



E- Tenderdocument for
**Procurement of Laptops at the Head Office of
Telangana State Renewable Energy Development
Corporation Limited (TSREDCO), Hyderabad.
SHORT TENDER**



Tender notice No: T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020



Telangana State Renewable Energy Development Corporation Ltd (TSREDCO)

D.No. 6-2-910, Visvesvaraya Bhavan, II floor
The Institution of Engineers Building, Khairatabad, Hyderabad - 500 004.
Telangana State, India

Tel Nos. 040 - 2320 1502, 2320 1503, Fax No. 040 - 2320 1504

E-mail : ec@tsredco.telangana.gov.in

Web site: www.tsredco.telangana.gov.in

Covering Letter
(on company Letter head)

Date

From

To

The Vice Chairman & Managing Director

Telangana State Renewable Energy Development Corporation (TSREDCO)

D.No. 6-2-910, Visvesvaraya Bhavan, II floor

The Institution of Engineers Building, Khairatabad, Hyderabad

Telangana State, India - 500 004

Sir,

Sub: Submission of Tender document for “Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) – Head Office, Hyderabad”- Reg.

I/We have read the complete tender and I/ we understood the complete tender document.

I/We hereby submit tender to take up the assignment, under the annexed general conditions of contract and as per the guidelines issued, the whole of the work referred to and described in the attached specification and schedule, or any portion thereof, as may be decided by TSREDCO, Hyderabad; at the rates quoted. The work will be delivered within the time and at the places specified by TSREDCO.

*I/We am/are remitting/have separately remitted the required amount of INR..20,000/- as Earnest Money.

Yours faithfully,

Signature
with Stamp

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Bid Information Sheet

Brief Description	E-tenders are invited for Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad
Tender No.	T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020
Broaddescription ofscope of work	supply of Laptops as per the section 2- Technical specifications of the bid document
Last date & Time ofSubmission of e Tender	25.06.2020 up to 1.00PM
Technical Bid Opening Date and Time (online)	25.06.2020- 03:00 PM at TSREDCO, Head Office, Hyderabad
Submission of Hard Copies	25.06.2020 up to 02:00 PM at TSREDCO, Head Office: D.No. 6-2-910, II floor, Visvesvaraya Bhavan, The Institution of Engineers Building, Khairatabad, Hyderabad - 500 004. Telangana
Financial Bid Opening Date and Time (online)	26.06.2020- 03:00 PM at TSREDCO, Head Office, Hyderabad
Processing Fee (non-refundable)	Rs.750/- + 18% GST (Rupees Seven Hundred and Fiftyplus GST only) to be furnished through Demand Draft (DD)/ Online Payment drawn in favour of “TSREDCO”, payable at Hyderabad, or online along with Technical Bid.
Ernest Money Deposit (Refundable)	Bid Security for Rs.20, 000/-(Rupees Twentythousand only)by way of online payment or DD in favour of TSREDCO payable at Hyderabad from any nationalized bank.
Time of completion	30 working days from the issue of the Work Order/ Purchase Order
Place of Receipt of E-Tender	tender.telangana.gov.in
Address for communication	As above, estt@tsredco.telangana.gov.in
<p>Important Note: Prospective Bidders are requested to remain updated for any notices/amendments/clarifications etc. to the Short tender document through the e-procurement and TSREDCO website.</p> <p>No separate notifications will be issued for such notices/amendments/clarification etc. in the print media or individually. All the information related to this Short tender shall be updated on the TSREDCO Website only. The EMD amount paid by the successful Tenderer will be converted as Security deposit and will be released after completion of the warranty clause.</p>	

Checklist to accompany the E tender

S.No	Description	Submitted in Cover 'A'	Page No. (see Note below)
1	2	3	4
1	Earnest Money Deposit	Yes /No	
2	Tender document fee	Yes /No	
3	Copy of PAN card.	Yes /No	
4	Copy of latest Income Tax Clearance returns submitted along with proof of receipt	Yes /No	
5	Copy of GST Registration Certificate.	Yes /No	
6	Latest GST/ Sales Tax clearance certificate.	Yes /No	
7	Availability of local service centres/ technical personnel	Yes /No	
8	Experience Certificate	Yes /No	
9	Company Registration Certificate (Proprietor/Partnership/Co. etc.)	Yes /No	
10	Annual financial statements certified by CA	Yes /No	
11	All the technical specifications supportive documents as per the tender document / Any other documents/certificate as specified in tender conditions	Yes /No	
12	Signed and stamped complete tender document	Yes /No	
13			

Important Note:

* Bidder shall provide the respective page no. in the above table for the respective attachments to be enclosed along with tender document.

** To be uploaded online and submit hard copy in Envelope-I (technical bid)

I. General Details and Instructions to Bidders

1. Tender Number & Title

Tender No: T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020

Tender Title: E-tenders are invited for Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad

2. Background

- 2.1 Government of Telangana has appointed Telangana State Renewable Energy Development Corporation Limited (TSREDCO) as the State Designated Agency (SDA) of Bureau of Energy Efficiency (BEE), Ministry of Power, Govt. of India to coordinate, regulate and enforce the provisions of the Energy Conservation Act-2001 and to implement the schemes under the said Act within the State of Telangana. Bureau of Energy Efficiency will be conducting various workshops, webinars etc., with the SDAs all over India for monitoring the implementation of planned schemes/programmes. And also TSREDCO appointed as State Nodal Agency (SNA) for Ministry of New and Renewable Energy, Govt. of India to implement the various Renewable Energy programmes within the State of Telangana.
- 2.2 Hence TSREDCO is inviting sealed tenders (Technical bid and Commercial bid) from eligible, reputed manufacturers and /or authorized dealers for Procurement of Laptops at TSREDCO head office, Hyderabad through e - procurement.

3. Submission of Tender/Instruction to tenderer

(Procedure shall be followed after submitting the tender through e-procurement portal i.e., <https://tender.telangana.gov.in>.)

Hard copies of Bids are required to be submitted in a single sealed cover envelope containing Envelope-I (Technical Bid) and Envelope II (Financial Bid) each one duly sealed separately. Envelope should contain the documents as detailed in Clauses above. Both the two envelopes shall be kept in an outermost Envelope. The outermost envelope should be superscribed as “Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad”. Tender Ref No. T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020.

The Bidders to send their Bid either by registered post; or speed post; or courier; or by hand delivery, so as to reach TSREDCO by the Bid Deadline through e-tender. Bids submitted by telex/telegram/fax/e-mail shall not be considered under any circumstances. TSREDCO shall not be responsible for any delay in receipt of the Bid. Any Bid received after the Bid Deadline shall be returned unopened.

If the outer cover envelope or Envelope I (Covering Envelope, Technical Envelope) Envelope II (Financial Bid) is/are not closed/sealed and not super scribed as per the specified requirement, TSREDCO will assume no responsibility for the Bid's misplacement or premature opening.

All the envelopes shall be sealed properly & shall indicate the Name & address of the Bidder. The Bid must be complete in all technical and commercial respect and should contain requisite certificates, drawings, informative literature etc. as required in the Bid document. Each page of the Bid document should be signed & stamped. Bids with any type of change or modification in any of the terms/ conditions of this document shall be rejected. If necessary, additional papers may be attached by the Bidder to furnish/ submit the required information. Any term / condition proposed by the Bidder in his bid which is not in accordance with the terms and conditions of the tender document or any financial conditions, payment terms, rebates etc. mentioned in Financial Bid shall be considered as a conditional Bid and will make the Bid invalid. Further, if any bidder submits financial bid in technical bid envelope, the bid will be rejected.

in a sealed cover with the tender number and title duly superscribed on the cover.

The Technical bid in Envelope I shall contain:

1. Covering letter duly signed by the authorized signatory and stamped in the letter head of the tenderer.
2. Earnest Money Deposit of INR.20,000 shall be paid online through e-procurement
3. Cost of tender form, INR 750 + GST@18% shall be paid online through e-procurement
4. The tender documents duly signed by authorized signatory in each page, Stamped scanned and uploaded along with all the necessary enclosures through e procurement and a hard copy shall be submitted.
5. The Duly filled in applicant details as per Annexure – 2.
6. The Duly filled FINANCIAL ELIGIBILITY CRITERIA as per Annexure -3
7. The duly filled in non-Performance/Litigation Format as per Annexure -4

Envelope I which contains all the enclosures, as mentioned above, shall be sealed and superscribed as "Technical bid"

The Financial bid in Envelope II:

Financial bid shall contain only the duly filled in financial Bid Format duly signed and stamped by signatory and Covering letter duly signed by the authorized signatory and stamped in the letter head of the bidder. The price shall be quoted in figure as well as in words. This envelope should be sealed and stamped. As the price will be quoted online, an empty sheet shall be placed in *envelope II duly super scribed as "Financial bid"*.

Contents of Envelope III (main envelope)

The Envelop III shall be super scribed as “Tender No: **T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020** Technical and Financial bid for “Procurement of Laptopsat Telangana State Renewable Energy Development Corporation Limited (TSREDCO) – Head Office, Hyderabad and *shall contain sealed Envelopes I & II and the envelope III shall be sealed.*

4. Tender Documents

The tender document shall be downloaded from the website “www.tender.telangana.gov.in/ www.tsredco.telangana.gov.in” and has to submit as per e-procurement procedures. The rates quoted should be only in Indian currency. Tenders in any other currency are liable to rejection

5. Tender Schedule

Details of tender schedule are as below:

Tender download Commence from	17.06.2020 at 9.00 AM
Tender Submission last date	25.06.2020 at 1.00 PM
Technical Bid Opening on	25.06.2020 at 3.00 PM
Financial Bid opening on	26.06.2020 at 3.00 PM

6. Earnest Money Deposit

- I. Every tenderer should send along with his tender, an earnest money as specified in the guidelines. The amount shall be paid online through e-procurement.
- II. Wholly owned Telangana Government organizations, on furnishing proof of such registration and also furnishing certificates from the concerned Head of the Organization about the soundness, capability and reliability to undertake similar assignments/services/contracts will be exempted from furnishing earnest money deposits in support of tenders submitted by them.

7. Eligible Tenderers

The Tenders are invited from Original Equipment Manufacturer [OEM] or authorized partner/ dealer/ re-seller of OEM. In case of authorized partner/ dealer/ reseller of OEM, valid relationship certificate from OEM to be enclosed.

- a. The bidder should be in the business of supply, installation and commissioning of hardware [PCs/Laptops] for at least Three [3] years as on the date of this tender.
- b. a fully functional sales and service centre with spares stock for attending the service-related queries. Details of the service centre must be provided in Hyderabad/ Secunderabad locations
- c. The bidder have successfully delivered and installed at least 50 PCs/ Laptops at multiple locations in single or separate orders during last 3 years
- d. The bidder should have a minimum average annual turnover of INR 10.00 Lakhs out of Indian operations from the sales of computer hardware over the last three (3) financial years
- e. If audited figures for any FY are not available, provisional figures may be provided.

Supporting the fact the bidder should furnish auditor's certificate for last three years ending March' 2020.

- f. The bidder should have positive networth and cash profit [i.e. no cash loss] in 2 years out of last 3 financial years. Supporting the fact the bidder should furnish auditor's certificate for last three years ending March' 2020
- g. The bidder should have direct support or indirect. Bidders must submit support services /matrix. Considering the after-sales support services of utmost importance, TSREDCO shall have the right to independently verifying the support arrangements as submitted by the bidders as part of the evaluation of the bids
- h. The Bidder not been under any litigation for corrupt or fraudulent practices or blacklisted by any of the Government agencies. A declaration for the same shall be enclosed with technical bid asper the format 1 of section IV.

The bidders must submit documentary evidence in support of facts/ claims submitted/ made in response to the Pre-qualification/ minimum eligibility criteria. Documents should be submitted along with Annexure [Pre-Qualification / Minimum Eligibility Criteria]. Proposals of bidders who do not fulfil the above criteria or who fail to submit the documentary evidence thereon would not be considered for further evaluation viz. Technical and Commercial.

8. Amendments to tender

- 7.1 At any time prior to the deadline for submission of Bids, the TSREDCO may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender document by issuing clarification(s) and/or amendment(s).
- 7.2 The clarification(s) / amendment(s) (if any) may be notified on TSREDCO website tsredco.telangana.gov.in/ tender.telangana.gov.in leastone day before the proposed date of submission of the Bid. If any amendment is required to be notified within one day of the proposed date of submission of the Bid, the Bid Deadline may be extended for a suitable period of time. VC & MD - TSREDCO have whole right to publish the amendment.
- 7.3 TSREDCO will not bear any responsibility or liability arising out of non-receipt of the information regarding Amendments in time or otherwise. Bidders must check the website for any such amendment before submitting their Bid.
- 7.4 In case any amendment is notified after submission of the Bid (prior to the opening of Technical Bid. Bids received by TSREDCO shall be returned to the concerned Bidders on their request through registered post or courier or by hand and it will be for the Bidders to submit fresh Bids as the date notified by the TSREDCO for the purpose.
- 7.5 All the notices related to this Bid which are required to be publicized shall be uploaded only on website <https://tsredco.telangana.gov.in/> tender.telangana.gov.in.

9. Opening of Tender

The Technical bid will be opened on the day and time noted above, at TSREDCO, in the presence of such of those tenderer or their nominees who may be present at that time. The nominees shall bring authorization letters signed by the authorized signatories.

If the opening day of the tender falls to be a holiday the tender shall be opened on the next working day at the same time and venue. After evaluation, the financial bids of only technically qualified tenderers will be opened.

10. Forfeiture of EMD

If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money if any, deposited by him will be forfeited to TSREDCO or such action taken against him as TSREDCO think fit

11. Validity of Tender

The bidder shall specifically mention the period of validity of the Bid. The period validity shall not be less than 90 days as specified in the Last date of submission of Bids, and extendable, if required and sought by TSREDCO, Hyderabad, subjected to confirmation of Tenderer.

12. Zero deviation

This is a ZERO Deviation Bidding Process. Bidder is to ensure compliance of all provisions of the Bid Document and submit their Bid accordingly. Tenders with any deviation to the bid conditions shall be liable for rejection.

13. Language

All documents, drawings, instructions, design data, calculations, operation, maintenance and safety manuals, reports, labels and any other data shall be in English Language. The contract agreement and all correspondence between the TSREDCO and the bidder shall be in English language

14. Time of completion

The work shall be completed within a period of 30 days from the date of execution of agreement. The time of completion shall not be changed unless the extension of period is ordered by agreement authority in writing on the request of contractor. TSREDCO reserves the right of extension of time or not after taking in to consideration of occurrence of event which lead to delay in completion of work.

15. Acceptance of Tenders

The final acceptance of the tender's rests entirely with the TSREDCO who do not bind themselves to accept the lowest or any tender. But the tenderer on their part should be prepared to carry out such portion of the assignment included in their tenders as may be allotted to them.

16. Security Deposit

- I. The successful tenderer shall, before signing the agreement and within the period specified in the letter of acceptance of the work order, deposit a sum equivalent to Ten percent (10%) of the value of the contract as security for the satisfactory fulfilment of the contract

less the amount of earnest money deposited by him along with his tender. The amount of security may be deposited by DD in favour of TSREDCO payable at Hyderabad or Letter of Bank Guarantee in the prescribed form for the amount of security from a Nationalized Bank will also be considered enough at the discretion of TSREDCO. The period of validity of security deposit shall be 60 days beyond the period of completion of all contractual obligations from the date of award of work. The contractor shall extend the validity period based on the request of TSREDCO.

- II. If the successful tenderer fails to deposit the security and execute the agreement as stated above, The earnest money deposited by him will be forfeited to TSREDCO and contract arranged elsewhere at the defaulter's risk and any loss incurred by TSREDCO will be recovered from the defaulter who will, however, not be entitled to any gain accruing thereby.
- III. In cases where a successful tender, after having made partial completion of work fails to fulfil the contracts in full, all or any part of the work have to be completed by means of another tender/quotation or by negotiation or from the next higher tenderer who had offered to carryout the work and the loss, if any, caused to the TSREDCO shall thereby together with such sums as may be fixed by the TSREDCO towards damages be recovered from the defaulting tenderer. Even in cases where no alternate assignments are arranged for the work not completed, the security deposit of the defaulter shall be forfeited.

17. Returning of Security Deposit

The security deposit shall, subject to the conditions specified herein, be returned to the contractor after the satisfactory completion of the contract, but in the event of any dispute arising between the TSREDCO and the contractor, the TSREDCO shall be entitled to deduct out of the deposits or the balance thereof, until such dispute is settled the amount of such damages, costs, charges and expenses as may be claimed. The same may also be deducted from any other sum which may be due at any time from TSREDCO to the contractor.

18. Acceptance of Communication of Assignment

Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful tenderer shall also execute an agreement for the due fulfilment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty, lawyer's charges and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified will entail penalties.

19. Mode of Payments

- Payment of the project cost shall be paid by the TSREDCO directly to the successful bidder after supply of Laptops as per work order and submission of all necessary required documents along with submission of invoice to TSREDCO Head Office.
- 100% payment will be made to the successful bidder by TSREDCO within 15 to 20 days on submission of all necessary and required documents.

20. Insolvency or Liquidation

In case the contractor becomes insolvent or goes into liquidation, or makes or propose to make an assignment for the benefit of his creditors or proposes any composition with his creditors for the settlement of his debts, carries on his business or the contract under inspection on behalf of or his creditors, or in case any receiving order or orders, for the administration of his estate are made against him or in case the contractor shall commit any act of insolvency or in case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to damages amounting to the whole of his security deposits, the contract shall, thereupon, after notice given by the TSREDCO to the contractor, be determined and the TSREDCO may complete the contract in such time and manner and by such persons as the TSREDCO shall think fit. But such determination of the contract shall be without any prejudice to any right or remedy of the TSREDCO against the contractor or his sureties in respect of any breach of contract therefore committed by the contractor. All expenses and damages caused to TSREDCO by any breach of contract by the contractor shall be paid by the contractor to TSREDCO, and may be recovered from him under the provisions of the Revenue Recovery Act in force in the State.

21. Events of default

Any of the following events shall constitute an event of default by contractor unless caused by force majeure event

1. Any delay occurring due to the negligence on the part of Contractor
2. Delay in time of completion
3. Non compliance with the scope of work with due diligence.
4. The contractor fails to submit the security deposit within 10 days from the date of execution of agreement.
5. The contractor has failed to complete the assignment with in time of completion or extended time of completion as given in writing by TSREDCO.
6. Contractor is in breach of any of its commitments under the agreement and has failed to cure breach with in time period specified.
7. Contractor has repudiated the agreement otherwise expressed its intention not to be bound by the agreement.
8. The contractor has been ordered for wound up by the liquidation.

22. Termination due to Events of default

- I. Without prejudice to any other right or remedy which TSREDCO may have in respect thereof under this agreement , up on the occurrence of event of default by the contractor and the project is delayed more than 15 days, TSREDCO be entitled to terminate this agreement the hereinafter provided, under due intimation to the Contractor.
- II. If the TSREDCO decides to terminate this agreement, it shall in the first instance issue a preliminary notice to the contractor. Within 7 days of receipt of the preliminary notice, the contractor shall submit to the TSREDCO in sufficient detail, the manner in which it

proposes to cure the underlying event of default. In case of non-submission of the contractor's proposal to rectify within the said period of 7 days, the TSREDCO shall be entitled to terminate the agreement by issuing the termination notice, and to appropriate the performance security deposit.

23. Termination Notice

If the TSREDCO desires to terminate this agreement, it shall issue termination notice setting out

- a) Insufficient detail the underlying even to default.
- b) The termination date which shall be date occurring not earlier than the 7 days from the date of termination notice.
- c) Any other relevant information.

a) Obligation of the Contractor

Following issue of termination notice and cancellation of the agreement, the project facilities shall be transferred back to the TSREDCO free from any encumbrance.

b) Withdrawal of Termination Notice

Notwithstanding anything inconsistent contained in this agreement, if the contractor who has been served with the termination notice cures the underlying event of default to the satisfaction of the TSREDCO at any time before the termination occurs, the termination notice shall be withdrawn by the TSREDCO.

24. Governing Law & Jurisdiction

In case any difference or dispute arises in connection with the contract, all legal proceedings relating to the matter shall be instituted in the Courts at Hyderabad, Telangana.

25. Revision of Rates

No representation for enhancement of rates once accepted will be considered.

26. Disqualification

Any attempt on the part of the tenderer or their agents to influence TSREDCO in their favour by personal canvassing with the Officers concerned or in collusion with other contractors will disqualify the tenderer.

27. Acceptance of Penalty Clause

Tenderer should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in complying or failure to comply within the stipulated period.

28. Lump Sum Firm Price and Taxes & Duties

The prices quoted should clearly identify basic Lump-sum fixed price and details of all taxes,

duties, cesses, etc., in percentage as well as actual amount which are or may become payable by the contractor under existing or future laws or rules of the country or origin/supply or delivery during the course of execution of the contract. The format for quoting the price is attached.

29. Special conditions if any

Special conditions, if any, of the tenderer attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the TSREDCO.

30. Force Majeure

The tenderer shall be entitled to excuse performance of their respective obligations to the extent they are unable to perform the tender by an event of Force Majeure. A tenderer claiming relief on this account shall immediately on becoming aware of Force Majeure event give notice to the TSREDCO disclosing the manner in and the period during which performance of its obligation is likely to be affected.

Force Majeure means Acts of God, wars or similar action affecting Telangana Civil Commotions or general strike (Excluding by its own employees) lying beyond the reasonable control.

31. Resolving Dispute

In case of dispute between Contractor and TSREDCO, The Contractor has to give in writing within 7 days the causes for disputes. TSREDCO shall convene a meeting to resolve the dispute acceptable to both parties. In Such cases the decision of VC&MD - TSREDCO shall be binding on the contractor.

32. Evaluation of Tender

The tender will be evaluated separately for technical bid and financial bill. The technical bid will be evaluated first based on the eligibility of the tenderer and scope of work as attached in Annexure-1. The financial bid of only technically qualified bidders shall be opened. The tenderer who qualifies the technical bid and has quoted lowest financial bid shall be given the work.

3 Technical Specifications

The specification of Laptops is given below:

Product Name	Technical Specifications	
Laptop Model -I		
Apple - Mac Book Pro	Processor Name	Intel core i 7, 2.6GHz
	RAM	16GB
	Storage.	512GB (with expandable up to 8TB.)
	GPU:	AMD Radeon Pro 5300M (4GB),
	Display:	16 inches (2072 x 1920 pixels)
	Battery:	100-watt-hour up to 11 hours.
	Size:	Size: 14.1 x 9.7 x 0.64 inches .
	Stunning	Stunning 16-inch Retina display with True Tone technology Touch Bar and Touch ID
	Ultrafast SSD	Ultrafast SSD
	UHD	Intel UHD Graphics 630
	speaker	Six-speaker system with force-cancelling woofers
	Thunderbolt & USB-C ports	Four Three
	Wi-Fi	802.11ac
Accessories for apple product	Laptop bag, APPLE AIR PODS PRO and necessary accessories	
Laptop -II Model		
Microsoft Surface	Processor Name	Core i5
	Processor Brand	Intel
	Screen Size	12.3 in
	Graphics coprocessor	Intel Iris Plus
	Hard Disk Technology	Flash Memory Solid State
	Hard Disk Size	256.0 GB
	Model Number	M1866
	Operating System	Windows 10 Home
	Speaker	1.6W stereo speakers with Dolby® Audio™
	Number of HDMI Ports	0
	No.of Microphone Ports	1
	Number of USB	2

4 Financial Bid

The prices shall be quoted online through e-tender portal. However, the empty financial bid shall be submitted in envelope II as mentioned in the below format (On company letter head).

Sl. No	Particulars of the works	Rate per unit (Rs.)	GST (Rs.)	Grand Total (Rs.)
A	B	C	D	E=C+D
	Cost of Laptops as per the technical specifications with all necessary accessories as mentioned in technical bid			
1	Apple - Mac Book Pro			
2	Microsoft Surface			
Total (in Rs.)				
Total cost in words:				

Date: Signature:.....

Place: Name of the Firm/ Tenderer

5 Formats for submitting tender

All the following formats shall be printed on respective bidding company letter head

Annexure-1

Declaration Letter

Ref. No. _____

Date: _____

From: _____ (Insert name and address of Bidding Company)

_____,

Tel.#: _____

Fax#: _____

E-mail address# _____

To

The VC & Managing Director,
M/s. TSREDCO Ltd,
Hyderabad.

Dear Sir,

Sub: -Bid for “Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad”- reg.

We, the undersigned.....[insert name of the ‘Bidder’] having read, examined and understood in detail the tender Document for Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad along with 3 years warranty hereby submit our Bid comprising of Financial Bid and Technical Bid. We confirm that neither we nor any of our Parent Company / Affiliate/Ultimate Parent Company has submitted Bid other than this Bid directly or indirectly in response to the aforesaid tender.

1. We give our unconditional acceptance to the TENDER No: T/Esst.Admn/Proc.of Laptops/PBDS/2020/PR-87 dated 12/06/2020 and TENDER Documents attached thereto, issued by TSREDCO. This shall also be construed as a token of our acceptance to the TENDER Documents including all its amendments and clarifications uploaded on TSREDCO website.
2. We shall ensure that we execute such TENDER documents as per the provisions of the TENDER and all provisions of such TENDER Documents shall be binding on us.
3. We have enclosed aEMD of Rs. 200,000/-, in the form of DD/online payment no.....dated.....from (name of the bank).....
4. We have enclosed tender document fee of Rs. 750 plus GST in the form of DD/online payment no dated.....[Insert date of DD from(Insert name of bank providing DD)].

Telangana State Renewable Energy Development Corporation Ltd

Authorized Signature of
Bidder with Stamp

5. We have submitted the complete tender document and submitted the relevant documents as per the respective clause of the tender
6. We hereby unconditionally and irrevocably agree and accept that the decision made by TSREDCO in respect of any matter regarding or arising out of the TENDER shall be binding on us. We hereby expressly waive any and all claims in respect of Bid process.
7. We confirm that there are no litigations or disputes against us, which materially affect our ability to fulfil our obligations with regard to execution of projects of capacity offered by us. We are not blacklisted by any state or central Government / quasi Government departments in India.
8. We confirm that we have studied the provisions of the relevant Indian laws and regulations as required to enable us to submit this Bid and execute the TENDER Documents, in the event of our selection as Successful Bidder. We further undertake and agree that all such factors as mentioned in TENDER have been fully examined and considered while submitting the Bid.
9. We are enclosing herewith the Envelope-I (Technical Bid) and Envelope II (Financial Bid) containing duly signed formats, each one duly sealed separately, in one original Envelope as desired by you in the TENDER for your consideration.
10. We will be accepting the warranty conditions and will also after sales service

It is confirmed that our Bid is consistent with all the requirements of submission as stated in the TENDER and subsequent communications from TSREDCO. The information submitted in our Bid is complete, strictly as per the requirements stipulated in the TENDER and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Bid.

We confirm that all the terms and conditions of our Bid are valid for acceptance for a period of 3 months from the Bid deadline.

We confirm that we have not taken any deviation so as to be deemed non-responsive.

Dated the _____ day of _____, 20....

Thanking you,

Yours faithfully,

Name, Designation and Signature of Authorized Person.

GENERAL PARTICULARS OF THE BIDDER

S.No	Particulars	Details
1	Name of the Company	
2	Registered Office Address	
3	Telephone, Telex, Fax No	
4	E-mail	
5	Website	
6	Authorized Contact Person(s) with name, designation Address and Mobile Phone No., E-mail address/ FaxNo. to whom all references shall be made	

Checklist

S.No	Particulars	Attachments needed	Confirmation
1	Company Registration No	A Copy of registration is enclosed	Yes/No
2	PAN No	A Copy of PAN Card is enclosed	Yes/No
3	GST No	A Copy of GST registration certificate is enclosed	Yes/No
4	Past Work Orders/ POs copies	Copy of past Work orders/ P.O.s submitted	Yes/No
5	Latest IT returns Copy	Copy of IT returns last three years (2016-17 to 2018-19)	Yes/No
6	Latest GST/ Sales Tax clearance certificate	Copy of the GST/ sales tax clearance certificate	Yes/No
7	Annual Financials certified by CA	Copy of Annual financials last three years (2016-17 to 2018-19)	Yes/No
8	Distributor Licence Copy/ agreement (in case of Authorised distributor)	Copy of Distributor Licence Copy	Yes/No
9	Local Service centre details	Details of local service centre with name of the personnel and contact number with address	Yes/No
10	Earnest Money Deposit	Online receipt / DD No.:	Yes/No
11	Tender document fee	Online receipt / DD No.:	Yes/No
12	All the technical specifications supportive documents as per the tender document	Satisfying the technical specifications of the tender document	Yes/No
13	Signed and stamped complete tender document	Is uploaded on line and hard copy to be submitted along with technical bid	Yes/No
14	If MSME	Is uploaded on line and hard copy to be submitted along with technical bid	Yes/No

(Signature of Authorized Signatory)

With Seal

FINANCIAL ELIGIBILITY CRITERIA REQUIREMENT

To
 Vice Chairman & Managing Director,
 M/s. Telangana State Renewable Energy Development Corp. Ltd,
 Hyderabad.

Dear Sir,

Sub: Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad- reg.

We submit our Bid/Bids for Supply Procurement of Laptops at Telangana State Renewable Energy Development Corporation Limited (TSREDCO) Head Office, Hyderabad. The details of our Financial Eligibility Criteria Requirements are as follows.

Further, we certify that the Financially Evaluated Entity (ies) had an average Annual Turnover of Rs.....Crore computed as per instructions provided in respective Clause of this TENDER based on audited annual accounts

Financial year	Annual Turnover (Rs. Crore)
2016-17	
2017-18	
2018-19	

Yours faithfully,

Signature and stamp of Chartered Accountant/Statutory Auditors of Bidding Company

Name:

Date:

Place

Signature and stamp of Authorized Signatory of Bidding Company.

Name:

Date:

Place

Declaration letter for non-performance/litigation.

Declaration Letter on official letter head stating the following:

We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this contract. We are not black-listed by any Central / State Government / Public Sector Undertaking in India

Witness
Signature:
Name:
Address:
Date

Tenderer
Signature:
Name:
Address:
Date