

SUPREME COURT OF INDIA
ADMN. MATERIALS (P&S)

F. No.: Library Hardware/2023
Dated : 13.04.2023

Last date for
Submission of Tender: 08.05.2023 up to 03:00 p.m.
at Reception Counter No. 17 (R & I);

NOTICE INVITING TENDER FOR SUPPLY AND INSTALLATION OF VARIOUS IT
HARDWARES

Sealed tenders are invited for SUPPLY AND INSTALLATION OF VARIOUS IT HARDWARES from reputed IT/Office Automation dealers based in Delhi/NCR as per Proformas enclosed herewith at **Annexure-'A' to 'D'**.

Interested parties, if so desire, may contact the Branch Officer, Admn. Materials (P&S) [for administrative-related queries] on Telephone No. 011-23115864, or Branch Officer (Computer Cell) on Telephone No. 011-23115949 [for technical-related queries] or personally visit at **Reception Counter No. 17 (R&I)** for any clarification on any working day between 10.30 A.M. and 4.00 P.M. (except Saturdays & holidays) .

A. TENDER

1. The tender should be sent in Three Sealed Envelopes superscribed with (a) "Earnest Money for IT HARDWARE", (b) "Technical Bid for IT HARDWARE" and (c) "Financial Bid for IT HARDWARE" by post sufficiently early so as to reach the Registry within date and time or may be personally delivered to the undersigned. If tender is sent through Special Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he/she could show the same along with his/her own identity proof to the Reception Officer for issuance of entry pass.

2. The tenderers are expected to examine all the instructions, Proformas, terms & conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may

result in the rejection of the tender.

3. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender will be declared as holiday by the Govt. of India then next working day of the Registry will be treated as due date of Tender.

B. TERMS AND CONDITIONS OF TENDER

4. The tenderers are required to quote their lowest rate per unit for supply of IT HARDWARE in **Annexure-'D'** enclosed herewith and the rates should be valid for a period of 60 days from the date of opening of Tenders. The tenderer shall not be entitled during the said period of 60 days to revoke or cancel its tender or to vary the tender or any terms thereof.

5. The tenderers are required to send their tender along with Demand Draft drawn in favour of "The Registrar (Admn), Supreme Court of India" towards Earnest Money Deposit as computed below for supply of IT HARDWARE (Name of the firm, telephone number and name of the item may be written on the reverse side of the Demand Draft):

1	Flatbed Scanner	4	1,767.00
2	ADF Scanner	1	5,524.00
3	Konica Minolta	1	5,560.00
4	Book Eye 5 Publication Scanner	1	34,980.00
Total EMD for all 04 items			47,831.00

No interest will be payable on EMD. If EMD is exempted, Certificate has to be submitted along with the tender documents.

6. Earnest Money Deposit of tenderers would be returned by way of RTGS/NEFT or

cheque after the contract has been finally awarded to the successful tenderer. A copy of cancelled cheque is required to facilitate refund of EMD amount.

7. Hypothetical or conditional Tender shall not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, EMD submitted by tenderer may be confiscated and in future the tenderer may be debarred to participate in the tender process of the Supreme Court.

8. The Registry will deal with the tenderer directly and no middlemen/commission agents etc. should be asked by the tenderer to represent the cause and they will not be entertained by the Registry.

9. Over-writing/over-typing or erasing of the figures which render the tender doubtful or ambiguous are not allowed and shall render the tender invalid.

10. The Registry, in its discretion, reserves the right to reject or accept any or all tenders, partly or completely, at any time without assigning any reason thereof.

11. Each tenderer has to certify that all the terms and conditions are acceptable to him.

12. Tenderers are required to fill the Technical Specifications Compliance Sheet as at **Annexure- 'C'**. Financial Bids of only the technically-qualified tenderers shall be opened.

C. TERMS & CONDITIONS OF THE SUCCESSFUL TENDERER

13. The successful tenderer shall have to deposit **Performance Security @ 5% of the total amount of the Purchase Order** by way of Bank Guarantee drawn in favour of "The Registrar (Admn), Supreme Court of India, New Delhi." The Performance Security amount will be released after two months from the date of final bill payment or expiry of warranty period, whichever is later.

14. The supply of the material as per the required specifications shall be required to be made within 7 days in the Registry (F.O.R. Destination) on receipt of the Purchase Order; in case supply is not made within the stipulated time and the Registry is forced to make

short purchase to meet the emergent demand, the tenderer will be liable to make good the loss due to difference which the Registry may directly deduct from Bill/Security Deposit. Non-availability of raw material/items shall not be accepted as a ground for delay in supply and shall equally be penalised. The payment against supply shall be made after receiving satisfactory working report from Computer Cell/Library against full supply by the vendor.

15. Supply of IT HARDWARE is to be made on bill basis. The payment will be made after full supply is received and accepted as per specifications/requirement and also after satisfactory report received from Computer Cell.

16. Even after awarding the Supply Order, the Registry reserves the right to terminate the same at any time, if the services of the tenderer are not found satisfactory.

17. The tenderer shall give an undertaking (**as per Annexure 'B'**) that the firm/ Partners/ Director/ Proprietor has not been blacklisted and its business dealings with Central/State Government/Public Sector units/ Autonomous bodies have not been banned/ terminated on account of poor performance.

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

19. The materials supplied will be inspected by an Inspection Committee of Senior Officers of the Registry and in case the supply is not found in conformity with the approved samples and any complaint is received about its quality and performance during the course of their use/utilization, the entire supply will have to be replaced with the good quality exactly commensurate with approved specifications at the cost of the tenderer. The decision of the Committee in this regard shall be final.

D. PENALTIES

20. If delivery is not made in given time and the Registry is required to make purchase from outside at higher rates, the loss, if any, sustained by the Registry would be recovered from the tenderer.

21. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty up to **1% per week subject to maximum 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.

22. The Security Deposit shall stand forfeited in case of breach of any of the conditions mentioned herein or if the supply of the items is found unsatisfactory/not as per specifications.

E. INVITATION OF TENDER

Interested parties may send their Tenders in Three sealed envelopes superscribing (a) "Earnest Money for Supply of IT HARDWARE", (b) "Technical Bid for Supply of IT HARDWARE" and (c) "Financial Bid for Supply of IT HARDWARE" addressed by name to the undersigned so as to reach on or before **08.05.2023** up to 3:00 P.M. which will be opened at 4:00 P.M. on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. The tenders received after due date and/or time or without Earnest Money Deposit will not be entertained. In the first instance, envelopes containing Earnest Money may be opened and thereafter the envelopes containing Technical Bids (**Annexure-'C'**) will be opened. The envelopes containing Financial Bids (**Annexure-'D'**) will be opened at a later date and time to be communicated only to the tenderers who are found technically-qualified.

Encls.: Annexures 'A' to 'D'

Sd/-

(Anil Kumar Sharma)
Additional Registrar (AM)
13.04.2023

**Supreme Court of India
Admn. Material (P & S)**

F. No.: Library Hardware/2023
Dated : 13.04.2023

**Last date for
Submission of Tender: 08.05.2023 up to 03:00 p.m.**

NOTICE INVITING TENDER FOR SUPPLY OF IT HARDWARE AND SOFTWARE

(Proforma to be filled by the Tenderer)

1. Name of the Tenderer : _____
with Delhi/NCR Address
2. Name of the Contact Person
with Telephone/Mobile No./
Fax No./E-Mail ID : _____
- 3 PAN No. : _____ (Attach Proof)
- 3A. GST Registration No. : _____ (Attach Proof)
4. Whether all the terms & conditions
of NIT are acceptable : Yes/No : _____
5. Whether rates are inclusive/exclusive
of GST.
Please mention it clearly : _____
6. Discount, if any : _____
7. FOR: Supreme Court Registry : _____
8. Whether Undertaking of Non-blacklisting attached: _____
9. Whether empanelled with the Registry
enclose proof with tender document: _____
10. Delivery Schedule : _____
11. Name & address of the Govt. Offices etc.
of which the tenderer is
having the contract (For IT HARDWARE AND SOFTWARE)

with name of contact person and
his telephone/mobile number: _____

12. Details of previous experience
in the field & infrastructure of the Company: _____

13. Whether EMD is submitted or
Certificate for its exemption is enclosed: _____

Dated:

Signature
(Name of firm with stamp)

UNDERTAKING

I/We undertake that (name of the company) has not been blacklisted/banned by any Government Department/Public Sector undertaking/Autonomous Body.

Signature of the authorised
signatory of the firm/company/
organisation/Official Stamp/Seal.

Date:
Place:

**Supreme Court of India
Admn. Material (P & S)**F. No.: Library Hardware/2023
Dated : 13.04.2023**Last date for
Submission of Tender: 08.05.2023 up to 03:00 p.m.****NOTICE INVITING TENDER FOR SUPPLY AND INSTALLATION OF VARIOUS IT
HARDWARES****TECHNICAL BID
SPECIFICATIONS COMPLIANCE SHEET**

S.No	Hardware item	Specifications/ Remarks	Technical Compliance (YES/NO)	Whether Product Literature Attached	
1	Flat Bed Scanner Qty 4	Resolution	Upto 600 PPI		
		Supported OS	Linux, Mac OS, Unix, All windows OS		
		Scannable media types	Paper (plain, inkjet, inkjet Brochure/Glossy), Photo Paper, Flatbed : All Media, Envelops, Labels, Cards, Books		
		Input type	Flatbed, Auto document feeder, Standard, 200 sheets @ 75gsm		
		Connectivity	10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB host (walk-up); 1 hardware integration pocket (HIP) Hi speed USB, 1 USB-Device Port (rear)		
2	ADF Scanner	Resolution	Upto 600 PPI		
		Supported OS	Linux, Mac OS, Unix,		

	Qty 01		All windows OS		
		Scannable media types	Paper (plain, inkjet, inkjet Brochure/Glossy), Photo Paper, Flatbed : All Media, Envelops, Labels, Cards, Books		
		Input type	Auto document feeder, Standard, 200 sheets @ 75gsm		
		Connectivity	10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB host (walk-up); 1 hardware integration pocket (HIP) Hi speed USB, 1 USB-Device Port (rear)		
3	Konica Minolta Bizhub C250i - high speed color printer cum photocopier cum scanner Qty 01				
4	Bookeye 5 V3 Professional for 600 dpi resolution + Client Interface publication scanner Qty 01				

Dated:

Signature
(Name of firm with stamp)

**Supreme Court of India
Admn. Material (P & S)**

F. No.: Library Hardware/2023
Dated : 13.04.2023

**Last date for
Submission of Tender: 08.05.2023 up to 03:00 p.m.**

**NOTICE INVITING TENDER FOR SUPPLY AND INSTALLATION OF VARIOUS IT
HARDWARES**

(Proforma to be filled by the Tenderer)

Financial Bid

S.N o.	Hardware item	Specifications/ Remarks		Price per unit (In Rs.)	GST % extra applic able	Total net price per unit (In Rs.)	Warranty
1	Flat Bed Scanner Qty 4	Resolution	Upto 600 PPI				
		Supported OS	Linux, Mac OS, Unix, All windows OS				
		Scannable media types	Paper (plain, inkjet, inkjet Brochure/Glossy), Photo Paper, Flatbed : All Media, Envelops, Labels, Cards, Books				
		Input type	Flatbed, Auto document feeder, Standard, 200 sheets @ 75gsm				
		Connectivity	10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB host (walk-up); 1 hardware integration pocket (HIP) Hi				

			speed USB, 1 USB-Device Port (rear)				
2	ADF Scanner Qty 01	Resolution	Upto 600 PPI				
		Supported OS	Linux, Mac OS, Unix, All windows OS				
		Scannable media types	Paper (plain, inkjet, inkjet Brochure/Glossy), Photo Paper, Flatbed : All Media, Envelops, Labels, Cards, Books				
		Input type	Auto document feeder, Standard, 200 sheets @ 75gsm				
		Connectivity	10/100/1000 Ethernet; 1 Hi-Speed USB Host (rear); 1 Hi-Speed USB host (walk-up); 1 hardware integration pocket (HIP) Hi speed USB, 1 USB-Device Port (rear)				
3	Konica Minolta Bizhub C250i - high speed color printer cum photocopier cum scanner Qty 01						
4	Bookeye 5 V3 Professional for 600 dpi resolution + Client						

	Interface publication scanner Qty 01					
--	--	--	--	--	--	--

Dated:

Signature
(Name of firm with stamp)