

Tender No. : JID3501L15  
Tender Date : 07.05.2014  
Bid Closing On : 10.06.2014 at 13:00 hrs.(IST) *15:00*  
Bid Opening On : 10.06.2014 at 13:00 hrs.(IST)

**Tender issued to following parties only:**

Sln0	V_Code	Vendor Name	City/Country
1	206150	SUMA	JODHPUR
2	206165	DIAMOND SALES	JODHPUR
3	206185	BLUE BELL COMPUTERS	JODHPUR
4	206417	QuicServ Computers	Jodhpur
5	206631	SSB INFOTECH	Jodhpur
6	206632	GULGAG INFOTECH	Jodhpur
7	207015	ARUNA ENTERPRISES	JODHPUR
8	209851	BANG ENTERPRISES	JODHPUR
9	210903	S COMPUWIZ HP WORLD	UDAIPUR
10	403698	SEQUEL INFOCOM PVT. LTD.	JAIPUR
11	406285	E CONNECT SOLUTIONS PVT. LTD.	UDAIPUR

**OIL INDIA LIMITED**  
 (A Govt. of India Enterprise)  
 Rajasthan Project,  
 02-A, SARASWATI NAGAR,  
 DISTRICT SHOPPING CENTRE, BASNI  
 JODHPUR- 342005,  
 RAJASTHAN, INDIA

Fax-0291 2727050  
 Ph-0291 2727048

Email: mat\_rp@oilindia.in

**ANNEXURE-I**

**Tender No. : JID3501L15**  
**Tender Date : 07.05.2014**

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 0C000503	<b>Specification for Wide Format color Scanner</b> 1. Scan Technology: CCD 2. Scan Media width supported: 42 Inch or above 3. Optical Resolution : 500dpi or above 4. Scanning speed in color: 3 inch per second or more 5. Media : Paper or Film 6. Connectivity : FireWire, High Speed USB 2.0,Gigabit Ethernet 7. Scan File Format: should support all standard file formats e.g. PDF, TIFF, JPEG etc. 8. User Interface: 15" Touch screen with minimum (Intel Pentium 4-Processor, 1GB RAM, 160GB HDD, DVD/CD RW, Keyboard and mouse ) 9. Operating System: Windows 7 or latest. 10. Floor Stand : Scanner should have floor stand with document basket	1	NO
	<b>Annual Maintenance Contract</b>		
20	Annual Maintenance Contract	4	YR

**Standard Notes:** 1.0 Items shall be brand new, unused & of prime quality. Bidders shall warrant (in event of order) that the items will be free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with the ordered specification. The defective items, if any, rejected by OIL shall be replaced by the supplier on F.O.R. destination basis at their own expenses including payment of all taxes and duties. Bidders must confirm the same in their quotation.

2.0 Validity of the offer should be 75 days from the date of bid opening. Bid with lesser validity will be rejected.

3.0 Quotation should be submitted in duplicate.

4.0 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 and a copy of Authorisation letter issued by you is also to be submitted alongwith the bid. In the authorisation letter, it is to be clearly mentioned that you are authorising your dealer/stockist/channel partner to quote on your behalf against the tender (Tender no should be clearly mentioned)

In the event the dealer/stockist/channel partner do not mention the name of their authorizing firm/enterprise/OEM/principal on the body of the envelope and fail to submit Authorisation Letter, 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 authorizing firm/enterprise/OEM/principal.

**ANNEXURE-I**

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5.0 Bidders are to quote for Unit Material value, Packing/Forwarding Charges (if any), Taxes & Duties as applicable, Transportation charges (if extra) upto OIL's Office at Jodhpur(Rajasthan), Payment Terms, Delivery Period, in their offer.

6.0 In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have submitted the bids on or before the original B.C. date shall not be permitted to revise their quotation.

7.0 For order with F.O.R. Destination term, 100% payment against dispatch document will not be entertained. In this regards please refer payment terms in ANNEXURE - MM/RP/GLOBAL/2011. Bidders are advised to take note of this while mentioning payment term.

8.0 Please consider bid closing time as at 15:00 hrs (IST). You are advised to ignore the timing of 13:00 hrs (IST), appearing in the covering page of the tender document.

9.0 The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

10.0 Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

11.0 Original signed offer should be submitted in sealed envelope. No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.

12.0 Bids containing incorrect statement will be rejected.

13.0 Bids shall have no interlineations, erasures or overwriting except as necessary to correct the errors made by the bidder, in which case, such corrections shall be initiated by the person(s) signing the bid. Any bid not meeting this requirement shall be rejected.

14.0 The offer should reach within the Bid Closing Date & Time addressed to:

CHIEF MANAGER (M&C)  
OIL INDIA LIMITED  
RAJASTHAN PROJECT  
M&C DEPARTMENT  
02-A SARASWATI NAGAR, BASNI  
DISTRICT SHOPPING CENTRE  
JODHPUR - 342005,  
RAJASTHAN  
INDIA

15.0 Contact details of dealing officer:

MUNIN KONWAR  
SENIOR PURCHASE OFFICER (MATERIALS)  
PHONE- 0291-2729-472  
EMAIL: munin\_konwar@oilindia.in

Other terms and conditions of the tender shall be as per General Terms and Conditions vide booklet MM/RP/GLOBAL/2011 (copy enclosed). However, if any of the Clauses of the tender stipulated above contradict the Clauses of the booklet MM/RP/GLOBAL/2011 elsewhere, those in this tender document shall prevail.

**ANNEXURE-I**

**Tender No. : JID3501L15**

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**Special Notes : A. Delivery, Installation & Commissioning Terms**

Delivery, installation and commissioning should be completed within 45 days of confirmed order.

**B. Warranty Service Terms**

1. Comprehensive on-site warranty for a period of 1 year 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 item 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. All visits (including transport to and from Jodhpur and accommodation at Jodhpur) by bidder's personnel for warranty related work shall have to be borne by the successful bidder.

**C. Annual Maintenance Contract (AMC) Terms**

1. Comprehensive on-site maintenance including replacement of spares for a period of 4 years after expiry of Warranty.
2. Preventive & corrective maintenance of all hardware supplied, including replacement of defective parts, during AMC period, at no extra cost.
3. The defective parts under AMC 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. All visits (including transport to and from Jodhpur and accommodation at Jodhpur) by bidder's personnel for AMC related work shall have to be borne by the successful bidder.
5. The charges for Annual Maintenance Contract (AMC) should be quoted on yearly basis and will be considered for commercial evaluation. However, if it is found that the AMC charges are quoted unrealistically / unreasonably low in comparison to the equipment cost, vendor will be required to furnish detailed support plan and methodology to maintain the system as per this tender requirement. In case, it is found unacceptable then OIL will inevitably be compelled to exercise alternative options by readjusting the AMC charges from the total Cost, at its own discretion.
6. Payment against AMC will be made on annual basis, after successful completion of each year.

**D. Penalty Terms**

1. In case bidder fails to repair or replace a defective part(s) under warranty / AMC mentioned in warranty / AMC services clause, within 72 hours, from the time of reporting the breakdown, a penalty @ Rs.500/- per day will be levied. If for any reason, the bidder fails to provide services/ replacement within seven successive days from the date of reporting, the period of warranty / AMC shall 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.

**ANNEXURE-I**

**Tender No. : JID3501L15**  
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**E Other Terms and Conditions**

1. The Bidder should quote for brand new Scanner.
2. Bid(s) not complying with Delivery, installation & commissioning, warranty and penalty clauses will be rejected.
3. 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 Authorisation certificate (in original) from OEM, as per Format-A, given below, 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.
4. The Bidder should provide an Undertaking of authenticity of IT Hardware/Software supplies,(in original), from OEM, as per Format-B (given below), should be attached, stating that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, shall be used, failing which, their offer 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.

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**Format-A**

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

Ref. No \_\_\_\_\_ Date \_\_\_\_\_

The Chief Manager (Material & Contract)  
Oil India Limited,  
Jodhpur-342 005

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 \_\_\_\_\_

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

Signature of Authorised Signatory  
Name :  
Designation :  
Phone No.  
Place :  
Date :

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Format-B

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

Ref. No \_\_\_\_\_ Date \_\_\_\_\_

The Chief Manager (Material & Contract)  
Oil India Limited,  
Jodhpur-342 005

Sir,

Sub: Undertaking of authenticity of Hardware supply

Ref: Your tender enquiry No. \_\_\_\_\_ Dated \_\_\_\_\_.

With reference to the Scanner being quoted to you vide our quotation No. .... cited above, we hereby undertake that all the components/ parts/ assembly used in the Scanner under the above, shall be original, new components/ parts/ assembly only, from respective OEM of the product and that no refurbished/ duplicate/ second hand components/ parts/ assembly, are being used or shall be used.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the Hardware billed, we agree to take back the Scanner 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, 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)