



**NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD**

[Under Ministry of Consumer Affairs, Govt. of India]

NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016

**E-TENDER DOCUMENT**  
For  
**PURCHASE OF ALL-IN-ONE PC**

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Tender No. E-Tender/02/2021/NCCF

Date: 23.02.2021

## **E-TENDER FOR PURCHASE OF ALL-IN-ONE PC**

**Tender No.** : E-Tender/02/2021/NCCF

**Date of Commencement for issue of Tender** : 23.02.2021 (Tuesday)

**LAST DATE FOR SUBMISSION OF** : 08.03.2021 (Monday) Up to  
**05.00 PM TENDER FORM**

**DATE OF OPENING OF TENDER** : 09.03.2021 (Tuesday) Up to 12.00 NOON  
**(i.e. Technical Bid)**

The offers, in the prescribed format, shall be submitted online at <https://nccf-india.com> as per the tender document. No tender will be accepted in hard copy, fax, e-mail or any other such means.

**Note - For more details you can visit <https://nccf-india.com> of NCCF of India Ltd. official website.**



# NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD

[Under Ministry of Consumer Affairs, Govt of India]  
NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016

## Tender document for Purchase of ALL-In-One PC

Sealed tenders are invited from the respective OEM/authorized dealers/firms etc. for **Supply & Installation of All In One PC**, as per, "Annexure A" as Technical Bid and "Annexure B" As Financial Bid with the following Details:-

Sl. No.	Particular	Quantity	Amount of E.M.D
1.	All-In-One PC	30	DD amounting to Rs. 1,00,000/-

**Type of Tender: 2 Bid System.**

### Important Notes to the Bidder:

Sealed quotations are invited for supply and installation of **All-In-One PC** at Head Office, NCCF, New Delhi and all branches of NCCF of India Ltd. as per list attached/given in "Annexure A-1". Bids should be submitted by **8<sup>th</sup> March, 2021 up to 05:00 P.M.** at Head Office, NCCF of India Ltd. Tender document can be downloaded from the NCCF of India Ltd. website at URL Link: <https://nccf-india.com>. The completed tender should be delivered at the **Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd. on or before.**

1. Tenders shall be submitted in 2 parts. Part A (Technical Bid) and Part B (Financial bid) The Envelope of Technical bid as per annexure A-1 and Financial bid as per Annexure 'B-1' should be kept in separate envelope. Technical Bid part A should contain all technical document along with tender fee (Rs.1000.00 in shape of DD) & EMD. Both envelope Part A & Part B must be kept in a Big envelope.
2. Losses or damages in transit will be to the account of the supplier. The supplier may if he/she so desires get the goods insured and include such charges in the tendered rate
3. Forfeiture of Earnest Money :  
Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends impairs or derogates from the tender in any respect within the period of validity of the tender.
4. Performance Security equivalent to 3% of the ordered value will have to be

furnished by supplier within 10 days of the award of contract. Performance Security may be furnished in the form of an Account payee Demand Draft or Bank Guarantee/FDR from a Scheduled bank in an acceptable form, safeguarding the federation interest in all respects. Performance Security should be valid up to two months beyond the expiry date of warranty obligation.

5. The undersigned is not bound to accept the lowest tender and may reject any tender or any part thereof without assigning any reason.
6. All the columns of the "Annexure B" attached should be properly filled. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The tender should be signed by the authorized signatory of the firm.
7. No payment will be made in advance for any supplies under this tender. The valid documentary proof of Registration of Firm/Authorization, GST, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted along with the quotation.
8. The Federation reserves the right to verify/seek confirmation of all original documentary evidence submitted by the vender's in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect, the tender will be rejected.
9. Delivery and installation of the items are to be completed within 30 days from the date of confirmed purchase order. If delivery does not happen within 30 days, federation reserve right to cancel the PO & may forfeit EMD as well as performance security.
10. Normally the payment shall be made to agency within 30 days from the date of successful installation of equipment & subject to submission of proper Invoice along with warranty and installation certificate duly signed by supplier and concerned official of the federation. Payment will be released through online bank transfer as such copy of cancelled cheque in required along with Invoice.
11. All legal proceedings, if necessity arises to federation may be any of the parties (Federation Contractor/ Supplier) shall have to be lodged in the courts situated at New Delhi.
12. Compliance of all statutory requirements will be the sole responsibility of the agency/ Bidder.
13. **Arbitration Clause:** If the dispute cannot be settled by mutual discussions within thirty (30) days period, either party may refer the matter to a panel of three arbitrators. Each party shall be the presiding arbitrator. The arbitration proceedings shall be held under the provisions of the arbitration and Conciliation Act, 1996 or any of its subsequent amendments.
14. Last date for submission of tender will be consider the next working day if due to any reason the date of tender is declared as closed holiday for whatsoever reason.

15. This tender is floated for procurement of 30 nos. of All-In-One PC however, quantity may increase/decrease, as per requirement of Federation.
16. The minimum annual turnover of the firms / Agencies for the last 3 years should not be less than 1 Crore.
17. The detailed tender terms & conditions are attached.

**NCCF of India Ltd. (Head Office)  
NCUI Complex, 3 Siri institutional Area,  
August Kranti Marg, New Delhi-110016**





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[Under Ministry of Consumer Affairs, Govt of India]  
NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016

### (To be Filled by the Vendor/Bidder)

1. Name of the quoted equipment(s): -----
2. Name of the Vendor : -----
3. Full Address of the Vendor : -----
4. Telephone/Mobile No./Email : -----
5. Fax No. (If any) : -----
6. Registration No. of Firm : -----
7. PAN : -----
8. GST Registration No. : -----

### 9. Details of DD

- (a) For Tender Fee : DD No. -----Dated-----Bank-----  
(Non-refundable)
- (b) For E.M.D. : DD No. -----Dated-----Bank-----  
(Refundable  
without interest)

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# NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD

[Under Ministry of Consumer Affairs, Govt of India]  
NCUI Complex, 3 Siri institutional Area, August Kranti Marg, New Delhi-110016

## TERMS AND CONDITIONS OF THE TENDER

### 1) Price / Taxes:

Prices stated in this tender are firm and shall remain firm until required deliveries have been completed unless otherwise expressly agreed to in writing by both parties. The vendor agrees that any price reduction made with respect to Material covered by this order subsequent to placement will be applied to the order. All prices specified herein include all charges for, but not limited to, inspection, and packaging. Prices set forth shall be inclusive of applicable taxes viz sales, value-added or similar taxes until and unless specified in the schedule.

### 2) Acknowledgement And Acceptance of agreement:

This agreement constitutes an offer from the federation and is expressly limited to the Terms and Conditions contained herein. The Terms and Conditions of the agreement are those that apply to the purchase of materials, items, products, components or services (hereinafter referred to as "Material"). All exhibits, attachments, technical specifications, drawings, notes, instructions, or information referred in the agreement are incorporated herein by reference.

### 3) The Vendor as an Independent Contractor:

The Vendor shall perform the obligations of this order as an independent contractor and under no circumstances shall it be considered an agent or employee of the federation. The terms and conditions of this order shall not, in any way, be construed as to create a partnership or any other kind of joint undertaking or venture between the parties hereto. The Vendor expressly waives any and all rights which may or may not exist to claim any relief under the federation's comprehensive insurance policy, worker's compensation or unemployment benefits.

### 4) Delivery:

The equipment's should be delivered & installed at Head Office, NCCF of India Ltd. and all other branches of NCCF ("Annexure -1" is enclosed) within a time period of 30 days from the date of purchase order. If any material is not delivered by the date specified therein, the Federation reserves the right, without liability, to cancel the order for undelivered material not yet supplied and to purchase the same from another vendor and to charge the defaulting Vendor for any loss incurred in this transaction. Any provisions thereof for delivery by instalment shall not be construed as obligatory unless agreed upon by both the parties. The Federation shall have the right to refuse deliveries made more than one week in advance of any delivery schedule appearing in the order unless arrangements for such early delivery have been confirmed with the receiving party.

If the vendor is unable to complete performance at the time specified for delivery, by reason of strikes, labour disputes, riot, war fire or other causes beyond the Vendor's reasonable control, the federation at its option, may elect to take delivery of material and to pay such proportion of the contract price as deemed reasonable by the federation.

**5) Reproduction of Documentation:**

The Federation shall have the right at no additional charge to use or incorporate all or portions of material found in the Vendor's literature and/or reproduce the Vendor's applicable literature such as operating and maintenance manuals, technical publications, prints, drawings, training manuals and other similar supporting documentation and sales literature. The Vendor agrees to advise the Federation of any Updated Information relative to the foregoing literature and documentation with timely written notice.

**6) Rescheduling: -**

The Federation may without liability at least seven days prior to the scheduled delivery date appearing on the order defer delivery on any or every item under said order by giving oral notice to the Vendor (confirmed in writing within seven working days) of any necessary rescheduling.

**7) Supply, Packaging and Labelling:**

- All Material purchased hereunder must be packed and packaged to ensure its safe delivery in accordance with good commercial practice and where incorporated, the Federation's packaging specification.
- The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their destination as indicated in the Contract. The packing shall be enough to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' destination and the absence of heavy handling facilities at all points in transit, including the final destination.
- The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, if any, specified in the contract and in any subsequent instructions ordered by the Purchaser.
- It is the sole responsibility of the vendor to provide/replace the item/good if it is lost or broken during the shipping or transportation due to whatever may be the reason.
- Vendor is responsible to ensure, by contacting the Federation, that the shipping has been properly done i.e., all the items/goods have properly reached the Head Office and all other branches of NCCF of India Ltd.

**8) Changes / Amendments:**

The Federation shall have the right at any time, by written notice, in the fee of an amendment order, to make any changes it deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time

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required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the Federation unless sufficiently justified by vendor and accepted by the federation in a form of amendment/ Change Order issued and signed by the Federation.

**9) Inspection and Acceptance:**

Material procured from vendor shall be inspected and tested by the Federation or its designee at vendors cost. If deemed necessary by the Federation, the Vendor shall provide without charge, all reasonable facilities and assistance for such inspection and test. Any inspection records relating to Material covered by this agreement shall be made available to the Head Office and all Branches of NCCF of India Ltd. ("Annexure -1") during the performance of the order.

If any Material covered by this agreement is defective or otherwise not conforming to the requirements of this agreement, the Federation may, by written notice to the Vendor:

- (a) rescind the purchase/supply order as to such non-conforming Material;
- (b) accept such material at an equitable reduction in price;
- (c) reject such non-conforming material and require the delivery of suitable replacements
- (d) If the vendor fails to deliver suitable replacements promptly, the Federation, with notice of seven business days, may replace or correct such material and charge the vendor the additional cost occasioned thereby, or terminate this order for default.

No inspection (including source inspection) test, approval (including design approval) or acceptance of material shall relieve the Vendor from responsibility for defects or other failures to meet the requirements of this order. Rights granted to the Federation in this article entitled INSPECTION is in addition to any other rights or remedies provided elsewhere in this order or in Law.

**10) Invoicing / Payments / Set-Offs:**

After each completion of supply/purchase order, the Vendor shall send duplicate invoices including item number to the Head Office, NCCF of India Ltd.

Payment of invoice shall not constitute acceptance of Material ordered and shall be subject to appropriate adjustment, if the Vendor failed to meet the requirements of this agreement. The Federation shall have right at any time to set-off any amounts due to the Vendor, (or any of its associated or affiliated companies) against any amounts owed by the federation with respect to this agreement.

**11) Terms of Payment and Conditions:**

100% of the payment shall be released upon successful commissioning of the equipment/item and on production of the documents showing takeover and acceptance of the equipment/item by the consignee, after ensuring that already

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furnished Performance Security is valid for a period of 60 days beyond the date of completion of all contractual obligations of the bidder/supplier including comprehensive maintenance warranty obligations.

**Price Fall Clause:-**

If at any time prior to delivery of the equipments/items the bidder/supplier reduces the sale price of such equipments/items as covered under this tender enquiry, to any organization (including Central/State/Deemed Federation) at price lower than the price quoted under this contract, he shall forthwith reduce the price payable under this tender for the equipments/items being supplied after the date of coming into force of such reduction, the price of equipments/items shall stand corresponding reduced.

**12) Selection of the Bidder:**

For the purpose of selection of the bidder, a two-stage bidding process will be followed.

The response to the tender should be submitted in two parts viz. Technical Bid & Commercial Bid & must be submitted in separate sealed envelopes.

**(a) Technical Bid:**

Technical bid should contain information regarding the business turnover, experience and other details of the firm to judge the suitability of the bidder. Bidder must be proving the following documents:

- a) Detailed firm & company details copy of registrations must be enclosed.
- b) Signed & Stamped compliance sheet of the technical specification as per **Annexure A-1** of the offered equipment/item with technical printed literature must be enclosed with the technical bid. Sl. No. of technical brochures should be mentioned against each technical specification to ensure the technical compliance.
- c) Authorization letter from manufacturer in case of dealer/s for the said equipment in bidding.
- d) Clientele list Performance Certificates from clients
- e) Self-attached photocopy of annual turnover, updated GST Returns, IT clearance Certificate, Audited Balance Sheet, etc. for the last three Years.
- f) The bidder/OEM self-declaration stating that he/she is not banned/debarred or black listed by any Central/State Govt. of India/PSU/Organizations/Institutes in India or abroad in prescribed format
- g) Demand Draft for EMD amount
- h) Tender fee
- i) The form of the "Terms and Conditions" should be duly filled and signed by Authorized person.

It is only when the information about the company in technical bid along with Authorization letter from manufacturers (in case of distributor/dealer/retailers), DD

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for tender fee & EMD. Registration document of the firm etc. is found satisfactory; the commercial part will be opened.

**(b) Price Bid:**

- a) Financial bid should contain price of the material required to be supplied as per Price Annexure "B" as supplied by the Federation along with the Tender form, duly filled and signed by the authorized person.
- b) All costs should be given in figures and words. All the Govt. levies like GST, octroi, CD, and educational cess, service tax etc., if any, should be clearly and separately mentioned for each item or component. However, all taxes will be paid at actual rates applicable at the time of delivery.
- c) The rates quoted should be applicable to educational institutions and any cost
- d) Advantage received in lieu thereof should be passed on to the Head Office.
- e) Prices shall not be subject to escalation of any nature
- f) Prices should be FOR - Head Office and all branches of NCCF of India Ltd. (list enclosed) including all levies & installation charges.

Vendors should clearly mark on the both sealed envelopes "**Tender enquiry For All In One PC**" (Head Office and all branches of NCCF of India Ltd.) and "**Financial/ Technical Bid**" on the respective envelope at left corner.

While the above procedures lay down the overall guidelines, the Federation reserves the right to select the vendor based on other parameters at its discretion.

**13) Delivery and Opening of Tender:**

All tender documents should be sent through courier, speed post, registered post or by person. Telegraphic / fax offer will not be considered and ignored straightway. All tender documents received after the specified date and time shall not be considered.

**The completed tender should be delivered at the Incharge (P&A), Admn. Section of the Head Office, NCCF of India Ltd. on or before.**

**Date: 8<sup>th</sup> March, 2021 up to 05.00 PM**

**The Bids will be opened on 9<sup>th</sup> March, 2021 at 12.00 Noon**

**14) Performance Security :**

On receipt of notification of award from the Federation, the successful Bidder shall furnish the performance security at 3% of the cost of the material ordered in the form of DD in favor of "**MD, NCCF**". Failure of the successful bidder shall constitute enough grounds for the annulment of the award and forfeiture of the bid security, in which event the Federation may award to the next lowest bidder or call for new bids. Performance Security should be valid up to two months beyond the expiry date of warranty obligation.

**15) Rejection of Bids:**

- a) If bidders give wrong information in their bid, Federation reserves the right to reject such bids at any stage and forfeit the Earnest Money Deposit / Performance Bank Guarantee and cancel the order, if awarded.
- b) Incomplete bids are liable to be rejected.
- c) If the technical offer contains any price information the offer will be summarily rejected.
- d) Canvassing in any form in connection with the tender is strictly prohibited and the bids submitted by the bidder who resort to canvassing are liable for rejection.
- e) Unsigned tenders/bids, unattested corrections and over writing by bidders are also liable for rejection.
- f) The schedule for accepting the tenders shall be strictly followed- late tenders shall not be accepted.
- g) Bids submitted without supporting documents as mentioned or required to submit with bids are liable to be rejected.
- h) The Tenderers must confirm in their bid acceptance in full of the terms and conditions in this enquiry. Any non-acceptance or deviations from the terms and conditions must be clearly brought out. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this enquiry may render the quotation liable for rejection.
- i) Each page of the tender document including all annexure duly stamped and signed by the bidder must be submitted along with the tender bid and tender should be page numbered.

**16) Liquidated damages for delayed supply:**

If Vendors fails to deliver any of or all products or does not perform the services within the period specified in the contract, the Federation reserves the right to, without prejudice to its other remedies under the contract, deduct from the bill, a sum equivalent to 1% of the price of undelivered stores at the agreed price for each week to maximum limit of 5% of the value of stores so undelivered. Once maximum is reached, the second party may consider termination of contract.

**17) Assignment / Subcontracting / sublet:**

The Vendor shall not assign the order received, any rights under this agreement or to become due hereunder neither delegated nor subcontracted /sublet any obligations or work hereunder without the prior written consent of the Federation.

**18) Cancellations:**

The Federation may cancel agreement entered with vendor in whole or in part, for no cause, upon written, FAX, telex, notice, email etc. to the Vendor, effective when sent, provided such notice is sent at ten (10) days prior to the delivery date specified on the face of this order.

The Federation may cancel order in whole or in part at any time for cause by written, FAX, or e-mail notice to the Vendor, effective when sent, in the event that the Vendor:

- (a) fails to comply with any term or condition of this order including, but not limited to, delivery terms; or
- (b) appoints a receiver, liquidator or trustee in bankruptcy or other similar officer over any or all of its property or assets; or
- (c) files a voluntary petition in bankruptcy; or
- (d) has had filed against it an involuntary petition in bankruptcy which remains in effect for thirty (30) days; or
- (e) voluntarily ceases trading; or
- (f) merges with or is acquired by a third party; or
- (g) Assigns any of its rights or obligations under the Order to a third party without the federation's advance written consent.

Upon the occasion of any one of the aforesaid and in addition to any remedies which the federation may have in Law or in Equity, the federation may also cancel this order or any outstanding deliveries hereunder by notifying the Vendor in writing of such cancellation and the Vendor shall thereupon transfer title and deliver to the Head Office and all branches of NCCF of India Ltd. such work in progress or completed material as may be requested by the federation. The Federation shall have no liability to the Vendor beyond payment of any balance owing for Material purchased hereunder and delivered to and accepted by the federation prior to the Vendor's receipt of the notice of termination, and for work in progress requested for delivery to the federation.

**19) Warranty:** Comprehensive Onsite Warranty as mentioned in Annexure 'A' i.e. on Technical specifications.

**20)** This warranty provision shall survive any inspection, delivery, acceptance, payment, expiration or earlier termination of this order and such warranties shall be extended to the employees, students, and users of the material. Nothing herein, however, shall limit the Federation's rights in law or equity for damages resulting from delivery of defective goods or damage caused during the delivery of goods or provision of services.

**21)** Rights granted to the Federation in this article entitled WARRANTIES are in addition to any other rights or remedies provided elsewhere in this order or in Law.

**22) Consumables/spares:** All hardware & software including drivers, device interface cards/network adaptor card must be pre-installed & precon figured in the Laptop.

Manual - Hard copies of instruction/operation/service manuals should be supplied.

**23) Patent Indemnity:**

The Vendor shall have to indemnify, hold harmless and defend the Federation, its employees, and students with respect to all claims, suits, actions and proceedings of actual or alleged infringements of any Letter, Patent, Registered or Industrial Design, Trademark or Trade Name, Trade Secret, Copyright or other protected right in any country resulting from any sale, use or manufacture of any Material delivered hereunder and to pay and discharge all judgments, decrees, and awards rendered therein or by reason thereof and bear all expenses and legal fees (including the Federation's) associated herewith. The Federation reserves the right to be represented in any such action by its own counsel at its own expense.

**24) Indemnity:**

The Vendor will indemnify, defend and hold the Federation, and its customers harmless from any loss, expense, claim or damage including reasonable defence costs, arising from any claim or action based on any acts or omissions of the Vendor, its employees, servants, agents or subcontractors. The Federation reserves the right to be represented in any such action by its own counsel at its own expense.

**25) Compliance with Laws:**

After acceptance of tender, successful bidder shall have to comply with the requirements of all the existing laws. The Vendor shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable laws, ordinances, regulations and codes in the Vendor's performance hereunder. The Vendor will have to indemnify and hold the Federation and its customers harmless from any loss or damage that may be sustained by the Federation, by reason of the Vendor's failure to comply with any laws, ordinance, regulations and codes.

**26)** Tenders received late, incomplete tenders and tenders not in conformity with our prescribed specifications, terms and conditions will be rejected. The NCCF of India Ltd. will not be responsible for postal delay, non-receipt / non-delivery of tender documents or loss of documents in transit.

**27) Law of the Contract:**

The agreement entered with vendor shall be governed by and interpreted in accordance with the laws in existence and the Jurisdiction of Delhi.

Rate quoted by vendor should be valid for at least six months from the date of receipt of quotation.

As far as possible, quotations should be given for goods of Indian manufacturer and foreign goods quoted and proposed to be supplied should be covered by normal input quota of the dealer.

I/We have read all the enclosed Terms and Conditions carefully and ready to accept and according to that I/We are submitting herewith the tender.

Date:

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**Annexure "A-1"**

**Technical specifications to be filled by bidder**

**Particular - All In One PC**

**Quantity required - 30 nos.**

S. No.	Item	Detail Specification	Make/Model	Compliance (Yes/No)	Corresponding page no. and S.No./ para no. of datasheet catalogue/ brochure in support of specification	Deviation/ Remarks
1.	<b>Form Factor</b>	All-in-one				
2.	<b>Standing Screen display size</b>	19 inches and above				
3.	<b>Resolution</b>	1920 x 1080 (Full HD)				
4.	<b>Processor Brand &amp; Type</b>	10 <sup>th</sup> Gen Intel, Core i5				
5.	<b>RAM Size</b>	8 GB				
6.	<b>Memory Technology</b>	DDR4				
7.	<b>Hard Drive Size</b>	1 TB, Mechanical Hard Drive, USB 3.1, 5400 or above RPM				
8.	<b>Speaker Description</b>	Dual 3W speakers, with Dolby Audio				
9.	<b>Graphics Coprocessor</b>	Integrated Intel UHD Graphics				
10.	<b>Connectivity Type</b>	Wi-Fi				
11.	<b>Ports</b>	Minimum 3 USB ports or more (at least 2 or more USB 3.1, 1 or more USB 2.0 ), 1 or more VGA port, HDMI PORT, RS-232 SERIAL PORT audio ports for microphone and headphone in front.				
12.	<b>No. of Audio-out ports</b>	1 or above				
13.	<b>No. of Ethernet Ports</b>	1 or above				
14.	<b>No. of Microphone Ports</b>	1 or above				
15.	<b>Optical Drive Type</b>	DVD-RW				
16.	<b>Microsoft Office</b>	19				
17.	<b>Operating System</b>	Windows 10 Professional or higher with media and documentation and certificate of authenticity				
18.	<b>Included Components</b>	All in One (AIO), Wireless/USB Keyboard, Wireless/USB Mouse, Power Cable, User Manual, Warranty				
19.	<b>Power Supply</b>	300WATT AND HIGHER WITH 905% EFFICIENCY AND HIGHER				
20.	<b>Cabinet</b>	Tower /Mini Tower				
21.	<b>Bays</b>	2 Nos. or above				
22.	<b>Networking</b>	10/100/1000 onboard Network port with remote booting facility, remote wake up				
23.	<b>Power Management</b>	Screen blanking, hard disk and system idle mode in power on, set up password, power supply SMPS surge protected				
24.	<b>OS Certification</b>	Windows 10 Pro. OS certification				
25.	<b>Security</b>	Administrator password (via BIOS), power-on password (via BIOS), Removable media write/boot control, SATA port disablement (via BIOS), Support for chassis padlocks and cable lock devices, Drive Lock and Automatic Drive Lock, Trusted platform Module (TPM) 2.0				
26.	<b>Compliance and Certification</b>	Energy star Version 6.1 for the given from factor of desktop and monitor certified, EPEAT certified in India, FCC, CE, RoHS Certificate for quoted desktop and monitor UL Certificate, Window Certificate , ISO9001,14001,20001,27001 FROM OEM, PMA Compliant				
27.	<b>Warranty</b>	1 Year and above Onsite				
28.	<b>Information Accessibility</b>	Product details and technical specification of the model should be available to public on OEM official website for verification.				



**Annexure "B-1"**

**Financial bid to be filled by bidder for All In One PC**

Name of Item	Make/Model	Unit Required	Rate per unit	Total Price
<b><u>All In One PC</u></b>				
For Annexure A-1		30		
			Add-Any other charges	
			Taxes if any	
			Gross. Total	

### FORMAT OF BANK GUARANTEE FORM

This guarantee should be furnished by a Nationalized Bank / Scheduled Bank, authorized by RBI to issue a Bank Guarantee. This bank guarantee should be furnished on stamp paper of Rs. 100/- The stamp paper should have been purchased in the Name of the Bank executing the Guarantee. In the case of foreign bidder the B.G may be furnished by an international reputed bank acceptable to the PURCHASER countersigned by any Nationalized / Scheduled Bank in India authorized by Reserve Bank of India.

#### **PERFORMANCE BANK GUARANTEE**

1. WHEREAS M/s.....,having its registered office at..... hereinafter called the Distributor India for.....  
.....herein after called "The supplier" for the supply of, in consideration of the NCCF of India Ltd., dated .....placed an order for the due fulfillment by the said supplier of the terms and conditions in the purchase order, on production of a Bank Guarantee for Rs.....(Rupees..... only). We Bank,..... (Rein after referred to as "the Bank") at the request of supplier do hereby undertake to pay to the NCCF of India Ltd., an amount on exceeding to Rs..... (Rupees.....only).
2. We .....Bank do hereby undertake to pay NCCF of India Ltd., the amounts due and payable under this guarantee without any demur, merely on a demand from NCCF of India Ltd., stating that the amount claimed is required to meet the recoveries due or likely to be due from the said supplier. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding to Rs.....(Rupees..... only)
3. We undertake to pay to the NCCF of India Ltd., any money so demanded notwithstanding any dispute or disputes raised by the supplier in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid and discharge of our liability for payment there under and the Supplier shall have no claim against us for making such payment.
4. We the ..... Bank further agree that the guarantee herein contained shall remain in full force and affect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the NCCF of India Ltd., under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till Registrar on behalf of the NCCF of India Ltd., certified that the terms and conditions of the said Agreement have been fully and properly carried out by the said..... and accordingly discharges this guarantee.

5. We, the ..... Bank further agreed that the NCCF of India Ltd., shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Purchase Order or to extend the time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the NCCF of India Ltd., against the said supplier and to forbear or enforce any of the Terms and Conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said supplier or for any forbearance act or omission on the part of the NCCF of India Ltd., or any indulgence by the NCCF of India Ltd., to the said supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
6. This guarantee will not be discharged due to change in the constitution of the bank or the supplier.
7. We, the ..... Bank lastly undertakes not to revoke this guarantee except with the previous consent of the NCCF of India Ltd., in writing.
8. This guarantee shall be valid upto ..... unless extended on demand by NCCF of India Ltd. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs...../- (Rupees..... only).

Notwithstanding anything contained herein

1. Our liability under this bank guarantee shall not exceed Rs...../- (Rupees.....only)
2. Bank guarantee shall be valid upto.....
3. We are liable to pay the guaranteed amount or part thereof under this bank guarantee only and only if you serve upon us a written claim or demand on or before.....

Dated:

Signature & Seal of the Bank

Note: The above format contains specific clauses and expressions. These clause sand expressions can vary depending upon the nature / type of agreement and situation. Basic aspect to be kept in mind is that interest of NCCF of India Ltd., is fully protected.

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**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.**

(To be executed & Attested by Public Notary / Executive Magistrate on Rs. 100/- non judicial Stamp paper by the bidder)

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s. \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. \_\_\_\_\_ hereby declare that the Firm / company namely M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of \_\_\_\_\_ years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender / contract will be rejected / cancelled by the NCCF of India Ltd., and EMD / SD shall be forfeited.

In addition to the above, NCCF of India Ltd., will not be responsible to pay the bills for any completed / partially completed work.

Name \_\_\_\_\_

Address \_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)

**End of Tender Document**

**Tentative list of delivery location in NCCF of India Ltd.**

Sr. No.	Location	Branch Manager	Address	Contact Details
1	Chandigarh	Sh.Rajesh Kumar Singh	SCO - 1020-21, 1st Floor, Sector 22-B, Chandigarh	Tel: 0172-2704276, 2704519 Fax: 0172-2704519 Email: <a href="mailto:nccfchd@gmail.com">nccfchd@gmail.com</a> Mobile-9899565357
2	Delhi	Sh Y.P.Singh	NCUI Complex,3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi- 110 016	Tel: 011-41009079 Fax: Email: <a href="mailto:nccfdli@rediffmail.com">nccfdli@rediffmail.com</a> Mobile-9755996526
3	Dehradun	Miss Saumya Bisht	24 - Ram Vihar, Ballupur, Dehradun (UK)	Tel: 0135-5750079 Fax: 0135-5750079 Email: <a href="mailto:nccfddn@rediffmail.com">nccfddn@rediffmail.com</a> Mobile-9837883169
4	Jaipur	Sh.Dinesh Kumar Singh	3rd Floor Western Wing, Nehru Sahakar Bhawan, Bhawani Singh Marg Jaipur – 302001	Tel: 0141-2740164 Fax: 0141-2740164 Email: <a href="mailto:nccf.jaipur141@rediffmail.com">nccf.jaipur141@rediffmail.com</a> Mobile-8862868204
5	Jammu	Sh. O.P. Singh	37 A Extn., Gandhi Nagar, Jammu – 180004	Tel: 0191-2450488, 2450383 Fax: 0191-2450488 Email: <a href="mailto:nccf_jmubr@rediffmail.com">nccf_jmubr@rediffmail.com</a> Mobile-9797359761
6	Kanpur	Sh. Ajay Kumar Singh	Flat No. 10 - 13 Naveen Market, Kanpur - 208001 (UP)	Tel: 0512-2331535 Fax: Email: <a href="mailto:nccfknp@gmail.com">nccfknp@gmail.com</a> Mobile-9893270235
7	Lucknow	Sh. Ajay Kumar Singh	B - 4, H - Road, Mahanagar Extension, Lucknow - 226006 (UP)	Tel: 0522-4072415, 2333192 Fax: 0522-4072415 Email: <a href="mailto:nccflko@gmail.com">nccflko@gmail.com</a> Mobile-9893270235
8	Noida	Sh. Shakil Ahmed	B - 4, Sector IV, Gautambudh Nagar, Noida, 201301	Tel: 0120-2529769 Fax: 0120-2529769 Email: <a href="mailto:nccfnoidabr@rediffmail.com">nccfnoidabr@rediffmail.com</a> Mobile-8700556071

Handwritten initials/signatures at the bottom right of the page.

9	Shimla	Sh. Mohinder Kumar Kashyap	Highway Home, Sanjauli, Shimla - 171006	Tel: 0177-2640377 Fax: 0177-2640377 Email: <a href="mailto:nccfshimla6@gmail.com">nccfshimla6@gmail.com</a>  Mobile-9418072442
10	Srinagar	Sh. Mani Ram	37/38, Gogi Bagh, Srinagar - 190008, (J&K)	Tel: 0194-2310980 Fax: 0194-2310980 Email: <a href="mailto:nccfsrgr@gmail.com">nccfsrgr@gmail.com</a>  Mobile-9416701662
11	Bhubaneswar	Sh. Bipin Bihari	Plot No. M-43, Samanta Vihar, Nalco Square, Po-Mancheswar Rly. Colony Bhubaneswar - 751017	Tel: 0674-2302256 Fax: Email: <a href="mailto:nccfbbsr@gmail.com">nccfbbsr@gmail.com</a>  Mobile-8895752465
12	Guwahati	Smt. H. Pratima	11/C Guha Lodge, M.L. Road, Pan Bazar, Guwahati 781001	Tel: 0361-2519693, 2607371 Fax: Email: <a href="mailto:nccfght1965@gmail.com">nccfght1965@gmail.com</a>  Mobile-9717005464
13	Kolkata	Sh. B.B. Singh	27, Mirzagalib Street, Kolkata - 700016 (WB)	Tel: 033-22526472, 22522841, 22521839 Fax: Email: <a href="mailto:nccfkolkata@gmail.com">nccfkolkata@gmail.com</a>  Mobile-9883176918
14	Patna	Sh. Rajesh Kumar	27, Vidya Bhawan (2nd Floor), Basant Vihar Colony, Boring Road, Patna - 800001 (Bihar)	Tel: 0612-2570966 Fax: Email: <a href="mailto:nccf.patna@yahoo.com">nccf.patna@yahoo.com</a>  Mobile-9650461024
15	Ranchi	Sh. Shakti Singh	Adarsh Nagar, Kanke Road, Ranchi - 834008 (Jharkhand)	Tel: 0651-2231443 Fax: Email: <a href="mailto:nccfindia.ran@gmail.com">nccfindia.ran@gmail.com</a>  Mobile-8279595115
16	Ahmedabad	Sh. Sumit Bhatt	3rd Floor, Hasubhai Chamber, Near Town hall, Elish bridge, Ahmedabad - 380006, Gujarat	Tel: 079-26575494, 26576703 Fax: 079-26575494 Email: <a href="mailto:nccfahd@yahoo.co.in">nccfahd@yahoo.co.in</a>  Mobile-07253091241
17	Bhopal	Smt. Aparna Singh	12-A, Dayal Complex, M.P. Nagar, Zone - 2, Bhopal - 462011 (MP)	Tel: 0755-4094230 Fax: 0755-4094230 Email: <a href="mailto:nccfbhopal@gmail.com">nccfbhopal@gmail.com</a>  Mobile-9810359472

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18	Indore	Smt. Aparna Singh	Old IDA Building (1st Floor), 13 - 14 Jawahar Marg, Siyaganj Indore (M.P.)-452007	Tel: 0731-2475056, 2761995 Fax: 0731-2475056 Email: <a href="mailto:bmncfindore@gmail.com">bmncfindore@gmail.com</a>  Mobile-9810359472
19	Mumbai	Sh. M. Parikshith	65,67,68, Sita Ram Mills Compound, N.M. Joshi Marg, Delisle Road, Chinchpokli, Mumbai - 400011	Tel: 022-23087638, 23085007 Fax: 022-23087638 Email: <a href="mailto:mumbainccf@gmail.com">mumbainccf@gmail.com</a>  Mobile-894300003
20	Nagpur	Sh. Chander Mani Singh	House No. 318, P.K. Salwe Road, Near Parashar Hotel, Mohan Nagar Nagpur - 440001	Tel: 0712-2530831 Fax: 0712-2530831 Email: <a href="mailto:nccfngp@gmail.com">nccfngp@gmail.com</a>  Mobile-9818940773
21	Pune	Smt. Dipti M Patil	201, Poonam Plaza, 694/2b, Market Yard Road, Pune - 411037	Tel: 020-24275787, 24275776 Fax: 020-24275776 Email: <a href="mailto:nccfpune@gmail.com">nccfpune@gmail.com</a>  Mobile-9619618347
22	Raipur	Sh. Onkar Singh	13-A, Ravi Nagar, Shukla Colony, Raipur - 492001 (C.G.)	Tel: 0771-2426954 Fax: 0771-2426954 Email: <a href="mailto:nccfraipur@gmail.com">nccfraipur@gmail.com</a>  Mobile-9818940773
23	Bangalore	Sh. Ravi Chandra	No.19, Rathan Mansion, 8th Main, 3rd Cross, Vasanthanagar, Bangalore - 560052	Tel: 080-22254310, 22263720 Fax: 080-22254310 Email: <a href="mailto:nccfblr123@rediffmail.com">nccfblr123@rediffmail.com</a>  Mobile-9849320077
24	Chennai	Sh. Bejoy T John	Rasheed Mansion, 4th Floor, No.408(Old No. 622), Anna Salai Chennai - 600006	Tel: 044-28292610, 28292348 Fax: Email: <a href="mailto:nccfchennai@gmail.com">nccfchennai@gmail.com</a>  Mobile-8943000003
25	Hyderabad	Sh. Ravi Chandra	4-1-1240/1 King Koti Road Hyderabad - 500001	Tel: 040-24752019 Fax: Email: <a href="mailto:nccf.hyderabad@rediffmail.com">nccf.hyderabad@rediffmail.com</a>  Mobile-8943000003
26	Kochi	Sh. Bejoy T John	XI/1016, PB No. 1024,(1st Floor), Hospital Road, Kochi- 682001	Tel: Fax: Email: <a href="mailto:nccfkochi@gmail.com">nccfkochi@gmail.com</a>  Mobile-8943000003

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18

27	Vishakhapatnam	Sh. Sriharsha	30 - 11 - 11, Sri Nilayam, 2nd Floor, Opp. Income Tax Building, Lakshmi Street, Dabagardens, Vishakhapatnam	Tel: 0891-2513479, 2761108 Fax: 0891-2513479 Email: <a href="mailto:nccfindialtd1415@gmail.com">nccfindialtd1415@gmail.com</a>  Mobile-9849320077
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