



Commissioner for Public Instruction

New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560001

e-TENDER NOTIFICATION

Request for proposal to provide Annual Maintenance of Desktops Computers, Laptops, Printers, Scanners, Projectors. Networking and other Electronic Machineries at Commissioner of Public Instruction, N.T.Road, Bangalore, Karnataka

TENDER DOCUMENT

**O/o the Commissioner for Public Instruction
New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka
560001**

Phone:080-22213129

Fax No:22211086



Public Instruction Commissioner
New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560001

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Commissioner for Public Instruction

New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560042
PH NO: **080-22213129** / FAX: **22211086** / Website: www.schooleducation.kar.nic.in

No.C5(1)/CompAMC/115/2015-16

Dated: **25.05.2016**

TENDER INVITING NOTICE

Invitation to provide Annual maintenance of Desktop Computers, Scanners, Laptops, Projectors, Printers, Networking facility at Commissioner For Public Instruction Karnataka

Tender is invited in the prescribed format from Firms/ companies to provide Annual Maintenance services of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries at CPI Office, on indent basis. The bidder has to submit the proposal along with EMD of **Rs.8000/- (Rupees Eight thousand only)**

The document is available on the website <https://eproc.karnataka.gov.in>. The same can be downloaded from the internet.

It may be noted that all subsequent notifications, changes and amendments on the document would be posted only on the following website: <https://eproc.karnataka.gov.in>

The bidders will be required to register themselves with the centre for E-Governance to participate in the bidding process and also get necessary digital signature certificates. The details of the process of registration and obtaining the digital signature certificates are available on the website: <https://eproc.karnataka.gov.in> Necessary training and hands on experience in handling e-procurement system could be obtained from the centre for E-Governance. Necessary details could also be obtained over telephone at 080-22485867.

- (1) The pre-bid meeting will be held at O/o the **Commissioner For Public Instruction, CPI, Bangalore** on **03.06.2016 at 11.00 AM**
- (2) The Completed document of "Request for Proposal" should be submitted on or before **24.06.2016 at 5.00 PM**. The technical proposal will be opened on **20.06.2016 at 3.00 PM**. The detail time schedule of the tender is as under.



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Time Schedule

Tender reference number and date	Annual maintenance of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries at “ Commissioner For Public Instruction – Samithi, Karnataka ”. No.C5(3)/CompAMC/115/2015-16 dated: 10.05.16
Approximate value of tender	Rs.4.00 Lakhs
EMD Amount	Rs.8000/-
Date of commencement of Tender	23.05.2016
Last date and time for receipt of tender forms	24.06.2016 at 5.00 PM
Pre-Bid meeting date, time and Place	03.06.2016 at 11.00 AM Commissioner For Public Instruction New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560001
Time and date of opening of bids	Technical Bid - 26.06.2016 3.00 PM Financial Bid – 30.06.2016 11-00 A.M.
Place of opening of technical bids	Commissioner For Public Instruction New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560001
Address for communication	O/o The Commissioner For Public Instruction New Public Office, Near-RBI, Nrupathunga Road, Bangalore, Karnataka 560001

For further details contact the **Joint Director (Admin), Office of the Commissioner of Public Instruction, N.T.Road, Bangalore** during office hours Ph:080-22213129.

**The Commissioner For Public
Instruction, CPI,
Karnataka, Bangalore.**



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A Brief information on **“REQUEST FOR PROPOSAL” (RFP)**

1. Invitation to provide Annual maintenance of desktops Printer and projector and etc, to “CPI – Karnataka”.

Sl. No	ITEMS DESCRIPTION	Quantity (Phy)
1	DESKTPOP COMPUTER	178
2	SERVER IBM	01
3	LASER JET PRINTER (HP,CANON,LEXMARK,ETC)	47
4	DOT MATRIC PRINTER (tvs)	01
5	LAPTOPS	12
6	SCANNERS (HP)	11
7	NET WORK IO POINTS	200
8	WIRELESS NETWORK DEVICE (TP LINK & DLINK)	5
9	NET WORK SWITCH’S/HUB	10
10	PROJECTORS (EPSON 2nos & HITACHI)	03
11	BIOMETRIC DEVICE	03
12	SONIC FIRE WALL	01

2. Proposals in Electronic Form are invited from Professional Firms/ Companies to participate in the tender for providing the services of Annual Maintenance of Desktop Computers, Laptops, Projectors, Printers and other machineries at Commissioner For Public Instruction, CPI, Bangalore.
3. The proposal is to be submitted along with Earnest Money Deposit (EMD) of **Rs.8000/- only** The EMD shall be kept valid for at least 90 days in addition to the Proposal Validity Period and would need to be extended, if so required by the CPI, for any extension in Proposal Validity Period.



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3.1 The Bid Security shall be credited to the account of Centre for E-Governance

- a) Through Credit Card
- b) Internet Banking
- c) National Electronic Fund Transfer
- d) Remittance over the counter of AXIS Bank

The Bidders' bid will be evaluated only on confirmation of receipt of the payment (EMD) in the GoK's central pooling a/c held at AXIS Bank.

EMD amount will have to be submitted by the Bidder taking into account the following conditions:

- a) EMD will be accepted only in the form of electronic cash (and not through Demand Draft or Bank Guarantee) and will be maintained in the Govt.'s central pooling account until the Tender process is finalized.
- b) The entire EMD amount for a particular tender has to be paid in a single transaction.

3.2 The EMD shall be returned to the unsuccessful Bidders within a period of eight (8) weeks from the date of announcement of the Successful Bidder. The EMD submitted by the Successful Bidder shall be released upon furnishing of the Performance Security of 5% of the total bid amount in the form and manner as stipulated in the Agreement.

3.3 The EMD shall be forfeited in the following cases:

- a) If the Bidder modifies or withdraws the Proposal;
- b) If the Bidder withdraws the Proposal during the interval between the Proposal due date and expiration of the Proposal Validity period;
- c) If the Successful Bidder fails to provide the Performance Security and to execute the agreement within the stipulated time or any extension thereof provided by the CPI;
- d) If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect;

4 The letter of invitation, terms of reference and information for consultants are enumerated in this request for proposal.

**The Commissioner for Public Instruction
New Public Office, Near-RBI,
Nrupathunga Road, Bangalore
Karnataka,**



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LETTER of INVITATION

Sir,

Sub: Request for proposal to provide Annual Maintenance of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility of “ **The Commissioner For Public Instruction– Karnataka**”.

1. You are here by invited to submit Technical and Financial Proposal for providing the Annual Maintenance of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries of Office of the Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka” on indent basis. It is proposed to be obtained initially for a period of one year from date of execution of MOU. This may also be extended to another year on mutual acceptance without any revision of terms and conditions, including the pricing.
2. The **Commissioner For Public Instruction- Karnataka, New Public Office, Near-RBI, Nrupathunga Road, Bangalore-560 001**. Invites e-tender procedure from eligible tenderers for hiring of desktop computers, Printers, and Projectors etc.,

Online Tender is invited from reputed companies/ firms to provide the services of Annual maintenance of desktop Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries etc.,on yearly rate contract **to the Office of the Commissioner For Public Instruction – Karnataka**, for a period of one year.

- Complete set of bidding documents prepared by **Commissioner For Public Instruction – Karnataka** is available for free download, by interested bidders, from the e-procurement portal of the Government of Karnataka.
- It will be in the interest of the bidders to familiarize themselves with the e-Procurement system to ensure smooth preparation and submission of the tender documents.
- The Bidders are advised to submit the Bids well in advance of the deadline as the **Commissioner For Public Instruction – Karnataka** will not be liable or responsible for non-submission of the bids on account of any technical glitches or problems in connectivity services used by the bidder.

3. Scope of Work

Brief Scope of Work for the vendor in the present Tender Document:

The scope of work for AMC will broadly include the following:

I. For Laptops and Desktop

1. Upkeep & regular maintenance of installed hardware & software and related peripherals.
2. Provide support for maintaining existing / new hardware & software.
3. Trouble-shooting / problem solving with regards to hardware & software.
4. Repairs to be carried out at the location of the equipment.
5. Standby arrangements to be made in case the equipment is to be taken outside QCI office for repairs.
6. Support to users, updation of software / antivirus, re-installation of software, if



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corrupted and removal of virus.

7. Coordination with OEMs for troubleshooting of equipment under warranty.
8. Regular backup (at least once a week) of entire data on QCI Servers.
9. At least one routine visit (other than calls made) per week per office by Service Engineer.
10. The Response Time / Downtime for any call / complaint logged should not be more than 2 hours.
11. Any other maintenance work, advice, guidance on computer hardware / software and related peripherals as necessary.
II. For Server (1 in nos.)
 1. Server management
 2. Regular watch on vulnerability on server
 3. Repair files
 4. Data storage maintenance on server
 5. User management
 6. Complete backup of server data
 7. Component repair
 8. Front end support to Tally, IBM, HP and other vendors who have application support for any application running on server.
 9. Engineer Availability on call (24X7)
 10. Live Websites Support
 11. Sub domain management
 12. Data retrieval on requirement
 13. Network Security
 14. Maintaining logs and alerts
 15. Reporting for renewals
 16. Server enhancement analysing

However, maintenance of equipment whose warranty / guarantee expires during the contract period or any support needed for new equipments purchased during the contract period shall also be covered in AMC at the same terms & conditions.

The technical, financial & other terms & conditions of AMC shall be as follows:

1. The Service Provider must be registered as a firm or company and should be in existence for at least 2 years providing AMC Services.
2. The Service Provider must have prior expertise & experience as well as availability of suitable technical manpower for on-site maintenance and repair of computers, laptops, printers, server, LAN and related peripherals and installed software.
3. Comprehensive AMC shall include replacement of any part (other than consumables) with the OEM / Genuine part of same specification and warranty without any extra payment.
4. Non-Comprehensive AMC shall not include replacement of parts.
5. The Service Provider will be responsible for taking backup of data available on the computer / laptop / server before attending to the fault and restore all backup data after maintenance / repair.
6. The Service Provider shall be responsible for any loss or damage caused to any equipment owing to negligence on his part.



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4. **The request for proposal contains the following documents.**
 - a. Terms of Reference
 - b. Technical Proposal- Standard Form
 - c. Financial Proposal - Standard Form
5. In order to obtain more information on the assignment, it is considered that a representative of your firm visits the office of the Commissioner for Public Instruction, N.T.Road, Bangalore before the proposal is submitted. Your representative may meet the **Joint Director (Admin), Commissioner For Public Instruction**, K.R.Circle, Bangalore.
6. A pre-proposal conference open to all prospective Bidders which will be held on **03.06.2016 11.00 AM** at **Office of the Commissioner for Public Instruction**, Nrupatunga Road, Bangalore. The Prospective agencies/ firm/ company will have an opportunity to obtain clarification regarding the scope of work, contract conditions and any other pertinent information.
7. **Eligibility for Bidder :**
 - 7.1 The Bidder must have a Company Registered under the provisions of the Companies Act or A firm Registered in Karnataka with the Competent Authority.
 - 7.2 The Company/firm should have been in the business for providing the services of Annual Maintenance of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries for at least **2 years** in their field.
 - 7.3 The turnover of the AMC Agency for the last two Financial Years shall not be less than 05 lakhs. Copies of Audited accounts in the form of Profit/loss Accounts and Balance sheet or Tax return forms shall be enclosed as proof.
 - 7.4 Company/firm should have a certificate of legal status, Place of Registration and Principal place of business of the Firm.
 - 7.5 Company/firm should have a Service Tax Registration
 - 7.6 Company/firm should have an acknowledgement of Income Tax returns filed in the last two years i.e. 2014-15 & 2015-16.

Bidders failing to meet the Technical criteria shall not be considered for Financial Bid Evaluation.

8. The **“TECHNICAL PROPOSAL”** should include the description of the Firm/Companies and their general experience in the field of assignment and competency for the assignment. The technical proposal should also include proposed work plan and approach in response to suggested terms of reference.

The **“TECHNICAL PROPOSAL”** should include the following & all the copies should be duly attested by the Notary OR any Gazetted Officer.



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- i. Letter of proposal **Appendix-A**
- ii. Power of Attorney **Appendix-B**
- iii. Details of bidder/service provider **Appendix-C**
- iv. Statement of Experience **Appendix-D**
- v. Statutory auditor certificates **Appendix-E**
- vi. Annual Turnover Certificate **Appendix-F**
- vii. Technical Bid Form **Appendix-G**
- viii. Declaration **Appendix-H**
- ix. Financial Bid / Price Schedule **Appendix - I**
- x. Company Registration Certificate
- xi. IT returns acknowledgement
- xii. Audited balance sheet certified by Chartered Accounts
- xiii. Service Tax registration issued by appropriate authority.

9. Commercial / Financial Bid Proposal

The "FINANCIAL PROPOSAL" will be on monthly lump sum basis for providing the **Comprehensive Annual Maintenance** of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries at Office of the Commissioner for Public Instruction, N.T.Road, Bangalore. The financial proposal shall be inclusive of all duties, and all types of taxes etc. as applicable. (APPENDIX – I)

The commercial quotes submitted by technically qualified bidders will be opened in e-Procurement platform. Bidders shall quote all inclusive prices (i.e. price inclusive of taxes and all other expenses including applicable Service Tax). This price shall be quoted by bidders directly in e-Procurement portal.

Price to be quoted should be inclusive of all applicable taxes and the Grand total shall be entered in the e-Procurement portal. Only the grand total of such a bidder who has quoted the lowest for each of the category is considered for award of contract.

In case the bidder has quoted the lowest grand total, but fails to become the lowest in any of the category, **Commissioner for Public Instruction, Karnataka** reserves the right to negotiate with the bidder to match the lowest prices as quoted by other bidders in respective category.

Notwithstanding the above, **Commissioner for Public Instruction, Karnataka** reserves the right to cancel the tender if the prices quoted by the bidders is not beneficial to the Government or for any reason whatsoever.

10. General Instructions and Bidding Process

- 1 This invitation for bids is open to all Indian firms who fulfill prequalification criteria as specified in the Tender.



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- 2 Breach of general or specific instructions for bidding, general and special conditions of contract with GoK or any of its user organizations during the past 3 years may make a firm ineligible to participate in bidding process.
- 3 Any specific Company can submit only one bid, and a single company submitting more than one bid shall be disqualified and liable to be black-listed by the Department.

11. Procedure for Submission of Bids:

11.1.1 Tender Processing Fees

Bidder can download the tender document for free from the portal (<http://eproc.karnataka.gov.in>) till the due date and time for bid submission. Any interested bidder shall pay tender processing fee as specified in the e-Procurement portal. The tender processing has to be paid through any of the four e-payment options in the portal:

Credit Card /Debit Card / Internet Banking / NEFT / Over the Counter (OTC).**Please note that payments submitted through cheque or demand draft shall not be accepted.**

11.1.2 Modes of Submission

All interested bidders shall pay EMD and Tender Processing fee and submit their Technical and Commercial Bids responses electronically using the unified e-Procurement platform of the **Commissioner for Public Instruction, N.T.Road, Bangalore Karnataka**. The e-Procurement portal is available at: <https://eproc.karnataka.gov.in>. Companies shall submit the tenders only through the unified e-Procurement system before the scheduled date and time for bid submission.

11.2 Authentication of Bid

The response bid shall be signed by the Bidder or a person or persons duly authorized by the Bidder to the Contract. A letter of authorization shall be supported by a written power-of-attorney accompanying the bid. All pages of the bid, except for un-amended printed literature, shall be initialed and stamped by the person or persons signing the bid.

11.3 Validation of interlineations in Bid

The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the bid.

11.4 Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid including cost of presentation for the purposes of clarification of the bid, if so desired by **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** will in no case be responsible or liable for those costs, regardless of the outcome of the Tendering process.



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11.5 Clarification on Tender Document

A prospective Bidder requiring any clarification on the Tender Document may submit his queries, in writing or by e-mail to jdadmin.edu.sgkar@nic.in. The queries must be submitted in the following format only:

Sl. No	Section No. / Clause No.	Page No.	Reference/ Subject	Clarification Sought

The queries not adhering to the above mentioned format shall not be responded.

The **Commissioner For Public Instruction, N.T.Road, Bangalore, Karnataka** will respond to any request for clarification to queries on the Tender Document, received not later than the dates prescribed in Invitation for Bids / Key events and dates.

11.6 Language of Bids

The Bids prepared by the Bidder and all correspondence and documents relating to the bids exchanged by the Bidder and **Commissioner For Public Instruction, N.T.Road, Bangalore, Karnataka**, shall be written in English language.

11.7 Bid Prices

The Bidder shall indicate price in the prescribed format, the unit rates and total Bid Prices of the equipment/services, it proposes to provide under the Contract. Prices should be shown separately for each item as detailed in Tender Documents. In absence of above information as requested, the bid may be considered incomplete and hence rejected. The price components furnished by the Bidder in accordance with format below will be solely for the purpose of facilitating the comparison of bids by **Commissioner For Public Instruction, Bangalore Karnataka** and will not in any way limit **Commissioner For Public Instruction, Bangalore, Karnataka's** right to contract on any of the terms offered.

The Bidder shall prepare the bid based on details provided in the tender documents. It must be clearly understood that the scope of work is intended to give the bidder an idea about the order and magnitude of the work and is not in any way exhaustive and guaranteed by **Commissioner For Public Instruction, Bangalore, Karnataka**. The Bidder shall carry out all the tasks in accordance with the requirement of the tender documents & due diligence and it shall be the responsibility of the Bidder to fully meet all the requirements of the tender documents.

11.8 Firm Prices

Prices quoted in the bid must be firm and final and shall not be subject to any upward modifications, on any account whatsoever. However, **Commissioner for Public Instruction, Bangalore, Karnataka** reserves the right to negotiate the prices quoted in the bid to effect downward modification.

The Financial bid should clearly indicate the price to be charged without any qualifications whatsoever and should include all taxes, duties, fees, levies, works contract tax and other charges as may be applicable in relation to the activities proposed to be carried out



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including Service Tax as applicable. Prices in any form or by any reason before opening the Financial Bid should not be revealed, failing which the offer shall be liable to be rejected.

11.9 Bid Currencies

Prices shall be quoted in Indian Rupees (INR).

11.10 Bidder Qualification

The "Bidder" as used in the tender documents shall mean the one who has signed the Tender Form. The Bidder may be either the Principal Officer or his duly Authorized Representative, in either cases he/ she shall submit a certificate of authority. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the representative and the principal.

It is further clarified that the individual signing the tender or other documents in connection with the tender must certify whether he/she signs as the Constituted attorney of the firm or a company.

11.11 Bid Security (Earnest Money Deposit)

The Bid shall contain EMD amount of Rs. **8000/- (Rupees eight Thousand only)** and shall be paid through any of the four e-payment options in the portal (<https://eproc.karnataka.gov.in/>):

Credit Card / Debit Card / Net Banking / National Electronic Funds Transfer (NEFT) / Over the Counter (OTC) / e-payment.

The bidder shall be disqualified in the Technical Evaluation process if the prescribed EMD is not submitted along with the bid. The EMD (bid security) of the unsuccessful Bidder/s will be discharged / returned as promptly as possible. No interest will be payable by **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** on the amount of the Bid Security.

The bid security may be forfeited:

- 1) If a Bidder withdraws his/her bid or increases the quoted prices during the period of bid validity, or its extended period, without the explicit consent of the department, if any; or
- 2) In the case of a successful Bidder, if she/he fails within the specified time limit to: sign the Agreement or Furnish the required Performance Bank Guarantee

11.12 Bid Validity Period



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11.12.1 Period of Validity of Bids

Bids shall remain valid for **90** days after the date of opening of Technical Bids prescribed by **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka**. A bid valid for a shorter period may be rejected as non-responsive.

11.12.2 Extension of Period of Validity

In exceptional circumstances, **Commissioner for Public Instruction, N.T.Road, Bangalore – Karnataka** may request the Bidder(s) for an extension of the period of validity. The request and the responses there to shall be made in writing (or by fax or by mail). The validity of EMD shall also be suitably extended.

11.13 Contacting Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka

11.13.1 Contact by Writing

No bidder shall contact **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** on any matter relating to its bid, from the time of bid opening to the time the Contract is awarded. If the Bidder wishes to bring additional information to the notice **Commissioner for Public Instruction, N.T.Road, Bangalore – Karnataka**, it should be done in writing or through an email communication with the email id mentioned in this Tender document.

11.13.2 Rejection of Bid

Any effort by a Bidder to influence the **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

11.14 Commissioner for Public Instruction, Karnataka's Right to Vary Scope of Contract at the time of Award

Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka may at any time, by a written order given to the Bidder, make changes to the scope of the Contract as specified. If any such change causes an increase or decrease in the cost of or the time required for the Bidder's performance of any part of the work under the Contract, whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Value or time schedule, or both, and the Contract shall accordingly be amended. Any claims by the Bidder for adjustment under this Clause must be asserted within **thirty (30) days** from the date of the Bidder's receipt of **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka's** changed order.

11.15 Commissioner for Public Instruction – Karnataka's Right to Accept Any Bid and to reject any or All Bids

Commissioner For Public Instruction, N.T.Road, Bangalore, Karnataka reserves the right to accept any bid and to alter the Tender process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidders or any obligation to inform the affected Bidders of the grounds for **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka's** action.



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11.16 Notification of Award

11.16.1 Notification to Bidder

Letter of invitation (LOI) will be issued on the e-Procurement portal to the successful bidder. The Bidder shall acknowledge in writing receipt of the notification of award and shall send his acceptance to enter into agreement within **seven (7) days** of receiving the notification.

11.16.2 Signing of Contract

The acceptance of LOI shall constitute signing of the agreement. At the same time as **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** notifies the successful Bidder that its bid has been accepted, **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** will send the Bidders the Performa for Contract, incorporating all agreements between the parties. Within **7 days** of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka**.

11.16.3 Release of Bid Security

Upon the successful signing of the agreement, **Commissioner for Public Instruction – Karnataka** shall promptly request the Bidder to provide performance guarantee. On receipt of the performance guarantee, the bid security of all bidders will be released.

11.16.4 Expenses for the Contract

The incidental expenses of execution of agreement / contract shall be borne by the successful bidder.

11.17 Failure to abide by the Agreement

The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** with such penalties as specified in the tender document and the Agreement. For any such termination, **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** reserves the right to blacklist the bidder from participation in the tenders of **Commissioner for Public Instruction, N.T.Road, Bangalore, Karnataka** for a period of **3 years**.

11.18 Performance Bank Guarantee

The successful bidder is required to furnish an unconditional and irrevocable Bank Guarantee for an amount equivalent to **5%** of the bid cost quoted in the commercial bid within **15 days** of the issue of the Letter of Intent valid for a period of **01 year and 06 months**. Failure of the successful Bidder to comply with the requirement shall constitute sufficient grounds for the Annulment of the award and forfeiture of the **EMD**.

In case the tender is extended by one more year, the bank guarantee should be suitably renewed.



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11.19 Rejection Criteria

Besides other conditions and terms highlighted in the tender document, bids may be rejected under following circumstances:

11.19.1 Technical Rejection Criteria

- Failure to conform Technical criteria as per this Tender.
- Bids submitted without or with improper **EMD**.
- Bids which do not conform to required validity of the bid as prescribed in the Tender.
- If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the Tendering Process.
- Any effort on the part of a Bidder to influence the bid evaluation, bid comparison or contract award decisions.
- Bids without signature of person (s) duly authorized on required pages of the bid.
- Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- Technical Bid containing commercial details.
- Revelation of Prices in any form or by any reason before opening Commercial Bid.
- Failure to furnish all information required by the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect.
- Failure to furnish proofs for information provided.
- Bidders not quoting for the complete scope of Work as indicated in the Tender documents, addendum (if any) and any subsequent information given to the Bidder.
- Bidders not complying with the Technical and General Terms and conditions as stated in the Tender Document.
- The Bidder not conforming to unconditional acceptance of full responsibility of providing services in accordance with the Scope of work and Service Level Agreements of this tender.
- If the bid does not confirm to the timelines indicated in the bid.
- Any false declaration by the bidder during the bidding process, following action may be taken:
 - Liable for Legal Action.
 - Forfeiture of entire Performance Bank Guarantee.
 - Forfeiture of any Released payments.
 - Blacklisting of the Vendor.

11.19.2 Commercial Bid Rejection Criteria

- Incomplete Price Bid
- Price Bids that do not conform to the Tender's price bid format
- Total price quoted by the Bidder does not include all statutory taxes (including service tax) and levies applicable.

11.20 Deliverables

The Deliverables of the project would be as per the Tender.



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11.21 Liability clause

Neither party shall be liable to the other for any special, indirect, incidental, consequential (including loss of profit or revenue), exemplary or punitive damages whether in contract, tort or other theories of law, even if such party has been advised of the possibility of such damages.

The total cumulative liability of either party arising from or relating to this Agreement shall not exceed the contract value provided, however, that this limitation shall not apply to any liability for damages arising from (a) willful misconduct or (b) indemnification against third party claims for infringement or (c) death.

11.22 Liquidated Damages

Subject to clause for Force Majeure if the vendor fails to complete the assignment in compliance to the RFP before the scheduled completion date or the extended date or if the vendor repudiates the Contract before completion of the Work, **Commissioner for Public Instruction – Karnataka** at its discretion may without prejudice to any other right or remedy available to **Commissioner for Public Instruction – Karnataka** in the Contract, forfeit the entire performance bank guarantee submitted by the vendor apart from blacklisting of the selected vendor for further participation in any of the tenders of the **Commissioner for Public Instruction – Karnataka** for a period of **3 years**.

Any such recovery or liquidated damages shall not in any way relieve the vendor from any of its obligations to complete the Works or from any other obligations and liabilities under the Contract.

11.23 Guarantee and warranty:

The Bidder hereby declares that the AMC to **Commissioner for Public Instruction, Karnataka** under this contract shall be of the best quality and workmanship and shall be strictly in accordance with the specification and particulars contained/mentioned in contract.

11.24 Disputes

All questions and disputes relating to the meaning of the specifications and instructions here-in before mentioned and as to the quality of service or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the agreement, or otherwise concerning the services and deliverables or the execution or failure to execute the same, the matter in dispute shall, in the first place, be referred to the State Project Director, **Commissioner for Public Instruction, Karnataka**. The **Commissioner for Public Instruction's** decision will be final and binding.

11.25 Interpretation of Clauses

In case of any ambiguity in the interpretation of any of the clauses in the bid document, State Project Director, **Commissioner for Public Instruction, Karnataka's** interpretation of the clauses shall be final and binding on all parties.



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11.26 Third Party Claims

The Vendor shall indemnify **Commissioner for Public Instruction, Karnataka** against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods or any part thereof in reference to this project in India.

11.27 Terms & Conditions and Services Level Conditions

- a) **Award of Contract:** The Contract can be awarded to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined as the Best Value Bid(**Lowest L1**). The decision of **Commissioner For Public Instruction, Karnataka** is final in this regard.
- b) **Termination of contract: Commissioner For Public Instruction, Karnataka** reserves the right to cancel the contract placed on the bidder if:
 - The bidder commits breach of any of the terms and conditions.
 - The bidder goes in to liquidation voluntarily or otherwise.
 - The service is found unsatisfactory, which may be any one or more of the following

In addition to the above, any default by the AMC agency and in any of the terms & conditions (whether General or Special), **Commissioner For Public Instruction, Karnataka** may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or in part, by giving 2 clear working days-notice in writing to the agency, besides taking appropriate action against the agency, including forfeiture of security deposit.

Commissioner For Public Instruction, Karnataka fully reserves the right to terminate the contract of the vendor on the above grounds or any other grounds by which **Commissioner For Public Instruction, Karnataka** finds that the vendor is not functioning as expected.

11.28

- 1. **Monthly Status Report** shall have to be maintained and submitted to Office of the Commissioner of Public Instruction, N.T.Road, Bangalore in the following format by the Resident Engineer.

Sl.No	Description of the equipment	Conditions of the equipment			Remarks
		Working	Needs repair	Need replacement	

Signature of the Resident Engineer

- 2. **Quarterly Service Report** to be submitted along with invoice for quarterly payment

Sl. no	Description of the equipment	Section	Complaint Lodged date & time	Complaint rectified date &	Description of the repair	Acceptance of the section	Signature of



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				time	carried out			the section officer
						Satisfied Y/N	Not satisfied Y/N	

Signature of the Resident Engineer

11.29 Submission, Receipt and Opening of Proposals

The proposals containing technical proposal will be opened by the **Commissioner For Public Instruction, Karnataka, Bangalore** or his authorized representative in his office on **26.04.2016 -3.00 PM.** in the e-form. It may please be noted that the Financial Proposal containing the detailed price offer will be opened after completion of technical evaluation.

The original Proposal (i.e Technical Proposal and Financial Proposal) shall be prepared and submitted in e-Procurement platform.

The bidder shall digitally sign and submit the proposal electronically through the unified e-Procurement platform: <https://eproc.karnataka.gov.in/>

The completed Technical and Financial Proposal must be submitted electronically in the e-Procurement platform on or before the due date for bid submission specified in the e-Procurement platform.

The required technical documents/undertakings should be uploaded in the relevant slots provided in the e-Procurement portal. In case the bidder wishes to upload additional technical documents, the same may be uploaded in additional document section of technical criteria.

No commercial/financial bid shall be uploaded in technical criteria section of e-Procurement portal.

11.30 Evaluation Process

A two stage procedure will be adopted in evaluating the proposals with the technical evaluation being completed prior to any financial proposals being opened. The technical proposals will be evaluated based on the documents provided by the bidder as mentioned at Para7&9 above.

The bids are evaluated in 02 Cover process as below:

- First Cover - Evaluated based on Technical Qualification Criteria
- Second Cover - Evaluated based on Commercial requirement set out in this Tender.



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11.31 Technical Evaluation Conformance

The Bidders shall be evaluated based on the technical criteria in the **Section 7** of this Tender. Bidders failing to meet the Technical criteria shall not be considered for Commercial Bid evaluation.

- a. **Commissioner For Public Instruction, Karnataka** reserves the right to seek clarifications and additional documentary evidence from the bidders to ascertain qualification abilities of the bidders.
- b. Decision of **Commissioner For Public Instruction, Karnataka** in the evaluation of the Technical bids shall be final.

12. Deciding Award of Contract:

- a. The client will carry out the evaluation of proposals on the basis of their responsiveness to the terms of reference, applying the evaluation criteria. A proposal to be considered unsuitable shall be rejected at this stage if it does not respond to the important aspects of the terms of reference or if it fails to produce the relevant documents as sought for at 7 & 9.
- b. The financial proposal shall be opened in the electronic form only, those Firms who are technically qualified.
- c. The Firm quoted the **L1** (least) in financial bid will be considered.

13. Payment Terms

- i) The Payment towards AMC will be made on the basis of work progress and daily reports given by resident engineer
- ii) Payments will be made by account payee cheque to agency after deduction of income tax & statutory taxes (as applicable from time to time) on each bill.
- iii) The agency should submit the bill after completion of one quarter without fail.
- iv) The bill should contain PAN No. (Income Tax Account No.) of agency along with proof.
- v) In case if the agency is claiming Service Tax in the bill, the Service tax and Education-cess there on to be rounded off independently and no fraction is allowed.
- vi) The bill will formally be paid within a period of 15 days from the date of submission of bill provided satisfactory service is offered and all the details as mentioned above are attached.

14. **NON-BLACKLIST DECLARATION:** Tenderer shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Govt. of Karnataka. The Tenderer shall furnish a non-blacklisting certificate that the agency has not been blacklisted in the past by any Govt. or PSUs in Karnataka. The Tenderer has to give an affidavit on letter head as per, **Appendix-J**.



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15. Please note that the Commissioner for Public Instruction, Karnataka, Bangalore, is at full liberty to reject the RFP without assigning any reason. Further, as quality is the principal selection criterion, the Commissioner of Public Instruction, Karnataka, Bangalore is not bound in any way to select the firm offering the lowest price and will have all the right to reject RFP though the firm offered lowest price.
16. The Commissioner for Public Instruction reserves the right to modify or cancel or add any clauses or conditions under TOR or GCC at any point of time during the period of contract. The State Project Director decision is final in case of any dispute.
17. The successful Bidder will be required to furnish Performance Security in the form of DD/Bank Guarantee equal to 5% of the contract value. Successful bidders are required to execute an agreement with Commissioner for Public Instruction.
18. You are requested to hold our proposal valid for 90days from the date of submission without changing the personnel proposed for the assignment and your proposed price. The Commissioner of Public Instruction, N.T.Road, Bangalore, Karnataka will make best efforts to select a Bidder within this period.
19. The payment under this assignment will be subject to normal tax liability in India.
20. We would appreciate if you inform us the following by Telex/E-mail.
 - (a) Your acknowledgement of the receipt of this letter of invitation.
 - (b) Whether or not you will be submitting a proposal.

Yours faithfully,

Commissioner For Public Instruction
New Public Office, Near-RBI,
Nrupathunga Road, Bangalore,
Karnataka 560001

Enclosures:

1. Term of Reference.
2. General conditions of contract
3. Special conditions of Contract

1. Terms and Definition

1. **“GoK”** shall stand for the Government of Karnataka.
2. **“CPI”** refers to **Commissioner For Public Instruction – Karnataka** Bangalore.
3. **“Bidder”** means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Contract shall mean the successful Bidder/Vendor with whom GoK/ **Commissioner For Public Instruction, Karnataka** signs the agreement for rendering of services for this procurement.
4. **“Contract”** is used synonymously with Agreement.
5. **“SLA”** means Service Level Agreement between **Commissioner For Public Instruction,**



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Karnataka and selected bidder.

6. EMD of **Rs.8,000/- (Eight Thousand)** only in the form of e-Payment through E-Procurement.
7. **TOR Means** – Terms of reference.
8. **GCC** – General Conditions of Contract
9. **LOI** –Letter of Invitation



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General conditions of contract

1. General provisions

1.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this contract have the following meanings;

- i. “Applicable Law” means the laws and any other instruments having the force of law in India, as they may be issued and in force from time to time;
- ii. “Contract” means the contract signed by the parties, to which these general conditions of contract (GC) are attached;
- iii. “Effective Date” means the date on which this contract comes into force and effect pursuant of Clause GC 2.1.
- iv. “Contract Price” means the price to be paid for the performance of the services, in accordance with clause 6;
- v. “GCC” means these General conditions of contract;
- vi. “Government” means the Government of Karnataka;
- vii. “Local Currency” means Indian Rupee;
- viii. “CPI” means **Commissioner For Public Instruction** -Karnataka
- ix. “JD – Joint Director (Admn)
- x. “Member” in case the company/firm consists of a joint venture of more than one entity, means any of these entities, and “Members” means all of these entities; “Member in Charge” means the entity specified in the GC to act on their behalf in exercising all the company/firm rights and obligations towards the client under this contract.
- xi. “Party” means the Client or the Agency as the case may be, and parties means both of them;
- xii. “Services” means the work to be performed by the Bidders pursuant to this contract as described in Terms of Reference.



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1.2 Law Governing the contract

This contract, its meaning and interpretation, and the relation between the parties shall be governed by the Applicable Law.

1.3 Language

The contract has to be executed in English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this contract.

1.4 Notices

Any notice, request or consent made pursuant to this contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the party to whom the communication is addressed, or when sent by registered mail, telex, telegram or facsimile to such party at the address specified in the Appendix-C.

1.5 Taxes and Duties

The Bidders and their personnel shall pay taxes, duties, fee and other impositions as may be levied under the applicable law, the amount of which is deemed to have been included in the contract price.

2 Commencement, Completion, Modification and Termination of contract

2.1 Effectiveness of Contract

This contract shall come into effect on the date the contract is signed by both parties or such other latter dates as may be stated by the clients.

2.2 Commencement of Services

The successful Bidder shall begin carrying out the services within seven (07) days after the date the contract becomes effective, or at such other date as may be specified by the clients.

2.3 Modification

Modification of the terms and conditions of this contract, including any modification of the scope of the services or of the contract price, may only be made by written agreement between the parties.



2.4.No Breach of contract

The failure of a party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under this contract insofar as such inability arises from an event of force majeure, provided that the party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this contract, and (b) has informed the other party as soon as possible about the occurrence of such an event.

2.5. Termination

2.5.1. By the Client

The client may terminate this contract, by not less than thirty (30) days' written notice of termination to the Bidders and thirty (30) days' in the case of the event referred to in (b):

- a) If the successful Bidder do not remedy a failure in the performance of their obligations under the contract, within thirty(30) days of receipt after being notified or within such further period as the client may have subsequently approved in writing;
- b) If the client, in its sole, discretion and for any reason whatsoever, decides to terminate this contract.

2.5.2 By the Bidder

The Bidder may terminate this contract, by not less than thirty (30) days' written notice to the client, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this clause.

- a) If the client fails to pay any money due to the bidder pursuant to this contract with in forty-five (45) days after receiving written notice from the bidder that such payment is overdue;
- b) If the client is in material breach of its obligations pursuant to this contract and has not remedied the same with in forty-five(45) days or such longer period as the Bidders may have subsequently approved in writing following the receipt by the client of the Bidders' notice specifying such breach;

2.5.3 Payment upon Termination:

Upon termination of this contract pursuant to clauses GC 2.5.1 or GC 2.5.2 hereof, the client shall make the following payments to the Bidders (after offsetting against these payments any amount that may be due from the Bidder to the client.)

- a) Remuneration pursuant to clause GC 6 hereof for services satisfactorily performed prior to the effective date of termination.



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- b) Reimbursement expenditures pursuant to clause GC-6 hereof for expenditures actually incurred prior to the effective date of termination; and
- c) Except in the case of termination pursuant to paragraphs (a) through (b) of clause GC 2.5.1 hereof, reimbursement of any reasonable cost incident to the prompt and orderly termination of the contract.

3. Obligations of the Bidder

3.1 General

The Bidders shall perform the services and carry out their obligations here under with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices. The Bidders shall always act, in respect of any matter relating to this contract or to the services, as faithful advisers to the client, and shall at all times support and safeguard the client's legitimate interests.

3.2 Conflict of Interests

3.2.1 Bidders not to benefit from commissions, discounts, etc.

The remuneration of the Bidders pursuant to clause GC 6 hereof shall constitute the Bidders sole remuneration in connection with this contract or the services and the Bidders shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this contract or to the services or in the discharge or their obligations here under, and the Bidders shall use their best efforts to ensure that any partner as the personnel and agents of either of them, similarly shall not receive any such additional remuneration.

3.2.2 Prohibition of conflict activities

The Bidders shall not engage, and cause their personnel as well as their partner and their personnel not to engage, either directly or indirectly, in any of the following activities.

1. During the term of this contract, any business or professional activities in GOK which would conflict with the activities assigned to them under this contract; and
2. After the termination of this contract, such other activities as may be specified in the TOR.

3.3.Subletting:

The Bidder shall not sublet, transfer, or assign the contract or any part thereof without the prior written approval of the SSA Office.

3.4. Confidentiality

The Bidders and their personnel of either of them shall not, either during the term or within two (3) years after the expiration of this contract, disclose any proprietary or confidential information relating to the project, the services, this contract or the client's business or operations without the prior written consent of the client.



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APPENDIX - A

TECHNICAL PROPOSAL - STANDARD FORM

**Format for Letter of Proposal
(On the Letter head of the Bidder)**

Date :.....

To,

**Commissioner For Public Instruction
New Public Office, Near-RBI,
Nrupathunga Road, Bangalore,
Karnataka 560001**

Sir,

Ref : Providing services of Annual Maintenance of Desktops Computers, Laptops, Projectors, Printers, scanners, Networking facility and other machineries to the Office of Commissioner of Public Instruction, N.T.Road, Bangalore.

Being duly authorized to represent and act on behalf of..... (hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the Proposal requirements and information provided, the undersigned hereby submits the Proposal for the project referred above.

We confirm that our Proposal is valid for a period of 90 days from (Proposal Due Date)

Yours faithfully,

.....
(Signature of the Authorised Signatory of Bidder)

.....
(Name and designation of the Authorised Signatory of Bidder)



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APPENDIX – B

Format for Power of Attorney for Signing of Proposal

**(On stamp paper of appropriate value)
POWER OF ATTORNEY**

Know all men by these presents, we (name and address of the registered office) do hereby constitute, appoint and authorise Mr./Ms. (name and residential address) who is presently employed with us and holding the position of as our or attorney, to do in our name and on our behalf, all such acts, deeds and things Necessary in connection with or incidental to our bid for the project envisaging providing services of Resident AMC Engineer to State Project Office of all documents and providing information / responses to the Commissioner For Public Instruction, representing us in all matters before Commissioner For Public Instruction, and generally dealing with Commissioner For Public Instruction in all matters in connection with our bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall be deemed to have been done by us.

These powers are granted by us and shall remain in force till the end and expiry of all the contract period and the fulfillment of contractual obligations and liabilities.

For
.....
(Signature)
.....
(Name, Title and Address)

Accepted
.....
(Signature)
.....
(Name, Title and Address of the Attorney)

Note:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same be under common seal affixed in accordance with the required procedure. The Power of Attorney should be on a stamp paper of appropriate value.
2. Also, wherever required, the Bidder should submit for verification the extract of the charter documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
3. In the event of PA holder leaves his employment, the power of attorney should be given to the person filling his place without lapse of time.
4. The Power of Attorney should be notarized.



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APPENDIX - C

Details of the Bidder

1. Name
2. Address of the office(s)
3. Date of incorporation and/or commencement of business.
4. Brief description of the Bidder
5. Name, Designation, Address and Phone Numbers of Authorized Signatory of the Bidder:

- a. Name :
- b. Designation :
- c. Company :
- d. Address :
- e. Telephone Number :
- f. Fax Number :
- g. Mobile Number:
- h. E-Mail Address :

Details of individual (s) who will serve as the point of contact / communication for **Commissioner For Public Instruction** :

- i. Name :
- j. Designation :
- k. Company :
- l. Address :
- m. Telephone Number :
- n. Fax Number :
- o. Mobile Number:
- p. E-Mail Address :



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APPENDIX - D

Format for Statement of Experience

Experience Criterion No 1	
Name of the project	
Name, address and contact details of Client	
Scope of the project	
Scope of work of Firm	
Date of commencement of the project	
Date of completion of the Firm scope of work	
Total billings from project for Firm	

The above statement shall be supported by.

1. Certificate issued by the Client clearly stating the scope of the project, cost of the project and date of successful completion.
2. Certificate from statutory auditor certifying date of successful completion of Firm scope of work in the project and total billings till such date.



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APPENDIX - E

Format for Statutory Auditor Certificates

Date:.....

We have verified the relevant statutory and other records of M/s..... (Name of the Bidder) and certify the M/s..... had been appointed for the purpose of (Name of the project)

We have also scrutinized the documents made available to us for the said project and certify the following:

Date of commencement of the project	Date of completion of the project	Billings for the bidder from the project (Rs.....)

Signature and seal

And registration number of Statutory Auditor



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APPENDIX - F

Annual Turnover Certificate

[Auditor's certificate shall be issued by the Chartered Accountant Firm/Chartered Accountant who regularly audit the Company's accounts]

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the annual turnover furnished by << COMPANY NAME >> for last 02 years i.e. 2013 -14 and 2014-15 as below. This is as per the Statement of Accounts which has been duly verified by me and found correct.

Financial year	Total Turnover of the Company (in Rs Lakhs)
2013-14	
2014-15	

Chartered Accountant Name
Signature
Seal



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APPENDIX - G

Technical Bid Form

This table has to be filled in by the Tenderer without fail. Details are to be furnished in the following proforma.

Sl.No.	Subject	Details
1	Name and address of the Tenderer	
	Official address of the Tenderer (If a Company please indicate registered office address and corporate address separately)	
2	Telephone number of the Tenderer	(Off) : (Res): (Mobile): (Fax): (e-Mail):
3	Whether a Proprietor/Partnership/Company/Any other? – Please indicate	
4	Name/s and address of Proprietor/Partner/Directors (to be furnished)	1. 2. 3. 4.
5	Experience of the tenderer : in said service business (Number of years)	
6	PAN issued by the Income Tax Dept. (a copy of PAN to be enclosed)	
7	Location (Address) of the Company held by the tenderer	
8	Registration and incorporation particulars of the Company. (If Partnership or Proprietorship, please indicate registration details obtained from local authority)	
9	Bank Details 1. Name and address of the Bank: 2. Bank Account No. 3. Type of Account	
10	Details of Technical and Supervisory Staff proposed to be deployed	



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11	Annual Turnover for the year 2013-14 to 2014-15	
12	Audit Balance sheet and profit and loss account for the years 2013-14 to 2014-15	
13	Income tax returns filed for the year 2013-14 to 2014-15	
14	EMD payment details	
15	Acceptance of GCC and SCC of tender document	YES/NO

I/We hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

**SIGNATURE OF TENDERER
WITH OFFICIAL SEAL**

Date:

Note :

1. The Tenderers, as the case may be, shall submit self-attested copies of PAN Card, Certificate of Incorporation, and Certificates of registration from local authorities, Partnership Deed, Articles and Memorandum of Association.
2. Authorization letter of the Company in case the person signing the tender document is an authorized representative of the company.
3. Please attach a copy of latest income tax return.
4. The enclosures related to Sl.No1 to 16 must be self-attested and uploaded. If at sl.no.16 the bidder mentions as "NO" the bid will be considered as ineligible.



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APPENDIX – H

DECLARATION

(Self-declared Affidavit on letter head)

I / We hereby declare that our Services / Firm / Company (i.e. Business Establishment) has not been blacklisted in the past by Government of India or by any State Governments or Union Territories or by PSUs. There is no vigilance / Police / CBI case pending against our establishment. Further we declared that our establishment has not been blacklisted in the past by any institution in Karnataka.

Place:
Date:

SIGNATURE OF TENDERER
WITH OFFICIAL SEAL



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APPENDIX – I

FINANCIAL BID / PRICE SCHEDULE

Sl. No	ITEMS DISPRECTIOBS	No. of equipment	AMC cost per month per equipment (in Rs.) including all applicable taxes	AMC Cost of all equipment per month(in Rs) including all applicable taxes
1	DESKTOP COMPUTER	178		
2	SERVER IBM	01		
3	LASER JET PRINTER (HP,CANON,LEXMARK,ETC)	47		
4	DOT MATRIC PRINTER (tvs)	01		
5	LAPTOPS	12		
6	SCANNERS (HP)	11		
7	NET WORK IO POINTS	200		
8	WIRELESS NETWORK DEVICE (TP LINK & DLINK)	5		
9	NET WORK SWITCH'S	10		
10	PROJECTORS (EPSON 2nos & HITACHI)	03		
11	BIOMETRIC DEVICE	03		
12	SONIC FIRE WALL	01		