

## **HIGH COURT OF HIMACHAL PRADESH, SHIMLA - 171 001**

HHCCompJOLaptop-Repair-2012-II  
Dated Shimla, 13<sup>th</sup> March, 2018.

**Subject: Supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh.**

The Competitive tender is invited for supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh.. The bidder needs to upload technical bid and commercial bid separately on the e procurement website i.e. <https://hptenders.gov.in> **“Short Term e-Tender/bid for the supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh – Last date of receipt being 20.03.2018 (10:00 AM)”**. The different criteria for submission of tender are as under:

**The instructions for bidders on how to submit the bid is available on the website i.e. <https://hptenders.gov.in/nicqep/app?page=BiddersManualKit&service=page>**

**TECHNICAL CRITERIA:** Copy of all documents at Sl. No. 1 to 6 should be uploaded on the e-procurement website i.e. <https://hptenders.gov.in> . The original instrument of earnest money be send to the office of “Registrar General, High Court of Himachal Pradesh, Ravenswood, Shimla-171001” in the envelop with super scription on the top **“Short Term e-Tender/bid for the supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh – Last date of receipt being 20.03.2018 upto 10:00 AM”**.

1. The bidder shall have to furnish at least 2% as earnest money of the total amount quoted including G.S.T. as applicable tax etc., which should be sent in the form of bank draft or a bank guarantee in the name of Registrar General, High Court of Himachal Pradesh. However, the earnest money of unsuccessful tenderer shall be returned within a reasonable time.
2. The tenderer must have its own office or must have a service agent stationed at Shimla (H.P.), and the tenderer is required to furnish certificate in this behalf and if any, Service Agent is stationed at Shimla, then a certificate to that effect also.
3. The tenderer shall have to attach OEM authorization form as per **Annexure-A** (Authorization to be taken from the hardware OEM).
4. The Certificate in **Annexure-B** from the Company Secretary or the Managing Director in respect of the Company and from the Managing Partner in respect of a firm and from the Proprietor in the case of a proprietorship concern to the effect that the bidder is not currently blacklisted by any Government organization/agency in India or abroad.
5. The tenderer must have a turnover of Rs. 1 Crores consolidated for the last three financial years and a certificate to this effect duly issued by a Chartered Accountant must be annexed with the pre-qualification bid.
6. The tenderer must be an income tax assessee for the last three financial years and copies of income tax returns for three financial years must be submitted with the pre-qualification bids.

7. The tenderer is to do the supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh. The laptops are to be supplied within 15 days from the date of placement of Purchase Order.
8. Technical Bid consisting of all technical details along with commercial terms and conditions and financial bid indicating item-wise prices for the items mentioned in the technical bid be submitted separately by the tenderer.
9. The technical bid and the financial bid shall be only upload on the e-procurement website i.e. <https://hptenders.gov.in>
10. At the second stage financial bids only of the technically acceptable offers, shall be opened for future evaluation and ranking before awarding the contract.
11. The bidder will have to produce the original documents at Sl. No. 2 to 6 (as above) as and when demanded.

### **TECHNICAL CRITERIA**

Details of equipment's and Minimum Technical Specifications/requirement to be empanelled/ procured are given as under: -

**Required quantity: Laptop (08 nos. approximately)**

**Note:-** Quantity can be increased or decreased at the discretion of High Court of Himachal Pradesh.

#### **1.1 Laptop (08 nos. approximately)**

<b><u>Sl. No.</u></b>	<b><u>Specifications</u></b>		<b><u>Compliance (Yes/No)</u></b>
1	Laptop Type	Business (for work) segment laptop	
2	Laptop Model & Part No.		
<b>PROCESSOR</b>			
3	Processor	Intel Core i5 (5 <sup>th</sup> Generation or later) with Ultra Low Power Consumption	
4	Clock Speed & Cache	1.9 or above Ghz. 3 MB Cache	
5	Chipset	Intel Original Chipset Motherboard	
<b>MEMORY</b>			
6	Expandable Memory	Upto 16 GB, 2 Slots	
7	System Memory	4 GB DDR3, 1 unused slot	
8	RAM Frequency	1333/1600 Mhz	
<b>DISK STORAGE</b>			
9	Hard Disk	SATA, 500 GB	
<b>PLATFORM / ARCHITECTURE</b>			
10	Operating System	Ubuntu / Free DOS	
11	OS Certification	Ubuntu-Linux 14.04 and later	
12	System Architecture	64-Bit	
<b>DISPLAY</b>			
13	Screen Size & Resolution	15.6 inch or higher, 1366 x 768 Pixels (HD Resolution)	
14	Screen Type	HD Wide Screen Baklit LED Anti-Glare Display	
<b>OPTICAL DRIVE TYPE</b>			
15	Drive	DVD-RW	
<b>GRAPHICS</b>			
16	Graphic Processor	Intel HD Graphics Integrated	
<b>INPUT</b>			
17	Web Camera	1.0 Megapixel HD Webcam	
18	Pointer Device	Touchpad	

19	Keyboard	Standard Keyboard	
<b>AUDIO</b>			
20	Internal Mic	Digital Microphone	
21	Speakers	Stereo Sound Speakers	
<b>COMMUNICATION</b>			
22	Ethernet	Gigabit Ethernet (IPv6 Compliant)	
23	Wireless LAN	IEEE 802.11/g/n and bluetooth	
<b>BATTERY BACKUP</b>			
24	More than 4 hours backup time with constant use		
<b>PORTS/SLOTS</b>			
25	USb Port	2 x USB 2.0, 1 x USB 3.0	
26	Other Ports	Mic In, Speaker Out, RJ45, VGA, HDMI	
<b>ENERGY EFFICIENCY (GREEN COMPLIANCE)</b>			
27	Energy Certification	Energy Star (EPA) ver 5.0 / BEE India ver 1	
<b>OTHER</b>			
28	Hardware Drivers	Ubuntu-Linux 14.04 or later	
29	Security Lock Port	Kensigton Lock Slot	
30	Power Management	ACPI complaint	
31	Original Equipment Manufacturer (OEM) Product	OEM Manufacturer or its authorized dealers with OEM Manufacturer Certificate only to bid.	
32	Laptop Bag	Briefcase type bag (not black-pack or shoulder bag type)	
<b>Warranty Summary</b>			
33	Warranty	5 Years on site Comprehensive Warranty support	
34	Service Centre	Must have Company Authorized Service Centre in Himachal Pradesh.	
35	OEM	Annexure A	

**Please:** Any higher specification would also be acceptable but not the lower one.

#### **COMMERCIAL / FINANCIAL BID**

1. The commercial bid must specify the rate for supply of supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh, specification as given in the technical bid and it also should specify the amount of GST which would be chargeable, the rate must be specified including GST.
2. The commercial bid must contain a clear cut stipulation to the effect that the warranty for Server would be comprehensive onsite warranty for a period of five years.
3. The commercial bid must be filled / quoted in Bill of Quantity (BOQ).
4. The rates approved after calling tender shall remain valid for the period of 1 (one) year from the date of issue of supply order, so that the hardware will be purchased as per the additional future requirement.

#### **SCHEDULE OF EVENTS FOR SUBMISSION OF THE SHORT TERM TENDERS/BIDS**

Sl. No	Information	Details
1.	Tender No.	HHCCompJOLaptop-Repair-2012-II
2.	Tender Release Date	13.03.2018
3.	Tender Document Fee	Nil

4.	Last date for submission queries for clarifications only through e-mail	<b>on or before 16.03.2018 upto 02:00 PM</b> Email: <a href="mailto:cpc-hp@aij.gov.in">cpc-hp@aij.gov.in</a>
5.	Last date (deadline) for submission of e-bids must be submitted online in H.P. Government e-Procurement portal <a href="https://hptenders.gov.in">https://hptenders.gov.in</a>	<b>on or before 20.03.2018 upto 10:00 AM</b>
6.	Opening of Technical bids	<b>20.03.2018 at 12:15 PM</b>
7.	Opening of Financial bids	<b>21.03.2018 at 02:30 PM</b>
8.	Contact details and email id for queries	<b>0177-2888456, 2888422</b> Email: <a href="mailto:cpc-hp@aij.gov.in">cpc-hp@aij.gov.in</a>

At the first instance the technical bids were opened and the commercial bids of those persons shall be opened, who qualify technical criteria. The interested tenderers may also attend the process of opening the bids at the relevant date and time. **The interested tenderer shall furnish earnest money to the extent of 2% of the total amount of tender that too in the shape of a bank draft/bank guarantee from any recognized banking Institution and the successful tenderer shall have to furnish performance security to the extent of 5% of the total consideration amount of the contract in the shape of a bank guarantee or bank draft and also enter into a comprehensive agreement with the Registrar General, H.P. High Court, Shimla.**

**The e-Bids submitted without any earnest money or after the last date, or not as per the requirement of this tender document, shall be liable to be summarily rejected and High Court reserves every right to select or reject any or all the tender(s)/bid(s) received, without assigning any reason, whatsoever.** However, the Registrar General, may, in view of the facts and circumstances can relax the technical criteria.

**Encls: Annexures as above.**

**Yours faithfully,**

**-Sd-**

**(Dr. Parvinder Singh Arora)**  
**Central Project Co-ordinator.**

**Endst. No. As above.**

**Dated: 13<sup>th</sup> March, 2018.**

Copies forwarded to:

1. The System Analyst, NIC, HP High Court, Shimla, with a request to upload the above tender on the website of HP High Court, for larger publicity **(through email only)**.
2. The Director, H.P. Judicial Academy, Ghandal, P.O. Shakrah, Tehsil Dhamsi, District Shimla-171011, with a request to upload the above tender on the website of H.P. Judicial Academy for larger publicity **(through email only)**.
3. The Member Secretary, H.P. State Legal Services Authority, Block No. 22, SDA Complex, Kasumpti, Shimla-171009, with a request to upload the above tender on the website of H.P. State Legal Services Authority for larger publicity**(through email only)**.
4. The Controller of Stores, Government of Himachal Pradesh, Udyog Bhawan, Bemloe, Shimla-171001, Himachal Pradesh, for information with a request to kindly upload the tender document on your website for larger publicity **(through email only)**.

**-Sd-**

**Central Project Co-ordinator.**

(Authorization to be taken from Hardware OEM)

Ref. No. \_\_\_\_\_

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

To

**The Registrar General,  
High Court of Himachal Pradesh,  
Ravenswood, Shimla-171001.**

**Subject: Tender reference No. HHCCompJOLaptop-Repair-2012-II**

Sir,

Please refer to your Notice Inviting Tenders for supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh.

M/S \_\_\_\_\_ (Bidder), who is our reliable distributor/partner for the last \_\_\_\_\_ years, is hereby authorised to quote on our behalf for the subject mentioned tender.

M/S \_\_\_\_\_ (Bidder) is likely to continue as our business partner during years to come. We undertake the following regarding the supply of Server as described in the said tender. Authorization for M/S \_\_\_\_\_ (Bidder) to sell the hardwares manufactured by us.

We confirm that the product(s) quoted are not “end of life or end of sale products” as on Bid Submission date. If in case the support for the product quoted has been stopped/ withdrawn till the time of delivery of equipment, the same will be changed with the equivalent or superior product at no extra cost.

We also undertake that the support including spares, patches, and upgrades for the quoted products shall be available for 7 years from the signing of contract.

Yours faithfully,

(NAME) (Name of Manufacturer)

**Note:** This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Bidder in its bid.

**Annexure B: DECLARATION REGARDING CLEAN TRACK RECORD**

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

Tender Reference No.: \_\_\_\_\_

To

**The Registrar General,  
High Court of Himachal Pradesh,  
Ravenswood, Shimla-171001.**

**Subject: Declaration regarding clean track record of the firm / company / proprietorship concern.**

Sir,

I have carefully gone through the Terms and Conditions contained in the Tender Document **HHCCompJOLaptop-Repair-2012-II** regarding supply and installation of 8 (eight) nos. of laptops for the Judicial Officers in the State of Himachal Pradesh. I hereby declare that my company/firm/proprietorship concern has not been debarred/black listed by any Government/ Semi Government organization in India or abroad. I further certify that the competent authority in my company/firm/proprietorship concern has authorized me to make this declaration.

Yours Sincerely,

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Company/firm: \_\_\_\_\_

Proprietorship concern. \_\_\_\_\_

Address: \_\_\_\_\_

(Stamp & Signature)