

**GOVERNMENT OF ARUNACHAL PRADESH
OFFICE OF THE DIRECTOR GENERAL OF POLICE
ITANAGAR**

NO.PHQ (PROV) - 05/2022-23.

Dated Itanagar, the 3rd June, 2022.

TENDER NOTICE -CUM- TERMS AND CONDITIONS.

On behalf of the Governor of Arunachal Pradesh, Director General of Police, Arunachal Pradesh, Itanagar invites Sealed Tenders under two Bid systems (Technical & Financial), from the manufacturers/ authorised dealers/agents/ suppliers of reputed firms for entering into contract for Supply of Office Furniture and Computer items for setting up of 25 Anti-Human Trafficking Units (AHTUs) in Arunachal Pradesh during the year 2022-23. For details please visit our web site-www. arunpol.nic.in.

1.

Sl.	Description of items to be procured	Approx. Cost of tender	Earnest money required	Tender Fee (Non-refundable)
1	Office Furniture and Computer items for setting up of 25 Anti-Human Trafficking Units (AHTUs) in Arunachal Pradesh during the year 2022-23. (List of items with specifications attached at Annexure -A)	Rs. 76,00,000/-	Rs. 1,52,000/-	Rs. 1,000/-

2. Critical date sheet:

Sl.	Particulars	Date	Time
1	Date of publication of Tender	04/06/2022	-
2	Bid submission start date	From the date of publication onward	-
3	Bid submission end date	30/06/2022	1100 Hrs
4	Physical submission of earnest Money deposit/Bid Money and cost of Tender Documents (Tender fee).	With technical bids. However, the tenderer who want to obtain tender document from PHQ, Itanagar, tender fee (Bank Draft in favour of AIGP/E, PHQ, Itanagar payable at SBI, Itanagar) may be furnished at the time of obtaining the tender documents. The firms registered under MSME are exempted for earnest money. They must submit copy of registration certificate of MSME.	
5	Date of Technical bid opening	30/06/2022	1130 Hrs

3. The Tender documents must be provided in two (02) covers:

Cover-1: It shall contain scanned copies of eligibility information as under.

- Technical bid along with its specifications leaflet, brochure, catalogue/literature, if any, of each tendered item.
- Tender documents duly completed and signed BUT without indication of the rates "Quoted".

- c) Earnest Money must be attached in form of TDR/FDR/Demand Draft/NSC/KVP etc. of Nationalized Bank/Post offices duly pledged in favour of Asstt. Inspector General of Police (E), PHQ, Itanagar. The firms registered under MSME are exempted for earnest money. They must submit copy of registration certificate of MSME.
- d) Attested copy of PAN.
- e) Attested copy of firm registration.
- f) Attested copy of firm GST Registration.
- g) Valid Trading license issued by competent authority for the tendered items.
- h) Letter of authority in respect of authorized distributors/dealership etc.
- i) Financially soundness certificate/C.A Certificate.
- j) Experience certificate/documents of firm, if any.
- k) Any other relevant document which the firm wishes to submit.
- l) All the tender papers must be serialized/ numbered properly and index/ check list be submitted at the beginning of the tender papers indicating the pages of the relevant documents. Tenders without index/ checklist shall be summarily rejected.
- m) Technical compliance statement should be enclosed along with technical bid clearly specifying deviation, if any for all specifications mentioned in the tender.

Cover-2: It shall contain documents on "Financial Bid". Financial bids shall be opened only of those bidders who have been declared technically qualified by the committee. The criteria for eligibility and qualifications is to be met by the bidders such as minimum level of experience/ past performance (if any), facilities and financial position etc.

4. GENERAL INSTRUCTIONS:

1. The tenders received after scheduled date & time will not be entertained. The tenderers or their representative may remain present at the time of opening of tenders.
2. Rates must be clearly written in figures as well as in words.
2. There should not be any cutting/over writing.
3. The Tenderer/Firms who fail to fulfil the eligibility conditions will be summarily rejected.
4. The firms will have to submit all original documents (as mentioned in cover-1) including EMD, cost of Tender documents in the office of Assistant Inspector General of Police (E), Police Head Quarter, Itanagar, Arunachal Pradesh on 30/06/2022 at 1100 Hrs. The experience certificate (if any) must contain name designation, address, Phone No., Mail ID etc. of issuing officer.
5. In case tender opening day is declared as holiday or bandh call at Itanagar, the tenders shall be received upto next working day till 1100 Hrs and opened on the same day at 1130 hrs.
 - a) The bidders should keep checking the website for any addendum/corrigendum to the notice/bidding documents till the date of submission of bids and the bidder should incorporate the same in his bid documents.
 - b) Conditional bids and the bids not meeting the qualifying criteria on the date of receipt of bids shall be summarily rejected.
 - c) Bids will be opened as per time & schedule mentioned.
 - d) Before submission of bids, bidders must ensure that scanned copy of all the necessary documents have been attached with bid.
 - e) The department will not be responsible for delay in submission due to any reason(s).
 - f) All the required information for the bid must be filled and submitted.

- g) The details of EMD and other documents specified in the tender documents should be same as submitted (scanned copies), otherwise tender will be summarily rejected.
6. The tender papers containing full details with specifications and terms and conditions can be obtained from Dy. Superintendent of Police (Provisioning), PHQ Itanagar, on payment of tender fee of Rs. 1,000/- (Non-refundable through a bank draft in favour of the Asstt. Inspector General of Police (E), Arunachal Pradesh, Itanagar payable at S.B.I. Itanagar) on any working day from 0930 Hrs to 1600 Hrs w.e.f. 02/06/2022 to 29/06/2022. The tender documents may also be download from our website. The tenderers downloading the documents from website are also required to submit a Bank Draft of Rs. 1,000/- as tender fees. No other mode of payment will be accepted.
7. Successful tenderers will be required to deposit 5% of the total value of the articles to be supplied as performance security money within 10 days from the date of issue of letter of acceptance of tender. The successful tenders will have to enter into a "DEED OF AGREEMENT" stipulating the Terms and Conditions of the contract. Security deposit will be subject to forfeiture in case of non-fulfilment of any or all the Terms and Conditions of contract. Earnest Money of the successful tenderers will be forfeited to the Government in case of failure to furnish security money and execution of "DEED OF AGREEMENT".
8. Rate should be quoted F.O.R Central Store, PHQ, Itanagar. Rates quoted other than F.O.R Central Store, PHQ, Itanagar shall not be accepted. No packing or forwarding charges will be allowed. The rate of GST (as applicable) may be charged/quoted by the tenderers and the amount be clearly mentioned for all items. The rate should be quoted in Indian currency both in figure and words clearly. Tenders must be legible and clear in all respect else the tenders shall be liable to be rejected.
9. Tenders should be addressed to the undersigned by designation and not by name. The separate sealed envelope containing the tender should be subscribed as "Tender for supply of Supply of Office Furniture and Computer items for setting up of 25 Anti-Human Trafficking Units (AHTUs) in Arunachal Pradesh during the year 2022-23", and sent by Registered Post/Speed Post/Courier Service or put in the Tender Box kept in the office of the undersigned (Provisioning Branch) on any working day from 0930 Hrs to 1600 Hours. ***The tenders received after scheduled date & time will not be entertained.***
10. Any breakage or loss of any item will be at the supplier's risk.
11. Delivery of the stores will have to be completed within 45 days from the date of issue of firm order. In case of failure to supply the items in time, violation of any provision of Deed of Agreement, the firm is liable to be blacklisted.
12. If any item is found damaged or otherwise unacceptable at the time of delivery/inspection, the supplier will be required to remove the same from Central Store, PHQ, Itanagar, Arunachal Pradesh at their own cost within 15 days. The demonstration of the items shall be conducted at the time of acceptance by the Board of Officers. The items not found as per specifications shall be rejected.
13. Payment will be made to the supplier directly on completion of supplies/installation and on receipt of stores. Documents/vouchers/R.R.S bill etc. routed through bank will not be accepted.
14. The Director General of Police, Arunachal Pradesh, Itanagar reserves the right to reject the lowest or all or any of the tenders without assigning any reason thereof.
15. The Director General of Police of Arunachal Pradesh, Itanagar shall have the right to ask the firms to demonstrate their items before the items are accepted.
16. List of equipments/items with description & specification is enclosed at Annexure- A. The quantities mentioned in the enclosure are all approximation and subject to variation as per actual availability of funds.
17. Tenders will remain valid up to 31-03-2023.
18. All items to be supplied shall be on warranty for a period as mentioned against each item. Where warranty period has not mentioned the items shall be on warranty for a minimum period of 1 (one) year from the date of acceptance except furniture and consumable items.



19. In case of any dispute, legal jurisdiction will be at Itanagar, Arunachal Pradesh.

20. In case of any query, the tenderers may contact at following phone no./mail ID:

Officers	Telephone	E-mail ID
Dy. Superintendent of Police (Prov), PHQ, Itanagar	9612101625 (Mobile)	arpolice@rediffmail.com .
Sub-Inspector (Prov), PHQ, Itanagar	8119091663 (Mobile)	arpolice@rediffmail.com .



Asstt. Inspector General of Police (E)
Police Headquarters, Itanagar
Arunachal Pradesh

Asstt. Inspector General of Police (E)
Arunachal Pradesh
Itanagar

Annexure- "A"

LIST WITH SPECIFICATIONS OF VARIOUS EQUIPMENTS TO BE PROCURED FOR SUPPLY OF. OFFICE FURNITURE AND COMPUTER ITEMS FOR SETTING UP OF 25 ANTI –HUMAN TRAFFICKING UNITS (AHTUS) IN ARUNACHAL PRADESH DURING THE YEAR 2022-23.

SL No.	Name of Items	Parameters / Specifications	Quantity
1.	Digital Camera with memory	<ol style="list-style-type: none"> 1. Type: Digital SLR, anti fog CMOS type lens with inbuilt flash. 2. Resolution: 18 Mega pixel. 3. Shooting Capacity: APS-C. 4. Storage media type: CFC / Micro drive / SD type. 5. Sensitivity: ISO equivalent 100-6400 for image sizes. 6. LCD Monitor: 2.7 inches. 7. Live view: Available in all modes. 8. Inter face: High speed USB. 9. Exposure mode: Auto programmed. <ol style="list-style-type: none"> a) Auto Shutter Priority. b) Auto aperture. c) Manual. 10. Focus: Auto and manual. 11. Shutter speed: 1/8000 to 30 second. 12. Camera software: Window compatible downloading/editing software/wi-fi supported. 13. Weight without battery: approx. 1 kg. 14. Each camera should include following accessories: <ol style="list-style-type: none"> a) Zoom lens. b) Rechargeable Li-Ion battery. c) Battery charger – 01. d) Camera Bag, body cap & hand strap. e) Storage media (external memory) – 8 GB or more. f) High speed USB and AV connectors. 15. Standard accessories as per CEM literature. 	25 Nos
2.	Computer with Accessories	<ol style="list-style-type: none"> 1. Operating system: Window 10. 2. Processor: Intel core i5 3. Memory: 4 GB DDR4 – 1600 (2x 2 GB). 4. Storage: 1 TB 700 RPM SATA. 5. Graphics: Intel (integrated). 6. Keyboard: Yes. 7. Monitor: 18.5 inches. 8. MS Office: Yes. 9. Speaker: Yes (inbuilt with CPU) 10. Antivirus for one year 11. Laser Printer: (1200x1200 dpi/ A-4 Size), printing speed should be 25 paper per minute. Warranty – 1 year. 12. UPS 1000 KVA: 1 KVA UPS with 20 minute back up of any reputed company. Warranty – 1 year. 	25 Nos
3.	Almirah	<ol style="list-style-type: none"> 1. Office almirah (Stainless Steel, big size) of any reputed company. 2. Dimension (mm): 1981 h X 916 w X 486 d. 3. Shelves – 5 Nos. 	25 Nos

4.	Office Table	1. Office Table of any reputed company with wooden top, square tube under structure with three drawer options.	25 nos
5.	Chairs	1. Plastic Chair with Arms (Best quality) of any reputed company.	125 Nos
6.	Laptop	1. Processor: 12 th Generation Intel Core i5. 2. Graphics : Intel Integrated. 3. Operating System : Window 11. 4. RAM : 16 GB. 5. ROM : 512 GB. 6. Wireless Connectivity: Yes 7. Display : 15.6". 8. Weight: approx. 1.5 Kg. 9. Internal Speaker (Dual) : Yes 10. Warranty: 1 year.	25 Nos



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