

**GOVERNMENT OF MEGHALAYA
INFORMATION TECHNOLOGY DEPARTMENT**

No.ITR.2/2004/Pt-II/51

Dated Shillong, the 17th November, 2008.

SHORT NOTICE INVITING TENDERS

Sealed Tenders are invited from reputed suppliers for supply of computer hardware equipments etc. to this Department as per details available at the office of the Information Technology Department or at <http://www.ditmeghalaya.gov.in>. A sealed tender box is kept in the information Technology Department, Ground Floor, NIC Building, Shillong. Last date for submission of tender is **28th November, 2008** at 2.00 P.M. Tenders would be opened at 3.00 PM on the same day i.e. 28th November, 2008, in presence of the tenderers or their representatives at the office of the Department.



(B. Mawlong), MCS
Deputy Secretary to the Govt. of Meghalaya
Information Technology Department.

Memo No. ITR.2/2004/Pt-II/51-A

Dated Shillong, the 17th November, 2008.

Copy forwarded to :-

1. The Director, Information and Public Relations, Govt. of Meghalaya for favour of publishing the notice in two leading local dailies (one English & one vernacular)
2. The State Informatics Officer, NIC Meghalaya State Unit for uploading the Notice in the IT Department Website.



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TENDER

Ref: No. ITR.2/2004/Pt-II/51, Dated 17th November, 2008.

IT Department, Government of Meghalaya, is interested to procure 15 no.'s of Desktops & other peripherals as per the Terms, Conditions and specifications mentioned below:

Terms and Conditions :

1. Sealed tender affixing Non Refundable Court Fee Stamp of **Rs. 200/-**
2. The following documents should be enclosed with the Tender (a) Attested copy of Up-to-date **Sales Tax Clearance** Certificate (b) Attested copy of up-to-date **Income Tax Clearance** Certificate (please indicate if not applicable)
3. Attested copy of company's latest price list covering items quoted if available.
4. Attested Copy of Authorised **Dealership Certificate** should be enclosed.
5. Discount should be indicated clearly if available.
6. VAT and other Taxes should be indicated clearly in the Tender as well and item wise.
7. Applicable warranty should be indicated and itemwise.
8. Rates should be FOR Destination.
9. Rates should be valid for **one year** from the date of issue of tender
10. Rates should be equivalent to DGS&D or lower
11. Items should be delivered within 14 days from the date of issue of the Supply order.
12. No tenders would be allowed to be deposited into the sealed tender box after **2.00 P.M.** on the **28th November, 2008.**
13. Selected tenderers would have to supply the concerned items at quoted price failing which the firm would be penalized.
14. Non tribal suppliers are to enclose District Council **Trading license.**
15. Article should be **branded** & not assembled locally
16. The firm should be registered under VAT & should enclose proof thereof. TIN of the firm should be enclosed without which the tender shall be outrightly rejected.
17. Tenders must be accompanied by **Earnest Money** calculated at the rate of 1% of the total value of the articles tendered and it should be in the form of deposit at call and pledged in favour of Commissioner & Secretary or Deputy Secretary, I.T. Department. Suppliers belonging to SC/ST are requested to deposit half of the earnest money calculated @ 1%
18. Successful tenderers will be required to furnish a **security deposit** at the rate of 5% of the value of the contract.

Instructions :

Tenderers can quote items from any annexure below and should keep the tender paper in separate envelopes superscribing "Annexure - A" and so on. All envelopes are to be sealed in a single cover and submit the same to this office. A tender box is kept in the office for this purpose. Tenderers are requested to keep note of the last date and time of submission.

Annexure -A

Desktop Celeron PCs :

Processor: Celeron (2.4 GHz or higher) 64 bit Processor with 512 KB L2 Cache memory or better or equivalent
OEM Motherboard.
Memory 1 x 1 GB DDR2 RAM 400 MHz or higher with minimum 2 total DIMM Slots
Hard Disk 160 GB 7200 rpm Serial ATA HDD (or higher).
Monitor 43.2 cm SVGA Colour Monitor
Key Board – Multimedia (Same make as PC)
Mouse Optical, scroll
Ports 6 USB Ports (with atleast 2 in front)
Cabinet Mini Tower
Networking facility 10/100 on board integrated Network port with remote booting facility.
Preloaded Software: Norton AV or equivalent with 60 days license, MS-office 2003 or higher (Professional edition, *licenses. to be quoted separately*), Operating System - Pre Installed XP/Vista Prof/Business

Annexure -B

Internal card reader (should be able to read SD, CF, MMC, Pro, ProDuo, etc.)


Annexure-C

External ampli-speakers (models with woofer to be quoted separately)

Annexure-D

Printers :

Color Inkjet, minimum 30 ppm in black text mode/ 23 ppm color, 4800x1200 dpi, input tray upto 100 sheets.

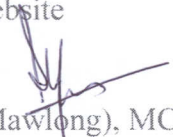

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