



Telangana State Technology Services Ltd.,

HACA Bhavan, 2nd floor, opp. to Public Gardens
5-10-103/40/206, Hyderabad, Telangana - 500 004, India.

Email: mngdirector-tsts@telangana.gov.in

Website: <http://www.tsts.telangana.gov.in>, CIN No: U74900TG2015SGC

File Number: TSTS/HWP3/ITE&C/001/2024/2

DT: 30/01/2024

To

The Prospective Bidders

Short Tender Notice

| | |
|---------------|---|
| Sub: | TSTSL-HWP3–Supply of Peripheral Items for usage of PS to Special Secretary to CM, Telangana-Reg. |
| Subject | TSTSL invites bids for Supply of Peripheral Items for usage of PS to Special Secretary to CM Telangana as mentioned in this Tender document. |
| Time Schedule | Last date and time for receipt of Bids : 02/02/2024 01:00 PM Date and Time for opening of Bids : 02/02/2024 01:30 PM Mail Id for communication : drmrao-tsts@telangana.gov.in , Mobile-9963029415 |
| 1 | Bids should be submitted at o/o TSTS, 2nd floor, HACA Bhavan, Opp. To Public Gardens, Nampally, Hyd-4. |
| 2 | Any deviations in format may make the bids liable for rejection. |
| 3 | Bids should be valid at least for a period of 120 days from the date of bid opening. |
| 4 | Managing Director, TSTSL reserves the right to accept or reject any or all the bids without assigning any reasons thereof and to add, modify or delete any of the terms and conditions without any notice. |
| 5 | Conditional bids not acceptable and liable for rejection. |
| 6 | Bidder has to quote for all items mentioned in schedule of the tender document. L1 will be arrived considering total cost of all items in tender. The bid will be rejected if Bidder has not quoted for all the items in the schedule. |
| 7 | No options will be accepted. If Bidder wants to give options, he may submit as separate bids along with Separate EMDs. These will be treated as separated bids for evaluation. |
| 8 | Persistent complaints from the user Department during the warranty period relating to the improper service will be sufficient ground for the TSTSL to blacklist the successful bidder from participating in future tenders. |
| 9 | Conditional bids not acceptable and liable for rejection. |
| 10 | Eligibility Eligibility: 1. The Bidder should have Service centre in Hyderabad as on bid calling date. Details of the service center and service engineer details should be submitted in Technical Bid. 2. The bidder should submit declaration stating that they are not debarred/blacklisted in Technical bid. 3. The bidder should submitted valid statutory documents in technical bid: copy of PAN card and copy of GST (Hyderabad) and firm registration copies. Note: failing of submission of the above mentioned document proofs is liable for rejection of the bid. |
| 11 | Delivery & Installation: 1. Successful Bidder shall deliver and install the goods/services within the delivery and installation period. For any delays in delivery and installation beyond delivery & installation period mentioned in the purchase order, Bidder will be liable for penalties as mentioned in Clause 13. 2. PO consisting of 1-5 locations, bidder has to deliver and install the equipment or has to obtain Site <u>Not Ready Certificate</u> (where ever Site is Not Ready) from User Department officials within 30 days from the due date of Delivery and installation. |

| 12 | <p>Payment Terms: For all the items:</p> <ol style="list-style-type: none"> 100 % payment on delivery of items <p>Incase site not ready: 75% of the Purchase Order value for that site/location. Note: All the Delivery Challans & Installation Reports/Site Not Ready Certificate/report to be Counter signed by the respective Competent Authority.</p> | | | | |
|-----------|--|------|--|-----------|--|
| 13 | <p>Penalty for late delivery/Installation: For any delay in deliver/install, Bidder will be liable for penalties as follows:</p> <ol style="list-style-type: none"> 1% of the late delivered/Installed goods for One week or part thereof; 1.5%, for Two weeks or part thereof; 2% for Three weeks or part thereof and so on up to a maximum of 10% on the value of late delivered goods. If any delay is for more than 30 days, TSTS will reserve the right to cancel the order without giving any notice and EMD will be liable for forfeiture. | | | | |
| 14 | <p>After Delivery The items are to be installed as per time schedule.</p> | | | | |
| 15 | <p>Bidding Procedure (Tender-wise): Bids should be submitted in two parts namely, "Technical bid" and "Financial bid in separate sealed covers. Bidder should submit all the required formats and documents as mentioned in the tender document.</p> <p>Technical Bid:</p> <ol style="list-style-type: none"> Bid Letter Form GST & Pan copies Eligibility forms Form T1 (Undertaking) Form T2 (Technical compliance of offered items) Technical datasheets, certifications, literature etc for the offered items Un-Priced form F1, Any other documents as per tender document, if any | | | | |
| 16 | <p>Bidders are requested to submit the bids after issue of amendments/clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, before bid submission time & date.</p> | | | | |
| 17 | <p>TSTSL /User Department reserves their right in not considering the bid of a bidder, if such bidder was a previous supplier and had a past bad track record or their earlier performance was unsatisfactory or the Department noticed regarding unsatisfactory performance of the offered OEM brand items which were procured earlier on any count.</p> | | | | |
| 18 | <p>Delivery Locations: O/o. Hon'ble Chief Minister Office Govt. of Telangana.</p> | | | | |
| 19 | <p><u>Penalties during warranty & maintenance period</u> If down time is more than the permissible down time following penalties shall apply (for every day beyond permissible window time penalty shall be imposed as mentioned below in the table</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Penalty beyond permissible down time for every day or part thereof and soon.</th> </tr> </thead> <tbody> <tr> <td>All Items</td> <td>0.5% cost of the items at that site subject to a maximum of total equipment cost at that site.</td> </tr> </tbody> </table> | Item | Penalty beyond permissible down time for every day or part thereof and soon. | All Items | 0.5% cost of the items at that site subject to a maximum of total equipment cost at that site. |
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| All Items | 0.5% cost of the items at that site subject to a maximum of total equipment cost at that site. | | | | |
| 20 | <p>Variation of quantities: 100%.</p> | | | | |
| 21 | <p>Delivery & Installation period: 2 Days from the date of receipt of the Purchase Order</p> | | | | |
| 22 | <p>Exit clause: In case the Supplier has not delivered/install the goods and services within the specified period, unless otherwise extended by the purchaser in writing, then the Purchase Order is deemed terminated, EMD will be forfeiture and action will be initiated on the supplier.</p> | | | | |

General Manager

Bid Formats

Bid Letter Form

From:
(Registered name and address of Bidder.)

To:
Telangana State Technology Services Limited,
HACA Bhavan, 2nd floor,
5-10-103/40/206, Hyderabad- 500004, Telangana, India.

Sir,

Having examined the bidding documents and amendments there on, we the undersigned, offer to provide services/execute the works including supply, delivery installation of hardware, firm wares and software as the case may be, in conformity with the terms and conditions of the bidding document and amendments there on, for the following project in response to your tender call no TSTS/HWP3/ITE&C/001/2024/2 Dt.25/01/2024. or its part assigned to us in conformity with the said bidding documents for an amount quoted in financial bid accordance with the schedule of prices attached herewith and coverage options made by TSTSL or its user organization.

If our bid is accepted, we undertake to;

- provide services/execute the work according to the time schedule specified in the tender document,
- obtain the performance guarantee of a bank in accordance with bid requirements for the due performance of the Purchase Order, and
- agree to abide by the bid conditions, including corrigendum, if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.

We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Date & Place:

Signature of Bidder & Stamp

Form P1 - Details of Service Centers in Telangana State

| # | District | Full Address of service center | Contact person with phone No. | No. of support engineers and their details : Name, Qualification and Experience |
|---|----------|--------------------------------|-------------------------------|---|
| A | B | C | C | D |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

Date & Place:

Signature of Bidder & Stamp

Form P2 - Declaration Regarding Clean Track Record

To,
The Managing Director
HACA Bhavan, 2nd floor,
5-10-103/40/206, Hyderabad, Telangana - 500 004, India

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Document TSTS/HWP3/ITE&C/001/2024/2 Dt.25/01/2024 I hereby declare that my company/ Consortium Partners has not been debarred/ black listed as on Bid calling date by any Central or State Government / Quasi Government Departments or Organizations in India for non-satisfactory past performance, corrupt, fraudulent or any other unethical business practices. I further certify that I am competent officer in my company to make this declaration.

Yours faithfully,

(Signature of Bidder)

Name & Designation

Seal & Date:

Business Address:

Form P3 – General information

| # | Description | Details shall be provided. |
|---|--|----------------------------|
| 1 | Name of Firm | |
| 2 | Registered Address of firm | |
| 3 | No. of Employees | |
| 4 | Office address details in Hyderabad | |
| 5 | Contact Ph. No. and e-mail address communication | |
| 6 | Type of firm Establishment | |
| 7 | Service center details | |

Date & Place:

Signature of Bidder & Stamp

Form T1 - Sub: Undertaking of authenticity for Hardware

This has reference to Hardware items being supplied/quoted vide Tender No TSTS/HWP3/ITE&C/001/2024/2 Dt.25/01/2024 ,We hereby undertake that all the components/ parts/assembly/software used in the Hardware/ Software like Hard disk, Monitors, Memory etc shall be original new components/parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/second hand components/parts assembly/software are being used or shall be used.

We also undertake that in respect of licensed operating system if asked by you in the purchase order shall be supplied along with the authorized license certificate (eg Product Keys on Certification of Authenticity in case of Microsoft Windows Operating System) and also that it shall be sourced from the authorized source (e.g. Authorized Microsoft Channel in case of Microsoft Operating System)

Should you require, we shall produce certificate from our OEM supplier in support of above undertaking at the time of delivery. It will be our responsibility to produce such letters from our OEM supplier's within a reasonable time.

In case we are found not complying with above at the time of delivery or during installation, for the Hardware / Software already billed, we agree to take back the Hardware/ Software if already supplied and return the money if any paid to us by you in this regard.

Authorized Signatory

Name & Designation.

Technical Bid Format - Form T2

1. Keyboard and Mouse: 02Nos.

| Parameters | Specifications Required | Offered Configuration and Compliance Y/N |
|----------------|---|--|
| Make & Model | <<Specify>> | |
| Specifications | Wireless keyboard, 104 Keys Multimedia Keyboard and mouse combo or higher | |

2. Adaptor-I: 01No.

| Parameters | Specifications Required | Offered Configuration and Compliance Y/N |
|----------------|--|--|
| Make & Model | <<Specify>> | |
| Specifications | Power cable adaptor for HP AIO desktop Computer, Model No:24-g205in Serial No.8CC7410BNP | |

3. Adaptor-II: 01No.

| Parameters | Specifications Required | Offered Configuration and Compliance Y/N |
|----------------|--|--|
| Make & Model | <<Specify>> | |
| Specifications | Power cable adaptor for HP AIO desktop Computer, Model No:24-g205in Serial No.8CC7410BP6 | |

Financial Bid Format - Form F1

| # | Item details with make and model | Unit Price without taxes (Rs.) | Taxes/ Duties etc on unit price (Rs.) | Unit Price with all taxes (Rs.) | QTY (Nos) | Total price with taxes and duties etc |
|--------------------------------------|----------------------------------|--------------------------------|---------------------------------------|---------------------------------|-----------|---------------------------------------|
| 1 | Keyboard & Mouse | | | | 02Nos. | |
| 2 | Adaptor-I | | | | 01No. | |
| 3 | Adaptor-II | | | | 01No. | |
| Total Price incl. of all taxes (Rs.) | | | | | | |

Delivery & Installation period: 2 Days from the date of receipt of the Purchase Order

Date

Signature of Bidder & Stamp

--END OF DOCUMENT--