

BOARD OF SECONDARY EDUCATION, ODISHA, B.K.ROAD, CUTTACK-1

TERMS & CONDITIONS

Ref.-Tender Call Notice No.-6300(Store-II)/ Dt.30/10/2024

- The Tender papers shall not be accepted after the scheduled date and time.
- The EMD amount will be refunded to all unsuccessful tenderers.
- A supply Order will be issued to the successful bidders. The quantity of items may vary to a little extent depending upon the rate quoted by the bidders.
- The Successful Bidders will deposit 10% of the work order value as performance security deposit within 3 days from the date of issue of supply Order, failing which the Supply Order will be cancelled.
- The EMD and Security Deposit of the successful bidders will be refunded after completion of the assignment without any interest.
- Final payment will be released after procurement of all articles mentioned in the Supply Order.
- Technical persons of B.S.E (O) will check the technical details of all the articles supplied by the successful bidders. If any deviation will be found in the specification of the articles, then the defective articles need to be replaced with the proper specification.
- If the L-1 tenderer fails to supply the articles within 15 days from the date of issue of Supply Order, then the Supply Order will be cancelled and the EMD & Security money will be forfeited.
- The supplier of articles has to take the responsibility of exchange or repair in case of functional problem during the guarantee period and to provide onsite maintenance service for a period of One year, free of cost.

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INSTRUCTION TO THE TENDERERS

- Tenderers are required to fill up Technical Bid and keep it in one envelope along with other requisites and super scribe it as 'Technical Bid'. Similarly the filled-in Financial Bid may be kept in another envelope and super scribe as 'Financial Bid'. Both the sealed covers shall be kept in an envelope and super scribed as 'Tender for supply of Computers'.
- The duly filled-in Tender papers need to be dropped in the Tender Box kept in the store section during the working hours, within the prescribed date and time.
- Tenderers are required to submit EMD of Rs.20,000/- only in shape of Bank Draft drawn in favour of the Secretary, B.S.E, Odisha, payable at Cuttack. No exemption is allowed.
- The Tender Papers can be downloaded from the Web Site i.e www.bseodisha.ac.in . The Tenderers need to deposit Rs.560/- (including GST) towards the cost of tender Paper in shape of Bank Draft drawn in favour of the Secretary, B.S.E, Odisha, payable at Cuttack.
- The Tender Paper should accompany with true copies of PAN card, GST registration Certificate, IT Clearance Certificate of last 3 years and GST deposit receipt/GSTR-3B of last quarter/month.
- The tenderer must submit the dealership certificate of the said product and the compliance certificate in OEM's Letter head with name, address and mail ID of the signatory verified by the local OEM authority of H.P.
- Last date & time of submission of Tender Paper-Dt-08/11/2024 by 1:00 pm.
- Date & Time of opening of Tender paper – 04:00 pm, Dt-08/11/2024.
- The Tender Paper will be opened in presence of tenderers or their representatives.

Venue :- Conference hall, B.S.E, Odisha, Cuttack

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TECHNICAL BID

1. Name of the Dealer with address :

2. PAN No. :

3. GST No. :

DOCUMENTS TO BE ATTACHED

1. Copy of IT Return Certificate (Last 3 Years) : Yes/No

2. Copy of GST Deposit Receipt/GSTR-3B (Last Qtr/ Month) : Yes/No

3. Copy of the Dealership Certificate to sell the
Concerned product : Yes/No

4. Cost of Tender Paper (Rs.560/-) including GST : BD

No. _____/_____

Dt. _____

5. EMD (Rs.20,000/-) : BD No. _____

Dt. _____

6. Compliance sheet in OEM Letter head with
company seal and signature of local authority
of H.P. : Yes/No

Seal & Sign. of Tenderer

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FINANCIAL BID

Sl. No.	Name of the Item	Specification of Item	Approx. Qty	Unit Price including GST, transportation and installation charges	Total Price
1	Computer	All-in-One Desktop Computer, Intel Corei5 13 th Gen. Processor, 16GB RAM, ITB SSD Drive, 27" FHD Display, Microsoft Windows 11 & Microsoft Office-2021 (Home Edition) preloaded with license and 1 year warranty, Make-HP.	22		

Authorised Sign of the Tenderer