



**GOVERNMENT OF INDIA
Planning Commission
Regional Office
Unique Identification Authority of India
Ranchi, Jharkhand**

Tender No. : UIDAI/RO/Ranchi/ Computer/2012-13

BID DOCUMENT

**For Supply and Commissioning of Motorized Screen and Public
Address System
to the O/o Unique Identification Authority of India
Regional Office, Ranchi, Jharkhand**

(Visit us at www.uidai.gov.in)

PRICE OF TENDER DOCUMENT - RS 100/-

**(DEMAND DRAFT TO BE DRAWN IN FAVOUR OF CHEQUE DRAWING & DISBURSING
OFFICER, UIDAI, REGIONAL OFFICE FOR PURCHASE OF TENDER DOCUMENTS)**

Not transferable

UNIQUE IDENTIFICATION AUTHORITY OF INDIA, 1st Floor, RIADA Central Office Building, Namkum
Industrial Area, Lowadih Ranchi-10

Tender Notice

Sealed quotation on behalf of President of India is invited from manufacturer/authorized dealer under Single Bid system for supply and commissioning of Motorized Screen and Public Address System in this office conference hall as per details/specification given below :-

The Tender document duly completed are required to be submitted by 1500 hrs on 28/05/2012 and tenders will be opened in the presence of the tenderers at 1530 hrs 28/05/2012 at conference hall , UIDAI, Regional Office, Ranchi, 1st Floor, RIADA Central Office Building, Ranchi-834010. Tenderers are requested to submit Tender documents well before the date of opening of tender to avoid last minute rush. In case date of opening of tender happens to be a closed holiday, the tender will be opened on next working day at the stipulated timing.

Sl. No	Description of the stores	Qty	Specification	Earnest Money Deposit (in Rupees)
1	Motorized Screen (Supply and Commissioning)	One	Ceiling Mounted (Rate to be quoted in different size with Specification and features)	Rs.20000/- (Rupees Twenty Thousand)only
2	Public address System (Supply and Commissioning) (for 28+01=29 users)	One set	1-2 Cordless Mic, Audio Amplifire, Audio mixer with Trolly Cabinet. (Amplifire and Mixer should compatible to handle 15-16 MIC)	

2 Earnest money Deposit (EMD) should be in the form of Bankers Cheque or Bank Draft or Fix Deposit in favour of CDDO, UIDAI, Regional Office Ranchi, Payable at Ranchi. Tenderer must deposit the Earnest Money Deposit with the tender.Tender without EMD shall be rejected.

3 The quotation may be addressed to the Assistant Director General, (Admn), UIDAI, Regional Office Ranchi, 1st Floor, RIADA Central Office Building, Ranchi-834010.

4 The successful firm shall be responsible for installation, Programming, Commissioning testing and training etc. of the above system.

5 The tenderer should visit our newly built conference room to ascertain the number/specification of equipment as per size of hall, before submitting tender.

6 The information t should be filled in and duly signed by the authorized signatory and the terms and conditions should strictly be followed before submitting the quotation.

7. Schedule –

Date & time of issue of Bid Document : From 03/05/2012 to 28/05/2012
(Time 1000 hrs to 1500hrs.)

Last date & time for receipt of tenders : 28/05/2012 Time 1500 hrs.

Date & Time for opening of Bids : 28/05/2012, Time 1530 hrs

Place of opening the Tenders : UIDAI, Regional Office, RIADA Building, 1st Floor,
Conference Hall Namkum
Industrial Area, Lowadih, Ranchi

Validity of Tenders : 180 days from the date of
Opening of tenders.

8. The tenderers shall not be entertained after the due date and time deadline under any circumstances whatsoever.

9. UIDAI, RO Ranchi reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the UIDAI R.O, Ranchi in this regard shall be final and binding on all.

(Anil Kumar)
Dy. Director (Admn)
Unique Identification Authority of India
Regional Office, Ranchi

Terms and conditions for acceptance of quotations etc.

- 1 The quotations should be sent in SEALED COVER SUPERSCRIBING AS TENDER FOR Public Address System and Motorized Screen Due on 28/05/2012 at 1500 Hrs and open on 28/05/2012 at 1530 Hrs.
- 2 The quotation should be signed by the authorized person and his full name and status should be indicated below his signature.
- 3 The rate of items should be quoted indicating basic price and applicable taxes separately .
- 4 The price quoted should be for complete terms of reference. Rates should be quoted item wise each separately.
- 5 Delivery: Item ordered must be supplied and commissioned within one month from the date of placement of supply order. In case of non-supplying within delivery schedule liquidated damage shall be charged at 1% of quoted price per week of delay to the maximum of 10 % of the quoted price.
- 6 Catalogue/full particulars of the equipment should also be furnished with the quotation if available.
- 7 Quotations should be valid up to 180 days. Quotations valid for a shorter period shall be rejected as non-responsive.
- 8 Stores shall be supplied at the premises of the consignee as per the terms of tender and supply order. No Extra charges such as Octroi, packing, forwarding freight insurance, loading and unloading clearance etc. will be allowed.
- 9 Performance Security Deposit for an amount of 5% of the order value of the contract is required after awarding the contract with in the 15 days on receipt of order to ensure due performance of the contract. Security deposit shall be in any of the forms:
 - (a) Bank Guarantee issued by a reputed Bank (Model) format at Appendix C.
 - (b) Account payee Demand draft from a commercial Bank in favour of CDDO, UIDAI, Regional Office Ranchi, and Payable at Ranchi. The performance Security should remain valid for a period of one Years beyond the date of completion of contractual obligations by the firm organization Bid security will be refunded to the successful bidder on receipt of performance.
10. Payment against bill invoice shall be released within 15 days only after receipt of stores successfully functional demonstration and training. No interest will be payable on their

delayed payment of the stores. Payment will be made direct to the supplier either in Cheque /Bank Draft. No request for other mode of payment will be entertained.

- 10 The tenderer should indicate the Guarantee period in the quotation. The minimum Guarantee period will be one year after successful installation and testing unless an increased period is specifically mentioned in the specification.
- 11 Performance security deposit as mentioned against column-10 will be released after completion of Guaranty and warranty period of supplied items. This can be withheld or forfeited in full or in part to case the order is not executed satisfactorily within the stipulated period or requisite standard of the stores.
- 12 The Head of the office reserve the right to accept or reject any tender or all, at any time without assigning any reason thereof.
- 13 The submission of the tender shall be taken as the implied acceptance of all terms and condition stipulated herein.
- 14 The successful bidder should organize training for three days for operating the equipment after successful installation, commissioning, testing, demo etc of the equipment.
- 15 The order item should be delivered within one Month and installation/commissioning, demo and training should be completed within 10 days. from the date of receipt of the stores at our end .

MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas

(hereinafter called the “tenderer”)

has submitted their offer dated.....

For the supply of

(herein after called the “tenderer”)

Against the purchaser’s enquiry No.....

Know all men by these presents that weofHaving our registered office atare bound upto(herein after called the “Purchaser”)

In the sum of (for which payment will and truly to made to the said purchaser , the bank binds itself, its successors and assigns by these presents.

Sealed with the Common seal of the said Bank thisdays of2012.

The condition of the obligation are:

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of its validity of this tender.

2. If the tenderer having been notified of the acceptance of his tender by the purchaser during the period of its validity.

(a) If the tenderer fails to furnish the Performance security for the due Performance of the contract.

(b) Fails or refuses to accept/execute the contract.

We undertake to pay the purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provide that in its demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer.....

Seal, name and address of the Bank and address of the Branch.