

Calcutta High Court

Notice inviting Tender

No. 9367 RG

Dated : 12.08.2009

On behalf of the High Court, Calcutta Sealed Tenders in duplicate are invited from reputed firms for supply of 50 Laptops of IBM or HP make with latest configuration/facilities and having option for future upgradation.

Last date of submission of Tender – 31.08.2009

IMPORTANT NOTE FOR BIDDERS

1. The laptops will be purchased through buy back system in exchange of the existing HP NX6120 laptops. Quoted price of the laptops and price offered for buy back of the existing laptops should be clearly and separately mentioned in the bid.
2. The quotation will be submitted in sealed cover, superscribing "Tender for Laptops" in the name of Registrar (Listing) and should reach this office by 31.08.2009.
3. The individual bids shall be opened on 01.09.2009 in the Chamber of Registrar (Listing) at 3 p.m. If there is any change of this date, individual bidders shall be informed by speed post.
4. Envelopes which are not sealed will not be accepted.
5. The general Terms & Conditions for providing after sales support are to be stated clearly in the document.
6. The Institution will not take any responsibility for delay, loss or non-receipt of documents/tenders sent by post.
7. Any form of canvassing by a bidder shall result in cancellation of the bid.
8. The offer should be valid for a minimum period of six months.
9. The bid shall be for the full quantity i.e. for 50 laptops.
10. The price quoted must include all taxes, duties and other levies.
11. The price quoted must include three years comprehensive warranty.
12. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be enhanced under any circumstances.
13. The Registrar (Listing) on behalf of the High Court, Calcutta will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - a. conform to the terms and conditions and specifications.
 - b. are properly signed.

14. The High Court may award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price. However, the Institution does not bind itself to accept the lowest bid.
15. The Institution reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract for any reason whatsoever.

MINIMUM ELIGIBILITY CRITERION

1. The bidding company should be a company incorporated or existing under the Companies Act, 1956 having valid ISO 9001-9002 certifications.
2. The bidding company should have a well qualified team of engineers and technicians and adequate experience for maintenance of laptops.
3. All engineers to be deputed for the maintenance service should be under direct recruitment by the bidder and the work shall not be outsourced to any other firm.
4. The bidding company must have at least three years of experience in the said business as at the date of the bid.
5. The bidding company must have undertaken similar work in a Government / Semi Government organization having tender value above Rs. 1 crore for a single year.
6. The bidding company must have a full fledged support office at Kolkata.
7. Documentary evidence in support of all the above eligibility criterion should be furnished along with Tender.

AFTER SALES SERVICE CONDITIONS

1. **Onsite service response:** All working days between 9:30 – 18:00 hrs
2. **Response time:** Within 2 hours of registering the complaint.
3. **Uptime Guarantee:** Within a maximum of 24 hours of registering the complaint except for holidays.
4. **Preventive Maintenance:** The service will consist of a minimum of 2 Preventive Maintenance visits a year.
5. **Dispute Resolution:** Any dispute arising out of, or in connection with the tender process or in execution of the tender work shall be referred to and decided upon by the Registrar (Listing), Appellate Side in accordance with the provisions of Arbitration and Conciliation Act, 1996.
6. **Jurisdiction:** The High Court of Calcutta, or the City Civil Court, as the case may be shall have the exclusive jurisdiction to determine any dispute arising out of this tender process or in execution of the tender work.

Sd/-

Registrar General