

NO. A.16012/1/2021-DTE(LESDE)
GOVERNMENT OF MIZORAM
DIRECTORATE OF LABOUR, EMPLOYMENT, SKILL DEVELOPMENT &
ENTREPRENEURSHIP
MIZORAM, AIZAWL.

Dated Aizawl, the 3rd March, 2022

LIMITED TENDER NOTICE

Sealed quotation are hereby invited on behalf of the Governor of Mizoram from approved firms/dealer/agents for Supply of I.T. Infrastructure under National Career Service Project for Employment Exchange, Lunglei. Quotation will be received by the undersigned upto 1:00 P.M. of 8th March, 2022 and will be opened on the same day at 1:30 P.M.

The tender documents and other details can be obtained from the Directorate of Labour, Employment, Skill Development & Entrepreneurship, Tuikhuahtlang, Aizawl, P.O Aizawl-796001, Mizoram, during office hours or downloaded from website :<https://lesde.mizoram.gov.in>.

Sd/-(K. LALHMINGLIANA)

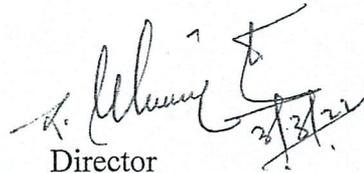
Director

Labour, Employment, Skill Development & Entrepreneurship Deptt.
Mizoram : Aizawl

Memo No. A. 16012/1/2021-DTE(LESDE) : Dated, Aizawl, the 3rd March, 2022

Copy to:

1. Under Secretary, LESDE Department for information.
2. Under Secretary, ICT Deptt. For kind publication in the common website of the State Government.
3. Web Manager for kind publication in the Departments 'website.
4. G.I. Infotech, Zarkawt, Aizawl.
5. Computer Enterprise, Zarkawt, Aizawl
6. Fel Fel Digitals, Zarkawt, Aizawl.
7. DLEO, Lunglei for information
8. Guard File.


Director

Labour, Employment, Skill Development & Entrepreneurship Deptt.

Mizoram : Aizawl

**LIMITED TENDER FOR SUPPLY OF IT INFRASTRUCTURE UNDER NATIONAL CAREER
SERVICE PROJECT**

TERMS & CONDITIONS

1. The List of Items to be supplied shall be of specifications as given in Annexure – ‘A’.
2. Approximate amount involved will be 7.86 lakh. The undersigned reserves the right to increase or decrease the quantity of any or all item and delete any item at any stage of work.
3. The quotations should be addressed to the **‘Director, Labour Employment, Skill Development & Entrepreneurship, Tuikhuahtlang, Aizawl-796001’** and the sealed envelope containing the quotation should be superscripted **‘QUOTATION FOR SUPPLY OF IT INFRASTRUCTURE’** in capital letters.
4. The quotations shall be accompanied by Bid Security Declaration/ Undertaking in the format at Annexure – ‘C’ in lieu of Earnest Money deposit.
5. Quotations shall be submitted in the Format at Annexure - ‘B’ to ‘D’ and shall be accompanied by the following documents (duly attested):
 - a. Photocopy of GST Registration Certificate OR
 - b. For non-tribal bidders, photocopy of Income Tax Clearance Certificate OR
 - c. For tribal bidders, photocopy of Scheduled Tribe Certificate/House Tax Payee Certificate.
 - d. In case of firms/dealers quoting rates on behalf of manufacturers/dealers, an authenticated Letter of Authority from the manufacturer or Dealership Certificate for distribution or sale of the product should be enclosed with the quotation. Original Certificates should be produced at the time of opening, if demanded.
 - e. Detailed specifications of the materials/items quoted. Sample of the items OR relevant documents including catalogue/brochure/literature should also be enclosed.
6. Bidder may offer rate for any or all of the Packages as per convenience but items under a package are not optional and quoted as per Package only.
7. Bidders may offer rates in terms of Indian Rupees (one rate per item and if there are more than one brand, the separate rates for such brands with specific details) of all items both in figures and in words as given in the format (Annexure-‘D’) enclosed herewith. The rates quoted shall be inclusive of all taxes/duties including GST.

8. The rates quoted should be FOR destination i.e. Directorate of Labour Employment, Skill Development & Entrepreneurship, Tuikhuahtlang, Aizawl-796001.
9. All pages of the quotation papers shall be printed, signed, stamped and dated. Corrections, if any, shall be initialled, stamped and dated.
10. Warranty period and availability of after-sales-service facilities during the warranty period should be mentioned clearly.
11. The authority to accept the quotation shall lie with the Purchase Advisory Board, subject to approval of the Government, who reserves the right to accept or reject any quotation without assigning any reasons thereof and also does not bind himself to accept the lowest rate or any other rates.
12. Quotations submitted after the stipulated date and time stated in the notice shall in no case be accepted.
13. Incomplete quotations are liable to be summarily rejected.
14. Accepted rates of prices shall be valid for One Year or as maybe decided by the Government.
15. The undersigned reserves the right to split the work to various parties at the accepted rates.
16. The successful bidder will have to execute an agreement within specified period to be indicated in the communication of selection of the quotations. The selected bidders who fail to execute the agreement within the stipulated time will be treated as not interested and the selection will stand cancelled with forfeiture of earnest money.
17. The successful bidder should submit a Performance Security deposit not less than 5% of the value of the contract in the form of Account payee Demand Draft OR Fixed Deposit Receipt OR Bank Guarantee duly pledged in favour of the Director, Labour, Employment, Skill Development & Entrepreneurship Department, Government of Mizoram, Aizawl made in any Recognized Bank, valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the supplier. The Performance Security will be released after successful completion of the contract.
18. The Security Deposit may be forfeited on supply of items of inferior quality and/or for breach of any terms and conditions laid down in the agreement as entered into between the successful bidder and the Government.

19. Successful bidder shall have to supply the materials within 30 days from the date of issue of supply order or as may be decided and indicated specifically in the supply order failing which the Security Deposit will be forfeited and the supply order will be treated as cancelled automatically, unless the Director, Labour, Employment, Skill Development & Entrepreneurship Department, on the written request of the suppliers, extends the period in exceptional and reasonable cases.
20. The materials supplied shall be exactly similar to the specifications accepted and will be physically checked and received at the Directorate of Labour, Employment, Skill Development & Entrepreneurship.
21. All payments will be made only after the materials are received in full and in good condition similar to the specifications quoted and after completion of installation and satisfactory commissioning.
22. In the event of any dispute or controversy, relating to the quotation. The matter shall be referred to the Secretary to the Government of Mizoram, Department of Labour, Employment, Skill Development & Entrepreneurship whose decision on the matters shall be final and binding on both.
23. In case of any legal disputes/litigations arising out of this tender notice or its terms, the local Court shall have the jurisdiction as per the relevant laws in force.
24. The bidder must prepare his/her quotation after thorough study of Tender Documents, and agree to all the conditions in toto.



Director,
Labour, Employment, Skill Development & Entrepreneurship Deptt.
Mizoram : Aizawl.

Annexure – ‘A’

List of Items to be Supplied

Sl. No.	Items	Specifications	Quantity
1	LCD Display	Full HD 49"	1
2	Computer Set (PC)	Core i5 9 th Gen or equivalent, 4GB RAM, 1TB HDD, 19" LCD Monitor, Keyboard, Speakers, Mouse, Mouse Pad, Pre-installed Windows 10 or later & MS Office (latest version)	10
3	MFDs (printer, scanner, etc.)	Print, Scan and copy with manual duplex	3
4	MFDs Main Office (photo copier machine)	Auto duplex, full toner with 2KVA stabilizer	1
5	Laptop	Core i5 7 th Gen or equivalent, 4GB RAM, 1 TB HDD 2 Cell Battery with Bag, pre-installed Windows 10 or later & latest version MS Office	1
6	Projector	WXGA Short throw Projector	1
7	Phone (mobile)	Mobile phone 6 GB RAM , 128 GB Storage or equivalent	4

Annexure – 'B'

FORM OF BID

To,

The Director,
Labour, Employment, Skill Development & Entrepreneurship Department,
Mizoram : Aizawl
T-216, Dr. Silvera Building, Tuikhuahtlang, Aizawl – 796001.

Subj: Quotation for supply of Office Furniture.

Ref: Your Quotation No.A.33027/3/2018-DTE (LESDE): Dated

Sir,

I/We declare:

That I/we am/are sole owner/authorized agents of _____
_____.

That I/we hereby offer to provide services at the prices and rates mentioned in the Financial Bid Format of this Quotation.

I/we do hereby undertake, that, in the acceptance of our bid, the services shall be provided as stipulated in the supply order and the quotation terms and conditions to the bid and that we shall perform all the incidental services. The prices quoted are inclusive of all charges including all admissible taxes.

I/we enclose herewith the complete technical and financial bids as required by you in Annexure 'C' & 'D'.

I/we have carefully read and understood the terms and conditions of the Quotation and the conditions of the contract applicable to the tender and we do hereby undertake to provide the services as per these terms and conditions.

I/do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof, the tender document shall constitute a binding contract between both parties.

Signature (with date):

Name of Authorized representative:

Name of the Agency:

Full Address:

Agency/Company Seal: _____

Details of enclosures:

Date:

Annexure – 'C'

Format of Technical Bid

Details of Firm

1.	Name of Firm	
2.	Full Address	
3.	Name of authorized signatory	

Proforma

Sl. No.	Proforma details	Whether enclosed (Yes/No)	Page No.
1.	Copy of GST Registration Certificate		
2.	Copy of Income Tax Clearance Certificate (for Non-tribal)		
3.	Copy of Scheduled Tribe Certificate/ House Tax Payee Certificate (for Tribal)		
4.	Copy of Letter of Authority from Manufacturer OR Dealership Certificate (in case of firms quoting on behalf of Manufacturer/Dealer)		
5.	Detailed Specifications/Catalogue/Brochures/Samples		
6.	Others (please specify, if any):		

Bid Security Declaration / Undertaking

I/we, the undersigned, do hereby declare that if I/we withdraw or modify my/our Bids during the period of validity, OR if I/we are eventually awarded the contract and failed to sign the contract OR to submit a performance security before the deadline defined in the request for proposal/ Tender document, I/we am/are liable to be suspended for a period of time specified in the request for bid/ Tender document from being able to submit bids for contract with Labour, Employment, Skill Development & Entrepreneurship Department, Government of Mizoram.

Signature(with date) of Authorized Signatory
Name in Full:
Seal:

Annexure – ‘D’

Format of Financial Bid

Sl. No.	Item	Specifications with Brand/Make/Model	Rate inclusive of GST/all Taxes	GST %	CGST	SGST	Quantity	Amount
1	LCD Display (49")							
2	Computer (Full set)							
3	MFDs (printer, Scanner, etc)							
4	MFD Main office (Photo Copier Machine)							
5	Laptop							
6	Projector							
7	Phone (Mobile)							

Rupees _____ only (in words)

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. _____ (Amt. in figures) Rupees _____ (Amount in words) within the period specified in the Invitation for Quotations.

We also confirm that the normal commercial Warranty/Guarantee of Months shall apply to the offered goods.

We also offer after sales services as follows:

- 1.
- 2.
- 3.
- ...

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

**Signature(with date) of Authorized Signatory
Name in Full:
Seal:**