



Request for Proposal (RFP)

for the Hiring of Computers, Peripherals and Accessories for the 35th National Games

Tender NO: 137/NGOC/2014-15

The Chief Commissioner & Principal Coordinator, National Games Secretariat (NGS), invites manual tenders from reputed Agencies for the hiring of the following items for a duration of 1 month from 16th January, 2015 to 15th February, 2015. Bids should be submitted at the NGS Office before 5:00 p.m on January 9, 2015.

Items Required

The indicative quantities are given below.

| SI No. | Description | Quantity | Unit |
|--------|-------------|----------|------|
| 1 | Computers | 200 | Nos. |
| 2 | Laptops | 200 | Nos. |
| 3 | Printers | 200 | Nos. |
| 4 | UPS | 35 | Nos. |

The minimum specifications required for the items are detailed in **Annexure 2**. Items of an equivalent or higher specification may be offered.

NGS reserves the right to vary the quantity to be hired and also the hire from more than one agency.

Key Dates

| No | Events | Details |
|----|---|---------------------------|
| 1 | Commencement of issuance of RFP document | January 2, 2014 |
| 2 | Last date for receipt of queries | January 5, 2014 |
| 3 | Pre-Bid Meeting | 11:00 am, January 6, 2015 |
| 4 | Last date for issuance of Corrigendum, if any | January 7, 2015 |
| 5 | Last date for Submission of Bid | 5:00 pm, January 9, 2015 |
| 6 | Date and Time for Opening of Technical Bid | 5:30 pm, January 9, 2015 |
| 7 | Date and Time of Opening of Financial Bids | To be intimated later |
| 8 | Declaration of Successful Bidder | To be intimated later |

Document Fee and Earnest Money Deposit

| | | |
|---|------------------------------|--|
| 1 | Document Fee | Rs.1,500/- + 5% VAT (Rupees One Thousand Five Hundred+ 5% VAT) |
| 2 | Earnest Money Deposit | Rs10,000/- (Rupees TenThousand only) |

Scope of Work

1. Hiring of Computer Hardware items for use in the 35th National Games. Detailed specification in Annexure 2.
2. The items are to be delivered in the National Games Secretariat at Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram.
3. The selected Hiring Agency should ensure that on call technical support is provided for the duration of hire.

Annexure 1: Format for Financial Bid

| Serial No. | Item | Quantity | Units | Rate per Unit for the entire Duration(in Rs), INCLUSIVE OF ALL TAXES AND ALL OTHER CHARGES | | Total Amount In Rs. (Rate * Quantity) | |
|------------|----------------------------|----------|-------|---|----------|--|----------|
| | | | | In Figures | In Words | In Figures | In Words |
| 1 | Computers | 200 | Nos. | | | | |
| 2 | Laptops | 200 | Nos. | | | | |
| 3 | Printers | 200 | Nos. | | | | |
| 4 | UPS | 35 | Nos. | | | | |
| 5 | Printer Cartridges (Black) | 1 | Nos | | | | |

The minimum specifications required for the items are detailed in **Annexure 2**. Items of an equivalent or higher specification may be offered.

NGS reserves the right to vary the quantity be hired and also the hire from more than one agency.

Annexure 2: Specifications

Any specification equivalent or higher than that listed below is acceptable

1. Desktop

Model : Dell Inspiron 660S or Vostro 3800

Processor : Intel core i3 - 3240 cpu, 3.40 Ghz

Ram : 4 GB

Hard Disk : 500 GB

Monitor : 17"

UPS

OS : Windows 8.1 single language (64 bit)

Applications Needed.

- 1) Office suite - open office /ms office
- 2) Pdf reader - adobe reader
- 3) Antivirus -
- 4) Browser - Google Chrome
- 5) Save as pdf plug in/application

2. Printer

A4 monochrome laser or inkjet printer - minimum 100 pages per cartridge, min 200 pages per cartridge, min 400 pages per cartridge.

3. Laptop

Intel Core i5-4210U 1.6GHz, 4GB DDR3 Memory, 500GB Hard Disk

OS : Windows 8.1 single language (64 bit)

Applications Needed.

- 1) Office suite - open office /ms office
- 2) Pdf reader - adobe reader
- 3) Antivirus -
- 4) Browser - Google Chrome
- 5) Save as pdf plug in/application

4. Online UPS

| | | |
|----|------------------------------|--|
| 1 | Type | Online with 30 Minutes Backup |
| 2 | Capacity | 1000 VA at 0.8 pf |
| 3 | Input Voltage | 230V, 1Phase \pm 15% |
| | Output: | |
| 4 | Output Voltage | Single phase 230V |
| 5 | Frequency | 50Hz \pm 0.1% |
| | Battery: | |
| 6 | Type | Sealed, maintenance free |
| 7 | AH rating | 12v, 28AH or higher SMF battery. (which gives the required backup time) |
| | General Specification | |
| 8 | Efficiency | Greater than 85% |
| 9 | Audible noise level | less than 55db |
| 10 | Protection | IP20 |
| 11 | Enclosure | Powder coated steel |
| 12 | Accessories | <ol style="list-style-type: none"> 1. Suitable MS Rack for housing the batteries 2. Required cables for Input, output and battery connections. 3. Required output power cables. |
| 12 | Mounting | Free standing |