

THROUGH SPEED POST

**FINANCIAL INTELLIGENCE UNIT – INDIA
(FIU-IND)**

Limited Tender Document

for

**Up gradation of existing intercom Panasonic KTS (Model KXTDS 100D)
Installed in FIU-IND Office premises.**

**Before applying for the tender, the firms are requested to have an on the
spot verification of the area to get a clear overview on any working day
between 10.30 AM to 12.30 P.M.**

Last Date for submission of Tender : 15-06-2015 at 11.00 AM

**Date & Time for opening of Tender
By Tender Evaluation Committee : 15-06-2015 at 11.30 AM**

**Financial Intelligence Unit – India
6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 21.**

Signature and Seal of the Tenderer

FINANCIAL INTELLIGENCE UNIT – INDIA
6th Floor, Hotel Samrat, Kautilaya Marge, Chanakya Puri, New Delhi-110021

F.No. 4-6/2005-FIU (Admn.)

Dated : 26th May, 2015

To,

Sub : Quotation for Up gradation of existing intercom Panasonic KTS (Model KXTDS 100D) installed in FIU-IND Office premises.

Sir,

An Intercom Panasonic KTS (Model KXTDS 100D) is installed in FIU-IND with 24 Lines and wishes to up-grade the existing intercom Panasonic KTS (Model KXTDS 100D) from 24 lines to 96 lines. Therefore, quotations from the respective OEM/Authorized dealers/firms etc. are invited with a request to quote their most competitive and reasonable rates, AMC etc. Before applying for the tender, the firms are requested to have an on the spot verification of the area to get a clear overview.

Terms and Conditions

The Tender Document can be received from the office of Financial Intelligence Unit – India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021. It can also be downloaded from our web site <http://fiuindia.gov.in>

1. Eligibility Criteria : The Tenderer shall fulfill all the following requirements :-

- a) The firm should be a registered firm.
- b) The firm should have PAN/TAN Registration No.
- c) The firm should have an office in Delhi.
- d) The firm should not be blacklisted by any of the Government offices/ Organizations/Institutions.

The Tenderer should also ensure to invariably submit following documents with their bids :

- i) Details of Tenderer to be provided in Annexure – I.
- ii) Proof of firm being registered as shop/establishment/firm/company.
- iii) PAN/TAN Registration Certificate.
- iv) Proof of authorized distributor.
- v) Price Bid to be provided in enclosed format Part A of Annexure – II.

Signature and Seal of the Tenderer

2. Compliance with the technical specifications.

The equipment offered shall be in accordance with the minimum Technical Specification as provided above. However, higher version/additional specification/deviation from the specification, if any, shall be clearly indicated along with the explanation. The office reserves the right to select the specification and other features as per its actual requirement. The bids/quotation must be accompanied by the relevant document/literature confirming the product to be supplied duly signed by the Tenderer with seal of the firm. The bid submitted in a casual manner and without proper documentation shall be summarily rejected. **(Format of submission of bid is enclosed as Annexure –II).**

3. Submission of Offer

- a) (i). All prices and other information like discounts etc. having a bearing on the price shall be written both in figures and words in the **prescribed format Annexure-II**. Where there is a difference between amounts quoted in words and figures, the amounts quoted in words shall prevail.
(ii) The interested Tenderers will submit bid as asked for in the Tender Document Non-compliance of these may lead to rejection of bid. The bid should be for Item price with warranty/Guarantee/post warranty.
- b) The excise Duty, Sales Tax/VAT etc., as applicable should be quoted separately in absence of which it will be presumed that they are included in the rates and FIU-India shall have no liability to pay these charges.
- c) The tender in the prescribed format should be submitted in sealed cover. The sealed cover shall be superscribed **"Tender for Up gradation of existing intercom Panasonic KTS (Model KXTDS 100D)"** which should be addressed to the Deputy Director (Admin.) Financial Intelligence Unit- India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi- 110021 latest by 15th June, 2015 at 11.00AM. The tenders not submitted in prescribed manner shall be summarily rejected and the Bid shall not be considered. The Financial Intelligence Unit- India reserves the right to accept or reject any tender without assigning any reason.
- d) The Bids will be opened in the presence of the tenderer(s) representative(s) who may wish to be present.

4. Evaluation

- a) The tenders will be evaluated on the basis of specification/brand/make of the product as per FIU-India requirement. If considered necessary, the Committee may reject any bid and the decision taken by the Committee would be final and binding to the bidders.
- b) If the Purchaser i.e. FIU-India considers necessary, it may ask for revised bids from short listed tenderers which should be submitted within two days of intimation of this effect in sealed envelopes on specified date and time. The revised bids shall not be for amounts more than one quoted earlier for an item. Unless the specification is of higher configuration than the earlier ones, by the respective tenderer. Any tenderer quoting higher rates for the same item which same configuration quoted earlier in their revised financial bid shall be disqualified for further consideration.

Signature and Seal of the Tenderer

- c) The FIU-India reserves the right to select the tenderer on the basis of best possible features quoted. The decision of FIU-India arrived at in this regard shall be final and representation of any kind shall not be entertained on the above. Any attempt by any tenderer to bring pressure of any kind shall disqualify the tenderer for the present tender and the tenderer may be liable to be debarred from bidding for FIU-India tenders in future for a period of three years.
- d) The FIU-India reserves the right to award the contract to any of the bidders in the interest of the office irrespective of not being lowest and in this respect, the decision of the Office shall be final.

5. Effect and Validity of Offer

- a) The offer shall be kept valid for acceptance for a minimum period of 90 (Ninety) Calendar days from the date of opening the commercial/financial bids.
- b) Order shall be placed as per FIU-India's requirements by the authorized Officer. The successful tenderer will supply and install complete goods at the earliest but not later than 05 days from the date of placing the Work Order unless the period of delivery of goods extended due to justified reason duly accepted by the Office.
- c) The contract shall be valid for a period of one year from the date of award of contract.
- d) All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms and conditions will be acceptable.
- e) During the validity of the contract including the extended period, if any, if the tenderer sells any system or sub-system of the same or equivalent configuration to any other Department/Organization in India at a price lower than the price fixed for the Purchaser, the tenderer shall automatically pass on the benefits to the Purchaser.
- f) In case the Purchaser finds that the market rates have come down from the time when rates were finalized in the rate contract/order or there is a need for selection of new system configuration based on market trends, the Purchaser, may ask the short listed tenderers to re-quote the prices and the tenderer shall be selected on the basis of procedure given earlier. The time difference between such re-quoted shall be minimum three months except in case of the Union Government budget.

6. Delivery

The contractor shall deliver the store at the earliest but not later than 5 days from the date of issue of work order unless the period of delivery of goods extended due to justified reason duly accepted by Office in accordance with the conditions of the Contract at the time/place and in the manner specified in the Contract/Supply Order. Any delay in the supply, installation and commissioning within the time fixed or in the event of repudiation of the contract, the (FIU-India) purchaser reserves the right to recover damage for Breach of Contract as indicated below:-

Signature and Seal of the Tenderer

- a) To recover from the contractor liquidated damages including administration expenses a sum equivalent to 0.05% of the price of stores which the contractor has failed to deliver within the period fixed for delivery/commissioning for each week or part thereof during which delivery is in arrears subject to an overall ceiling of 10% of the total contract price.

7. Payment Terms

- a) For bids offered in Indian Rupees
- i) 100% payment shall be once the tenderer has delivered, installed and commissioned the items to the satisfaction of FIU-India and as governed by following:-

No part of the contract price shall become due or payable until the tenderer has delivered, installed and commissioned the items to the complete satisfaction of FIU-India. Payment shall be made subject to recoveries, if any.

- ii) A pre-receipted (Proforma Invoice) shall be submitted in duplicate in the name of FIU-India. It shall be done soon after the award of contract.

8. Warranty

The equipment/goods shall have a comprehensive on-site warranty for minimum one year or in accordance with the terms of the OEM, as the case may be.

9. Dispute Settlement

If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the courts at Delhi/ New Delhi, India only will have the jurisdiction to adjudicate upon the matter.

You are, therefore, requested, to quote your most competitive rate and submit the quotation in a sealed envelope superscribing "**Tender for Up gradation of existing intercom Panasonic KTS (Model KXTDS 100D)**" alongwith the requisite documents to Deputy Director (admin.), Financial Intelligence Unit – India, 6th Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021, latest by 11.00AM on 15th June, 2015 which will be opened on 15th June, 2015 at 11.30AM.

Thanking you.

Yours faithfully,


(Ajay Sachdev)

Deputy Director (Admn)

c/c

Signature and Seal of the Tenderer

Annexure I

DETAILS OF BIDDING FIRM

1. Name of the Firm : _____
2. Address : _____

3. PAN/TAN No. (Photocopy to be attached): _____
4. Landline/Mobile No. : _____
5. Email ID _____
6. Name of Authorized Signatory
and Designation : _____
7. Whether blacklisted by any
Government Ministry/Department/
Organisation/Institution:) _____

All the information provided above are true to the best of my knowledge.

Signature and Seal of the Tenderer

PART – A**(FINANCIAL BID)**

(To be filled and sent in a sealed envelope)

FORMAT OF QUOTATION FOR SUBMISSION OF BID

Sl No	Particulars	Qty	Unit Price	Amount
1.	Items required for Up gradation of existing intercom Panasonic KTS (Model KXTDS 100D) from 24 lines to 96 lines. Illustrated list as under :			
	(i) Port SLT Card			
	(ii) D.L.C.			
	(iii) Distribution frame			
	(iv) PVC Cable 20 pair			
	(v) PVC Cable 50 pair			
	(vi) Panasonic Digital Phones (24 keys 3 line display)			
	(vii) Panasonic Digital Phones (8 lines 1 line display)			
	(viii) Any other additional item, if any, required as per the assessment done by the vendor.			
2.	Total price of above Items			
3.	Installation charges, if any.			
4.	Local Taxes and other charges, if any			
5.	Total price for items mentioned at Sl No. 1,2, 3 including taxes etc.			
6.	Total price in words In words) (Rupees _____ only)			
7.	Buy-back of Panasonic KXTD-1232			

The following points may also be indicated specifically in tender documents.

- (i) Guarantee period
- (ii) Year-wise AMC charges after expiry of warranty period for next three year.

Signature and Seal of the Tenderer