

Bid Document



GUJARAT INFORMATICS LIMITED

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**Bid for Purchase of Samsung Printer
Cartridges & other Consumables on behalf of
Various Government Departments / Boards /
Corporations / Offices
(Tender No. HWT300517433)**

Pre-bid Meeting: 08.06.2017 on 1600 hours

Last Date of Submission of Bid: 21.06.2017 till 1500 hours

Last Date of Submission of Bid Processing Fees & EMD: 21.06.2017 till 1500 hours

Date of Opening of Technical Bid: 21.06.2017 on 1700 hours

Bid Processing Fee: Rs. 5,000/-

Gujarat Informatics Limited (herein after referred to as GIL), on behalf of Various Government Departments / Boards / Corporations / Offices across the State of Gujarat (herein after referred to as the Purchasers) for their requirement of Samsung Printer Cartridges & other consumables invites offer through E-tendering route for supply of Original Samsung Printer Cartridges & other consumables (as specified in Financial Bid Format) across the Gujarat State. (Tender No. HWT300517433)

SECTION I

Eligibility Criteria for the bidder:

1. The bidder should have average turnover of Rs. 3 Crore (Minimum) during the last three financial years as on 31.03.2016. The copies of Audited Annual Accounts/Balance Sheet along with Profit & Loss Account and CA Certified Statement for last three financial years shall be attached along with the bid. **(Form no. E-1)**
2.
 - a) The bidder must have one office in Gujarat. Please attach the copies of any two of the following: Property Tax Bill of last year / Electricity Bills of last one year / Telephone Bills of last one year / VAT Registration / CST Registration / Valid Lease Agreement. **(Form no. E-2). In case, bidder does not have office in Gujarat, bidder should give undertaking to open office in Gujarat within 45 working days from the date of purchase order.**
 - b) Bidder must ensure that the warranty support & service should be available up to delivery locations to provide repairing cum replacement services of faulty cartridge / consumable within 48 hrs. Bidder is required to provide the name & address & contact details of the firm for providing warranty support & repairing cum replacement service up to delivery locations. **(Form no. E-3).**
3. The bidder should have similar kind of experience for supply of printer cartridges and should have supply minimum 2,000 numbers of printer cartridges in last three years. Documentary proof like copy of PO, Customer Reference shall be submitted **(Form no. E-4).**
4. The bidder should be authorized by Samsung to quote this bid **(Form no. E-5)**. Please attach the copy of Authorization on Samsung letter head and signed by authorized signatory for the item(s) to be offered in this bid.

Note:

1. All the details and the supportive documents for the above mentioned items should be uploaded in eligibility section in the bid.
2. Bidders who wish to participate in this bid will have to register on <https://gil.nprocure.com>. Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

SECTION II

General Terms & Conditions:

1. The last date of submission of bid on the website <https://gil.nprocure.com> is **21.06.2017** up to 1500 Hrs. No physical bids will be accepted under normal circumstances. However, GIL reserves the right to ask the bidders to submit the bid and/or any other documents in physical form.
2. The bid is non-transferable.
3. The selected bidder will have to supply the genuine & original cartridges / ordered goods at finalized rates in this bid at any location across Gujarat State.
4. Bidders are required to quote for all items i.e. all cartridges. Incomplete bids will be treated as non-responsive and will be rejected.
5. The Bidder shall bear all the costs associated with the preparation and submission of its bid, and GIL in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
6. The bidder has to upload the authorization letter issued by Samsung on its letter head duly signed by the authorized signature & other supporting documents as asked for in the bid in scanned format. Failing to submit the same or non-compliance/deviation from any bid terms and conditions and eligibility criteria may result in rejection of the bid.
7. The Bidder has to examine all instructions, forms, terms & conditions in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.
8. Amendment of Bidding Documents (Corrigendum)
 - 8.1. At any time prior to the deadline for submission of bids, GIL may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents.
 - 8.2. The corrigendum will be published on website <https://gil.nprocure.com> & www.gil.gujarat.gov.in.
 - 8.3. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids GIL, at its discretion, may extend the deadline for the submission of bids.
9. Bid Currency - Prices shall be quoted in Indian Rupees only. Payment for the supply of goods shall be made in Indian Rupees only.
10. The bidder will have to submit **Non refundable Bid Processing Fees of Rs. 5,000/- & Earnest Money Deposit (E.M.D.) of Rs. 1,50,000/- (Rupees One Lac Fifty Thousand Only) (Refundable)** on or before date & hours of submission of bid in a sealed cover at GIL office with the heading "**Bid processing Fees & EMD for E-tender no HWT300517433 for Purchase of Samsung Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices.**"
 - Bid processing fees must be in the form of Demand Draft in the name of "Gujarat Informatics Ltd." payable at Gandhinagar along with the covering letter.
 - EMD as mentioned above, shall be submitted in the form of Demand Draft **OR** in the form of an unconditional Bank Guarantee which should be valid for 15 months from the last date of bid submission of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (as per prescribed format given at Annexure A) and must be submitted along with the covering letter.

Please affix the stamp of your company on the overleaf of demand draft.

Note: Failing to submit physical covers of EMD and bid processing fees at GIL on or before **21.06.2017 up to 1500 Hrs** may lead to the rejection of the bid.

11. In case of non-receipt of Bid processing fees & EMD as mentioned above within prescribed time, the bid will be rejected by GIL as non-responsive.
12. Unsuccessful bidder's E.M.D. will be returned as promptly as possible after the expiration of the period of bid validity OR upon the successful Bidder signing the Contract and furnishing the Performance Bank Guarantee as prescribed by GIL, whichever is earlier.
13. In exceptional circumstances, GIL may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. Bidder may refuse the request without forfeiting its E.M.D. A Bidder granting the request will not be permitted to modify its bid.
14. The Successful bidder has to submit copies of each purchase order to GIL office.
15. **The Successful bidder has to submit Performance Bank Guarantee of Rs. 10,00,000/- to GIL within 15 days from Lol / Agreement under this bid for 15 months** from any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad / Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time. (The draft of Performance Bank Guarantee is attached herewith).
16. Successful Bidder will have to sign the contract under this bid with GIL within 15 days from the date of Lol / Order. (The draft is attached herewith).
17. The successful Bidder's E.M.D. will be returned upon the Bidder signing the Contract, and furnishing the Performance Bank Guarantee.
18. The E.M.D. may be forfeited at the discretion of GoG / GIL, on account of one or more of the following reasons:
 - (a) If a Bidder withdraws its bid during the period of bid validity.
 - (b) If Bidder does not respond to requests for clarification of their Bid
 - (c) If Bidder fails to co-operate in the Bid evaluation process, and
 - (d) In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above or
 - (ii) If the bidder is found to be involved in fraudulent practices.
19. **If the successful bidder fails to sign the Contract Form within prescribed time limit, the EMD of the successful bidder will be forfeited. GIL also reserves the right to blacklist such bidder from participating in future tenders if sufficient cause exists.**
20. Price shall be inclusive of all freight, forwarding, transit insurance etc.
21. Prices shall be inclusive of Excise Duties. The prices shall strictly be submitted in the given format. Quoted prices shall be inclusive of all taxes except CST / VAT / Service Tax / GST. The tax components like CST / VAT / Service Tax / GST as applicable shall be mentioned separately in the respective columns.
22. Late Bids: The bidder will not be able to submit the bid after final submission date and time.
23. Modification and Withdrawal of Bids
 - 23.1. The Bidder may modify or withdraw its bid before the due date of bid submission.
 - 23.2. No bid will be allowed to be modified subsequent to the final submission of bids.
 - 23.3. No bid will be allowed to be withdrawn in the interval between the deadline for submission of bids and the expiry of the bid validity. Withdrawal of a bid during this interval will result in the forfeiture of bidder's E.M.D.
24. Bids will be opened with the buyer's private digital key in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register/attendance sheet evidencing their attendance. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this bid process. In the absence of the bidder(s), the Tender Committee may choose to open the bids as per the prescribed schedule.

25. The Bidder's names, Bid modifications or withdrawals, discounts and the presence or absence of relevant E.M.D. and such other details as GIL/GOG officer(s) at their discretion, may consider appropriate, will be announced at the opening.
26. **Evaluation of the Bids:** After the closing time of submission, GIL / GoG committee will verify the submission of Bid Processing Fees & EMD as per bid terms and conditions. The eligibility / technical criteria evaluation will be carried out of the responsive bids. GIL will seek clarifications if required on eligibility & technical section. The financial bid of the technically qualified bidders will be opened and evaluated. **L1 bidder will be decided based on the offered discount/premium rate on the base rate as mentioned in the financial bid section.** L1 bidder will be called for negotiation if required.
27. **Bidders are required to offered discount OR premium rate (Single Rate Quote) which will apply uniformly against all items as per the financial bid format only. Incomplete bids will be treated as non-responsive and will be rejected.**
28. As per the provision in Electronics & IT/ITeS Start-up Policy Resolution No. ITS/10/2015/5284/IT dated 6th June, 2016 issued by Department of Science & Technology; in e-Governance project undertaken by Government Departments or its Boards, Corporations or parastatal bodies getting grants from the Government, the chosen solution provider or system integrator will pass on job work or will outsource part of the work of a value ranging between 5% to 10% of the contract value to the eligible start-ups and to students of shortlisted Technical Colleges in Gujarat. In such arrangements, the responsibility of meeting SLAs (Service Level Agreements) will continue to belong to the solution provider or the system integrator.
29. **Delivery:** Within **20 working days** from the date of confirmed purchase order.
30. In case of successful bidder is found in breach of any condition(s) of bid or supply order/work order, at any stage during the course of supply, the legal action as per rules/laws, shall be initiated against the successful bidder and EMD shall be forfeited, besides debarring and blacklisting the bidder concerned for the time period as decided by Govt., for further dealings with GoG.
31. Bid validity will be of **1 Year after the date of financial bid opening**. A bid valid for shorter period shall be rejected as non-responsive. **If required, GIL may extend the bid validity for further period from the date of expiry of bid validity in consultation with the successful bidder.**
32. **Successful bidder has to submit the quarterly loyalty bonus to GIL @ 3 % of total purchase cost without tax under this bid within 30 days from the date of completion of each quarter starting from signing the contract.**
33. If any manufacturing or other technical defects are found in supplied goods, the same will have to be replaced or rectified free of cost by the successful bidder.
34. **Penalty Clause**
 - 34.1. **Penalties for delay in delivery and installation:**
 - a) If the bidder fails to deliver the requisite goods within 20 working days from the receipt of the confirmed purchase order, then a sum equivalent to one percent (1 %) of the total order value shall be deducted from the payment for each calendar week of delay or part thereof.
 - b) The amount of penalties for delay in delivery and installation shall be subject to a maximum limit of 10% of the total contract value.
 - c) Delay in excess of 7 week will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.
 - d) In case, the selected bidder does not supply the ordered items for any reason, he will be liable to pay the difference amount to the purchaser, over and above the EMD, which indenter departments \ Boards \ Corporations have to pay to the next or other selected bidder for purpose of the said items.
35. **Payment:** Payment for Goods and Services shall be made by Purchasing Department in Indian Rupees as follows:
 - 35.1. No advance payment will be made.
 - 35.2. 100 % payment after successful delivery of the ordered goods.

36. GIL reserves the right to change any bid condition of any item even after inviting the bids, with/without prior notification.
37. GoG / GIL's Right to accept any Bid and to reject any or all Bids – GoG / GIL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to awarding the Contracts, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for such decision.
38. **GIL does not give guarantee for order quantity. During the period of bid validity, various Government Offices may place the purchase order for their requirements to successful bidder as per their requirements.**
39. **Limitation of Vendor's Liability:** Notwithstanding anything contained in the Contract, Vendor's liability will be only for actual direct damages and shall be capped and limited to double the charges or the amounts paid or due and payable to Vendor for the Services that are the subject of the claim.
40. All correction/addition/deletion shall require authorized countersign.
41. Force Majeure Shall mean and be limited to the following:
- Fire, explosion, cyclone, earthquake, flood, tempest, lightening or other natural physical disaster;
 - War / hostilities, revolution, acts of public enemies, blockage or embargo;
 - Any law, order, Riot or Civil commotion, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrictive trade practices or regulations;
 - Strikes, shutdowns or labor disputes which are not instigated for the purpose of avoiding obligations herein, or;
 - Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the order;
 - Any other circumstances beyond the control of the party affected;

The BIDDER shall intimate Purchaser by a registered letter duly certified by the local statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over two months, if arising out of causes of Force Majeure, Purchaser reserves the right to cancel the order.

Delivery & Installation period may be extended due to circumstances relating to Force Majeure by the Purchaser. Bidder shall not claim any further extension for delivery & installation or completion of work. Purchase / GoG shall not be liable to pay extra costs under any circumstances.

The BIDDER shall categorically specify the extent of Force Majeure conditions prevalent in their works at the time of submitting their bid and whether the same have been taken in to consideration or not in their quotations. In the event of any Force Majeure cause, the BIDDER shall not be liable for delays in performing their obligations under this order and the delivery dates can be extended to the BIDDER without being subject to price reduction for delayed deliverables, as stated elsewhere.

It will be prerogative of Purchaser / GoG to take the decision on force major conditions and Purchaser decision will be binding to the bidder.

42. **The Clarifications if any should be submitted in writing to GIL at least on or before 5 days of pre-bid meeting date. Thereafter the clarifications received from the bidders will not be entertained.**

Your bid should be submitted on website <https://gil.nprocure.com> on or before **15:00 Hours, 21.06.2017**.

Proposals after due time period will not be accepted.

The Bids will be opened on **21.06.2017 at 17:00 Hours at GIL, Block No. 1, 8th Floor, Udyog Bhavan**, in the presence of the committee members and representatives of the bidders, who have submitted valid bids. Only one representative from each bidder will be allowed to attend the tender opening. The representative will be held responsible for all commitments made on behalf of the bidder and that will be considered valid for all further dealings related to this tender process.

Please address all queries and correspondence to

Shri Vivek Upadhyay, DGM (Tech.),
Gujarat Informatics Limited
Block No. 1, 8th Floor, Udyog Bhavan, Gandhinagar - 382010
Phone No. 079-23259239, Fax No. 079-23238925,
E-mail: viveku@gujarat.gov.in; vijayb@gujarat.gov.in

Fax / Email should be followed by post confirmation copy.

SECTION III

Bid Processing Fees & Earnest Money Deposit Details

Sr. No.	Item	Amount (In Rs.)	Name of the Bank & Branch	Demand Draft No.
1	Bid Processing Fees			
2	Earnest Money Deposit (E.M.D.)			

ELIGIBILITY CRITERIA

Form No. E1: Financial strength of the bidder

Financial Year	Turnover (Rs. In Crores)	Audited Accounts uploaded? (Yes/No)
2013-14		
2014-15		
2015-16		
Grand Total		

Note: Please fill this form and upload the Audited Annual Accounts / Balance Sheet along with Profit & Loss Account for the last three financial years.

Form No. E2: Office in GUJARAT

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				

Note: You may mention more than one office (if applicable) by adding multiple rows which may be added by "NUMBER OF ROWS TO ADD".

Form No. E3: Warranty Support & repairing cum replacement service up to delivery locations

Sr. No.	Address	Contact Person	Contact Nos.	Type of supporting document attached
1				
2				
.				

Note: Please fill this form and upload the supporting documents.

Form No. E4: Experience Details (Customer References)

Sr. No.	Name of the Organization	Contact Person	Contact telephone no. & Address	Date/Period of implementation	No. of Cartridges supplied	Type of Supporting Document attached
1						
2						
.						

Note: Please fill this form and upload the supporting documents.

Form No. E5: OEM (Samsung) Authorization

Sr. No.	Samsung Authorized Partner	Authorization letter Submitted? (Yes/No)
1		

Note: Please fill this form and upload the copy of Authorization on Samsung letter head and signed by authorized signatory".

SECTION IV

Financial Bid Format

Sr. No.	Tonner / Consumable Model	Printer Model	Qty. (In No.)	Base Rate (In Rs. Without tax)	Discount or Premium Rate (In %)	Rate of VAT / Service Tax / GST (In %)
A	B	C	D	E	F	G
1	MLT-D101S	ML 2161/SCX 3401/ML 2166W/SCX-3046W	1	3,834		
2	MLT-D101X	ML 2161/SCX 3401/ML 2166W/SCX-3046W	1	2,750		
3	MLT-D1043S	ML- 1660/1666/1670/1675/ 1860/ 1865/1865W/ SCX 3201 / SCX 3206 W	1	3,771		
4	MLT-D1043X	ML- 1660/1666/1670/1675/ 1860 / 1865/1865W/ SCX 3201 / SCX 3206 W	1	2,750		
5	MLT-D119S	ML-1610/ML-2010/ML-2570/2571N/SCX-4321/4521F	1	5,499		
6	MLT-D108S	ML 1640 / ML 2240	1	3,771		
7	MLT-D1053S	ML-1911/ML-2526/ML-2581N/SCX4601 / SCX4623FH/FN/SF-651P	1	3,590		
8	SCX-D4725A	SCX-4725F/ SCX 4725FN /SCX -4021S/XIP /SCX -4321NS/XIP /SCX-4521FS/XIP /SCX 4521NS/XIP	1	5,296		
9	MLT-D205S	ML-3310D/ ML-3310ND / ML-3710ND / SCX-4833FD / SCX-4833FR / SCX-5637FR	1	5,499		
10	ML-D2850A	ML-2850D/2851ND	1	5,499		
11	CLT-K406S	CLP-360 /365 / 365W / Xpress C410W / CLX-3300 / 3305 / 3305W/ Xpress C460W / C 460FW	1	4,164		
12	CLT-C406S	CLP-360 /365 / 365W / Xpress C410W / CLX-3300 / 3305 / 3305W/ Xpress C460W / C 460FW	1	3,315		
13	CLT-M406S	CLP-360 /365 / 365W / Xpress C410W / CLX-3300 / 3305 / 3305W/ Xpress C460W /C 460FW	1	3,315		
14	CLT-Y406S	CLP-360 /365 / 365W / Xpress C410W / CLX-3300 / 3305 / 3305W/ Xpress C460W / C 460FW	1	3,315		
15	MLT-D203S	SL-M3320ND/SL-M3820ND/SL-M4020ND / SL-M3370FD/SL-M3870FD/M4070FR	1	6,019		
16	MLT-R116	SL-M2626/SL-2826ND/SL-2876ND/SL-M2876FD / M2826	1	5,499		
17	MLT-D209S	SCX 4824 / 4828 /ML-2855ND	1	5,499		
18	MLT-D103S	ML 2951ND/XIP,SCX 4728FD, SCX 4728D /SCX 4701ND/ML-2950ND/2955ND/2955DW	1	3,834		

19	CLT-K4073S	CLP 326 / 320/ 320N / 325 / 325W / CLX-3185 / 3185N / 3185FN / 3185FW	1	4,164		
20	CLT-C4073S	CLP 326 / 320/ 320N / 325 / 325W / CLX-3185 / 3185N / 3185FN / 3185FW	1	3,315		
21	CLT-M4073S	CLP 326 / 320/ 320N / 325 / 325W / CLX-3185 / 3185N / 3185FN / 3185FW	1	3,315		
22	CLT-Y4073S	CLP 326 / 320/ 320N / 325 / 325W / CLX-3185 / 3185N / 3185FN / 3185FW	1	3,315		
23	CLT-K506S	CLP-620ND / 670N / 670ND / CLX-6260ND / 6260FD / 6260FR / 6260FW	1	6,820		
24	CLT-C506S	CLP-620ND / 670N / 670ND / CLX-6260ND / 6260FD / 6260FR / 6260FW	1	5,646		
25	CLT-M506S	CLP-620ND / 670N / 670ND / CLX-6260ND / 6260FD / 6260FR / 6260FW	1	5,646		
26	CLT-Y506S	CLP-620ND / 670N / 670ND / CLX-6260ND / 6260FD / 6260FR / 6260FW	1	5,646		
27	CLT-K508S	CLP-620ND / 670N / 670ND / CLX-6220FX / 6250FX	1	6,572		
28	CLT-C508S	CLP-620ND / 670N / 670ND / CLX-6220FX / 6250FX	1	8,282		
29	CLT-M508S	CLP-620ND / 670N / 670ND / CLX-6220FX / 6250FX	1	8,282		
30	CLT-Y508S	CLP-620ND / 670N / 670ND / CLX-6220FX / 6250FX	1	8,282		
31	ML-D3470A	ML 3471 ND /ML-3470D	1	7,228		
32	CLT-K609S	CLP 770 ND / CLP 775ND	1	10,961		
33	MLT-D116S	SL-M2626/SL-2826ND/SL-2876ND/SL-M2876FD / M2826	1	3,068		
34	MLT-D111S	Xpress M2020/2021/2022 / Xpress M2070/2071F	1	3,299		
35	MLT-D102L	ML 2546/XIP	1	5,990		
36	MLT-D307S	ML 4510ND/ ML 5010ND/ML 5015ND	1	10,370		
37	MLT-R307	ML 4510ND/ ML 5010ND/ML 5015ND	1	17,050		
38	MLT-D309S	ML 5510 ND/ML 6510ND / 5510N	1	12,964		
39	MLT-R309	ML 5510 ND/ML 6510ND / 5510N	1	17,285		
40	ML-D4550A	ML 4050 / MI 4151ND / ML-4050N/ ML-4550R/ 4551NR/4551NDR	1	11,942		
41	CLT-K609X	CLP 770 ND / CLP 775ND	1	8,380		
42	CLT-C609X	CLP 770 ND / CLP 775ND	1	10,056		
43	CLT-M609X	CLP 770 ND / CLP 775ND	1	10,056		
44	CLT-Y609X	CLP 770 ND / CLP 775ND	1	10,056		

45	CLT-R406	CLP-360 / 365 / 365W / Xpress C410W / CLX-3300 / 3305 / 3305W/ Xpress C460W / C 460FW	1	8,380		
46	CLT-R407	CLP 326 / 320/ 320N / 325 / 325W / CLX-3185 / 3185N / 3185FN / 3185FW	1	8,380		
47	CLT-T508	CLP-620ND / 670N / 670ND / CLX-6220FX / 6250FX	1	12,788		
48	CLT-K409S	CLP-310 / 310N / 315 / 315W/ CLX-3170FN / 3175N / 3175FN / 3175FW	1	4,164		
49	CLT-C409S	CLP-310 / 310N / 315 / 315W/ CLX-3170FN / 3175N / 3175FN / 3175FW	1	3,315		
50	CLT-M409S	CLP-310 / 310N / 315 / 315W/ CLX-3170FN / 3175N / 3175FN / 3175FW	1	3,315		
51	CLT-Y409S	CLP-310 / 310N / 315 / 315W/ CLX-3170FN / 3175N / 3175FN / 3175FW	1	3,315		
52	CLT-R409	CLP-310 / 310N / 315 / 315W/ CLX-3170FN / 3175N / 3175FN / 3175FW	1	7,856		
53	CLP-K660A	CLP-610ND / 660N / 660ND / CLX-6200ND / 6200FX / 6210FX / 6240FX	1	6,285		
54	CLP-C660A	CLP-610ND / 660N / 660ND / CLX-6200ND / 6200FX / 6210FX / 6240FX	1	5,499		
55	CLP-M660A	CLP-610ND / 660N / 660ND / CLX-6200ND / 6200FX / 6210FX / 6240FX	1	5,499		
56	CLP-Y660A	CLP-610ND / 660N / 660ND / CLX-6200ND / 6200FX / 6210FX / 6240FX	1	5,499		
57	CLP-T660B	CLP-610ND / 660N / 660ND / CLX-6200ND / 6200FX / 6210FX / 6240FX	1	12,790		
58	SF-D560RA	SF-565 PR	1	5,296		
59	MLT-D303E	M4580FX	1	24,221		
60	MLT-R303	M4580FX	1	17,815		
61	MLT-D707L	SL-K2200/K2200ND	1	2,986		
62	MLT-R707	SL-K2200/K2200ND	1	8,957		
63	MLT-D708S	SL-K4350LX / K4300LX	1	4,642		
64	MLT-D708L	SL-K4350LX / K4300LX	1	6,070		
65	MLT-R708	SL-K4350LX / K4300LX	1	17,999		
66	CLT-K809S	SCX-8128NA/XIP	1	3,065		
67	CLT-C809S	SCX-8128NA/XIP	1	6,443		
68	CLT-M809S	SCX-8128NA/XIP	1	6,443		
69	CLT-Y809S	SCX-8128NA/XIP	1	6,443		
70	CLT-R809	SCX-8128NA/XIP	1	4,322		

71	MLT-D709S	MultiXpress 8123NA / 8128NA / 8123ND / 8128ND / 8128NX	1	4,243		
72	MLT-R709	MultiXpress 8123NA / 8128NA / 8123ND / 8128ND / 8128NX	1	7,779		
73	MLT-D704S	SL-K3300NR	1	5,108		
74	CLT-C404S	SL-C430W / SL-C480W	1	3,570		
75	CLT-M404S	SL-C430W / SL-C480W	1	3,570		
76	CLT-Y404S	SL-C430W / SL-C480W	1	3,570		
77	CLT-K404S	SL-C430W / SL-C480W	1	4,642		
78	MLT-D115L	SL-M2830DW / SL-M2880 FD	1	6,019		
79	MLT-D116L	SL-M2876FD/XIP/ SL-M2876ND/XIP	1	5,000		
80	CLT-C609S	CLP-775ND/XIP	1	14,614		
81	CLT-M609S	CLP-775ND/XIP	1	14,614		
82	CLT-Y609S	CLP-775ND/XIP	1	14,614		
83	MLT-D111L	SL-M2021/XIP / SL-M2021W/XIP	1	4,609		

Note:

- Bidder shall Quote in percentage above or below the Base Prices for all items mentioned above:
- Only Single Rate Quote, Which will apply uniformly against all items mentioned at Sr. No. 1 to 83 items against base rate schedule. More than one rate quote or differential quote for different items or conditional quotes will not be accepted and will lead to disqualification.
- From the above quote Financial L1 will be decided with a base of 100.
 - The formula will be $(1 - F) * 100$. F will be either a positive number when premium is quoted or a negative number when discount is quoted.
 - This would mean, if bidder quote "0" i.e. no premium or no discount, the score of the bidder 100 marks;
 - If a bidder quote +10 % (premium or above base rate) the score of bidder will be $(1-10%) * 100 = 90$ marks;
 - If a bidder quote -10% or discount of 10% against the base prices in the bid the score of bidder will be $(1+10%) * 100 = 110$ marks.
 - The bidder scoring highest will be L1 bidder
- The Bidder shall explicitly mention the applicable rate of tax.
- GIL does not give guarantee for order quantity. During the period of bid validity, various Government Offices may place the purchase order for their requirements to successful bidder as per their requirements.

Performa of Compliance letter/Authenticity of Information Provided

(On Non judicial Stamp paper of Rs. 100/- duly attested by the First class Magistrate/Notary Public)

Date:

To,
DGM (Tech.)
Gujarat Informatics Ltd.
Block-1, 8th Floor, Udyog Bhavan,
Gandhinagar

Sub: Compliance with the tender terms and conditions, specifications and Eligibility Criteria

Ref: Bid for Purchase of Samsung Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices (Tender No. HWT300517433).

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We wish to inform you that we have read and understood the technical specification and total requirement of the above mentioned bid submitted by us on **DD.MM.YYYY**.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of GIL Tender Committee for disqualification will be accepted by us.

The Information provided in our submitted bid is correct. In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/ PBG/cancel the award of contract. In this event, GIL reserves the right to take legal action on us.

Thanking you,

Dated this _____ day of _____ YYYY

Signature: _____

(In the Capacity of) : _____

Duly authorized to sign bid for and on behalf of

Note: This form should be signed by authorized signatory of bidder

Format of Earnest Money Deposit in the form of Bank Guarantee

Ref:

Bank Guarantee No.

Date:

To,

DGM (Technical)

Gujarat Informatics Limited

8th Floor, Block -1, Udyog Bhavan,

Sector - 11, Gandhinagar - 382010

Gujarat, India

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the Tender no: HWT300517433 for Purchase of Samsung Printer Cartridges & other consumables on behalf of Various Government Departments / Boards / Corporations / Offices KNOW ALL MEN by these presents that WE ----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the _____ (hereinafter called" date of validity of BG"), to Gujarat Informatics Limited in the sum of ----- for which payment well and truly to be made to Gujarat Informatics Limited, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of -----2017.

THE CONDITIONS of this obligation are:

1. The E.M.D. may be forfeited:

- a. if a Bidder withdraws its bid during the period of bid validity
- b. Does not accept the correction of errors made in the tender document;
- c. In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
 - (ii) If the bidder is found to be involved in fraudulent practices.
 - (iii) If the bidder fails to submit the copy of purchase order.

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/ Purchaser having to substantiate its demand, provided that in its demand GIL/ Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 15 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that if this guarantee is extended for a period as mutually agreed between bidder & owner/purchaser, the guarantee shall be valid for a period so extended provided that a written request for such extension is received before the expiry of validity of guarantee.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER / PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____ 2017.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &
Its official Address

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time.

**Performa of Contract-cum-Equipment
Performance Bank Guarantee**
(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To

Name & Address of the Purchaser/Indenter

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s having Principal Office at (Hereinafter referred to as the "SELLER" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of _____ by issue of Purchase Order No..... Dated issued by <<GoG Department>> for and on behalf of the OWNER/PURCHASER and the same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER, _____ having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the sum of Rs. _____ (Rupees _____) to the OWNER/PURCHASER on demand at any time up to _____ without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/ PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the Seller's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. _____ (Rupees _____) and it shall remain in force up to and including _____ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____ YYYY.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &
Its official Address

List of approved Banks

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2015/508/DMO dated 27.04.2016 issued by Finance Department or further instruction issued by Finance department time to time.

CONTRACT FORM

THIS AGREEMENT made the _____ day of _____, YYYY ____ Between _____ (Name of purchaser) of _____ (Country of Purchaser) hereinafter "the Purchaser" of the one part and _____ (Name of Supplier) of _____ (City and Country of Supplier) hereinafter called "the Supplier" of the other part :

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz., _____ (Brief Description of Goods and Services) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of _____ (Contract Price in Words and Figures) hereinafter called "the Contract Price in Words and Figures" hereinafter called "the Contract Price."

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- 2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - 2.1 the Bid Form and the Price Schedule submitted by the Bidder;
 - 2.2 terms and conditions of the bid
 - 2.3 the Purchaser's Notification of Award
- 3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants
- 4 With the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
- 5 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- 6 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

Said _____ (For the Purchaser)

In the presence of _____

Signed, Sealed and Delivered by the

Said _____ (For the Supplier)

In the presence of _____