



TENDER INQUIRY FOR PURCHASE OF COMPUTERS
ARMY PUBLIC SCHOOL, SHIVAJI ROAD, AGRA CANTT

1. The school is interested in buying Computer Desktop CPU without monitor approx qty 20.
2. Technical specification, Technical Bid and Terms of conditions are as per Appx 'A' , 'B' & 'C' on school website www.armypublicschoolagra.com.
3. You are requested to submit your quotation (Commercial Bid) in sealed envelope and drop in tender box placed at the school gate by 25 Jul 2022 along with the following:-
 - (a) DD/ Cheque of Rs 500/- (non refundable) in favour of Army Public School, Agra Cantt.
 - (b) Technical Bid, Appx' B' duly signed.
 - (c) Terms of conditions Appx 'C' duly signed with stamp.
4. The school reserve rights to alter the quantities / items or reject any quotation without assigning any reason whatsoever.
5. Items are to be supplied against a supply order. Payment will be released by cheque once the item has been received and checked by a board of officers as per technical specification provided by the school.

Principal

Appendix 'A'

TECHNICAL SPECIFICATIONS DESKTOP

Ser No	Make /Model	Specification	Compliance (Yes/No)	Remarks
1	<i>HP, DELL,</i>	Desktop i5 10 Gen, 8 GB RAM 1 TB HDD or 512 SSD, OS Win 11, MS Office including (Word, Power point, Excel and Access) Product key of OS & Office, Ports (USB, Audio & HDMI), Connectivity(WIFI, LAN & Bluetooth) Optical Mouse (USB),Key board , 3 years standard warranty, Antivirus Quick Heal-Total security- 3 Years license. Software preinstalled or to be installed onsite.		
	Warranty	3 Years on hardware		

1. Complete installation on site as per school plan.
2. On site visit during school hours all working days from 1100hr to 1300hr
3. Price for each item will be quoted separately for a minimum of two Brands.
4. Prices quoted must be inclusive of all taxes, duties and levies.
5. Prices quoted must be valid for three months.

Appendix 'B'

TECHNICAL BID

TENDER DOCUMENTS AND TERMS OF CONDITIONS FOR TECHNICAL BID

The following documents and specification will also be submitted with Technical Bid :-

S No	Documents/ Features of Items	Document Produced by Vendor Yes/ No	Remarks
1	Nos of years of experience in Supply of IT eqpt.		
3	List of establishments/organization where your firm is executing supply along with a zerox copy of work order/certificate of satisfactory performance		
4	Profile of company.		
6	Feature and Specification Brochure for each items and each Brand are enclosed.		
7	Terms and conditions accepted or not		

TERMS AND CONDITION FOR PROCUREMENT OF COMPUTER

Dear Sir/Madam,

1. Please refer to our advt dt _____ .
2. Terms Conditions procurement for **Computers** for Army Public School, Agra Cantt, the Terms and conditions are as under :-
3. **Requirement of Installation**
 - (a) Delivery of items shall be completed within 3 (**Three**) weeks from the date of Supply Order at Army Public School, Agra Cantt. On completion of delivery Army Public School, Agra Cantt will issue a certificate as per format att at **Appx 'A'**.
 - (b) Installation including acceptance testing shall be completed within 2 (**Two**) weeks from the date of delivery at Army Public School, Agra Cantt.
4. **Delivery Period.** Delivery period for supply of items would be as given in paragraph 3 above. Please note that contract can be cancelled unilaterally by the Buyer in case items are not received within the contracted delivery period or as per technical specification.
5. **Consignee Details.**

Army Public School, Shivaji Road, Agra Cantt , **282001**
6. **Liquidated Damages.** In the event of the Seller's failure to submit the Bonds/ Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training etc as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.
7. **Method of Payment of Liquidated Damages.** The amount charged as liquidated damages would be deducted by the Customer from the amount due for payment to you.
8. **Repeat Order Clause.** School may place a repeat order for same items at the same cost with in the six months' time period form the date of supply order.
9. **Acceptance Testing.** All items will be subjected to detailed acceptance testing procedure by a Board of Officers as per scope of work for the project. The details of the procedure will be worked out jointly by the vendor and the users. The specification of the items should be conformity with the details provided by the vendor and as per the given specifications. Any additional equipment needed for acceptance testing would be provided by the Vendor at his own cost. In case any items is found not as laid down specifications and the consignment rejected, the vendor shall remove the items from user premises at his cost.
10. **Mode of Payment.** Payment will be made through cheque within 15 days from inspection by a Board detailed.
11. **Advance Payments.** No advance payment(s) will be made.

12. **Paying Authority.** Payment will be made by Principal, Army Public School, Agra Cantt . The payment of bills will be made on submission of the following documents by the Seller :-

- (a) Ink-signed copy of commercial invoice/Seller's bill.
- (b) Signed Printout of Appx 'B' & 'C' (download from website).
- (c) Exemption certificate for excise duty/Customs duty, if applicable.
- (d) Guarantee/Warranty certificate.

13. **Quality.** The Seller confirms that the stores to be supplied under this Contract shall be new i.e. not manufactured before (Year of Contract), and shall incorporate all the latest improvements and modifications thereto and modified equipment. The Seller shall supply an inter changeability certificate along with the changed part numbers wherein it should be mentioned that items would provide as much life as the original items. The vendor should also committed to provide higher version of the product offered in case the offered product becomes obsolete or newer version is available without any change in the terms and conditions and prices quoted.

14. **Quality Assurance.** The items should be of the latest manufacture, confirming to the current production standard and having 100% define lift at the time of delivery.

15. **Inspection Authority.** The inspection will be carried out by a Board of Officers on behalf of the school. The mode of inspection will be joint inspection.

16. **Warranty.** The following Warrants will form part of the contract placed on successful Bidder :-

(a) The seller warrants that the goods supplied under the contract conform to technical specifications prescribed and shall perform according to the said technical specifications.

(b) The seller warrants for a period of 36 months from the date of installation. Onsite comprehensive warranty will provide.

(c) If within the period of warranty, the goods are reported by the Buyer to have failed to perform as per the specifications, the seller shall either replace or rectify the same free of charge provided that the goods are used and maintained by the Buyer as per instructions contained in the Operating Manual. Warranty of the equipment would be extended by such duration of downtime. Record of the down time would be maintained by the user in logbook. Spares required for warranty repair shall be provided free of cost by the seller. The seller also undertakes to diagnose, test, adjust, calibrate and repair/replace the goods/equipment arising due to accidents by neglect or misuse by the operator or damage due to transportation of the goods during the warranty period, at the cost manually agreed to between the Buyer and the Seller.

(d) The Seller shall associate technical personnel of the maintenance agency and quality assurance agency of the buyer during warranty and shall also provide the details of complete defects.

(e) If a particular equipment/goods fails frequently and/or, the cumulative down time exceeds 1.5% of the warranty period, the complete equipment shall be replaced free of cost by the Seller within a stipulated period of 30 days of receipt of the notification from the Buyer.

17. **Condition During Warranty.** The system should fulfil the following conditions during the warranty :-

(a) Any failure in the system or a sub system thereof should be rectify within a maximum period of 48 hours of lodging a complaint.

(b) Any system failing at subsystem level, three times within a period of three months or displaying chronic faulty behavior or manufacturing defects or quality control problems will be totally replaced by the seller at his risk and cost within 30 days of being intimated.

18. **Delivery and Implementation Schedule.**

Delivery time (3 weeks) and installation time (2 weeks) of Computers Multimedia Desktop Systems, Army Public School, Agra Cantt shall be completed for acceptance.

19. All packing cases, containers, packing and other similar materials shall be supplied free of cost by the vendor and shall not be returned unless otherwise specially agreed upon.

20. **Final Price.** The total price of the project that is finally accepted as per your Quotation will be inclusive of all taxes, packing forwarding, installation, freight, insurance training etc.

21. **OTHER DETAILS**

- (a) **Paying Authority.** Principal, Army Public School, Agra Cantt
(b) **Inspection Authority.** Board of Officers.
(c) **Consignee.** Principal, Army Public School, Agra Cantt .

Signature with firm stamp