

OFFICE OF THE SPECIAL DEVELOPMENT COUNCIL, MAYURBHANJ.

No. 217 2020/SDC.

Dated. 24.06.20

EXPRESSION OF INTEREST

Expression of interest is invited from among the interested firms to provide Digital 1. A3 multi-functional Xerox machine (printer, scanner and copier) and 2. Flatted document & photo scanner for S.D.C. Mayurbhanj.

The firm should take the entire responsibility for supply of above items. The rate of expenditure should be quoted inclusive of all expenses like GST, transportation, installation, etc. No extra payment will be made beyond quoted price. The intending firms should apply in prescribed proforma available in the Dist. Website www.mayurbhanj.nic.in.

The expression of interest complete in all respect should reach in the office of the S.D.C. Mayurbhanj within seven days from the publication of advertisement from 26.06.2020 to 02.07.2020.

Eligibility Criteria:

1. The firm must have been registered under GST Act.
2. The firm must possess experience in similar type of work in Govt. sector.
3. The firm must have its office inside the State of Odisha.
4. The firm should furnish a certificate that it has not been blacklisted anywhere.
5. The firm must have PAN and should submit the last IT clearance.
6. The firm should submit of their credibility and experience certificate for minimum last 3 years.

TERMS AND CONDITIONS:

- A. Sealed EOI will be received by 02.07.2020 till 5.00 PM along with required documents as per Annexure-I (check list). These EOI will be opened on 03.07.2020 at 11.00 AM in the office of the I.T.D.A. Baripada. Any EOI received after the due date and time will be rejected. These EOI will be received through Registered Post/Speed Post only.
- B. The bidders are to submit their EOI in separate sealed cover envelopes for technical bid and price bid by super scribing cover 'A' (technical bid) and cover 'B' (price bid) and both the sealed covers should be put into a third outer cover, which should be super scribed as " tender for supply of computer and peripheral and its related items".

- C. EOI must be accompanied by Rs. 1,000/- (Rupees one thousand) only (non-refundable) as document fee by the way of demand draft drawn on any nationalised bank in favour of PA, ITDA, Baripada.
- D. Rates should be inclusive of all taxes and transportation.
- E. The suppliers selected shall have the responsibility to supply above mentioned items as per supply order which is required for carrying out day-to-day official work.
- F. The suppliers so shall also ensure that the quality and quantity has to be as per supply order and approved rate in the quotation process. The supply of items shall be within the stipulated time.
- G. Payment will be made after 100% supply of items as per order.
- H. After installation any defect or machinery problem as and when intimated by the under signed the firm provide service within same day or 24 hours up to 2 years from date of delivery.
- I. The undersigned reserves the right to accept or reject any or all the EOI without assigning any reason thereof.

PA, ITDA, Baripada-cum-HO,
SDC, Mayurbhanj.

Memo No. 218 /SDC dated. 24.06.20

Copy to Notice Boards of SDC, Mayurbhanj, ITDA, Baripada.

Copy to the P.D. DRDA, Mayurbhanj/A.D.M. Mayurbhanj/Sub-Collector, Baripada/ Dist. Welfare Officer, Mayurbhanj/General Manager, DIC, Mayurbhanj for wide publication.

Copy to Dist. NIC Officer, Mayurbhanj along with enclosure for information and necessary action. He is requested to upload in the District Website for wide publicity.

PA, ITDA, Baripada-cum-HO,
SDC, Mayurbhanj.

CHECK LIST:

To be submitted in cover 'A' Technical Bid

1. List of item(s) – Annexure-I.
2. BID document cost DD Rs. 1000/-.
3. Manufacturer's authorisation certificate.
4. Copy of valid ISO certificate for OEM and vendor.
5. Leaflets/Technical brochures of the product offered.
6. Proof of average annual turnover of Rs.50lakhs or more for last 3 assessment year.
7. Photocopy of PAN.
8. Photo copy of GST.
9. Copy of original 2 bid tender duly signed by the tenderer.
10. Notary Affidavit for nonblack listing giving self declaration.
11. Previous work order copy (minimum for last two years) in Govt. segment.

- N.B
- (i) Preference will be given to supplier of local area for reliable service.
 - (ii) The brand of copiers which are become absolute or owned by other Company are not acceptable.
 - (iii) OEM consumable price from manufacture's side to be mentioned by Company personal.

