



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, NUAPADA

No. 8688 /Niz./Date: 15/05/2025

TENDER CALL NOTICE

Sealed Tenders are invited from intending Authorized suppliers/ Dealers having Odisha GST/ IT clearance certificate for providing **17 nos. desktop computers, 17 nos. of UPS, 09 nos. of MFP Printer and one All-in-one Hi-speed Scanner** as per the specification given below for Office of the Collector and District Magistrate, Nuapada. The documents of tender completed in all respect should reach this Office on or before **Dt.05/06/2025 by 01:00 P.M.** through Registered Post/Speed Post only and shall be opened on the same day at 04:30 PM in presence of the bidders or their authorized representatives in the Office Chamber of Additional District Magistrate (Gen.), Nuapada. The undersigned reserves the right to accept or reject the tender without assigning any reasons thereof.

For Tender Form and other Details visit: - <https://nuapada.odisha.gov.in>

1. Name of the Items: -

Sl. No.	Brief Description of the Items	Specification	Brand	Quantity
01	Desktop	Processor Make: Intel Processor Generation: 12 or Higher Number of Cores per Processor: 4 or Higher Processor Description: Intel Core i5 Operating System (Factory Pre-Loaded): Windows 11 Professional RAM Size (GB): 16 Total SSD Capacity (GB): 512 or Higher Monitor Technology: IPS Ethernet: 10/100/1000 integrated Gigabit port Connectivity: Wi-Fi & Bluetooth (Preferable) LED Backlit Monitor Size (INCHES): 21.5 or Higher Monitor Resolution (PIXELS): 1920x1080 On Site OEM Warranty: 3 Years	HP/ Dell	17
02	UPS	Line interactive 1KVA with 30 minutes backup at full load Rating in KVA/ min VAH/ Capacity of battery: 1.0/168 Load power factor: ≥ 0.6 AC Input Voltage: 230V AC single phase Voltage Range: 160V AC to 280V AC Frequency Range: 50 \pm 6%Hz Warranty: 3 Years	Microtek	17

03	Multifunction Printer	Functions: Print, copy, scan Printer Type: Laser Jet Printer Output: Black & White Page Size Supported: A4, B5, A6, DL, and envelope PPM: 20 or higher Scanner Type: Flatbed & ADF Connectivity: USB & Ethernet Dual Side Printing: Yes Warranty: 3 Years Compatible Operating Systems: Windows & Linux	HP	09
04	Hi-Speed Network Scanner	Scanner Type: Flatted, ADF Automatic Document Feeder Scan Speed: 30 ppm or higher Scan Resolution, Optical: 600 x 600 dpi (Color and monochrome, ADF) or higher Duplex ADF scanning: Yes Connectivity Standard: USB 2.0 and higher with Ethernet network port OS Compatibility: Windows & Linux, Max OS Warranty: 3 Years	HP	01

2. Bid Price

- a. The transportation charges also to be included in the Bid Price.
- b. All duties, taxes and other levies payable by the dealer under the contract shall be included in the total price.
- c. 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.
- d. The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one Tender.

A set of Tender documents can be purchased from Nizarat Section, Collectorate, Nuapada on payment of Rs.5000/- (Rupees five thousand) only (Non-refundable) on any working day from Dt. 15/05/2025 to Dt. 04/06/2025 in between 08.00 AM to 01.00 PM or the same can be downloaded from Nuapada District Website (<https://nuapada.odisha.gov.in>) and in such case a demand draft/ Banker's cheque of Rs.5000/- (Rupees five thousand) only (non-refundable) in favour of Establishment Officer, Collectorate, Nuapada payable at SBI, Nuapada is to be attached towards cost of Tender paper.



4. **Validity of Tender**

Tender shall remain valid for a period not less than 60 days after the deadline date specified for submission.

5. **Evaluation of Tenders**

The Purchaser will evaluate and compare the tender determined to be substantially responsive i.e. which

- a. Are properly signed and
- b. Confirm to the terms and conditions, and specifications.

The Tender would be evaluated for all the items together.

6. **Award of Contract**

6.1. The Purchaser will award the contract to the bidder whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

6.2. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.

7. Payment shall be made after delivery of the goods & installation through NEFT/RTGS after submission of the bills and vouchers.
8. Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.
9. Any legal dispute arising out of this is subject to Nuapada district jurisdiction only.
10. Notwithstanding the above, the Collector & District Magistrate, Nuapada reserves the right to accept or reject any tender and to cancel the bidding process and reject all bids at any time prior to the issue of contract letter. The bidders may be present in person or through one of their representative(s) during the opening of tenders as per the date and time fixed by the Collector & District Magistrate, Nuapada
11. A sum of ₹50,000/- (Rupees fifty thousand) only as EMD Amount shall be deposited by the intending bidders in shape of Account Payee Bank draft drawn in favour of Establishment Officer, Collectorate, Nuapada payable at SBI, Nuapada and submitted along with the tender. After completion of tender process, the amount EMD will be refunded to unsuccessful bidders immediately and for successful bidders the deposited amounts will be refunded to their respective accounts within 60 working days from the supply of the product.
12. The aforementioned articles should be delivered at Collectorate, Nuapada within 15 days of receipt of supply Order. No further extension will be entertained.



13. If the successful bidder fails to supply the products within the stipulated period, then the security deposit will be forfeited.
14. The 1st Lowest Bidder cannot claim to supply the articles, as the articles will be purchased as per the specification & quality.
15. An affidavit (non-judicial stamp paper of Rs. 20/-) is to be submitted by the bidders has not been black listed by the any PSU/State Govt./ Central Govt. etc.
16. Bidder must submit OEM authorization of offer product and if OEM participated then must submit proof of OEM.
17. The tenders are to be submitted as per two bid systems i.e. Technical Bid (Annexure-I) and Financial Bid (Annexure-II). Both the envelopes containing Technical bid and Financial bid should be put in a third sealed envelope and should be super scribed as " Tender for Supply of Computer, Printer and scanner ". The Sealed tender should be addressed to the Nizarat Officer, Collectorate, Nuapada, AT/PO-Nuapada, Dist- Nuapada, PIN-766105.

G
15.05.25
Collector, Nuapada
COLLECTOR
NUAPADA

Memo No. 8689 / Dated. 15 /05/ 2025

Copy of the CDO-cum-EO, Zilla Parishad, Nuapada/Sub-Collector, Nuapada/All Executive Officers of NACs in Nuapada district / All Tahsildars of Nuapada district for information and necessary action. They are requested to display the Tender Call Notice in their Notice Board for wide publicity.

Copy to Notice Board of Collectorate, Nuapada to display for wide publicity.

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15.05.25
Collector, Nuapada

Memo No. 8690 / Dated. 15 /05/ 2025

Copy along with Tender Call Notice forwarded to the District e-Governance Manager, Collectorate, Nuapada for information. He is directed to upload the Tender Call Notice in the District Official website.

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15.05.25
Collector, Nuapada

Memo No. 8691 / Dated. 15 /05/ 2025

Copy along with Tender Call Notice forwarded to the Advertisement Manager, I & P.R. Department, Govt. Of Odisha, Bhubaneswar for information. He is requested to publish the Tender Call Notice in one Odia Daily Newspaper and one English Daily Newspaper for one issue.

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15.05.25
Collector, Nuapada

Sample Advertisement copy:

**Office of the Collector & District Magistrate,
Nuapada**

Notice No _____/Niz.Date : _____

Collector, Nuapada invites "Tender for Supply of Computer, Printer, UPS and Scanner", from reputed/registered suppliers/ firms/agencies through two bid system. Last date for purchase/download of Tender documents is 04/06/2025 at 1.00 PM, last date for submission of Tender document is 05/06/2025 up to 1.00 PM and Technical Bid will be opened on same day i.e., 05/06/2025 at 4.30 PM.

Detailed Tender documents either can be purchased from the office of Collector, Nuapada(Nizarat Section), between 8:00 am to 1:00 pm on any working days during the notice period or can be downloaded from district website <http://nuapada.odisha.gov.in>

Sd/-

COLLECTOR, NUAPADA


15/05/25
**COLLECTOR
NUAPADA**

TECHNICAL BID**(Details of the Applicant/Bidder)**

1	Name of the Bidder	
2	Full Address of Bidder's shop/showroom Telephone no. Fax No., E-mail address:	
3	Are you a Dealer/Reseller / Manufacturer	
4	Trade Tax / Sales Tax Registration No. with Place (Copy to be attached)	
5	3 pages of Odisha GST Certificate with last 3 months GST-3B and GSTR-1 return	
6	PAN Number	
7	Up to date IT return for last 03 years (Copy to be attached)	
8	OEM authorization Certificate of each quoted item (Copy to be attached)	
9	Cost of Tender Paper Details	DD No. _____ / Date: _____ Bank _____ / Amount: _____
10	EMD Amount in details	DD No. _____ / Date: _____ Bank _____ / Amount: _____
11	Documents of any past experience for supply of Desktop computer, Printer ,UPS and Scanner to Govt. sector if any	
12	Whether all documents submitted are signed with seal by the Bidder/ Tenderer(yes/No)	
13	Whether self declaration submitted by the bidders that its organization is not black listed by the Govt. (Yes/No)	
14	Bidder/ supplier must have an authorized service centre in consignee's Odisha for easy and fast	

15	Enclosed	i) ii) iii) iv) v) vi) vii) viii) ix) x)
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I do hereby certify that the above-mentioned particulars are true and correct.

Date:
Place:

Full Signature of the Bidder with sea

I

DECLARATION BY THE BIDDER:

It is hereby declared that I the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I have signed and submitted the bid personally/under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our manufacturing firms have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature:
Date:
Name:
Address:
Designation:


COLLECTOR
NUAPADA

FINANCIAL BID

Sl. No	Description of Goods	Required quantity	Minimum required specification	Other Specification may be provided by the Bidder/ Tenderer, if any	Amount per unit (inclusive of all taxes, transportation, fitting charges etc.,)
1	Desktop	17	<p>Processor Make: Intel</p> <p>Processor Generation: 12 or Higher</p> <p>Number of Cores per Processor: 4 or Higher</p> <p>Processor Description: Intel Core i5</p> <p>Operating System (Factory Pre-Loaded): Windows 11 Professional</p> <p>RAM Size (GB): 16</p> <p>Total SSD Capacity (GB): 512 or Higher</p> <p>Monitor Technology: IPS</p> <p>Ethernet: 10/100/1000 integrated Gigabit port</p> <p>Connectivity: Wi-Fi & Bluetooth (Preferable)</p> <p>LED Backlit Monitor Size (INCHES): 21.5 or Higher</p> <p>Monitor Resolution (PIXELS): 1920x1080</p> <p>On Site OEM Warranty: 3 Years</p>		
2	UPS	17	<p>Line interactive 1KVA with 30 minutes backup at full load</p> <p>Rating in KVA/ min VAH/ Capacity f battery: 1.0/168</p> <p>Load power factor :> /=0.6</p> <p>AC Input Voltage: 230V AC single phase</p> <p>Voltage Range: 160V AC to 280V AC</p> <p>Frequency Range: 50 ± 6%Hz</p> <p>Warranty: 3 Years</p>		
3	Printer	09	<p>Functions: Print, copy, scan</p> <p>Printer Type: Laser Jet</p> <p>Printer Output: Black & White</p> <p>Page Size Supported: A4, B5, A6, DL, and envelope</p> <p>PPM: 20 or higher</p> <p>Scanner Type: Flatbed & ADF</p> <p>Connectivity: USB & Ethernet</p>		

			Dual Side Printing: Yes Warranty: 3 Years Compatible Operating Systems: Windows & Linux		
4	Hi Speed Scanner	01	Scanner Type: Flatted, ADF Automatic Document Feeder Scan Speed: 30 ppm or higher Scan Resolution, Optical: 600 x 600 dpi (Color and monochrome, ADF) or higher Duplex ADF scanning: Yes Connectivity Standard: USB 2.0 and higher with Ethernet network port OS Compatibility: Windows & Linux, Max OS Warranty: 3 Years		

Signature of the Bidder with seal

Name of the Firm/Agencies:

Address:

Bank Details: 1. Name of the Account Holder

2. Account No

3. IFS Code

Date:

Place:


 15/05/25
 COLLECTOR
 NUAPADA