

**SUPREME COURT OF INDIA**  
**ADMN. MATERIALS**

F.No. 23/MOBILE-HANDSET(NG)/2023-24/SCI(AM)

Dated: 07.03.2024

Last Date for submission of Tenders: 17.03.2024

Date & time of opening of Tenders: 18.03.2024 at 12.00 P.M.

**NOTICE INVITING TENDER FOR PURCHASE OF**  
**SAMSUNG MOBILE PHONES**

The Supreme Court Registry intends to purchase 1637 (approx) Samsung Mobile Handsets. However, the quantity may vary at the time of placing the orders.

**1. Online bids are invited from Authorized Dealers on single stage two bid system (EMD and Financial Bid), for Supply of Samsung Mobile handset model Samsung A-25 5G (8 GB 256 GB) and A-25 5G (8 GB 128 GB). Manual bids shall not be accepted. However, EMD is to be submitted in physical mode.** The tenderers are required to quote their lowest rates for supply of the Samsung mobile handset for following models/quantity as per following details:

S. No.	Model of Mobile handset	Quantity
1.	Samsung A-25 5G (8 GB 256 GB) with charger (Adaptor & Data cable)	793 units
2.	Samsung A-25 5G (8 GB 128 GB) with charger (Adaptor & Data cable)	844 units

**2. Document Download:** Tender documents may be downloaded from Supreme Court of India website <https://main.sci.gov.in/tender> (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in Critical Date Sheet as under:

**CRITICAL DATE SHEET**

Published Date	: 07.03.2024 (5.00 PM)
Bid Document Download / Sale Start Date	: 08.03.2024 (10.00 AM)
Clarification Start Date	: 09.03.2024 (10.00 AM)
Clarification End Date	: 13.03.2024 (05.00 PM)
Bid Submission Start Date	: 14.03.2024 (10.00 AM)
Bid Submission End Date	: 19.03.2024 (12.00 PM)
Bid Opening Date	: 20.03.2024 (12.00 PM)

### 3. Bid Submission:

**Bidders are advised to visit this website regularly to keep themselves updated as any change/ modification in the tender will be intimated through this website only.**

**Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.**

The Tenderers are required to quote their lowest/best rates and are advised to follow the instructions “Instructions To Bidder for Online Bid Submission” provided in the Annexure “C” for online submission of bids.

### A. TENDER

4. The tenderers are required to quote their lowest rates for supplying of **Samsung Mobile handset model Samsung A-25 5G (8 GB 256 GB) and A-25 5G (8 GB 128 GB)**. Tenders once submitted will not be allowed to be withdrawn till finalisation of the matter.

5. The tenderers are expected to examine all the instructions online, terms and conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in every respect will be at the tenderer's risk and may result in rejection of the tender.

6. Bid documents may be scanned with **100 dpi with black and white option** which helps in reducing size of the scanned document.

7. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition shall render the tenders of both parties liable to rejection.

8. Tenderer who has downloaded the tender from the Supreme Court of India website <https://main.sci.gov.in/tender> and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> **shall not tamper/modify the tender form in any manner**. In case, if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with Supreme Court of India.

9. Intending tenderers are **advised to visit** Supreme Court of India website <https://main.sci.gov.in/tender> and **CPPP website** <https://eprocure.gov.in/eprocure/app> **regularly**

till closing date of submission of tender for any corrigendum / addendum/ amendment.

## **B. TERMS AND CONDITIONS OF TENDER**

10. The tenderers are required to quote their lowest/best rates for the **Samsung Mobile handset. The rates should be valid for a period of three months.** The tenderers shall not be entitled during the said period to revoke or cancel its tender or to vary the tender or any terms thereof.

11. The tenderers are required to submit original Demand Draft of **Rs. 7,77,000/- (Rupees Seven Lacs Seventy Seven Thousand only)** drawn in favour of 'The Registrar (Admn), Supreme Court of India' payable at New Delhi as Earnest Money Deposit (EMD) (to be purchased on or after publication date of this tender) in a sealed envelope addressed to Additional Registrar (AM), superscribing the title of this NIT, at Reception Counter No. 17 (R&I), Supreme Court of India, well before the due date and time of bid submission (as mentioned on the Critical Date Sheet at page No.1 of this NIT) by writing the name of the firm, telephone number and name of the item on reverse side of the Demand Draft. No interest will be payable on EMD. If EMD is exempted, Certificate to this effect has to be submitted along with the tender document. Tender not accompanied with the EMD or MSME exemption certificate is liable to be rejected.

12. Earnest Money Deposit of unsuccessful tenderers would be returned on their request, by way of RTGS/NEFT after the contract has been finally awarded to the successful tenderer. **A copy of cancelled cheque is required to facilitate refund of EMD amount.**

13. Bids will be opened as per date/time as mentioned in the **Tender Critical Date Sheet.**

14. The Registry will deal with the tenderer directly and no middlemen/agents/ Commission agents etc. should be asked by the tenderers to represent their cause and they shall not be entertained by the Registry. The tender form is not transferable and the agency shall not be permitted to transfer their rights and obligations to any other person/organization or otherwise.

15. The Registry, in its discretion, reserves the right to reject or accept any or all the tenders, wholly or partly, without assigning any reason thereof.

16. The Registry is not bound to accept the rates submitted by the lowest tenderer.

17. The tenderer has to mention its infrastructure and the annual business turnover of last 2-3 years.

18. During the subsistence of contract, in case of breach of any condition or deficiency in service, the Registry shall have a right to terminate the contract and to entrust the work to another tenderer. The loss, if any, sustained by the Registry on that account shall be recovered from the tenderer.

19. The rates shall remain in force for the entire period of three months.

### **SUBMISSION OF TENDER**

20. The tender shall be submitted online in two parts, viz., technical bid and financial/price bid.

21. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

22. The offers submitted by Telegram/Fax/email shall not be considered. No correspondence will be entertained in this matter.

### **23. Technical Bid**

The following documents are to be furnished by the Tenderer along with **Technical Bid** as per the tender document:

- i) Signed and Scanned copy of **Earnest Money Deposit or Exemption Certificate**.
- ii) Signed and Scanned copy of Certificates like registration certificate, GST No., Pan No., Financial details like proof of Annual Turnover (along with Annexure 'A').
- iii) Signed and Scanned copy of similar works/supply carried out in the last three financial years (along with Annexure 'A').
- iv) Signed and Scanned copy of Annexure 'D' - Tender Acceptance Letter.
- v) **Letter of Authorization** to submit bid, if bid is being submitted on behalf of company.  
[the tenderer can merge all above documents into single pdf file]
- (vi) Authorized Dealer Certificate.

### **1. Price Bid**

1. Price bid undertaking

2. Schedule of price bid in the form of CPPP\_BOQ\_SAMSUNGMOB.xls

**PRICE BID UNDERTAKING**

From: (Full name and address of the Bidder) \_\_\_\_\_  
\_\_\_\_\_

To,

Dear Sir/Madam,

1. I submit the Price Bid for \_\_\_\_\_ and related activities as envisaged in the Bid document.
2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I offer to work at the rates as indicated in the price Bid, **Annexure 'B'** 'exclusive' of all applicable taxes

Yours Faithfully,

Signature of authorized Representative

**SCHEDULE OF PRICE BID IN THE FORM OF CPPP\_BOQ\_SAMSUNGMOB.xls**

The Financial Proposal/Commercial bid format at “**Annexure-B**” is provided as CPPP\_BOQ\_SAMSUNGMOB.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this CPPP\_BOQ\_SAMSUNGMOB.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case, if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with Supreme Court of India.

1. The rates shall be quoted in Indian Rupee only.
2. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
3. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.
4. The Registry of the Supreme Court of India has the absolute right to accept or reject any or all offers, adjourn, postpone or cancel the tender. In case a single bid is received for the tender, it will be deemed to be a case of lack of competition. In this regard, its decision shall be

final.

2. For details, bidders may visit Supreme Court of India website <https://main.sci.gov.in/tender> (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> and/or may contact Branch Officer, Admn. Materials (P&S) Branch at Telephone No. 011-23115864 or personally visit the Reception Counter established at Gate No. 1 of Additional Building Complex, Supreme Court of India for any query/clarification on any working day between 10.30 a.m. and 4.00 p.m. (except on Saturdays, Sundays and Holidays).

### **C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER**

3. The successful tenderer shall have to deposit **performance security deposit @ 3%** of the total amount of tender by way of Demand Draft/Bank Guarantee drawn in favour of "The Registrar (Admn.), Supreme Court of India", New Delhi. The performance security will be released after 60 days of the complete successful delivery of the Mobile Handsets or payment of the last bill, whichever is later.

4. The items supplied will be inspected by an Inspection Committee comprising of Senior Officers of the Registry and in case the final supply is not found in conformity with the approved specifications, the same will be liable to be rejected and entire supply will have to be replaced with the quality exactly commensurate with the approved specifications at the cost of the tenderer. The decision of the Committee in this regard shall be final.

5. Time is the essence of the tender. The supply of the item as per the required specifications shall be required to be made within two days in the Registry (F.O.R. Destination) on receipt of Purchase Order; otherwise the Security Deposit may be forfeited along with any other action as may be deemed appropriate by the Registry.

6. If any of the mobile handset is found defective/broken, the firm/vendor has to replace it from their stock and not from the service centre.

7. The tenderers shall give a Tender Acceptance Letter (as per **Annexure-'D'**) on Company Letter Head.

8. The successful tenderer will have to abide by the terms and conditions as may be fixed from time to time by the Registry.

9. If the mobile handsets are not found satisfactory, the firm will have to replace the same at its own cost. The decision of the Registry in this regard shall be final and unassailable and binding on the tenderer.

10. Rates quoted shall include costs of commuting, delivery and no separate travelling charges shall be admissible.

11. Any complaint during the warranty period shall be attended to at any outlet of Samsung throughout the country on production of the employee ID card of the staff of the Registry.

#### **D. PENALTIES**

12. The Registry reserves the right to terminate the contract at any time during the subsistence of contract, in case of breach of any conditions or deficiency in service, and to entrust the work to another dealer/vender and to recover the loss, if any sustained by the Registry from the tenderer.

13. If the supply is not given within the stipulated time-schedule and the Registry is forced to get it purchased from open market at higher rates, the tenderer shall have to make payment of the loss caused to the Registry.

14. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty upto 1% per week subject to maximum penalty of 10% of total cost of delayed articles, or of forfeiting the performance security if the delay is due to wilful laches or negligence on the part of the tenderer irrespective of inconvenience caused to the Registry.

15. Even after awarding the Tender, the Registry reserves the right to terminate the same at any point of time during the tender period , if services of the successful tenderer are not found satisfactorily.

16. The security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein or if the work is found unsatisfactory/ not as per specifications.

#### **E. INVITATION OF TENDER**

The Registry of the Supreme Court of India hereby invites bids from intending bidders through CPPP site <https://eprocure.gov.in/eprocure/app> for awarding the tender for supply of Samsung Mobile Phones for the Registry as per Critical Datesheet. The tenders received after due date and time or without Earnest Money will not be entertained. However, if the earnest money is not provided, the EMD exemption Certificate is to be submitted. In the first instance, the envelope containing Earnest Money will be opened. If earnest money are found as per requirement, then only tender documents will be opened.

**Sd/-**  
**( Anil Kumar Sharma)**  
**Additional Registrar (AM)**

**Encls : Annexures 'A', 'B', 'C' & 'D'**



**CHECKLIST OF DOCUMENTS TO BE SUBMITTED**  
**BID CHECKLIST**

**Bidder is required to fill-up this checklist and enclose along with the envelope containing the Earnest Money.**

<b>S.No.</b>	<b>Item Description</b>	<b>Yes/No</b>	<b>Bid Reference</b>
1.	Earnest Money in Original OR EMD Exemption Certificate enclosed alongwith Bid Checklist		
2.	General Proforma- Annexure 'A'		
3.	Tender Acceptance Letter - Annexure 'D'		

**SUPREME COURT OF INDIA  
(ADMN. MATERIALS BRANCH)**

(To be filled by the Tenderers with reference to Notice Inviting Tender  
for supply of Samsung Mobile Phones)

1. (a) Name of the tenderer with complete address:

(b) Type of organisation ( Proprietor/  
Partnership/Registered/Private Ltd) :

(c) PAN No(s) (Photocopy to be enclosed) :

(d) GST No. (Photocopy to be enclosed) :

(e) Fax No. /e-mail ID :

(f) Website, if any :

2. Contact Person with Name :  
with Telephone/ Mobile No.

3. Annual turnover during last three years :  
(enclosed audited balance sheet for three years)

4. Whether tender document (all pages)  
duly signed, stamped and legible :

5. Any other information, please specify :

I certify that the information furnished above is true and correct. The terms & conditions  
are acceptable to us.

Dated:

Place:

**AUTHORISED SIGNATORY OF THE FIRM**  
Name(s) and address of the firm (with stamp)

**NOTICE INVITING TENDER**  
**FOR SUPPLYING/PROCUREMENT OF SAMSUNG MOBILE PHONES**

**Financial Bid**

SCHEDULE OF PRICE BID IN THE FORM OF CPPP\_BOQ\_SAMSUNGMOB.xls. The below mentioned Financial Proposal/Commercial bid format is provided as CPPP\_BOQ\_SAMSUNGMOB.xls along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this CPPP\_BOQ\_SAMSUNGMOB.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with the Supreme Court of India.

S.NO.	ITEM DESCRIPTION	BASIC RATE In Figures To be entered by the Bidder in Rs. (Net)	TOTAL AMOUNT In Words  (Net)
1.	Samsung A-25 5G (8 GB 256 GB) with charger (Adaptor & Data cable)		
2.	Samsung A-25 5G (8 GB 128 GB) with charger (Adaptor & Data cable)		
3.	Any complementary accessories such as Mobile Case, Tempered Glass etc.		

**Instructions for Online Bid Submission**

**(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case

they want to obtain any clarification / help from the Helpdesk.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:** My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

## **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a

standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of RESTORER GD-I(MACP-II) the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **ASSISTANCE TO BIDDERS**

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

Date: .....

To,  
The Registrar (Admn.),  
Supreme Court of India,  
New Delhi

**Sub: Acceptance of Terms & Conditions of Tender.**

**Tender Reference No: F.No.23/MOBILE-HANDSET(NG)/2023-24/SCI(AM)**

**NAME OF TENDER: - NOTICE INVITING TENDER FOR SUPPLY OF SAMSUNG MOBILE PHONES**

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/ Work' from the web site(s) namely:

\_\_\_\_\_

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract/Tender, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

Date:

Place:

**(Signature of the Bidder, with Official Seal)**