

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.715/SA-5/Comp./DHC/No.08(IT)/2021

Dated: 11.06.2021

From,

The Registrar General
Delhi High Court
New Delhi

To,

(on the website of Delhi High Court)

Sub: Tender Notice Inviting Quotations for purchase of Two Hundred (200) nos. of HP/Dell/Lenovo desktops

This Court intends to purchase 200 HP/Dell/Lenovo Desktops in a single lot from two different categories of specifications mentioned below with the services of a Resident Engineer for five years during the warranty period :

Category A

HP/Dell/Lenovo Desktops with following minimum specifications and other standard features:

S.No.	Description	Technical Specification Required
1.	Operating System	Windows 10 Professional
2.	Processor	CPU Intel Core i5 (Latest Generation), 3.1 Ghz, 12 MB Cache, 6 Cores or higher
3.	Memory (RAM)	16 GB DDR4-2933 UDIMM NECC (2x8GB)
4.	Chipset	Intel Q470, enterprise class chipset with security features
5.	Hard drive	1 TB SSD
6.	Monitor	Minimum 22-inch Full HD conferencing TFT with 720P Integrated HD webcam and Integrated speakers
7.	Keyboard	Wired Keyboard
8.	Mouse	Wired Mouse
9.	DVD R/W	DVD-Writer
10.	Wireless Card	Realtek 802.11a/b/g/n/ac (1x1) and Bluetooth 4.2 Combo or Higher
11.	Warranty	5 yrs. onsite from OEM

Category B

HP/Dell/Lenovo Desktops with following minimum specifications and other standard features:

S.No.	Description	Technical Specification Required
1.	Operating System	Windows 10 Professional
2.	Processor	CPU Intel Core i5 (Latest Generation), 3.1 Ghz, 12 MB Cache, 6 Cores or higher
3.	Memory (RAM)	16 GB DDR4-2933 UDIMM NECC (2x8GB)
4.	Chipset	Intel Q470, enterprise class chipset with security features
5.	Hard drive	1 TB SSD
6.	Monitor	Minimum 21.5-inch TFT with Full HD resolution
7.	Keyboard	Wired Keyboard
8.	Mouse	Wired Mouse

9.	DVD R/W	DVD-Writer
10.	Warranty	5 yrs. onsite from OEM

***Note 1:** The vendor must submit duly filled technical compliance sheet (Annexure-A) along with the quotation. Non-compliance of this condition, will summarily lead to rejection of the quotation.

***Note 2:** The exact quantity of desktops to be ordered of Category-A and Category-B will depend upon the assessment of the final prices submitted by the different vendors for both the categories of desktops. The quotation of the vendor(s) submitting rates for any one category of desktop only will be summarily rejected.

The terms & conditions of this Tender are as under:-

1. The authorised vendor(s) are requested to submit the necessary quotation(s) along with the copy of current authorization letter of the OEM (whose product is being offered) and Earnest Money Deposit (EMD) of 5% of total proposed cost of two hundred (200) nos. of Desktops must be submitted by way of Demand Draft or bankers Cheque drawn in favour of “The Registrar General, Delhi High Court” payable at New Delhi. For calculation of EMD amount, rates of 100 nos. desktops of each category should be taken (5% of the rates offered of 100 desktops of Category A plus 5% of the rates offered of 100 desktops of Category B).
2. Quotations received without EMD shall be summarily rejected and no request for waiver will be entertained.
3. Selected Vendor will also be required to submit valid authorization letter or copy of valid Authorization letter issued by OEM while submitting Invoice/Bill mentioning warranty/support period.
4. In case there is no single vendor offering lowest rates in both categories of desktops or there are multiple vendors offering lowest prices in the two categories of Desktops having same specifications, the vendor(s) will be asked to match the lowest prices quoted by different vendor(s), for the award of consolidated purchase order to a single firm.
5. Sealed envelope containing quotation & EMD must reach to the AOJ (IT & Stationery Branch), Lawyers’ Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before **09.07.2021** till **5:30 P.M.** clearly mentioning the rates inclusive of GST/Tax rate, technical specifications, warranty/support period and the delivery schedule of the product being offered.
6. The envelopes should be addressed in the name of “**The Registrar General, Delhi High Court, New Delhi**” and the subject “**Quotation for two hundred (200) nos. of Desktops**” should be superscribed on the envelope.
7. **The validity of rates should not be less than 180 days from the last date of submission of quotations and tax rate applicable should be clearly & separately mentioned.**
8. **Quotations with less period of validity of rates shall be summarily rejected.**
9. No quotations shall be entertained **after due date**. Envelope(s) received **without having the subject mentioned on them** shall be summarily rejected.
10. **The quotations must be tendered strictly in the format mentioned in Annexure ‘B’ of this tender. Quotations offered in any other format than prescribed shall be liable to be rejected.**
11. It may be noted that the final rates should be mentioned as unit price inclusive of GST and taxes applicable should also be clearly and separately mentioned.

12. The selected vendor(s) will have to execute proper Service Agreement and also submit 3% of the Invoice amount as Performance Bank Guarantee with Delhi High Court valid for five years from the date of acceptance of Service Agreement.
13. The selected vendor (s) shall be bound to supply the required item(s) within thirty (30) days from the date of issuance of Purchase Order, failing which the purchase order issued shall be deemed to be cancelled without entertaining any communication in this regard unless sufficient cause is shown (supported by documentary proof) for such lapse.
14. In case the Purchase Order awarded to L-1 firm is cancelled due to non-supply of goods within the stipulated period, the Purchase Order will be awarded to the next eligible L-2 vendor/firm.
15. The DD/Pay order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful installation of the first order placed to the firm fulfilling all codal formalities against receipt.
16. The DD/Pay Order of L-2 & L-3 will be returned after issuance of the Purchase order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender or any other default, the amount of EMD shall be forfeited and the firm will be blacklisted to participate in future tenders of this Court.
17. If multiple quotations submitted by a firm / vendor for the same company desktops, all its quotations shall be liable to be rejected at the first instance.
18. After opening of the sealed quotation(s) if any correction is found in the offered rate, which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.
19. The firm/vendor shall also have to furnish an undertaking (**strictly as per Annexure-‘C’**) that the firm/Partner/Director/Proprietor has not been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertakings/Autonomous Bodies have not been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotations received without undertaking shall be summarily rejected.
20. The quantity of desktops may increase or decrease as per the requirement of this Court.
21. In case the vendor wants any clarification regarding this Tender, he can call Mr. Zameem Ahmad Khan, JD (IT) at Tel. No. 011-43010101 (Ext. 4563).

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage. This Court reserves the right to place the Order fully/partially to different firms/vendors.

Yours truly,

(Rajeev Kumar Chauhan)
Joint Registrar (IT/Sty.)
for Registrar General

CC to:- Director (IT) Delhi High Court- for uploading on the official website of the Delhi High Court.

Technical compliance sheet for Desktop
Category A

S.No.	Description	Technical Specification Reqd.	Compliance (Yes/No) Please mention the make and exact specification offered for the desktop(s). Please also highlight the higher specification, if any, offered.
1.	Operating System	Windows 10 Professional	
2.	Processor	CPU Intel Core i5 (Latest Generation), 3.1 Ghz, 12 MB Cache, 6 Cores or higher	
3.	Memory (RAM)	16 GB DDR4-2933 UDIMM NECC (2x8GB)	
4.	Chipset	Intel Q470, enterprise class chipset with security features	
5.	Hard drive	1 TB SSD	
6.	Monitor	Minimum 22-inch Full HD conferencing TFT with 720P Integrated HD webcam and Integrated speakers	
7.	Keyboard	Wired Keyboard	
8.	Mouse	Wired Mouse	
9.	DVD R/W	DVD-Writer	
10.	Wireless Card	Realtek 802.11a/b/g/n/ac (1x1) and Bluetooth 4.2 Combo or Higher	
11.	Warranty	5 yrs. onsite from OEM	

Category B

S.No.	Description	Technical Specification Reqd.	Compliance (Yes/No) Please mention the make and exact specification offered for the desktop(s). Please also highlight the higher specification, if any, offered.
1.	Operating System	Windows 10 Professional	
2.	Processor	CPU Intel Core i5 (Latest Generation), 3.1 Ghz, 12 MB Cache, 6 Cores or higher	
3.	Memory (RAM)	16 GB DDR4-2933 UDIMM NECC (2x8GB)	
4.	Chipset	Intel Q470, enterprise class chipset with security features	
5.	Hard drive	1 TB SSD	
6.	Monitor	Minimum 21.5-inch TFT with Full HD resolution	
7.	Keyboard	Wired Keyboard	
8.	Mouse	Wired Mouse	
9.	DVD R/W	DVD-Writer	
10.	Warranty	5 yrs. onsite from OEM	

Price Bid

Sl. No.	Desktop (Make & Model)	Unit Price (without taxes)	Tax Rate (%)	Total Price (incl. of tax)	Onsite comprehensive Warranty (in years)	Remarks, if any
1	Category A Desktop					
2	Category B Desktop					
3.	Cost of one Resident Engineer for desktops					

UNDERTAKING

I/We undertake that the firm (name of the firm) or its Partner/Director/Proprietor has not been blacklisted / banned and its Business dealings with the Central / State Government / Public Sector Undertaking / Autonomous Bodies have not been banned / terminated on account of poor performance / conduct.

I/We undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

Signature of the authorised
Signatory of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-