

C/o Meghalaya State Housing Financing Cooperative Society, Upper Nongrim Hills, Behind Bethany Hospital, Shillong, East Khasi Hills District, Meghalaya – 793003 (Reg No. SR/MBDA – 4/11 OF 2011)

Phone: +91-364- 2522921/2522992

Website: www.mbda.gov.in, E-mail: admin.mbda@gov.in

GOVERNMENT OF MEGHALAYA MEGHALAYA BASIN DEVELOPMENT AUTHORITY (MBDA)

Meghalaya Climate Change Centre (MCCC)

Request For Quotation (RFQ) FOR Procurement of IT Equipment for MCCC

Executive Director Meghalaya Basin Development Authority (MBDA)



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REQUEST FOR QUOTATION

Procurement of IT Equipment for MCCC

Purchaser: Meghalaya Basin Development Authority (MBDA)

Contract title: Procurement of IT Equipment for MCCC

RFQ No: MBDA/MCCC/2023-24/1211

S#	Description	Date & Time
1	Date of Issue of RFQ	21st September, 2023
2	Last Date and Time of	6 th October 2023 at 1400 Hrs.
	submission of RFQs	
3	Opening of RFQs	6 th October 2023 at 1430 Hrs.



C/o Meghalaya State Housing Financing Cooperative Society, Upper Nongrim Hills, Behind Bethany Hospital, Shillong, East Khasi Hills District, Meghalaya - 793003 (Reg No. SR/MBDA - 4/11 OF 2011)

Dated: 21st September, 2023

Phone: +91-364- 2522921/2522992

Website: www.mbda.gov.in. E-mail: admin.mbda@gov.in

MBDA/MCCC/2023-24/ 1211

Dear Sir/Madam,

INVITATION FOR QUOTATIONS FOR PROCUREMENT OF IT EQUIPMENT FOR MCCC

Го		

Subject: Invitation for quotations for Procurement of IT Equipment for MCCC

You are invited to submit your most competitive quotation for the following goods as per the mentioned items below: -

*Detailed Specifications given at Annexure I

Sl#	Brief Description of the Goods	Qty	Consignee Address	Delivery Period
1	Desktop System	1		
2	Document Scanner	1		20. 1 (1
3	Laptop	1	As mentioned in T&C	30 days from the date of issue of
4	Microphone	1	Cl. 4	Supply Order
5	Portable AV System	1		Supply Older
6	Projector	1		

Terms and Conditions

- 1. **Eligibility:** A Bidder (a) shall not participate in more than one Quotation; (b) shall not have Conflict of interest; and (c) should not have been (i) temporarily suspended or debarred by the State/Central Government/PSUs or (ii) 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 RFQ Document, it will upload its response together with any amendment to this document, on www.mbda.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.
- 3. Place of Delivery of Items:
- 4. Meghalaya Basin Management Agency (Meghalaya Climate Change Center), O/o Meghalaya Basin Development Authority, c/o Meghalaya State Housing Financing & Cooperative Society, Upper Nongrim Hills, Shillong 793003
- 5. Consignee Address (and quotation Delivery Address):



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Meghalaya Basin Development Authority (MBDA), MegLIFE office, Shalom Building, 2nd Floor, Lower Laichumere Shillong, Meghalaya-793001.

6. Quotation Price

- a) The quantity offered should be 100% of the requirement for the quoted amount. Corrections, if any, shall be made by crossing out, initialing, dating and re-writing.
- b) All duties including transportation and installation charges, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) Goods and Service Tax (GST) should be indicated separately.
- d) 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.
- e) Bidders must expressly mention the name/brand/model of the items offered by them in the price schedule along with proper product brochures.

7. Qualification of Bidders

- a) Have the legal capacity to enter into a contract;
- b) Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- c) Not have had your business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.
- 8. **Validity of Quotation:** Quotations shall remain valid for a period not less than 90 days after the deadline date specified for submission.
- 9. **Documents Evidencing 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. Valid certificate of GST registration;
 - c. Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
 - d. Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.
 - e. Experience Criteria: Copies of contract/s or purchase orders or completion certificates issued on the name of the Bidder demonstrating its experience in similar product/services in the last 3 years (2020 2023)
 - f. Audited Financial Statements of last three years (2020 2023) demonstrating the average annual turnover of INR 8 Lakh
- 10. **Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations in bulk that are determined to be substantially responsive i.e., which
 - (a) are properly signed; and
 - (b) Confirm the terms and conditions and specifications.
 - (c) Any historical information, if required may be asked from the bidders during evaluation of quotes



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11. **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.

- 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 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 (sample form attached)
- 12. Normal commercial warranty/ guarantee shall be applicable to the supplied goods (extended warranty) if required will be mentioned in the technical specifications.
- 13. You are requested to provide your sealed quote latest by 1400 hours on 6th October, 2023. Quotations that have been submitted on or before time will be opened at 1430 hours on 6th October, 2023. Late quotes will be rejected.
- 14. Payments shall be released on completion and subject to acceptance of deliverable by the client within 30 working days. However, for any issues experienced post completion and acceptance of the work by the purchaser, the vendor should provide support in resolving the technical issues.
- 15. We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-

Name: Shri. Gunanka DB, IFS

Address: Community-Based Forest Management and

Livelihood Improvement in Meghalaya,

Meghalaya Basin Development Authority (MBDA),

office 2nd Floor, Shalom Building,

Lower Lachumiere. Shillong-793001

Tel. No.: +913643510190

Email: mbdaprocurement@gmail.com



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FORMAT OF QUOTATION

Sl. No.	Description of Goods	Unit	Quoted Unit Rate ¹ Lot wise at destination in Rs.	GST and similar other taxes applicable on finished Goods/ Services	discounts, all taxes a	
					In Figures	In Words
1	Desktop System	1				
2	Document Scanner	1				
3	Laptop	1				
4	Microphone	1				
5	Portable AV System	1				
6	Projector	1				

Grace	Total	Cost. R	S

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 Quotations.

We also confirm that commercial warrantee/ guarantee of at least 12 months shall apply to the offered goods.

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

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¹ Any unconditional discounts if offered shall be specified in this column along with the unit rates.



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		SUPI	PLY ORDER		
Dear	Sir,	•••••			
	Supply of				
Refer Your has b and s	rence: Your Quotation no quotation no of een accepted. You are requese pecified against each as per the	Datedted to supply the folue specifications and	(Date) for the supp lowing goods/equiterms & condition	ly ofpment at the rate	s quoted by you inder:
S1#	Brief description of goods/ services	Specifications	supplied be	(Rs.)	Total Price (Rs.)
1					
2					
3					
4					
5					

1. Delivery Period: 30 Day(s) from the date of issue of this supply order.

Total

- 2. Place of delivery: Meghalaya Basin Management Agency (Meghalaya Climate Change Center), O/o Meghalaya Basin Development Authority, c/o Meghalaya State Housing Financing & Cooperative Society, Upper Nongrim Hills, Shillong 793003
- 3. Consignee Address: Meghalaya Basin Management Agency, O/o Meghalaya Basin Development Authority, c/o Meghalaya State Housing Financing & Cooperative Society, Upper Nongrim Hills, Shillong 793003
- 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 Month(s) from the date of delivery and acceptance.
- 6. Payment shall be made within 30 days of delivery; and acceptance of the goods/equipment.
- 7. Additional terms and conditions (if Any) may be added by the Purchasers at the time of issuing the Supply Order.



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Website: www.mbda.gov.in, E-mail: admin.mbda@gov.in

(Purchaser)

Date:

Name: Shri Gunanka DB, IFS Designation: Executive Director, Meghalaya Basin Development Authority

Shillong, Meghalaya

Place: Shillong



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Sl.					
No	ITEMS	SPECFICATION			
			CPU		
		Form Factor	Tower		
		Processor Brand	Intel		
		Processor Type	Core Duo, Core i7- 9 th Generation or better		
		Processor Speed	3.2 GHz or better		
		Processor Count	6 or more		
		RAM Size	16 GB DDR5 or better		
		Computer Memory Type	SDRAM		
		Memory Clock Speed	2666 MHz or better		
		Hard Drive Size	1 TB or more		
		Hard Disk Description	HDD		
		Hard Drive Interface	Serial ATA		
		Graphics Card Description	Nvidia Quadro or better		
1	Desktop System	Graphics Card	PCI Express		
		Interface	1 CI Express		
		Wireless Type	5 GHz Radio Frequency or better		
		I/O Ports	Rear: 2 - USB 2.0 Type A (with SmartPower) 4 - USB 3.1 Type A (5Gb) 2 - PS2 2 - DisplayPort 1 - Optional Port (VGA, HDMI 2.0, DP++ 1.2, Type C w/DP-Alt mode) 1 - RJ45 Network Connector 1 - Serial 1 - Audio Line out Front: 2 - USB 2.0 Type A 1 - USB 3.1 Type A (5Gb) 1 - USB 3.1 Type C (10Gb), data only 1 - Microphone		
		A 11	1 - Headphone Integrated Realtek ALC3861 High-Definition Audio		
		Audio	Codec (2 Channel) or better		
		Operating System	Windows 11 or higher pre-Activated		



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Connectivity	Intel® Wi-Fi 6, Bluetooth wireless card, LAN				
Warranty	1 Year onsite warranty or more				
MAF	Required				
Monitor					
Type	Should be compatible with the CPU above				
Response Time	5ms (gray to gray) fast mode; 8ms normal mode or better				
Resolution	3840 x 2160 at 60Hz				
Colour Depth	1.07 billion Colours				
Contrast Ratio	1300:1				
Colour gamut	99.9% sRGB				
Pixel per inch (PPI)	163 or better				
Standing screen display size	27 inch or better				
Panel Technology	In Plane Switching Type; anti-glare with Hard Coating 3H				
Backlight	LED				
Viewing Angle	178 Degrees				
Image Aspect Ratio	16:9				
Connector Type	VGA, DisplayPort, USB, HDMI				
Warranty	1 year onsite warranty or better				
MAF	Required				
	UPS				
Output Power Capacity	1000 VA / 660 Watt				
Output Connections	(1) India 2/3-pin 6A (Surge Protection) & (4) India 2/3-pin 6A (Battery Backup), auto switching & auto sensing function				
Run Time Load	75 min. @ 100W, 30 min. @ 200W, 17 min. @ 300W or better				
Compatibility	Should be able to Support the Desktop mention above				
Power Cord Length	1.52 meter or longer				
Battery Capacity	2 x 7.2 Ah				
Voltage	230 Volts				
-	360 Watts				
Wattage					
Wattage Battery Charge Time (in hours)	6 Watt Hours or lesser				



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		MAF/OEM	Required	
		Scanner Type	ADF; CIS scanning technology; Flatbed	
			Scan Resolution	
		Scan Resolution, Optical	600 dpi (color and mono, ADF); 1200 dpi (color and mono, flatbed) or better	
		Scan Resolution, Hardware	600 x 600 dpi (color and mono, ADF); 1200 x 1200 dpi (color and mono, flatbed) or better	
		Output Resolution Dpi Settings	75; 150; 200; 240; 300; 400; 500; 600; 1200 ppi	
			Scan Speed	
		Automatic Document Feeder Scan Speed	25 ppm/50 ipm (b&w, gray and color, 300 dpi)	
		Scan Speed Footnote Number	Scan speeds of 25 ppm measured or better.	
		Scanner Specifications		
		Duty Cycle (Daily)	Recommended daily duty cycle: 1500 pages (ADF)	
		Bit Depth	24-bit (external), 48-bit (internal)	
2	Document Scanner	Auto Document Feeder Capacity	Standard, 60 sheets or more	
_	Document Scame	Scan Size, Maximum	216 x 297 mm	
		Scan Size (ADF), Maximum	216 x 3100 mm	
		Scan Size ADF (Minimum)	89 x 148 mm	
		Scan File Format	For text and image pages: PDF, JPEG, PNG, BMP, TIF, Text (TXT), Rich Text (RTF), SEARCHABLE PDF, PDF/A, Word (DOC), Word (DOCX), Excel (XLS), Excel (XLSX), CSV, Searchable PDFs	
		Scanning Options (ADF)	Single-pass Duplex scanning	
		Duplex ADF Scanning	Yes	
		Scan Technology	ADF; Flatbed; Contact Image Sensor (CIS)	
		Color Scanning	Yes	
		Light Source (Scanning)	Light Emitting Diode (LED)	
		Processor Speed	666 MHz or better	
		Memory	256 MB or better	



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			Connectivity And Communications	
		Connectivity, Standard	USB 2.0, Wifi and Ethernet	
		Control Panel	Yes	
			Power	
		Power	Input Voltage: 100 to 240 VAC	
		Power Supply Type	External power adapter	
			Supported Printing Media	
		Media Size (ADF)	Letter; Legal; Executive; A4; A5; A6; B5; B5 (JIS)	
		Media Types	Paper (banner, inkjet, photo, plain), envelopes, labels, cards (greeting, index)	
			System Requirements	
		Compatible Operating Systems	Windows 11; Windows 10; Windows 8; Windows 8.1; Windows 7; Windows Server; macOS 10.14 Mojave; macOS 10.15 Catalina; macOS 11 Big Sur; macOS 12 Monterey	
			Weight	
		Weight	5.4 kg or less	
		Warranty		
		Warranty	1 year	
		MAF/OEM	Required	
		·		
			Display	
		Size	14-inch or better	
		Resolution	1920x1200 pixels	
		Refresh Rate	60Hz or better	
		Battery Capacity (WHR)	58Whr or better	
		Processor	Intel Core i7 12th Gen or better	
3	Laptop		Memory	
		RAM	8GB or more	
			Graphics	
		Graphics Processor		
		Graphics	Graphics	
		Graphics Processor	Graphics	



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		Wi-Fi standards supported	5G supported or better		
		Ethernet	Yes		
		Bluetooth version	5 or better		
		Inputs			
		Web Camera	Yes		
		Speakers	in-built		
		1	Ports And Slots		
		Number of USB Ports	3		
		USB 3.2 Gen 1 (Type A)	1		
		Thunderbolt 4 (Type C)	2		
		HDMI Port	Standard		
		Multi Card Slot	1 Micro SD Card Reader		
		Operating System	Pre-activated Windows 10 or 11 pro		
		MS Office	Pre-activated H&S Office		
		Headphone and Mic Combo Jack	Yes		
		Warranty	2 years on site		
		MAF/OEM	Required		
		Removable memory	Secure Digital Card		
		Hardware Platform	Camera		
		Compatible Devices	Camera		
		Standing screen display size	3 Inches		
4	Microphone	Supported image types	RAW		
		Horizontal resolution	4928 Pixels		
		Maximum vertical resolution	3264 Pixels		
		Min Focal Length	16 Millimeters		
		Maximum SPL	-42 dB +/- 3 dB / 0 dB=1 V/Pa		
		Frequency Response	70-16,000 Hz		



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		Noise Level	60 dB
		Microphone technology	Stereo
		Signal-to-noise ratio (dB)	60 dB
		Connector Type	Auxiliary
		Has Auto Focus	Yes
		Warranty	As applicable
		MAF/OEM	Required
		Туре	2-way Bi-amp Powered Speaker with mixer
		Mixing channels	5 (Mono x3 + Stereo x1)
		Input channel functions	Hi-Z: CH2/3, 1-knob EQ/Preset: CH1-3/ST
		Output channel functions	MODE (SPEECH/MUSIC/CLUB)
		Inputs	Mono x3 (mic/line) + Stereo/Mono x1 (line)
		Outputs	Monitor/Link out x1
		Bluetooth	Ver.5.0 or better
		Support Control	iOS/Android app
5	Portable AV system	On board processor	DSP- Digital reverb (4 program, parameter control), delay, chorus
		Speaker type	Coaxial speaker with compression driver
		Frequency range (-10dB)	60 Hz – 20 kHz
		Coverage area	H90° x V90° or better
		Crossover	2.0 kHz
		Maximum output level (1m; on axis)	125 dB SPL *1 or better



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		Components	I F. O. G. C. O
		Components	LF- 8" Cone, 2.0" voice coil
		A mulifier alogg	HF- 1" throats compression driver, 1.4" voice coil
		Amplifier class	Class-D
		Cooling	Natural convection (no fan)
		Battery	Type -Rechargeable Lithium-ion battery pack Capacit y- 79.92 Wh (2700 mAh, 29.6 V) or better
			Operating Time- 8 hours or more
		Cabinet material	Charging Time- 4 hours or lesser Plastic (ABS)
		Caomet material	Tiasuc (ADS)
		Weight	12.5 kg (27.6 lbs) (Including battery) or lesser
		Warranty	1 Year or more
		Technology	RGB liquid crystal shutter projection system
		Panel	LCD (0.59") or better
		Native resolution	WXGA or better
		Lens Type	Optical Zoom (Manual/Auto)/ Focus (Auto/Manual)
		Lamp Type	210 W UHE or better
		Lamp Life	10,000 Hrs or better
		Brightness	3600 Lumens or better
		Contrast Ratio	15,000:1 or better
		Internal Speaker	2W Mono or better
6	Projector	Connectivity	USB, Wireless, LAN, HDMI and VGA
		Screen Size	
		Zoom Wide	33" - 320" [0.91 - 9.07 m] or better
		Zoom Tele	33" - 320" [1.10 - 10.89 m] or better
		Standard Size	60" Screen [1.68-2.02 m] or better
		Form Factor	Portable
		Mounting Type	Ceiling Mount
		Includes remote	Yes
		MAF	Required
		Warranty	Minimum 1 Year
		·	