



सत्यमेव जयते

**CONSULATE GENERAL OF INDIA**  
Ta-1/25, 65th street,  
Corner of Ngu War Street,  
Chan Mya Thazi Township, Myothit,  
Mandalay, Myanmar  
Tel: (+952)-80355, 81019  
Fax: (+952)-80366  
Website: [www.cgimandalay.gov.in](http://www.cgimandalay.gov.in)

**TENDER No. MAN/551/04/2020**

**Date: 23/06/2020**

**NOTICE INVITING TENDER**

Tender is invited from registered reputed firms/agencies for supply and installation of IT equipment to Consulate General of India, as per the specification given in the tender document.

2. The tender documents can be downloaded from the Consulate's website: [www.cgimandalay.gov.in](http://www.cgimandalay.gov.in) or CCP Portal: <https://eprocure.gov.in> from 23.06.2020 to 08.07.2020. No fee for tender document will be charged.

**Last date of submission of Tender : 16.07.2020 (1700 hrs)**  
**Opening of Bid : 19.07.2020 (1500 hrs)**

3. Bid must be submitted in a sealed envelope clearly superscribed "**BID FOR SUPPLY OF IT EQUIPMENT**" along with all relevant documents to the "**Head of Chancery, Consulate General of India, Ta-1/25, 65th street, Corner of Ngu War Street, Chan Mya Thazi Township, Myothit, Mandalay, Myanmar**". Bid sent through Fax or email will not be accepted.

4. For any queries/clarifications, please send e-mail to [hoc.mandalay@mea.gov.in](mailto:hoc.mandalay@mea.gov.in).

5. The Consulate General of India, Mandalay reserves the right to reject any or all the bids without assigning any reason and the decision of the Consulate General of India, Mandalay shall be final and binding.

6. The bidder or his authorized representative, who wish to be present, may attend the tender opening on the date and time specified.

**(R. Rumthao)**  
**Acting Consul General**

## **A. SCOPE OF WORK**

1. Supply and installation of desktop computer with monitor, laser printer, document scanner and barcode reader of following model/specification:

Sl. No.	Item	Model & Specification	Quantity
1	Desktop	Intel Core i5 3.2 GHz. 9 MB Cache, 6 Core, 7 <sup>th</sup> or 8 <sup>th</sup> Generation. HDD: 1 TB, SATA, 7200 RPM RAM: 8GB DDR3 1600 MHz Key Board and Mouse DVD RW:/ODD/OS 8 or higher USB Ports Small Form Factor (SFF) Chassis 22 inch LED full HD monitor with HDMI, VGA Port OS: 64 bit Windows-10 Professional with warranty	2
2	Laser Printer Mono	Samsung Laser Printer SI-M3320ND/XIP <u>or</u> HP <u>or</u> Equivalent.	1
3	Document Scanner	Fujitsu ScanPartner 30F (High Duty Scanner) <u>or</u> Fujitsu Image Scanner fi-7240	1
4	Barcode Reader	Unitech MS250 Scanners USB I/F / Symbol LS2208/LI2208	1

## **B. INSTRUCTION TO BIDDERS:**

1. Bidders shall submit the following documents:

- (a) Duly filled in bid document with proper seal and signature of authorized person on each page of the bid submitted as per **Annexure-I**.
- (b) A copy of Certificate of Incorporation, Partnership Deed / Memorandum and Article of Association, as applicable;
- (c) Detailed technical specification make and model, country of make, country of origin, part number and compliance to the schedule of requirement for which bid is submitted.

## **C. GENERAL TERMS AND CONDITIONS:**

1. Supply and installation must be completed within 7 days after placement of purchase order. The equipment covered by this document are required to be supplied and installed at **Consulate General of India, Ta-1/25, 65th street, Corner of Ngu War Street, Chan Mya Thazi Township, Myothit, Mandalay, Myanmar.**

*R. K. Rao*

2. The successful bidder, on award of contract/order, must send the contract/order acceptance in writing, within 02 days of award of contract/order.

3. Bids shall be valid for a minimum 60 days from the date of submission of bids. A bid valid for a shorter period shall stand rejected.

**D. SPECIAL CONDITIONS OF CONTRACT**

**1. Prices:**

- a) The price quoted shall be considered firm and no price escalation will be permitted.
- b) Bidders must quote the price in the format given in Price Schedule at Annexure-II of this document.
- c) All amounts are to be quoted only in US Dollars.
- d) The prices quoted should be inclusive of freight, insurance, packing, distribution and installation at site.

**2. Warranty:**

All the items supplied shall carry minimum one (01) year comprehensive warranty including parts and labor from the date of Installation and Commissioning. The bidder must undertake to provide the installation and warrant service at Mandalay. The repairing/rectification/replacement/configuration required, if any, of the items under warranty period be done at on-site workshop.

**3. Payments:**

Full payment will be made within 7 working days after successful installation and testing of equipment.

*R.R. Rao*

**ANNEXURE-I****No. MAN/551/04/2020****Date: \_\_/\_\_/2020****"BID FOR SUPPLY OF IT EQUIPMENT AT CONSULATE GENERAL OF INDIA,  
MANDALAY"**

<b>Sl No.</b>	<b>Particulars</b>	<b>Details to be filled by the Agency</b>
1	Name of the Company	
2	Address, Telephone No. and E-mail of the Company	
3	Name, Designation, Mobile & e-mail id of the contact person	
4	Year of Registration. <b>(Attach copy of certificate of incorporation)</b>	
5	Name of 3 present clients with contact details (Please attached in separate sheet)	

I / We certify that all the terms and conditions of the tender documents are acceptable to me/us.

Signature of Authorized Person of the concern  
(Name, Date, Designation, Company Seal)

**Annexure - II**

**BID FOR SUPPLYING IT EQUIPMENT TO CONSULATE GENERAL OF INDIA, MANDALAY**

**TENDER No. MAN/551/04/2020**

**Date: \_\_/\_\_/2020**

Sl. No.	Item	Model & Specification	Quantity	Unit Price (USD)	Total Price (USD)
1	Desktop	Intel Core i5 3.2 GHz, 9 MB Cache, 6 Core, 7 <sup>th</sup> or 8 <sup>th</sup> Generation. HDD: 1 TB, SATA, 7200 RPM RAM: 8GB DDR3 1600 MHz Key Board and Mouse DVD RW:/ODD/OS 8 or higher USB Ports Small Form Factor (SFF) Chassis 22 inch LED full HD monitor with HDMI, VGA Port OS: 64 bit Windows-10 Professional with warranty	2		
2	Laser Printer Mono	Samsung Laser Printer SL-M3320ND/XIP <u>or</u> HP <u>or</u> Equivalent.	1		
3	Document Scanner	Fujitsu ScanPartner 30F (High Duty Scanner) <u>or</u> Fujitsu Image Scanner fi-7240	1		
4	Barcode Reader	Unitech MS250 Scanners USB I/F / Symbol LS2208/LI2208	1		

**[Please mention country of make and country of origin for each product. In case of import please mention CIF Price]**

**Declaration**

1 / We have gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.

2. No other charges would be payable by the Consulate.

Signature of Authorized Person of the concern  
(Name, Date, Designation, Company Seal)