

REQUEST FOR QUOTATIONS

Procurement of Goods under RFQ/Shopping Procedures

Purchaser: *Meghalaya Basin Management Agency (MBMA)*

Contract title: *Procurement of Training Equipment*

RFQ No: MBMA/CLLMP/160/2018-19/ GD-6/89

S#	Description	Date & Time
1	Date of Issue of RFQ	May 14, 2019
2	Last Date and Time of submission of RFQs	May 24, 2019 at 1600 Hrs.
3	Opening of RFQs	May 24, 2019 at 1630 Hrs.

Applicable Procurement Guidelines/Regulations Date:

[Procurement Regulations July 2016]



MEGHALAYA BASIN MANGEMENT AGENCY (MBMA)

HQR: SHILLONG

Ph: 0364-2522921

Email: mbdaprocurement@gmail.com

MBMA/CLLMP/160/2018-19/ GD-6/ 89

Date: 14th May , 2019

**INVITATION FOR QUOTATIONS FOR PROCUREMENT OF TRAINING EQUIPMEN
UNDER SHOPPING PROCEDURES**

To

Dear Sir/Madam,

**Subject: INVITATION FOR QUOTATIONS FOR PROCUREMENT OF TRAINING
EQUIPMENT FOR CLLMP PROJECT**

Government of India has received a funding from the **International Bank for Reconstruction and Development (IBRD)** in the form of Loan toward the cost of **Meghalaya Community- Led Landscape Management Project (MCLLMP)**, **Meghalaya Basin Management Agency (MBMA)** is the implementing agency of the Project and intends to apply part of the proceeds of this loan to eligible payments under the contract for which this invitation for quotations is issued.

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

S #	Brief Description of the Goods*	Total quantity	Delivery Period	Place of Delivery
Lot # 1	LED Projector with battery backup	8	45 days	Meghalaya Basin Development Authority, Campus of Meghalaya State Housing Financing
Lot # 2	White Board with stand	10	15 days	
Lot # 3	Flannel Board	10	15 days	
Lot # 4	Projection screen with stand	8	30 days	

S #	Brief Description of the Goods*	Total quantity	Delivery Period	Place of Delivery
Lot # 5	External HDD	10	10 days	& Cooperative Society, Behind Bethany Hospital Upper Nongrim Hills, Shillong - 793003
Lot # 6	Amplifier speaker with Microphone	10	10 days	
Lot # 7	Wireless Presentation remote with pointer	10	10 days	
Lot # 8	DSLR Camera	10	45 days	
Lot # 9	Tripod	8	45 days	

*: bidder can apply for one, more or all the lots, however the evaluation will be done lot wise and order will also be placed lot wise.

Terms and Conditions

1. **Eligibility:** A Bidder (a) shall not participate in more than one Quotation; (b) shall not have conflict of interest as defined in the Bank's Procurement Regulations; and (c) should not have been (i) temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; 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.cllmp.com & www.mbda.gov.in for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions.
3. **Quotation Price**
 - a) The bidder must mention the Lot that they are offering. However the quantity offered should be 100% of the requirement for the quoted Lot. Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
 - b) All duties, 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) The Prices shall be quoted in Indian Rupees only.
- f) Bidder must expressly mention the name/brand of the items offered by them in the price schedule.

4. 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.

5. 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;
- 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.

6. Validity of Quotation: Quotations shall remain valid for a period not less than 90 days after the deadline date specified for submission.

7. Evaluation of Quotations: The Purchaser will evaluate and compare the quotations lot wise that are determined to be substantially responsive i.e. which

- (a) are properly signed ; and
- (b) confirm to the terms and conditions and specifications.
- (c) The Quotations would be evaluated lot wise; GST will not be taken into consideration while evaluating the quotations.

8. Award of contract: The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive in respective lots and who has offered the lowest evaluated quotation price for that respective lot.

- 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.
- 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).

8. Payment shall be made with 30 days after delivery of the goods.

9. Normal commercial warranty/ guarantee shall be applicable to the supplied goods

10. You are requested to provide your sealed quote latest by 1600 hours on May 24, 2019. Quotations that have been submitted on or before time will be opened at 1630 Hrs. on May 24, 2019. Late quotes will be rejected.

11. We look forward to receiving your quotations and thank you for your interest in this project.

(Purchaser)

Shantanu
Name: Shri Shantanu Sharma, IAS

Address: Meghalaya Basin Management Agency, Office of Meghalaya Basin Development Authority, Upper Nongrim Hills, Shillong – 793003; Meghalaya

Tel. No.: 0364 -2522921

Email: mbdaprocurement@gmail.com

FORMAT OF QUOTATION *

Sl. No. ¹	Description of Goods	Specifications (complied or Not complied as per requirement at Annexure 1)	Total Quantity	Unit	Discounts Offered (if any)	Quoted Unit Rate ² Lot wise at destination in Rs.	³ GST and similar other taxes applicable on finished Goods/ Services	*Total Price per line item at Destination - inclusive of discounts, all taxes and duties	
								In Figures	In Words
Lot # 1	LED Projector with battery backup		8	Nos.					
Lot # 2	White Board with stand		10	Nos.					
Lot # 3	Flannel Board		10	Nos.					
Lot # 4	Projection screen with stand		8	Nos.					

¹ A bidder may offer for one or more than one lots.

² Any unconditional discounts if offered shall be specified in this column along with the unit rates.

³ Indicate each applicable tax separately.

Sl. No. ¹	Description of Goods	Specifications (complied or Not complied as per requirement at Annexure 1)	Total Quantity	Unit	Discounts Offered (if any)	Quoted Unit Rate ² Lot wise at destination in Rs.	³ GST and similar other taxes applicable on finished Goods/ Services	*Total Price per line item at Destination - inclusive of discounts, all taxes and duties	
								In Figures	In Words
Lot # 5	External HDD		10	Nos					
Lot # 6	Amplifier speaker with Microphone		10	Nos					
Lot # 7	Wireless Presentation remote with pointe		10	Nos					
Lot # 8	DSLR Camera		10	Nos					
Lot # 9	Tripod		8	Nos					

Gross Total Cost: Rs.

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 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



MEGHALAYA BASIN MANGEMENT AGENCY (MBMA)

HQR: SHILLONG

Ph: 0364-2522921

Email: mbdaprocurement@gmail.com

SUPPLY ORDER

To:

M/s

.....
.....
.....
.....

Dear Sirs,

Sub: Supply of
.....

Reference: Your Quotation no..... Dated

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

SL. No	Brief description of goods/ equipment	Specifications	Quantity to be supplied	Unit Rate (Rs.)	Total Price inclusive of GST (Rs.)
Lot # 1					
Lot # 2					
Lot # 3					
Lot # 4.....					
			Total		

1. Delivery Period:days from the date of issue of this supply order.
2. Place of delivery
3. Consignee Address:
4. GST has been added to the final price of the items
5. Payment shall be made within 30 days of delivery; and acceptance of the goods/equipment.

(Purchaser)

Date:

Place: Shillong, Meghalaya

Name: Shri Shantanu Sharma, IAS

Designation: Additional Project Director,
CLLMP, MBMA

Technical Specifications for the Lots.

Sl. No.	Item	Specification	Total quantity
Lot # 1	LED Projector with battery backup	1920x1080 pixels (Full HD) Zoom: Manual (x1.7) Focus: Manual Lens Shift Manual: V:0-50% / H:±4.4% Keystone V/H: V: ±30° / H: ±30° Light Output (brightness): 3,500 ANSI Lumens Contrast Ratio: 15,000:1 Image Size: 30" - 300" Remote control, WiFi, Bluetooth, VGA, HDMI Connectors and cables	8 Nos.
Lot # 2	White Board with stand	3x4 ft	10 Nos.
Lot # 3	Flannel Board	3x4 ft	10 Nos.
Lot # 4	Projection screen with stand	6x4 ft	8 Nos.
Lot # 5	External HDD	1 TB	10 Nos.
Lot # 6	Amplifier speaker with Microphone	600 W, Li-ion battery, Rechargeable, Woofer, AC 220V/50Hz – 60Hz , AUX/USB/SD/MMC input output, FM	10 Nos.

Sl. No.	Item	Specification	Total quantity
		Radio, Bluetooth, Remote control, Headset socket	
Lot # 7	Wireless Presentation remote with pointer	Battery operated, handheld with laser pointer	10 Nos.
Lot # 8	DSLR Camera	18 MP, 18 – 55 mm and 55 – 250 mm Lens, 32 GB Memory card, Carry bag	10 Nos.
Lot # 9	Tripod	Load Capacity- 1.5 kg ,Max Height: 51.6” or 4 ft (approx) , Min Height: 15.4” or 1.3 ft (approx) ,Folded length:15.7” Leg Sections: 4, Weight:1 kg, Ball Head, Quick- Wheel for Attaching Camera.	8 Nos.