

BRIEF TENDER NOTICE

Ref No.: WTL/ED/HW/12-13/006

Date: 17.10.2012

Sealed Tenders are invited for Supply, Installation & Commissioning of Desktop, UPS, Printer, Scanner & Laptop from Original Equipment Manufacturer (OEM)/Authorised distributors/dealers/reputed organizations/Authorised System Integrator having sufficient experience and credentials for successful completion of similar nature of work preferably in a Govt. Department. Must have adequate Service Engineer posted at districts for providing on-site warranty service within the stipulated time all over West Bengal.

1.	Brief description of material	Supply, Installation & Commissioning of Computer & Peripherals
2.	Tender document Fee	Rs.6000.00 (Rupees Six Thousand only)
3.	Earnest Money Deposit	Rs.300,000.00 (Rupees Three Lakh only) in the form of DD from any Scheduled bank in favour of Webel Technology Limited payable at Kolkata
4.	Commencement date of Sale of Tender document	17.10.2012
5.	Last date of Sale of Tender document	16.11.2012
6.	Pre-Bid Meeting date & time	06.11.2012. at 15.00 hrs <ul style="list-style-type: none">• Only two persons for each intending bidder's organization, who will buy the tender, will be allowed to attend the Pre Bid Meeting.• The person should have proper authorization in respective company Letter Head.• Only queries as per format reaching WTL by 02.11.2012 at 16.00 hrs will be taken for decision.• Queries will be entertained for those bidders who will procure the Original Tender document.• Queries will be sent to Mr. P. S. Mitra, Dy. Manager & copy to Manager (Purchase)
7.	Last date & time of Tender Submission	16.11.2012 at 14.00 hrs
8.	Date of opening of Tender (Technical)	16.11.2012 at 14.30 hrs
9.	Pre-Bid Meeting, Bid Submission & Bid Opening venue	WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block - BP, Sector - V, Salt Lake City, Kolkata - 700091.
10.	Availability of Tender Document	Original Bid document will be available at WTL's office on all working days from 10.30 hrs to 16.00 hrs. (WTL's office address is given below) on submission of Demand Draft of Rs.6000.00 (Rupees Six Thousand only). Demand Draft will be in favour of Webel Technology Limited payable at Kolkata. WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block - BP, Sector - V, Salt Lake City, Kolkata - 700091.
11.	Contact person	Mr. P. S. Mitra - 23673403-06 (Extn - 119) Mr. Arunava Saha - 23673403-06 (Extn - 112)

ELIGIBILITY CRITERIA

1. The bidder shall be either an Original Equipment Manufacturer (OEM) /Authorised distributors/dealers/reputed organizations/Authorised System Integrator in India. Self Declaration to be submitted.
2. The bidder should have their presence in Kolkata with registered/branch office. Photocopy of valid proof to be submitted.
3. The bidder shall have independently executed single order of at least Rs.50.00 lakhs and another single order of at least Rs. 25 lakhs preferably in a Government Department/PSU/Autonomous Body involving Desktop, Printers & UPS during last three financial years (2009-10, 2010-11 & 2011-2012). References order copy for the project to be provided.
4. The bidder shall have aggregate turnover of not less than Rs.25.00 crore in last three financial years (2009-10, 2010-11 & 2011-2012). Audited Annual Balance Sheet to be submitted.
5. The bidder should have valid VAT Registration Certificate, Service Tax Registration Certificate, PAN & Trade License. Documentary evidence to be submitted.
6. The bidder should have a Call Centre operational on all days of the year except Sundays & National holidays. Each registered call would be provided a unique number. All received calls and their resolution details have to be communicated to WTL on a fortnightly basis during the entire period of the contract. Details to be submitted. OEM's Call center details and escalation matrix are to be furnished.
7. Tender specific Manufacturer's Authorizations for Desktop, UPS, Printer, Scanner & Laptop must be submitted as per format (Section -I), without which the offer will be treated as non-responsive and summarily rejected. In case of OEM as a bidder they should submit their declaration as per format (Section - J).
8. Bidder should submit Earnest Money Deposit (EMD) of Rs.300, 000.00 (Rupees Three Lakh only) in the form of Demand Draft from any Scheduled Bank in favour of Webel Technology Limited payable at Kolkata.
9. The bidder shall have Quality Certificate (ISO 9001:2008). Supporting documents to be submitted.
10. The Bidder/OEM must have Support Service Center with manpower in Kolkata and at least five Districts in West Bengal so that any call reported is attended within the response time. There are 18 District. OEM for the corresponding products should have Support Service Center with in Kolkata and at least two Districts in West Bengal. The detailed Support Service with manpower for bidder & OEM should be submitted as per format (Section - K & L).

In absence of any one of the above, the offer will be treated as non-responsive and summarily rejected

BILL OF MATERIAL

Sl. No.	Item Description	Qty.	Nos.
1.	Mini Tower Type Desktop Computer, any reputed make	230	Nos.
2.	Line Interactive UPS, any reputed make	230	Nos.
3.	Monochrome Duplex Network Laser Printer, any reputed make	230	Nos.
4.	Monochrome Duplex Network Laser Printer, copier, Scanner with Fax, any reputed make	38	Nos.
5.	Flatbed Scanner, any reputed make	38	Nos.
6.	A4 Colour Duplex Network Laser Printer, any reputed make	01	No.
7.	A3 Monochrome Duplex Network Laser Printer, any reputed make	01	No.
8.	Laptop, any reputed make	04	Nos.