

कार्यालय महालेखाकार (लेखा एवं हकदारी), तमिलनाडु, 361, अण्णा सालै, तेनामपेट , चेन्नै-600018

OFFICE OF THE  
ACCOUNTANT GENERAL (ACCOUNTS & ENTITLEMENTS), TAMIL NADU  
361, Anna Salai, Teynampet, Chennai – 600 018  
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No.AG (A&E)/OM I/VI/2017-18/

Dated 28/11/2017

To

**The vendors' concerned**

Sir,

Sealed quotations are invited through limited tender enquiry from the reputed vendors for supply, installation, configuration of desktops, printers, UPS and laptop as per Annexure I in this office i.e. O/o.the Accountant General (A&E), Tamil Nadu, 361, Anna Salai, Teynampet, Chennai-18

2. Sealed cover with superscript "**Quotation for supply, installation, configuration of IT Hardware**" addressed to

**SHRI.V.KARTHIKEYAN, IA & AS  
SENIOR DEPUTY ACCOUNTANT GENERAL (ADMN)  
O/o . ACCOUNTANT GENERAL (A&E)  
361, ANNA SALAI, TEYNAMPET,  
CHENNAI- 600 018.**

and shall be submitted on or before **13.12.2017 by 5.00 pm**. Necessary terms & conditions of the tender are listed in the Annexure II (enclosed). This office reserves the right to reduce/increase the quantity of purchase of any of items for which tender is called for.

A copy of this tender enquiry is also available in this office's website <http://agae.tn.nic.in>.

Yours faithfully,

Sd/-  
Sr.ACCOUNTS OFFICER (OM)

ANNEXURE-I

**DESKTOP**

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	<b>HP/DELL/LENOVO</b> Desktop I5 with Operating System ( <b>as per configuration annexed</b> )	50	On-site comprehensive three years	Four weeks from the date of supply order

**DESKJET PRINTER**

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	<b>Epson L385</b> All in One	3Nos EITHER OF THE PRINTERS	On-site comprehensive one year	Four weeks from the date of supply order
2	<b>HP Deskjet Ink Advantage 2135 All-in-One</b>			

**LINE MATRIX PRINTER**

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	<b>PRINTRONIX P8000H</b> LineMatrix Printer,600 lines Per minute, 136 column, Serial, USB, Parallel and Network interface	2nos	Three Years on-site comprehensive	Within four weeks from the date of order

**LASERJET PRINTER**

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	HP Laserjet Pro M202DW	16nos EITHER OF THE PRINTERS	On-site comprehensive one year	Four weeks from the date of supply order
2	HP Laserjet Pro P2035		On-site comprehensive one year	Four weeks from the date of supply order
3	Canon imageClass LBP6230dn		On-site comprehensive one year	Four weeks from the date of supply order
4	Canon imageClass LBP151dw		On-site comprehensive one year	Four weeks from the date of supply order

LAPTOP

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	<b>HP/DELL</b> Desktop I5 with Operating System( <b>as per configuration annexed</b> )	3	On-site comprehensive one year	Four weeks from the date of supply order

SCANNER

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	EPSON PERFECTION V39 SCANNER	5 EITHER OF THE SCANNERS	On-site comprehensive one year	Four weeks from the date of supply order
2	CANON LiDE 220 SCANNER			

PROJECTOR

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	EPSON EB-525W	1	On-site comprehensive one year	Four weeks from the date of supply order

UPS

S.No	Item Description	Quantity	Warranty	Delivery Schedule
1	<b>Numeric/Compact 600VA Offline UPS with Exide or Amaron battery(1no 7ah inbuilt)</b>	100nos	One year for UPS and battery on-site comprehensive	Within four weeks from the date of order

## Annexure II

### **Terms and Conditions**

**(Supply, installation and maintenance of DESKTOP/PRINTER/LAPTOP/  
UPS/ SCANNER/PROJECTOR)**

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Inadequate or incomplete tenders in any respect or the prescribed conditions are not fulfilled are liable to be rejected. Canvassing in any form by the tenderers/vendor will result in rejection of their tenders. No request for the enhancement in price or extension of time schedule of delivery/installation shall be entertained. The purchaser shall not entertain any request for clarifications from this office regarding local conditions.
- 2. Make, model, type & detailed specification of required hardware should clearly as per Annexure I and the same should be mentioned in the quotation.**
3. Copies of orders/letters of major organizations/Government Departments with which the tenderer has dealt/supplied such products during last three years shall be furnished by the tenderer/contractor.
4. The tenderer's/firm must be registered with Chennai/NCR Sales/Service Tax Department for supply/services. Copies of such certification-mentioning registration number etc. shall be furnished alongwith tender/quotation.
5. The tenderer should be having annual turnover worth **Rs. 25 lakhs** or more. Copies of the IT returns/Balance sheets etc., wherever is applicable for the last three financial years shall be furnished.
6. The tenderer/firm must submit the copies of **TIN/PAN Number etc.**
- 7. Necessary authorisation certificate from the OEM shall be furnished alongwith tender.**

8. An "Earnest Money Deposit (EMD)" to the tune of **Rs. 40,000/-** (Rupees forty thousand only) in the form of crossed Demand Draft drawn in favour of **"PAO/IAD"** shall be submitted.

9. The successful tenderer hereafter referred to as Contractor, has to furnish **'Security Deposit'** for an amount equal to **10%** of total value of order which will be released on completion of the warranty/support period. The security deposit should be in the form of crossed demand draft drawn in favour of PAO/IAD.

10. All technical queries/complaints, which may be indefinite, shall be attended immediately during entire warranty/support period.

11. In case the vendor fails to render satisfactory services during the tenure of the warranty/support period, the security deposit shall be encashed proportionately or in full. In this connection, decision of the Accountant General shall be final and binding on the vendor.

12. If any defect(s) is (are) noticed or any complaint made by the users during the warranty/support period, the levy of compensation for any dislocation of work due to delayed rectification or any other reason, will be decided by this office to enforce penalty claim from the contractor.

13. The vendor shall not sublet the whole or part of the works, except where otherwise provided in the order, without the prior written consent of the competent authority of this office. Such consent, if given, shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of his and any of his agents' servants or workmen.

14. The contractor shall at all times during the term of contract conform to and comply with the regulations of Central Government or of this office and of all other local authorities, the provisions contained in the various labour acts enacted by the State Legislature and Parliament in force and the rules made there under including those under Minimum Wages Act, Workmen Compensation Act, Provident Fund Regulation etc., for welfare and protection of workers or for the safety of the public and other insurance provisions.

15. The contractor shall indemnify this office against any liability for compensation due to injury to his own workmen/engineer or to any other person inside this office premises while executing the said contract alongwith any damage to the property.

16. In case of any dispute/s, arising out of this contract during its tenure of operation on the same shall be subject to the jurisdiction before courts of law in Chennai.

17. Delivery schedule of the hardware are as per Annexure I

18. The vendor shall, as may be required by the purchaser, to deliver at the place detailed in the supply order and install the computer hardware immediately after the delivery within the time schedule. The delivery will not be complete until and unless the ordered hardware are inspected and accepted by the Purchaser as provided in the order. The quantities of the computer hardware along with their part numbers shall be mentioned at the time of delivery and with the invoice as by the purchaser.

19. The items must be supplied in full as per ordered configuration for acceptance. No item with short supply or defective will be accepted under any circumstances. The acceptance tests may include the running of the evaluation test on supply. The items must give same performance results as certified by the vendor during their initial offer. The delivered items should also conform and contain the same subsystem (brand/manufacturer/specification) as are given in the bid offer. Inspection shall be done at the site of delivery to the satisfaction of this office. Failure to fulfil any of the above mentioned conditions will entail cancellation of the purchase order.

20. If the stores being rejected by the purchaser at the destination, and the vendor fails to make satisfactory supplies within the stipulated period of delivery, the Purchaser shall be at liberty to:-

- (a) require the vendor to replace the rejected stores at their own cost forthwith but in any event not later than a period of 21 days from the date of rejection and the vendor shall bear all cost of such replacement

including freight, if any, on such replacement and replaced stores and shall not be entitled to any extra payment on that or any other account;  
or

- (b) purchase or authorise the purchase of quantity of the stores rejected or others of a similar description (when stores exactly complying with particulars are not readily available, in the opinion of the purchaser, which shall be final) without notice to the vendor at his risk and cost and without affecting the vendor's liability as regards the supply of any further instalment due under the contract; or
- (c) cancel the order and purchase or authorise the purchase of the stores or others of a similar description (when stores exactly complying with particulars are not readily available, in the opinion of the Purchaser, which shall be final) at the risk and cost of the vendor.

21. The final agreed prices is inclusive of all Taxes, Packing and Forwarding, Freight, Transit Insurance and Installation charges. Octroi and Entry Tax, wherever applicable, shall be paid extra on actuals, on submission of Original Octroi/Entry Tax receipts. All other charges, duties and other outgoings, whatsoever of every description shall be paid by the vendor.

22. Responsibility for collections of forms for road permit/octroi/tax clearance etc. shall be with the vendor.

23. The schedule given for delivery and installation at site is to be strictly adhered to in view of the strict time schedule for implementation of various projects of the Purchaser. Any unjustified and unacceptable delay in delivery and installation beyond the schedule as indicated above shall render the vendor liable for liquidated damages at the rate of 1 ½% (one and one half percent) per week subject to a maximum of FIVE weeks and thereafter the Purchaser holds the option for cancellation of the order for pending supply and procure the same from any other vendor. In addition, the vendor shall also be liable to pay to the Purchaser a cancellation charge of 8 ½ % (eight and a half percent) of the value of unsupplied items. The purchaser may deduct such sum from any money in their hands due or to become due to vendor. The payment or deduction of such sums shall not relieve the vendor from his obligations to complete the process of

commissioning or from his other obligations and liabilities under the contract. The decision of the authority placing the order, whether the delay in commissioning has taken place on account of reasons attributed to the vendor shall be final.

24. Warranty period of the hardware are as per Annexure I

25. Trade Practice:-

- (i) In the event, the vendor's company or concerned division of the company is taken over/bought over by another company or operated through a partner, all the obligations under the agreement with the Purchaser shall be passed on to the new company/division/partner for compliance by the new company on the negotiations.
- (ii) The vendor will automatically agree honouring all aspects of fair trade practices in executing the purchase order placed by the Purchaser.
- (iii) If the name of the product is changed for describing substantially the same product in a renamed form, then all techno-financial benefits agreed with respect to the original product shall be passed on to the Purchaser and the obligations of the vendor towards the Purchaser in respect to the product with old name shall be passed on to the product so renamed. Before supply to this office, if the vendor sells any system or sub-system of the same or equivalent configuration to any other Department/Organisation in India at a price lower than the price fixed for the Purchaser, the vendor shall automatically pass on the benefits to the Purchaser.
- (iv) In case the Purchaser sees that the market rates have come down from the time when rates were finalised in the order or there is a need for selection of new system configuration based on market trends, the Purchaser, may ask the technically short-listed vendors to re-quote the prices and the vendor shall be selected on the basis of procedure given earlier. The time difference between such re-quotes shall be minimum 3 months except in case of the Union Government budget.



26. **Payment Terms:-** The standard payment terms subject to recoveries, if any by way of the liquidated damages as applicable, or other recoveries shall apply. Invoice should be submitted in triplicate. Charges in the bills shall always be entered at the agreed price/cost/rates. No part of the price shall become payable until the vendor has received the certificate of delivery/completion from this office. If “site-not ready” prevails after three weeks of delivery then the equipment shall be deemed to be installed and commissioned for the purpose of payment. Warranty would, however, begin from the date of acceptance.

27. The vendor/supplier has represented that they are dealing in such machines/equipment and are willing for selling such machines/equipment to the purchaser. The vendor have further represented to the purchaser that the said machines/equipment are free from all encumbrances, charges, gifts, liens, attachments, mortgages, liabilities, claims and litigation whatsoever and the vendor/supplier will keep the machines /equipment free from all encumbrances till the delivery and transfer of title/ownership of such machines /equipment from the vendor/supplier to the purchaser.

28. The vendor/supplier is interested to sell the said machines/equipment and the purchaser has agreed for purchasing all the rights, title and interests of the vendor/supplier in respect of the said machines/equipment for the agreed price/consideration subject to terms and conditions appearing hereinafter.

29. The vendor /supplier shall not assign or sub-let any portion of the supply of any ordered items without the written approval of the purchaser.

30. If it appears to the purchaser that the machines supplied are defective or of inferior description or of a quality inferior to that ordered for or otherwise not in accordance with the supply order, the supplier/vendor on demand of the purchaser shall forthwith rectify the defect on its own cost or provide new machine as per specifications provided in the supply order at its own charge and cost and in the event of its failure to do so within a period to be specified by the purchaser in his demand aforesaid , the vendor /supplier shall be liable to pay compensation at the rate of 1 % ( one percent ) of the price of the machine(s) for

every day not exceeding 10 days , while its failure to do so shall continue and in the case of such failure , the purchaser shall be entitled to recover the price of the machine (s) from the vendor /supplier.

31. **Action where no specification:** - In the case of any class of specifications or class of work of which there is no mention in the specifications or in these terms and conditions, such work/specifications shall be carried out in accordance with the instructions and requirement of Purchaser.

32. **Arbitration:-** In the event of any dispute or differences between the parties whether during the execution of orders or thereafter whether by breach or in any manner in regard to:

- i) the construction of the terms and conditions
- ii) the respective rights and liabilities of the parties hereto thereunder
- iii) any matter or thing arising out or in relation to or in connection with these terms and conditions:

then either party shall give written notice to the other of the same, and such dispute or differences shall be referred for the arbitration of any persons appointed with mutual consent of the Accountant General and the vendor. The decision of such Arbitrator shall be conclusive and binding on the parties hereto. There shall be no objection to any such appointment that the person appointed is a Govt. servant. The provisions of the Arbitration and Conciliation Act, 1996 and rules thereunder shall apply to the arbitration proceedings.

Sd/-

Sr.Accounts Officer/OM

## DESKTOP CONFIGURATION

<b>Desktop Configuration</b>		
(a)	CPU	Intel® Core™ i5-6700/any other processor with performance rating of SPEC CPU2006 average of at least 165 (with 60% of SPECint_rate_base2006 plus 40% of SPECfp_rate_base2006 scores) or higher
(b)	Chipset	Intel Q8 series.
(c)	Bus Architecture	3 PCI (PCI / PCI Express) or more
(d)	Memory	8 GB 2133 MHz DDR4 RAM with 32 GB Expandability.
(e)	Hard Disk Drive	1 TB
(f)	monitor	19" TFT / LED Digital Colour Monitor TCO-05 certified.
(g)	Keyboard	104 keys.
(h)	Mouse	Optical with USB interface.
(i)	Bays	4 Nos. or above.
(j)	Ports	6 USB Ports or more (at least 2 USB with 3.0), 1 Display port/VGA port, audio ports for microphone and headphone in front
(k)	Cabinet	Mini Tower/Tower
(l)	DVD Writer	24X or better DVD RW Drive.
(m)	Networking facility	10/100/1000 on board integrated Network Port with remote booting facility remote system installation, remote wake up, TPM enabled 1.2 chip using any standard management software.
(n)	Operating System	windows 10 or higher preloaded with media and Documentation and Certificate of Authenticity.
(p)	Power Management	Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password, Power supply SMPS Surge protected.
(q)	Preloaded Antivirus Software	Microsoft Security Essentials

## LAPTOP CONFIGURATION

<b>Laptop Configuration</b>		
(a)	Processor	Mobile Intel Core i5 - 7200U 2.5 GHz with 3 MB Cache or better
(b)	Chipset & Motherboard	Latest compatible 8 series chipset or higher.
(c)	Memory	8 GB 2133 Mhz extendable upto 16 GB
(d)	HDD	1 TB
(e)	Display	14" or above TFT active Matrix Wide Screen Display.
(f)	Resolution	1366x768 WXGA or higher
(g)	Video controller	Integrated Intel HD Graphics
(h)	Wireless Connectivity	Integrated wireless b/g/n, Integrated Bluetooth.
(i)	DVD Writer	Integrated DVD Writer 24X and Integrated Stereo speaker.
(j)	Key Board	Key Board with Touch Pad.
(k)	Expansion Port	2x USB 2.0 & 1xUSB 3.0, 10/100/1000 Ethernet card, VGA HDMI/Mini Display port, 3in one card reader , Microphone In, Headphone In & other standard fratures.
(l)	Operating system	Microsoft Windows 10 with License and recovery HDD configured
(m)	Power Supply	230V, 50 Hz AC Supply with rechargeable Battery Pack Comprising of Li-Ion/Li-Polymer battery Suitable for minimum 4 hrs. operation complete with battery charger
(n)	Carry case	To be provided.
(o)	Weight	Less than 2.8 KG (with DVD Writer).
(p)	Webcam	1.3 Mega Pixel HD