



# Jammu & Kashmir Infrastructure Development Finance Corporation Ltd. (A Government of Jammu and Kashmir Undertaking)

## Notice Inviting Short Tenders

Sealed tenders are invited from well reputed Firms / authorized dealers dealing with Laptops/Photocopier/Printers/Cartridges for supply of the below mentioned equipment's with given specifications and brands in two separate sealed envelopes one of which super-scribed with the words "**TECHNICAL BID**" (should contain Registration Certificate with TIN Number, GST Registration Certificate, PAN Card details with Income Tax & GST returns and experience and performances), the second sealed envelope should contain the rates being offered and super-scribed with the words "**FINANCIAL BID**". The bidder is required to place both the envelopes in another sealed envelope addressed to Director Finance, JKIDFC, Room No.: 421, 4<sup>th</sup> Floor, Civil Secretariat J & K Srinagar. The tender document shall be available for download from the official website of Jammu & Kashmir Infrastructure Development Finance Corporation Limited (JKIDFC) [www.jkidfc.in](http://www.jkidfc.in) Complete sealed offers/bids shall be submitted in the office of Director JKIDFC, room No. 421, 4<sup>th</sup> Floor, Civil Secretariat J&K Srinagar on or before **09-07-2019 at 2pm.** through speed post /registered post/courier/by hand only on any working days against proper receipt. The bids/offers received after the due date and time mentioned above shall not be entertained under any circumstances. Those who send the tender documents by post, have to ensure that the documents should reach before the prescribed time and date and the Finance Department will not take any responsibility under any circumstances for courier/postal delays:-

Sr. No.	Item Detail	Make	Specification	Qty.
1.	Laptop	Asus Zen book 14 UX433FA	Core-i5, RAM-8GB- ,Hard disk 512GB,8 <sup>th</sup> Gen ,13"	02
2.	Laptop	HP x360 Convertible Laptop	Core-i5, RAM-8GB- ,Hard disk 1TB,8 <sup>th</sup> Gen ,13"	02
3.	Laptop	Asus 2 in 1 Convertible Laptop	Core-i5, RAM-8GB- ,Hard disk 1TB,8 <sup>th</sup> Gen ,13"	03
4.	Photocopier	Canon or Xerox	High End Copier with ADF Scanning and Duplex Printing	02
5.	Printers	Canon MF244dw Multi-LaserJet Printer	Multifunction Printer with ADF Scanner and Duplex Printing	02



6.	Printers	Canon 6230dn	Mono LaserJet Printer with Auto Duplex Printing	04
7.	Cartridges	HP 30(A)	Original HP Cartridges	04
8.	Cartridges	HP 32(A)	Original HP Cartridges	02
9.	Cartridges	Canon 337	Original Canon Cartridges	10

### **Instructions to the Bidder:**

- Tenders should be filled in with ink. No tender filled in by pencil or otherwise shall be considered. No additions and alternations or overwriting should be made in the tender. Correction, if any, should be done clearly and initialed.
- The tenderer should sign the tender document (both financial and technical bids) at each page at the end in token of the acceptance of all the terms and conditions of the NIT.
- Direct or indirect canvassing on the part of the tenderers or their representatives will disqualify their tenders.
- The bids shall not be entertained after the expiry of the scheduled date and time.
- All offers should be made in English. Conditional offers and offers qualified by vague and indefinite expressions such as subject to immediate acceptance, subject to prior sale, etc. will not be considered.
- Request from tenderer in respect of additions, alternations, corrections of either terms and conditions or rates after opening of tender will not be considered.
- Bid Currencies: Price shall be quoted in Indian Rupees, Inclusive of all prevailing taxes.
- The bids/offers will be opened on **09-July-2019 at 4 pm** (last date of receipt of the offer) by the Tender Opening and Evaluation Committee nominated for the purpose in presence of the tenderers who want to be present. The bidders/representatives who are present shall sign a register evidencing their attendance. The bidder's name, and any such other detail as evaluation committee may consider appropriate will be announced by the evaluation committee at the opening. The tender evaluation committee shall evaluate the

prequalification bids, and technical bids. The decision of the Evaluation Committee in the evaluation of all bids shall be final.

- No correspondence will be entertained outside the process of negotiation/discussion with the Committee. No discussion / interaction will be held with the bidders whose bids have been rejected/disqualified. The Committee shall, however reserve the right to:-
  - a. Reject any or all offers without assigning any reason thereof.
  - b. Reject incomplete and conditional offers.
- Commercial Bids/Financial Bids who have qualified technically shall be opened on **10-07-2019 at 2pm**, in the presence of Bidder's or their representatives who wish to attend on the scheduled date. No supporting document or printed literature shall be submitted with the financial bid unless specifically asked for. The bid with the lowest cost conforming to the specifications and other conditions prescribed in tender documents will be considered for placement of supply order.
- The offer shall be subjected to the following terms and conditions:-
  - i. Items must be delivered within 10 days or earlier on receipt of supply order at the given address solely at the cost of the supplier.
  - ii. No transportation and carriage charged will be paid for delivery/installation of the equipment's.
  - iii. Income Tax/Sales Tax shall be deducted at source as per Government rules.
  - iv. Warranty period of the each item must be mentioned which should not be less than one year.
  - v. If any fault/defect occurs in the equipment during the warranty period, it will be rectified/replaced by the supplier at his own risk and cost.
  - vi. The bid must accompany with earnest money of Rs.10,000/= in the shape of CDR pledged to Director Finance JKIDFC.
  - vii. The quality of items may increase or decrease depending upon circumstances.

  
**Director Finance**  
**JKIDFC**