GOVERNMENT OF MEGHALAYA
MEGHALAYA BASIN DEVELOPMENT AUTHORITY
(MBDA)

COMMUNITY-BASED FOREST MANAGEMENT AND LIVELIHOOD IMPROVEMENT IN MEGHALAYA

<u>Invitation for Bids (IFB) through eProcurement System</u>

FOR

PROCUREMENT OF OFFICE EQUIPMENT

Additional Project Director
Community-Based Forest Management
and Livelihood Improvement in Meghalaya
Meghalaya Basin Development Authority (MBDA), Shillong

Office of the Project Director
Community-based Forest Management and
Livelihood Improvement in Meghalaya
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Development Authority

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JICA
Japan International
Cooperation Agency

www.mbda.gov.in

MBDA/JICA/2022/806/581   **Date: 6th June, 2022**

LETTER OF INVITATION

From
Shri Gunanka D.B. IFS
Additional Project Director, MeCFLIP
Meghalaya Basin Development Authority (MBDA)

To: _____
               _____
               _____

INVITATION FOR BIDS FOR PROCUREMENT OF OFFICE EQUIPMENT

Sir/Madam,

1. You are invited to submit your most competitive Bid Online for the following list of items as indicated below:

Slno	Brief Description of the Goods*	Quantity	Delivery Period	Installation& Commissioning Required?	Consignee Address
# 1	Portable Projector	22		No	14 Nos to Tura & 8 Nos to Shillong
# 2	Potable PA System	22		No	14 Nos to Tura & 8 Nos to Shillong
# 3	Multi-Function Colour Printers	36	30 days	No	19 Nos to Tura & 17 Nos to Shillong
# 4	Plotter cum Scanner	1		Yes	Tura
# 5	External SSD (4 TB)	5		No	All 5 Nos to Shillong
# 6	Handheld GPS	26	30 days	No	All 26 Nos to Shillong

Slno	Brief Description of the Goods*	Quantity	Delivery Period	Installation& Commissioning Required?	Consignee Address
# 7	Laptop	1	30 days	No	Shillong
# 8	Erdas Imagine Software	4	30 days	No but demonstration	All 4 Nos to Shillong

Detailed Specifications given at Annexure 1

2. Your Bid must be submitted online on https://meghalayatenders.gov.in on or before the date mentioned below :

3. The deadline for receipt of your sealed bid is June 20, 2022 by 16:00 Hrs. (IST). Bids will be opened on June 20, 2022 at 16:30 Hrs. electronically.

Terms and Conditions

1. **Eligibility:** A Bidder (a) shall be a Citizen of India; (ii) Should not be blacklisted or suspended by Central or any State Government Departments in India.

2. **Clarifications & Amendments**: If the Purchaser receives any request for clarification of this IFB Document, it will upload its response together with any amendment to this document, on www.mbda.gov.in and also on https://meghalayatenders.gov.in for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions and for Award of Contract.No Clarifications will be entertained with only one week time left for opening. The email id for any procurement related correspondence is jicaprocurement.mbda@gmail.com.

3. **Delivery Period:** 30 days from the date of issue of supply order.

4. **Place of Delivery: Shillong and Tura.**

    1. Meghalaya Basin Development Authority (MBDA), JICA office, 2nd Floor, Shalom Building, Lower Lachumiere, Shillong -793001, Meghalaya.

    2. Office of the Meghalaya Basin Development Authority (MBDA), Community Based Forest Management and Livelihood Improvement in Meghalaya, District Project Management Unit –West Garo Hills, Tura, 2nd Floor, SMELC Building, Dakopgre- 794001.

5. **Quotation Price:**
    a) The bidder must quote the price inclusive of all duties, taxes and other levies payable on the raw materials and components and cost of installation and commissioning.
    b) Goods and Service Tax (GST) should be indicated separately.
    c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
    d) The Prices shall be quoted in Indian Rupees only.
    e) Bidder must expressly mention the make/brand of the item offered by them in the price schedule along with proper product brochures.

6. **Documents for Qualification:** Bidders are requested to submit copies of the following documents as evidence of your qualification.
    a. Valid trading license/registration or equivalent/Exemption Certificate/
    b. Incorporation Certificate.
    c. Valid certificate of GST registration;
    d. Certificate of Distributorship/Authorization from Original Equipment Manufacturer (OEM)
    e. Test/Approval Certificate for the specified rating of the Power Generator from any of the designated agency authorized by CPCB.
    f. Declaration**(Annexure II)**

7. **Validity of Bids:** Bids shall remain valid for a period not less than 90 days after the deadline date specified for submission.

8. **Evaluation of Bids:** The Purchaser will evaluate and compare the quotations that are determined to be substantially responsive i.e., which
    (a) are properly signed;
    (b) confirm to the terms and conditions, Specifications **(Annexure I),**
    (c) Information provided by the bidder will be evaluated and any historical information, if required may be asked from the bidders during evaluation of bids.

9. **Award of contract:** The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive and who has offered the lowest evaluated quotation price. The announcement for this assignment will be published in www.mbda.gov.in
    a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract. The numbers against each item may increase or decrease by 10 to 15 percent at the time of issuing the Purchase Order.
    b. The bidder whose quotation is accepted will be notified of the issue of Supply Order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order.

10. **Payment:**Payment shall be made with 60 days after delivery of the goods.
11. Demonstration and operation will have to be exhibited by the Supplier/Manufacturer's representative in respect of the equipment as and when called for at the cost of the Supplier.
12. The Supplier shall:
    (a) have Service Center at Shillong to attend any call from the Purchaser or Representative for any difficulties and solve the problem within three days.
    (b) employ suitable skilled persons to carry out the installation and commissioning if required.

13. Warranty:
    (a) The warranty shall be as per standard T&C of the equipment from the date of delivery, installation and commissioning.

14. The Purchaser reserves the right withdraw or cancel the Request for Bid anytime during the bid validity period without citing any reason thereof.

Sd/-
(Shri. Gunanka D B, IFS)
Additional Project Director, MeCFLIP
MBDA, Shillong.

FORMAT OF QUOTATION *

Sl. No.	Description of Goods	Specifications (complied or Not complied as per requirement)	Make	Quantity	Quoted Unit Rate at destination in Rs.	GST Rate	*Total Price per line item at Destination - inclusive of discounts, all taxes and duties	
							In Figures	In Words
1								
2								
3								
4								
5								
6								
7								
8								

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs............   (amount in figures) (Rs. .... amount in words) within the period specified in the Invitation for Bids.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature of Supplier

SUPPLY ORDER

To:

M/s
……………………………………………………
………………………………………………………
……………………………………………………

Dear Sirs,

Sub: Supply of ………………………………………………………
………………………………………………………………………

Reference:Your bid no…………. Dated **………………………………**

1. Your bid no……of **……………………………**(Date) for the supply of **…………………………… has been accepted. You are requested to** supply the following goods/equipment at the rates quoted by you and specified against each as per the specifications and terms & conditions specified hereunder:

Lot#	Brief description of goods/ equipment	Specifications	Quantity to be supplied	Unit Rate (Rs.)	Total Price (Rs.)
Lot # 1					
Lot # 2					
Lot # 3					
Lot # 4					
Lot # 5					
Lot # 6					
Lot # 7					
Lot # 8					
			Total		

1. Delivery Period: ……….days from the date of issue of this supply order.
2. Place of delivery ………………………………………………….
3. Consignee Address: …………………………………………
4. GST if any will be paid at actual prevailing on the date of supply (if not already included in the cost above.
5. Extended Warranty/Guarantee shall be 12months from the date of delivery and acceptance.
6. Payment shall be made within 60 days of delivery; and acceptance of thegoods/equipment.

(Purchaser)
Date:

Name: Shri.Gunanka D.B. IFS
Designation: Additional Project Director, MeCFLIP
Place: Shillong, Meghalaya

SPECIFICATIONS -

Sl. No.	Item	Specification		Total quantity
1	Portable Projector	**Technology**	single-chip LCD	22
		Brightness	2400 Lumens	
		Contrast Ratio	2000:01:00	
		Projection	3 LCD	
		Native Resolution	800x480	
		Max Resolution	1280X480	
		Ultra Short Throw	Yes	
		Native Aspect Ratio	16:10	
		Video Compatibility	720p, 1080i, 1080p/60, 480p, 480i	
		Lamp Life	40,000 hours	
		Audio	2W x 2	
		Classroom	Yes	
		Warranty	1 year	
		Connectivity	USB Port, HDMI	
2	Portable PA System	**Speaker**	1x12" Speaker, 1xHF Driver	22
		Power Output (BI-Amp)	50W Max. (LF+HF) LF: 35W Max HF: 15W Max	
		Input Channels	2 x Mic 3mV/4.7kΩ, 1 x Aux 100mV/47kΩ, Music 100mV/47kΩ, 2 x Wireless MIC	
		Frequency Response	55-18,000Hz ±3dB (Bi-Amp)	
		S/N Ratio	S/N Ratio: 60dB	
		Tone Controls	Bass ±5dB at 100Hz, Treble ±5dB at 10kHz	
		Digital Player	MP3 player with USB, SD, MMC card reader, Recording function and Bluetooth	
		Preamp Output	Preamp Output: 200mV/600Ω	
		Protections	AC Fuse: 1 Amp. 250V (T 1A L)	
		Power Supply	AC : 220V-240V 50/60Hz, DC : 12V Car Battery (external), 12V 7Ah Rechargeable battery (built-in)	
		AC Power Consumption	60VA	
			TRANSMITTER	
		Wireless Microphone	2 x Hand Held	
		Frequency Stability	±0.005%	

Sl. No.	Item	Specification		Total quantity
		Max. Modulation	45dB	
		RF Output	10mW	
		Battery	Li Rechargeable / AA / AAA batteries	
		Frequency Response	50-15,000Hz	
		Current Consumption	< 200mA	
		Warranty	12 months	
3	Multi-Function Colour Printer	Printer Type	Print, Scan, Copy, Fax with ADF	36
		Print Method	PrecisionCore Heat-Free Technology	
		Minimum Ink Droplet Volume	3.8 pl	
		Printer Language	ESC/P-R	
		Maximum Monthly Duty Cycle	Up to 45,000 pages	
		Colour Nozzle Configuration	400 x 2 nozzles each colour (Black, Cyan, Magenta, Yellow)	
		Print Direction	Bi-directional printing, Uni-directional printing	
		Maximum Resolution	4800 x 1200 dpi (with Variable-Sized Droplet Technology)	
		Printer Control Language Emulations	PCL5c, PCL6, Compatible with PostScript Level 3, PDF (ver1.7)	
		Automatic 2-sided Printing	Yes	
		Copy Quality	Text, Text & Image, Text & Image (Best), Photo	
		Maximum Copies from Standalone	999 copies	
		Reduction / Enlargement	25 - 400%, Auto Fit Function	
		Maximum Copy Size	A4, Letter	
		ISO 29183, A4 Simplex Flatbed (Black / Colour)	Up to 22ipm / 22ipm	
		ISO 24735, A4 (Black/Colour, 1:1)	Up to 22ipm / 22ipm	
		ISO 24735, A4 (Black/Colour, 1:2, 2:2)	Up to 14ipm / 14ipm	
		Max Copy Resolution	600 x 1200 dpi	
		Copy Paper Size (Flatbed)	Letter, A4, B5, A5, B6, A6, 16K, 13 x 18 cm, 16:9, 10 x 15 cm, #10, DL, C4, C6	
		Warranty	Twelve months onsite	

Sl. No.	Item	Specification		Total quantity
4	**Plotter cum Scanner**		Wide format Coloured Plotter Cum Copier Cum Scanner Cum Copier- A0 size with introductory print cartridges and 5 set of spare cartridges	1
		Function	Print, copy, scan	
		Print	Speed - One A0 Sheet Per 30 sec to 1 Minute Resolution - 2400 x 1200 dpi Line accuracy- + 0.1% Applications - Line drawings, Renderings, Presentations, Maps, Photographs	
		Media Type	Paper, tracing, film and coated media, bond and coated paper, technical paper, photographic paper,	
		Media	Input- Two automatic roll feeds [core dia 2"], automatic roll switching, manual cut sheet feeding	
		Output	Output stacking tray upto 50 sheets stacking capacity, media bin, automatic cutter Size: Roll width : 279 to 914 mm Sheets: A4, A3, A2, A1, A0 size [untrimmed]	
		Scan	Straight through scan paper for sheet and cardboards Speed 190 mm/s for grayscale and 62 mm/s for colour [minimum] Resolution 600 dpi Calibration sheet to be included in the scope of supply	
			jpeg, pdf, tiff- Scan Format	
		Scan to	File, email, USB, HDD, network folder, FTP	
		Memory	128 GB (virtual), 500 GB hard disk minimum	
		Connectivity	High-Speed USB (USB 2.0 compatible), Gigabit Ethernet (1000 Base-T)	
		Driver	Drivers for Windows and LINUX operating systems; PostScriptPDF drivers for Windows and Linux	
			Pre Loaded- Like Scan To File, Print To File etc.	
		Power	Input voltage 220 VAC, 50 Hz	
		Warranty	Two year Comprehensive on-site warranty	

Sl. No.	Item	Specification		Total quantity
5	**External SSD**	Storage Capacity	4TB SSD	5
		Compatible OS	Windows 10, Windows 8, Windows® 7, Windows Vista and Mac OS 10.4+ etc.	
		Interface	USB 3.1 (Gen 2) or Higher	
		Water resistant	IP55 for water and dust resistance or Higher	
		Data Transfer Rate	Min 1000 mbps	
		Form factor	External Portable	
		compatibilty	Type C or Higher	
		Warranty	3 years warranty	
6	**Handheld GPS**	**General**		26
		Display size	Min 3 inch	
		Display resolution	Minimum 240 x 400 pixels	
		Display type	Transflective color TFT	
		Weight	Maximum 300gm with batteries	
		Battery	Ni-MH or Lithium	
		Water Rating	IPX7	
		Built-in memory	16 GB Minimum	
		High-sensitivity receiver	Yes	
		Interface	High-speed USB and NMEA compatible	
		Built-in Antenna	Yes	
		WAAS Enabled	Yes	
		Maps & Memory		
		Preloaded maps	Yes	
		Satellites supported	NavIC, GPS, GLONASS, GALILEO, QZSS	
		Pre-loaded Handheld Software	Yes	
		Ability to add maps	Yes	
		Base Map	Yes	
		Accepts Memory Card	Yes	
		Waypoints/favorites/locations	10000	
		Routes	250	
		Track log	20000 points, 250 saved gpx tracks, 300 saved fit activities	
		Area Calculation	Yes	

Sl. No.	Item	Specification		Total quantity
		Sensors		
		Barometric Altimeter	Yes	
		Accelerometer	Yes	
		Electronic Compass	Yes (tilt-compensated 3-axis)	
		Connectivity		
		Wireless Connectivity	yes (Wi-Fi, Bluetooth, ANT+)	
		USB	Yes	
		Outdoor Features		
		Area calculation	Yes	
		Automatic routing (turn by turn routing on roads)	Yes	
		Geocaching-friendly	Yes	
		Custom maps compatible	Yes	
		Hunt/fish calendar	Yes	
		Sun and moon information	Yes	
		Picture viewer	Yes	
7	**Laptop**	Display	Minimum 13-inch (diagonal) LED-backlit Retina display	1
		Resolution	Minimum 2560*1600	
		RAM	16 GB or above (Expandable RAM up to 64 GB)	
		Chipset	Apple M1 Chip or Higher	
		Storage SSD	Minimum 512 GB	
		Operating system	MacOS	
		Wi-Fi	802.11 a/b/g/n/ac or Higher	
		Bluetooth version	5.0 or Higher	
		Weight	not more than 2.0 kg	
		Web Camera	Yes (HD Camera)	
		Keyboard	Backlit Magic Keyboard	
		Warranty	Minimum 1 year	
8	**ERDAS Software**	**ERDAS Imagine latest ver.-Hexagon**		4
		Image Processing Software	Consolidated Workflow	
			Smart Image processing	
			Create Dynamic Model	
			Create and Design Maps and 3D Scenes	
			Machine Learning, Remote sensing tools and algorithms	

Sl. No.	Item	Specification		Total quantity
			Automated Image-to-Image Registration and Edge Matching	
			Advanced Change Detection	
			Merging and Stacking	
			Image analysis, remote sensing, and GIS	
			Support for optical panchromatic, multispectral and hyperspectral imagery, radar, and LiDAR data	
			User-friendly ribbon interface	
			64-bit, multi-core and distributed processing	
			Spatial modeling with raster, vector, and point cloud operators, as well as real-time results preview	
			High-performance terrain preparation and mosaicking	
			A variety of change detection tools	
			Image classification and feature extraction using Machine Learning and Deep Learning Tools	
			Ability to convert more than 200 image formats into all major file formats, including GeoTIFF, NITF, CADRG, JPEG, JPEG2000, ECW, and MrSID	
			Easily move data between the different Producer Suite packages	
			Complimentary Training	
			Warranty	
		Expansion Pack of Image Processing Software	Auto Sync, Virtual GIS, Delta Cue, NITF, Stereo Analyst, Ortho Radar & Stereo SAR DEM	

DECLARATION

IFB No. _____

Date: _____

To

      The Additional Project Director,
      Community-based Forest Management and Livelihood Improvement in Meghalaya,
      Meghalaya Basin Development Authority (MBDA),
      Shillong-793003, Meghalaya

We, the undersigned, declare that:

(i) We offer to supply in conformity with the Terms and Conditions and in accordance with the delivery schedule as specified.

(ii) Our Bid shall be valid for a period of 90 days from the date fixed for the bid submission deadline in accordance with the terms & conditions.

(iii) We are not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.

(iv) Our business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.

Name [Insert complete name of the person signing the Bid] :
Designation [Insert legal capacity of person signing the Bid] :
Signed [Insert signature of person whose Name and capacity shown above] :
Duly authorized to sign the Bid for and on behalf of [Insert complete Name of the Bidder] :
Date: