

THE HIGH COURT OF KERALA

H1-101635/14

Dated :23-01-2015

GENERAL CONDITIONS

Sealed tenders are invited for the supply of **Twenty Seven Dektop Systems, One Laptop and One Electronic label machine** for the High Court of Kerala

1. The tenders should be addressed to the officer mentioned below in a sealed cover with the tender number and name shown below duly superscribed on the cover.
2. Intending tenderers should send their tenders so as to reach the Registrar (Administration) on due date and time (noted below). No tender received after the specified date and time will be accepted on any account. Tenderers can submit the tenders in their own commercial papers
3. (a) Every tenderer who has not registered his name with the state Government (Stores Purchase Department), should send along with his tender, an earnest money of one per cent of the total cost of the articles tendered for (rounded to the nearest rupee) subject to a minimum of ₹1500/-, if the amount calculated at one per cent of the value of the articles tendered for falls below ₹1500/-. The amount may be paid either by remittance into any Government Treasury in chalans in duplicate, duly countersigned by the officer mentioned below or by Demand Drafts (crossed) on the local branch of State Bank of Travancore/State Bank of India drawn in favour of the officer mentioned below. In the case of remittance into the treasury, chalan receipt should be forwarded along with the tender. Cheques will not be accepted. The earnest money of the unsuccessful tenderers will be returned within a period of one month after the tenders are settled; but that of the successful tenderers will be adjusted towards the security that will have to be deposited for the satisfactory fulfillment of the contract.

(b) (i) Tenderers whose names are registered with Government (Stores Purchase Department) are generally exempted from furnishing earnest money for such articles for which they have registered their names. If they tender for stores other than those for which they have registered their names, they will have to furnish earnest money as in the case of unregistered firms. Registered firms will have to quote invariably in every tender they submit the registration number assigned to them by the Stores Purchase Department.
(ii) Firms who are registered with the Stores Purchase Department or the Directorate General of Supplies & Disposals, New Delhi are exempted from furnishing Earnest Money for tenders in respect of Stores for which they have registered as suppliers of stores. However, this exemption is not applicable to tenders for Rate/Running Contracts.

(iii) The Khadi and Village Industries Co-operative Societies and the

- (viii) All the small scale industrial units that are registered with the Stores Purchase Department of Kerala and working within the State of Kerala will be exempted from payment of EMD and performance security.
- (ix) The Public Sector Undertakings that are working on competitive basis need not allow the above exemption to Micro and Small Enterprises. These exemptions will be allowed only by the State Government Departments, Local Self Government Institutions, Development Authorities, Kerala Khadi and Village Industries Board, KINFRA, KSEB and Kerala Water Authority.
4. The tenders will be opened on the appointed day and time in the office of the undersigned, in the presence of such of those tenderers or their nominees who may be present at that time.
5. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money if, any, deposited by him will be forfeited to Government or such action taken against him as High Court think fit.
6. Tenderers shall invariably specify in their tenders the delivery conditions including the time required for the supply of articles tendered for.
7. (a) The tenderer shall clearly specify whether the articles offered bear Indian Standards Institution Certification Mark or not. In such cases, they shall produce copies of Certification mark along with their tender in support of it.
(b) Tenderers shall clearly specify whether the goods are offered from indigenous sources, from imported stocks in India or from foreign sources to be imported under a license. Government reserves the right to reject offers for import of goods if the Import Trade Control Policy in force at the time of award of the contract prohibits or restricts such imports.
8. The final acceptance of the tenders rests entirely with the High Court who do not bind themselves to accept the lowest or any tender. But the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
9. In the case of materials of technical nature the successful tenderer should be prepared to guarantee satisfactory performance for a definite period under a definite penalty.
10. Communication of acceptance of the tender normally constitutes a concluded contract. Nevertheless, the successful tenderer shall also execute an agreement for the due fulfillment of the contract within the period to be specified in the letter of acceptance. The contractor shall have to pay all stamp duty, lawyer's charges and other expenses incidental to the execution of the agreement. Failure to execute the agreement within the period specified will entail the penalties set out in para 11 below.
11. (a) The successful tenderer shall, before signing the agreement and within the period specified in the letter of acceptance of his tender deposit a sum equivalent to 5 per cent of the value of the contract as Performance security for the satisfactory fulfillment of the contract less the amount of money deposited by him along with

- (b) All incidental expenses incurred by the Government for making payments outside the district in which the claim arises shall be borne by the contractor.
14. The tenderers shall quote also the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days within one month of taking delivery of stores.
 15. Ordinarily payments will be made only after the supplies are actually verified and taken to stock but in exceptional cases, payments against satisfactory shipping documents including certificates of Insurance will be made up to 90 percent of the value of the materials at the discretion of Government. Bank charges incurred in connection with payment against documents through bank will be to the account of the contractor. The firms will produce stamped pre-receipted invoices in all cases where payments (advance/final) for release of railway receipts/shipping documents are made through banks. In exceptional cases where the stamped receipts of the firms are not received for the payments (in advance) the unstamped receipt of the Bank (i.e., counterfoils of pay-in-slips issued by the Bank) alone may be accepted as a valid proof for the payment made.
 16. The contractor shall not assign or make over the contract on the benefits or burdens thereof to any other person or body corporate. The contractor shall not underlet or sublet to any person or persons or body corporate the execution of the contract or any part thereof without the consent in writing of the purchasing officer who shall have absolute power to refuse such consent or to rescind such consent (if given) at any time if he is not satisfied with the manner in which the contract is being executed and no allowance or compensation shall be made to the contractor or the sub-contractor upon such rescission. Provided always that if such consent be given at any time, the contractor shall not be relieved from any obligation, duty or responsibility under this contract.
 17. (a) In case the contractor becomes insolvent or goes into liquidation, or makes or proposes to make any assignment for the benefit of his creditors or proposes any composition with his creditors for the settlement of his debts, carries on his business or the contract under inspection on behalf of or his creditors, or in case any receiving order or orders, for the administration of his estate are made against him or in case the contractor shall commit any act of insolvency or case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to damages amounting to the whole of his security deposits, the contract shall, thereupon, after notice given by the purchasing Officer to the contractor, be determined and the Department/ Government may complete the contract in such time and manner and by such persons as the Department/Government shall think fit. But such determination of the contract shall be without any prejudice to any right or remedy of the Government against the contractor or his sureties in respect of any breach of contract therefore committed by the contractor. All expenses and damages caused to Government by any breach of contract by the contractor shall be paid by the contractor to Government, and may be recovered from him under the provisions of the Revenue Recovery Act in force in the State.
 18. (a) In case the contractor fails to supply and deliver any of the said articles and things

within the time provided for delivery of the same, or in case the contractor commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and performed, then and in any such case, it shall be lawful for High Court (if they shall think fit to do so) to arrange for the purchase of the said articles and things from elsewhere or on behalf of the High Court by an order in writing under the hand of the Purchasing Officer put an end to this contract and in case the High Court shall have incurred, sustained or been put to any costs, damages or expenses by reason of such purchase or by reason of this contract having been so put an end to or in case any difference in price, compensation, loss, costs, damages, expenses or other money shall then or any time during the continuance of this contract be payable by the contractor to the High Court under and by virtue of this contract, it shall be lawful for the Government from and out of any moneys for the time being payable or owing to the contractor from the High Court under or by virtue of this contract or otherwise to pay and reimburse to the High Court all such costs, damages and expenses they may have sustained, incurred or been put to by reason of the purchase made elsewhere or by reason of this contract having been so put an end to as aforesaid and also all such difference in price, compensation, loss, costs, damages, expenses and other moneys as shall for the time being be payable by the contractor aforesaid.

(b) In case any difference or dispute arises in connection with the contract, all legal

proceeding relating to the matter shall be instituted in the High Court

19. Any sum of money due and payable to the contractor (including security deposit returnable to him) under this contract may be appropriated by the Purchasing Officer or Government or any other person authorized by High Court and set off against any claim of the Purchasing Officer or High Court for the payment of a sum of money arising out of or under any other contract made by the contractor with the Purchasing Officer or High Court or any other person authorized by High Court. Any sum of money due and payable to the successful tenderer or contractor from High Court shall be adjusted against any sum of money due to Government from him under any other contracts.
20. Every notice hereby required or authorized to be given may be either given to the contractor personally or left at his residence or last known place of abode or business, or may be handed over to his agent personally, or may be addressed to the contractor by post at his usual or last known place of abode or business and if so addressed and posted, shall be deemed to have been served on the contractor on the date on which, in the ordinary course of post, a letter so addressed and posted would reach his place of abode or business.
21. The tenderer shall undertake to supply materials according to the specifications.
22. (a) No representation for enhancement of rates once accepted will be considered. However, in exceptional cases if High Court is convinced of any compelling need for enhancement of rate, it may do so.
(b) In the case of imported goods, when the price accepted is the ex-site price quoted by the tenderer, the benefit of any reduction in the c.i.f. price should accrue to the purchasing Department of Government.
23. Any attempt on the part of the tenderers or their agents to influence the Department/Stores Purchase Department in their favour by personal canvassing

with the Officers concerned will disqualify the tenderers.

24. Tenderers should be prepared to accept orders subject to the penalty clause for forfeiture of security in the event of default in supplies or failure to supply within the stipulated period.
25. Samples should be forwarded if called for and unapproved samples go back by the tenderers at their own cost. Samples sent by V.P. Post or 'freight to pay' will not be accepted. The approved samples may or may not be returned at the discretion of the undersigned. Sample sent by post, railway or plane should be so despatched as to reach the Purchasing Officer not later than the date on which the tenders are due. In the case of samples sent by railway the receipt should be sent separately and not along with the tender since the tender will be opened only on the appointed day and demurrage will have to be paid if the railway parcels are not cleared in time. Government will not be responsible if any sample is found missing at any time due to the non-observance of the provisions of this clause. Tenderers whose samples are received late will not be considered. Samples should be forwarded under separate cover duly listed and the corresponding number of the item in the tender schedule should also be noted in the list of samples. Tenders for the supply of materials are liable to be rejected unless samples, if called for, of the materials tendered for are forwarded.
26. Telegraphic quotations will not be considered unless they give details of prices and are immediately followed by confirmation with full relevant details posted before the due date of the tender.
27. (a) The prices quoted should be inclusive of all taxes, duties cesses, etc., which are or may become payable by the contractor under existing or future laws or rules of the country of origin/supply or delivery during the course of execution of the contract.
(b) In case payment of customs/excise duty is to be made by the Purchasing Officer, the Purchasing Officer will pay the duty on the "unloaded invoice price" only in the first instance, any difference being paid when the tenderer produces, the final assessment orders later.
28. The tenderer will invariably furnish the following certificate with their bills for payment:-
"Certified that the goods on which sales tax has been charged have not been exempted under the Central Sales Tax Act or States Sales Tax Act or the Rules made thereunder and the charges on account of sales tax on these goods are correct under the provisions of the relevant Act or the rules made thereunder, Certified further that we (or our Branch or agent) (Address)..... are registered as dealers in the State of under Registration No. for purposes of sales tax."
29. Special conditions, if any, of the tenderers attached with the tenders will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.
30. (This applies only to the case of supply contracts where works such as erection and construction have also to be done. This may be scored out when not applicable). In the event of any question or dispute arising under these

conditions or any special conditions of this contract or in connection with this contract the same shall be referred to the award of an arbitrator to be nominated by the purchasing officer and an arbitrator to be nominated by the contractor or in case of the said arbitrators not agreeing then to the award of an umpire to be appointed by the arbitrators in writing before proceeding on the reference and the decision of the arbitration or in the event of their not agreeing of the umpire appointed by them shall be final and conclusive and the provision of the Indian Arbitration Act, 1940 and of the rules thereunder and any statutory modifications thereof shall be deemed to apply to and be incorporated in this contract. Upon every and any such reference the assessment of the costs incidental to their reference and award respectively shall be in the discretion of the arbitrators or in the event of their not agreeing of the umpire appointed by them. The venue of arbitration shall be the place from which the acceptance of tender is issued or such other place as the purchaser at his entire discretion may determine.

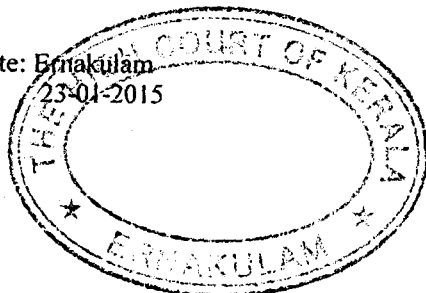
31. The tenderer should send along with his tender an agreement executed and signed in Kerala Stamp Paper of value ₹ 100/- purchased in the Kerala State. A specimen form of agreement is attached herewith. Tenders without the agreement in stamped paper will be rejected outright. But in deserving cases where agreement has not been received, the purchasing officer may exercise his discretion and call upon such tenderer to execute the agreement within a period of ten days from the date of issue of such intimation, if the Purchasing Officer is satisfied that the omission to forward the agreement along with the tender was due to causes beyond the control of the tenderer and was not due to any negligence on his part. Agreement received from a tenderer after the above time limit will not be considered.


Superscription: Tender No.H1-101635/2014 for the supply of Dektop Systems, Laptop and Electronic label machine	
Due date and time for receipt of tender	02-02-2015 2pm
Date and time for opening of tender	02-02-2015 3pm
Address of Officer from whom tender forms are to be obtained and to whom tenders are to be sent:	Registrar (Administration), High Court of Kerala

Specifications of the items are attached here with
Delivery of items should be done within 10 days of the supply order

Name of Office: High Court of Kerala

Station and date: Ernakulam
23-01-2015




K.R Jayaprakash Narayanan
Registrar (Administration)



Desktop System

- a. CPU : Intel Pentium G640(2.80 Ghz, dual core, 3MB Cache) or higher processor .
 - b. Chipset : Intel H61 Chipset or equivalent or better chipset
 - c. Memory : 2GB DDR-III 1333 MHz or higher expandable upto 4 GB or better .
 - d. Hard Disk Drive : 320 GB 7200 rpm SATA or higher
 - e. Monitor : 17 inch or larger TFT/LED Colour Monitor
TCO- 05 certified with power cord 6A (Euro - India).
 - f. Optical Drive : DVD Writer Drive.
 - g. Keyboard : 104 keys USB .
 - h. Mouse : Optical with USB interface.
 - i. Bays : 3 Nos. or above.
 - j. Ports : 6 USB Ports, audio ports for microphone & headphone
 - k. Networking facility : 10/100/1000Mbps on board integrated Network Port
 - l. Operating System : Linux
 - m. Certification and Compliance: ISO 9001:2000,14001,Intel& Microsoft for OEM
 - n. OS Certifications : Microsoft and Linux certification.
 - o. Power Management : Screen Blanking, Hard Disk and System Idle Mode in
Power On, Power supply SMPS Surge protected.
- Warranty : Minimum 5 years

Quantity : 25 27

Laptop

Laptop having Intel Core-i5 4200U or higher processor; Intel 8 series Chipset or equivalent or better ; 8GB DDR3 1600 MHz or higher memory; Gigabit Ethernet, WiFi & Bluetooth enabled; built in webcam, speakers, MIC; integrated sound and graphics controller; 500GB HDD or higher; 14" or higher HD LED backlit touch display ; DVD writer; Ports : 3x USB, 1xHDMI, 1x RJ45; Keypad with palm rest & touch pad with scroll/track point; Battery Backup- Minimum 4Hrs Battery Backup under standard working conditions ; Accessories- Headphone, AC Power Adapter & good quality Carrying case; Latest Anti Virus software with one Year validity ; Preloaded Microsoft Window 8 Home Premium or higher with recovery media bundled with required drivers; (With 3 years warranty) (1 year warranty on ~~warranty on~~ Battery).

Quantity : 1

S.O. NIC Computer

Electronic Label Machine

Desktop electronic label machine with PC connectivity having 360 dpi resolution, auto cutter with half cut and trim cut function and can handle 24mm & 36mm tape width with two numbers of 24mm tape.

Warranty : Minimum 3 years
