTERIES for LAPTOP</b>	===	=====	=====	=====	=====
1.	Laptop Battery for HP Laptop NX 6120 on need basis.	1 No.				
2	Laptop Battery for HP Laptop Compaq 6720 on need basis.	1 No.				
3	Laptop Battery for SONY Vaio Laptop Model no. PCG 61313W on need basis.	10 Nos.				
<b>B</b>	<b>MAINTENANCE KIT for LASER PRINTER</b>	===	=====	=====	=====	=====
1	<b>MAINTENANCE KIT for HP LaserJet 9040DN printer on need basis.</b>	2 No.				
Grand Total of PART-II in words (Rupees _____)					Grand Total of PART-II in figures ₹ _____	

**NOTE: QUANTITY MENTIONED SL –II (A-1 to 3 & B-1) are tentative and to be delivered as per separate intimation from contact person of PDIL.**

### **NOTES/Confirmations for PART-I & II:**

- The above quoted prices for items under PART-I are inclusive of cost of labour & spares and all Taxes & Duties **except GST** & prices for items under PART-II are inclusive of all charges for duly delivered & Installed at PDIL, Vadodara office basis **except GST**.
- GST Extra as applicable, presently Extra @ \_\_\_\_\_% on items of CAMC under PART-I/SI-I and Extra @ \_\_\_\_\_% on items for Supply & Installation under PART-II/SI-II**
- Bidders are requested to quote prices after physical inspection of the machines. In case bidders quote prices without inspection of machines they shall be liable to execute the CAMC services with quoted prices.
- We confirm acceptance of all terms & conditions as per ITB.

Date : \_\_\_\_\_

**AUTHORISED SIGNATORY WITH OFFICIAL SEAL.**


	<b>AGREED COMMERCIAL TERMS &amp; CONDITIONS (ACTC) ANNEXURE-VI</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-VI	0
		DOCUMENT NO	REV
		SHEET 1 OF 1	

This ACTC should be duly filled and to be **Submitted/uploaded, as applicable** alongwith unpriced offer:

SL. NO.	DESCRIPTION	BIDDER'S CONFIRMATION / ACCEPTANCE
1.0	<b>BIDDER'S NAME &amp; ADDRESS</b> with Telephone & FAX no., Name of Contact Person, Email ID	
1.1	<b>BIDDER'S OFFER NO. &amp; DATE</b>	
2.0	Confirm Submission of Earnest Money Deposit OR MSME/NSIC document as per <b>Clause 2.2 of Annexure-II of ITB.</b>	
3.0	Confirm submitted all the relevant documents <b>as per requirement of Annexure-I, in respect of PQC.</b>	
4.0	<b>Confirm submitted Price Confirmation Copy (Unpriced Schedule)</b> - A copy of Priced offer(Annexure-V), keeping price blank (hiding the price) and in place indicating "Quoted" or "√", as a confirmation of price quoted against the enquired item and all applicable Taxes & Duties along with un-priced techno commercial bid.	
5.0	Confirm acceptance of <b>TECHNICAL ENQUIRY SPECIFICATIONS/ SCOPE OF WORK &amp; Terms &amp; Conditions</b> as per <b>Annexure-IV</b> , of ITB.	
6.0	Confirm acceptance of <b>Commercial Terms &amp; Conditions of ITB</b> as per <b>GCC (ANNEXURE-IIIB)</b> and <b>SCC (Annexure-IIIC)</b> .	
7.0	<b>CONFIRMATION OF FOLLOWING TERMS AND CONDITIONS:</b>	=====
7.1	<b>Confirm PRICE BASIS</b> – The <b>QUOTED Prices are</b> based on <b>duly executed services for CAMC (Part-I of Price Schedule) and duly delivered and Installed at PDIL Vadodara office for Supply items (Part-II of Price Schedule) and inclusive of all charges except GST</b> and shall remain <b>FIRM</b> during contract period.	
7.2	<b>GST shall be Extra as Applicable</b> as per law. Indicate Present applicable rate in percentage (%)	Extra: SGST@___% + CGST@ ___% <b>OR IGST Extra @ ___%</b>
7.2.1	PDIL shall avail <b>Input Credit</b> against payment of GST and The amount of input credit to PDIL will be considered while evaluating the price <b>for which necessary documents shall be provided by the bidder to enable PDIL to avail the credit, Please Confirm.</b>	
7.2.2	<b>Indicate GST REGISTRATION No. (Enclose copy of Certificate)</b>	
7.2.3	In Case GST is not applicable, <b>Confirm that you are not coming under the purview of GST Registration.</b>	
7.2.4	Indicate <b>HSN/SAC Code</b>	SAC for PART-I items: _____ HSN/SAC for PART-II items : _____
7.3	Confirm acceptance of <b>PAYMENT TERMS AS PER ITB.</b>	
7.4	<b>Indicate PAN Card No. (Enclose copy)</b>	
7.4.1	In Case <b>submitted PAN card</b> is in Individual name, <b>Please Confirm that the person whose name is indicated on PAN card is "SOLE PROPRIETOR"</b> of the company and note that income from the subject contract shall be under the indicated PAN No.	
7.5	Confirm <b>PERFORMANCE SECURITY AS PER ITB</b>	
7.6	<b>DELIVERY/COMPLETION PERIOD (for Enclosure-1B items) AS PER ITB</b>	
7.7	<b>PRICE REDUCTION CLAUSE (for Enclosure-1B items) AS PER ITB.</b>	
7.8	Confirm <b>VALIDITY of Offer (90 Days</b> from technical Bid opening date)	
7.9	We hereby Confirm that we are neither put on holiday nor Black-Listed by any Government/PSU/Private Firm or Financial Institution and a self declaration on our letterhead <b>(as per Annexure-VII)</b> regarding the above has been submitted with unpriced bid.	
7.10	<b>CONFIRM THAT</b> The invitation to Bid together with all its attachments thereto shall be considered to be <b>read, understood and accepted by the Bidder while submitted their offer.</b>	
7.11	It is confirmed that in case any of the <b>TERMS &amp; CONDITIONS</b> mentioned in this <b>Summary are at variance</b> with those indicated anywhere else in our offer, <b>the conditions indicated in this summary shall prevail.</b>	

DATE :

**AUTHORISED SIGNATORY OF THE BIDDER with Official Seal**

	<b>DECLARATION BY BIDDER ANNEXURE – VII</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-VII	0
		DOCUMENT NO	REV
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(To be submitted on Bidder's Letterhead as per below performa)

**DECLARATION**

To,  
Projects & Development India Ltd.,  
Vadodara-390023

Subject : ITB No. \_\_\_\_\_ Dt. \_\_\_\_\_

Sir,

We hereby declare that M/s \_\_\_\_\_ is neither put on holiday nor Black-Listed by any Government/PSU/Private Firm or Financial Institution.

Signature:

Name:

Designation:

Seal of the Bidder:

	<b>RTGS/NEFT FORMAT FOR E-PAYMENT ANNEXURE – VIII</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-VIII	0
		DOCUMENT NO	REV
		SHEET 1 OF 1	

Date:

To,

Projects & Development India Ltd.  
PDIL, Bhawan, Samta, Subhanpura,  
Vadodara-390 023.  
Gujarat.

Dear Sir,

With reference to your letter/E-mail, we hereby agree to accept the payment of our bills through "EFT/RTGS/Internet". The bank account details are as given below:

1	Beneficiary's Name	
2	Name of the Bank (to which payment should be sent )	
3	Branch name	
4	Address of the Branch	
5	STD Code No. and Telephone no. of Branch	
6	Branch Code	
7	9 digit code no. of Bank & Branch as appearing on the MICR cheque ( copy of cancelled cheque must be enclosed.)	
8	Bank account number (As appearing on the cheque book)	
9	Account type (SB/CA/CC)	
10	Branch IFSC Code (Applicable only for RTGS payments)	
11	Copy of blank cancelled cheque or photocopy of a cheque for verifying the accuracy of the 9digit code number to be enclosed.	

A blank cancelled cheque leaf relating to the above bank account is enclosed for verifying the accuracy of the bank account details.

I hereby declare that the particulars given above are correct and complete.


(Signature of Account Holder)  
Seal of the Vendor

Encl : Cancelled Cheque No. \_\_\_\_\_

\*\*\*\* We hereby confirm that the above bank account details of beneficiary are correct in all respects and the account of Beneficiary (PDIL vendor) is maintained at our bank branch .

( Name of Bank & Branch )  
Authorized Signatory

\*\*\*\* Verification required only in case vendors name is not printed/appearing on the cancelled cheque leaf being submitted to PDIL office.

	<b>DETAILS OF CONTRACTOR / COMPANY</b> (for <a href="#">updating Award of Contract at CPP Portal (e-publishing)</a> ) <b>ANNEXURE – IX</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-IX	0
		DOCUMENT NO	REV
		SHEET 1 OF 1	


In Case of Order, the contractor shall provide the below information [for updating Award of Contract at CPP Portal \(e-publishing\)](#), without fail.

SI	PARTICULARS	BIDDER'S COMMENTS
1.0	CONTRACTOR'S/COMPANY NAME	
2.0	CONTACT PERSON	
3.0	CONTACT PERSON'S DATE OF BIRTH	
4.0	COMPANY'S REGISTRATION NO.	
5.0	COMPANY'S REGISTERED ADDRESS	
6.0	COMPANY'S ESTABLISHMENT YEAR	
7.0	COMPANY'S NATURE OF BUSINESS	
8.0	COMPANY'S LEGAL STATUS (TICK √ appropriate option)	<input type="checkbox"/> LIMITED
		<input type="checkbox"/> UNDERTAKING
		<input type="checkbox"/> JOINT VENTURE
		<input type="checkbox"/> PARTNERSHIP
		<input type="checkbox"/> OTHERS
9.0	COMPANY CATEGORY (TICK √ appropriate option)	<input type="checkbox"/> MICRO
		<input type="checkbox"/> SMALL
		<input type="checkbox"/> MEDIUM
		<input type="checkbox"/> ANCILLARY UNIT
		<input type="checkbox"/> PROJECT AFFECTED PERSON OF THIS COMPANY
		<input type="checkbox"/> SSI
		<input type="checkbox"/> OTHERS
10.0	With reference to GOI Gazette Notification No.503 dt.26.03.12, Please confirm whether you are MICRO & SMALL Enterprises (MSEs) registered under MSMED Act 2006 and submit documentary evidence in this respect.	
11.0	Further to Above, If you are MICRO & SMALL Enterprises (MSEs) registered under MSMED Act 2006 and OWNED BY SC/ST ENTREPRENEURS, please confirm and submit documentary evidence issued by government authority in this respect.	

DATE :

AUTHORISED SIGNATORY OF THE BIDDER with Official Seal



	<b>SECURITY CUM PERFORMANCE BANK GUARANTEE FORMAT ANNEXURE – X</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-X	<b>0</b>
		DOCUMENT NO	REV
		SHEET 1 OF 2	

SECURITY CUM PERFORMANCE BANK GUARANTEE  
(STAMP PAPER TO BE PURCHASED ON NAME OF BANK)

This guarantee made this \_\_\_\_\_ day of \_\_\_\_\_ (Year in four digits) between a company incorporated in (mention name of the Bank/ company) \_\_\_\_\_ having its registered office at \_\_\_\_\_ (hereinafter called the "BANK" which expression shall unless repugnant to the context or contrary to the meaning thereof include its successors and assigns) of the one part; and M/s. \_\_\_\_\_ (Purchaser), a company incorporated in India under the Indian Companies Act 1956 and having its registered office at PDIL Bhawan , A-14 , Sector-1 , Noida – 201301, Dist. – Gautambudh Nagar (U.P) (hereinafter called the "PURCHASER" which expression shall include its successors and assigns) of the other part.


WHERE AS M/s \_\_\_\_\_ (Seller) a Company incorporated in \_\_\_\_\_ and having its Registered Office at \_\_\_\_\_ (hereinafter called the "COMPANY" which expression shall include its successor and assigns) have secured order Number \_\_\_\_\_ dt. \_\_\_\_\_ For supply/ supply-cum-erection of \_\_\_\_\_ at a total cost of \_\_\_\_\_ plus site supervision services on per diem rate basis as applicable from the PURCHASER / OWNER.

WHEREAS

1. It is one of the terms of the said order that the COMPANY shall furnish to the PURCHASER/OWNER a guarantee of a BANK which shall be for 10% of the value of the order and shall be valid for the duration of supply of the services covered by the said order and the period of defects liability in respect of the said services plus claim period of six months.
2. The BANK has at the request of the COMPANY agreed to give in favour of the PURCHASER a guarantee in manner hereinafter appearing which the PURCHASER has agreed to accept.

NOW THIS DEED WITNESSETH AS FOLLOWS:-

1. In pursuance of the said agreement and in consideration of the premises the BANK hereby unconditionally guarantees to the PURCHASER due observance and fulfillment by the COMPANY of the terms of the said order relating to the said equipment and of the performance warranties which is a part of the said order and agrees and undertakes that if the COMPANY fails to observe and fulfil the said terms of the said order and/or the performance warranties then the BANK shall immediately pay to the PURCHASER on demand such sum or sums of money to the extent of ` \_\_\_\_\_ being 10% of the value of the said order on account of losses and damages suffered by the PURCHASER as may be claimed by the PURCHASER by reason of such non-observance and non-fulfillment by the company as aforesaid and shall also indemnify the PURCHASER against all losses and damages which may be suffered by the PURCHASER aforesaid and against all costs, charges, expenses which may be incurred by the PURCHASER in connection herewith.
2. The BANK hereby agrees that the decision of the PURCHASER as to the failure on the part of the COMPANY to fulfil their obligations as aforesaid and/or as to the amount payable by the BANK to the PURCHASER hereunder shall be final, conclusive and binding on the BANK.
3. All compensations and payments received by the PURCHASER from Bank on behalf of the COMPANY shall be regarded as payments in gross and in the event of the COMPANY BEING wound-up, the PURCHASER will be entitled to prove against the properties of the COMPANY in respect of the whole of the COMPANY's indebtedness to the PURCHASER without any right on the part of the BANK to stand in the PURCHASER's place in respect of or to claim the benefits of such imposition and payment or any security held by the PURCHASER until the PURCHASER shall have received the full amount of the PURCHASER's claims against the COMPANY.

	<b>SECURITY CUM PERFORMANCE BANK GUARANTEE FORMAT ANNEXURE – X</b>	PVMM/ARC/Com/17-18/E-22/100991/ANX-X	<b>0</b>
		DOCUMENT NO	REV
		SHEET 2 OF 2	

4. This guarantee shall be in addition to and shall not affect or be affected by any other security now or hereafter held by the PURCHASER on account of the moneys hereby intended to be secured and the PURCHASER at its discretion and without any further consent from the BANK and without affecting the liability of the BANK and the rights of the PURCHASER against the BANK may be compound within given time or other indulgence to or make any other arrangement with the COMPANY and nothing done or omitted to be done by the PURCHASER in pursuance of any authority or permission contained in the guarantee shall affect or discharge the liability of the BANK.
5. Though as between the COMPANY and the BANK, the BANK is SURETY only, the BANK agrees that as between the PURCHASER and the BANK, the BANK is principal debtor to the PURCHASER.
6. This guarantee shall not be affected by any change in the constitution of the BANK or the COMPANY nor shall this guarantee be affected by any change in the constitution of the PURCHASER or any amalgamation or absorption with any other body corporated and this guarantee will be available to or enforceable by such body corporate.
7. The guarantee shall be continuing guarantee and continue to be in force notwithstanding the discharge of the COMPANY by operation of law and shall cease only on payment in full to the PURCHASER by the BANK of the amount hereby guaranteed and on the claim of the PURCHASER against the COMPANY on any account whatsoever being satisfied.
8. In order to give full effect to the provisions of this guarantee the PURCHASER will be entitled to act as if the BANK were the principal debtor to the PURCHASER and the BANK hereby waives all or any of its rights as surety.
9. This guarantee is irrevocable except with the written consent of the PURCHASER.
10. This guarantee shall remain valid up to \_\_\_\_\_.
11. Any notice by way of request demand or otherwise hereunder may be sent by post to the BANK addressed as aforesaid and if sent by post it shall be deemed to have been given at the time when it would be 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 an officer of the PURCHASER that the envelope so posted shall be conclusive.
12. These presents shall be governed by and construed in accordance with Indian Law.
13. Notwithstanding anything stated above, the BANK's liability to the PURCHASER under this guarantee shall be limited to \_\_\_\_\_ and the guarantee will remain valid up to \_\_\_\_\_ provided that unless a claim under this guarantee is made by the PURCHASER against the BANK within three (03) months of the said date of expiry of this guarantee, the claim shall be forfeited and the BANK shall be relieved and discharged from all liabilities under this guarantee.

IN WITNESS whereof the BANK has hereunto affixed its common seal the day and year first above written.

THE COMMON SEAL OF THE ABOVE NAMED BANK has hereunto been affixed in the presence of