

O/o The Principal Chief Conservator of Forest & Head of Forest Force, M.P. Green India Mission
Satpura Bhawan, Bhopal (M.P.)-462004
Phone:- 0755-2552401 E-Mail apccfgim@mp.gov.in

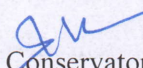
No./ESIP/2020/ 220

Bhopal, Date :- 27/02/2020

**NOTICE INVITING REQUEST FOR QUOTATION: SUPPLY AND INSTALLATION OF
LED DISPLAY UNIT, DESKTOP AND LAPTOP**

The O/o A.P.C.C.F, Green India Mission, Madhya Pradesh Forest Department, under the Ecosystem Services Improvement Project, has received a grant from the GEF Trust Fund administered by the World Bank, in Indian currency and intends to apply the proceeds of this grant to eligible payments under the contract for which single envelope Request for Quotation (RFQ) is invited. This procurement process will be conducted in accordance with the Goods/Works procurement method contained in the World Bank Guidelines and the procedures described herein.

O/o GIM under the aforesaid project, intend to procure LED display unit, Desk Top & Laptop for office use under the project. Competent OEMs/suppliers are invited from the open market to submit the most competitive quotation by the due date: 16/03/2020 and time: 17.00 PM to the office of the undersigned. The complete detailed RFQ may be downloaded from website www.mpforest.gov.in from 27/02/2020.


Assistant Conservator of Forest
Green India Mission,
M.P. Forest Department,
Satpura Bhawan Bhopal
Madhya Pradesh



**ADDL. PRINCIPLE CHIEF CONSERVATOR OF FORESTS
GREEN INDIA MISSION
MADHYA PRADESH FOREST DEPARTMENT**

Address: SATPURA BHAWAN, BIIOPAL, MADHYA PRADESH

Phone no. +91-755- 2552401

E-mail ID: apccfgim@mp.gov.in

Request for Quotation (RFQ)

Quotation no: 221

Date: 27/02/2020

**ECOSYSTEM SERVICES IMPROVEMENT PROJECT (ESIP)
Supply of LED display unit, Desk Top Computer & Laptops- Office Use, under
Local Shopping Procedures**

Addl. Principle Chief Conservator of Forests, Green India Mission

Handwritten signature

INTRODUCTION AND BACKGROUND

1. The Implementing Agency O/o Addl. Principle Chief Conservator of Forests, Green India Mission, Satpura Bhawan, Bhopal, Madhya Pradesh, invites your quotation for the items described below.
2. The Forest Department, Government of Madhya Pradesh has received a grant from the GEF Trust Fund administered by the World Bank, in Indian currency and intends to apply the proceeds of this grant to eligible payments under the contract for which this Request for Quotation is issued. This procurement process will be conducted in accordance with the Goods/Works procurement method contained in the World Bank Guidelines and the procedures described herein.
3. Department under the aforesaid project, intend to procure LED display unit, Desk Top & Laptops for office use under the project. Competent OEMs/suppliers are invited to submit the most competitive quotation for the following goods: -

Brief Description of the Goods	Specifications (Minimum)	Rate (in Rs.)	Delivery Period	Place of Delivery	Installation Requirement if any
1. Supply and Installation of LED display unit	Supply and Installation of 55" FULL HD Commercial LED Display with HDMI ports and wall mounting stand.		15 Days	O/o A.P.C.C.F., Green India Mission, Satpura Bhawan, Bhopal, M.P.	Yes
2. Desk Top Computer	1- Processer , Minimum i7, Generation 2- Ram Minimum 8 GB 3- SSD 128 GB 4- Hard Disk Minimum 1 TB 5- DVD Drive 6- Monitor Minimum 18.5 inches 7- OS Minimum Windows 10 Home 8- Minimum 1 Years Warranty 9- USB 2 and 3 Ports 10- VGA and HDMI 11- Optical Mouse 12- Standard Key Board 13- Microsoft Office Home (latest)		15 Days	O/o A.P.C.C.F., Green India Mission, Satpura Bhawan, Bhopal, M.P.	Yes
3. Lap Top	1. Processer :Core i7, 7th Generation 2. Ram Minimum 8 GB 3. SSD 128 GB 4. Hard Disk Minimum 1 TB 5. DVD Drive 6. Monitor Minimum 15.6 Inches		15 Days	O/o A.P.C.C.F., Green India Mission, Satpura Bhawan, Bhopal, M.P.	Yes

Brief Description of the Goods	Specifications (Minimum)	Rate (in Rs.)	Delivery Period	Place of Delivery	Installation Requirement if any
	7. OS Minimum Windows 10 Home 8. Minimum 1 Years Warranty 9. USB 2 and 3 Ports 10. VGA and HDMI 11. Optical Mouse 12. Standard Key Board 13. Disk Drive Available 14. Web Camera : HD Webcam 15. Lock Port : Kensington Lock Slot 16. Pointer Device : Touchpad 17. Mouse (Optional) 18. Included Software : Microsoft Office Home (latest)				

Note: The rate quoted will be inclusive of all cost towards labour, transportation, levies, all other duties exclusive of GST. GST will be paid extra as applicable.

4. Preparation of Quotations: You are requested to quote for these items by completing, signing and returning:

- The List of Goods and Price;
- the documents confirming your eligibility, as listed below;

The standard forms in this RFQ may be retyped for completion but the firm is responsible for their accurate reproduction.

5. Validity of Quotations: The quotation offers should have a validity of 60 days or more from the due date.

6. Sealing and marking of Quotations: Quotation should be placed in a single sealed envelope, clearly marked with the Reference above, the name of the firm and the Implementing Agency.

7. Language of proposal

The Proposal as well as all related correspondence exchanged by the firm and the Department shall be written in English language.

8. Clarification and Amendment of Quotation Documents

At any time before the submission of final Proposals, the O/o **Additional Principle Chief Conservator of Forests, Green India Mission, M.P. Forest, Department, Satpura Bhawan Bhopal, Madhya Pradesh** may amend the Quotation Document by issuing an addendum through standard electronic means. The addendum shall be displayed on Forest website www.mpforest.gov.in and will be binding on participants.

The Quotation evaluation committee (Purchase Committee) constituted by A.P.C.C.F., Green India Mission, Satpura Bhawan Bhopal, M.P. shall evaluate the quotations. The decision of the quotation evaluation committee in the evaluation of the quotations shall be final. The Evaluation Committee shall evaluate the Proposals only for those firms who satisfy the evaluation criteria. Evaluations will be based on documentary evidence submitted by the firm with respect to criteria given in quotation document.

From the time the Proposals are opened and up to the time the Contract is awarded, the firm or any representative of the firm shall not contact the Department/ evaluation committee on any matter related to its proposal. Any effort to influence the Department in the examination, evaluation, ranking of

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Proposals, canvassing in any form or recommendation for award of Contract, may result in the rejection of the Proposal.

9. Confidentiality

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the firm who submitted the Proposal or to any other person not officially concerned with the process. The undue use by any firm of confidential information related to the process may result in the rejection of its Proposal and may adversely affect its future prospects.

10. Submission of Quotation: Quotation should be submitted to the address below by physical or postal, by the date and time of the deadline below.

11. Date of deadline: 16/03/2020. **Time of deadline:** 17:00 PM IST.

12. Address: Additional Principle Chief Conservator of Forests, Green India Mission, M.P. Forest Department, Satpura Bhawan, Bhopal, Madhya Pradesh Email: apccfgim@mp.gov.in

13. Qualifying/Eligibility Criteria: You are required to meet the following criteria to be eligible:

- a) Have the legal capacity to enter into a contract;
- b) Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- c) Not have had your business activities suspended or debarred from public procurement by the Office of Government Public Contracts Policy;
- d) The supplier/firm should be a legal entity registered in India. Relevant certificates in this regard shall have to be submitted by the firm.
- e) Firm shall have valid GST number, TIN number & PAN Number. Copy of these to be enclosed in proposal.
- f) Be eligible, as defined below;

14. Documents Evidencing Eligibility: You are requested to submit copies of the following documents as evidence of your eligibility apart from the ones that are mentioned above.

- a). Valid trading licence or equivalent;
- b). Valid certificate of registration or equivalent;

15. Technical Criteria: The Specification details the minimum specification of the Goods required. The Goods offered must meet this specification.

16. Currency: Quotations shall be priced in Indian Rupees (₹) currency.

17. Best Evaluated Quote: The best evaluated quote shall be the lowest priced quotation, which is eligible and technically compliant.

18. Duties and Taxes: Goods imported under this project are/are not exempt from duties and taxes. Taxes shall be paid by the supplier/firm.

19. Delivery Schedule: Delivery of goods under the required project should be within 15 days from date of Purchase Order.

20. Terms of Payment:

Payment shall be made within 60 days against submission of your Invoice and supporting documents following delivery of the Goods.

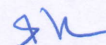
- i. Payment will be made directly to the firm by electronic means. No request for other mode of payment shall be entertained.
- ii. No advance payment will be made in any case.
- iii. No other charges towards transport or service charges or by whatsoever name called shall be payable.
- iv. The Goods/Hardware/Software will be physically verified and will be tested if found necessary for compliance with specification by an agency/individual appointed by A.P.C.C.F, Green India Mission, Bhopal.
- v. 100% of payment will be released based on the supply & testing of material.

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21. GENERAL TERMS AND CONDITIONS:

- i. Quotation document should be free from alteration/ overwriting/ correction
- ii. No person or firm shall submit more than one Quotation for the product. No offer should have more than one model quoted; in case of more than one alternate product only the first product will be considered.
- iii. Please quote maximum discounted price, as no further negotiations will be made.
- iv. Complimentary items/gifts offered will not be given any preference and will not be considered for calculating the cost of the item.
- v. All the leaflets in the offer should be marked with signature and seal of authorized person.
- vi. Technical specifications are given in the quotation. The quotation should also take note of the remarks, if any, given there in.
- vii. Quotation must be submitted in sealed cover to the O/o **Additional Principle Chief Conservator of Forests, Green India Mission, Bhopal, M.P. Forest Department, Satpura Bhawan, Madhya Pradesh** by post or delivered personally so as to reach on or before **16/03/2020 by 17:00 PM** Belated quotation due to postal or any other delay beyond the time and date mentioned above shall be rejected.
- viii. O/o **Additional Principle Chief Conservator of Forests, Green India Mission, M.P. Forest Department, Satpura Bhawan, Bhopal, Madhya Pradesh**, reserves the right to extend the submission due date and/or the date of opening of the Quotation.
- ix. The rates quoted should be inclusive of packing and forwarding charges / loading / unloading/ handling charges/freight/full risk coverage/insurance. etc. In case of imported goods. all the expenses towards custom duty, clearing charges and transportation with insurance will be borne by the firm and they must quote the rates for, O/o **Additional Principle Chief Conservator of Forests, Green India Mission, M.P. Forest Department, Satpura Bhawan, Bhopal, Madhya Pradesh**.
- x. Any wrong information about item, any forged document and any deviation, variation of noncompliance of the terms and conditions by the firm shall be considered as a breach of contract and O/o **Additional Principle Chief Conservator of Forests, Green India Mission, M.P. Forest Department, Satpura Bhawan, Bhopal, Madhya Pradesh** reserves the right to take action as per legal arrangement.
- xi. Each and every judiciary transaction shall be subjected to Bhopal (M.P.) only.
- xii. All losses during transit will have to be made good by the firm/supplier at his cost within period of 15 days.
- xiii. Normal commercial warranty/guarantee shall be applicable to the supplied goods.
- xiv. All material if not found to meet the specifications will have to be replaced at the firm's/supplier's cost.
- xv. If offers for more than one solution are clubbed together, quotation will be rejected.
- xvi. Quoted product should not be in end of life stage. Certificate in original is to be produced from OEM.
- xvii. Successful firm/Supplier has to replace the product within 04 days from the day when Department notify its replacement to successful firm/Supplier.

Any queries should be addressed to the authority at the address given above.



(Sanjay Pathak)

Assistant Conservator of Forest
Green India Mission,
M.P. Forest Department,
Satpura Bhawan Bhopal
Madhya Pradesh