

Tender No. : DID4678L12/TR
Tender Date : 18.01.2012
Bid Closing On : 01.03.2012 at 13:00 hrs.(IST)
Bid Opening On : 01.03.2012 at 13:00 hrs.(IST)

Tender issued to following parties only:

Slno	V_Code	Vendor Name	City/Country
1	201672	WIPRO LIMITED	GUWAHATI
2	201828	HEWLETT-PACKARD INDIA SALES PVT LTD	KOLKATA
3	202738	HCL INFOSYSTEMS LIMITED,	GUWAHATI
4	203849	IBM INDIA LIMITED	BANGALORE
5	203850	ACER INDIA (PVT) LTD	GUWAHATI.
6	205013	DELL INDIA PRIVATE LIMITED	BANGALORE (SOUTH)
7	205271	IBM INDIA PVT LTD.	KOLKATA

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam

E-mail:material@oilindia.in, Fax No.91-374-2800533

Tender No. & Date : DID4678L12/TR 18.01.2012

Bid Security Amount : INR 0.00 OR USD 0.00
(or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

Bid Closing On : 01.03.2012 at 13:00 hrs. (IST)

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Performance Guarantee : Not Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 0C000316	<p>Specification for Laptop</p> <p>Sl. Items Detailed Specification No.</p> <p>1. Make and Model to be specified by the vendor</p> <p>2. Processor Intel® Core i5-2520 Processor Minimum</p> <p>3. OS Windows 7 Professional with latest service pack and recovery CDs/DVDs.</p> <p>4. Memory 4GB DDR3 (Minimum)</p> <p>5. HDD 500 GB with 7200 rpm(Minimum)</p> <p>6. Weight Not more than 2.5 KG (including battery)</p> <p>7. Display 14"(Minimum) HD</p> <p>8. Optical Drive 8x DVD RW Drive</p> <p>9. Keyboard Standard keyboard with touch pad/pointing stick</p> <p>10. Mouse External Optical USB scroll Mouse</p> <p>11. Connectivity a. Minimum 2 USB ports b. Integrated 10/100/1000 Mbps Ethernet</p> <p>12. Wireless Intel Pro/Wireless</p> <p>13. Audio Stereo sound with internal speakers , Integrated Microphone</p> <p>14. Battery 6 cell Li-Ion Battery (Minimum)</p>	21	NO

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Item No./ Mat. Code	Material Description	Quantity	UOM
	15. Adapter External AC adapter(230v, 50 Hz ac input) with Power Cord		
	16. Webcam Integrated Web Cam with Digital Microphone, Camera Software.		
	17. Ports 1 x VGA, Headphones-out & Microphone-in jack, 1 x RJ11 , 1 x RJ45.		
	18. Others a. System should be Energy star 5.0 b. All Drivers on CD/DVD Media c. OEM's Carrying case d. User Manual		

Standard Notes: (1) **VALIDITY** : Your offer must be valid for 75 days from the date of bid opening. Offer with inadequate validity will be rejected.

(2) The offer should be submitted in Triplicate.

(3) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of a sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

(4) In the event you authorize your dealer/stockist/channel partner to quote on your behalf, the dealer/stockist/channel partner while submitting bid should mention on the body of the envelope that they are submitting bid on your behalf.

In the event the dealer/stockist/channel partner do not mention the name of their OEM/principal on the body of the envelope, the offer shall be treated as unsolicited offer and will not be considered for opening.

The dealer/stockist/channel partner should take note of above while submitting bid on behalf of their OEM/principal.

(5) For order with F.O.R. Destination term, 100% payment against despatch documents will not be entertained. In this regards please refer payment terms in ANNEXURE-MM/TENDER/LP/01/06.

(6) To evaluate the inter-se ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Government of Assam Guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their bids.

Special Notes : A. Delivery, Installation & Commissioning Terms

Delivery, installation and commissioning should be completed within 30 days of confirmed order.

B. Warranty Service Terms

1. Comprehensive on-site warranty for a period of 1 year or OEM warranty, whichever is longer, from the date of commissioning.
2. Preventive & corrective maintenance of all hardware supplied including replacement of defective parts during warranty period, at no extra cost.
3. The defective parts under warranty should be first repaired / replaced and thereafter the defective items can be taken out of OIL's premises. Failure to repair or replace a defective part(s) under warranty within the stipulated period, will attract penalty, as mentioned in penalty clause.
4. Bidder will have to arrange its own transport facility for the engineers to attend service calls, and for movement of spare parts.

C. Penalty Terms

1. In case bidder fails to repair or replace a defective part(s) under warranty services mentioned in warranty service clause, within 48 hours, from the time of reporting the breakdown, a penalty @ Rs.200 per day / per Laptop will be levied. If for any reason, the bidder fails to provide services within seven successive days from the date of reporting, the period of warranty will be extended by that number(s) of days, at no extra cost, in addition to the above penalty, subject to a maximum of 15% of the total order value.

D. Payment Terms

1. 70% after complete delivery
2. 30% after complete installation and commissioning

E. General Terms & Conditions

1. The Bidder has to be OEM/Joint Venture of OEM/Subsidiary of OEM/Authorized Dealer of OEM. Joint Venture companies, subsidiaries and authorized dealers must submit documentary evidence to this effect and authorisation letter (in Original) from OEM to quote for the Enquiry, as per OIL format attached herewith, failing which, their offer will be rejected.
2. In case of Dealer, Authorisation certificate (in original) from OEM, as per Annexure-A, should be attached, stating that the OEM will provide support directly or through the particular dealer during the warranty period including replacement of spares and the validity of the certificate should be for a minimum period of 18 months from the date of submission of offers/bids, failing which, their offer will be rejected.
3. The Bidder should provide an Undertaking of authenticity of IT Hardware/Software supplies,(in original), from OEM, as per Annexure-B, should be attached, stating that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, shall be used, failing which, their offer will be rejected.
4. Bidder not complying with delivery, installation, commissioning, warranty, penalty and payment term clauses will be rejected.

5. Printed Technical Brochure/Product Catalogue for the make/model offered must be attached with the Bid. Bids not accompanied by technical brochures/catalogues will be rejected.

Annexure-A

**Sample authorisation letter from OEM
(To be typed on the letterhead of the OEM)**

Ref. No _____

Date _____

**The Head (Materials)
Oil India Limited,
Duliajan-786 602**

Sir,

Sub: Authorisation Certificate

Ref: Your tender enquiry No. _____ Dated _____.

We hereby authorize M/s _____ to quote and provide onsite warranty support, including replacement of spares, for the above tender, on our behalf.

This certificate is valid up to _____ (18 months from the date of submission of offer).

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here)

Annexure-B

**Sample undertaking of authenticity letter from OEM
(To be typed on the letterhead of the OEM)**

Ref. No _____

Date _____

**The Head (Materials)
Oil India Limited,
Duliajan-786 602**

Sir,

Sub: Undertaking of authenticity of IT Hardware/Software supply

Ref: Your tender enquiry No._____ Dated _____.

With reference to the Laptops being quoted to you vide our quotation No. cited above, we hereby undertake that all the components/ parts/ assembly/ software used in the Laptops under the above like Hard disk, Display, Memory, etc., shall be original, new components/ parts/ assembly only, from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, are being used or shall be used.

We also undertake that in respect of licensed operating system, it shall be sourced from the authorised source (Authorised Microsoft Channel).

In case of default and we are unable to comply with above at the time of delivery or during installation, for the IT Hardware/ Software billed, we agree to take back the Laptops without demur, if already supplied and return the money, if any, paid to us by you in this regard.

We also take full responsibility of both Parts & Service SLA as per the content, even if there is any defect by our authorized Service Centre/ Reseller/SI, etc.

**Yours faithfully,
For (type name of the firm here)**

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here).