

**GOVERNMENT OF MEGHALAYA**  
**DIRECTORATE FOOD CIVIL SUPPLIES AND CONSUMER AFFAIRS:**  
**SHILLONG**

**NOTICE INVITING TENDER**  
Dated Shillong the 25<sup>th</sup> February 2015

No DSCA. 75/2012/24 : The Director of Food Civil Supplies & Consumer Affairs Meghalaya hereby invites SEALED Quotation/Tenders from authorised companies/suppliers for supply of PC Desktops and equipments. Quotations/Tenders should reach the undersigned on or before 18<sup>th</sup> March 2015.

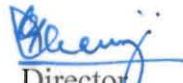
The particulars and specification and also the terms and conditions of the Tender may be seen from this office website : <http://megfesca.gov.in>

Sd/  
Director  
Food Civil Supplies & Consumer Affairs,  
Shillong

Memo. No DSCA. 75/2012/24 : Dated Shillong the 23<sup>rd</sup> February 2015

Copy to:-

- 1 The Deputy Secretary Food Civil Supplies & Consumer Affairs, Meghalaya, Shillong for information.
- 2 SIO, NIC, Meghalaya, Shillong with a request to upload the notice and terms & conditions in the Website of this Department.
- 3 Information Technology Department, Meghalaya, Shillong.
- 4 Director, Information and Public Relation, Meghalaya, Shillong with a request to publish the Notice Inviting Tenders in the leading Newspapers (one in English, Khasi and Garo).

  
Director  
Food Civil Supplies & Consumer Affairs,  
Shillong.

Sl. No	PARTICULARS & SPECIFICATION
1.	<p><b>Desktops Computers</b>  Intel Core i3-3220 (3.3 GHz, 3MB Cache or higher)  Chipset – Intel 6 Series or better;  Bus Architecture: 3PCI(PCI/Express) or more  Memory – 4 GB 1333MHz DDR-III RAM upto16 GB expandability  Hard Drive: 500 GB Serial ATA hard disk (7200 rpm)  Monitor:47cm(18.5inch) or larger TFT LED Digital color TCO-05 certified  Keyboard: 104 Keys; Mouse: Optical with USB Interface, Bays: 3 Nos or above.  Ports: 6 USB Ports (with at least 2 in front), 1 Serial audio ports for microphone and headphone in front.  Cabinet: Mini tower; DVD Rewritable Drive: 8X or better  Networking facility: 10/100/1000 on board integrated Network Port with remote booting facility system installation, remote wake up.  Operating system: Latest Windows Operating System preloaded with Media and Documentation and Certificate of Authenticity.  OS Certification: Latest Windows Operating System certification.  Power management: Screen Blanking, Hard Disk and system Idle Mode in Power On, Set up Password, Power Supply SMPS Surge protected.  Preloaded Antivirus : Norton or McAfee or e-Trust with 60 days License .</p>
2.	<p><b>MS Office Pro Plus 2013 SINGLE OLP</b></p>
3.	<p><b>UPS FOR DESKTOPS</b>  LINE INTERACTIVE UPS with AVR for single phase AC 160V to 280V input.  Rated KVA: 1.0 Minimum VAH: 400</p>
4.	<p><b>LaserJet Multi Function Printer (MFP) Print, Copy, Scan</b>  Resolution (in dpi) - Mono, 1200 x 1200, paper size- A4, Print speed in PPM (A4 size) 40 Port: 1 USB, Memory (in MB): NA, Network card 10/100: YES, Duplexing: YES.</p>
5.	<p><b>LaserJet Printer ( 18 or 22PPM)</b>  Resolution (in dpi)- Mono, 600 x 600,paper size- A4, Print speed in PPM (A4 size) 18 or 22 Port:1 USB, Memory (in MB): NA, Network card 10/100: YES, Duplexing: NA.</p>
6.	<p><b>WEB CAM :</b>  VGA sensor (640 x480 pixel) resolution at up to 30 fps, built in microphone , still image up to 1.3 MP (With 3 yr warranty)</p>
7.	<p><b>Net working</b></p>

## Terms and Conditions:

1. Non Refundable Court Fee Stamp of Rs. 50/- (Rupees Fifty) only should be affixed to the Sealed Tender
2. Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousand) only in the form of DD / Banker's Cheque drawn in favour of to the Director, Food Civil Supplies & Consumer Affairs Shillong
3. Earnest money deposited by unsuccessful Quotationers will be released after selection process is completed. Earnest money deposited by successful Quotationers will be released when work/supply done.
4. The following documents should be enclosed with the Tender:
  - (a) Attested copy of Up-to-date –
    - (i) Registration Certificate in form 2 Rule 18 – TIN
    - (ii) Central Sales Tax Registration in Form B Rule 5 (i)
    - (iii) Clearance Certificate under MVAT Form 39
    - (iv) Other attested copies of related certificates under MVAT required under Rule.
    - (v) An updated Professional Tax.
5. Rates of materials supplied should be inclusive of all taxes and F.O.R to the different Districts and Subdivisional Headquarter(s) in Meghalaya.
6. Non Tribal Tenderers should submit attested copy of up-to-date Trading License issued by the concerned District Council
7. The Tenderers should enclose an Affidavit on non-judicial stamp paper of Rs. 10/- (Rupees ten) stating that they have not been blacklisted by any Central/State Govt. Departments or Central/State PSUs for the last 3 years.
8. In case the Tenderers furnish false information their tenders will be rejected and their EMD stands forfeited
9. Copy of Income Tax clearance certificate obtained from the Income Tax Department should be furnished along with the quotation
10. Quotationers belonging to SC/ST Community should furnish copy of SC/ST certificate issued by the competent authority
11. The Quotationers need to submit documentary evidence with regard to their sound financial status.
12. The Quotation should be superscript with the word "Quotation for the hardware procurement of the End-to-end computerisation of TPDS in Meghalaya" on the outer cover of sealed quotation addressed to the Director, Directorate of Food Civil Supplies & Consumer Affairs, Horse Shoe Building (Ground Floor) Lower Lachumiere, Shillong-793001
13. The tenderers should furnish experience certificate to the effect that they had executed such contract work with Government Department/Organization during the last two – three years
14. Warranty should be for 5 years
15. Successful Tenderers/Suppliers/bidders will have to provide necessary service against materials supplied under warranty period.
16. Rates should be valid for one year from the date of issue of the Tender
17. Power of attorney / authority letter in favour of the official signing the tender.

18. The tenderers should have OEM certificates from the manufacturers
19. The authorized dealers/companies should have a functional Service Centre in Shillong with service engineers along with the contact details of the service centres. The Service Engineers should provide services to any part of the State within 24 hours of receipt of complaint.
20. The maximum response time for repairing the system shall not be more than 24 hours within Shillong and 48 hours for the rest of the state.
21. The response time for any complain should be clearly mentioned and any replacement needed for any computer items should be within 15 days.
22. The tenderers shall submit the tender in 2 sealed covers marked as cover I & II. The 1<sup>st</sup> cover should contain the Earnest Money as indicated above. The 2<sup>nd</sup> cover should contain the tender documents as per Annexure-II. The opening of the Tender shall be strictly as per the NIT terms & conditions
23. All tenderers / bidders should complete the checklist as at Annexure-I and submit along with the tender documents
24. Rates should be quoted both in figures and words inclusive of tax etc. Overwriting and erased against rate, words will be rejected
25. Department reserves the right to make any changes in the terms and conditions of the tender
26. **Payment Terms:**

80% Payment shall be made on receipt of goods by consignee. For claiming this payment the following documents are to be submitted to the paying authority:

  - (a) Invoice
  - (b) Delivery Challan/ Bills in duplicate duly pre-receipted
  - (c) Supplier certificate for dispatch
  - (d) Consignee receipt

The remaining amount of payment (20 %) shall be made after the submission of the complete installation report
27. **Delivery:**
  - a) Delivery of the goods and documents shall be made by the Supplier in accordance with the terms specified by the Purchaser in its Schedule of Requirements and special conditions of contract and the goods shall remain at the risk of the Supplier until delivery has been completed.
  - b) The delivery of the equipment shall be to the ultimate consignee as given in the purchase order.
  - c) No transportation charges, whatsoever shall be paid by the Department for any type of services
  - d) The delivery of goods shall commence within 45 days of the placement of order



Director,

Food, Civil Supplies and Consumer Affairs,  
Meghalaya, Shillong.

## Configurations/Specifications for desktop\*

<p>Processor – i3-3220 (3.3 GHz, 3MB Cache or higher)  Memory – 4 GB 1333MHz DDR-III RAM upto 16 GB expandability  Hard Drive - Serial ATA hard disk (7200 rpm) 500 GB  Integrated HD Graphics (Either Intel or ATI)- Intel H61/AMD 980G processor/Chipset or higher</p>	
<b>Operating system</b>	Genuine Latest Windows OS
<b>Processor</b>	<ul style="list-style-type: none"> <li>• Number of Cores            2 Cores</li> <li>• Speed                            3.3 GHz or higher</li> <li>• Cache Memory                3 MB or higher</li> <li>• Voltage Range                0.825 V - 1.475 V</li> <li>• Manufacturing Process      32 nm</li> <li>• Base Frequency               3400 MHz</li> </ul>
<b>Chipset</b>	<ul style="list-style-type: none"> <li>• Socket supporting either Intel H61/AMD 980G processor/Chipset or higher</li> <li>• Dual Graphics Technology</li> </ul>
<b>Memory</b>	4 GB 1333MHz DDR-III RAM upto 16 GB expandability
<b>Hard drive</b>	500 GB Serial ATA hard disk (7200 rpm)
<b>Optical drive</b>	Optical drive options: DVD ROM Rewritable
<b>Graphics</b>	Integrated HD Graphics (Either Intel or ATI)
<b>Audio</b>	Embedded high-definition audio
<b>Networking</b>	Gigabit Ethernet
<b>I/O ports</b>	<p>Front I/O ports:</p> <ul style="list-style-type: none"> <li>• TWO USB 2.0 ports</li> <li>• Audio and Microphone jacks</li> </ul> <p>Rear I/O ports:</p> <ul style="list-style-type: none"> <li>• Four USB 2.0 ports</li> <li>• PS/2 keyboard and mouse ports</li> <li>• Audio ports</li> <li>• Ethernet (RJ-45) port</li> <li>• VGA port</li> <li>• HDMI</li> <li>• Parallel port</li> <li>• Serial port</li> </ul>
<b>I/O expansion</b>	<ul style="list-style-type: none"> <li>• PCI Express® 2.0 x16 slot</li> <li>• One Express® 2.0 x1 slot</li> <li>• One PCI v2.3 (5 V) slots</li> </ul>
<b>Power supply</b>	300 W/250 W
<b>System compliance</b>	PC 2001
<b>Peripherals/Others</b>	<ul style="list-style-type: none"> <li>• 104 Keys OEM Keyboard with rupee sign engraved</li> <li>• OEM Optical Scroll Mouse with Mouse pad</li> <li>• SFF chassis with volume less than 13.5 litres and with suitable power supply</li> <li>• TCO05 Certified 17" or higher TFT LCD Monitor (5 ms or better response time)</li> <li>• All necessary Plug-ins/utilities and driver software, bundled in CD/DVD Media</li> </ul>
<b>Anti Virus</b>	Warranty: at least 1 year license

## Others\*

Item	Details/Specifications
Networking	<ul style="list-style-type: none"><li>• Cat6 UTP Cable (mtr)</li><li>• CAT6/UTP Patch Cord (2m)</li><li>• I/O Box (SMB)</li><li>• Casing (30 x 25 mm) (mtr)</li><li>• Fixing of I/O</li><li>• Fixing of PVC Casing (30 x 25 mm) (mtr)</li><li>• Laying of CAT6 UTP cable</li><li>• Switch (8-port, 10/100 Mbps) (1 year warranty)</li></ul>
MS Office	MsOfficeProPlus 2013 SNGL OLP
UPS system	<ul style="list-style-type: none"><li>• 500 VA Line Interactive UPS with AVR for single phase AC 160V to 280V input</li><li>• 60 minute battery backup on full load (0.65 PF)</li><li>• 5 years warranty for UPS and 1yr warranty on Battery</li></ul>
Web Camera	<ul style="list-style-type: none"><li>• Sensor : Native VGA Sensor 2MP or better</li><li>• Microphone : Integrated</li><li>• Video frame rate : 30 fps or better</li><li>• Connectivity : USB</li><li>• Still image: up to 1.3 MP</li><li>• Warranty: 5 years</li></ul>
Printer	<ul style="list-style-type: none"><li>• A4</li><li>• Mono</li><li>• 18/22 PPM</li><li>• 600 x 600 dpi (1200 dpi effective output)</li><li>• 2/8 MB Memory</li><li>• USB Port with 5.000/8.000 pages duty cycle</li><li>• 3 years warranty</li></ul> AND <ul style="list-style-type: none"><li>• MFP Printer / Copier / Scan</li><li>• A4</li><li>• Mono</li><li>• 40 PPM</li><li>• 1200 x 1200 dpi</li><li>• 75.000 pages per month duty cycle</li><li>• 1 GB Memory</li><li>• Automatic Duplexer</li><li>• USB &amp; Network Interface</li><li>• Flatbed scanner with 50 sheets ADF Tray</li><li>• 8 inch touch screen panel</li><li>• 3 years warranty</li></ul>

*\*According to specifications of DGS&D/NICSI rates/specifications*

Annexure – I

(A) Technical Statement

SI No	Item Description	Compliance (Yes/No)
1.	<p><b>Desktops Computers</b>                      Intel Core i3-3220 (3.3 GHz, 3MB Cache or higher)                      Chipset – Intel 6 Series or better;                      Bus Architecture: 3PCI(PCI/Express) or more                      Memory – 4 GB 1333MHz DDR-III RAM upto16 GB expandability                      Hard Drive: 500 GB Serial ATA hard disk (7200 rpm)                      Monitor:47cm(18.5inch) or larger TFT LED Digital color TCO-05 certified                      Keyboard: 104 Keys; Mouse: Optical with USB Interface, Bays: 3 Nos or above.                      Ports: 6 USB Ports (with at least 2 in front), 1 Serial audio ports for microphone and headphone in front.                      Cabinet: Mini tower; DVD Rewritable Drive: 8X or better                      Networking facility: 10/100/1000 on board integrated Network Port with remote booting facility system installation, remote wake up.                      Operating system: Latest Windows OS preloaded with Media and Documentation and Certificate of Authenticity.                      OS Certification: Latest Windows OS certification.                      Power management: Screen Blanking, Hard Disk and system Idle Mode in Power On, Set up Password, Power Supply SMPS Surge protected.                      Preloaded Antivirus : Norton or McAfee or e-Trust with 60 days License</p>	
2.	<p><b>Web Camera</b> : VGA sensor (640 x480 pixel) resolution at up to 30 fps, built in microphone , still image up to 1.3 MP (With 5 yr warranty)</p>	
3.	<p><b>LaserJet Printer</b> : A4, Mono, 22 PPM, 600 x 600 dpi (1200 dpi effective output), 8 MB Memory, USB Port with 8,000 pages duty cycle <b>(With 3 yr warranty)</b></p>	
4.	<p><b>LaserJet Printer</b> : A4, Mono, 18 PPM, 600 x 600 dpi (1200 dpi effective output), 2 MB Memory, USB Port with 5,000 pages duty cycle <b>(With 3 yr warranty)</b></p>	
5.	<p>MS Office Pro Plus 2013 SINGLE OLP</p>	
6.	<p><b>500VA Line Interactive UPS</b> system with 60 minute battery backup on full load (0.65 PF) (5 years warranty for UPS and 1yr warranty on Battery)</p>	
7.	<p><b>LaserJet MFP Printer / Copier / Scan</b> : A4, Mono, 40 PPM, 1200 x 1200 dpi, 75,000 pages per month duty cycle, 1 GB Memory , Automatic Duplexer, USB &amp; Network Interface, Flatbed scanner with 50 sheets ADF Tray; 8 inch touch screen panel <b>(With 3 yr warranty)</b></p>	

**(B) PRICE SCHEDULE**

SI No	Item	Details	Quantity	Rates per Unit (inclusive of all taxes & levies in figure)	Total cost (inclusive of all taxes & levies in figure)

Please quote total cost in figure and words (inclusive of all taxes and levies)

**Annexure – II****TECHNICAL SPECIFICATION AND SCHEDULE OF REQUIREMENTS**

SI No	Item	Details	Quantity to be purchased
1	Desktop-Windows	Intel Core i3-3220 (3.3 GHz, 3MB Cache or higher) Chipset – Intel 6 Series or better; Bus Architecture: 3PCI(PCI/Express) or more Memory – 4 GB 1333MHz DDR-III RAM upto 16 GB expandability Hard Drive: 500 GB Serial ATA hard disk (7200 rpm) Monitor: 47cm(18.5inch) or larger TFT LED Digital color TCO-05 certified Keyboard: 104 Keys; Mouse: Optical with USB Interface, Bays: 3 Nos or above. Ports: 6 USB Ports (with at least 2 in front), 1 Serial audio port for microphone and headphone in front. Cabinet: Mini tower; DVD Rewritable Drive: 8X or better Networking facility: 10/100/1000 on board integrated Network Port with remote booting facility system installation, remote wake up. Operating system: Latest Windows OS preloaded with Media and Documentation and Certificate of Authenticity. OS Certification: Latest Windows OS certification. Power management: Screen Blanking, Hard Disk and system Idle Mode in Power On, Set up Password, Power Supply SMPS Surge protected. Preloaded Antivirus : Norton or McAfee or e-Trust with 60 days License	
2	Web Camera	VGA sensor (640 x 480 pixel) resolution at up to 30 fps, built in microphone , still image up to 1.3 MP (With 5 yr warranty)	
3	LaserJet Printer	A4, Mono, 22 PPM, 600 x 600 dpi (1200 dpi effective output), 8 MB Memory, USB Port with 8,000 pages duty cycle ( <b>With 3 yr warranty</b> )	
4	LaserJet Printer	A4, Mono, 18 PPM, 600 x 600 dpi (1200 dpi effective output), 2 MB Memory, USB Port with 5,000 pages duty cycle ( <b>With 3 yr warranty</b> )	
5		MS Office Pro Plus 2013 SINGLE OLP	
6	UPS	500VA Line Interactive UPS system with 60 minute battery backup on full load (0.65 PF) (5 years warranty for UPS and 1yr warranty on Battery)	
7	LaserJet MFP Printer / Copier / Scan	A4, Mono, 40 PPM, 1200 x 1200 dpi, 75,000 pages per month duty cycle, 1 GB Memory . Automatic Duplexer, USB & Network Interface, Flatbed scanner with 50 sheets ADF Tray; 8 inch touch screen panel ( <b>With 3 yr warranty</b> )	
8	Networking	Cat6 UTP Cable (mtr)	
		CAT6/UTP Patch Cord (2m)	
		I/O Box ( SMB)	
		Casing (30 x 25 mm) (mtr)	
		Fixing of I/O Box (no)	
		Fixing of PVC Casing ( 30 x 25 mm) (mtr)	
		Laying of CAT6 UTP cable (mtr)	
		Switch (8-port, 10/100 Mbps) ( 1 year warranty)	