

ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
ELECTRICAL DIVISION, SWITCHGEAR UNIT
14, MAYURBHANJ ROAD, KOLKATA - 700024

ANDREW YULE & CO. LTD. invites e-Tender under single stage two part system **(Techno-Commercial Bid and Price Bid)** the details of which are available in Annexure-III **“Scope of Work / Technical Specification”** as specified in this tender document.

Tender document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/aycl. Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

AYCL reserves the right to accept or reject any tender.

Brief Description:-

SL NO	ITEM DESCRIPTION	QTY
1	DESKTOP COMPUTER : Intel® Core i3 – 4170 above 3rd Generation Processor, 3.7 GHz, 3MB Cache (Min.), 4 GB (Single) 1600 MHz DDR3L MEMORY (Upgradable Upto 8GB RAM, i.e. 4GB X 2 slots), 1 TB 7200 rpm SATA HDD, Intel HD Graphics 4400, Integrated Ethernet 10/100 BASE-T, WI-FI, BT,HDMI, DVD RW, USB Key Board & Mouse, 19.5“TFT Monitor with Other accessories with OS : Windows 7.0 Professional or Windows 8.1 Pro (32Bit) in Media CD (Not Pre Loaded)	4 NOS
2	MS Office - Home & Business, Latest Version.	4 NOS

Price quoted should be on FOR destination basis.

All components of above items must be branded i.e. assembled computer will not be accepted. Please mention the brand name of the desktop in your techno-commercial bid.

Schedule of Tender

1.	TENDER NO.	AYCL/Electrical Division KO/90/16-17/ET/313
2.	MODE OF TENDER	e-Procurement System Online submission of Techno-Commercial Bid cum Price Bid through www.mstcecommerce.com/eprochome/aycl The intending bidders are required to submit their offer electronically through this e-tendering portal. No physical tender is acceptable by AYCL/MSTC
3.	E-Tender No. / Event No.	AYCL/Electrical Division KO/90/16-17/ET/313
4.	Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal	08.03.2017
5.	Date of availability of NIT to the Vendors for downloading	08.03.2017
6.	Earnest Money Deposit	<ul style="list-style-type: none"> • “Earnest Money Deposit” of 1% of the bid value may be paid by Cash Receipt/D.D. favouring Andrew Yule &Co Ltd, payable at Kolkata. • Other document as described in Annexure I, Sl. No.2
7.	Last date of submission of EMD & other documents to AYCL Ltd.	21.03.2017 - 2.00 PM
8.	Date & time of opening of Part-II (Price Bid)	To be intimated to the eligible vendor after evaluation of techno-commercial bid separately by email.

List of Annexure

Important Instructions for E-procurement -

Annexure-I

General Information -

Annexure-II

Online Techno commercial terms

Annexure-III

General Terms& Conditions

Annexure-IV

Price Sheet

Annexure-V

Important Instructions for E-procurement

This is an e-procurement event of ANDREW YULE & COMPANY LTD Ltd.

You are requested to read the Terms & Conditions (Annexure- II, III, and IV) of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not qualify in the Tender.

1. Process of E-tender:

SPECIAL NOTE: THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ONLINE AT www.mstcecommerce.com/eprochome/aycl

- 1) Vendors are required to register themselves online with www.mstcecommerce.com e-Procurement PSU / Govt. depts. Register as Vendor under AYCL- Filling up details and creating own user id and password Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact MSTC/AYCL (before the scheduled time of the e-Tender).

Contact person (ANDREW YULE & COMPANY LTD):

- | | |
|--|--|
| 1. Mr. Bhaskar Bandopadhyay
Sr. Manager (Materials)
Ph. No: (033) 2449-1601
Email: bhaskar.bandopadhyay@andrewyule.com | 2) Mr. Pallab Naskar
Asst. Manager (Materials)
Ph. No.: (033) 2449-1770
Email: pallab.naskar@andrewyule.com |
|--|--|

Contact person (E-Commerce, MSTC Ltd):

- | | |
|--|---|
| 1. Mr. Arindam Bhattacharjee
Deputy. Manager (E-commerce)
MobileNo: 09330102643
Email: arindam@mstcindia.co.in | 2) Mr. Sabyasachi Mukherjee
Assistant Manager (E-commerce)
Mobile- 07278030407
Email: smukherjee@mstcindia.co.in |
|--|---|
- Landline: (033) 22901004
3. Ms Sumona Maity
Management Trainee (E-Commerce)
Mobile-09831155225
Email: smaity@mstcindia.co.in

System Requirement:

- i) Windows XP-SP3 or above / Windows 7 Operating System
- ii) Internet Explorer Version 7 or above Internet browser.
- iii) Signing & Encryption type digital signature

- iv) JRE 7 updates 79 software to be downloaded and installed in the system. Security level should be medium
- v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page www.mstcecommerce.com once)

2. **Submission of EMD & other Documents:**

Within specified Date & time the vendor must submit the following documents to Sr. Manager (Materials) Electrical Division, Andrew Yule & Co. Ltd., 14, Mayurbhanj Road Kolkata-23. Off-line.

- Earnest Money of 1% of bid value in the form of DD favouring Andrew Yule & Co. Ltd. Payable at Kolkata.
- General information, under Annexure-II complete in all respect alongwith desired document.

In case of failure to submit the EMD within the stipulated time, the Tender may be rejected.

Bidding in e-Tender:

- a. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by ANDREW YULE & COMPANY LTD. EMD to be paid along with the Document within the last date as mentioned in SOT.
- b. The process involves Electronic Bidding for submission of Techno Commercial Bid cum Price Bid.
- d. The bidder should allow to run an application namely en Apple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common terms /Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to save / submit his Techno-Commercial bid.
- e. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on "**Save**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the "**Submit**" button to register their bid.
- f. Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.

- g. Once documents are uploaded in the library, vendors can attach documents through *Attach Document* link against the particular tender. For further assistance please follow instructions of vendor guide.
- h. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- g. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.
- h. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can download Technical Comparative statement.
- j. Price bid will be opened electronically on specified date and time given in the NIT. Bidder(s) can download Price Comparative statement.
- k. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- l. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful tenderer shall be called hereafter **SUPPLIER**.
- m. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- n. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- o. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- p. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

E-tender cannot be accessed after the due date and time mentioned in NIT.

All notices / corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by ANDREW YULE & COMPANY LTD/MSTC LTD. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC. Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

Any order resulting from this e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the technical and commercial terms & conditions are allowed.

ANDREW YULE & COMPANY LTD has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website www.mstcecommerce.com/eprochome/aycl of MSTC Ltd.

The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The bid will be evaluated based on the filled-in technical & commercial formats.

Bidders are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome/mstc of MSTC Ltd. to familiarize them with the system before bidding.

**ANDREW YULE & COMPANY LIMITED
Electrical Division, Kolkata Operation
14, MAYURBHANJ ROAD, KOLKATA - 700023**

General Information

(This document should be dully filled up and attached along with EMD)

The applicants are required to furnish full information to the queries included in this form. In giving the particulars, the supporting documents/certificates as called for per queries at places, must be tagged with the application for evidencing the information furnished in the application.

1. Name of the firm in full :

2. Address, Telephone No.,
Fax No. & E-mail :
a) Address :

b) Telephone No. :

c) Fax No. :

d) E-mail ID :

3. Status of the organization:

4. Trade License No.
**(Please attach a photo
copy of the license)** :

5. Banker's name
(a) Name of the Bank :
(b) Name of the Branch :
(c) Account No. :

Note: A copy of Banker's Certificate to be attached.

6. Sales tax Registration No.

(a) Central :

(b) State / VAT :

7. I. T. Permanent Account No.:

8. Financial Capacity : Year (2014-2015)

(a) Fixed capital :

(b) Working capital :

I/we hereby certify that the particulars furnished by me/us above are true to the best of my / our knowledge and belief and mis-representations of facts will render me/us liable to my/our action as may be deemed fit by Andrew Yule & Co. Ltd. & have the sole discretion to reject or accept my/our candidature.

(Signature of the Applicant)
Office Stamp/Seal.

Place :

Date :

List of Enclosures:

Annexure II (A)

The following are to be submitted to Sr. Manager (Materials), Andrew Yule, Electrical Division, Kolkata Operation, Switchgear Unit, in a sealed envelope.

1. EMD 1% of the bid value. *

*Bidder may request for exemption from submitting EMD (Refer details given in SI No 1 of Annexure-IV, General terms & condition).

2. Customer List

Our Bank details for making RTGS payment.

Bank Name and Address	IDBI BANK, GROUND FLOOR 101, PARK STREET, KOLKATA, WEST BENGAL-700016
IFSC Code	IBKL0000012
Account No	012103000000718
Account Name	ANDREW YULE & COMPANY LIMITED

TECHNO-COMMERCIAL TERMS FOR DESKTOP COMPUTER
(*To be filled online in mstc portal*).

SL NO	TERMS & CONDITIONS	VENDOR RESPONSE
1	The price quoted above should be for free delivery at our 14, Mayurbhanj Road works Andrew Yule, Kolkata.	AGREE
2	Inspection: Inspection will be made at our works as per the specification.	AGREE
3	Liquidated damage - If the delivery is delayed beyond the date of scheduled date of despatch in the purchase order, penalty will be levied @ 1/2% per week subject to a maximum of 5% . Please confirm acceptance.	AGREE
4	Guarantee: Material supplied should be guaranteed against all manufacturing defects, poor workmanship, and defective raw material for a minimum period of 18 months from the date of supply. During the period if the product is found defective due to any of the above reason you shall undertake to repair the same at FREE OF COST.	AGREE WITH REMARKS
5	Payment Terms: 90 days direct credit from the date of receipt of material at our Switchgear unit. However acceptance of any deviation of the payment terms will be at the sole discretion of AYCL & if the deviation is accepted price of bidders who quote other payment terms will be loaded as per AYCL norms. Any advance payment terms will not be accepted.	REMARKS
6	Risk purchase clause: The company reserve the right to impose risk purchase clause as " For delay in execution / supply we shall have every right to do the same through some other agency/s which shall deemed fit and the additional cost of the same (Incidental/Consequential) shall be to your account which with respect to our intimation or observation whatsoever. Please confirm acceptance.	AGREE
7	Legal Clause-Any contract entered against this tender will be as per the following legal condition. It is recorded that this purchase order/contract/ agreement is executed and concluded by and between the parties hereto at premises NO. 14 Mayurbhanj Road, Kolkata 700 023 and in the event of any dispute arising out of this agreement between the parties only the appropriate civil Court in the City of Kolkata shall have the exclusive jurisdiction to entertain, try and determine the said proceedings in exclusion of all other courts. Please confirm acceptance.	AGREE
8	Validity of offer: Your offer should be valid for acceptance for a period of 60 days from the date of opening of tender.	AGREE WITH REMARKS
9	Note: Proper loading in the price shall be made by us for important terms e.g. "payment terms" cost of deliver to the destination, cenvat, sales tax/VAT other taxes and duties etc. having financial implication.	AGREE
10	Delivery: Delivery should start within 15 days from order.	AGREE WITH REMARKS
11	All components of above items must be branded i.e. assembled computer will not be accepted. Please mention the brand name of the desktop which you have offered in your techno-commercial bid.	REMARKS
12	EMD amount to be paid by DD/RTGS within scheduled date. Please mention DD no. or RTGS details in the remarks.	REMARKS
13	EMD amount to be adjusted against the outstanding dues between the	REMARKS

	vendor & AYCL. Please write accepted in the remarks field if agreed.	
14	EMD amount to be waived as vendor's turnover more than Rs50crore. Please mention the turnover of last year in the remarks. Also upload supporting document.	REMARKS
15	EMD amount to be waived as per vendor's attached MSME certificate. Copy of certificate to be attached.	REMARKS
16	Please mention tax details.	REMARKS
17	Performance Bank Guarantee: 10% of the bill value of the supplied materials will be retained as PBG for the guarantee period, otherwise you may submit BG of equivalent value.	AGREE
18	You are to comply the technical specification.	REMARKS.
19	Installation will be done by you.	AGREE
20	Security Deposit - The EMD amount of the successful Bidder will be retained as security deposit towards the execution of the order and the same will be released after completion of order.	AGREE
21	Bidders should submit a DD for Rs: 200 /= in favour of ANDREW YULE & CO.LTD, Payable at Kolkata towards cost of tender document or may submit in the form of cash. In case DD, please mention the DD no. otherwise write CASH.	REMARKS

Annexure-IV

GENERAL TERMS AND CONDITIONS

EMD: 1% of the bid value to be submitted as EMD. For bidders already enlisted with AYCL-Mayurbhanj Unit, having outstanding amount more than the EMD amount or who have already submitted the EMD against our earlier tenders or those who have security deposit with Andrew Yule may apply for adjustment of the same.

Bidders who are MSMED units may apply for exemption from furnishing EMD by making a specific request in writing and enclosing the necessary document in support of the same.

Bidders whose turnover is more than Rs: 50 crores may apply for exemption from furnishing EMD by making a specific request in writing and enclosing the necessary document in support of the same.

For bidders already enlisted with AYCL- Electrical Division, having outstanding amount more than the EMD amount may apply for adjustment of the same.

If reason for non-submission of EMD or adjustment against the outstanding balance for EMD is not mentioned in Techno-commercial bid of tender, the tender may be rejected.

Bidders should enclose a DD for Rs: 200 /= in favour of ANDREW YULE & CO.LTD, Payable at Kolkata towards cost of tender document.

The company reserves the right to reject any tenderer based on their past performance.

PRICE FORMAT FOR RESIN CAST CT & PT:

Sl.NO	DESCRIPTION	UNIT (Qty)	Basic Price (RS./NO)	ED (%)	CST (%)	VAT (%)	Total per unit cost (T) (In Rs)
1	DESKTOP COMPUTER	NO	(a)	(b)	(c)	(d)	$T = a + \frac{a*b}{100} + \frac{(a + \frac{a*b}{100}) * c}{100} + \frac{(a + \frac{a*b}{100}) * d}{100}$
2	MS Office	NO	(a)	(b)	(c)	(d)	$T = a + \frac{a*b}{100} + \frac{(a + \frac{a*b}{100}) * c}{100} + \frac{(a + \frac{a*b}{100}) * d}{100}$

L-1 DETERMINED BASED ON ABOVE FORMULA IS PROVISIONAL.

ACTUAL L-1 CALCULATION WILL BE MADE CONSIDERING OTHER CHARGES DUE TO CHANGE IN PAYMENT TERMS, ENTRY TAX ETC.