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No.A.33027/3/2018-DTE (LESDE)
GOVERNMENT OF MIZORAM
DIRECTORATE OF LABOUR, EMPLOYMENT, SKILL DEVELOPMENT
& ENTREPRENEURSHIP
MIZORAM, AIZAWL.

Dated Aizawl, the 16th March, 2021.

SHORT QUOTATION NOTICE.

Sealed quotations are hereby invited on behalf of the Governor of Mizoram from reputed firms/ dealer/agents for supply of 'Goods' under STRIVE Scheme in Mizoram. Quotations will be received by the undersigned upto 1:00 PM of 25th March 2021 and will be opened on the same day at 1:30 PM.

PACKAGE No. 1

Sl. No.	Items	Nos.	Specification
1	Computer Set (PC)	13	Core i5 9th Gen 4 GB, 1 TB HDD, DVD Writer, Graphic Card 1050, 1 GB, Keyboard & Mouse, 19" LED Monitor.
2	Laptop	2	Core i5 7th Gen 4 GB, 1 TB, 2 Cell Battery with Bag
3	Printer	12	Laser Monochrome Printer 2 in 1
4	Printer	4	Epson L810 Eco Ink Tank
5	Copier	1	HP Office Pro 9010
6	UPS for Desktop PC	13	Capacity 600 VA/360 Watts
7	Power Backup	2	Luminous 6kva - 192v online UPS & external Batteries
8	Projector	5	WXGA Short throw Projector
9	Image Copier	4	95 cpm full toner with 2 kva stabilizer

PACKAGE No. 2

Sl. No.	Items	Nos.	Specification
1	Total Station with 2 Prism each	3	Sokkia IM55, 500mm Non-Prism, 5" Accuracy or Equivalent

PACKAGE No. 3

Sl. No.	Items	Nos.	Specification
1	Office Table	6	Godrej T-9 (5 Drawer) or Equivalent
2	Clerical Table	7	T-8 or Equivalent
3	Computer Table	13	Godrej C-11 or Equivalent
4	Chair	8	CH-1007 or Equivalent
5	Revolving Chair	13	Godrej PCH-4103 or Equivalent
6	Steel Locker	7	Stotwel M2 file cabinet or Equivalent
7	Almirah	3	Storwel Big Plain or Equivalent

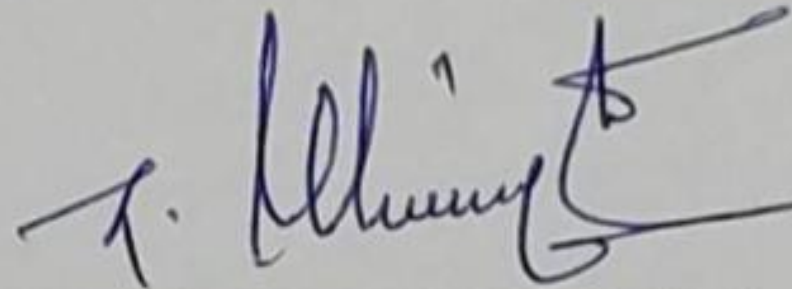
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The tender documents and other details can be obtained from the Directorate of Labour, Employment, Skill Development & Entrepreneurship, Tuikhuahtlang, Aizawl-796001, Mizoram, during office hours.

Sd/- K. LALHMINGLIANA
Director
Labour, Employment,
Skill Development & Entrepreneurship Deptt.
✦ Mizoram : Aizawl

Memo No.A.33027/3/2018-DTE (LESDE): Dated, Aizawl, the 26th March, 2021.
Copy to:

1. Under Secretary, LESDE Department for information.
2. Notice Board.
3. Guard File.



(K. LALHMINGLIANA)
Director
Labour, Employment,
Skill Development & Entrepreneurship Deptt.
✦ Mizoram : Aizawl

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GOVERNMENT OF MIZORAM
DIRECTORATE OF LABOUR, EMPLOYMENT, SKILL DEVELOPMENT & ENTREPRENEURSHIP
MIZORAM : AIZAWL

LIMITED TENDER FOR SUPPLY OF OFFICE FURNITURE

TERMS & CONDITIONS

1. The List of Items to be supplied given in the Quotation Notice.
2. Approximate amount involved will be ₹ 52.61 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 OFFICE FURNITURE'** in capital letters.
4. The quotations shall be accompanied by Bid Security Declaration/ Undertaking in the format at Annexure – 'B' in lieu of Earnest Money deposit.
5. Quotations shall be submitted in the Format at Annexure - 'A' to 'C' 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

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items both in figures and in words as given in the format (Annexure-'C') 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 initialed, 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.

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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.

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Annexure – 'A'
FORM OF BID

To,

The Director,
Labour, Employment, Skill Development & Entrepreneurship Department,
Mizoram : Aizawl
T-216, Silver 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 'B' & 'C'.

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:

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Annexure – 'B'

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 – 'C'

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Format of Financial Bid

Sl. No.	Item	Specifications with Brand/Make/Model	Rate inclusive of GST/all Taxes	GST %	CGST	SGST	Quantity	Amount
Package - 1								
1	Computer Set(PC)							
2	Laptop							
3	Printer							
4	Printer							
5	Copier							
6	UPS for Desktop PC							
7	Power Backup							
8	Projector							
9	Image Copier							
Package - 2								
1	Total Station with 2 Prism each							
Package - 3								
1	Office Table							
2	Clerical Table							
3	Computer Table							
4	Chair							
5	Revolving Chair							
6	Steel Locker							
7	Almirah							
GRAND TOTAL								

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: