

Central Electricity Regulatory Commission



Request for Proposal (RFP)

For

Procurement of four 22" HD Touch Creative Pen Display

**06 January, 2015
Version 4.0**

**Central Electricity Regulatory Commission
3 rd & 4 th Floor, Chanderlok Building, 36, Janpath, New Delhi- 110001
Ph: 91-11-23353503 Fax: 91-11-23753923
E-mail : info@cercind.gov.in**

Important Dates:

Tender opening Date	23 January, 2015
Last -date of receipt of bid	23 January, 2015by 3.00 P.M
Date and time of opening of Technical Bids	23 January, 2015at 4.00 P.M.
Financial Bids shall be opened after deciding the eligible parties based on technical evaluation.	

Important Information

Earnest Money Deposit	Rs 50000/-
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1. Scope of Assignment:

The Central Electricity Regulatory Commission invites bids in sealed cover for supply, installation and configuration of 4 number of 22”HD Touch Creative Pen Display as per specifications mentioned in *Annexure A*.

CERC reserves right to place a repeat order within the validity of the offer, at the same rates and terms and conditions.

2. Objective

To enable the commission to access Digitized case portfolio of petition in the court room during hearing and to facilitate writing of observations/notes as annotations/ comments using stylus Pen on the touch creative screens under document writing.

3. Deliverables

- 3.1 Supply of Item as per *Annexure A within 15 (fifteen) days from placement of order.*
- 3.2 Installation, Configuration, implementation, testing, training and successful demonstration of supplied item within two days from the supply of the items.
- 3.3 User Manuals and Training Manuals to be supplied along with the machines.
- 3.4 One year onsite warranty for repair.

4. Eligibility Criteria of Bidders:

- 4.1 The Bidder should be a company or corporation registered under the Companies Act 1956 in the business of supplying HD Touch Creative Pen Display.(Bidder need to attach Registration Certificate)
- 4.2 A Bidder should be manufacturer or authorized distributor/channel partner of the required HD Touch Creative Pen Display.(Bidder need to attach Manufacturer’s Authorization Form)
- 4.3 The Bidder should have a valid PAN/TAN Number and Service Tax Registration Number. (Please attach documentary proof).
- 4.4 The bidder should have successfully commissioned at least three similar projects in Government/ Government Organization of same OEM’s equipment during the last three years. (An undertaking on company letter head along with the references of these clients should be submitted)

- 4.5 The Bidder should have never been blacklisted for any reason in any government organization in last three years.(An undertaking on company letter head as per *Annexure B* should be submitted)

5. Bidding Procedure and Bid Security(Earnest Money) :

Bid Security (Earnest Money):

- 5.1 The technical bid shall be accompanied by an Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousand only) in form of a Pay Order/Demand Draft in favour of the “Assistant Secretary, Central Electricity Regulatory Commission”, payable at New Delhi, in a separate sealed envelope.
- 5.2 EMD of unsuccessful bidders will be returned without any interest within one month after tender finalization. EMD of the successful bidder will be treated as security deposit and released on furnishing the bank guarantee.
- 5.3 The Bid Security (Earnest Money) may be forfeited:
- i. if a Bidder withdraws his bid during the period of bid validity; or
 - ii. if at any stage any of the information/ declaration is found false.
- 5.4 Bids not accompanied by Earnest Money would be summarily rejected.

6. Period of Validity of Bids:

Bids shall remain valid for **6 months** from the date of Bid opening. A bid valid for a shorter period may be rejected by the Commission as non-responsive.

7. Bid Submission

Bids are invited in two bid system – (i) Technical Bid & (ii) Financial. Bid

- 7.1 The bid is to be submitted in three envelopes as follows:
- i) ENVELOP-01: Containing eligibility documents and Draft for EMD of Rs. 50000/-. The envelope should be sealed and superscripted “Eligibility Bid and EMD for Supply of 22" HD Touch Creative Pen Display”.
 - ii) ENVELOP-02: Containing documents establishing the technical criteria as per forms 1-2 of *Annexure C*. The envelope should be sealed and superscripted “Technical Bid for Supply of “22" HD Touch Creative Pen Display ”. The technical bid envelope should not contain any explicit or implicit information with regard to the rates otherwise the bid shall be liable to be rejected.
 - iii) ENVELOP-03: Containing financial bid as per *Annexure D*. The envelope should be sealed and superscripted “Financial Bid for Supply 22" HD Touch Creative Pen Display”.

iv) All the three envelopes i.e. the one containing Technical Bid along with EMD and the other containing Financial Bid should be sealed in an outer cover duly superscripted “BID for Supply of 22” HD Touch Creative Pen Display”

v) The cover may be submitted by the due date and the time as mentioned above, at the following address:

Assistant Secretary,
Central Electricity Regulatory Commission,
3 rd & 4 th Floor, Chanderlok Building, 36,
Janpath, New Delhi- 110001.

7.2 Each page of bid should be numbered and signed by the authorized signatory with the seal of the firm.

8. Opening of Bids:

8.1 The Technical bids will be opened in the presence of representatives of bidders, who may be present at the time of bid opening. The representative shall append his signature, on the attendance sheet provided, in token of having attended the Bid opening.

8.4 The envelopes EN-03 containing Financial Bids of the technically qualified bidders shall be opened at the time of Financial Bid opening.

9. Evaluation of Bids:

9.1 The Bids will be evaluated on combined score of technical and financial criteria 50% weightage will be given to technical bid and 50% to financial bid. Minimum of 30 score (out of 50) will be necessary for qualifying in technical bid evaluation. The financial bids of only those bidders would be opened who score this minimum score in technical evaluation.

9.2 Technical evaluation will be done on the basis of the following criteria:

S.No	Description of Technical Criteria	Marks
i)	Bidder's Year of Establishment and Financial Status of the firm/organization.(Information to be submitted in form-1 – Annexure C)	25
ii)	Bidder's specific experience relevant to the assignment to be determined on the basis of information submitted in form-2 – Annexure C	25
	Total	50

9.3 L1 would be allotted full 50 points and other bidders would be allotted lower points on inverse proportion based on their financial bids.

10. General Terms and Conditions

10.1 CERC reserves the right to accept or reject any or all bids in part or full, at its absolute discretion without assigning any reason whatsoever or any further notice in this regard.

10.2 For any doubt or clarification regarding current IT setup and infrastructure, the Bidders are welcome to contact Mrs. Vaishali Rana, Assistant Chief (MIS) over telephone (011-23353503, Extension No. - 446) between 10:00 am to 5:00 pm, Monday to Friday.

10.4 CERC reserves the right to forfeit the EMD amount on non-acceptance/non compliance to the terms of offer in full or part or if CERC finds that Bidder has misrepresented in any way while tendering the bids.

10.5 The items can be supplied by the manufacturer directly or through their authorized dealer /authorized channel partners/distributors.

10.6 The CERC may reject all or any of the condition that may be stipulated by the Bidder while bidding.

10.7 Canvassing in any form will be viewed adversely and if any Bidder is found to be resorting to such practices, the Bid of such firm shall be liable to be rejected.

10.8 Items shall be delivered and installed at Central Electricity Regulatory Commission, 3rd and 4th Floor, Chanderlok Building, 36, Janpath, New Delhi – 110001. **No separate installation/ cartage/ transportation charges/overheads etc shall be payable.**

10.9 In the event of any ambiguity during the examination, evaluation and comparison of bids, CERC may at its discretion ask the bidders for clarification of its bid. The clarification, response of the bidder, to any query that may be made by CERC shall be in writing and shall have to be furnished within the timeframe as may be stipulated in the CERC communication.

10.10 Successful Bidder will have to strictly adhere to the delivery schedule and other terms and conditions relating thereto, failing which CERC may get the work completed at the risk and the cost of the supplier from another supplier. Further in such circumstances the CERC reserves the right to cancel the purchase order and forfeit the EMD/Bank Guarantee.

10.11 The supplier shall furnish a Bank Guarantee of a Nationalized/Scheduled Bank equal to the 10% of the value of the purchase order and such Guarantee shall be valid for the period of comprehensive warranty. The Bank Guarantee shall be released at the end of warranty period from the date of successful installation of the last installed machines only if the performance of the item supplied is found satisfactory during the warranty period.

10.12 Payment terms: 90% of payment shall be released on successful and satisfactory installation, testing, training and acceptance of hardware and related set up by the representative Engineer of the supplier and the authorized representative of the Commission. Balance 10% shall be released against the submission of Bank Guarantee as detailed in the previous para.

- 10.13 CERC reserves the right to accept or reject all or any of the offers without assigning any reason whatsoever.
- 10.14 Any disputes arising out of this bidding process shall be under the jurisdiction of courts tribunals in Delhi only.
- 10.15 The Commission shall not be responsible for any loss or damage to any Item in the event of Force Majeure conditions during transit/installation process.
- 10.16 The Bids received after the due date shall not be entertained.
- 10.17 The tender document is available on the CERC website <http://www.cercind.gov.in>.
- 10.18 During one year onsite warranty for repair the complaints should be attended within 24 hours and rectification within 48 hours except when parts are not available. In no condition the period should exceed 7 days.
- 10.19 On completion of one year CERC has a right to award Annual Maintenance Contract.
- 10.20 The bidder will provide a guarantee that the rates quoted are minimum rate and he will not supply within 3 months these items to any other organization at rate below agreed rate with CERC. Failing to do so, it will be liable to reimburse the difference between the rates charged from CERC and other buyer.

11. Liquidated Damages:

Fully functional solution would be demonstrated to the selected group of officers of CERC. Any delay beyond the time mentioned in work order will attract a liquidated damage at the rate of 0.5% of the total value of the work order per day of delay subject to a maximum of 10% of the supply order. Beyond that, CERC may cancel the supply order and get the supply completed from alternate sources at the risk and cost of the vendor.

List of Items and Scope of Work

Item No: 1. – Specifications of proposed 22” HD Touch Creative Pen Display:

Quantity Required – 4

- Product Type : Interactive pen display
- Full HD 1920x1080
- Screen Size (Diagonally) 54.5 cm / 21.5 inch
- Technology H-IPS LCD
- Displayable Colors (maximum) 16.7 million
- Aspect Ratio 16:9
- Viewing Angle: 178° (89°/89°) H, (89°/89°) V
- Contrast Ratio 1000:1
- Brightness 230 cd/m²
- Response Rate 14ms
- Graphics Input DVI-I
- Pen Grip Pen
- Pressure Levels 2048, both pen tip and eraser
- Tilt Range 40 degrees
- Tilt Recognition ±60 levels
- Type Pressure-sensitive, cordless, battery-free
- Resolution 5080 lpi
- Touch Strips: 2 touch-sensitive front-mounted
- With Radial Menu
- With Precision Mode
- With Display Toggle
- With Dedicated Pan, Scroll, Zoom, Brush Size Yes
- Stand Adjustability Rotation up to 180° right/left, Incline 10°-65°
- Orientation Right or left-handed use
- Cables Included: DVI-D, USB
- Display Connection DVI-I
- Peripheral Connections USB 2.0 port
- Power Supply Input 100 to 240 VAC, 50/60Hz
- Power Supply Output 12 VDC, 6.67A
- Power Consumption-
- Adjustable display stand with display rotation feature
- AC power adaptor
- Additional Accessories (optional) Airbrush, Art Pen, Classic Pen, Pro Pen
- With Rotating Stand

DECLARATION REGARDING BLACKLISTING/PAST PERFORMANCE

To,

**The Assistant Secretary,
Central Electricity Regulatory Commission,
3 rd & 4 th Floor, Chanderlok Building, 36, Janpath,
New Delhi- 110001.**

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Document regarding procurement of 4 Number of 22”HD Touch Creative Pen Display for the Commission. I hereby declare that my company has not been debarred/black listed by any reputed Government / Semi Government organizations for quality/ service products within the last three years nor is there any pending dispute regarding short shipment/ installation/service. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours sincerely,

Name: _____

Designation: _____

Company: _____

Address: _____

Technical Criteria

Form 1- Year of Establishment and Financial Status of the Bidder's Firm/Organization

Financial Status/Revenue Receipt (Average in last 3 years)

Year of Establishment	Turnover/Revenue Receipt (Rupees in lackh)
2011-12	
2012-13	
2013-14	
(Average in last 3 years)	

Note: - Attach Support Document

Authorised Signatory

Name:

Date:

Place:

SEAL

Experience of Firm in similar Assignment during Last Three Financial Years

Description	Number
Total Number of similar assignments/projects undertaken in last three Financial Years as detailed below	

Name of the Organization	Whether Government/Semi Government/Private	Contract Value	Number of Units & Year of Supply	Model No. /Product Supplied

Note: - Attach Support Document

Authorised Signatory

Name:

Date:

Place:

SEAL

Financial Bid (Price Schedule)

Item No	Item	Quantity	Unit Price (Rs.)	Taxes (Rs.)			Total (Rs.)
				Tax Type VAT/Service/Any Other (Please Specify)	Rate (%)	Amount (Rs.)	
1.	22"HD Touch Creative Pen Display (Including Installation, Configuration, implementation, training and testing of the item.)	4					

Signature of Bidder with seal _____

Name _____

Business address _____

Date _____

Place _____

Criteria for Evaluation of the Technical Bids (Draft) – 19/11/2014

S.No	Description of Technical Criteria	Marks
iii)	Bidder's Year of Establishment and Financial Status of the firm/organization.(Information to be submitted in Form-1 – Annexure C)	25
iv)	Bidder's specific experience relevant to the assignment to be determined on the basis of information submitted in Form-2 – Annexure C	25

1. Information submitted in form 1- Annexure C of Technical Bid. Max Marks 50

S.No.	Criteria	Marks				Max Marks
1	Year of Establishment	S.No.	Value in Rs.	Marks		12.5
		1	<=5	5		
		2	>5 & <=8	8		
		3	>8 and <=12	12.5		
2	Financial Status of the firm/organization	S.No.	Average Turnover in last three years(Rs)	Marks		12.5
		1	<=1crore	5		
		2	>1crore & <=5crore	8		
		3	>5crore	12.5		

2. Information submitted in form 2- of Annexure C Technical Bid. Max Marks 50

S.No.	Criteria	Marks				Max Marks
1	Number of similar assignments/projects undertaken in last three Financial Years	S.No.	Number	Marks		25
		1	<=3	10		
		2	>3 & <=8	18		
		3	>8	25		

Bid Weightage

Technical and Financial criteria - 50% weightage will be given to Technical bid and 50% to financial bid.