



Mizoram State E-Governance Society

(A Society under the Govt. of Mizoram)

Regn. No. SR/MZ-89 of 2005-06

Secretariat Building Annex-I,
Aizawl - 796001, Mizoram
Phone: 91-389-2319637
Fax: 91-389-2319632

No.D.11016/26/2016 –MSeGS

Dated Aizawl, the 4th January, 2017

NOTICE INVITING TENDER FOR SUPPLY OF UID ENROLMENT KITS

Sealed Tenders are hereby invited from registered firms by the undersigned for and on behalf of the Board of Governors of Mizoram State e-Governance Society (MSeGS) for supply of Laptops, Printer, Scanner, Fingerprint Scanner, Iris Scanner etc. from reliable firms/stockiest /dealer for 'UID Enrolment Kits' as listed in the Annexure-B during 2016-17 which will be received on or before 25th January, 2017 at 3:00 PM and will be opened on the same day at 3:00 PM. The Tenderers or their representatives may also be present at the time of opening of the quotations, if they so desire.

(Dr. LALTHLAMUANA)

Chief Executive Officer

Mizoram State e-Governance Society

TERMS AND CONDITIONS

1.0 NOTICE INVITING TENDER

- 1.1 Mizoram State e-Governance Society (A Society under ICT Department) Government of Mizoram invites bids for supply of UID enrollment kits for enrolment of under UIDAI
- 1.2 The bidders are advised to study the tender document carefully. Submission of bids shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- 1.3 Mizoram State e-Governance Society is seeking proposal for supply of Enrolment kits for UIDAI which include Laptop, Scanner, Printer, IRIS Scanner, Finger print scanner etc. Biometric devices should be STQC certified and approved by UIDAI for Aadhaar enrolment.
- 1.4 Interested bidders can download Tender documents from the websites www.tender.mizoram.gov.in and www.msegs.mizoram.gov.in for the purpose of submission of their bid. However the bidder is required to pay Rs. 1000/= (Rupees One Thousand only), non-refundable, through demand draft only, drawn on a scheduled bank payable at Aizawl, Mizoram in favour of “CEO, Mizoram State e-Governance Society”, in a separate envelope along with the TECHNICAL BID (Part – I).
- 1.5 In addition, the complete tender document is also available for sale from the office of Chief Executive officer, MSEGS, Secretariat Building ANNEX-1, Treasury Square, Aizawl Mizoram, Pin- 796001, Mizoram on and from 6th January 2017 by depositing a demand draft of Rs. 1000/= (Rupees One Thousand only) drawn on a scheduled Nationalized bank payable at Aizawl, Mizoram, in favour of “Mizoram State e-Governance Society”.
- 1.6 The EMD for this proposal is Rs. 2,00,000 (Rupees Two Lakhs) only.
- 1.7 Bidder shall submit their bids in TWO PARTS, each in a separate sealed envelope super-scribed with the Tender document number, due date, time, Tender name (Procurement of Enrolment Kits) and nature of bid (Technical bid or Financial Bid)
- 1.8 Important dates & Events:

Sl No	Information	Dates
1.	Tender No and Date	D.11016/26/2016-MSeGS
2.	Sale of Tender Document	6.01.2017
3.	Last date for submission of written queries for clarifications	13.01.2017

4.	Date of pre-bid conference	18.01.2017 @ 11 Hours
5.	Release of response to clarifications	20.01.2017
6.	Last date (deadline) for submission of bids	25.01.2017 @ 15 Hours
7.	Opening of Technical Bids	25.01.2017 @ 15 Hours
8.	Opening of Commercial Bids	27.01.2017 @11 Hours
9.	Issue of letter of intent (LOI)	30.01.2017

1.9 Please note that the dates mentioned are tentative. MSeGS reserves the right to make any changes in the dates.

1.10 Mizoram State e-Governance Society reserves the right to reject any or all the Bids in whole or part without assigning any reasons.

Tender inviting Authority:

Chief Executive Officer,
Mizoram State e-Governance Society,
(A Society under Department of ICT, Govt. of Mizoram)
3rd Floor, Secretariat Building Annex-1, Treasury Square
Aizawl Mizoram.
Email: muana.mizo@gmail.com
Phone: (+91) 9436140113, Fax: (+91) 080 - 22373841)

Address for Communication:

Technical Officer,
Mizoram State e-Governance Society,
(A Society under Department of ICT, Govt. of Mizoram)
4th Floor, Secretariat Building Annex-1, Treasury Square
Aizawl Mizoram.
Phone: (+91) 9436144792
Email: sa.ict@mizoram.gov.in , vanlalringa@gmail.com

2.0 INSTRUCTION TO BIDDERS

2.1 Definitions

In this tender document and associated documentation, the following terms shall be interpreted as indicated below:

- i. "OEM" means Original Equipment Manufacturer.
- ii. "The Bidder" means the authorized dealer of the OEM who bids or offers the goods and services against this tender.
- iii. "The Purchaser" means Chief Executive Officer (CEO), Mizoram State e-Governance Society (MSeGS), Government of Mizoram
- iv. "The Indenter/Buyer" means any officer authorized by the CEO, MSeGS to place an order for supply of goods and services to the vendor.
- v. "The Vendor" means the successful bidder or the dealer of the successful bidder with whom the Purchaser enters into a Contract against this tender. The bidder is expected to specifically state the details of the dealers in the bid.
- vi. "The Contract" means an agreement entered into by the Purchaser with the vendor by signing a contract form in a given format by the parties, including all the attachments and appendices thereto, and all documents incorporated by reference therein;
- vii. "The Contract Price" means the price payable to the Vendor under the contract for the full and proper Performance of its contractual obligations;
- viii. "The Goods" means the enrolment kits with the specifications as defined in this Tender
- ix. "Services" means services ancillary to the supply of the Goods, such as transportation and insurance for the entire period of contract including 3 years of maintenance, and any other incidental services applicable etc, such as installation, commissioning, provision of technical assistance, operations and maintenance manual, training, on-site comprehensive warranty, testing, annual maintenance and other obligations of the Vendor covered under the Contract.
- x. "Consignee" means the officer authorized by the Government of Mizoram for receiving goods/services at the place of receipt;
- xi. "Non compliance" means failure/refusal to comply with the terms and conditions of the tender;
- xii. "Non responsive" means failure to furnish complete information in a given format and manner required as per the tender documents or non-submission of tender offer in given Forms / Pro forma or not following procedure mentioned in this tender or any of required details or documents is missing or not clear or not submitted in the prescribed format or non submission of tender fee or EMD.
- xiii. "Testing" means testing of the equipment exclusively in STQC (Standardization Testing and Quality Certification) approved laboratory- www.stqc.nic.in under specified environment;

2.2 Submission of Tender:

- i. Bidder shall submit their bids in TWO PARTS, each in a separate sealed envelope super-scribed with the Tender document number, due date, time, Tender name (Procurement of Enrolment Kits) and nature of bid (Technical bid or Financial Bid)

PART-I: Original and 2 copies of TECHNICAL BID, complete with all details, Bid Security and Cost of Tender Document, Eligibility Criteria. Envelope needs to be superscribed as “**Technical Bid**”- Do not open before 25.01.2017 at 15:00 hours

Note: Filling up prices in Part I will render the bidder disqualified.

PART-II: Original and 2 copies of FINANCIAL BID with full price details. Envelope needs to be superscribed as “**Commercial Bid**” Do not open before 27.01.2017 at 11:00 hours”

- ii. The envelopes containing Part-I and Part-II of offer shall be enclosed in a larger envelope duly sealed and marked as Response to Tender with title and reference number, and a statement "To be opened by addressee only" and the name and address of the Bidder.
- iii. All the envelopes shall be addressed to the following address:

**Chief Executive Officer,
Mizoram State e-Governance Society (MSEGS)
Secretariat Building ANNEX-1
Treasury Square, Aizawl
Mizoram- 796001**

- iv. The bidder must also submit soft copies each of the Technical and Commercial Bids in the ‘PDF Format’ only in separate CDs, duly packed in the respective envelopes.
- v. Please note that MSEGS will not be responsible for any discrepancy, if exists between the hard copy and the soft version of the bid submitted by the bidders.
- vi. The outer and inner envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in the case it is declared “late” pursuant, and for similar purposes.
- vii. If the outer envelope is not sealed and marked as above, MSEGS will bear no responsibility for the misplacement or premature opening of the Bid.
- viii. Only detailed complete bids in the form indicated above received prior to the closing time and date of the bids shall be taken as valid.
- ix. Bids submit through Telex/Telegrams/Fax/e-mail shall not be acceptable

2.3 Pre-bid conference

A Pre-Bid conference of all the interested bidders will be held at the scheduled date and time. The bidders will have to submit their queries through email to the address(es) sa.ict@mizoram.gov.in. In pre-bid meeting problems of general nature will be entertained. Any change decided in the pre- bid shall be uploaded on the website www.tender.mizoram.gov.in and www.msegs.mizoram.gov.in system as corrigendum. The corrigendum and pre- bid clarifications will form a part of this bid document

2.4 Pre-Bid Queries:

The bidders will have to submit their queries to email of sa.ict@mizoram.gov.in on or before 13th January, 2017. Any modification shall be uploaded in website of www.tender.mizoram.gov.in and www.msegs.mizoram.gov.in as corrigendum/addendum. This will form a part of the bid document.

2.5 Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its tender, and the Purchaser will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

2.6 Earnest Money Deposit / Bid Security Deposit

The EMD should be denominated in Indian Rupees, and should be in the form of Demand Draft issued by a Nationalized Bank, in favor of “CEO, Mizoram State e-Governance Society (MSeGS), Secretariat Building, Annex-1 , Treasury Square. Aizawl - 795001, Mizoram. Validity of EMD will be for 180 days from the bid opening date.

The bidder shall be disqualified in the pre-qualification 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, but not later than 60 days after the award of the contract to the successful bidder.

No interest will be payable by MSeGS on the amount of the Bid Security.

The bid security may be forfeited:

- 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
- In the case of a successful Bidder, if s/he fails within the specified time limit to: Sign the Agreement or Furnish the required Performance Bank Guarantee.

2.7 Erasures or Alterations and Signing of Tender Offers

The original Tender Offer shall be signed by an authorized signatory of the Bidder/ Vendor. Such authorization shall be indicated by power-of-attorney or Board Resolution accompanying the tender offer. The person or persons signing the Tender Offer shall sign/ initial all pages of the Tender Offer, except for un-amended printed literature. All the pages of the tender offer/bid should also bear the seal of the bidder/ vendor except for un-amended printed literature. The Tender Offer shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in that case such corrections shall be initialed by the person or persons signing the offer and should also bear the seal of the bidder/vendor.

2.8 Costs and Currency

The offer must be given in Indian Rupees () only, inclusive of the following:

- i. Cost of the equipment
- ii. Installation and commissioning charges
- iii. Required software installation to make kit ready for Aadhaar enrolment
- iv. Warranty charges
- v. Transportation and Forwarding charges to the site
- vi. Insurance includes all risk electronic equipment insurance for portable items, to cover for all equipment during entire period of contract which is inclusive of the 3 years maintenance period of the contract.
- vii. All taxes both direct and indirect including service tax and levies

2.9 Fixed Price:

The Commercial Offer shall be on a fixed price basis, inclusive of all taxes and levies (all direct and indirect taxes including local duties, levies etc). No price variation shall be asked for relating to increase in customs duty, excise tax, dollar price variation, etc.

2.10 Offer Validity Period:

The tender offer must be valid for 180 days from the date of opening of the tender, which may be extendable based on mutual agreement.

2.11 Right to Alter Items:

The Purchaser reserves the right to include or exclude any tender item/s as also the number of items, and the purchaser reserves the right to make change in specifications of any items.

2.12 Clarification on Offers:

To assist in the scrutiny, evaluation and comparison of offers, the Purchaser may, at its discretion, ask some or all the Bidders for clarification of their offers on any of the points mentioned therein and the same may be sent through email, facsimile.

2.13 Amendment of bidding Document

- i. At any time prior to the deadline for submission of bids, the purchaser may, for any reason, whether on its own initiative or in response to the request for clarification by a prospective bidder, modify the bidding documents.
- ii. All prospective bidders who have attended the pre- bid conference /purchased the bidding documents will be notified of the amendment in writing.
- iii. In order to allow prospective bidders reasonable time to take into the consideration the amendments while preparing their bids, the purchaser at its discretion may extend the deadline for the submission of bids.
- iv. The purchase committee reserves the right to make any kind of amendments in the operational terms of the tender that they feel is required even after opening of technical bid of the tender.

2.14 Language of Bid

The bid, as well as all correspondence and documents relating to the bid exchanged by the bidder and the purchaser, shall be in English language only. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an appropriate translation in English language and in such a case, for purpose of interpretation of the bid, the translation shall govern.

2.15 Confidentiality

- i. As used herein, the term “Confidential Information” means any information, including information created by or for the other party, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures of either party or any of its affiliates, or any client of either party, except such information which is in the public domain at the time of its disclosure or thereafter enters the public domain other than as a result of a breach of duty on the part of the party receiving such information. It is the express intent of the parties that all the business process and methods used by the Bidder in rendering the services hereunder are the Confidential Information of the Bidder.
- ii. The Bidder shall keep confidential any information related to this tender with the same degree of care as it would treat its own confidential information. The Bidders shall note that the confidential information will be used only for the purposes of this tender and shall not be disclosed to any third party for any reason whatsoever.
- iii. At all times during the performance of the Services, the Bidder shall abide by all applicable security rules, policies, standards, guidelines and procedures. The Bidder should note that before any of its employees or assignees is given access to the Confidential Information, each such employee and assignees shall agree to be bound

by the term of this tender and such rules, policies, standards, guidelines and procedures by its employees or agents.

- iv. The Bidder should not disclose to any other party and keep confidential the terms and conditions of this Contract agreement, any amendment hereof, and any Attachment or Annexure hereof.
- v. The obligations of confidentiality under this section shall survive rejection, expiry or termination of the contract.

2.16 Insurance

- i. The seller at his cost shall arrange, secure and maintain all insurance as may be pertinent and obligatory in terms of law to protect his interest and interests of the Purchaser against all perils. The responsibility to maintain adequate insurance coverage at all times till the equipment/materials "Taken Over" by the Purchaser shall be of Seller alone. The Insurance will be in name of seller and it will be applicable for 10 days after the delivery of devices.
- ii. Any loss or damage to the equipment/material during handling, transportation till ten (10) days after the equipment/material under the contract reach delivery location shall be to the account of seller. The seller shall be responsible for preference of all claims and make good for the damages or loss by way repairs and/or replacement of the material damaged or lost. The transfer of title shall not in any way relieve the seller of the above responsibilities during the period of Contract.
- iii. The insurance required to be taken by seller shall cover all risks including war, strike, riots and civil commotion etc. The scope of such insurance shall be adequate to cover the replacement/re-installment cost of the materials delivered at site. Notwithstanding the extent of insurance cover the amount of claim available from the underwriters and the time at which claim is available from the underwriters, the seller shall be liable to make good the full availability as per Purchaser's requirements

3.0 ELIGIBILITY CRITERIA

- 3.1 The Bidder should be an established IT hardware supplier and should have been in the business in India for a period exceeding 3 years as on date of publishing of Tender. Firm registration certificate/ Certificate of incorporation/ Company registration certificate should be enclosed. Annexure - A
- 3.2 Bidders belonging to Scheduled Tribes should enclose House Tax Payee Certificate issue by Govt. Of Mizoram with his quotation and bidders belonging to General categories should affix court fee stamp worth of Rs. 7.50 in the quotations.
- 3.3 Non-Tribal bidders should furnish Photostat copy of VAT registration, valid up-to-date Clearance Certificate, Income Tax Clearance Certificate the latest year for which assessment had been made by the concerned authority duly attested by gazette Officer or Notary. Original Certificate should be produced at the time of opening of the bids.

- 3.4 Tribal bidders should furnish Photostat copy of Tribal Certificate, Valid Professional Tax Clearance Certificate, VAT Clearance Certificate and House Tax Payee Certificate of the latest year for which assessment had been made by the concerned authority duly attested by gazette Officer or Notary. Original Certificate should be produced at the time of opening of the bids.
- 3.5 In the case of a bidder offering to supply goods under the contract that the bidder did not manufacture or otherwise produce, the bidder should be duly authorized by the good's manufacturer or producer to supply the goods in India. Manufacturer's Authorization Form document to be submitted for all equipment (ANNEXURE-D)
- 3.6 Bidders who have been blacklisted by the State/UT Government / Central Government / on any grounds should not participate in the tender during the period of blacklisting. Such Bids shall not be considered. Notarized Affidavit (Rs 100) from Company Secretary or the Authorized Signatory (ANNEXURE-E)
- 3.7 Neither the bidder nor the OEM should have any pending case with Central Government, State Governments or any Government organisation/ agency pertaining to fraud or any other corrupt practices in India. Undertaking from the Company Secretary or the Authorized Signatory on the Company/ Firms letterhead (ANNEXURE-F)

Note: In the absence of any of the required documents, the bids are likely to be rejected

4.0 BID EVALUATION

4.1 Criteria for Evaluation of Bids

- A committee will be formed to evaluate the bids. Two-stage procedure will be adopted for evaluation of proposals.
- The prequalification evaluation and technical evaluation of the bids will be done at stage one followed financial proposals will be opened and compared. Commercial bids of only those who have qualified in the technical evaluation will be considered.
- Bids that are not substantially responsive in any stage are liable to be disqualified.
- Conditional bids are liable to be rejected.
- Decision of the committee will be final.

4.2 Technical - Qualification Criteria for Bidders

- Confirmation that the items quoted by vendors, at the minimum, complies with technical specifications given in the tender or exceeds the technical specifications given in the tender. (ANNEXURE-B)
- Bidder has to provide detailed technical specification of the items they propose to supply. Also it is mandatory for the bidders to provide the datasheet of the equipments.
- During the technical evaluation, the bidder may be called for technical presentation.

- Bidder participating in tender should supply Biometric device as per the specifications mentioned by UIDAI and certified by STQC. STQC/UIDAI certification should be submitted by vendor and should be valid as on the date of bid evaluation.
- If during evaluation it is found that the technical specifications of any one or all items are inferior / lesser than the minimum technical specifications asked for in this tender document, then MSeGS shall technically disqualify the vendor.
- The Vendor should supply only the brand new equipments/ items, the vendor will be disqualified if any refurbished items/equipment's are supplied.
- The Technical proposal shall be complete in all respect and must contain all information and documents asked for. It must not contain any price information.

4.3 Commercial Offer

Bidder shall submit their prices only in the Commercial Bid format provided (Annexure C). Price quoted elsewhere shall be liable for rejection. Rate quoted shall be inclusive of Supply, Installation (required hardware, software), Warranty, taxes including VAT & Sales tax and duties etc. The total cost shall also be directly specified in the space provided for the purpose in the commercial section only.

4.4 Price Comparison

The Purchaser will evaluate Commercial Offers of only technically qualified bidders. After opening Commercial Offers of the technically qualified bidders they will be determined to be substantially responsive before comparing the commercial bids submitted by the bidders. If there exists any discrepancy between words and figures, the lower amount indicated will be considered.

4.5 Award of Contract

The bidder who has quoted the lowest total cost L1 shall be awarded the contract.

The technically qualified bidder with the L1 rates shall be selected. (L1 rate is the lowest rate discovered among financial bids submitted by the technically qualified bidders, the quoted rate for a schedule shall be the sum total of quoted rates for the included items in that schedule).

If there is more than one bidder having the lowest offer, the evaluation committee will decide amongst the L1 bidders.

4.6 No Commitment to Accept Lowest or any Bids

The Purchaser shall be under no obligation to accept the lowest or any other offer received in response to this tender notice and shall be entitled to reject any or all offers, without assigning any reason therefore. The Purchaser reserves the right to make changes in terms and conditions of the tender. The Purchaser will not be obliged to meet

and have discussions with any of the Bidder and / or to give a hearing on their representations.

The Purchaser reserves the right to reduce or increase the number of Enrolment Kits from the scope of this tender, at its own discretion at any point in time.

4.7 Deciding Award of Contract

- i. MSeGS, GoM reserves the right to ask for a technical elaboration/clarification in the form of a technical presentation from the Bidder on the already submitted Technical Proposal at any point of time before opening of the Commercial Proposal. The Bidder shall furnish the required information to MSeGS, GoM and its appointed representative on the date asked for, at no cost to the MSeGS, GoM. The MSeGS, GoM may at its discretion, visit the office of the Bidder any time before the issue of Letter of Award.
- ii. MSeGS, GoM shall inform those Bidders whose proposals did not meet the eligibility criteria or were considered non-responsive, informing that their Commercial Proposals will be returned unopened after completing the selection process. MSeGS, GoM shall simultaneously notify those Bidders who had qualified the Evaluation process as described in this Tender Document, informing the date and time set for opening of Commercial Proposals. The notification may be sent by mail or fax.
- iii. The bidder's names, the Proposal Prices and such other details as the Tendering Authority may consider appropriate, will be announced and recorded by the MSeGS, GoM at the opening.

5.0 GENERAL CONDITIONS

5.1 Signing of Contract

- i. The successful Bidder shall execute an agreement of contract within 5 days from issue of the letter of intent from Mizoram State e-Governance Society (MSeGS), Govt. of Mizoram. In exceptional circumstances, on request of the successful bidder in writing for extension, Mizoram State e-Governance Society (MSeGS) reserves the right to grant an extension for appropriate period after getting satisfied with the reasons given.
- ii. In addition to terms and conditions being mentioned hereunder, all terms and conditions of the tender and corrigenda issued will also be applicable for the contract.
- iii. At the time of signing the agreement, the successful bidder shall submit Security Deposit for required amount in the form of Bank Guarantee drawn on any Scheduled Bank in favour of the Chief Executive Officer, Mizoram State e-Governance Society (MSeGS), Govt. of Mizoram. Without this agreement will not be executed.

- iv. There shall be bipartite agreement on which Chief Executive Officer, Mizoram State e-Governance Society (MSeGS), Govt. of Mizoram and Successful bidder will sign.
- v. On failure of execution of the agreement by the successful bidder, all EMDs furnished by the concerned bidder will be forfeited.
- vi. Terms and conditions of the contract may vary from product to product and so accordingly some changes may be done in the Terms and conditions of the contract even at the time of signing the agreement. Draft terms and conditions for the contract have been provided at the Annexure.

5.2 Security Deposit / Performance Bank Guarantee

- i. The successful bidder shall at his own expense deposit with Mizoram State e-Governance Society (MSeGS), Govt. of Mizoram an unconditional and irrevocable Security Deposit for 10% of Contract Value payable on demand, for the due performance and fulfilment of the contract by the bidder.
- ii. All charges whatsoever such as premium; commission etc. with respect to the Security Deposit shall be borne by the bidder.
- iii. The security deposit should be valid for contract duration starting from the date of signing the agreement and shall be valid until the end of three months after the completion of the contract with the successful bidder.
- iv. The Security Deposit shall be denominated in the currency of the contract
- v. The Security Deposit may be discharged / returned by Mizoram State e-Governance Society (MSeGS), Govt. of Mizoram upon being satisfied that there has been due performance of the obligations of the bidder under the contract after furnishing indemnity bond. However, no interest shall be payable on the Security Deposit
- vi. In the event of the bidder being unable to service the contract for whatever reason, MSeGS would invoke the Security Deposit. Notwithstanding and without prejudice to any rights whatsoever of MSeGS under the contract in the matter, the proceeds of the Security Deposit shall be payable to MSeGS as compensation for any loss resulting from the bidder's failure to complete its obligations under the contract. MSeGS shall notify the bidder in writing of the exercise of its right to receive such compensation within 14 days, indicating the contractual obligation(s) for which the bidder is in default.
- vii. MSeGS, GoM shall also be entitled to make recoveries (liquidated damages, penalties, etc.) from the bidder's bills, Security Deposit, or from any other amount due to him, the equivalent value of any payment made to it due to inadvertence, error, collusion, misconstruction or misstatement.
- viii. The indicative conditions in which the Security Deposit of an empanelled vendor

may be forfeited are:

- If it fails to start work (delivery of products) within 4 weeks after issue of work order
- Complaints are received from the consignee for not following the terms and conditions of Tender□
- Other conditions as specified in the Tender□

5.3 Validity period of the Contract

The contract shall be for a period of 3 years, within which the vendor is expected to service the machines as and when required.

5.4 Termination for Default

1. The MSeGS, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Vendor, may terminate the Contract in whole or in part:
 - a. if the Vendor fails to deliver any or all of the Goods/services within the time period(s) specified in the contract, or within any extension thereof granted by the MSeGS if any
 - b. if the Vendor fails to perform any other obligation(s) under the Contract or
 - c. if the Vendor, in the judgment of the MSeGS has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
2. In the event the MSeGS terminating the contract in whole or in part, MSeGS may procure, upon such terms and in such manner as it deems appropriate, goods or services similar to those undelivered, and the Vendor shall be liable to the MSeGS for any excess costs for such similar goods or services. However, the Vendor shall continue performance of the contract to the extent not terminated.

5.5 Force Majeure

- i. The Vendor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- ii. For purposes of this clause, “Force Majeure” means an event beyond the control of the Vendor and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the MSeGS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- iii. If a Force Majeure situation arises, the Vendor shall promptly notify the MSeGS in writing of such condition and the cause thereof. Unless otherwise directed by the MSeGS in writing, the Vendor shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative

means for performance not prevented by the Force Majeure event

5.6 Responsibilities of Vendor And OEM

- i. The Vendor/Bidder will be solely responsible for terms and conditions of the contract
- ii. The responsibility of the bidder under the contract will be adhered to the project scope and support thereafter. Any action taken by the MSeGS in respect the quality and service support shall be challenged only by the Vendor.
- iii. The OEM shall submit the support plan which will include details of contact and escalation matrix to whom the purchaser will contact for support. Support plan with escalation matrix shall be displayed on MSeGS website for indenter's / buyer's convenience. The service support during the contract period shall be discharged only through the Authorized Service Engineer.
- iv. The responsibility of the vendor is to supply brand new and standard products without any damage with its / their installation and commissioning. The vendor shall be responsible for delay in supply, installation & commissioning. Devices without manufacturing date will not be accepted. Devices which have manufacturing date beyond 6 months from the date of delivery will not be accepted
- v. The vendor shall be responsible for installing only licensed software

5.7 Transfer & Sub- Letting

The vendor has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

5.8 Completeness Of Contract

The contract will be deemed as incomplete if any component of the hardware, software, quality of service etc., or any documentation / media relating thereto is not delivered, or is delivered but not installed and /or not operational or not acceptable to the indenter/buyer after acceptance testing /examination.

In such an event, the supply and installation of hardware, application software, other software will be termed as incomplete. The hardware & application software will be accepted after complete commission and satisfactory functioning of equipment for a minimum period of 10 days. The Warranty period will commence only on acceptance (based on acceptance test) of equipment by the indenter/buyer.

5.9 Protection Against Risk of Obsolescence

Service Support partner will make the spare parts for the systems available for a minimum period of three years from the time of acceptance of the system. Thereafter, Service Support partner will give at least twelve-month notice prior to discontinuation of support services, so that the Indenter/buyer may order its requirements of the spares, if he so desires. If any of the components are not available or difficult to procure, or the procurement is likely to be delayed for replacement, if required, the replacement shall be carried out with state of the art technology equipment of equivalent or higher capacity, at no additional charges to the Indenter/buyer or Tenderer.

During the validity period of the order, if any of the machines /chips /parts becomes unavailable in the market, the vendor will be bound to supply the next higher version /configuration /family of the machines /chips /parts at the same price at which the rate contract is fixed.

5.10 Suspension & Cancellation of Contract

The Contract of the bidder shall be suspended and the bidder may be blacklisted forthwith by the MSeGS without issuing notice on any of the following circumstances/reasons:

- i. On finding deviation in technical specification as given in tender document, in the supplied product, or
- ii. Violation of any condition of the tender/ contract or part of any condition of the tender contract of RC, or
- iii. Deviation found in quality and quantity of the product supplied, or
- iv. On finding software supplied with hardware as pirated, or
- v. If it is found that during the process of award of contract, fraudulence was made by the bidder or the vendor if found to resort to the fraudulent practice in getting supply order like offering incentive in terms of free product or money.

As stopping the supply of faulty/substandard product and taking appropriate action in this regard is of an urgent and emergent nature required to protect the interest of the Government, the Contract of the concerned will be first suspended without issuing any notice. However, before taking the final decision on the matter, all concerned will be given reasonable opportunities to explain their stand. After enquiry, if the bidder is found guilty, the Contract of the concerned bidder for the product in question will be cancelled and other appropriate legal action shall also be initiated against all concerned.

5.11 Amendment

No provision of Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of all the parties and which expressly states to amend the present Contract.

5.12 Corrupt or Fraudulent Practices

The Purchaser requires that the Bidders under this tender should observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser defines the terms set forth as follows:

- i. "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the award of the RC, procurement process or in contract execution;
- ii. In the event of corrupt practice and fraudulence in addition to penal action as per the terms and conditions of the contract, legal action shall also be initiated against the concerned.
- iii. "Fraudulent practice" means a misrepresentation of facts in order to influence award of contract or a procurement process or an execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of the free and open competition;
- iv. The Purchaser will suspend the award of contract if prima-facie it is established that the vendor had engaged in corrupt or fraudulent practices in competing for the contract in question.
- v. The Purchaser will declare a Bidder ineligible after giving opportunity of being heard, either indefinitely or for a stated period of time, to be awarded a contract if at any time it is found that the Bidder has engaged in corrupt and fraudulent practices in competing for, or in executing, this contract.

5.13 Resolution of Disputes

The Indenter/buyer and the Vendor shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or in connection with the any of the or part of the terms and conditions of the contract.

If within thirty days from the commencement of such negotiations, the Indenter/buyer and the Vendor have been unable to resolve dispute amicably, either party may referred it for resolution to the Secretary, ICT, Govt. of Mizoram who will decide it on merit.

Vendor or OEM's liabilities under the contract will not exceed the price of the product and services supplied to the Indenter/buyer.

5.14 Legal Jurisdiction

Courts of Mizoram shall have the jurisdiction in case of litigation between the tendering authority and Vendor/ Bidder. All legal proceedings, if necessary arises to institute may by any of the parties (Indenter/buyer or Vendor/ Bidders) shall have to be lodged in

courts situated in Aizawl, Mizoram and not elsewhere. The language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.

5.15 Indemnity

Service Support partner shall indemnify, protect and save the Purchaser against all claims, losses, costs damages, expenses, action suits and other proceeding, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respects of all the hardware and software supplied by him.

5.16 Publicity

Any publicity by the bidder in which the name of the Purchaser is to be used should be done only with the explicit written permission of the Purchaser.

5.17 Purchase Order & Payment Responsibility

Selection of product included in the contract and placing purchase order shall be discretion of the MSeGS/indenter/buyer, which cannot be challenged by the vendor. Raising any objection by the vendor over the selection of the product by the buyer shall amount to violation of the terms & conditions of the contract for which vendor shall be liable for penal and other appropriate actions

- i. The purchase order for the product shall be placed directly by the Chief Executive Officer, Mizoram State e-Governance Society, ICT Department, Government of Mizoram.
- ii. The purchase order shall be issued exclusively in the name of the vendor and payment shall also be made in the name of the vendor only.
- iii. The report submitted by the vendor to the Mizoram State e-Governance Society (MSeGS) shall include purchase order, corresponding number of equipment dispatched, and license numbers of the software dispatched, manufacturer's unique ID number on the equipment, packing list and other such documents.
- iv. Equipment dispatched without such reports to Mizoram State e-Governance Society (MSeGS) shall be considered as violation of the terms and conditions of the rate contracts and necessary action shall be initiated against the vendor.
- v. The vendor cannot delegate its rights to any institution to receive purchase order or/and payment in its name. If it is found that they have appointed such institution to receive order and payment in its name, strict action shall be taken against the vendor, which may also include termination of contract.
- vi. The vendor cannot refuse to supply the items after signing the contract. Refusal shall be violation of the term and condition of the contract and vendor shall be liable for punishment to the extent of blacklisting of the vendor. The nature and quantum of punishment shall be decided by the Chief Executive Officer, Mizoram State e-Governance Society in accordance with the law.

- vii. On receipt of the equipment in good condition and the same is/are accepted by the concerned officer from MSeGS/ indenter/ buyer, payment as per payment terms shall be made.

5.18 Acknowledgement of Purchase Order

The vendor shall accept Supply Order from the indenter/buyer against this Contract. He shall examine the supply order(s) immediately on their receipt and bring to the notice of officer placing the supply order, within 7 days of the receipt of supply order, any discrepancy, with regard to the nomenclature, manufacturers part no. of the stores etc. ordered for due rectification. The letter should be sent by Registered Post. Meanwhile, supply of items which are clear for acceptance should not be held up and supplies be arranged by the date mutually agreed upon.

The dealer of vendor shall maintain stocks at the station (s) and shall make deliveries against Supply Orders from such stocks as and when required. Upon receipt of a Supply Order (S.O.), the vendor, within Seven (7) days, intimate to the S.O. issuing authority, the quantity which can be supplied from stocks at the station(s) specified in the S.O. and within the Delivery period stipulated therein and the time required to supply the balance.

If the dealer is unable to supply the entire quantity within the time stipulated in the S.O. and intimate the time within which supplies will be made by the dealer, the Officer placing the S.O. will notify his acceptance of the Delivery Time offered by the dealer or negotiate until an agreement is reached between the S.O. issuing Authority and the dealer.

If the dealer fails to give such intimation within Seven (7) days, it will be taken that the dealer has agreed to supply the stores within the Delivery Date Stipulated in the Purchase order.

In all cases, the Delivery Time as deemed to be accepted by the dealer of vendor or agreed upon as aforesaid between him and the officer placing the Purchase Order shall be deemed to be essence of the Contract and delivery must be completed not later than such Date. If in any case, no agreement with respect to the Delivery Time is reached between the dealer and the Officer who has issued the Purchase Order, it shall be lawful for such officer to withdraw the Purchase Order and the dealer shall have no claim in respect of such withdrawal(s).

5.19 Taxes and Duties

Rate should be inclusive of Supply, Installation and Onsite warranty for contract duration and should exclude all taxes, levies and duties etc. Taxes will be paid as applicable at the time of billing.

Octroi Exemption Certificate, if applicable, shall be given by the indenter along with purchase order to the vendor in the format prescribed by the local Octroi authorities. In case the Octroi exemption certificate is not being accepted at the Octroi check post, the

indenter may provide required support to the vendor. If Octroi exemption certificate cannot be given, the Octroi will be borne by the indenter/buyer.

5.20 Quality of Goods and Services

The equipment/product must conform to the specifications given and of desired quality. The vendor shall guarantee that the item/s delivered to the purchaser is/are brand new.

Consistency in delivery shall be maintained for the entire lot of products ordered. All the required quantity of product/s in schedule of requirement shall be of the same brand and model number. The dealer shall not substitute any internal components or subsystems of the product by similar items of different manufacturer/s.

All the equipment shall be supplied with the relevant interface cables and necessary standard accessories. Also, all the equipment shall be provided with ISI standard, 3-pin power plugs (5-amp/15 amp, as required).

The vendor as well as the OEM shall be jointly and severally responsible for and quality of the supply.

5.21 Packing and Marking

Unless specified otherwise, consignment shall be securely and properly packed, and every precaution taken to avoid loss or damage during transit. The packing shall be all-weather proof and sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

Each package should be clearly marked to indicate Description and Quantity of stores, Name and Address of the indenter/buyer, Gross weight of the Package, S.O. No. and Date and the Name of the Vendor as provided in the General Conditions of the Contract.

The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the purchase order and in any subsequent instructions ordered by the indenter/buyer.

5.22 Dispatch Instruction and Notification

Unless otherwise specified, supplies will be available from the date of Contract commences.

It is essential that full and clear instructions regarding dispatch are given in the Supply Order. Any changes in dispatch or delivery instructions should be notified to the vendor under intimation to the MSeGS

Challans, Packing Notes must be submitted to the indenter/buyer sufficiently in advance of the actual arrival of Stores at destination failing which the dealer shall be held

responsible for any subsequent discrepancy between actual receipt and the materials detailed in the challan received later.

The stores will be delivered free at indenter's/buyer's end including freight.

It will be responsibility of vendor for safe arrival of stores in full and good conditions at indenter's/buyer's specified destination and indenter/buyer will not pay separately for transit insurance, if any.

Product shall conform to standard guarantee/warranty effecting as per Section 5.35 Warranty.

The devices should be delivered within 4 weeks. If supplier fails to deliver devices within 4 weeks then department will charge penalty of 0.5% per week of total bid amount, which will be calculated on daily basis.

The timeline for delivery of additional item would be within 1 week of placing the order.

5.23 Delivery Documents

Within 24 hours of shipment, the vendor shall notify the indenter/buyer, by cable/ telex/ Fax the full details of the shipment including Contract No., Receipt No., Date, Description of Goods, quantity etc. The dealer shall submit the following documents to the purchaser:

- 4 copies of the dealer invoice showing goods description, quantity, unit price, and total amount.
- Railway / Lorry receipt
- Inspection report
- Manufacturer's guarantee certificate

5.24 Extension of delivery period

As soon as it becomes apparent to the vendor that the delivery date(s) stipulated in the Supply Order(s) cannot be adhered to, dealer should apply for extension to the officer(s) who placed the supply order(s) giving reasons for the delay and also the date up to which extension is required. The Officer placing the Supplying Order will consider such request and if he has no objection, extend the delivery date suitably subject to the following conditions:

- That no increase in price on account of any statutory increase in or fresh imposition of Customs Duty, Excise Duty, Sales Tax or on account of any Tax or Duty leviable in respect of stores specified in the said Supply Order which takes place after the agreed delivery date Shall be admissible on such of the said stores as are delivered after the said date.
- That notwithstanding any stipulation in the contract for increase in price or any other ground no such increase which takes place after delivery date shall be admissible on such of the said stores as are delivered after the said date.

5.25 Liquidated Damages for Delayed Supply

If the dealer fails to deliver any or all of the equipment/products or does not perform the Services within the time period(s) specified in the Contract, the indenter/buyer shall, without prejudice to its other remedies under the Contract, deduct from the Payable Amount, as liquidated damages, a sum equivalent to 0.5 percent of the price of the undelivered stores at the stipulated rate for each week or part thereof during which the delivery of such stores may be delayed subject to a maximum limit of 10 percent of the stipulated price of the stores so undelivered. Such penalty is to be deducted always by the indenter/buyer from the bill of the dealer or if purchased elsewhere the extra amount paid will be recovered from Performance Guarantee.

Once the penalty reaches maximum, the indenter/buyer shall make a report to the DIT for terminating the contract and initiating other appropriate action against the vendor.

5.26 Order Cancellation

The indenter/buyer also reserves the right to cancel the order in the event of one or more of the following circumstances:

- Serious discrepancy in hardware noticed during the pre-dispatch inspection, if any.
- Delay in delivery and installation beyond a period mentioned in the purchase order. □
- Breach by the vendors of any of the terms and conditions of the tender. □
- If the Vendor/OEM goes into liquidation voluntarily or otherwise. □

In addition to the cancellation of purchase order, the indenter/buyer reserves the right to forfeit the Performance guarantee submitted to the indenter/buyer (in form of Bank guarantee) by the Vendor. However, proposal for cancellation of Supply Order need be referred to MSeGS if Supply Orders is above Rs. 10 lakh in value and where it is established that the delay in supply is due to willful negligence on the part of the vendor.

In case the Vendor fails to deliver the quantity as stipulated in the delivery schedule, the indenter/buyer reserves the right to procure the same or similar materials from alternate sources at the risk, cost and responsibility of the Vendor.

5.27 Inspection at Indenter / Buyer Premises

The vendor shall provide the inspection certificate of OEM for the equipment

The dealer shall proceed to open the packing and to carry out the installation only after a written acknowledgement has been obtained from the indenter/buyer that the goods have been inspected and found to be in order.

5.28 Third Party Verification

Chief Executive Officer, Mizoram State e-Governance Society reserves the right to get the verification of the specification, configuration of the Enrolment kits through authorized officials or through a Third Party Audit agency. A pre delivery inspection of the enrolment kits will be carried out by MSeGS by adopting sampling methodology at the bidders premise before dispatch of items to the specified delivery location. After the delivery is made, MSeGS will carry out the Third Party Audit through authorised officials or through Third Party Audit agency.

5.29 Installation, Commissioning and Acceptance

The vendor shall be responsible for delivery and installation of the Hardware at site of the order and for making them fully operational within 4 weeks for all the district headquarters of placing orders. If not possible, it shall be communicated to the indenter/buyer in writing with a copy to the MSeGS. The period shall start from the date of issue of the purchase order.

The vendor shall be responsible for configuring the power management settings and the regional settings in all the items supplied as part of the contract as per the directives provided by the purchaser.

The dealer at the destination site, in the presence of indenter/buyer and/or its representative, shall conduct acceptance test. The tests will involve installation and commissioning and trouble free operation of the complete system for two consecutive days apart from physical verification and testing. There shall not be any additional charges payable by the indenter/buyer for carrying out this acceptance test.

5.30 Integration of Hardware, Software and Peripherals

The dealer shall integrate the hardware and peripherals supplied by him to make them fully operational. The dealer will be responsible for demonstrating various parts to integrate peripherals. However, in case of problems with machines and / or equipment, it will be the dealer's responsibility to locate the exact nature of the problem/s and rectify the same except for the problems in the application software installed on the machine/s, if any.

The dealer shall note that all the equipment and peripherals shall be supplied with the relevant interface cables. Also, all the equipment shall be provided with ISI standard, 3 Pin Power Plugs (5-amper/15 amp, as required).

5.31 Manuals

All equipment will have to be supplied with all the detailed operational and maintenance manuals free of cost.

5.32 Operational Training

The dealer will have to train users nominated by the indenter/buyer for a day (fulltime) at his cost for operation of all the equipment supplied and installed. The training will be imparted at central location and conducted as per the satisfaction of the client / end user.

5.33 Payment Terms

Payment shall be made after the satisfactory Supply as specified by MSeGS. The following table provides details about the payment schedule to the successful bidder.

Sl No	Work Description	Payment Terms
1.	Supply of all enrolment kits mentioned in (ANNEXURE-B) in the Tender 80 % of the total final bid amount on successful commissioning at all locations	80 % of the total final bid amount on successful commissioning at all locations
2.	Operation and Maintenance in the First year	6 % of Total Final Bid Amount as 4 equal quarterly payments, after completion of quarter from date of satisfactory completion of commissioning
3.	Operation and Maintenance in the Second year	6 % of Total Final Bid Amount as 4 equal quarterly payments, after completion of each quarter.
4.	Operation and Maintenance in the Third year	8 % of Total Final Bid Amount as 4 equal quarterly payments, after completion of each quarter.

5.34 Warranty

The OEM shall provide comprehensive onsite warranty for a period of three years from the date of installation and commissioning of equipment and software supplied.

Any defect / Physical damage observed within 10 days of the supply shall be treated as manufacturing defect and the bidder shall ensure that the equipment is replaced without making any charge to the Purchaser.

The buyer will take appropriate action against the concerned, if needed. An appeal, within 30 days of the date of passing the order by the buyer, can be preferred to the Secretary, ICT, Govt. of Mizoram. He will decide the case on merit.

The equipment, if necessary, will be opened only by the OEM Engineer for repair/ otherwise during the warranty period. Warranty shall become void if the indenter/buyer buys any other supplemental hardware from a third party and installs it with/in these machines not through the authorized OEM engineer.

The warranty shall cover the equipment/products should be repaired and made operational within 24 hours, failing which a replacement should be given till the equipment is repaired. In case of software, it shall be replaced.

5.35 Replacement Due to Repeated Failure

If, during the warranty period, any equipment has any failure on two or more occasions, it shall be replaced by equivalent new equipment / software by the Vendor at no cost to the indenter/buyer.

5.36 SLA & Penalty for Downtime

FOR DELAYED SUPPLY

1. If the bidder fails to deliver the items or does not perform the Services within the time period(s) specified in the Contract, the indenter/buyer shall, without prejudice to its other remedies under the Contract, deduct from the Payable Amount, as liquidated damages as below:

a. 1% of the late delivered or deemed late delivered/installed goods for One week or part thereof, 1.5% for Two weeks or part thereof, 2% for Three weeks or part thereof, 2.5% for 4 weeks or part thereof and so on.

2. Maximum LD for late deliveries/installations: 10% on the Total value of goods for that location/site for late delivery/installation or deemed late delivered/installed goods.

3. Once the penalty reaches maximum, MSeGS shall take necessary action for terminating the contract and initiating other appropriate action against the vendor.

FOR DOWNTIME

During the warranty period, Service level agreements will be applicable as specified below:

- Vendors shall repair/replace the enrolment kits delivered to offices located in
 - Aizawl within 24 Hrs
 - District HQs and other places - Within 48 Hrs

The time taken for repair will be calculated from the time call is logged to the time the issue is resolved; Sundays and general holidays will be excluded.

- Penalty: For every day of delay:
 - 1st seven (7) days - Rs.100/day
 - Next seven days (i.e. 8th day – 14th day) - Rs.200/day
 - Next seven days (i.e. 15th day to 21st day) -Rs. 300/day
 - Thereafter (i.e. 21st day and onwards), vendor has to replace the unit within next 7 days.

The time schedule given above excludes Sundays and general holidays. At the end of this period (i.e. 28 days after the complaint is logged), if the vendor fails to replace the unit, an amount equivalent to two times the price of the equipment will be deducted from the quarterly payments. The penalties will be calculated on a quarterly basis, and penalty orders (if any) will be raised to vendors at the end of every quarter. This amount will be deducted from the quarterly payments.

ANNEXURE A: GENERAL INFORMATION ABOUT THE BIDDER

DETAILS OF THE BIDDERS		
1.	Name of the bidder	
2.	Address of the Bidder	
3.	Status of the Company/ Firms	Public Ltd/ Private Ltdetc
4.	Details of Incorporation of the Company/ Firms registration [Attach copy of Incorporation certificate]	
5.	Details of Commencement of Business	
6.	Valid Sales tax registration no. [Attach certificate]	
7.	Valid Service tax registration no. [Attach certificate]	
8.	Permanent Account Number (PAN) [Attach certificate]	
9.	Name & Designation of the authorised contact person to whom all references shall be made	
10.	Telephone No. (with STD Code)	
	Mobile No.	
11.	E-Mail of the contact person:	
12.	Fax No. (with STD Code)	

ANNEXURE - B: Minimum Specification of Equipment

1. Laptop

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Processor	2.00 Ghz Dual Core or Higher			
4.	Motherboard	OEM Motherboard			
5.	Display	Minimum 14 inches Minimum resolution 600 x 1024 pixels			
6.	Graphics	Integrated Graphics			
7.	RAM	4GB DDR3 SDRAM @ 1600MHz or higher expandable upto 8GB			
8.	HDD	500 GB SATA @5400 RPM or higher			
9.	IO Ports	HDMI X 1 Media Card (SD, SDHC, SDXC) USB X 3 VGA port			
10.	Optical Drive	Tray load DVD Drive (Reads and Writes to DVD/CD)			
11.	Camera	Webcam.			
12.	Connectivity	Should have built-in support for Bluetooth 4.0, Wi-Fi (IEEE802.11b/g/n)			
13.	Operating System	Windows 7 (32-Bit) or higher. For government use.			
14.	Warranty	3 years comprehensive onsite-warranty. BATTERY AND POWER ADAPTER WOULD HAVE ONE YEAR WARRANTY.			
15.	Accessories	Laptop Carrying bag			

2. Monitor

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Display Technology	LED			

4.	Maximum display resolution	1366 x 768 pixels			
5.	Display Size	Minimum 15 inches			
6.	Warranty	3 Years Onsite manufacturing warranty			

3. Laser Printer

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Speed	18 PPM (A4)			
4.	Memory	Minimum 8 MB			
5.	Resolution	600x600 DPI			
6.	Monthly Duty Cycle	Minimum 5000 pages			
7.	Interface	USB 2.0			
8.	Duplex	Support Duplexing			
9.	OS Support	Windows 8, Windows 7 (32-bit/64-bit), Windows Vista (32-bit/64-bit), Windows XP (32-bit/64-bit)			
10.	Warranty	1 Years Limited warranty			

4. Document Scanner

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Scanner type	Legal Size Flatbed			
4.	Scan technology	Charge Coupled Device (CCD)			
5.	scan speed	min 20 PPM			
6.	ADF capacity	50 sheets			
7.	Duty cycle	Min 800 pages per day			
8.	Scan resolution:	Min 600 dpi			
9.	Output resolution dpi settings	300, 600			

10.	Color bit depth	24-bit			
11.	Grayscale levels	256			
12.	Double-feed detection	Yes			
13.	Connectivity	Hi-Speed USB 2.0			
14.	Software	ISIS and Twain drivers			
15.	OS Support	Windows 8, Windows 7 (32-bit/64-bit), Windows Vista (32-bit/64-bit), Windows XP (32-bit/64-bit)			
16.	Warranty	1 Years limited warranty			

5. Camera

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Capture Mode	Plain Live Capture			
4.	Image Quality	Full frontal (OX01) as per ISO/IEC 19794-5			
5.	Minimum Resolution	800 x 600			
6.	Capture Mode	Manual capture with Auto Focus , Auto Lighting Adjustment			
7.	Sensor	>2MP Native Sensor			
8.	Connectivity	High Speed USB 2.0, USB-IT certified			
9.	Lens	Fixed SLR			
10.	Power	Through USB/ Independent PS/ Lithion-Ion preferred to AA/AAA Batteries			
11.	Mount	Tripod			
12.	Operating Temp	0-50 C			
13.	Humidity	10-90 % non-condensing			
14.	Safety Standard	UL certified (if applicable).			
15.	Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3			

6. Finger Print Scanner Device

Sl No	Feature	Specification	SpecificationOffered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			

2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Capture Mode	Plain Live Scan Capture			
4.	Image Acquisition Requirement	Setting level 31 or higher (Section 9.1 of Biometric Design Standards for UID Application V 1.0)			
5.	Capture Area	> 76mm x 80 mm			
6.	Capture Mode	Auto capture with build-in quality check (incorporates NIST quality considerations)			
7.	Connectivity	High Speed USB 2.0, USB-IF certified			
8.	Dimensions (WXHXD)	<160mm x 160mm x 160mm			
9.	Power	USB 2.0 or 12V DC, 4A			
10.	Operating Temp	0-35 C			
11.	Humidity	10-90 % non condensing			
12.	Durability/ Shock	IP 54			
13.	Safety Standard	UL certified (if applicable). Meets ISO 19794-4:2005 Section 7 and Annex A certification requirement (IAFIS Appendix F certified)			
14.	Software API	Compliant with UIDAI Device Capture API specification V1.0 RC 3			

7. IRIS Sensor Device

Sl No	Feature	Specification	Specification Off ered	Compliance (Yes/No)	Deviation if any
1.	Make	Must be specified			
2.	Model	Must be specified. All the relevant product brochures and manuals must be submitted.			
3.	Scan type	Progressive			
4.	Iris Diameter (in pixel)	> 210			
5.	Spatial Resolution	> 60% at 1 LP/mm			
6.	Pixel Resolution	> 16 pixels/mm			
7.	Pixel Depth	> 8 bits/pixels			
8.	Sensor signal to noise ratio	Noise should not be observable in the captured image			
9.	Image Margins	Left & Right : 0.5 x iris radius, Top & bottom : 0.25 x iris radius			
10.	Image Wavelength	Approx. 700-900 nm			

11.	Output Image	IMAGE_TYPE_CROPPED_AND_MASKED with JPEG2000 compression; needs to comply with the ISO standard for Iris Image Record (IIR) i.e. ISO/IEC: 19794-6:2011, Section 6.1, 6.4.			
12.	Contrast	The iris image should have good grey level separation between the iris and sclera and between the iris and pupil and should have sufficient contrast to reveal the iris texture.			
13.	Optical Distortion	The iris image should not exhibit effects of optical distortion including spherical aberration, chromatic aberration, astigmatism and coma consistent with standard optical design practices			
14.	Capture Mode	Auto capture with built-in quality check (incorporates NIST quality consideration			
15.	Capture Time	< 33ms for hand held			
16.	Capture Distance (in mm)	>50			
17.	Capture Mechanism:	Dual Optical System for simultaneous capture of both iris images			
18.	Humidity	10-90% non-condensing			
19.	Safety	Exempt Group per IEC 62471:2006-07			
20.	Software API	Compliant with UIDAI API Specification			
21.	Connectivity	USB 2 , USB _IF Certified			

ANNEXURE C: COMMERCIAL BID FORMAT

(In Rupees)

SI NO	Line Item	No of Items	Unit Price (inclusive of all taxes, levies etc)	Total Price (Rs.)
1.	Laptop	100		
2.	IRIS Sensor Scanner Device (IRIS Sensor Scanner device should be STQC/UIDAI certified)	100		
3.	Finger Print Scanner (Finger Print Scanner device should be STQC/UIDAI certified)	100		
4.	Laser Printer	100		
5.	Document Scanner	100		
6.	LED Monitor	100		
7.	Web Camera	100		
8.	Grand Total			

Authorized Signatory
(Seal and Signature)
Place:
Date:

Note: The above unit price/total shall be used for L1 calculation

ANNEXURE D: MANUFACTURER AUTHORIZATION FORM

Date:

Tender No: 11016/26/2016-MSeGS

To,

The Chief Executive Officer
Mizoram State e-Governance Society (MSEGS)
Secretariat Building ANNEX-1
Treasury Square, Aizawl
Mizoram- 796001

Whereas..... (Name and Address of the Manufacturer) who are established and manufacturers of (Name/description of the products), having production facilities at(Address of factory) do hereby authorize M/s.....(Name and Address of the Bidder) to submit a bid, and subsequently negotiate and sign the Contract with you against Tender No dt..... for the above products manufactured by us, for the supply requirements of the above invitation of bids.

Name :

(In the capacity of)

(Duly authorized to sign the authorization on and behalf of)

Signature:

Dated this..... day of.....

***Note:**This letter of authority must be on the letterhead of the concerned manufacturer and must be signed by a competent person and having the power of attorney to bind the Manufacturer and, must be included by the Bidder in its bid.*

**ANNEXURE E: SELF DECLARATION FORM FOR NOT HAVING PENDING CASES
IN COURT OF LAW**

To,

The Chief Executive Officer
Mizoram State e-Governance Society (MSEGS)
Secretariat Building Annex-1
Treasury Square, Aizawl
Mizoram- 796001

Dear Sir,

I hereby declare that there are no pending cases against M/s ----- (Name & Address of bidder) with the Government of Mizoram or any other court of law for indulging in corrupt or fraudulent practices or for indulging in unfair trade practices or for any reasons whatsoever.

Place:

Date:

Signature of the Bidder
Business Address

ANNEXURE F: UNDERTAKING FOR NOT BLACK LISTED

Affidavit on Being Not Black-Listed [Use `100.00 Stamp Paper]

[OEM and Partner should submit separately]

This is to certify that << COMPANY NAME >> is not blacklisted by the Government of Mizoram or any of its agencies/ Central / any other State/ UT Government or its agencies for indulging in corrupt or fraudulent practices or for indulging in unfair trade practices or for any reasons whatsoever as on 1st Jan 2017.

Company Secretary / Authorized Signatory

Name of Signatory:

Bidder Name:

Date

Place