

SMC/ISD(ICCC)/OD/No.: 175

Date: 16/05/2025

To

«COMPANY_NAME»,

«ADDRESS1»

«ADDRESS2»

«CITY» -«PINCODE»

Sub.: Supply and Installation of 55" LED display screen, Web camera with inbuilt mic, Colour inkjet printers and lamination machine

Dear Sir(s),

Surat Municipal Corporation intends to buy **55" LED display screen, Web camera with inbuilt mic, Colour inkjet printers and lamination machine.**

The terms and conditions for bidding shall be as detailed below:

1. Prices to be quoted should be inclusive of all Central/State taxes, levies, Transportation, handling charges F.O.R. SMC premises packing, forwarding, transit losses, insurance, loading and unloading and all other breakage, leakage, losses shall be borne by the agency.

2. TAX LIABILITY

GST (Goods & Service Tax) has come in existence from 1st July, 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract.

During the course of execution of Contract, if there is any change in Rate of GST (Goods & Service Tax) by the Government, the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof of the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate from Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted / claimed within 30 (Thirty) Days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor / Successful Bidder in this regard. Further, the non-payment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount.

If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (excluding GST) are imposed during the course of the contract, the same shall be borne by the Contractor/Successful Bidder Only, in no case SMC shall be liable for the same.

The contractor will submit the invoice to the SMC having GSTIN of SMC mentioned therein and the taxes shall be shown separately on the face of the invoice so as to claim as ITC by SMC.

3. The **prices/charges quoted for 55" LED display screen and Colour inkjet printers** should also include:

- i. Cost of necessary charger, USB Cables, power cables, signal cables, connectors, convertors, controllers, mounting kit and necessary device drivers/software that are specified/not specified in this quotation but necessary.
- ii. **Three years on-site comprehensive warranty with parts** covering all movable plastic and other parts of the equipment in warranty.
- iii. Delivery at installation site in SMC's main office or at any other office to be decided by the SMC, within Municipal limit.
- iv. Transit Insurance, Freight and loading, unloading charges up to SMC's site.
- v. Installation & Commissioning of the software and the hardware.

The **prices/charges quoted for Web camera with inbuilt mic and lamination machine** should also include:

- i. Cost of necessary charger, USB Cables, power cables, signal cables, connectors, convertors, controllers, mounting kit and necessary device drivers/software that are specified/not specified in this quotation but necessary.
 - ii. **One year on-site comprehensive warranty with parts** covering all movable plastic and other parts of the equipment in warranty.
 - iii. Delivery at installation site in SMC's main office or at any other office to be decided by the SMC, within Municipal limit.
 - iv. Transit Insurance, Freight and loading, unloading charges up to SMC's site.
 - v. Installation & Commissioning of the software and the hardware.
4. The offer should be valid for acceptance for a **minimum period of 120 days from the date of opening of the quotations**. If desired by SMC, it will have to be extended for a further period also.
 5. The right to reject/accept any/all quotations(s) without assigning any reason thereof is reserved.
 6. The SMC may buy full/partial quantity from one/more agency(s) and may split/defer/stagger the order(s)/deliveries. The rates quoted by the agency will be applicable on partial quantity also.
 7. The successful agency will be required to place **Security Deposit @ 5%** of the consideration of the Contract by Cash/Cheque/Demand Draft/Banker's Cheque Payable at Surat in favour of Surat Municipal Corporation of any scheduled/nationalised bank **within 10 calendar days** from the date of notice of award of contract, failing which a **penalty @ 0.065%** of the amount of security deposit will be imposed for delay of each day.
 8. In case, the awardee i.e. the selected agency fails to supply specified quantity and quality of goods in time or the performance of such supply/supplies is/are not found upto the mark or found of an inferior quality vis-à-vis specifications, the security deposit will be forfeited at once.
 9. The Awardee i.e. the selected agency will have to enter into an agreement with SMC and submit an Undertaking for supply of goods and its/their installation, Commissioning etc. on a Rs.300/- stamp paper of Government of Gujarat at the agency's own cost **within 10 (ten) calendar days** period from the date of Notice of Award. No claims for payments will be entertained without completion of this process.

10. The agency shall be required to carry out corrective maintenance of all hardware/peripherals supplied including replacement of defective parts, installation/reinstallation and configuration/reconfiguration of hardware, required device drivers and other tools during warranty period.
11. The agency shall be required to repair the faulty component/equipment at the earliest. However if any component/equipment gives continuous trouble, the agency shall replace the same with the new compatible component/equipment of the same or higher configuration without any additional cost to SMC.
12. All goods to be supplied should be of specified or higher speed/technology/version than that specified in the quotation/work order.
13. It should be noted that the lowest rate(s)/price(s) will not be the sole criterion for accepting quotation for any of the goods but emphasis will be given to the quality of the products and even the readiness to offer innovative technology thereof.
14. Any offer/quotation not meeting the terms and conditions mentioned hereinabove will be liable for rejection without assigning any reason thereof.
15. The successful agency shall deliver, install and commission **all items as mentioned in Annexure – A** in this quotation **within 7 calendar days from the date of the Work/Purchase order**. A **penalty of 0.2%** of the consideration of contract for a particular item will be charged for delayed supply and installation for delay of each day thereafter.
16. **Single Point of Contact:** Agency will nominate one senior person as the Single Point of Contact (SPOC) for the purpose of receiving the complaint and resolution of the same. The mobile no. of the same will be shared with the end users as well. The nominated SPOC must interact cordially with the end user. S/he will carry out necessary activities to resolve the problem in order to ensure maximum uptime.
17. The agency shall extend all the benefits to the SMC such as free samples of products, materials, goods, articles including any kind of discount, rebate, commission, incentives normally offered to any other buyer in the form of gift or otherwise as part of the sales promotion scheme(s). If any such sales promotion scheme(s) is /are already launched for the product and is/are in force while the quotation process is on, mention of details of such scheme(s) must be made explicitly in the offer.
18. Quotation once filled in, submitted shall not be allowed to be withdrawn till the validity of the quotation remains in force.
19. The liability as to any damages and/or loss otherwise to any movable or immovable properties, assets during loading, unloading or otherwise during the period of supply, whether knowingly or unknowingly done or occurred shall be made good forthwith to the SMC by the Awardee agency upon a communication made thereof.
20. The contract shall be governed by the Laws in India and shall be subject to the jurisdiction of Surat.
21. Payment shall be made only to the successful agency. Third party billing or payment shall not be allowed.
22. The terms of payment shall be as under:
 - 75% in 15 days of Full Supply
 - 25% in 30 days from Delivery and successful testing.
23. The agency shall be required to submit

- **duly filled, signed and stamped technical specification compliance as mentioned in Annexure – A,**
 - **price quotation on bidder's letter head**
- via e-mail, to the following e-mail id on or before May 23, 2025.**
E-mail id for submission of price quotation submission: **isd.hardware@suratmunicipal.org**

24. Any other information can be obtained from Information Systems Department of SMC.

SD/-
Deputy Commissioner
Surat Municipal Corporation



Annexure – A

#	Minimum Technical Specifications		Matched (Yes / No)
<u>I. 55" LED Display Screen</u>			
1.	Display Size	55" inch diagonal	
2.	Technology	LED Backlit	
3.	Resolution pixel	(1920 x 1080) Full HD	
4.	Aspect Ratio	16:9	
5.	Brightness	350 nits or more	
6.	Native Contrast Ratio	1000:1	
7.	Viewing Angle	178:178	
8.	Response time	8 ms or less	
9.	Inbuilt Speakers	Yes	
10.	VGA Port	Optional	
11.	HDMI	Yes, minimum 2 quantities	
12.	USB	Yes	
13.	DVI-D	Optional	
14.	Display Port	Optional	
15.	Power Supply	230V AC, 50 Hz	
16.	Mounting kit	Wall Mount / Wooden Partition	
17.	Accessories & Mounting	Remote, wall mount kit, mounting and cabling upto connection point	
18.	Warranty	3 years comprehensive onsite back-to-back OEM warranty including service and parts	
<u>II. Web camera with inbuilt mic</u>			
1.	Camera Resolution	1080p/30fps (1920x1080 pixels) 720p/30fps (1280x720 pixels)	
2.	Camera megapixel	2MP	
3.	Focus type	Fixed focus	
4.	Lens type	Custom 4 element plastic lens with anti-reflective coating	
5.	Built-in Microphone type	Omni-directional microphone	
6.	Mic range	Up to 1m	
7.	USB connectivity	USB-A plug-and-play	
8.	Warranty	1 year comprehensive onsite back-to-back OEM warranty including service and parts	
<u>III. Colour inkjet printers</u>			
1.	Printing Technology	Inkjet	
2.	Printer Type	Color	
3.	Paper Size	Letter, A4	
4.	Functions	Print only	
5.	Print Speed	22 ppm (Draft Text – Memo, A4 (Black/ Color) or Higher	
6.	Usage	I-card / Pass printing	
7.	Paper supported	Plain, Glossy photo paper	
8.	Interface	High Speed USB 2.0 or Higher	

9.	OS Compatibility	Windows 10 or Higher Necessary driver should be available for Microsoft windows 11 professional 64 bit version	
10.	Warranty	3 years comprehensive onsite back-to-back OEM warranty including service and parts Warranty details should be verifiable on OEM's official website by entering device serial number.	
IV. Lamination Machine			
1.	Lamination Width	330 mm	
2.	Laminating Speed	475 mm/min or 0.5m/min or 250 Sheets/ hour	
3.	Mounting Distance between rollers	2 mm	
4.	Operational Temperature in Degree Celsius	80-degree -180 degree	
5.	Heating System	Infrared heating lamp/ mica sheet heater/ Isinglass heating	
6.	Warm up time	3-5 min	
7.	Laminating Thickness	Up to 250mic	
8.	Roller Diameter	25mm	
9.	Roller	4	
10.	Cooling Fan	2	
11.	Machine Body	Metal	
12.	Driving Motor	AC Geared Motor (High Quality Low Noise Stable Motor)	
13.	Warranty	1 year comprehensive onsite back-to-back OEM warranty including service and parts	

Place

Signature of Authorized Person

Date

Designation

Seal/ Stamp

Name

Price Quotation

(To be submitted on company letterhead)

Reference: (1) SMC's quotation no. SMC/ISD(ICCC)/OD/No. <<>> dated <<>>

Sr. No.	Item Description	Qty.	Make and Model	Unit Rate excl. GST	GST (%)	Unit Rate incl. GST	Amount incl. GST
1.	55" LED Display Screen with 3 years onsite warranty	01					
2.	Web camera with inbuilt mic with 1 year onsite warranty	03					
3.	Colour inkjet printers with 3 years onsite warranty	02					
4.	Lamination Machine with 1 year onsite warranty	02					
5.	15 Mtr. HDMI Cable with 3 years warranty	01					

I / We, <<Name of authorised person>>, have thoroughly read, studied and understood the instructions of the quotation document, format as well as the terms and conditions referred to hereinabove and the same are acceptable to me/us.

Name of Organization:			
Address:			
Details of Authorised Person Signing this Quotation			
Name:			
Designation:		Contact No. & Email Address	
Date:		Company Stamp:	