



**THE MADHYA PRADESH STATE AGRO INDUSTRIES
DEVELOPMENT CORPORATION LIMITED**

"PANCHANAN" 3rd FLOOR, MALAVIYA NAGAR, BHOPAL

Phone (0755)- 2760517, 2761392,

Email - mpagrohbpl@gmail.com

CIN No. O01119MP19695GC001055

ONLINE TENDERS

FOR

**MULTI-FUNCTIONS AND
LASER PRINTERS**



M.P. STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION LTD.

PANCHANAN, 3RD FLOOR, MALVIYA NAGAR, BHOPAL-462003

☎- 0755- 2551756, 2551652, 2761392 Fax - 0755 2557305

email - mpagrohobpl@gmail.com website : www.mpagro.org

CIN No. U01119MP19695GC001055

No. HO/COMPUTER/2019-20/6362

DATE : 00.07.2020

E-TENDER NOTICE

The Corporation invites online Tenders in prescribed documents for supply of Desktop, Laptop Computers, Multi-function and Laser Printers from Manufacturing Companies or their Authorized Distributors/Dealers. Due date of submission of online Tender along with EMD and Documents fee is 18.08.2020 up to 2.00 pm. For Online submission of Tenders please visit **www.mptenders.gov.in**. The detailed document and other information can be seen at Corporation's website www.mpagro.org and www.mptenders.gov.in. Amendments, if any, will be published only on www.mpagro.org . No further notification will be made in the newspapers.

GENERAL MANAGER (COMPUTERS)



**THE MADHYA PRADESH STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION
LIMITED**

"PANCHANAN" 3rd FLOOR, MALAVIYA NAGAR, BHOPAL Phone (0755)- 2760517, 2761392,
CIN U01119MP19695GC001055 Web site www.mpagro.org Mail: mpagrphobpl@gmail.com

REF. HO/COMPUTES/2019-20/

Dated : 29.07.2020

ONLINE TENDER DOCUMENT

1. IMPORTANT DATE FOR ONLINE ONLINE TENDER SUBMISSION

1	NAME OF WORK	ONLINE TENDER FOR PURCHASE OF MULTI-FUNCTIONS AND LASER PRINTERS
2	EARNEST MONEY	Rs. 10,000.00 (TEN THOUSAND ONLY) SHALL BE PAID ONLINE
3	TENDER DOCUMENT FEE	Rs. 1180.00 (ONE THOUSAND ONE HUNDRED EIGHTY ONLY) with GST SHALL BE PAID ONLINE
4	BID SUBMISSION START DATE	30/07/2020 AT 11:30 AM
5	CLARIFICATION ON PRE-BID QUERIES RECEIVED BY EMAIL at mpagrohobpl@gmail.com	10/08/2020 UPTO 3 PM (CLARIFICATIONS WILL BE UPLOADED AT WEBSITE)
6	BID SUBMISSION END DATE AND TIME	18/08/2020 AT 2 PM
7	SUBMISSION OF HARD COPIES	18/08/2020 AT 2 PM IN OFFICE OF THE MANAGING DIRECTOR, M.P. STATE AGRO IND. DEV. CORPORATION LTD. PANCHANAN, III FLOOR, MALVIYA NAGAR, BHOPAL
8	OPENING OF TECHNICAL BIDS	19/08/2020 AT 3 PM
9	OPENING OF FINANCIAL BIDS	WILL BE INFORMED AFTER TECHNICAL EVOLUTION

2. **SCOPE OF WORK -**

- 2.1 Supply of Printers: The supplier has to deliver the Printers (as specified on ANNEXURE-3) as per the locations provided after finalizing the Online Tender and ensure installation within stipulated time. Location of installation can be any district head quarter of the Corporation in M.P.
- 2.2 Maintenance of Printers : The supplier will be responsible for providing service and maintain all supplied Multi-function and Laser Printers within warranty period.
- 2.3 At present 10 Nos. Multi-function Laser Printers and 02 Nos. Laser Printers are required.
- 2.4 The Corporation reserves the right to selection/rejection of the items/brands and alters the quantity of the computers and peripherals.
- 2.5 Rates should be valid for 3 months from the date of submission of tender. The supplier should supply additional quantity of Multi-function and Laser Printers as required by Corporation same rates.

3. ELIGIBILITY:

- 3.1 Manufacturing Companies or their authorised Distributors/Dealers are eligible.
- 3.2 Average turnover of the bidder should be Rs. 20 lakh per year in last three years. A certificate from C.A. should be attached.
- 3.3 Minimum 3 years experience of supply of Printers.
- 3.4 Blacklisted, debarred Dealers/Distributors by Government Deptt./PSU are not eligible to participate. An undertaking must be required as mention on ANNEXURE - 06.
- 3.5 Having valid GSTN and PAN. Copy of Aadhar Card of the person who is signing the Tender Documents.
- 3.6 Partnership deed in case of bidder is a partnership firm.
- 3.7 Authority to submit offer against the Online Tender from the Manufacturing Company in original needs to be submitted.

TERMS AND CONDITIONS -

Financial Bids will be submitted in Annexure 3 (BOQ EXCEL SHEET at portal) through Online Procedure on www.mptenders.gov.in (no hard copy is needs to be submitted)

1. ONLINE ONLINE TENDER CUM BID DOCUMENTS

- 1.1 It is expected from the Bidder to read carefully all instructions, conditions of the ONLINE TENDER Documents, appendix to the ONLINE TENDER documents, Performa agreement, Specifications, annexure, schedules of the ONLINE TENDER . Failure to comply with the requirements of the ONLINE TENDER submission will be at the Bidders risk. Bids that are not substantially responsive to the requirements of the ONLINE TENDER documents will be rejected. It is compulsory for all the Bidder to quote rate.
- 1.2 Interested eligible Bidder should Register himself on the Portal and obtain (purchase) Tender Document. Tender documents are available for viewing at www.mptenders.gov.in or www.mpagro.org . To participate in Online Tender the bidder must have valid class 3 Digital Signature Certificate (which can obtained from any of authorized Firms) Online Tender Documents by downloading the same from website www.mptenders.gov.in and submit on the day and time as mentioned on page no. 3 .
- 1.3 The Online Tender shall be submitted online only. All documents (including Tender Document from page no. 1 to 13) as mentioned on Annexure-2 must be uploaded online at portal. If failed so, the bid may be rejected.
- 1.4 Hard Copies of all document (including Tender Document from page no. 1 to 13, confirmation report of online submission of bid and uploaded documents as mentioned list on **ANNEXURE-2** with seal and signature) should be submitted before 2.00 PM ON 18/08/2020 at office of the Managing Director, M.P. State Agro Ind. Dev. Corp. Ltd., Panchanan, III Floor, Malviya Nagar, Bhopal.

However, if the date and time of opening of offer is changed due to any unforeseen reason the revised date and time of opening will be displayed as corrigendum on the website www.mptenders.gov.in and www.mpagro.org. No corrigendum in the NEWS paper will be published.

2. DOCUMENT FEE AND EMD :

- 3.1 Document Fee Rs. 1180.00 (One Thousand One Hundred Eighty only) with GST and EMD Rs. 10,000.00 (Ten Thousand only) as mentioned on page no. 3 must be paid online at portal. Without online payment bid can not be submitted. Payment of Document Fee and EMD in any other form is not acceptable.
- 3.2 The Tender Document fee is not be refundable even if the bid is rejected.
- 3.3 The EMD of successful vendor will be converted into Security Deposit (SD) and will be refunded after successful completion of Contract without any interest. The EMD of

unsuccessful vendors will be returned after completion of tender process. If the supplier fails to supply ordered materials in stipulated time period, the SD deposited by them will be forfeited.

- 3.4 Bidder will be called as supplier from whom agreement is executed.
- 3.5 If any bidder does not qualify in technical evaluation, the financial bid of the bidder will not be opened.
- 3.6 The price should not be mentioned in the Technical bid in any form or manner. In case the prices are mentioned in the technical bid, the offer will be liable for rejection.
- 3.7 The supplier shall have to supply the prescribed hardware within 15 days from the date of supply order.
- 3.8 The payment will be released after completion of installation as per order and satisfactory installation report is submitted.
- 3.9 If the tender opening day happens to be holiday, the same will be opened on the next working day.
- 3.10 The make / brand / detailed specification/ brochures etc. of the quoted hardware must be mentioned in Technical Bid and attached with hard copies.
- 3.11 Onsite warranty should be comprehensive warranty for entire period as mentioned in annexure-3. Service call should be attend within 24 hrs and rectify the complaint.

LIST OF MANDATORY DOCUMENTS -

Sr.No.	DOCUMENT	ANNEXURE No.
1	Payment receipt of online payment of Tender Document Fee and EMD	-
2	C.A. certificate of Turnover of last three years of the bidder	-
3	Tender Document with all annexure page no. 01 to 13 duly signed and seal of the bidder	-
4	Undertaking as mentioned on non-judicial stamp of Rs. 500/-	ANNEXURE - 06
5	Company Profile of the bidder	ANNEXURE - 04
6	Authorization Certificate from the Manufacturing Company on letter head duly signed and seal in original	ANNEXURE - 05
7	Documents reg. three years experience (copy of supply orders etc.)	-
8	Partnership deed in case of bidder is a partnership firm.	-
9	Copy of GSTN	-
10	Copy of PAN	-
11	Copy of AADHAR Card of the person is signing the Online Tender	-

LIST OF GENERAL DOCUMENTS -

Sr.No.	DOCUMENT	
1	Detailed Specification/literature/ Brochures of the items quoted	-
2	List of Service Centers in Madhya Pradesh	-
3	Any other document, not mentioned in mandatory documents	-


(Financial Bid Format)

FINANCIAL OFFER FOR SUPPLY OF COMPUTERS AND LAPTOPS

S.No.	ITEMS	SPECIFICATION/ CONFIGURATION	MAKE/ MODEL	QUAN- TITY	BASIC RATE	GST	RATE INCLUSIVE OF ALL (GST, F.O.R. DESTINATION, INSTALLATION etc.)
1	MULTI-FUNCTION LASER PRINTER	Print /Copy / Scan (fax not required) Technology : Laser Type of Machine : Multifunction Machine Type of Printing : Mono Cartridge Technology : Composite Cartridge Platen/Flatbed Size : A4 Paper Size (Original/Image) : A4/A4 RAM size (MB) : 32 Hard Disk Capacity(GB) : 0 Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Mono13 Minimum Speed per Minute as per ISO/IEC 24734 in A4 Size-Colour : 0 Scanning Feature Availability : Yes Duplexing Feature Availability : No Faxing Feature Availability : No Networking Feature Availability : No Wi-Fi Availability : No Original Document Feeder Type : Platen Number of Main Paper : Tray 1 Bypass Facility : Yes On Site OEM Warranty (Year) : 1 YEAR		10 Nos.			
	LASER PRINTER	PRINT ONLY Cartridge Technology : Composite Cartridge Printing Technology : Laser Type of Printing : Mono Paper Size : A4 Print Speed per minute as per ISO/IEC 24734 in (A4) Size - Mono : 14 Duplexing Feature : No Wireless Connectivity : No Number of Main Paper Trays :1 Bypass Tray Facility : No On site OEM warranty (Years) : 1 YEAR		02 Nos.			

Financial Terms and Conditions:

- Above mentioned price bid format is indicative and rates to be quoted in the downloaded excel sheet (BOQ SHEET) from the portal only. Price bid is not to be submitted in hard copies.
- Quoted rates will be inclusive of all taxes, F.O.R. destination and installation and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.
- Model of the Multi-function printer/ Laser Printer should be clearly mentioned in BOQ sheet in specific column.
- Quantity of the items is as per present demand of the Corporation and can be more or less at the time of issuing of purchase order. The Corporation reserves the right to selection of the brand and alters the quantity of the computers and peripherals.

	<p>M.P. STATE AGRO INDUSTRIES DEVELOPMENT CORPORATION LTD. PANCHANAN, 3RD FLOOR, MALVIYA NAGAR, BHOPAL-462003 ☎- 0755- 2551756, 2551652, 2761392 Fax - 0755 2557305 email - mpagrohbpl@gmail.com website : www.mpagro.org CIN No. U01119MP19695GC001055</p>
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FORMART FOR SUBMISSION OF COMPANY PROFILE

Name of the Firm	:	
Whether authorized Distributor/Dealer?	:	
If yes, name and address of the manufacturing company	:	
Address	:	
Contact Person	:	
Phone & Fax No.	:	
Email address	:	
GSTN	:	
PAN No.	:	
Name of partner(s), if any	:	

Signature of the Offerer

**MANUFACTURER'S AUTHORIZATION
(ON LETTER HEAD OF THE COMPANY)**

We have gone through the terms and condition of Online Tender No. invited by your Corporation which is due on and M/s is hereby authorized to submit Online Tender for supply of, negotiate and receive the order from you on behalf of us. No company or firm or individual other than M/s. is authorized to bid, and conclude the contract in regard to this business.

We hereby extend our full guarantee and warranty as per the Tender Conditions for the goods offered for supply and installation against this Tender.

Authorized Signatory

Seal

Name and Designation

UNDERTAKING FOR SUPPLY MULTI-FUNCTION AND LASER PRINTERS

We hereby offer for the supply of Multi-function and Laser Printers confirming to the detailed specification mentioned in the annexure 03 or else where in the Documents and annexure.

We undertake to supply such quantities of Multi-function Printer and Laser Printers as we may be called upon to the supply under the conditions hereto enclosed during allotted period from the date of execution of the agreement on the rates specified in the agreement at the places to be specified by the M. P. State Agro Industries Development Corporation Limited within specified delivery period.

We undertake that our firm in last Three years (FY ending on 31.03.2019) has neither been Blacklisted/Debarred by any Government / Government Undertaking /Bank nor penalized on the same ground. We also undertake that no legal proceeding is pending in any Courts on the same grounds.

If this Tender is accepted, we hereby agree to abide by and fulfill all the terms and condition of contract annexed hereto and in default thereof to forfeit and pay to the M. P. State Agro Industries Development Corporation Limited or his successors, in office the penalties or sum of money mentioned in the said condition.

The sum of Rs..... (Rupees.....thousand) in the form of Earnest Money is herewith forwarded which shall be retained by the Managing Director of the M. P. State Agro Industries Development Corporation Limited, on account of Security Deposit specified in the clause of the said condition of contract, if this offer is accepted.

We have read and understood the terms and condition of supplies etc mentioned in the documents.

Signature of the Offerer With seal

Date:

Witness:

1.....
Name and Address

Witness:

2.....
Name and Address

TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF Rs. 500/- DULY NOTORISED.

DRAFT AGREEMENT

This agreement made at Bhopal this day ofbetween Madhya Pradesh State Agro-Industries Development Corporation, 'Panchanan, 3rd Floor, Malviya Nagar, Bhopal, M.P. hereinafter referred to as the 'Corporation' which expression shall unless repugnant to the context or meaning there of includes its successors and assigns on the one part.

AND

M/s. having its office at through Shri designation(hereinafter referred to as the Supplier whose expression unless repugnant to the context and meaning thereof includes its assigns, successors and administrations on the other part.

WHEREAS the Corporation invited Tender for supply of Multi-function Printer and Laser Printers on the terms and conditions envisaged in the terms schedule purchased and downloaded by the bidder.

AND WHEREAS the vendor has accepted each and every term and condition contained in the Tender Document, while submitting this Tender :

AND WHEREAS the Corporation accepted the Tender uploaded by the bidder in consideration of the premises and the mutual premises and undertakings hereinafter specified and for other good and valuable consideration this agreement witness and is hereby agreed on the conditions of the Tender. The following documents shall form and be constructed a part of the Agreement Deed:-

- a. The Tender submitted by the Bidder including all the annexure attached thereto.
- b. The letter of acceptance dated ----- issued by the Corporation.
- c. The acceptance submitted by the Bidder.
- d. The rates mentioned in annexure to agreement.

The aforesaid documents shall be taken as complementary and mutually explanatory of one another but in case of discrepancies and ambiguities shall take precedence in the order set out above. In this regard the decision of Managing Director, M.P. State Agro-Industries Development Corporation Limited shall be final.

IN WITNESS WHEREOF the parties hereto have signed this agreement on the day and year referred to above.

GENERAL MANAGER (COMPUTERS)

WITNESSES:

- 1.
- 2.

SUPPLIER

WITNESSES:

- 1.
- 2.