



**ARIAS SOCIETY**

**Assam Rural Infrastructure and Agricultural Services Society**

*(An Autonomous Body under Govt. of Assam)*

Project Management Unit (PMU) of the World Bank financed

**Assam Citizen Centric Service Delivery Project (ACCSDP)**

Agriculture complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India)

Tel: +91 361-2332125; Email: [spd@arias.in](mailto:spd@arias.in) ; Website: [www.arias.in](http://www.arias.in)

File No: ARIASS/ACCSDP/327/2021/Pt-2/7/12

Dated Guwahati the 7<sup>th</sup> February, 2022

**From** : Dr. Ashish Kumar Bhutani, IAS  
State Project Director, ARIAS Society and  
Principal Secretary, Dept of Agriculture, GOA

**To** : M/S Elite Computers & Communications Pvt. Ltd.  
Rajgarh Road, H/No. 230, 1st Floor, Guwahati-03  
Ph: 9854054283/9854054284  
Email: [info@eccpl.co.in](mailto:info@eccpl.co.in)

**Sub** : Work order for 'Supply, Installation & Commissioning of All-in-One Computers'  
(Package-7)

**Ref** : 1) T.O. RFQ No. ARIASS/ACCSDP/327/2021/Pt-2/10 dated December 18, 2021.  
2) T.O. Corrigendum No. ARIASS/ACCSDP/327/2021/Pt-2/13 dated January 7, 2022.

Sir,

This is to inform that your quotation vide no. ECC/2K21-22/Qt-376 dated 27/12/2021 for 'Supply, Installation & Commissioning of All-in-One Computers (Package-7)' in response to this office RFQ No. under reference above, has been accepted by this office for a contract price of **Rs. 82,01,000/- (Rupees Eighty Two Lakh One Thousand)** only including GST.

You are, therefore, requested to supply the goods within **60 (Sixty) days** from the date of issue of this work order adhering to the terms & conditions given in the RFQ document and as enclosed at Annexure-I.

You are also, requested to submit a performance security in the form of FDR/TDR from any Nationalized or scheduled bank, drawn in favour of "ARIAS Society" for an amount of **Rs. 1,64,020.00/- (Rupees One Lakh Sixty Four Thousand & Twenty only)** only within 7 (Seven) days of the receipt of this letter valid up to 45 days beyond the successful delivery of the Goods.

With the issuance of this work order & your furnishing the performance security, contract for the above stands concluded.

**Total value of Work Order:**

Sl.	Description of goods	Specifications	Qty.	Brand name & warranty	Unit cost (In Rs.)	GST on unit cost (In Rs.)	Total unit cost (incl. GST) (In Rs.)	Total cost on all items inclusive of GST (In Rs.)
1	All-in-One Computer	As given in Annexure-I	100	HP Pro One 400G6 24 All-in-One PC/3 Years comprehensive onsite standard HP warranty	69,500	12,510	82,010	82,01,000

Encl: Annexure 'I'

Yours Faithfully,

State Project Director, ARIAS Society

Copy to: All concerned by email.

**TERMS & CONDITIONS****Section IV  
TECHNICAL SPECIFICATION**

Sl. No	Description of Goods & Related Services	Technical specification	Technical Compliance
			<b>Make: HP Model:HP ProOne 400G6 24 All-in-One PC</b>
1	Processor	<ul style="list-style-type: none"> <li>• 64 Bit, Intel Core i7 10th generation or equivalent or higher ;</li> <li>• Number of Cores: minimum 8 Cores and 16 Threaded Processor or higher;</li> <li>• Minimum Base frequency 2.5 GHz Frequency or higher;</li> <li>• Minimum turbo frequency of 4.6 Ghz (all cores) or higher;</li> <li>• Minimum 16 MB L3 Cache or higher.</li> </ul>	<ul style="list-style-type: none"> <li>- 64 Bit, Intel Core i7 10th generation 10700 processor</li> <li>- Number of Cores: 8 Cores and 16 Threaded Processor</li> <li>- Minimum Base frequency 2.9 GHz Frequency</li> <li>- Minimum turbo frequency of 4.7 Ghz (all cores) or higher;</li> <li>- Minimum 16 MB L3 Cache</li> </ul>
2	Chipset & Motherboard	• Latest Chipset & Motherboard shall be compatible with the processor and other related components. OEM Motherboard with OEM Logo Embossed on the motherboard ( No Sticker)	• Latest Chipset & Motherboard shall be compatible with the processor and other related components. HP Motherboard with HP Logo Embossed on the motherboard(No Sticker will be used)
3	Memory	• DDR4 16 GB or higher , expandable upto 32 GB or higher	• DDR4 16 GB expandable upto 64 GB
4	Storage	<ul style="list-style-type: none"> <li>• Minimum SSD Capacity 256 GB or higher</li> <li>• Minimum HDD Capacity 1 TB @ 7200 rpm or higher</li> </ul>	• Minimum SSD Capacity 256 GB · Minimum HDD Capacity 1 TB @ 7200 rpm
5	Graphics	• Latest Integrated HD Graphic	• Latest Integrated HD Graphic
6	Optical Drive	• DVD R/W (optional)	NA
7	Web-Camera	• In-Built Web Cam, FHD	5 MP camera (pull up) with integrated dual array digital microphone;
8	Mouse & Keyboard	<ul style="list-style-type: none"> <li>• Mouse: Wired USB Optical (same make as All-in-one PC)/Wireless</li> <li>• Keyboard: Standard, Wired USB, (same make as All-in-one PC)/Wireless</li> </ul>	Mouse: HP Wired USB Optical - Keyboard: HP Standard, Wired USB
9	Audio	• Integrated Speakers and Audio-in & Audio-out , Headphone out & Microphone-in	Internal speaker, combo microphone / headphone jack
10	Display	• Minimum 23 Inches or higher, Minimum 1920x1080 resolution or higher, Wide backlit Monitor (same make as PC) with Adjustable height and TCO	• 23.8 inches , 1920x1080 resolution Wide backlit Monitor with Adjustable height and TCO 8.0
11	Warranty	• Minimum 3 Years comprehensive onsite warranty	• 3 Years comprehensive onsite standard HP warranty
12	Connectivity	• 10/100/1000 on board Integrated Gigabit Port + Wi-Fi (speed greater than 150Mbps)+ Bluetooth	• 10/100/1000 on board Integrated Gigabit Port + Wi-Fi (speed greater than 150Mbps) + Bluetooth





**Section III**

**TERMS AND CONDITIONS**

- 1) ELIGIBILITY: A Bidder**
- a) shall not have conflict of interest as defined in the World Bank's Procurement GUIDELINES: PROCUREMENT OF GOODS, WORKS, AND NON-CONSULTING SERVICES UNDER IBRD LOANS AND IDA CREDITS & GRANTS BY WORLD BANK BORROWERS and
  - b) should not have been
    - i. temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or
    - ii. blacklisted or suspended by Central or any State Government Departments in India
- 2) CLARIFICATIONS & AMENDMENTS:** A prospective bidder requiring any clarification may visit the office of the ARIAS Society before the closing date and time of quotation submission to get clarifications on the quotation. Amendments may be issued by the purchaser before the closing date of this Quotation and the related corrigendum will be issued in connection with this Quotation. Any clarifications and/or amendments shall be uploaded on the official website of the ARIAS Society (<http://www.arias.in/procurements.html>) and bidders are requested to satisfy themselves before submission of the quotations.
- 3) PREPARATION AND SUBMISSION OF QUOTATION:**
- a) Quotation shall be addressed to "The State Project Director, ARIAS Society, Agriculture Complex, Khanapara, G.S. Road, Guwahati-781022, Assam."
  - b) Quotations shall be submitted with all supporting documents as mentioned in the bid with a copy of the RFQ placed in a single sealed envelope, clearly marked as "Quotation for Supply, Installation & Commissioning of All-in-One Computers (Package No); Not to be opened before ..... 10<sup>th</sup> January, 2022 at 2.15 PM." The name of the bidder, address and contact no. should be mentioned on the reverse of the sealed envelope.
  - c) All pages of the quotation shall be signed and stamped by the authorized person to indicate that the bidder has agreed to all terms and conditions of the quotation. Overwriting, alterations, if any, in the quotation should be signed by the authorized signatory.
  - d) Quotation not accompanied by specified documents, self-declarations, signatures may be rejected by the office as non-responsive and may not be evaluated.
  - e) All duties, taxes and other levies payable by the bidder under the contract shall be shown separately.
- 4) THE QUOTATION SUBMITTED BY THE BIDDER SHALL COMPRISE THE FOLLOWING:**
- a) **Letter of Quotation** (*duly signed by the by the authorized person signing the bid*);
  - b) **Price Schedule** (*duly signed by the by the authorized person signing the bid*)
  - c) **Signed copy of the RFQ Document** (*each and every page shall be signed by the authorized person signing the bid*)
  - d) **Technical Specifications:** confirmation that the offered Goods and Related Services conform to the required specifications, supported by brochures/ leaflets/ Certificates in accordance with Clause 11 establishing Bidder's qualifications to perform the contract;



- e) **Performance Statement-** of supplies of similar goods made during the last 3 years, in the prescribed Format given at Section VII;
- f) **Bid Security** pursuant to the provisions in Clause-5
- g) Bidder's Profile (Section-II)
- 5) **VALIDITY OF QUOTATION:** Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.
- 6) **SIGNING OF QUOTATIONS:** The name and position held by authorised person signing the quotation and related documents must be typed or printed below the signature.
- 7) **BID SECURITY:**
- a) The Bidder for each package shall furnish, as part of its bid, a bid security for an amount of Rs.50,000/- (Rupees Fifty Thousand only) in the form of Term Deposit/Fixed Deposit Receipt/ Demand Draft duly pledged in favour of "State Project Director, ARIAS Society," payable at Guwahati.
- b) The Bid Security must remain valid for a period of 45 (forty five) days beyond the original bid validity period or beyond any period of extension subsequently requested by the Purchaser.
- c) Any bid not accompanied with Bid Security shall be treated as non-responsive by the Purchaser.
- d) Unsuccessful bidder's Bid Securities will be discharged/returned as promptly as possible but not later than 30 days after the expiration of the period of bid validity prescribed by the Purchaser.
- e) The successful bidder's bid security will be discharged upon the bidder being issued the Supply Order and furnishing of Performance Security by the Bidder.
- f) **The Bid Security may be forfeited:**
- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder.
- ii) In case of a successful Bidder, if the Bidder fails to furnish Performance Security
- 8) **QUOTATION SUBMISSION:** Bidders may submit their sealed envelopes containing the bids by post or by hand or drop in the box at ARIAS Society earmarked by the purchaser. The copies of all the supporting documents shall be signed/ self attested by the authorised person of the Bidder.
- 9) **QUOTATION PRICES**
- a) The contract shall be for the quantity as mentioned in Clause-6 and the same shall be specified in the Price Quotation Form. Corrections, if any, can be carried out by editing the information before bid submission.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) **All the costs relating to transportation, delivery and testing at ARIAS Society, and commissioning at the final destination (At district Head Quarters & Sub-Divisional Offices) shall be included in the quoted price for the computers.** Transportation of the computers from the ARIAS society to the final destination (At district Head Quarters & Sub-Divisional Offices) shall be arranged by the ARIAS society.
- d) GST and any other taxes, which will be payable on the goods at the time of invoicing in connection with the sale, shall be shown separately. **If these are only stated to be extra, such**





**quotations are liable to be rejected.** Wherever these taxes are not shown, these will be assumed to have been included in the quoted price.

- e) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- f) The Prices shall be quoted in Indian Rupees only.
- g) In case of discrepancy between the price in figure and words in the financial quote, the price written in words shall prevail. In case of discrepancy between the Unit Cost and Total Cost, the Unit Cost shall prevail.

**10) OPENING AND EVALUATION OF QUOTATIONS:** The Quotations will be opened publicly on the specified date and time mentioned in the Procurement Notice. The bid opening shall take place at office of the *State Project Director*, ARIAS Society, Agriculture Complex, Khanapara, G.S. Road, Guwahati-781022, Assam. The Purchaser shall examine the quotation to determine whether the quotation -

- a) has been properly signed by the authorised person;
- b) meets the eligibility criteria as mentioned in the RFQ document;
- c) conforms to all the terms, conditions, technical specifications, warranty/guarantee etc.; and
- d) **Quotations shall be evaluated for package wise. In case a bidder submits bid for a package consisting of computers from several manufacturers, the average unit cost of the different brand/model of computers offered shall be calculated (for the purpose of evaluation and comparison of bids).**
- e) The evaluation shall be carried out on the basis of unit cost for each package.

**11) SUPPLY OF ITEMS:**

- a) **Bidders may quote for one package or multiple packages.** In case of applying for multiple packages, separate quotation must be submitted for each package, mentioning the name of the package for the respective package. The Bidders quoting for a package must quote for atleast 50% of the quantities solicited in the package or else the quotation may be rejected.
- b) Bidder shall have to provide for Supply, Installation & Commissioning of the items for which quotations is submitted. Brand-names and warranty period shall be mentioned in the columns in the financial format and also as a part of technical specifications.

**12) DELIVERY:**

- a) The selected bidder(s) shall have to complete supply of computers at ARIAS Society within **60 (Sixty) days** from the date of issue of the Supply Order and complete the testing at ARIAS Society within **10 (ten) days** thereafter. **Transportation of the computers from the ARIAS society to the final destination (At district Head Quarters & Sub-Divisional Offices) shall be arranged by the ARIAS society.** The bidder(s) shall also have to commission the computers at the final destinations within 10 (ten) days of intimation by the ARIAS Society.
- b) **PACKING:** The Supplier shall provide packing of the Goods as is required to prevent its damage or deterioration during transit. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures.



13) **CONFORMITY OF GOODS:** Bidder shall furnish as part of the Quotation, documentary evidence that the computers conform to the technical specifications and standards, supported by relevant catalogue, brochure etc. of the manufacturer. Bidder shall attach a clause by clause confirmatory to the laid down specifications.

14) **QUALIFICATION CRITERIA:**

Sl. no.	Eligibility Criteria	Enclose relevant documents as proof of eligibility
1)	<p>a) If the bidder is a manufacturer, the company must be in the business of manufacturing computers for last 10 years (2010-2020),</p> <p>b) In case the bidder is an authorized dealer/agent of the manufacturer-</p> <p>i) The bidder must be in the business of supplying computers for last 5 years (2016-2020), and</p> <p>ii) The bidder's principal/ OEM must be in the business of manufacturing computers for last 10 years (2010-2020)</p>	<i>Incorporation certificate/firm registration certificate/registration under Shop &amp; Establishment Act, etc.</i>
2)	The bidder shall have atleast experience of supplying computers to minimum 3 (three) public sector agencies from state/central govt. departments/ ministries/ PSUs during last 5 years (2016-2020).	<i>Work Orders</i>
3)	<p>a) If the bidder is a manufacturer, the company shall have manufactured and sold minimum 100,000 units of computers in any one year in the past 3 years</p> <p>b) In case the bidder is an authorized dealer/agent of the manufacturer-</p> <p>a) <u>To qualify for each package</u>, a bidder must have supplied atleast 25 computers in any one of last 5 years, and</p> <p>b) The bidder's principal/ OEM must have manufactured and sold minimum 100,000 computers in any one year in the past 3 years.</p>	<p>i. <i>Documentary evidence of manufacturing 100,000 computers in any one year in the past 3 years of the manufacturer.</i></p> <p>ii. <i>Details of supplies made during the last 5 years shall be submitted in the specified proforma given at Section VI along with Supply Orders to demonstrate the capacity.</i></p>
4)	<u>To qualify for each package</u> , the bidder shall submit separate Bid Security for an amount of Rs.50,000/- (Rupees Fifty Thousand) in the manner cited at Clause-7 of the RFQ document	<i>Bid Security instrument in Original.</i>
5)	The manufacturer (in case of dealer/agent, the principal/OEM of the bidder) must have a Turnover of Rs.10 crore for each of the preceding three (3) financial years, i.e. 2017-18; 2018-19; & 2019-20.	<i>Chartered Accountant certifying turnover to be submitted in original.</i>
6)	Trade License	<i>Self attested updated copy.</i>
7)	GST No.	<i>Self attested registration details.</i>
8)	PAN No.	<i>Self attested card details</i>
9)	Manufacturer's authorization letter in case of authorized dealer/ agent giving authority to supply the goods.	<i>Authorization letter on the Manufacturer's letterhead with seal &amp; signature</i>
10)	The details of the agency for providing After Sales services in Assam	<i>Address and contact information</i>





**15) AWARD OF CONTRACT:**

The State Project Director, ARIAS Society will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price unit quoted price of the computers.

- a) Notwithstanding the above, the purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- b) The bidder whose quotation is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.

**16) PERFORMANCE SECURITY:** Within seven (7) days of the receipt of notification of award from the Purchaser, the successful Bidder shall furnish the 2% of the contract values as Performance Security drawn from nationalised bank/scheduled bank in favour of the 'State Project Director, ARIAS Society' and payable at Guwahati. The Performance Security may be in the form of FDR/Term Deposit which shall have a validity period of minimum 45 days beyond the successful delivery of the Goods.

**17) Payment:** Payment shall be made upon satisfactory supply, testing, acceptance and commissioning of the computers. If after supply, it is discovered that the items supplied are not exactly according to the specification/quality mentioned, such supply will be rejected at the supplier's cost. The decision of ARIAS Society on quality & specifications shall be final and no disagreement from the supplier shall be entertained.

- a) 95% Payment shall be made within 30 (thirty) days after delivery, testing and acceptance of the goods at the ARIAS office by the authorised person of the bidder and the ARIAS Society. Taxes shall be dealt as per applicable laws.
- b) The bidder shall also have to commission the computers at the final destinations (At district Head Quarters & Sub-Divisional Offices) within 10 (ten) days of intimation by the ARIAS Society and send an email from the respective computer (showing the Mac ID and the system configuration ) to the given email address of ARIAS society. Remaining 5% shall be made within 30 (thirty) days after commissioning of the computers at final destination.
- c) No advance payment shall be made.

**18) FORCE MAJEURE:**

- a) The bidder shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- b) If a Force Majeure situation arises, the bidder shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.



19) **AFTER SALES SERVICE:** After sales service shall be provided by the Supplier or alternatively by its authorized Agent. The supplier shall have to provide warranty and after sales service of the supplied computers for a period of three (3) years.

20) **WARRANTY:** The comprehensive onsite warranty shall remain valid for a minimum period of 36 (thirty-six) months after the Goods have been delivered to and accepted.

21) **LIQUIDATED DAMAGES:** The liquidated damages per week or part thereof for failure to supply shall be 0.5% of the contract value. If the liquidated damages amount reached to 10% of the contract value, the supply order shall stand cancelled and Performance Guarantee of the supplier shall be forfeited.

22) **TERMINATION: Termination for Default:** The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:

- a) if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Purchaser;
- b) if the Supplier fails to perform any other obligation under the Contract; or
- c) if the Supplier, in the judgment of the Purchaser has engaged in fraud and corruption in competing for or in executing the Contract.

23) **SETTLEMENT OF DISPUTES:** The contract shall be governed by the laws in force in India. In the event of any dispute, such dispute would be subject to the courts in Guwahati only.

