



**Tender No.
GERMI/EEERW/2014/001**

**GUJARAT ENERGY RESEARCH & MANAGEMENT
INSTITUTE (GERMI)**

1st Floor, Energy Building,
Pandit Deendayal Petroleum University Campus,
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**GUJARAT ENERGY RESEARCH AND MANAGEMENT INSTITUTE INVITES
QUOTATIONS FOR PROCUREMENT OF DESKTOPS FOR ITS
ENVIRONMENT AND ENERGY EFFICIENCY RESEARCH WING**



**Last date for submission of
quotations: 3rd June, 2014**

1. Detailed Scope of Supply

1.1 Sealed quotations are invited for supply of following items for the Environment and Energy Efficiency Research Wing of GERMI:

Part 1: Desktops

Specifications:

- Intell i5 4570 processor,
- 8 GB RAM,
- HDD 500 GB,
- LED 22" monitor,
- DVD RW,
- Windows 7 preinstalled with Win 8 media license,
- inbuilt graphic card, inbuilt speaker and minimum 3 years of warranty.
- Also quote for antivirus software for minimum 3 years for 3 users separately.

Quantity: 06 No.s

- 1.2 The Supplier can quote separately for each Part based on the availability of items.
- 1.3 Prices should be quoted all inclusive for each item inclusive of all taxes, transportation and installation charges, if any.
- 1.4 No other charge shall be paid.
- 1.5 Original Warranty of the items should be passed on to GERMI.

2. Instructions to Suppliers

2.1 Submission of quotation

- 2.1.1 Last date for submission of quotation is 3rd June, 2014 before 1700 hrs. Director, GERMI reserves the right to reject any/all offers without assigning any reasons thereof.
- 2.1.2 The envelop should be properly sealed, clearly mentioning on the top of it “**Quotations for Desktops for E&ERW Lab - Tender No. GERMI/EEERW/2014/001**”.
- 2.1.3 Quotations should be submitted to:

The Director

Gujarat Energy Research and Management Institute,

1st Floor, Energy Building, Pandit Deendayal Petroleum University Campus,

Raisan Village, Gandhinagar, Gujarat – 382007, India

Phone: +91 79 2327 5364

Fax: +91 79 23275380

Email: madhu.c@germi.org

Any queries related to the scope of supply may be addressed to the above stated to Ms. Madhu Choudhary on above given contact details.

2.2 Schedule of fiscal aspects

- 2.2.1 Date of commencement: Immediately upon issuance of Purchase Order.
- 2.2.2 Period of completion: Maximum Ten (10) days from the date of purchase order date.
- 2.2.3 Liquidated damages: 0.5 % of the purchase order value per week of delay to a maximum of 5.0% of purchase order value.
- 2.2.4 Terms of payment: 100% payment shall be made after satisfactory delivery and installation of items at GERMI office.

3. General Terms and Conditions

3.1 General Instructions:

- 3.1.1 GERMI reserves the right to reject the quotation without assigning any reason thereof.
- 3.1.2 The work should be carried out in accordance with the directions of GERMI.
- 3.1.3 The time allowed for completion of work shall be **Ten (10) days**, which shall be reckoned from the date of issue of Purchase Order.
- 3.1.4 The Quotation should remain valid for **at least 20 days**.
- 3.1.5 Income tax and other statutory dues shall be deducted from the Supplier's bill as per Govt. of India rules.
- 3.1.6 The Supplier shall ensure compliance of all statutory laws and bylaws of the Central Govt./State Govt./Municipal authorities related to the employment of their staff and all such obligation under Wage Act, Workmen Compensation Act, ES-II Act, Provident Fund and Miscellaneous Provisions Act, Bonus Act, and Contract Labor Act, 1970 etc. and GERMI will not be responsible for such purposes in any way.
- 3.1.7 No escalation in any form either of materials or labor shall be payable by GERMI.
- 3.1.8 Time allowed for completion of work shall be strictly followed; otherwise the Supplier shall be liable to pay compensation at the rate of 0.5 % of the purchase order value of the job undone per week of delay on the part of the Supplier subject to a maximum of 5% of the total purchase order value.
- 3.1.9 No claim for any compensation during the extended period shall be entertained and GERMI's decision in this regard shall be final.
- 3.1.10 All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this agreement shall be subject to the jurisdiction of the Courts at Gujarat only.

3.2 Terms of Payment

- 3.2.1 The normal terms of payment are 100% of the payable amount shall be paid within 30 days time after receipt of invoice/bill through cheque.
- 3.2.2 Subject to any deduction which GERMI may be authorized to make, the Supplier shall be entitled to payment as follows:
 - a) All payments shall be made in Indian Rupees.
 - b) The Supplier shall submit the bill / invoice for the work executed showing separately VAT, Service Taxes and any other statutory levies in the bill / invoice.