



**M P STATE ELECTRONICS DEVELOPMENT CORPORATION LTD**  
(A Govt. of M.P Undertaking.)

**Tender Document**

**For**

**Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed  
Port HWIC**

(Tender no. MPSEDC/MKT/2011/ 195 )

(All pages of this document to be submitted in original duly signed on each page)

**M.P. State Electronics Development Corporation Ltd.**

**147, Zone-I, M.P. Nagar, Bhopal-462011 (M.P.)**

**Ph.0755-2769816 Fax: 0755-2769824**

### **Technical Bid**

1. Addl.CGM, M.P. State Electronics Development Corporation Ltd. (MPSEDC), Bhopal invites sealed bids, under one envelopes system, from bidders for Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed Port HWIC . Interested bidders may obtain further information from the office of M.P. State Electronics Development Corporation, Bhopal.
2. Bids are invited for the work mentioned hereunder:

<b>S.No.</b>	<b>Items</b>	<b>Description</b>
a	Scope of Work	Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed Port HWIC
b	Cost of bid document	Rs.1000.00 (non-refundable) by Demand Draft/Cash
c	Sale of bid documents	Date 3.3.11 to 10.3.11 (Between 10.30 AM to 5.30 PM)
d	Last date of submission of bid	Date 11.3.11 up to 3.00 PM.
e	Date of opening of bid	Date 11.3.11 at 4.00 PM.
f	Bid security	Rs. 2,15,000 in the form of Demand Draft
g	Place of opening of bids:	Office of MPSEDC Ltd., 147, Zone-1, Maharana Pratap Nagar, BHOPAL (M.P.)
H	Address for Communication:	Addl.CGM (Projects) M.P. State Electronics Dev. Corp. Ltd. 147,Zone-1, Maharana Pratap Nagar, BHOPAL-462011 (M.P.) Phone: 0755-2769816,23 Fax No. 0755-2769824

**Note;** Tender can be downloaded from the website [www.mpsedc.com](http://www.mpsedc.com). In case tender form has been downloaded from the website, the tenderer will have to enclose a Demand Draft of Rs.1000/- (Rupees One thousand only) of any scheduled bank in favor of MPSEDC Ltd. payable at Bhopal along with the tender.

\*Any future Corrigenda/Information shall be posted only on our website [www.mpsedc.com](http://www.mpsedc.com)

## Letter for Submission of Quotation

To  
M/s MPSEDC Ltd.  
147 Zone I, M P Nagar  
Bhopal (M P)

Dated -----, 2011

**Ref: "Tender for Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed Port HWIC" against Tender No MPSEDC: MKT: 2011:195 dated 3.3.11 due for opening on 11.3.11.**

Dear Sir,

Having examined the tender document relating to the Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed Port HWIC detailed in your Tender form, Conditions and scope of supply, Specifications etc., and having understood the provisions and requirements relating to the supply and all other factors governing the tender, We hereby submit our offer for the supply of the proposed items in accordance with terms and conditions and confirm our acceptance to execute the order within the time period specified in the tender document, at the rates quoted by us.

If after the tender document is accepted, we fail to complete the supply of the said item within 30 days from issue of the order, we agree that, M/s. M.P. State Electronics Development Corporation Ltd., Bhopal shall have full authority to forfeit the earnest money and cancel our order with no obligation on their part.

We confirm having deposited earnest money of Rs.2,15,000/- (Rupees Two lakhs Fifteen thousand only) by Demand Draft No.....dated.....drawn on..... Bank ..... Branch attached here to, and general information required is as per annexure attached.

We further confirm that –

- i. We have successfully executed orders of similar nature and we have sufficient experience and financial strength in handling large orders of this nature.
- ii. We have sufficient qualified manpower and after sales support to execute the order efficiently in the specified time schedule.
- iii. The quoted rates shall be valid till the completion of the order and not less than 90 days.
- iv. We further confirm that all chapters of the tender documents have been read, understood and signed and there is no deviation/discrepancy except that specially mentioned in deviation sheet enclosed with the tender separately.
- v. We agree to accept the extension order up to 100% quantity within Six months of the issue of the order.

Signature of the Tenderer  
With stamp and date

## GENERAL INFORMATION AND EMD DETAILS

1	<b>EMD Details</b> DD No. and Date: Amount in Rs. Name of the Bank:	
2	Name and Address of the Tenderer:	
3	Contacts:	
4	Telephones:	
5	Fax:	
6	E-mail:	
7	Mobile No:	
8	Category of the tenderer (Whether company, partnership firm or Proprietary concern)	
9	Name of Chief Executive Officer and Telephone No.	
10	Year of Establishment	
11	Name(s), contact number and Address(s) of proprietor or partners or Directors.	
12	Service Tax no.	
13	TIN no.	
14	Income Tax PAN/GIR No.	
15	Proposed execution schedule	
16	Yearly Turn over of the Last 2 years. Fin. Yr.: 2007-08 Fin. Yr.: 2008-09 Or 2009-2010	
17	Name and Address of the Banker	
18	List of major Clients and the size of orders executed	

Note: Separate sheets may be attached wherever necessary.

Signature of the Tenderer  
With stamp and date

## Qualification Criteria

The Bid must be accompanied by a valid authorization from OEM for participating in this bid. This is a must and no bids without the Authorization will be entertained.

### **Terms and Conditions**

**1** Contents of Bidding Documents for Supply of CISCO-HWIC- FE card, 1 & 2 port 10/100 Routed Port HWIC. The bidding procedures and the terms of contract are prescribed here in under:

**2** **Amendment of Bidding Document by the Competent Authority**

At any time prior to the deadline for the submission of bids, the competent authority may, for any reason, whether on its own or in response to a clarification requested for by a prospective bidder, modify the bidding document by way of amendment(s). The prospective bidders having received the bidding documents will be notified of the amendment(s) so made in writing or by Fax and such amendments shall be binding on them.

In order to allow reasonable time to the prospective bidders for taking into account such amendment(s), in the preparation of their bids, the competent authority, at its discretion, may extend the deadline for the submission of bids.

**3** **Bid Price**

The bidders shall indicate on the prescribed Price Schedule, including item-wise and final Bid Price of the items listed

Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and shall not be subject to variation on any account.

A bid submitted with an adjustable price will be treated as non-responsive and rejected.

**4** **The bid security may be forfeited:**

If a Bidder withdraws its bid during the period of bid validity specified by the bidder on the bid Form: or In case of a successful Bidder, if the Bidder fails:

(i) If the supplier, after accepting the purchase order fails to deliver the material/services as per the order

**5** Any alterations, erasures or overwriting shall be valid only if the person or persons signing the bid initial them.

**6** **Technical requirements**

The detail of the technical support in term of warranty service should be specified.

## **SUBMISSION OF BIDS**

**7** **Sealing and Marking of Bids**

The bidders shall submit EMD, technical specifications offered, literature leaflets etc and commercial deviation if any) commercial bid in single sealed envelope.

The bid will consist of the following:

(i) The bidder should give service support network along with the bid.

- (ii) Technical deviations if any, from the terms, conditions and specifications as specified in the bid document.
- (iii) Payment: Payment shall be released directly by MPSEDC as per the following terms:  
  
Payment 100% of the total order value shall be released against proof of delivery and inspection. The bills for the purpose of release shall be submitted to MPSEDC. No interest shall be payable on delayed payments due to what so ever reason.
- (iv) Bid form duly filled in, signed and complete in all respects.
- (v) The price should be firm, inclusive of all taxes and local levies if any, on FOR destination basis.
- (vi) The rates should be free from all escalation.
- (vii) Delivery period should not exceed 30 days from the date of order under any circumstances. The corporation reserves the right to extend the delivery period, in the interest of the concern depts.
- (viii) No bids without the Authorization of the OEM will be entertained.
- (ix) Penalty- In case of delay in execution of the order, the concern deptt. may as its option either:  
  
Recover from the supplier/contractor as agreed towards liquidated damages a sum @ ½% (half percent) of the price of any stores not delivered for a week, or Part thereof subject to maximum of 5% (five percent), or Purchase from elsewhere on account and at the risk of supplier, the stores not delivered.  
OR  
Cancel the contract reserving concern dept's right to recover damages.

The envelopes shall be addressed to the competent authority at the following address:

The Addl. CGM PROJECTS  
M.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.  
147, Zone-I, Maharana Pratap Nagar, BHOPAL-462\_011

The envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared "late."

If the envelope is not sealed and marked, the competent authority will assume no responsibility for the bids, misplacement or premature opening.

Telex or fax bids will be rejected.

Conditional bids are liable to be rejected.

## 8 **Deadline for Submission of Bids**

Bids must reach to the competent authority at the address specified but not later than the time and date specified in the invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the office of the competent authority, the bids will be received up to the appointed time on the next working day.

## 9 **Late Bid**

Any bid received after the deadline for submission of bids prescribed by the competent authority, will not be accepted and returned unopened to the bidder.

10 **Modifications and Withdrawal of Bids**

The bidder may modify or withdraw its bid after bid's submission, provided that written notice of the modification or withdrawal is received by the competent authority prior to the deadline prescribed for submission of bids.

**BID OPENING AND EVALUATION OF BIDS**

11 **Opening of Bids**

A Committee appointed for the purpose will open the bids, in the presence of Bidders' representatives who choose to attend on the date specified at the following location:

**Addl. CGM (P)**

M.P. STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.  
147, Zone-I, Maharana Pratap Nagar, BHOPAL-462011

12 **Contacting the Competent Authority**

Any effort on part of a Bidder to influence the Competent Authority or members or Technical/Monitoring committee, in its decisions on bid evaluation; bid comparison or contact award may result in rejection of the bidder's bid.

13 Competent Authority has the right to accept any Bid and to reject any or all Bids without assigning reason.

14 The quantity mentioned in the tender document is as per our estimate only however, Corporation reserves the right to place order for the less/higher quantity or segregated delivery schedule depending on the actual requirement. The expected quantity variation may be of the order of  $\pm 70\%$ .

## **PRICE BID**

(To be submitted in separate envelope)

Sr. No	<u>Description/Item</u>	Qty. In No.'s	Unit Cost Rs.	Total Rs.
1	<b>CISCO-HWIC-I FE card, 1 port 10/100 Routed Port HWIC</b>	400		
2	<b>CISCO-HWIC-II FE card, 2 port 10/100 Routed Port HWIC</b>	50		
<b>Total Rs.</b>				

(Rupees In Words \_\_\_\_\_).  
\_\_\_\_\_).

- Note:- (1) The supplied cards shall be the latest version & inclusive of all taxes & duties. We further confirm our acceptance to the terms & conditions of the tender document.  
(2) The quantity mentioned in the tender document is as per our estimate only however, Corporation reserves the right to place order for the less/higher quantity or segregated delivery schedule depending on the actual requirement  
(3) The supplied card should be compatible with CISCO 3600, 2800, and 1800 series routers.

Signature of the Tenderer  
With stamp and date