

संघ प्रदेश दमण एवं दीव प्रशासन,
Union Territory Administration of Daman & Diu,
 स्वास्थ्य अधिकारी का कार्यालय, / **Office of the Health Officer**
 सामुदायिक आरोग्य केंद्र / **Community Health Centre,**
 घोघला- दीव. / **Ghoghla- Diu**
 Tel. No. 02875 252244
 Email ID: chc-diu-dd@nic.in

No. 1-6-ACCTS/2018-19/ 265

Dated:- 12/06/2018

QUOTATION

The Health Officer, Community Health Centre, Ghoghla- Diu invites sealed Quotation on behalf of the President of India for Video Conferencing Solutions under the Community Health Centre, Ghoghla- Diu and the following terms and conditions

Last date & time of receipt of Quotations at : Up to 25-06-2018 by 13:00 Hrs
 Quotations will be opened on : 25-06-2018 at 16:00 Hrs if possible

Sl. No.	Description of store / specification	Tentative Qty	Price per unit FOR destination @ Rs.
1.	Video conferencing for mid to large-sized meeting rooms (12-18 People)	1 Nos	
	video conferencing for mid to large-sized meeting rooms	1	
	Affordable video conferencing for mid to large-sized meeting rooms Logitech Group Video Conferencing Bundle with Expansion Mics HD 1080p Camera Speakerphone Remote Control	1	
	Full HD LED TV 139cm (55 inch) Full HD 1920 x 1080 Full HD	1	
	Heavy TV Wall Mount for LCD/ LED/ Plasma	1	
	High Speed HDMI to HDMI Male HDMI Cord TV Lead - Full HD 1080p	1	
	Laptop - 15.6 with Core i5- 4GB RAM 1TB HDD and Windows 10 professional	1	
	Scanner		
	Installation Charges	1	
	Training Charges	1	

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2.	Software	<p><u>Software feature</u></p> <ul style="list-style-type: none"> - 1 Host + Includes 100 participants. - Cloud Based Online Meetings -HD video and high quality audio - Screen sharing and full suite of collaboration features - Record your meetings to the MP4 and MP4A local cloud with auto-generated transcripts - Co-annotation and white boarding - Video breakout rooms -Attention indicator -Easy start and join -Download Mobile Apps for iPhone or Android -Unlimited meeting duration for all meeting sizes -Admin feature controls -Custom Personal Meeting ID -User management 	1	
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NOTE: All the terms & condition of the bids including important instructions attached with this invitation to bids are sacrosanct for considering any offer as complete offer. It is therefore important that bidding documents duly completed and signed on each page are returned with your offer.

TERMS AND CONDITIONS FOR SUPPLY OF
Video conferencing System for mid to large-sized meeting rooms (12-18 People).

Instruction to Bidders :

1.	The rate(s) quoted should be strictly for free delivery at F.O.R. Community Health Centre, Ghoghla- Diu and will be valid and operative for supply orders issued on or before 31/03/2019 and should not be more than MRP.
2.	All Taxes/ Duties/ Royalties charges payable on sales/transport etc. within and / or outside the UT / State shall be payable by the supplier.
3.	Where specification / mark/ manufacture are not specifying by this office, the rates should be quoted only for the first class and standard quality only.
4.	The tenderer should specify the brand name of the produce a Sample quoted by him along with sample & catalogue of the item to be submitted in the Technical bid.
5.	The decision of the Tender Inviting Officer acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.

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5.	The decision of the Tender Inviting Officer acceptance/rejection of any articles supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
6.	(a) The successful tenderer will have to pay within 10 days from the date of demand, an amount equal to 10% of the total value of articles, that may be order, as the amount of security deposit.
	(b) Non-receipt of Security Deposit within stipulated time limit will result in automatic cancellation of the order for supply without any intimation.
	(c) However in case if any articles are received for which the Security Deposit may not have been deposited, the full Security Deposit as may be due from the supplier will be recovered from the bills for such articles.
7.	The amount of Earnest Money paid by the successful Tenderer(s) will be adjusted against the amount of Security Deposit to be paid by the successful tenderer(s) as per condition No. 6 above.
8.	The tender should be neatly typed or hand written only on list provided by this department / letterhead carry the name of supplier and the signature of the tenderer with rubber stamp & seal of agency firm. No overwriting, correction or erasure will be considered.
9.	All bills should be in TRIPLICATE and should invariably mention the number and date of supply order.
10.	All bills for amount above 5000/- should be pre-receipted on a Revenue Stamp of Rs. 1/- . Bills for amount exceeding 5000/- not pre-receipted will not be accepted for payment.
11.	Each bill in which Sales Tax/Vat is charged must contain the following certificate on the body of the bill. "CERTIFIED that the goods on which Sales Tax/VAT has been charged have not been exempted under the VAT/ Central Sale Tax Act or the Rules made there under and the amount charged on account of VAT/Sales Tax on these goods is not more than what is payable under the provisions of relevant Act or Rules made there under".
12.	The tender will be accepted during working hours up to 25/06/2018 at 12.30 hrs. and opened on same day at 16.00 hrs. if possible in the office of the Health Officer, Community Health Centre, Ghoghla- Diu in the presence of the Purchase Committee and tenderer(s) or their representative(s) if present.
13.	<i>The Tenders will be opened by the Tender Opening Committee in presence of Tenderers or their representatives, if any present in the Office of the Tender Inviting Officer.</i>

CONDITION OF CONTRACT


1	<i>The rates should be quoted in the prescribed form given by the department. The rates quoted should be inclusive of all taxes, duties, surcharges, cess, freight, loading, unloading, insurance, road permits, packing, (VAT and other taxes if applicable) as applicable. No extra taxes will be</i>
2.	<i>Orders once placed should be delivered within the given time period and item should be door delivered.</i>

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3.	No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
4.	The rates should be quoted only for the items specifies in the list of requirement and should be for the items of given special mark/manufacture only would be considered.
5.	Rates quoted for items other than the required specification / mark / manufacture will not be considered.
6.	The amount of Earnest Money paid by the tenderer(s) whose tenders are not accepted will be refunded to them by Demand Draft (as may be convenient to the Tender Inviting Officer if the amount is above Rs. 1000/-) drawn on an branch of State of India or its subsidiary Schedule Bank.
7.	Only on satisfactory completion of the supply order for and on payment of all bills of the supplier, as to be admitted for payment, the amount of Security Deposit/Earnest Money will be refunded after expiry of guarantee/warranty period, if any, or any such date/period as may be mutually agreed
8.	The tender inviting officer will consider extension of time for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to
9.	The supplies of Video conferencing System of inferior quality sub-standard or of different specifications, content, brand, manufacturer etc. other than that ordered specified and/or incomplete or broken articles will not be accepted. The supplier has to replace the same at his own
10.	In case of failure to replace the accepted and rejected articles from supplies made, as mentioned in the conditions, the loss undergone by the Government will be recovered from the suppliers Security Deposit/Earnest Money or payment due of any bill(s) to the extent required.
11.	In case of failure to supply the Video conferencing System ordered for, as per conditions and within the stipulated time, the same articles will be obtained from the tenderer who offered next higher rates or from any other sources, as may be decided by the tender inviting Officer and the loss to
12.	Extension of time limit for supplies shall be consider by the Tender Inviting Officer. The extension so granted may be with levy of compensation for delay in execution of supply order up to 5% of the cost of supplies ordered for at the discretion of the authority competent to grant extension of time
13.	Demurrage charges paid by the Tender Inviting Officer on account of delayed receipt of dispatch documents intimation will be recovered from the bills payable to the supplier.
14.	If at any time after the order for supply of Machinery/stores/equipment the Tender Inviting Officer shall for any reason whatsoever not require the whole or part of the quantity thereof as specified in the order the tender Inviting Officer shall give notice
15.	The Earnest Money(s)/Security Deposit(s) paid by the tender(s) earlier against any tender(s) or supply order(s) is/are not adjustable with Earnest Money or Security Deposit required by these conditions,
16.	The tenders/offers received do not confirm with the terms and conditions of this office will be summarily rejected. If any firm desires to consider exemption from payment of Earnest Money Deposit, certified copies of its Registration with D.G.S. & D. should be attached to their tenders.
17.	The items as mentioned in the list are the approximate estimates invited and actual purchase may more or less. Accordingly the successful tenderer has no right for any loss/damages with reference to approximate requirement shown in tender and actual requirement.
18.	Supplier may ensure the goods at his own cost to safeguard the delivery of such goods dispatched by him to the consignee, the department will not be responsible for the damage or pilferage of goods during transit.

Handwritten signature

19.	The tenderer should attached copies of certificate of experience in the field of supply of stationery articles, valid license, proof of fulfilling the norms of ISI/ISO/WHO/GMP specification if any, copy of dealership letter, license for import, PAN No., Catalog of the item quoted etc. with his/their tender. It
20.	Rates should be quoted in the forms issued from the department and as per the requirement asked for.
21.	Rates quoted are for Community Health Centre, Ghoghla- Diu.
22.	Tenderer should enclose along with tender an amount of Rs.11,000/- as Earnest Money Deposit in form of Fixed Deposit Receipt of any Nationalized Scheduled Bank payable at Daman in favour of Health Officer, Community Health Centre, Ghoahla- Diu. The EMD Submitted other than Form
23.	The tender should furnish declaration regarding Blacklisting/Debarring to participate in the Government tender on the letter head. If the information provided found false the tender will be rejected and EMD shall be forfeited.
24.	The Tenders will be opened by the Purchase Committee in presence of Tenderers or their representatives, if any present in the Office of the Tender Inviting Officer.
25.	Supply quantity of the stationery articles will be given as per day to day requirement and successful supplier shall visit once in a week in order to collect the supply order.
26.	The tendered quantity is tentative and the actual purchase can be 20% less or more than the quantity put to tender for all items and the tenderer is bond to supply such requirement without any demur.
27.	The tendering firm must be registered with the Sales Tax /VAT department and a copy of their registration under the Sales Tax / VAT bearing the TIN Number be provided.
28.	The terms and conditions dully accepted and signed by the tenderer should attached with the Technical Bid.


 Health Officer, 13/6/20
 Community Health Centre,
 Ghoghla-Diu

The above terms and conditions are accepted and are binding to me/us. Place:

Place:-

Signature of Tenderer & status

Dated:-

Name of Tenderer with seal of the firm

NOTE:-Please return one copy of these terms and conditions dully sign with seal of firm along with the tender