



NOTICE INVITING E-TENDER
(DOMESTIC COMPETITIVE BIDDING)
(SINGLE STAGE TWO ENVELOPE BIDDING)

- I. **1.0** The Deputy General Manager (MM), TSECL, Agartala invites the tender on behalf of TSECL from the resourceful experienced firm / contractor / vendor/ Agency/ Channel Partner/Traders for supply of the following materials through electronic tendering (e- tendering).

Name of Work: Supply, commissioning, installation of New Assembled Desktop Computer Sets for different locations under TSECL including transportation, loading and unloading.
NIT No : TSECL/Corp. Office/24-25/02, Dated:- 28.10.2024
Estimated Amount (in Rs.) :- Rs 9,90,000.00
EMD Amount (in Rs.) :- Rs. 19,800.00
Tender Fee (in Rs.) :- Rs 1,000.00
Time limit of the Work :- 6 (Six) months.

Sl.No	Particulars	Unit	Quantity
1	Assembled Desktop Computer sets have technical specification- Intel Core i5 6th Gen, H 110 Mother Board (4nos USB, HDMI port, LAN port, PCI, USB 3.0) DDR4 Ram 16GB (2600hz), NVME SSD (512gb), ATX Cabinet with SMPS, 18.5 inch Monitor, UPS 600VA, Mouse keyboard combo, Win 11 license, Office 21 with Key. All Hardware component with 3 years warranty.	Nos.	40

- 2.0** This NIT for the above work will appear in one State Newspapers once. The complete Bidding Documents shall be available at Government e-procurement portal <http://tripuratenders.gov.in> from 29.10.2024. Interested bidders can download the Bidding Documents and commence preparation of bids to gain time.
- 3.0** Eligible bidders shall participate in tender online through the government e-procurement portal at <http://tripuratenders.gov.in>. There is no provision to drop tenders physically (Hard copy). Tender shall be uploaded / submitted in a two-bid system:
- (a) Bid Envelop-I (Technical bid)
- (b) Bid Envelop-II (Financial bid)
- 4.0** Bidders willing to take part in the process of e-tendering are required to obtain a valid Class 2 / Class 3 **Digital Signature certificate (DSC)**, from any of the of the certifying authorities, enlisted by Controller of Certifying Authorities (CCA) at <http://cca.gov.in>. After obtaining the Class 2 / 3 Digital Signature Certificate (DSC) from the approved CA, Bidders shall Enroll themselves in the Tripura Government e-procurement web site at <http://tripuratenders.gov.in> and obtain User ID and Password for the purpose of bidding.



5.0 Critical Dates:

1.	Date of Publishing of tender :	29.10.2024
2.	Document download / sale start date	29.10.2024
3.	Clarification start date	29.10.2024
4.	Clarification End date	31.10.2024
5.	Time and date of Pre-Bid Meeting:	31.10.2024
6.	Place of Pre-Bid Meeting, if any :	O/O Deputy General Manager (Corporate), Bidyut Bhavan, Agartala, West Tripura, Pin: 799001. Mobile No: 9436465388 E-mail : dgm.corporate@tsecl.in
7.	Start date for online Bidding	02.11.2024
8.	Deadline for online Bidding:	07.11.2024
9.	Time and Date of Opening Technical Bid:	08.11.2024
10.	Time and Date of Opening Price / Financial Bid:	To be notified after Evaluation of Technical Bid
11.	Place of Opening Bids:	O/O Deputy General Manager (MM), MM Division, Bidyut Bhavan, Agartala, West Tripura, Pin: 799001. Mobile No: 9436457398 E-mail : dgmmaterials1@gmail.com
12.	Bid Validity:	180 days from the date of Opening of Technical Bid.
13.	Officer inviting Bids (TSECL):	O/O Deputy General Manager (MM), MM Division, Bidyut Bhavan, Agartala, West Tripura, Pin: 799001. Mobile No: 9436457398 E-mail : dgmmaterials1@gmail.com

6.0 Scope of Work:

- Scope of work covered under this package includes Supply, commissioning, installation, transportation, loading and unloading F.O.T. at Electrical Store Yard at A.D. Nagar, Agartala under Material Management Division and other locations under TSECL as per the requirement freight & insurance, unloading & stacking of materials, until the materials are formally received by the consignee, as per approved technical specification in this tender document.
- Total ordered quantity shall have to be supplied within 6(Six) month from the date of issuance of LOA in different phases. TSECL will issue requisition indicating quantity to be supplied in different phase which shall have to be supplied within 7(Seven) days from the date of requisition and service of the supplied items for next Three years from the Date of Installation.
- **Delivery:** Goods must be delivered to Material Management Subdivision, AD Nagar, Agartala Within 7 (Seven) days without fail as per the requirement raised by the purchaser.
- **Installation:** On received of intimation regarding installation of the machines at different office locations in Tripura under TSECL the successful Bidder shall be liable to install the machines within 3 (Three) working days.
- The supplier will be responsible for installation, operation and maintenance of the items/goods for the warranty period.



7.0 Bidding will be conducted through the domestic competitive bidding procedures as per the provisions of ITB/BDS and the contract shall be executed as per the provisions of the Contract.

8.0 The detailed Qualifying Requirements (QR) is given in the Standard Bidding Documents (SBDs).

9.0 Tender fee and Earnest Money Deposit (EMD):-

Tender fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal. For online payment of Tender Fee and Earnest Money Deposit, please follow the following process:-

- After initiating the Bid Submission Process from “My Tender” option, an “Online payment page will appear which will display the total TF and EMD amount.
- On submission of TF and EMD payment option, System will redirect to the SBI Bank MOPS window.
- SBI MOPS will have two options for Net Banking –“SBI” & “Other Banks”. Bidder can choose any of the options as desired and can complete the Online Payment Process

The EMD amount shall be refunded to all the bidders including L₁ (selected) bidder in their respective Bank Account, after the Award of Contract (AoC) event is completed in the Tripura e-Procurement Portal, on receipt of Performance Bank Guarantee from the selected bidder.

No interest will be paid to the bidders on EMD submitted.

EMD of the bidder may be forfeited if in any case found to have made in false declaration or claims.

Bidders exempted under specific Government (Tripura State) order/rules (only for manufacturers) from submitting EMD have to furnish Scan copy of the related Governments order/rules in English language, along with the tender in support of their claim exemption.

10.0 Contract Performance Guarantee i.e. Performance Security:-

Successful bidder (**Local SSI Unit / bidder**) has to furnish “Contract Performance Guarantee i.e Performance Bank Guarantee” as per Performance security for an amount equal to **10% of the total contract value**, issued by a Nationalised Bank having Branch at Agartala in the format provided in Annexure-VIII in favour of Tender Inviting Authority. The successful bidder will deposit said “Contract Performance Guarantee or Performance Bank Guarantee” **within 15(Fifteen) days**. The validity of Performance Guarantee shall be at least for actual delivery period plus guarantee period against the item (CPG is to be extended further subject to actual delivery period).

On receipt of the “Performance Bank Guarantee” from the selected bidder, the department shall scrutinize the received instrument for its authenticity and validity for the amount and period.

In the event of breach /violation or contravention of any terms and conditions contained herein by the agency i.e , if the firm fails to execute the contract , the “Performance Bank Guarantee”, part/whole (as per decision of the Authority), will be forfeited from the guarantor.

The Performance security will be release as per banking protocol on completion of the successful execution of the task.

11.0 Extension of bank guarantee for performance of the contract shall be extended as & when asked by the Engineer in charge to keep the currency of the contract alive. In the event of failure on the part of agency to extend the bank guarantee before expiry of the bank guarantee submitted, the same shall be encash without showing the reason thereof.

12.0 Power of Attorney, if given to authorized signatory for signing the Contract Agreement, shall be made in an INDIA NON-JUDICIAL STAMP OF Rs.100.00 (Rupees one hundred) only.

13.0 The acceptance of Price bid / financial bid shall be subjected to acceptance of Tender fee.

14.0 The Bidding Documents are meant for the exclusive purpose of bidding against this specification and shall not be transferred to any other party or reproduced or used otherwise for any purpose other



15.0 Downloaded NIT, Bid Document are to be uploaded back and digitally signed as a part of technical bid, and as a proof of acceptance of all terms and conditions in NIT and Bid Document.

16.0 The intending bidder has to quote all items as per BOQ, part rate-quoting will not be entertained and will be rejected.

17.0 Submission of Bids: Bids are to be submitted online through the website, and as, stated in Clause 1.0 and 2.0.

All the documents uploaded by the TSECL form an integral part of the contract. Bidders are required to upload all the bidding documents along with the other documents, as asked for in the Bid, through the above website and within the stipulated date and time mentioned in the Tender.

Tenders are to be submitted in two folders at a time for each work, one for Technical Proposal and the other for Financial Proposal. The Bidder shall carefully go through the requirements and prepare the required documents to be uploaded.

The bidder shall scan all the documents before uploading and all scanned documents shall be of 100 dpi resolutions in Portable Document Format (PDF). The scanned documents shall be uploaded in the designated locations of Technical Bid and Financial Bid, as prompted by the e- Procurement website.

The Bidder needs to fill up their name and rates for all the items and in the designated Cells of the downloaded BOQ for the related work, and upload the same in the designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Bidders shall specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

Envelop-I (Technical Bid):

The Technical Bid / Bid Envelop-I should contain scanned copies and/or declarations in the following standardized formats.

A. My Document (Non-Statutory):

All the below-mentioned documents/certificates are to be uploaded with digital signature in the 'My Document' folder option available after login in the e-procurement portal <http://tripuratenders.gov.in>. Bidders are requested to scan the necessary documents in **100 dpi** resolution into PDF. 'My Document' shall be populated prior to real time bidding and during real time bidding, uploaded documents/certificates in the 'My Document' are to be appropriately included (Checked) for incorporation in the Bid.

An indicative organization of 'My Document' folder and the related documents are indicated here under.

Sl. No.	Folder Name	Documents to be uploaded
1.	License/Registration Certificate	Company Details: II. Registration certificate of the firm / contractor / vendor/ Agency/ Channel Partner/Traders III. Resourceful experienced firm / contractor / vendor/ Agency/ Channel Partner/Traders
2.	NIT Documents	NIT & Bid document Corrigendum, if published.
3.	Machinery Details	Machinery & Manpower in possession of the firm:
4.	Tax related document	IT PAN GSTIN registration



5.	Financial details	Minimum annual turnover of the prospective bidder should be at least 30% of the estimated value during last 3(three) years. Audited Balance Sheets of last three financial years with auditor's certificate regarding annual turnover from contracting business in each year
6.	Misc. document	Any other documents found necessary

B. Statutory Documents:

After uploading the above mentioned non-statutory documents/certificates, Bidders shall submit the following, during real time bidding:

Sl. No	Folder Name	Documents to be uploaded
1.	Cost of Tender form and EMD	Tender fee and EMD are to be paid electronically using the Online Payment Facility provided in the Portal and paper of Online Payment of the same if any.
2.	Exemption certificate (if applicable)	Exemption certificate if applicable in case of local SSI units needs to be furnished against submission of E.M.D.
3.	Procurement Preference	Photo copy of eligibility certificate for getting procurement preference benefit under Tripura Industrial Investment Promotion Incentive Scheme (TIIPIS) certificate issued by the Dept. of Industries, Govt. of Tripura.
4.	ExperienceCertificate.	Experience Certificate of tendered item/ similar items against supply executed by the bidder in different Govt. Organizations under Govt of Tripura and must have service experience during last three years in the Govt Organization under Govt of Tripura. Supplied amount of tendered / similar items should be at least 30% of the estimated value in a single or multiple tenders during last 3(Three) years.
6.	NIT	NIT & Bid document.
7.	Annexure	All annexure with supporting documents / certificates specified in the Bid Document in single PDF.

Note-1: Failure of submission of any one of the above mentioned documents shall render the tender to summarily rejection.

Note-2: If the company was set up less than five years ago, audited balance sheet for the no of years since inception is to be submitted.

Note-3: Bidders are requested to scan the necessary documents/certificates in 100 dpi resolution into PDF.

Bid Envelop-II (Financial Bid):

Documents to be submitted in the Financial Bid are:

BOQ (Bill of quantity / Price schedule).

Note: Bill of Quantity (BOQ) i.e. Price schedule, which is the Rate quoting sheet in Ms-excel shall be downloaded, filled up properly and uploaded in the financial bid after digital signing. The Bidder shall always open the BOQ sheet with Macros Enabled. The Bidder shall quote rates in figures only, for all items in the Bill of Quantity (BOQ).

18. BOQ (Price Schedule) TAMPERING: The provided BOQ (Price schedule) in the Tender is meant for downloading in the Bidders client machine, for entering the relevant fields meant for rates & bidder's particulars and finally uploading in the Financial Bid. The BOQ ExcelSheet is Macro enabled and working with the Sheet requires the Macro to be allowed/ enabled to run. Bidders are hereby warned not to tamper the Excel Sheet, make copies and work in a copied Sheet or break through



the default Work-Sheet Security. Such BOQs with stated violations will be treated as Tampered BOQs and Bids uploaded with Tampered BOQs will be summarily rejected.

19.0 Bidders are allowed to bid 24x7 till the time of Bid closing, with option for Re-Submission, wherein only their latest submitted Bid will be considered for evaluation. The e-Procurement website will not allow any Bidder to attempt bidding, after the scheduled date and time.

20.0 For any clarifications related to NIT/Bid Document/e-procurement, bidder(s) are requested to contact:

Deputy General Manager (Materials Management)
Materials Management Division, Tripura State Electricity Corporation Limited,
Bidyut Bhawan, Banamalipur, Agartala, West Tripura, Pin: 799001.

Mobile No: 9436457398; E-mail: dgmmaterials1@gmail.com



21.0 Addendum / amendments / corrigendum:

Before the last date for submission of Tenders, the TSECL may modify any of the Contents of the Tender Notice, Tender documents by issuing amendment / Addendum/corrigendum.

Any addendum/amendments/corrigendum issued by the TSECL shall be part of the tender Document and it shall be published in the e-procurement portal at **<http://www.tripuratenders.gov.in>**. Registered Bidders shall be notified of the related Corrigendum(s) by e-mail. However TSECL shall bear no responsibility or liability arising out of non-receipt of the same in time or otherwise. Bidders are requested to visit the site frequently to check whether there is any related Corrigendum(s) or not.

22.0 TSECL reserves the right to cancel / withdraw this invitation for bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

Deputy General Manager (Materials Management)
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