TENDER DOCUMENT

PROCUREMENT OF FURNITURE & FIXTURE, HARDWARE, IT EQUIPMENT AND SOLAR SOLUTION UNDER THE ADP SCHEME TITLED “STRENGTHENING OF DIRECTORATE GENERAL MINES & MINERALS, PUNJAB AND IT INTEGRATION OF ADMINISTRATIVE DEPARTMENT”

IMPORTANT NOTE:

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.

PPRA Rules to be followed

Punjab Procurement Rules, 2014 will be strictly followed. These may be obtained from PPRA’s website. In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules, 2014.

Mode of Advertisement(s)

As per Rule 12(2), this Tender is being placed online at websites of the Purchaser and PPRA, as well as being advertised in print media.

Sealed tenders are invited for the procurement of the following items. The specifications / quantities are mentioned in the tender document. The tender document is available in the office of Directorate General Mines & Minerals, Punjab, Poonch House, Multan Road, Lahore on written request of the firms on letter head & the same may be obtained subject to the payment of cost of printing and provision of the document which is Rs. 1,000/- . Tender Document is also available at www.mnm.punjab.gov.pk and www.ppra.punjab.gov.pk and may be downloaded free of cost.

All prospective bidders are required to collect a Challan Form from the office of Director (Administration) Mines & Minerals, DGMM at above given address; to submit an amount of Rs. 1,000/- in DGMM's account. The deposit slip / Challan Form must accompany respective bid.

Two stages, two envelope procedure will be applied security @3% of total bidding amount as mentioned in the offer in the shape of CDR in favor of “DIRECTOR GENERAL MINES & MINERAL, PUNJAB” should be attached with offer. However, earnest money will be refunded to the bidders (except successful bidders) after placing order to the successful bidder.

Detail of tender is as under: -

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DGMM (Strengthening)-1/2021-22</td>
</tr>
<tr>
<td>2</td>
<td>DGMM (Strengthening)-2/2021-22</td>
</tr>
<tr>
<td>3</td>
<td>DGMM (Strengthening)-3/2021-22</td>
</tr>
</tbody>
</table>

Bidding details (Instructions to bidders)

All bids must be accompanied by Bid Security (Earnest Money), as part of Financial Bid and as per provisions of the clause “Bid Security” of this document in favor of “Directorate General Mines & Minerals, Punjab”. The complete bids as per required under this tender document, must be delivered into the Tender Box, placed at office of PA to Director (Administration) Mines & Minerals, DGMM, Poonch House, Multan Road, Lahore, not later than 1200 hours on last date of submission of bids i.e., 15th November, 2021, late bids shall not be considered. The Technical bids shall be publicly opened in the presence of the bidders or their representatives in the Committee.
Room of Directorate General Mines & Minerals, Punjab, Poonch House, Multan Road, Lahore, at 1230 hours on 15th November, 2021. In case the last date of bid submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the bids shall be the next working day. Queries of the Bidders (if any) for seeking clarifications regarding the specifications of Furniture & Fixture, Hardware, IT Equipment and Solar Solution must be received in writing to the Purchaser till 5th November 2021. Any query received after said date may not be entertained. All queries shall be responded to within due time. DGMM will host a pre-bid meeting at 1100 hours on 9th November 2021, at DGMM premises (Poonch House, Multan Road, Lahore).

The bidder shall submit bids which comply with the Bidding Document. Alternative bids and options shall not be considered. It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract awarded under this Bid Process will be entertained by the Purchaser. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder. It must be clearly understood that the Terms and Conditions and Specifications are intended to be strictly enforced. No escalation of cost except arising from increase in quantity by the Bidder on the demand and approval of the Purchaser will be permitted throughout the period of completion of the contract.

The Bidder should be fully and completely responsible for all the deliveries and deliverables to the Purchaser.

Terms & conditions are:

1. The firm should be registered with the sales tax and income tax department.
2. The interested firm should have at least 02 years’ relevant experience and have executed similar projects worth of at least 05 million PKR.
3. Tenders submitted by the firm should be accompanied with the Sales Tax Registration Certificate from the Sales Tax Department as well as Professional Tax Registration Certificate from the Excise Department and income tax registration certificate, (NTN).
4. The interested firm has not been blacklisted by any of Provincial or Federal Government Department, anywhere in Pakistan (Submission of undertaking); Blacklisting status of bidders, as publicized on PPRA’s website, on the day of Bid Opening, will be considered final for the determination of eligibility;
5. Offers will be effective for at least 60-days from the date of opening of tenders.
6. Tenders must be submitted on the prescribed form as per conditions of the tender enquiry available from the office of the office of Directorate General Mines & Minerals, Punjab, Poonch House, Multan Road, Lahore on written request of the firms on letter head & the same may be obtained subject to the payment of cost of printing and provision of the document which is Rs. 1,000/-. Tender Document is also available at www.mnm.punjab.gov.pk and www.ppra.punjab.gov.pk and may be downloaded free of cost.
7. The payment of uploading/stacking charges at consignee’s end will be the responsibility of the supplier.
8. The contract as a whole should be governed by the terms & conditions as laid down in the Punjab Procurement Rules 2014.
9. Eligible Bidders: a) This invitation for bids is open to all original Manufacturers/authorized Agents of foreign manufacturers in Pakistan for supply of goods and to those dealing with the sale of the articles to be purchased.
   b) Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial) a local body or a public sector organization.
10. The Competent Authority / Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Procuring Agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for rejection of all bids or proposals, but is not required to justify those grounds.

Director (Administration)/ Project Director
Mines & Minerals Punjab
(Strengthening of Directorate General Mines & Minerals, Punjab and IT integration of Administrative Department)
Address: Poonch House, Multan Road, Lahore, Pakistan
Phone: (+92) (42) (99211541), (+92) (42) (99213312)
URL: www.mnm.punjab.gov.pk
PROFORMA TENDER ENQUIRY FOR  
Furniture & Fixture, Hardware, IT Equipment and Solar Solution

<table>
<thead>
<tr>
<th>Tender No.</th>
<th>DDMM (Strengthening)-1/2021-22</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Bid Security (3%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender No. 1</td>
<td>DDMM (Strengthening)-2/2021-22</td>
<td>Purchase of Furniture &amp; Fixture</td>
<td>5,816,000</td>
<td>174,480</td>
</tr>
<tr>
<td>Tender No. 2</td>
<td>DDMM (Strengthening)-3/2021-22</td>
<td>Purchase of Hardware &amp; IT equipment</td>
<td>24,130,000</td>
<td>723,900</td>
</tr>
<tr>
<td>Tender No. 3</td>
<td></td>
<td>Purchase of Solar Solution without batteries</td>
<td>8,000,000</td>
<td>240,000</td>
</tr>
</tbody>
</table>

Date of Receipt: 15-11-2021 1200 Hours
Date of opening: 15-11-2021 1230 Hours
Delivery period: Within 60 days after issuance of supply order.

Name and address of contractor to whom tender issued:
____________________________________________
____________________________________________
____________________________________________

Note: - Please read the following note and instructions carefully: -

1. Any offer not received as per terms and conditions of the tender Enquiry is liable to be ignored. No offer shall be considered if:

   i) Bid Security: The bid security amount has been calculated as per provisions of Rule-27 “Bid Security” of PPRA Rules, 2014 (i.e., not exceeding five percent of the estimated cost), the Bidder shall furnish the Bid Security (Earnest Money) as under for fixed amount as mentioned in the table below:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Bid Security (3%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Furniture &amp; Fixture</td>
<td>5,816,000</td>
<td>174,480</td>
</tr>
<tr>
<td>2</td>
<td>Hardware and IT Equipment</td>
<td>24,130,000</td>
<td>723,900</td>
</tr>
<tr>
<td>3</td>
<td>Solar Solution without batteries for DGMM</td>
<td>8,000,000</td>
<td>240,000</td>
</tr>
</tbody>
</table>

   Note: the bid security is denominated in Pak Rupees; As part of financial bid envelope; in the form of Bank Guarantee / Demand Draft / Pay Order / Call Deposit Receipt in the name of the Purchaser.

   ii) Bid Validity: a) Bids shall remain valid for a period of Sixty (60) days after opening of Technical Bid prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.

   b) The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period i.e., within seven (7) working days of opening of Technical Bids. However, under exceptional circumstances and for reasons to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.

   c) Bidders who,

   i) agree to the Procuring Agency’s request for extension of bid validity period shall not be permitted to change the substance of their bids; and

   ii) do not agree to an extension of the bid validity period shall be allowed to withdraw their bids, if any.
iii) Bid will be rejected if:
   a) It is received after the time and date fixed for its receipt;
   b) The tender is unsigned;
   c) The offer is ambiguous;
   d) The offer is conditional;
   e) The offer is from a firm black-listed or suspended by any Provincial or Federal Government Department, anywhere in Pakistan; Blacklisting status of bidders, as publicized on PPRA’s website, on the day of Bid Opening, will be considered final for the determination of eligibility
   f) The offer is received by telegram;
   g) Offer received with shorter validity than required in tender enquiry; and
   h) The offer is for store not conforming to specification indicated in the tender enquiry.

2. All tenders must be submitted in double cover. The outer cover should indicate the name of the addressee, tender number and date of opening but not by name of the firm which must only appear in the inner envelope clearly mentioning tender number and name of the firm. The envelope must be properly sealed.

3. (a) If the acceptance of tender issued during the validity period of the offer is not accepted by the tendering agency, the Earnest Money shall be forfeited and the store purchased at his risk and expense.
   (b) In case, the offer is withdrawn, amended or revised during the validity period of the offer, the Earnest Money is liable to be forfeited.
   (c) In case, the contractor fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the contractor will bare expenses at his risk.

4. The buyer reserves the right to claim compensation for the loss caused by delay in the delivery of store.

SPECIAL INSTRUCTIONS

1. The store is required by the consignee within stipulated period / date mentioned in the contract. However, the tenderers are required to indicate their own guarantees earliest date by which the store will be supplied by them.

2. Tenders should be addressed to Director (Administration), Mines & Minerals, Punjab, Directorate General Mines & Minerals, Punjab, Poonch House, Multan, Road, Lahore.

3. Tenderers should quote their final rates both in words as well as in figures.

4. The successful tenderer may be required to furnish performance security deposit @ 05% in the shape of deposit at Call in favor of “The Director General, Mines & Minerals, Poonch House, Multan Road, Lahore” within the period specified in Advance Acceptance of Tender, failing which repurchase shall be made at their risk and expense from the 2nd lowest.

5. Any conditional, ambiguous or called incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening of tenders shall be entertained.

6. Tenderers should supply the store in full quantity at the office of the Directorate General Mines & Minerals, Punjab, Poonch House, Multan, Road, Lahore for inspection with the prior indication in writing to conduct the inspection of store.

7. Tenderers should specifically indicate their General Sales Tax, N.T.N, with Income-Tax Department and Professional Tax registered with the Central Excise Department (in case of local supplier/manufacturer).

8. Any erasing/cutting/crossing etc. appearing in the offer, must be properly signed by the person, signing the tender. Moreover, all pages to the tender must also be properly signed. Offers with any over-writing shall in no circumstances be accepted.
9. The quotation should be submitted on the basis of accounting unit specified in the invitation to Tender.

10. (a) A certificate should be given by the tenderers that they will be responsible for the free replacement of stores, if the same is found to be substandard and or at variance with the specification given in the tender enquiry. In case a similar store offered is at variance with the specification given in the tender enquiry, the tenderers must clearly identify variation in their offers. Store offered of a specification superior to the one specified in the tender enquiry shall however be acceptable.

(b) In case indigenous store is offered as a store similar to that specified in the Tender Enquiry, the tenderers shall within seven days of the opening of the tender have the said stores, wherever, possible, pre-inspected by the Inspection Wing at their own cost.

(c) Where offers have been invited for specified brands, offers for other brands shall not be acceptable.

11. Stores should be brand new and in original manufacturers packing.

12. **03% earnest money/Bid Security** of the total value of offered quantity in shape of call deposit in favor of “**Director General, Mines & Minerals, Punjab, Mines & Minerals Department, Lahore**” must be attached. However, earnest money will be refunded to the unsuccessful tenderers after placing order with the successful bidder.

13. **Bidding Procedure:**

   **Two Stages – two envelopes bidding procedure shall be applied:** (Tender must be submitted according to the Bidding Procedure of PPRA under Punjab Procurement Rules, 2014 on **Two Stage Two Envelope Bidding Procedure**).

   **First stage**

   (i) the bid shall comprise a single package comprising two separate envelopes containing the financial proposal and the technical proposal;

   (ii) the envelopes shall be marked as “**Financial Proposal**” and “**Technical Proposal**”;

   (iii) in the first instance, the envelope marked “**Technical Proposal**” shall be opened and the envelope marked as “**Financial Proposal**” shall be retained unopened in the custody of the procuring agency;

   (iv) the technical proposals shall be discussed with the bidders with reference to the procuring agency’s technical requirements;

   (v) those bidders willing to meet the requirements of the procuring agency shall be allowed to revise their technical proposals following these discussions; and

   (vi) bidders not willing to conform to the technical proposal as per revised requirements of the procuring agency shall be allowed to withdraw their respective bids without forfeiture of their bid security;

   **Second Stage**

   (i) after agreement between the procuring agency and the bidders on the technical requirements, bidders who are willing to conform to the revised technical specifications and whose bids have not already been rejected shall submit a revised technical proposal and supplementary financial proposal, according to the technical requirement;

   (ii) the revised technical proposal along with the original financial proposal and supplementary financial proposal shall be opened at a date, time and venue announced in advance by the procuring agency;

   Provided that in setting the date for the submission f the revised technical proposals and supplementary price proposals a procuring agency shall allow sufficient time to the bidders.
to incorporate the agreed changes in the technical proposal and to prepare the required supplementary financial proposal; and

(iii) the procuring agency shall evaluate the whole proposal in accordance with the evaluation criteria and the lowest evaluated bid shall be accepted.

14. Unloading and stacking charges at consignee’s end will be borne by the supplier.

15. Each page of the tender documents i.e. tender form will be signed by the tenderer along with name and apex rubber stamp.

16. The contract as a whole should be governed by the terms and conditions as laid down in the Punjab Procurement Rules, 2014.

17. In case of store of imported origin;
   a) A certificate should be given by the tenderers that store shall be brand new and in the original packing of the manufacturer.
   b) A certificate should be given by the tenderers that they will be responsible for free replacement of store, if not found suitable for demand.
   c) Import documents shall be produced at the time of inspection to ensure that stores offered for inspection are imported, brand new and in the original packing of the manufacturer.
   d) The tenderer should undertake that the security may be forfeited if they fail to furnish the import documents at the time of inspection or to the purchase of store at their risk and expense.
   e) 100% payment will be allowed on receipt of inspected and accepted store by the consignee who shall issue the N.O.C, for payment to the authorized representative of the firm, duly receipted within a period of 10 days.

18. Testing charges of sample / samples against the tender / advance bulk supplies will be borne by the tenderer / contractor irrespective of the result of the sample / samples.

19 Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the bidding documents may notify the Procuring Agency in writing at the Procuring Agency’s address indicated in the Invitation for Bids. The Procuring Agency shall respond in writing to any request for clarification of the bidding documents, which it receives not later than seven (07) days prior to the deadline for the submission of bids prescribed in the Invitation for Bids. Written copies of the Procuring Agency’s response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective Bidders that have received the bidding documents.

20. Amendment of Bidding Documents

a) At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
   b) All prospective Bidders that have received the bidding documents shall be notified of the amendment in writing or by phone, and shall be binding on them.
   c) In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids. Amendment notice to that effect shall be communicated in the same manner as the original invitation to bid.

21. Corrupt or Fraudulent Practices

The Procuring Agency requires that all Bidders/ Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such Contracts. In pursuance of this policy, the Procuring Agency:

a. defines, for the purposes of this provision, the terms set forth below as follows:
I. “corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in Contract execution; and

II. “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract to the detriment of the Procuring Agency, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition;

b. shall reject a proposal for Award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract in question;
shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Contract.

22. Preparation of Bids

a) Language of Bid: The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.

b) Bid Prices
i) The Bidder shall indicate on the Price Schedule the unit prices and total Price of the goods, it proposes to supply under the Contract.

ii) Form for Price Schedule is to be filled in very carefully, and should be typed. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Item Serial Number/ Bid Number of the quoted item may be marked or highlighted with red/yellow marker.

iii) The Bidder should quote the prices of goods according to the technical specifications. The specifications of goods, different from the demand of enquiry and few packaged items, shall straightway be rejected.

iv) The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.

v) Conditional or alternate model / offer shall also be considered as non-responsive Bidder.

vi) While tendering your quotation, the present trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.

c) Bid Currencies: Prices shall be quoted in Pak Rupees.

d) Sealing and Marking of Bids
1 The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. The envelopes shall then be sealed in an outer envelope. It should contain the tender name and its number.

2 The inner and outer envelopes shall:

a) be addressed to the Procuring Agency at the address given in the Invitation for Bids; and

b) bear the tender name and number indicated in the Invitation for Bids, and shall be inscribed by the following sentence: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the invitation for Bid.
3. The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as non-responsive or late.

4. If the outer as well as inner envelope is not sealed and marked properly, the Procuring Agency shall assume no responsibility for the bid’s misplacement or premature opening.

23. Award of Contract

Acceptance of Bid and Award criteria

The Bidder with technically evaluated lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract.

24. Procuring Agency’s right to vary quantities at the time of Contract Award

The Competent Authority / Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Procuring Agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejections of all bids or proposals, but is not required to justify those grounds.
CERTIFICATE

i) We hereby confirm to have read carefully the description of stores and all the terms and conditions of tender enquiry for supply of ___________________________ to the conditions as per tender enquiry in accordance with Punjab Procurement Rules, 2014, we agree to abide by all those instructions/ conditions.

ii) We also hereby categorically confirm that the stores offered by us are exactly to the particulars and specifications as laid down in your tender enquiry in all respects.

iii) The stores offered by us are of local/foreign origin.

iv) We accept that if the required Earnest Money is not furnished or our offer is found lacking in any of the requirements of tender enquiry, the competent authority has the right of rejection.

v) We hereby confirm to adhere to the delivery period required in the tender enquiry as given in the contract and which will be strictly adhered. In case of delay we are bound to pay 2% of total bid amount per month as fine.

vi) Certified that the prices quoted to the Department, against Tender are not more than the prices charged from any other Purchasing Agencies in the country and in case of any discrepancy, the tenderer hereby undertakes to refund the price charged in excess.

<table>
<thead>
<tr>
<th>Particulars of Goods / Specification</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mentioned in the attached pages</td>
<td></td>
</tr>
</tbody>
</table>

1. Delivery period offered ___________________________________________
2. Name of Tenderer _________________________________________________
3. Signature of Tenderer _____________________________________________
4. Designation _____________________________________________________
5. Seal _____________________________________________________________

WITNESS

Name __________________________ Signature ____________________________

Full Address _______________________________________________________

Date __________________________
**Tender No. DGMM (Strengthening)-1/2021-22**

**Tender Enquiry for Purchase of Furniture & Fixture**

**TECHNICAL SPECIFICATIONS: FURNITURE & FIXTURE**

NOTE: Duly filled technical specifications sheets with required information must be enclosed in their respective technical bids, by the bidder(s).

**ITEM No.1**

**OFFICER TABLE AND CHAIR**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description (Minimum Specification)</th>
<th>Quantity</th>
<th>Quoted Item(s) (Make and Model)</th>
<th>Offered Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Office Table Dimensions: L-72” X W- 36” X H-30” Table Quality: High quality wooden table with glass top as per sample. Chair Leatherite, stainless steel/ wooden, chromed/ wooden arms and legs as per sample.</td>
<td>Office Table=20 Chairs=30</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ITEM No.2**

**STAFF WORKSTATION WITH CHAIR**

<table>
<thead>
<tr>
<th>Sr. No.</th>
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<th>Quoted Item(s) (Make and Model)</th>
<th>Offered Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Staff workstation Quality: Wooden frame with lamination top edge PVC as per sample. Chair Quality: Mesh chair adjustable stool rolling swivel as per sample</td>
<td>Staff workstation=32 Chairs=84</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ITEM No.3**

**FILE CUPBOARD**

<table>
<thead>
<tr>
<th>Sr. No.</th>
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<th>Quoted Item(s) (Make and Model)</th>
<th>Offered Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>File Cupboard Dimension: L-3” X W-1.5” X H-6” Quality: 5 Shelves, one good quality strong locker, one drawer as per sample.</td>
<td>File Cupboard=30</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**ITEM No.4**

**GUEST CHAIR**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description (Minimum Specification)</th>
<th>Quantity</th>
<th>Quoted Item(s) (Make and Model)</th>
<th>Offered Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Guest Chair Quality: High quality upholstered chairs with wooden legs as per sample.</td>
<td>Guest chair=30</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**ITEM NO.5**

**SOFA SET (1,2,3)**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description (Minimum Specification)</th>
<th>Quantity</th>
<th>Quoted Item(s) (Make and Model)</th>
<th>Offered Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sofa set 3 seaters, 2 seaters and 1 seater sofa set Quality: Upholstered with wooden legs as per sample</td>
<td>Sofa set (3,2,1) =2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Tender Enquiry for Purchase of Hardware and IT Equipment**

**TECHNICAL SPECIFICATIONS: HARDWARE AND IT EQUIPMENT**

### Laptop Core i7

<table>
<thead>
<tr>
<th>Item Sr. No.</th>
<th>NAME OF ITEM AND SPECIFICATION</th>
<th>Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>LAPTOP Core i7</strong></td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Processor: 11th Generation Intel® Core™ i7 or higher-1165G7 Processor Quad Core</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Memory (RAM): 16GB or higher 16GBx1, DDR4, 3200MHz</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hard Disk: 512-GB to 01-TB NVMe Solid State Drive</td>
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</tr>
<tr>
<td></td>
<td>TPM 2.0 or higher support</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Network Adopter: Gigabit Ethernet Card and Wireless LAN 802.11b/g/n and Bluetooth Support</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Webcam: 720p or higher camera, integrated microphone</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Display: 15.6” FHD Display, Anti-glare LED Backlight</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graphic Card: 2GB Latest</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Operating System: Registered Windows 10 Pro English or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ports: 2 USB 3.2, 1 USB 2.0, 1 Audio jack, HDMI 1.4 or higher or VGA or Both Supported</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Warranty: 01-Year local Warranty</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Accessories: Standard carrying case of same brand, Original wireless Mouse.</td>
<td></td>
</tr>
</tbody>
</table>

### Desktop Computer i5 with UPS

<table>
<thead>
<tr>
<th>Item Sr. No.</th>
<th>NAME OF ITEM AND SPECIFICATION</th>
<th>Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td><strong>Desktop Computer i5 with UPS</strong></td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Processor:11th Generation Intel® Core™ i5 - 11400 processor (2.6GHz or higher)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Memory: 8GB or higher DDR4, 2933 MHz</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hard Disk: 512-GB SSD or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Network Adopter: Gigabit Ethernet Card, Wireless LAN 802.11 b/g/n and Bluetooth Support</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Graphic Card: 2-GB latest</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ports: USB 3.2, USB 2.0, Audio jack, HDMI 1.4 or higher or VGA or Both Supported</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TPM 2.0 or higher Support</td>
<td></td>
</tr>
<tr>
<td></td>
<td>LED Display: 23 inches LED Monitor, Resolution 1920x1080 or higher, 1x Display port HDMI, 1x VGA</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Operating System: Windows 10 Pro English or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Warranty: 01-year local warranty</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Accessories: Original same brand wireless mouse and keyboard, Optical Drive(s): Super Multi SATA DVD-ROM, Wifi Card</td>
<td></td>
</tr>
<tr>
<td></td>
<td>UPS: 1-KVA or higher,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Power Factor:0.7 or higher,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Topology: Line interactive,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other features: Maintenance free Dry Batteries, 10 minutes’ backup time or higher on 70% load, built-in surge protection, serial/USB port, Plug and Play, UPS Monitoring, Maximum 6 hours’ recharge time, with other standard features</td>
<td></td>
</tr>
</tbody>
</table>

### Tablets

<table>
<thead>
<tr>
<th>Item Sr. No.</th>
<th>NAME OF ITEM AND SPECIFICATION</th>
<th>Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td><strong>Tablets</strong></td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Processor cores: Octa-core 1.4 GHZ or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Operating System: Android 10 or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RAM: 6.0 GB or higher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>On-Board Memory 64 GB or higher</td>
<td></td>
</tr>
<tr>
<td>Screen Display: 8 inch or higher</td>
<td>Screen Resolution 1024x600 or higher</td>
<td>Audio Support: all the usual audio formats, Audio Output 3.5mm headphone jack, stereo speakers</td>
</tr>
<tr>
<td>Wireless 802.11b/g/n or ac, Bluetooth 3.0 or higher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Camera Sensors: 2.0 MP or higher, Rear: 5 MP or Higher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GPS with AGPS, accelerometer Charging Options AC Adaptor, USB Cable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Battery capacity 6000 mAh or Higher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Safety Cover Protective Cover/Pouch</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SIM Based Connectivity: Support for GPRS/Edge/3G/4G technology (Voice and SMS Enabled)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Carrying bag of approximately 15.6 inches diagonal width, similar to a laptop bag (with adjustable belt/padded shoulder strap) in order to carry a tablet pc along with a few hard – cover/ paperback office files.

Note: One Year Parts and Labor warranty for all components on site.

4

**Heavy Duty Scanner (1)**

Document feeding: Flatbed and Automatic Document Feeder (ADF) Duplex

Document size: Legal on flatbed scanning

Optical Resolution: 600 dpi x 600 dpi or higher

Scanning speed: 25 ppm or higher

OS Support: Microsoft Windows 7/ 8/ 8.1/ 10, Apple MacOS and Linux

Network Connectivity: USB 3.0, Gigabit LAN

Scan Modes: B/W and Color

Supported Document type: Plain paper, business card, plastic card, post card, Photo etc.

Automatic Duplexing: Yes

Feeder Capacity: 80 sheets or higher

Paper protection: Blank Page detection

5

**Heavy Duty Scanner (2)**

Document feeding: Flatbed and Automatic Document Feeder (ADF)

Document size: Any office document

Optical Resolution: 600 dpi x 600 dpi or higher

Scanning speed: 70 ppm or higher

Scanning cycle: 30,000 scans per day or higher

OS Support: Microsoft Windows 7/ 8/ 8.1/ 10, Apple MacOS and Linux

Network Connectivity: USB 3.0, Gigabit LAN and WLAN Support

Scan Modes: B/W and Color

Supported Document type: Plain paper, business card, plastic card, post card, Photo etc.

Automatic Duplexing: Yes

Feeder Capacity: 100 sheets or higher

Additional features: Scan to USB, scsn to file, scan to folder

Paper protection: Blank Page detection

6

**US 2KVA with batteries**

Rating (KVA): 2KVA or higher

Power Factor: 0.7 or higher

Topology: Line interactive

Other Features: Maintenance free Dry Batteries, 10 minutes’ backup time or higher on 70% load, Built-in surge protection, Serial/USB Port, Plug and Play, UPS Monitoring, Maximum 6 hours’ recharge time, with other standard features.

7

**Laser Printer**


Print Speed: 19 PPM (A4 size) or higher, black and white

Print Resolution: 1200 x 1200 dpi minimum

Memory: 256MB RAM minimum

Processor: 700 Mhz minimum

Media size supported: Letter, A4, Legal

Paper Tray: Minimum 2:1 Standard I, Multipurpose
| Interface: USB 2.0 or higher. | 8 |
| Duplex Printing: Yes, Automatic |  |

**Cabinet Inverter AC**
- Capacity: 2 tons
- All original parts.
- Warranty: 01-year company warranty with replacement.

**Heavy Duty Photocopier**
- All in 1 Print, Copy, Scan, and fax
- Color printing: Yes
- Paper size: Up-to A3 Color Laser Multifunction
- Cloud and Wifi connectivity: Yes
- Print speed: up-to 80 PPM (A4), Scan speed: up to 270 IPM (A4)
- Fully digital color touch panel: Yes
- Hard Drive: 250 GB or above, RAM: 4GB or above
- Print Resolution: 2400x2400 dpi or better
- Copy Resolution: 600x600 dpi or better
- Scan Resolution: 600x600 dpi or better
- Document feeder paper capacity: 200 pages or above
- Direct Print: Supported file types: PDF, EPS, TIFF/ JPEG and XPS

**Multimedia TV**
- LED TV 85” or higher
- Resolution Full HD 1920 x 1080 or higher
- AV Input/output Composite (AV), 2 x HDMI, 2 x USB,
- Accessories: Remote Control, Wall Mount Bracket with 10Feet HDMI cable  Note: One (01) Years Parts and Labor warranty for all components on site, wall mounting charges included.

**Sound System Solution**
- Compatible with LED/ Smart TV etc.
- Wireless speakers: yes
- Ports: HDMI, USB etc.
- Bluetooth streaming: yes
- Sound: 3D surround sound, ClearAudio+, Digital Game Studio, Movie, Music, standard etc.
- Wireless features: Wifi built-in, App connectivity
- Remote: yes
- Warranty: One year brand replacement warranty
## Tender Enquiry for Purchase of Solar Solution without batteries

### TECHNICAL SPECIFICATIONS: SOLAR SOLUTION WITHOUT BATTERIES

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Item Name</th>
<th>Specification</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Main Equipment</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td>Solar Panel</td>
<td>535 Watts or above, Tier-1</td>
<td>As per building load requirement</td>
</tr>
<tr>
<td>1.2</td>
<td>Roof mounting structure</td>
<td>Aluminum/ Galvanized Iron</td>
<td>As per building load requirement</td>
</tr>
<tr>
<td><strong>Electrical Equipment</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>String Inverter</td>
<td>Latest, High quality, all original</td>
<td>01</td>
</tr>
<tr>
<td>2.2</td>
<td>Grid Cabinet</td>
<td></td>
<td>01</td>
</tr>
<tr>
<td>2.3</td>
<td>Smart Dongle</td>
<td></td>
<td>01</td>
</tr>
<tr>
<td><strong>Cables</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.1</td>
<td>DC Cables</td>
<td>4mm2 (Black) 1000V, Pure copper</td>
<td>As per building load requirement</td>
</tr>
<tr>
<td>3.2</td>
<td>DC Cables</td>
<td>4mm2 (Red) 1000V, Pure copper</td>
<td>As per building load requirement</td>
</tr>
<tr>
<td>3.3</td>
<td>AC Cables</td>
<td>70 mm2, Pure Copper</td>
<td>As per building load requirement</td>
</tr>
<tr>
<td>3.4</td>
<td>Ethernet Cable</td>
<td></td>
<td>As per building load requirement</td>
</tr>
<tr>
<td><strong>Auxiliary Material</strong></td>
<td></td>
<td></td>
<td>Included</td>
</tr>
<tr>
<td>4</td>
<td>Concrete blocks, lighting arresters, PVC pipes cable tray, mc4 connectors electric tape, cable tie, copper nose etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Construction of grounding works (including material and contract)</strong></td>
<td></td>
<td></td>
<td>Included</td>
</tr>
<tr>
<td><strong>Itemized Installation</strong></td>
<td></td>
<td></td>
<td>included</td>
</tr>
<tr>
<td>6</td>
<td>Bracket installation, Panel installation, Cable tray installation, Electrical wiring and inverter installation and any other related installation</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td>Included</td>
</tr>
<tr>
<td>7</td>
<td>Net metering, lodging, travelling, food, labor charges</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>