

SUPREME COURT OF INDIA

ADMN. MATERIALS (P&S)
TILAK MARG, NEW DELHI

No. 33/Misc.IT NIT/20/SCI(AM)

Dated : 06th January,2020

Last date of Tender : 27-01-2020 Upto-3.00 P.M.

NOTICE INVITING TENDER

**RATE CONTRACT FOR SUPPLY OF MISCELLANEOUS INFORMATION TECHNOLOGY (IT)
RELATED ITEMS AND ACCESSORIES FOR A PERIOD OF 01 YEAR**

Sealed tenders are invited, **as per the Proformas enclosed herewith**, for Rate Contract for supply of **MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES** on requirement basis for a period of **ONE YEAR** from OEM/Authorised Dealers for the use at Residential Office of Hon'ble Judges, Guest House, e-Committee and Supreme Court Registry.

Interested parties, if so desire, may contact Branch Officer, Admn. Material (Tel. 011-23111483) on any working day between 10.30AM to 4.30 PM (except on Saturday and holidays) for further information regarding the items as given in **Annexure 'A'**:

A. TENDER

1. Three separate sealed envelopes should be used for submitting **(i)** "Earnest Money for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES", **(ii)** "Technical Bid for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES" and **(iii)** "Financial bid for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES".
2. Tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered to the undersigned. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he could show the same along with his own identity proof to the Reception Officer at Reception Counter No.42 for issuance of entry pass.
3. The tenderer is expected to examine all the instructions, Proforma's terms and conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in every respect will be at the tenderer's risk and may result in rejection of the tender.

Contd..2/-

4. The tender must be received not later than the date and time specified for submitting the same. In case, the date of submitting the tender is declared a holiday by the Government of India then next working day of the Registry will be treated as due date of the tender.

B. TERMS AND CONDITIONS OF TENDER

5. The tenderer is required to quote their lowest rates per unit for the above mentioned items for the contract period of 01 year and discount, if any, percentage of GST, delivery period, etc.. as per **Annexure-'A'** enclosed. Technical Bids are required to be furnished in **Annexure-'B'**.

6. The tenderer is required to send his tender along with demand draft drawn in favour of "Registrar (Admn.), Supreme Court of India" towards **Earnest Money Deposit of Rs. 18,000/-** for supply of miscellaneous information technology (IT) related items and accessories for a period of 01 year (name of the firm, telephone number and name of the item may be written on the reverse side of the demand draft). No interest will be payable on EMD. If EMD is exempted, Certificate has to be submitted along with the tender documents.

7. Earnest Money Deposit of tenderers would be returned by way of RTGS/NEFT or cheque after the contract has been finally awarded to the successful tenderer. A copy of cancelled cheque is required to facilitate refund of EMD amount.

8. Tenderer having valid NSIC, MSME, Registry empanelment certificates shall be exempted from depositing earnest money. However, the copy of the same must be furnished along with tender in Earnest Money sealed envelope.

9. Hypothetical or conditional Tender will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, appropriate action may be taken.

10. The Registry will deal with the tenderer directly and no middleman/Commission agents etc. should be asked by the tenderer to represent the cause and they will not be entertained by the Registry.
11. The Tenderer shall give an undertaking (as per **Annexure 'C'**) that the firm/Partners/Director/Proprietor has not been blacklisted and their business dealings with Central/State Government/Public Sector units/Autonomous bodies have not been banned/terminated on the account of poor performance.
12. In case of corrections, the same must be attested by the tenderer with full signature. Over-writing / over-typing or erasing of the figures which render it doubtful or ambiguous are not allowed and shall render the tender invalid.
13. The Registry reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and accept or reject any or all tenders wholly or partly without assigning any reason thereof.
14. The tenderer shall quote rates both in figures and words with blue/black ball pen. In case of any discrepancy between words and figures, in financial bid, the rates in words shall be accepted as correct.
15. All the pages of quotation including the documents submitted therewith must be duly signed and stamped failing which the offer shall be liable for rejection.
16. It is not binding on the part of the Registry to accept the lowest tender.
17. Each tenderer has to certify that all the terms and conditions are acceptable to him. The Security deposit shall stand forfeited in case of breach of any of the conditions.
18. During the subsistence of contract in case of breach of any conditions or deficiency in service, the Registry has a right to terminate the contract and to entrust

the work to another contractor. The loss, if any, sustained by the Registry on that account will be recovered from the tenderer.

19. Tenderers are required to fill the Technical Specifications Compliance Sheet as at **Annexure- 'B'**. Financial Bids of only the technically-qualified tenderers shall be opened.

C. TERMS & CONDITIONS OF THE SUCCESSFUL TENDERER

20. The successful tenderer(s) shall have to give **Performance Security amounting to 5% of the total amount of the Purchase Order** by way of Bank Guarantee drawn in favour of "The Registrar (Admn.), Supreme Court of India, New Delhi." which will be released after two months of the successful completion of the contractual period, terms and conditions or payment of the last bill, whichever occurs later.

21. The material supplied will be inspected by an Inspection Committee comprising of Senior Officers of the Registry and in case the final supply is not found in conformity with the approved specifications/ samples, the same will be liable to be rejected and entire supply will have to be replaced with the quality exactly commensurate with the approved specifications/samples at the cost of the tenderer. The decision of the Committee in this regard shall be final.

22. The supply of the material as per the required specifications/ samples shall be required to be made within 2 days in the Registry (F.O.R.Destination) on receipt of Purchase Order; otherwise the Security Deposit may be forfeited along with any other action as may be deemed appropriate by the Registry. Non-availability of raw material shall not be accepted as a ground for delay in supply and shall equally be penalised.

23. The payment will be made only after full supply is received and accepted as per approved samples/specifications. No part payment or advance payment will be made.

24. Validity: Quoted rates must be valid during the contract period. No escalation in respect of materials, freight etc. will be allowed in any shape.

D. PENALTIES

25. If delivery is not made in time and the Registry is required to make purchase from outside at higher rates, the loss sustained will be deducted from the E.M.D/Performance Security of the Tenderer.

26. Irrespective of the fact as to whether or not the Registry makes the purchase from outside, the Registry may impose penalty of 1% per day on total cost subject to 10%, for delayed delivery, if the delay is due to wilful laches or negligence of the tenderer and it causes financial loss or inconvenience to the Registry.

E. INVITATION OF TENDER

Interested parties may send their tenders in three separate sealed envelopes superscribed as follows: **(i)** "Earnest Money for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES", **(ii)** "Technical Bid for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES" and **(iii)** "Financial bid for Rate Contract of MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES" respectively addressed by name to the undersigned or may be handed over personally at the Registry's Reception Counter No.42 near PRO office **on or before 27th January, 2020 upto 3.00 P.M. which will be opened at 3.30 P.M.** on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorized representatives who may wish to remain present. The tenders received after due date and/or time and/or without earnest money will not be entertained. In the first instance, envelopes containing Earnest Money will be opened, thereafter, the envelopes containing Technical Bids will be opened. The envelopes containing Financial Bids will be opened at a later date and time to be communicated only to the tenderers who are found technically-qualified.

Sd/-

(B.L.N. Achary)
ADDITIONAL REGISTRAR(AM)
06-01-2020

Encl : ANNEXURE "A", "B", "C" & "D"

Contd..6/-

**Supreme Court of India
Admn. Materials (P & S)**

No. 33/Misc.IT NIT/20/SCI(AM)
Dated : 06-01-2020

**PROFORMA TO BE FILLED BY THE TENDERER FOR RATE CONTRACT FOR
MISCELLANEOUS IT RELATED ITEMS AND ACCESSORIES FOR 01 YEAR**

1. Name of the Firm : _____
- 1a. Contact Person/Authorised Signatory: _____
- 1b. Telephone/Mobile No./E-mail ID/FAX No.: _____
2. Delhi Address with Tel. No. : _____
3. GST Registration No. : _____
- 3a. PAN No. : _____
(copies to be enclosed)
4. **Rates for each ITEMS :**

SI	Item	Technical Specifications (Reputed preferred Brands are Quickheal (latest), Logitech, D-Link/ ScanDisk/WD Element/ Seagate/Sony/ Symbol/ Samsung/HP)	Proposed Quantity	Price per unit (Rs.) Excluding GST	Mention% of GST, if any	Total net price per unit (Rs.) including F.O.R. Supreme Court	Warranty (in Years / Months)
1	Antivirus	1 Pack containing 10- User License Keys Total Security – Latest version	2				
2	128 GB Pendrives	3.0 USB compatible	25				
3	64 GB Pendrives	3.0 USB compatible	10				

4	32 GB Pendrives	3.0 USB compatible	20				
5	16 GB Pendrives	3.0 USB compatible	40				
6	Wireless Keyboard and Mouse Combo	with Rupee Symbol (compatible with windows and ubuntu)	10				
7	Wired Keyboard (USB)	with Rupee Symbol (compatible with windows and ubuntu)	25				
8	Wired Mouse (USB)	-	25				
9	1 TB External Hard Disk Drive with Cable	3.0 USB compatible (compatible with windows and ubuntu)	20				
10	2 TB External Hard Disk Drive with Cable	3.0 USB compatible (compatible with windows and ubuntu)	5				
11	4 TB External Hard Disk Drive	3.0 USB compatible (compatible with windows and ubuntu)	5				
12	1 TB External Hard Disk Drive	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	20				
13	2 TB External Hard Disk Drive	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	5				
14	4 TB External Hard Disk Drive (with cable)	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	5				

		ubuntu)					
15	4.7 GB DVD	With hard cover	400				
16	8.5 GB DVD	With hard cover	50				
17	Windows 10 Software volume license 10 users	Latest version	30				
18	MS Office Suite 2016 Software Volume license 10 users	Home and Business – 64 Bit - Latest version	30				
19	Barcode Scanner	To be used for Court Fee Verifying	5				
20	HDMI to HDMI Cable	3 meter	5				
21	HDMI to HDMI Cable	5 meter	5				
22	HDMI to HDMI Cable	10 meter	15				
23	External DVD Writer	USB 2.0 interface (up to 480Mbps/s, USB 3.0 Compatible) Max 8x DVD +/-R Write Speed Max 24x CD Write Speed	2				
24	HDMI to VGA Cable	3 meter	10				
25	HDMI to VGA Cable	5 meter	10				
26	HDMI to VGA Converter	Not Applicable	10				
27	HDMI to VGA Converter	Not Applicable	10				
28	VGA to HDMI Cable	3 meter	10				
29	VGA to HDMI Cable	5 meter	10				
30	VGA to HDMI Converter	Not Applicable	10				
31	VGA to HDMI	Not Applicable	10				

	Converter						
32	USB Extendable Cable	2 meter	10				
33	Printer Cable Printer Port to USB	Standard Length	25				
34	KVM Switch	8 port USB/PS2 Combo	30				
35	Laser Pointer	High beam powered, wavelength 512 nm to 650 nm (532 nm Green)	2				
36	Power Adapter For wifi Dlink router and Netgear	Input 50/60 Hz, 0.3A, Output 9V~0.6A	25				
37	FC Hard Disk	FC Disk, SAS Protocol, 10,000 RPM (1.8 TB), MEDIA Type Magnetic	20				
38	Sticker Roller	3 m Quality, White color, 4 X 2 inches, 0.20 mm Thickness, Mximum outer diameter 5", Number of stickers per Roll : More than or equal to 700 (with in MOD))	2,00,000				
39	Ribbons	Thermal transfer, Core 0.4" to 1.5", Maximum outer diameter: 2.6", 1 Ink Ribbon per 4 Sticker Roll (Approx).	100				
40	Adapter for WD 4 TB External Hard Disk	For 4 TB external Hard Disk of Capacity 4 TB	3				
41	Adobe Acrobat Professional Standard DC (Latest) (10 user license pack)	For the use of Hon'ble Judges	2				

42	Adobe Page Maker 7 (Latest)	For the use of Editorial Section	3				
43	Splitter 3 Port	For the use to attach multiple screen	10				
44	Head Phone	Super Bass Wireless Headphones with Super Powerful Bass, Up to 20 Hours Battery Life, Bluetooth 5.0 (Black or Red)	5				
45	USB Extended Cable	5 meter length	5				

5. Whether all the terms & conditions of NIT are acceptable : Yes/No : _____

6. Discount, if any : _____

7. Copies of Income Tax Return of last three Financial Years.

8. FOR : Supreme Court Registry (Yes/No) : _____

Place :

Date :

Signature
(Name of firm with stamp)

Supreme Court of India
Admn. Materials (P & S)

No. 33/Misc.IT NIT/20/SCI(AM)

Dated : 06-01-2020

TECHNICAL SPECIFICATIONS COMPLIANCE SHEET

Sl. No.	Item	Technical Specifications (Reputed preferred Brands are Quickheal (latest),Logitech, D-Link/ScanDisk/WD Element/Seagate/Sony/Symbol/Samsung/HP)	Compliance (Mention Yes / No)
1	Antivirus	1 Pack containing 10-User License Keys Total Security – Latest version	
2	128 GB Pendrives	3.0 USB compatible	
3	64 GB Pendrives	3.0 USB compatible	
4	32 GB Pendrives	3.0 USB compatible	
5	16 GB Pendrives	3.0 USB compatible	
6	Wireless Keyboard and Mouse Combo	with Rupee Symbol (compatible with windows and ubuntu)	
7	Wired Keyboard (USB)	with Rupee Symbol (compatible with windows and ubuntu)	
8	Wired Mouse (USB)	-	
9	1 TB External Hard Disk Drive with Cable	3.0 USB compatible (compatible with windows and ubuntu)	
10	2 TB External Hard Disk Drive with Cable	3.0 USB compatible (compatible with windows and ubuntu)	
11	4 TB External Hard Disk Drive	3.0 USB compatible (compatible with windows and ubuntu)	
12	1 TB External Hard Disk Drive	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	
13	2 TB External Hard Disk Drive	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	
14	4 TB External Hard Disk Drive (with cable)	Wifi-enabled; 3.0 USB compatible (compatible with windows and ubuntu)	

15	4.7 GB DVD	With hard cover	
16	8.5 GB DVD	With hard cover	
17	Windows 10 Software volume license 10 users	Latest version	
18	MS Office Suite 2016 Software Volume license 10 users	Home and Business – 64 Bit - Latest version	
19	Barcode Scanner	To be used for Court Fee Verifying	
20	HDMI to HDMI Cable	3 meter	
21	HDMI to HDMI Cable	5 meter	
22	HDMI to HDMI Cable	10 meter	
23	External DVD Writer	USB 2.0 interface (up to 480Mbps/s, USB 3.0 Compatible) Max 8x DVD +/-R Write Speed Max 24x CD Write Speed	
24	HDMI to VGA Cable	3 meter	
25	HDMI to VGA Cable	5 meter	
26	HDMI to VGA Converter	Not Applicable	
27	HDMI to VGA Converter	Not Applicable	
28	VGA to HDMI Cable	3 meter	
29	VGA to HDMI Cable	5 meter	
30	VGA to HDMI Converter	Not Applicable	
31	VGA to HDMI Converter	Not Applicable	
32	USB Extendable Cable	2 meter	
33	Printer Cable Printer Port to USB	Standard Length	
34	KVM Switch	8 port USB/PS2 Combo	
35	Laser Pointer	High beam powered , wavelength 512 nm to 650 nm (532 nm Green)	
36	Power Adapter For wifi Dlink router and Netgear	Input 50/60 Hz, 0.3A, Output 9V~0.6A	
37	FC Hard Disk	FC Disk, SAS Protocol, 10,000 RPM (1.8 TB), MEDIA Type Magnetic	
38	Sticker Roller	3 m Quality, White color,4 X 2 inches, 0.20 mm Thickness, Mximum outer diameter 5”, Number of stickers per Roll : More than or equal to 700 (with in MOD))	
39	Ribbons	Thermal transfer, Core 0.4” to 1.5”, Maximum outer diameter: 2.6”, 1 Ink Ribbon	

		per 4 Sticker Roll (Approx).	
40	Adapter for WD 4 TB External Hard Disk	For 4 TB external Hard Disk of Capacity 4 TB	
41	Adobe Acrobat Professional Standard DC (Latest) (10 user license pack)	For the use of Hon'ble Judges	
42	Adobe Page Maker 7 (Latest)	For the use of Editorial Section	
43	Splitter 3 Port	For the use to attach multiple screen	
44	Head Phone	Super Bass Wireless Headphones with Super Powerful Bass, Up to 20 Hours Battery Life, Bluetooth 5.0 (Black or Red)	
45	USB Extended Cable	5 meter length	

ANNEXURE -'C'

Supreme Court of India
Admn. Materials (P & S)

No. 33/Misc.IT NIT/20/SCI(AM)

Dated : 06-01-2020

UNDERTAKING

I/We undertake that (name of the company) has not been blacklisted/banned by any Government Department/Public Sector undertaking/Autonomous Body.

Signature of the authorised
signatory of the firm/company/
organisation/Official Stamp/Seal.

Date:

Place:

**Supreme Court of India
Admn. Materials (P & S)**

No. 33/Misc.IT NIT/20/SCI(AM)

Dated : 06-01-2020

Subject : Undertaking of authenticity of Suppliers for Miscellaneous IT Related Items And Accessories

Sub: Supply of Misc. IT Items

We hereby undertake that all the items shall be original new items only, from OEM of the products and that no refurbished/duplicate/second hand components/parts/assembly/software are being used or shall be used.

We hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/installation, if required. It will be our responsibility to produce such letters from our OEM suppliers' at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the Misc. IT Items already billed, we agree to take back the items without demur, if already supplied and return the money if any paid to us by you in this regard, and/or the performance security, if any produced, forfeited.

We (system OEM name) also take full responsibility of items as per the content even if there is any defect by our authorized Service Centre/Reseller/SI etc.

Authorized Signatory

Name:

Designation:

Place :

Date :