

# **Request for Proposal**

**For**

**Purchasing of New Desktops, Scanners, Printers, Apple iPad's  
and Apple Smart Pencils**



**Transport Department**

**Government of Andhra Pradesh**

## Table of Contents

<b>Sl.No</b>	<b>Contents</b>	<b>Page No.</b>
	<b>Notice Inviting Tender</b>	3-8
<b>Part-A</b>	Schedule to Short Tender	9-10
<b>Part-B</b>	Specifications	11-16
<b>Part-C</b>	Conditions Regarding Deposit of Earnest Money	17
<b>Part-D</b>	Important Instructions	18-19
<b>Part-E</b>	Performance Statement for Last 3 Years	20
<b>Part-F</b>	Terms & Conditions	21-26
<b>Part-G</b>	Questionnaire-1	27-28
<b>Part-H</b>	Questionnaire-2	29-32
<b>Part-I</b>	Check List for Bidders	33-35
<b>Part-J</b>	Pre-Qualification Bid	36-44
<b>ANNEXURE I- Specifications &amp; Descriptions of Items</b>		45
<b>ANNEXURE II- Technical Specifications</b>		46-49

**GOVERNMENT OF ANDHRA PRADESH**

**TRANSPORT DEPARTMENT**

Tender No: 335/IT/2017

Date: 10.02.2017

**Notice Inviting Tender (NIT)**

1.	Department Name	Transport Department, GOVERNMENT OF ANDHRA PRADESH
2.	Name of the Office	Office of Transport Commissioner, Hyderabad, ANDHRA PRADESH.
3.	Tender Number	335/IT/2017
4.	Tender Subject	Tender for Purchase of New Desktops, Scanners, Printers, Apple iPad's and Apple Smart Pencils for Transport Department, Andhra Pradesh
5.	Period Of Contract	As per Tender Document
6.	Form Of Contract	As per Tender Document
7.	Tender Type	e-procurement
8.	Tender Category	Products
9.	<b>EMD / Offer Security</b>	<b>Tenderer's should submit their EMD for the product by way of DD from any scheduled bank in favour of Chief Accounts Officer &amp; Financial Advisor, Office of the Transport Commissioner AP, Hyd.</b>
	<b>SCHEDULE 1 – HP Microtower Business Desktop PC</b>	<b>Rs. 30,000/-</b>
	<b>SCHEDULE 2 – HP LaserJet Pro M521dw MFP Printer- Mono</b>	<b>Rs. 10,000/-</b>
	<b>SCHEDULE 3 – HP Color LaserJet Pro</b>	<b>Rs. 15,000/-</b>

	<b>500 MFP M570dw Printer</b>	
	<b>SCHEDULE 4 – HP ScanJet Enterprise 7000s2 Sheet-feed document Scanner</b>	<b>Rs. 30,000/-</b>
	<b>SCHEDULE 5 – HP ScanJet Enterprise 7500 Flatbed document ADF Scanner</b>	<b>Rs. 60,000/-</b>
	<b>SCHEDULE 6 – Apple ipad Pro 128 GB wif+cell</b>	<b>Rs. 2,50,000/-</b>
	<b>SCHEDULE 7 – Apple Smart Pencil- Space Grey, Gold, Rose Gold</b>	<b>Rs 5,000/-</b>
10.	<b>Tender Document fee (Non Refundable)</b>	<b>Rs.5,000/-DD from any scheduled bank in favour of Chief Accounts Officer &amp; Financial Advisor, Office of the Transport Commissioner AP, Hyd.</b>
11.	<b>Schedule Sale Opening Date &amp; Time</b>	<b>On 10-02-2017, 08:00 P.M</b>
12.	<b>Schedule Sale Closing Date &amp; Time</b>	<b>On 15-02-2017, 03:00 P.M</b>
13.	<b>Bid Submission Closing Date &amp; Time</b>	<b>On 15-02-2017, 05:00 P.M</b>
16.	<b>Submission of separate DDs towards EMD</b>	<b>SCANNED COPY SHOULD BE UPLOADED WHILE BIDDING AND HARD COPY SHOULD BE SUBMITTED WELL BEFORE OPENING OF PRE-QUALIFICATION BID.</b>
17.	<b>Pre-Qualification and Technical bid Opening Date &amp; Time</b>	<b>On 16-02-2017, 04:00 P.M in O/o. TC, AP, Hyd</b>

19.	<b>Financial Bid Opening Date &amp; Time</b>	On <b>16-02-2017, 05:00 P.M</b>
20.	<b>Place Of Tender Opening</b>	<b>O/o Transport Commissioner, Dr. B.R.Ambedkar Transport Bhavan, Opp. Eenadu, Somajiguda, Khairatabad, Hyderabad-500082.</b>
21.	<b>Officer Inviting Bids</b>	<b>Transport Commissioner, ANDHRA PRADESH.</b>
22.	<b>Contact Person</b>	<b>Transport Commissioner</b>
23.	<b>Address/E-mail id</b>	<b>O/o Transport Commissioner, Dr. B.R.Ambedkar Transport Bhavan, Opp. Eenadu, Somajiguda, Khairatabad, Hyderabad-500082.</b> <b>E-MAIL: <a href="mailto:tc@aptransport.org">tc@aptransport.org</a></b>
24.	<b>Contact Details/Telephone, Fax</b>	<b>040-23321283</b>
25.	<b>Procedure For Offer Submission</b>	<p>The Bidders shall submit their response through Bid submission to the tender on e-Procurement platform at <a href="http://www.apecurement.gov.in">www.apecurement.gov.in</a> by following the procedure given below. The Bidders would be required to register on the e-procurement market place <a href="http://www.apecurement.gov.in">www.apecurement.gov.in</a> or <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a> and submit their bids online. Offline bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-Procurement platform. The Bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats displayed in A.P e-Procurement web site. The Bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids and other certificates / documents in the A.P e-Procurement web site. The Bidders shall sign on the statements, documents, certificates, uploaded by them, owning responsibility for their correctness/authenticity. The Bidders shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the Tender Notice and Bid Document.</p> <p><b>1. Registration with e-Procurement platform:</b> For registration and online bid submission Bidders may contact HELP DESK of M/s Upadhi Techno services Pvt Ltd. or <a href="https://tender.apecurement.gov.in">https://tender.apecurement.gov.in</a>.</p>

**2. Digital Certificate Authentication:**

The Bidders shall authenticate the bid with their Digital Certificates for submitting the bid electronically on e-Procurement platform and the bids not authenticated by digital certificate of the Bidders will not be accepted on the e-Procurement platform

**3. Submission of Hard Copies:**

After submission of bid online, the Bidders are requested to submit the originals of DDs towards EMD, bid processing fee to the Tender Inviting Authority before opening of the pre bid and other uploaded documents at the time of pre bid opening. The Bidders shall invariably furnish the original DDs to the Tender Inviting Authority before opening of pre bid either personally or through courier or by post and the receipt of the same within the stipulated time shall be the responsibility of Bidders. The department shall not take any responsibility for any delay or non-receipt. If any of the documents furnished by the Bidders are found to be false/fabricated/bogus, such Bidders are liable for blacklisting, forfeiture of the EMD, cancellation of work and criminal prosecution.

The Bidders are requested to get a confirmed acknowledgement from the Tender Inviting Authority as a proof of submission of Hardcopies to avoid any discrepancy. The Bidders have to attach the required documents after uploading the same as required by Tender Inviting Authority in the tender conditions.

**4. Payment Of Transaction Fee:**

It is mandatory for all the participant Bidders from 1st January 2006 to electronically pay a Non-Refundable Transaction fee to M/s. APTS, the service provider through "Payment Gateway Service on E-Procurement platform". The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any Bank and Direct Debit Facility/Net Banking of ICICI Bank, HDFC, Axis Bank to facilitate the transaction. This is in compliance of G.O. Ms. 13, dated 07.05.2006. A service tax of 12.36% + Bank Charges on the transaction amount payable to APTS shall be applicable.

**5. Corpus Fund:**

As per GO Ms No. 4, User Departments shall collect 0.04% of ECV (estimated contract value) with a cap of Rs. 10,000 (Rupees Ten Thousand only) for all works with ECV up to Rs. 50 crores and Rs. 25,000/- (Rupees Twenty Five Thousand only) for works with ECV above Rs. 50

		<p>crores, from successful Bidders on eProcurement platform before entering into agreement / issue of purchase orders, towards eProcurement fund in favour of Managing Director, APTS. There shall not be any charge towards eProcurement fund in case of works, items and services with ECV less than and up to Rs. 10 lakhs.</p> <p><b>6. Tender Document:</b></p> <p>The Bidders are requested to download the Tender Document and read all the terms and conditions mentioned in the Tender Document and seek clarification, if any, from the Tender Inviting Authority. Any offline bid submission clause in the tender document could be neglected. The Bidders have to keep track of any changes by viewing the Addenda / Corrigenda issued by the Tender Inviting Authority from time-to-time, in the eProcurement platform. The Department calling for Tenders shall not be responsible for any claims / problems arising out of this.</p> <p><b>7. Bid Submission Acknowledgement:</b></p> <p>The Bidders shall complete all the processes and steps required for Bid submission. The system will generate an acknowledgement with a unique bid submission number after completing all the prescribed steps and processes by the Bidders. Users may also note that the bids for which an acknowledgement is not generated by the eProcurement system are treated as invalid or not saved in the system. Such invalid bids are not made available to the Tender Inviting Authority for processing the bids. The Government of AP and M/s APTS are not responsible for incomplete bid submission by users.</p>
26.	General Terms & Conditions	As per Tender Document

The vendors participating for the first time in the e-procurement process on the GoAP e-procurement portal will have to complete the online registration process. Details of the pre requirements for such registration are available on the abovementioned e-procurement website. FAQs in this regard may be accessed at ([http://www.eprocurement.gov.in/faqs\\_contractors.asp](http://www.eprocurement.gov.in/faqs_contractors.asp)).

The Transport Commissioner reserves the right to reject any or all proposals without assigning any reason.

**Note:**

1. The above dates are tentative and subjected to change without any prior notice or intimation. Bidders should check website [www.apecurement.gov.in/](http://www.apecurement.gov.in/) [www.aptransport.org](http://www.aptransport.org) for any changes / addendums to the above dates and / or any other changes to this RFP. Bidders to confirm with AP Transport Department the time & venue, one day prior to any of the above scheduled event.
2. Eligibility cum Technical bid will be opened, in the presence of the vendor's representatives who choose to attend the opening of Technical bid. No separate communication shall be sent in this regard.
3. Commercial bid will be opened in the presence of the Vendor's representatives who are technically qualified.

**HOW TO APPLY**

- Click at [www.apecurement.gov.in](http://www.apecurement.gov.in) or <https://tender.apecurement.gov.in> to download e-Procurement notification
- Read the complete document, carefully
- **Price Bid shall be submitted online only**
- **The system will generate an acknowledgement with a unique offer submission number on successful completion of the above process.**

For any help or technical support on e-Procurement, Bidders may contact M/s Vupadhi Techno Services Pvt. Ltd. over phone or in person or their helpdesk at:

**A.P e-Procurement Help Desk  
Vupadhi Techno Services Pvt. Ltd.,  
1<sup>st</sup> Floor, Ramky Grandiose,  
Sy.No.136/2&4, Gachibowli  
Hyderabad-500032, Telangana State.  
Phone (O): +91-40-39999700/701  
Fax: +91-40-39999702.  
e-Mail: [eprocsupport@vupadhi.com](mailto:eprocsupport@vupadhi.com)**

Transport Commissioner  
Government of Andhra Pradesh  
Hyderabad



**PART - A**  
**SCHEDULE TO SHORT TENDER**  
**TRANSPORT COMMISSIONER, ANDHRA PRADESH**  
Khairatabad, Hyderabad -500 082

---

- a) Tender No : **335/IT/2017**
- b) Date of Tender Download **From: 10.02.2017 at 08:00 P.M**  
**up to: 15.02.2017 at 03:00 P.M**
- c) Place of Tender Process **O/o Transport Commissioner, Dr.  
B.R.Ambedkar Transport Bhavan, Opp.  
Eenadu, Somajiguda, Khairatabad,  
Hyderabad-500082.**
- d) Last date and Time of the receipt of tender **Up to: 15.02.2017 at 05:00 P.M**
- e) Date and Time for opening of Pre-qualification/Technical Bid **On : 16.02.2017 at 04:00 P.M**
- f) Technical demonstration: **From 16.02.2017 at 04:30 P.M**  
**( For vendors , who qualified in the  
Prequalification bid only)**
- g) Date and Time for opening of Commercial/Financial Bid **On : 16.02.2017 at 05:00 P.M**
- h) Validity of offer **The tender shall remain open for acceptance till  
180 days from the date of opening of  
Financial Bid.**

Bidders are advised to go through the Earnest Money, Payment terms and demonstration of items/equipments/product clauses of this Tender document carefully before filling the Tender.

<b>Schedule No.</b>	<b>Item Code</b>	<b>Nomenclature</b>	<b>Qty. (in Items)</b>	<b>Location at which items have to be delivered</b>
1.	<b>HP PC</b>	<b>HP Microtower Business Desktop PC with 8 GB RAM</b>	70	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
2.	<b>HP M521dw MFP</b>	<b>HP LaserJet Pro M521dw MFP Printer- Mono</b>	12	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
3.	<b>HP 500 MFP M570dw</b>	<b>HP Color LaserJet Pro 500 MFP M570dw Printer</b>	20	a. 13- All DTC Offices in District Head Quarters in Andhra Pradesh. b. 7- O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
4	<b>HP 7000 Scanner</b>	<b>HP Scanjet Enterprise 7000 s2 Sheet-feed document Scanner</b>	6	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
5	<b>HP 7500 Scanner</b>	<b>HP Scanjet Enterprise 7500 Flatbed document ADF Scanner</b>	22	9-O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.

				13- All DTC Offices in District Head Quarters in Andhra Pradesh.
6	<b>Ipad pro 128GB</b>	<b>Ipad Pro 128GB wif+cell</b>	400	O/o. TC, AP, Hyderabad
7	<b>AS Pencil</b>	<b>Apple Smart Pencil Space Grey, Gold, Rose Gold</b>	400	O/o. TC, AP, Hyderabad

**Transport Commissioner  
Andhra Pradesh**

## **PART B**

**SPECIFICATIONS:** Technical Specifications for the above equipments details are furnished in Annexure II of this tender document. The Bidders should adhere to the specifications strictly, failing which their bids will be rejected.

All Tender Documents attached with this invitation to tender including the specifications are **SACROSANCT** for considering any offer as complete offer. It is therefore important that each page of the **TENDER DOCUMENT IS DULY COMPLETED AND SIGNED AND UPLOADED.**

1.	<b>Purchaser and Inspection Authority</b>	:	Transport Commissioner, A.P.,
2.	<b>Inspection Officer</b>	:	Transport Commissioner, A.P., or any officer authorised by Transport Commissioner, A.P.,
3.	<b>Place at which items have to be delivered</b>	:	<b>Free delivery at consignee's location i.e. as specified in respect of each item in entire Andhra Pradesh.</b> Bidders are required to quote rates on free delivery at Consignee location basis only. Bids received on FOR Destination Stations/ Station of dispatch basis or different rates for different destinations shall be summarily rejected.
4.	<b>Time in which delivery to be given</b>	:	<b>Within 10 days of placement of purchase order for entire quantity.</b>
5.	<b>Dispatch Instructions</b>	:	All the items are required to be delivered at consignee's location at freight, risk and cost of the supplier.
6.	<b>Payment Terms</b>	:	<b>100%</b> payment after receipt of the items along with essentials in full quantities ordered; <b>after being inspected, certified and accepted by officer, authorized by Transport Commissioner.</b> However, the conditions of security deposit and performance guarantee shall be as per provision mentioned in page No.10 under sub heading " <b>security deposit and performance guarantee security</b> "
7.	a. Warranty:	:	a) <b>Three years</b> from the date of acceptance of the equipment.

	<p>b. Training:</p> <p>c. Spares</p> <p>d. Packing &amp; Marking</p>	<p>b) The Firm should give training at least for <b>10 members</b> familiarization of the department on the established Office Automation Equipment.</p> <p>c) <b>The Firm should provide spares for the equipment at least for ten years from the date of supply of equipment. The firm shall submit a letter from OEM to that effect.</b></p> <p>d) Packing and Manufacturing should be original with clear firm (OEM) marking.</p>
8.	Rate quoted by the firms should be on full piece basis.	
9.	Firms should clearly indicate different taxes and duties, which they propose to charge. Offers with such stipulations like 'as applicable' will be treated as vague and are liable to be ignored. Bid Price for each item should be mentioned clearly including all applicable taxes.	
10.	Bidders should disclose the name and full address (along with telephone, Fax No. and e-mail etc.) of the place where the items will be manufactured and offer for inspection. In case the firm is registered, they should clarify whether they are registered as a Manufacturing unit or in any other capacity. In case the registration is as a manufacturer, they Should indicate the registration number & place of registration with full address/phone no. of their manufacturing facility.	
11.	<b>Purchaser reserves the right to increase or decrease the quantity/modify tender conditions as per the requirement, at any stage.</b>	
12.	Purchaser reserves the right to change the consignee and change the quantity of items allotted to them. <b><u>Purchaser reserves the right to scrap the tender without assigning any reasons at any stage.</u></b>	
13.	Purchaser reserve the right to get the manufacturing capacity of all the firms verified Irrespective of their registration status.	
14.	<p><b><u>TENDER SAMPLE REQUIREMENT:</u></b></p> <p>All the bidders <b>shall organize the technical demonstration for technical evaluation to the committee at O/o. TC, AP, Hyderabad after opening technical bid (For vendors, who qualified in the pre qualification bid only).</b> As per annexure submit the Technical brochures and the copy of duly signed Technical Compliance Report for the equipment quoted.</p>	
15.	<p><b><u>DEMONSTRATION OF PRODUCTS FOR TECHNICAL EVALUATION.</u></b></p> <p>The Pre-qualified firms will be required to demonstrate the Equipments/products offered by them before a committee of officers constituted by Transport Department for assessing the technical suitability and performance of the equipment as per tender Enquiry Specifications.</p> <p><b><u>• Technical Demo should be arranged on 16.02.2017 at 04:30 P.M for vendors , who</u></b></p>	

	<p><b><u>qualified in the Prequalification bid only .</u></b></p> <ul style="list-style-type: none"> <li>• <b>For providing technical demonstration of all the features, it is responsibility of the bidder to demonstrate the features of items as mentioned in specifications Annexure II.</b></li> <li>• If any lab test is required during the demonstration process the cost of equipment and lab test fees has to be borne by the firm. If their equipment/ product are not found as per tender Enquiry Specifications, their offers are liable to be rejected.</li> <li>• <b>Price bids of only those firms whose technical bid as well as performance of their equipment/products so demonstrated are found acceptable as per TE will be opened.</b></li> </ul>
16.	<p><b>The price bid of eligible firms will be opened and THE PURCHASE COMMITTEE WILL RESERVE THE RIGHT TO DECIDE THE SUCCESSFUL BIDDER. Order would be placed on the successful bidder(s) subject to their capacity and performance etc.,</b></p>
17.	<p>a. Only reputed Manufacturers or their authorized Dealers of the items specified in Tender Specifications as brought out in Annexure of Tender document should respond. In countries where manufacturers are authorized to export the equipment only through their authorized Dealers, Govt. marketing agencies, such agencies are allowed to bid. The Bidder must furnish certificate with their tender from manufactures and their Govt. certifying authenticity as above, failing which their tender will be summarily rejected. The foreign manufacturers of the tendered store will also have to give details in the tender document of the after-sales-service to be provided after expiry of warranty period.</p> <p>b. Offer from firms whose business activities are limited to procuring items from manufacturers, both Indian and foreign and supplying the same to purchaser <u>having no after sales service back up</u> will not be entertained.</p>
18.	<p><b><u>LIQUIDATED DAMAGES:</u></b> In case the firm does not complete the supply within the delivery period, liquidated damages will be charged @ 5% of the total cost of items ordered on the Bidder and if required, action will be taken against the firm to <b>Blacklist</b> it and also for forfeiture of its security deposit.</p>

19.	<p><b><u>SECURITY DEPOSIT AND PERFORMANCE GUARANTEE SECURITY:</u></b></p> <p>a. As per Article 129 (A) of A.P. Financial Code Vol-I, the successful bidder will be required to submit a security Deposit of 15% of the total value of the contract, <u>in two D.Ds of 10% and 5% each.</u></p> <p>b. <u>The Security Deposit (10%)</u> will be returned after the completion of the supplies within the delivery period to the satisfaction of the consignee. In case of failure of supply within the delivery period Security Deposit (10%) will be forfeited besides imposing liquidated damages by forfeiting the <u>Performance Guaranty of 5%.</u></p> <p>c. The remaining <u>(5%) of security deposit</u> shall continue to be with the consignee as <u>performance guarantee.</u> The successful bidder will have to enter into an Agreement with Transport Commissioner, Andhra Pradesh, Hyderabad and on behalf of the Governor of Andhra Pradesh for the performance of the contract on Rs.100/- stamped paper of Andhra Pradesh or Government of India, the cost of which has to be borne by the supplier. <b>The agreement bond should be submitted immediately after receipt of intimation letter from this office.</b></p> <p>d. If the article(s) are damaged within the warranty period and not replaced within one month the bidder will be penalized to the extent of twice the cost of damaged articles.</p> <p>e. If the final value mentioned in the 19(d) exceeds the 5% Performance Guaranty value, then the bidder shall make the difference good.</p> <p>f. Upon completion of warranty period successfully Performance Guaranty 5% will be returned to the bidders.</p> <p>g. <b>The bidder shall submit an undertaking for the performance Guarantee.</b></p>
20	<p><b><u>Eligibility Criteria :</u></b></p> <p><b><u>Pre-qualification Criteria</u></b></p> <p>Turnover condition per annum for the Items at Schedule 1-5 (HP Products) should be above Rs. 10 Crores for the last three years and Items at Schedule 6,7 (Apple Products) should be above Rs. 10 Crores.</p> <p><b>The OEM/Authorized Dealer/his agent of the offered product should have their own Registered office/service centre in India (To be supported by Service tax registration No.) to offer prompt after sales service for digital equipment. Transport Department, Andhra Pradesh reserves the right to inspect the service centre prior to price bid opening.</b></p>

- 1. The vendor should submit the OEM undertaking certificate that maintenance of the equipment sold by them to Transport Department, AP will be sole responsibility of OEM irrespective of the Indian agent at the time of tendering. The bidder shall submit at least one satisfactory report from the end users, for the item bided (mandatory).**

**A. Pre qualification Bid** Should contain the following :-

1. Proof of manufacturing.
2. Proof of Authorization and also proof of the original manufacturer in the case of Authorized dealers.
3. Tender documents duly completed and signed. But Without Indicating the rates quoted.
4. Earnest Money Deposit in the form of D.D.
5. Delivery terms, delivery period quoted.
6. The bidder shall submit proof of the pre qualification of criteria along with Purchase order copy and satisfactory report for the item quoted.
7. Bidder(s) who qualifies in the pre-qualification stage will be only called to Technical bid stage.

**B. Technical Bid**

- **Shall organize the technical demonstration for technical evaluation to the committee at O/o. TC, AP, Hyderabad subject to the approval of committee after opening technical bid. Technical Demo should be arranged on 16.02.2017 at 04:30 P.M for vendors , who qualified in the Prequalification bid only .**

Preference may be given to those who produce I.S.I. Certificate in respect of their tender articles, provided they are in conformity with advertised specifications.

1. The Bidder shall demonstrate and display all the Items bided for and arrange field test to evaluate the Parameters.
2. The offer of the Bidder will be rejected if either the demonstration or the field test is found to be not complying with the tender specifications.



**C. Commercial/ Price Bid should be filled in online only.**

- D. a)** The decision of Transport Commissioner, Andhra Pradesh, Hyderabad shall be final as regards the acceptability of tendered articles and items to be supplied by the Bidders and The Transport Commissioner, Andhra Pradesh, Hyderabad shall not be required to give any reason in writing or otherwise at any time for rejection of the Bidders or articles.
- b) Financial bid of those successful in Technical Bid stage only will be opened and **eligible bidder** will be invited to supply the items, subject to other conditions of this tender.
- c) The acceptance of the tender will be intimated to the successful bidder only.

**Note:**

- a. Full name and status of the person signing the tender documents must be clearly mentioned in the tender documents.
- b. Before submission of tender, Bidders will check the Check List attached to those tender documents mentioned in Tender Document for compliance on various stipulations of the tender.
- c. The firm applying tender are informed that all relevant details with reference to Tender Enquiry stipulations are clearly responded to. In case any of the tender Enquiry stipulations not clearly stated to/replied to any one of the firms, no repeat no clarifications will be sought from the concerned firm and its offers will be rejected out-rightly.

## **PART - C**

### **CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY**

1. All firms are required to deposit EARNEST money equivalent to the amount as mentioned in the Tender Schedule, failing which their offer will be summarily rejected.
2. The Earnest Money to be deposited in the form of a crossed bank draft drawn in favour of The **Chief Accounts Officer and Financier Advisor, O/o. TC, AP, Hyderabad – 500082** from any scheduled bank as indicated Point-9 in Notice Inviting Tender.
3. **The earnest money shall be valid and remain deposited with the purchaser for the period of 180 days from the date of tender opening. If the validity of the tender is extended, the validity of the Earnest money will also be suitably extended by the Bidder, failing which their tender after the expiry of the aforesaid period shall not be considered by the purchaser.**
4. No interest shall be payable by the purchaser on the EMD deposited by the Bidder.
5. The Earnest Money deposited is liable to be forfeited if the Bidder withdraws or amends impairs or derogate from the tender in any respect within the period of validity of his tender.
6. The earnest money of the successful Bidder shall be returned after receipt of the security deposit as required in terms of the contract is furnished by the Bidder.
7. If the successful Bidder fails to furnish the security deposit as required in the Contract within the stipulated period, the Earnest money shall be liable to be forfeited by the purchaser.
8. Earnest Money Deposit of all the unsuccessful Bidders shall be returned by the purchaser as early as possible after the expiry of bids validity, Bidders are advised to send a pre receipt challan along with their bids so that refund of Earnest Money can be made in time.
9. Any tender, where the Bidders is required to deposit Earnest Money in terms of Conditions mentioned in preceding paras, not accompanied with Earnest Money in any one of the approved forms acceptable to the purchaser, shall be rejected.

## **PART - D**

### **IMPORTANT INSTRUCTIONS**

- **ONLY SUCCESFULL MAIN SYSTEM TENDERER'S ORIGINAL, MANUALS, SOFTWARE ETC., ARE ACCEPTABLE AND WILL BE QUALIFIED FOR PURCHASE CONSIDERATION.**
- **Supplier should have supplied similar items to any State Government Departments/State Government undertaking in considerable quantity of the item quoted. Relevant Purchase orders and Performance certificates should be furnished.**

- 1. GUARANTEE / WARRANTY** Except as otherwise provided in the invitation to the tender, the contractor shall declare that the items sold/supplied to the purchaser under this contract shall be of the best quality and workmanship and new in all respects and shall be strictly in accordance with the specification and particulars contained/mentioned in the contract. The contractor hereby guarantees that the said items would continue to conform to the description and quality aforesaid for a period of warranty for **THREE YEARS** from the date of acceptance of the equipment by the purchaser notwithstanding the fact that the purchaser or Officer designated by purchaser to inspect may have inspected and/or approved the said items. If during the aforesaid period of warranty, the said items be discovered not to conform to the description and quality aforesaid or not giving satisfactory performance or have deteriorated, the decision of the purchaser in that behalf shall be final and binding on the contractor and purchaser shall be entitled to call upon the bidder to rectify the items or such portion thereof as is found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on/an application made thereof by the contractor and in such an event, the above mentioned warranty period shall apply to the items from the date of rectification thereof. In case of failure of the bidder to rectify or replace the items etc. within specified time, the purchaser shall be entitled to recover the cost with all expenses from the bidder for such defective items.
- 2.** In the event of contract being cancelled for any breach committed and the purchaser affecting re-purchase of the items at the risk and the cost of the contractor, the purchaser is not bound to accept the lower offer of Benami or allied or sister concern of the contractor.
- 3.** Purchaser will not pay separately for transit insurance and the supplier will be responsible till the entire items contracted for, arrive in good condition at the destination. The consignee, as soon as possible but not later than 30 days of the date of arrival of the items at destination, notify to the contractor any loss or changes to the items that may have occurred during the transit.

4. Bidders who are past suppliers of the item as per T/E Specification should submit their performance statement in enclosed Proforma. In case, it is found that information furnished is incomplete or incorrect, their tender will be liable to be ignored.
  
5. **GOVT. POLICY** The purchaser reserves the option to give a purchase/price preference to offers from the public sector units and / or from other firms in accordance with the policies of the Govt. from time to time.

Signature of the Tenderer

---

Name in Block Letters

---

Capacity in which Tender Signed

---

Full Address & Telephone No./

Mobile No./ FAX No. and Mail ID.

---

---

**PART - E**

**PERFORMANCE STATEMENT FOR LAST THREE YEARS**

Name of Firm: \_\_\_\_\_

1. a. Contact Nos./ Purchase order :  
    b. Name of the buyer :
2. Description of Items :
3. Quantity on order :
4. Value (in rupees lakhs) :
5. Original Delivery Period (DP) :
6. Qty. supplied within original  
    Delivery Period (DP) :
7. Final Extended. D.P. :
8. Last supply position. :  
    a. Quantity :  
    b. Delivery Period :
9. Reasons for Delay in supplies :  
    (if any)
  
10. Satisfaction report of the items  
    enclosed or not? :

## **PART - F**

### **TERMS AND CONDITIONS**

#### **GENERAL CONDITIONS OF THE TENDER AND INSTRUCTIONS TO THE BIDDER**

1. The Bids will be received by the Transport Commissioner, O/o. TC, Andhra Pradesh, through Short tender system as per the particulars given in the Tender Schedule in two stages **Pre-qualification & Technical and Financial/ Commercial Bids**.
  - a. **The relevant documents for Pre-qualification & Technical bids should be duly signed and uploaded on e-Procurement market place as well as a hard copy of the same should be submitted on the day of Pre-Qualification Bid opening.**
  - b. **Price bid should be quoted through e-Procurement online only.**
  - c. **The participants of this e-procurement tender should be available well in advance in this office at the time of opening of Pre-qualification, Technical and Commercial bids as per the dates mentioned for the same in the tender.**
2. Only those Bidders who are reputed **Manufacturers or their Authorized Dealers** in the line and are in a position to complete the **supplies within the specified delivery period of Tender document** should quote.
3. Rates should be quoted in figures and words clearly **INCLUSIVE OF ALL APPLICABLE TAXES, DUTIES, DISCOUNTS**, if any etc., **ON SITE WARRANTY** as mentioned in the tender.
4. The items should be delivered at O/o. Transport Commissioner, Dr. B.R.Ambedkar Transport Bhavan, Opp. Eenadu, Somajiguda, Khairatabad, Hyderabad-500082 or District Head Quarters of 13 districts in Andhra Pradesh as per list as mentioned in the location of delivery of various items.
5. Any deposit pending with the Department in another connection cannot be adjusted for the present Tender.
6. Earnest Money Deposit amount mentioned in the tender document should be submitted **in the shape of Demand Draft** in favour of "**Chief Accounts Officer and Financier Advisor, O/o. TC, AP, Hyderabad – 500082.**" The scanned copy of the DD along with the tender schedule should be uploaded for each item separately and the same should be submitted along with other requisite documents at the time of opening of Pre-Qualification Bid.
7. The Government sponsored Institutions and registered **SSI units** are exempted from the payment of Earnest Money Deposit provided they produce a Certificate from the concerned authorities.
8. Except the Government organizations/NSIC certificate holders, all other SSI units located outside the A.P. State should attach EMD along with tender.
9. **Quantity:** The approximate requirement is given in the Tender Schedule. But, it must be

clearly understood that the demand may fluctuate and no definite quantity can be guaranteed. The essence of the contract is price per article for the contract period stipulated. **Transport Commissioner reserves to himself the right to invite fresh Bidders and to place orders against any quantity of any item in this Tender without specifying any reasons therefore.**

10. **No advance payment will be made against R.R. and other proof of dispatch, but payment in full will be made only after acceptance of the supplies by the consignee.**
11. **The Bidders must produce the following documents pertaining to the firm and not the name of individuals, for Pre-Qualification Bid along with the Tender.**
  - i. Manufacturer Certificate/Authorized dealer certificate if applicable.
  - ii. Company/Firm Registration Certificate.
  - iii. Proof showing manufacturing of tender items.
  - iv. Proof showing authorized dealership with date(s) validity etc.,
  - v. Income Tax return for the last three years i.e., Returns for the year **2013-14, 2014-15. and 2015-16.**
  - vi. VAT for the last Three years upto December 2016 **or** VAT Clearance Certificate up-to September-2016.
  - vii. SSI Certificate, if applicable.
  - viii. NSIC Certificate, if applicable
  - ix. EMD Demand Draft separately for each item.
  - x. Turnover details for each item as mentioned above.
  - xi. Certificates/Orders. Reg. Previous performance
  - xii. Purchase orders of items quoted supplied elsewhere together with satisfactory certificate.
  - xiii. duly signed Technical Compliance Report
  - xiv. Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.
  - xv. Quoted models should be latest manufacturing i.e., produced after **01-01-2016** only.
12. The **Transport Commissioner, AP**, Hyderabad reserves to himself the right to reject any tender which does not comply with the conditions.
13. If the Bidder fails to deliver the items or any consignment thereof within the period prescribed for such delivery, the **Transport Commissioner, AP** shall be entitled at his discretion to the

action as under:

- a. Should the bidder fail to supply the materials on or before the stipulated date, the extension of period for supply is purely at the discretion of **Transport Commissioner, AP. In such situation the Transport Commissioner, AP will reduce the rates of the articles to be supplied up-to the extent of 20% as penalty;**
- b. To cancel the contract or portion thereof and if so desired to purchase the items at the risk and cost of the contractor, or
- c. To forfeit the Earnest Money Deposit and/or Security Deposit to the extent of the loss incurred by the Government.

In the event of action being taken under (a), (b), and (c) above the bidder shall be liable for any loss which the Government may sustain on that account but the bidder shall not be entitled to any gain on purchases made against default.

14. If the items supplied are found defective, they will be summarily rejected.
15. **The Transport Commissioner, AP reserves the right to split the order among more than one bidder for a particular item to ensure the supply of items within the stipulated time or for any such reasons and such an offer will be at eligible bidders only without assigning any reasons and his decision will be final.**
16. **The Transport Commissioner, AP** reserves the right to place order on the successful bidder for additional quantity at the rates quoted.
17. **The Transport Commissioner, AP reserves the right to place order on the next higher successful firms if the firm quoting lower rates do not meet the whole demand due to his limited capacity/Monitory limit/Offer etc.**
18. Bidders without E.M.D. or S.S.I. registration certificate will be rejected at the time of opening of tenders before Bidders by the Committee. A valid SSI certificate giving details of items of manufacture along with proof of address of the firm should be submitted with the tender schedule.
19. Bidders quoting for the above items should have minimum 3 years of experience in the supply and produce latest authorization certificate.
20. **An S.S.I./NSIC certificate will be considered in lieu of E.M.D. only when the item quoted by the SSI/NSIC unit is included as one of the authorized items to be manufactured by the units as per the certificate. Otherwise, the SSI/NSIC certificate is not valid.**
21. If the date originally scheduled for opening of the Bids happens to be declared by Government as public holiday, the Bids will be opened on the next working day at the same time.
22. Failure to abide by any of the conditions stated above, will result in the tender being rejected



without notice.

### **SPECIAL CONDITIONS FOR PURCHASE ORDER**

1. The rates are for free delivery of the items at O/o. TC, AP, Hyderabad and all DTC offices in District Head Quarters as mentioned in Annexure I.
2. The rates are inclusive of all taxes applicable with warranty period as per the tender document. However, while submitting bills for payment, taxes should be shown separately.
3. **Dispatch Instructions:** All the supplies should be delivered to the consignee in the manufacturer's original packing and original markings.
4. The bill of cost should be submitted in triplicate along with Advance Stamped Receipt to this office duly showing the tax component separately for arranging necessary payment.

The following certificates should be furnished on each copy of the bill.

- a. Certified that the items for which sales Tax has been charged have not been exempted under the Central Sales Tax Act or the State Sales Tax Act or Rules made there-under. The amounts charged on account of Sales Tax on these items not more than what is payable under the provisions of the relevant Act or the Rules made there-under.
  - b. Certified that the items on which Excise Duties have been claimed in this Bill have not been exempted under Central Excise Act or Rules made there-under and the amounts charged on account of Excise Duties of the items are not more than what are actually paid to the Excise Department.
  - c. Where the Excise Duty is claimed by the firms, the Gate passes should invariably be enclosed to the connected bills. In the absence of Gate pass, the Excise Duty claimed by them cannot be admitted.
5. A certificate from the manufacturer should be produced regarding the amount of Excise Duties liable on each unit of the supply that is being actually paid by the manufacturer to the Excise Department.
  6. The supply of the articles as per the approved sample and specifications. Articles if any not in accordance with the approved sample will be rejected and returned to the bidder at his own cost for replacement. **Action will simultaneously be taken either to reduce the rates of the articles to be supplied up-to the extent of 10% or to Blacklist the firm besides forfeiture of Earnest Money Deposit and or Security Deposit amount** and to obtain supplies from alternative sources at the risk and cost of the Bidder.

7. The date mentioned in the purchase order for arranging supplies should be construed as date on or before which supplies should be received by the consignee and should not be taken as the date for dispatching items.
8. Advance delivery is not encouraged.
9. Supplies should strictly confirm to the specifications required by this Department (or) should strictly confirm to the approved (tender) sample.
- 10 Under any circumstances, Railway Receipt should not be sent through Bank to the consignee or to this office. Any demurrage etc., incurred due to failure to observe this condition shall be entirely on Bidders account.
- 11 Unless and until prior extension in delivery period is applied for and granted, the execution of the supplies after the delivery date mentioned in this order shall be deemed to constitute breach of contract and shall attract condition No.6 above.
- 12 The security Deposit submitted by the bidder against the order or the Earnest Money where no Security Deposit has been made by the bidder is liable to be forfeited to Government in the event of a breach, on the bidders part in respect of the terms and conditions laid down in the purchase order. Such forfeiture shall be in addition to the remedies available under condition No.11 above.
- 13 The supplies not distributed and kept in the items for a period of one year and found with any manufacturing defects, color fade etc., are to be replaced free of cost by the supplier and consequential losses made by Bidder in case of defaults like fading of color etc.
- 14 The buyer will not pay for transit insurance and the bidder will be responsible until the entire consignment reach the Central Technical Items in good condition.
- 15 Whenever under this purchase order any sum of money is recoverable/payable by Bidder, **Transport Commissioner, AP** shall be entitled to recover such sums by appropriating in part or whole the balance and the total sum/due recoverable, as the case may be, shall be deducted from any sum/due or which any time thereafter money becomes due to the bidder, under this, or any other contract with the Government, such deduction being made from the bidders bills.
- 16 If any dispute arises as to the quality of items supplied the opinion of the **Transport Commissioner, AP** shall be final and he shall not be required to give any reason in writing for rejection of the supplies to that effect.
- 17 Remittance of the bills will be at the cost of the bidder.
- 18 In case of any breach of contract, terms of Agreement and purchase order and its conditions, the decision of the **Transport Commissioner, AP** is final and binding on the bidder.

- 19 Payment will be made by this office for all supplies. If remittances are required by Demand Draft, they will be made at cost of bidder.
- 20 Rejected items or materials shall be removed at the expenses of bidder within seven days, after the notice has been given to the bidder. If not removed **Transport Commissioner, AP** may cause the items or materials to be removed and penalized the bidder with all expenses incurred in such removal.
- 21 The contract or any part of it shall not to be transferred or assigned by the bidder directly or indirectly to any other agencies whom-so-ever without the written consent of **The Transport Commissioner, A.P.**
- 22 In the case of partnership firm, the firm should submit a copy of the partnership deed duly attested by a scheduled Bank or a Gazette Officer. The firm should also indicate the names of their partners to receive payments of bills from this office.
- 23 The selected firm should submit security deposit along with agreement bond **immediately** after receipt of communication of this office, or otherwise, the proposed purchase order will be cancelled and further action will be taken.
- 24 The Bidders **should affix stamp** clearly of the concerned firm on each item supplied by them after issue of purchase order while making delivery to this office Central Items.
- 25 **Bidders should submit the required documents as mentioned above. After the opening of Pre-Qualification bid, no further correspondence will be entertained.**
- 26 In case of any dispute, the matter can be referred to the competent Court at Hyderabad city only and not anywhere else.

**PART – G**

**QUESTIONNAIRE – 1**

[Please Mark ✓ at appropriate place and fill the answer correctly. Bidders leaving the box unmarked and questionnaire unanswered shall be rejected]

1)	Name and address of Manufacturer/Authorized Dealer	
2.	a. Proof of Manufacturing. b. Proof of Authorized Dealer and also the proof of the original Manufacturer. c. Manufacturing capacity in volume and in Rs. lakhs per annum. d. Turnover of last three years with proof. e. Purchaser order copy and satisfaction report.	
	a. Whether registered with SSI/NSIC (copy of certificate)	Yes or No
	b. If yes, Monetary limit [Enclose Photocopy of Regn. Certificate]	Rs: or no limit
	c. Validity Date	
4.	Terms of delivery : <b>Free delivery at consignee's</b> location	Yes or No
5.	a] Delivery period in 10 days from the date of placement of order/ b] For the Quantity Offered	Yes or No Yes or No
6.	a. Whether items fully conforms to tender schedule specifications in all Respects. b. If answer to 6 [a] is No. Indicate the details of deviation in separate Sheet.	Yes or No Yes or No Sheet enclosed
7.	Have you enclosed required <b>EMD</b>	Yes or No
8.	Do you accept tolerance clause	Yes or No
9.	Do you accept the liquidated damage clause	Yes or No
10.	a. Do you accept the Security Deposit and Performance Guaranty Deposit clause? b. Did you enclose the above	Yes or No Yes or No
11.	Signature of the Bidder	
12.	Name in Block Letters	
13.	Capacity in which Tender signed	

14.	Full Address With Phone No., Mobile No., FAX No. and e-Mail ID etc.	
-----	---	--

Signature of the bidder

## PART - H

<b>QUESTIONNAIRE -2</b>	
<u>BIDDERS SHOULD FURNISH SPECIFIC ANSWERS TO ALL THE QUESTIONS GIVEN BELOW.</u> <u>BIDDERS MAY PLEASE NOTE THAT IF THE ANSWER SO FURNISHED ARE NOT CLEAR AND /OR ARE</u> <u>EVASIVE, THE TENDER WILL BE LIABLE TO BE IGNORED.</u>	
1.	Tender No. :
2.	Brand of item offered. :
3.	Name and address of manufacturer :
4.	Station of manufacture :
5.	Please confirm that you have offered packing as per tender enquiry requirements if not indicate deviations. :
6.	What is your permanent Income Tax A/C No. :
7.	Status. :
	a] Indicate whether you are SSI/NSIC :
	b] Are you registered with DGS&D/GeM for the item quoted? :
	c] If you are a small scale unit registered with SSI/NSIC under Single Point Registration scheme, whether there is any monetary limit. :
	d] In case you are registered with SSI/NSIC under Single Point Registration Scheme for the item quoted confirm whether you have attached a photocopy of the registration certificate indicating the items for which you are registered. :
8.	a] If you are not registered either with SSI/NSIC or with DGS&D, please state whether you are registered with Directorate of Industries of State Government concerned. :
	b] If so, confirm whether you have attached a copy of the certificate issued by Director of Industry :

9.	Please indicate name & full address of your banker <b>[a] Name &amp; Address of bank</b> <b>[b] Accounts No. [Core banking]</b> <b>[c] IFSC Code</b> <b>[d] Whether bank branch is NEFT/RTGS enabled or not</b>	:	
10.	Business name and constitution of the firm Is the firm registered under :	:	
11.	Whether the tendering firm is/are:-	:	
	1. Manufacturer	:	
	2. Manufacturer's authorized Dealers.	:	
<b>N.B</b>	If manufacturer's / authorized dealers please enclose with tender, the copy of manufacturer's Authorization on properly stamped paper, duly attested by a Notary Public.		
			<b>Signature of the Bidder</b>

12.	If items offered are manufactured in India, please state whether all raw materials components etc. used in their manufacture are also produced in India. If not give details of materials components etc, that are imported and their breakup of the indigenous and imported components together with their value and proportion it bears to the total value of the store.	:	
13.	State whether raw materials are held in stock sufficient for the manufacture of the items	:	
14.	Please indicate the stock in hand at present time:- 1. Held by you against this enquiry.	:	
	2. Held by M/s. _____ over which you have secured an option.	:	
15.	For partnership firms state whether they are registered or not registered under Indian Partnership Act, 1932. Should the answer to this question by a partnership firm be in the affirmative, please state further:-	:	
	1. Whether by the partnership agreement, authority to refer disputes concerning the business of the partnership to arbitration	:	

	has been conferred on the partner who has signed the tender.		
	2. If the answer to [1] is in the negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer disputes concerning business of the partnership to arbitration.	:	
	3. If the answer to either [1] or [2] is in the affirmative furnish a copy of either the partnership agreement or the general power of attorney as the case may be	:	
<b>N. B</b>	<p>1) Please attach to the tender a copy of either document on which reliance is placed for authority of partners of the partner signing the tender to refer disputes to arbitration. The copy should be attested by a Notary Public or its execution should be admitted by Affidavit on a properly stamped paper by all the partners.</p> <p>2) Whether authority to refer disputes to arbitration has not been given to the partner signing the tender the Bidders must be signed by every partner of the firm.</p>		
16.	<p>Here state specifically,</p> <p>a. Whether the price tendered by you is to the best of your knowledge and belief, not more than the price usually charged by you for items of same nature/class or description to any private purchaser either foreign of as well as Govt. purchaser. It not state the reasons thereof. If any, also indicate the margin of difference.</p> <p>b. In respect of indigenous items for which there is a controlled price fixed by law, the price quoted shall not be higher than the controlled price and if the price quoted exceeds the controlled price the reasons thereof should be stated.</p>	:	<b>Signature of the Bidder</b>

17.	Are You:-	:	
	1. Holding valid Industrial License[s] Registration Certificate under the Industrial Development and Regulation Act, 1981. If so, please give particulars of Industrial income Registration Certificate.	:	
	2. Exempted from the licensing provisions of the Act, for the	:	



	manufacture of item quoted against this tender. If so, please quote relevant orders and explain your position.		
	3. Whether you possess the requisite license for manufacture of the items and/or for the procurement of raw materials belonging to any controlled category required for the manufacture of the store? In the absence of any reply it would be assumed that no license is required for the purpose of raw materials and/or that you possess the required license.	:	
18.	State whether business dealings with you have been banned by Min/Deptt. of Supply or any other State Government Department in Andhra Pradesh?	:	
19.	Please confirm that you have read all the instructions carefully and have complied with accordingly.:	:	

**Signature of Witness**

**20. Signature of Bidder.**

\_\_\_\_\_

\_\_\_\_\_

*[Full Name and address of witness in Block letters]*

*[Full Name and address of the persons signing in Block letters]*

*Whether signing as Proprietor / Partner / Constituted Attorney / duly authorized by the Company.*

## **PART – I**

### **CHECK LIST FOR BIDDERS**

**(Bidders should check following requirements for compliance before submission of the tender documents)**

<b>Sl. No</b>	<b>Requirements to be checked by the Bidders before submission of the tender.</b>	<b>Compliance (To be indicated by the tenderer with "YES" after compliance of the requirements)</b>
1	Bidders should mention quantity for which they have quoted. This should be mentioned in the covering/ forwarding letter head of the technical bid.	
2	Whether Bidders are deposited for required Earnest Money Deposit.	
3	Bidders should confirm that their items/products conform to the governing specifications of the quoted items as per Tender Enquiry.	
4	Bidders should mention their monthly manufacturing/ supplying capacity.	
5	Bidders should mention in the Tender Enquiry that they accept our delivery terms i.e. they agree to supply items at consignees' locations at freight, risk and cost of the Bidders.	
6	Bidders should mention that their offer is valid up to 180 days from the date of opening of the financial bid.	
7	Bidders should mention their Delivery Period clearly.	
8	Bidders should mention that they agree to the Tolerance Clause of the Tender Enquiry.	
9	Bidders should give their past performance in the specified format give in the Tender documents.	
10	Bidders should mention that they agree to the Arbitration clause of the Tender Enquiry.	
11	Bidders should mention whether he is a manufacturer of the items/products quoted or it is the manufacturer's authorized	

	agent. In case of agent, it should submit valid authority letter(s) of their Principal(s) for the items they have quoted.	
12	Bidders should confirm whether they have attached required Lab test report.	
13	Bidders should mention that Business dealing with their firms has not been banned by any Govt./private agencies.	
14	Bidders should ensure that witness has signed at appropriate places of the Tender documents and full name and address of the witness have been mentioned clearly.	
15	Bidder should ensure to sign each page of the Tender documents with name, designation, seal and address of the signatory.	
16	If the Bidders want to mention any specific condition, it should be mentioned on the covering/forwarding letter only which will be placed on the first page of the technical bid. Such condition mentioned in any other document shall not be given any consideration.	
17	Bidders should mention their address for communication with Telephone and Fax Number and e-mail ID etc.	
18(a)	manufacturers certificate/authorized dealer certificate if applicable.	
(b)	company/firm registration certificate.	
( c )	proof showing manufacturing of tender items.	
(d)	proof showing authorized dealership with date(s) validity etc.,	
(e)	<b>income tax returns for the last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016</b>	
(f)	VAT returns for the last 3 years or vat clearance certificate up to november -2016.	
(g)	SSI certificate, if applicable.	
(h)	NSIC certificate, if applicable.	
(i)	EMD demand draft separately for each item.	
(j)	Turnover details as mentioned in tender document	
(k)	Certificates/orders. reg. previous performance	

(l)	Purchase orders of items quoted supplied elsewhere together with satisfactory certificate.	
(m)	Duly signed technical compliance report.	
(n)	Under taking signed by OEM clearly stating that the models quoted or their equivalents with any changed model no. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued models.	
(o)	Quoted models should be latest manufacturing i.e., produced after 01.01.2016 only.	

**PART –J**

The hard copy of the following uploaded documents should be submitted on the day of opening of Pre-Qualification Bid in accordance to Sl. No. wise mentioned in check list and flagged without fail for easy verification.

R.No. 335/IT/2017

**Schedule - 1**

**Name of the Equipment: HP Microtower Business Desktop PC with 8GB RAM**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b><i>Sl. No.</i></b>	<b><i>Eligibility Criteria</i></b>	<b><i>Indication Mark</i></b>	<b><i>Remarks</i></b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>Y E S / N O</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>Y E S / N O</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>Y E S / N O</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S), Validity etc.,	<b>Y E S / N O</b>	
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>Y E S / N O</b>	
<b>6</b>	VAT Returns for the last 3 years OR VAT Clearance Certificate up to November-2016.	<b>Y E S / N O</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>Y E S / N O</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>Y E S / N O</b>	
<b>9</b>	E.M.D in the form of Demand Draft	<b>Y E S / N O</b>	<b>Rs.30,000/-</b>
<b>10</b>	<b><i>Turnover Details with Proof :-</i></b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>Y E S / N O</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>Y E S / N O</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>Y E S / N O</b>	

<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>YES / NO</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>YES / NO</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>YES / NO</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>YES / NO</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**R.No. 335/IT/2017**

**Schedule - 2**

**Name of the Equipment: HP LaserJet Pro M521dw MFP Printer-Mono.**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b><i>Sl. No.</i></b>	<b><i>Eligibility Criteria</i></b>	<b><i>Indication Mark</i></b>	<b><i>Remarks</i></b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>YES / NO</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>YES / NO</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>YES / NO</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S), Validity etc.,	<b>YES / NO</b>	
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>YES / NO</b>	
<b>6</b>	VAT Returns for the last 3 years OR VAT Clearance Certificate up to November-2016.	<b>YES / NO</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>YES / NO</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>YES / NO</b>	

<b>9</b>	E.M.D in the form of Demand Draft	<b>YES / NO</b>	<b>Rs.10,000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>YES / NO</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>YES / NO</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>YES / NO</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>YES / NO</b>	
<b>14</b>	duly signed Technical Compliance report.	<b>YES / NO</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>YES / NO</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>YES / NO</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**R.No. 335/IT/2017**

**Schedule - 3**

**Name of the Equipment: HP Color LaserJet Pro 500 MFP M570dw Printer.**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b>Sl. No.</b>	<b>Eligibility Criteria</b>	<b>Indication Mark</b>	<b>Remarks</b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>YES / NO</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>YES / NO</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>YES / NO</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S),	<b>YES / NO</b>	

	Validity etc.,		
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>YES / NO</b>	
<b>6</b>	VAT Returns for the last <b>3</b> years OR VAT Clearance Certificate up to November-2016.	<b>YES / NO</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>YES / NO</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>YES / NO</b>	
<b>9</b>	E.M.D in the form of Demand Draft	<b>YES / NO</b>	<b>Rs.15,000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>YES / NO</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>YES / NO</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>YES / NO</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>YES / NO</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>YES / NO</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>YES / NO</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>YES / NO</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**R.No. 335/IT/2017**

**Schedule - 4**

**Name of the Equipment: HP Scanjet Enterprise 7000s2 Sheet-feed document Scanner**



**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b>Sl. No.</b>	<b>Eligibility Criteria</b>	<b>Indication Mark</b>	<b>Remarks</b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>Y E S / N O</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>Y E S / N O</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>Y E S / N O</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S), Validity etc.,	<b>Y E S / N O</b>	
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>Y E S / N O</b>	
<b>6</b>	VAT Returns for the last 3 years OR VAT Clearance Certificate up to November-2016.	<b>Y E S / N O</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>Y E S / N O</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>Y E S / N O</b>	
<b>9</b>	E.M.D in the form of Demand Draft	<b>Y E S / N O</b>	<b>Rs.30,000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>Y E S / N O</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>Y E S / N O</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>Y E S / N O</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>Y E S / N O</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>Y E S / N O</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>Y E S / N O</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left	<b>Y E S / N O</b>	

	over stock of discontinued Models.		
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**R.No. 335/IT/2017**

**Schedule - 5**

**Name of the Equipment: HP Scanjet Enterprise 7500 Flatbed document ADF Scanner**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b>Sl. No.</b>	<b>Eligibility Criteria</b>	<b>Indication Mark</b>	<b>Remarks</b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>YES / NO</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>YES / NO</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>YES / NO</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S), Validity etc.,	<b>YES / NO</b>	
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>YES / NO</b>	
<b>6</b>	VAT Returns for the last 3 years OR VAT Clearance Certificate up to November-2016.	<b>YES / NO</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>YES / NO</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>YES / NO</b>	
<b>9</b>	E.M.D in the form of Demand Draft	<b>YES / NO</b>	<b>Rs.60,000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>YES / NO</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>YES / NO</b>	

<b>12</b>	Certificates / Orders regarding previous performance.	<b>Y E S / N O</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>Y E S / N O</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>Y E S / N O</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>Y E S / N O</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>Y E S / N O</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>Y E S / N O</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>Y E S / N O</b>	

**R.No. 335/IT/2017**

**Schedule - 6**

**Name of the Equipment: iPad Pro 128GB wif+cell**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b><i>Sl. No.</i></b>	<b><i>Eligibility Criteria</i></b>	<b><i>Indication Mark</i></b>	<b><i>Remarks</i></b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>Y E S / N O</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>Y E S / N O</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>Y E S / N O</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S), Validity etc.,	<b>Y E S / N O</b>	
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>Y E S / N O</b>	
<b>6</b>	VAT Returns for the last 3 years OR VAT Clearance Certificate up to November-2016.	<b>Y E S / N O</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>Y E S / N O</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>Y E S / N O</b>	

<b>9</b>	E.M.D in the form of Demand Draft	<b>YES / NO</b>	<b>Rs.2,50,000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>YES / NO</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>YES / NO</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>YES / NO</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>YES / NO</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>YES / NO</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>YES / NO</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>YES / NO</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**R.No. 335/IT/2017**

**Schedule - 7**

**Name of the Equipment: Apple Smart Pencil**

**Name of the Firm:**

**First Cover (Pre- Qualification Bid) C H E C K L I S T**

<b>Sl. No.</b>	<b>Eligibility Criteria</b>	<b>Indication Mark</b>	<b>Remarks</b>
<b>1</b>	Proof of Manufacturer / Authorized Distributor/Authorized Dealer Certificate.	<b>YES / NO</b>	
<b>2</b>	Company / Firm Registration Certificate.	<b>YES / NO</b>	
<b>3</b>	Proof showing Manufacturing of Tender Items.	<b>YES / NO</b>	
<b>4</b>	Proof showing Authorized Dealer ship with Date (S),	<b>YES / NO</b>	

	Validity etc.,		
<b>5</b>	<b>Income Tax Returns for the Last 3 years i.e., 2013-2014, 2014-2015 &amp; 2015-2016.</b>	<b>YES / NO</b>	
<b>6</b>	VAT Returns for the last <b>3</b> years OR VAT Clearance Certificate up to November-2016.	<b>YES / NO</b>	
<b>7</b>	S.S.I. Certificate, if applicable.	<b>YES / NO</b>	
<b>8</b>	N.S.I.C Certificate, if applicable.	<b>YES / NO</b>	
<b>9</b>	E.M.D in the form of Demand Draft	<b>YES / NO</b>	<b>Rs.5000/-</b>
<b>10</b>	<b>Turnover Details with Proof :-</b>		
<b>A</b>	Over all Turnover per annum <b>Rs. 10 Crores for HP/Apple products separately for the last 3 Years.</b>	<b>YES / NO</b>	
<b>11</b>	Tender documents duly completed and signed but without Indicating the Rates quoted.	<b>YES / NO</b>	
<b>12</b>	Certificates / Orders regarding previous performance.	<b>YES / NO</b>	
<b>13</b>	Purchase Orders of item quoted supplied elsewhere together with satisfactory Certificate if any.	<b>YES / NO</b>	
<b>14</b>	Duly signed Technical Compliance report.	<b>YES / NO</b>	
<b>15</b>	Delivery Terms / Period quoted.	<b>YES / NO</b>	
<b>16</b>	Under taking signed by OEM clearly stating that the Models quoted or their equivalents with any changed Model No. with same technical specifications are not in any intent list of cancellation and they are not left over stock of discontinued Models.	<b>YES / NO</b>	
<b>17</b>	Quoted models should be latest manufacturing i.e., produced after <b>01.01.2016</b> only.	<b>YES / NO</b>	
<b>18</b>	OEM authorization certificate to bidder for quoted model	<b>YES / NO</b>	

**ANNEXURE – I**

**SPECIFICATIONS AND DESCRIPTIONS OF THE ITEMS**

<b>Schedule No.</b>	<b>Item Code</b>	<b>Nomenclature</b>	<b>Qty. (in Items)</b>	<b>Location at which items have to be delivered</b>
1.	<b>HP PC</b>	<b>HP Microtower Business Desktop PC with 8 GB RAM</b>	70	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
2.	<b>HP M521dw MFP</b>	<b>HP LaserJet Pro M521dw MFP Printer- Mono</b>	12	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
3.	<b>HP 500 MFP M570dw</b>	<b>HP Color LaserJet Pro 500 MFP M570dw Printer</b>	20	13- All District Head Offices in Andhra Pradesh, 7- O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
4	<b>HP 7000 Scanner</b>	<b>HP Scanjet Enterprise 7000 s2 Sheet-feed document Scanner</b>	6	O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan, Somajiguda, Hyderabad.
5	<b>HP 7500 Scanner</b>	<b>HP Scanjet Enterprise 7500 Flatbed document ADF Scanner</b>	22	9- O/o. T.C., Dr.B.R.Ambedkar Transport Bhavan,

				Somajiguda, Hyderabad. 13- All DTC Offices in District Head Quarters in Andhra Pradesh.
6	<b>Ipad pro 128GB</b>	<b>Ipad Pro 128GB wif+cell</b>	400	O/o. TC, AP, Hyderabad
7	<b>AS Pencil</b>	<b>Apple Smart Pencil Space Grey, Gold, Rose Gold</b>	400	O/o. TC, AP, Hyderabad

## **ANNEXURE – II**

**Technical Specifications of certain Equipment (listed in the Annexure-I) to be taken into consideration at the time of procurement by Bidder:**

### **Schedule-1: HP Microtower Business Desktop PC with 8 GB RAM**

<b>Sl. No.</b>	<b>Features Required in Router</b>
1	Intel 6 <sup>th</sup> Generation Core i7 6700 processor or higher
2	Intel Q Series Chipset or higher
3	8 GB DDR 4 with Four DIMM slots; Non-ECC dual-channel up to 2133 MT/s DDR4 SDRAM, Memory Expandable to 64 GB
4	1-TB SATA 6.0-Gb/s Hard Drive 7200 RPM
5	Super Multi DVD Writer
6	Integrated Gigabit (10/100/1000 NIC) LAN
7	3 PCI/PCI Express Slots
8	Bays Min. 4 bays
9	(4) USB 3.0 ports, (4) USB 2.0 ports (with atleast 2 on the front side), PS/2 keyboard and mouse ports, (1) RJ-45 network connector Rear Line In, Line Out, Mic In jacks
10	Preinstalled OEM Microsoft Windows 10 Pro (64-bit)
11	HP Keyboard
12	HP Optical Mouse
13	19.5" or Higher LED TFT with IPS Panel and TCO 07 certificate
14	300W Active PFC, 85% efficient Power supply
15	PS/2 104 keys keyboard (Same make as PC)
16	PS/2 2 Button Scroll Mouse (Same make as PC)
17	3 yrs OEM Onsite warranty
18	Compliance and Certification- ROHS and Win certification, Energy Star ver 5.2, EPEAT Qualified



**Schedule-02: HP LaserJet Pro M521dw MFP Printer-Mono**

<b>S.No.</b>	<b>Features</b>
1	Print, Scan, Copy, Fax, Wireless, eprint
2	Up to 40 ppm A4
3	Duty cycle up to 75,000 pages per month
4	800 MHz processor, 256 MB RAM
5	Hi-Speed USB 2.0 port; built-in Wireless
6	Automatic two sided printing
7	1 Year Manufacturer Warranty

**Schedule-3: HP Color LaserJet Pro 500 MFP M570dw Printer**

<b>S.No.</b>	<b>Features</b>
1	Print, Scan, Copy, Fax, Wireless, eprint
2	Up to 30 ppm (Blk/Clr) (A4)
3	Duty cycle up to 75,000 pages per month
4	800 MHz processor, 256 MB RAM
5	Hi-Speed USB 2.0 port; built-in Wireless
6	Automatic two sided printing
7	1 Year Manufacturer Warranty

**Schedule-4: HP Scanjet Enterprise 7000 s2 Sheet-feed document Scanner**

<b>S.No.</b>	<b>General Features</b>
1	Up to 45 ppm/90 ipm (black and white grey scale, and colour 200 dpi & 300 dpi)
2	Up to 600 *600 dpi Scan resolution
3	Up to 3000 pages per day
4	ADF scanning, 50-sheet
5	48-bit color, 256 level with ultrasonic multi-feed detection
<b>6</b>	Maximum scan size ADF 216*3098mm

7	Minimum document scan size ADF 51*74 mm
8	Scan technology charge coupled device(CCD)
9	1 year Manufacturer Warranty

**Schedule-5: HP Scanjet Enterprise 7500 Flatbed document ADF Scanner**

<b>S.No.</b>	<b>General Features</b>
1	Up to 50 ppm/100 ipm
2	Up to 600 dpi Scanning resolution
3	Up to 3000 pages per day
4	Print duplex ADF scanning, 100-sheet ADF, 24-bit color, ultrasonic double-feed detection
5	Maximum scan size up to 216*864mm
<b>6</b>	HP smart scan software, HP TWAIN driver, EMC ISISdriver, Kofax Virtual ReScan Pro, Nuance paperport, IRIS readiris Pro OCR
7	1 year Manufacturer Warranty

**Schedule-6: iPad Pro 128GB wif+cell**

<b>S.No.</b>	<b>General Features</b>
1	9.7-inch Retina display with Multi-Touch
2	A9 chip with 64-bit architecture and M9 motion coprocessor
3	12MP iSight camera and 5MP Face Time camera
4	4K Video video recording
5	Up to 9 hours battery life
<b>6</b>	Built-in Wi-Fi (802.11 a/b/g/n/ac)
<b>7</b>	iOS 9
8	One year Warranty

## **Schedule-7: Apple Smart Pencil**

<b>S.No.</b>	<b>General Features</b>
1	Colour- Space Grey, Gold, Rose Gold

### **Commercial Terms & Conditions:**

1. 5% VAT Extra.
2. Delivery will be within 10days from the date of receipt of Purchase Order.