

**GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF FISHERIES
ASSAM:::GUWAHATI**

**SHORT QUOTATION NOTICE FOR
SUPPLY INSTALLATION OF DESKTOP COMPUTERS WITH ACCESSORIES, PRINTERS AND
MULTIFUNCTIONAL PHOTOCOPIER MACHINE**

No._AF(E)126/2019-20/7483-86

Dated Guwahati the 6th Oct/2020

Sealed quotation is hereby invited from registered Manufacturer and/or Authorized dealer/Firm/Supplier in plain paper affixing court fee stamp of Rs. 8.25 (Rupees Eight & paisa twenty five) only along with EMD as valid Demand Draft from any nationalized Bank in favour of Director of Fisheries, Assam, Meen Bhawan, Guwahati-16 @ 2% of total value of supply and installation of the items as detailed below for the year 2020-21.

The quotation will be received up to 1.30 pm on 16th Oct., 2020 and will be opened on the same day at 2.00 pm in presence of the quotationer or their authorized representative. Quotation must be delivered directly in the specified box in the Directorate of Fisheries, Assam, Guwahati

PACKAGE-I: COMPUTERS AND ACCESSORIES

Sl No	Item	Brand	To be delivered to
1	Desktop Computers including Monitor, Keyboard, Mouse and speakers	Dell/ HP	Directorate of Fisheries, Assam, Guwahati
2	Laser jet multifunctional printer	Samsung/HP	
3	600 VA UPS		

SPECIFICATIONS

PACKAGE-I:COMPUTERS AND ACCESSORIES

1. Desktop Computers including Monitor, keyboard, Mouse and Speakers: make and business model to be quoted by bidder
 - Processor – 8th generation Core i5 processor higher
 - OEM Motherboard
 - RAM – minimum 4GB DDR3
 - Hard disk – 1TB SATA, 7200 RPM or higher
 - Integrated graphics
 - Integrated 10/100/1000 GbE LAN (Built in WiFi connectivity)
 - Minimum 4 USB 2.0, USB 3.0
 - Optical drive- DVD writer
 - Keyboard: USB soft keys (Same make with PC)
 - Mouse: USB scroll mouse (Same make with PC)
 - Monitor – minimum 21.5” LED (Same make with PC)
 - OS- pre installed Genuine windows 8 or higher
 - Genuine Antivirus (with internet security)-Minimum 1 Yr.
 - Make and Model to be quoted by bidder
 - Warranty: As offered by the OEM subjected to minimum 2 year onsite
 - Blue tooth enabled

2. Laser jet multifunctional printer:
 - Function : print, copy, scan
 - ADF & flatbed scan
 - Output type: B/W
 - Duty cycle: minimum 5000 pages per month (A4)
 - Technology : Laser
 - Print speed – minimum 20 ppm
 - USB 2.0 hi-speed
 - Flatbed, colour scanning
 - Scan resolution: min 600 x 600 dpi
 - Make and model to be quoted by bidder
 - Warranty: As offered by the OEM subjected to minimum 1 year onsite
 - (Compatible tonner number and present market unit price is to be mentioned)

3. UPS Specification (Minimum): 600 VA with minimum 15 minute backup warranty as offered by the OEM subjected to minimum 1 year onsite

Terms & Condition:

1. All the information must be submitted in English. The respective bidder shall sign on all reference, information and certificates.
2. The bidder should be a Manufacturer/Authorized dealer of OEM/ Registered Supplier/ Firm of the item quoted for.
3. The bid shall be valid for minimum 12 calendar months from the date of the supply order
4. The bidder should quote the rate for the item including transportation cost, packaging cost, delivery cost and loading-unloading cost. No extra amount will be borne by the Department.
5. The item after supply, if not found conforming as per specification will be summarily rejected.
6. Successful bidder have to arrange for one day long training to be imparted at the Directorate to impart knowledge and skill on detail about the machine and its operation
7. The terms & period of warranty of the item shall be as per the prevailing standard warranty certificate of the manufacturer, which shall be mentioned in the bid for each item. The bidder shall furnish the duly signed and sealed warranty certificate of all the items at the time of delivery & commissioning. Items not enclosed by the warranty certificate may be rejected.
8. The supplier shall provide free maintenance services during the period of warranty. The maximum defect restoration time should not be more than 10 (ten) days. In case the defect/ malfunction of an item cannot be rectified within 10 (ten) days the supplier will be required to arrange for immediate replacement of the same till it is repaired & delivered.
9. The rate offered should be written both in figure and words and no crossing or overwriting shall be entertained in the Bid.
10. The bidder is required to quote a firm offer in the price bid, inclusive of all prevailing taxes, duties, transportation as applicable for the assignment.
11. For transportation of materials to site of work is the sole responsibility of the bidder. Statutory traffic restriction during transport of materials to be specified site is to be taken in to consideration before bidding.
12. In case of any bid where unit rate of any item/items appear unrealistic such bid will be considered as unbalanced and in case the bidder is unable to provide satisfactory explanation such a Bid is liable to be disqualified and rejected.
13. RIGHT TO ACCEPTANCE/REJECTION OF BID: The right of acceptance of bid rests with the Director of Fisheries, Assam who does not bind himself to accept the lowest Bid and also reserve the right to reject any or all the Bid(s) received without assigning any reason whatsoever. Any dispute arises in future will be finalized by the Department of Fisheries, Government of Assam.
14. Rejected items shall be taken back by the bidder at their own cost within 15 (fifteen) days of the notice of rejection and should be replenished within 15 days.
15. The EMD will be forfeited if the supplier fails to supply the item within stipulated time.

Sd/-
Director of Fisheries
Assam, Guwahati