

འདྲུང་དཔོན་ཡོངས་ཁྲབ་ཡིག་ཚང་།

OFFICE OF THE ATTORNEY GENERAL



OAG/Adm-pro/1487

12th January 2016

The Manager

M/s.....

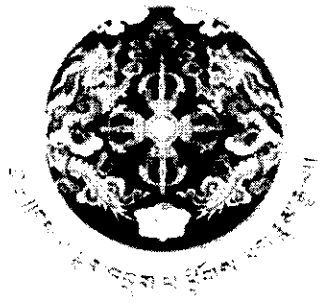
Thimphu

Sub: Invitation for Limited binding Quotation

Sir,

The Office of the Attorney General would like to invite sealed quotation for equipment and furniture as per the specification given below:

Sl No.	Specification	Qty.	Rate (Nu.)
1	Laptop: Processor: 4 th Generation Intel Core i5-4340 (3M Cache, up to 3.6GHz) Memory(RAM): 4 GB DDR3 Hard drive: 750SATA Hard Drive 1TB Optical drive: DVD-RW ROM Video card: Integrated HD Audio with internal speaker Multimedia: Integrated HD audio with internal speaker Networking: Embedded Gigabyte Ethernet Modem: 56kbps inbuilt modem (optional) Keyboard & Mouse: Standard Key pad & mouse Ports/Slots: Minimum 6-8 USB, 1 RJ-45, 1VGA etc. Monitor: 15.6" LED Wide screen with Display Adaptor Operating system (OS): Genuine Windows 8.1, (64-Bit) with OEM pack and Accessories: AC-DC power adaptor and carry case bag Windows 8.1 DVD kits, System device drivers CD/DVD software. Preinstalled: Microsoft Office 2012 and Ant-ivirus	1	
2	HP LaserJet P3015dn, duplex printing automatic (standard), fast Ethernet RJ-45, standard paper tray s. print driver software CD with accessories. OR equivalent printer.	1	
3	Managerial Table	1	
4	Revolving Chair (Manager)	1	
5	Radiator penal heater (9 panels)	1	
6.	Telephone (intercom)	1	
7	File rack	1	
8	Godrej Almeria (4ft)	1	
9	Guest Chair	1	



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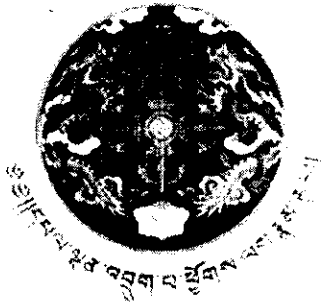
The last date for submission of the spot quotations will be on or before 27th January 2016 at 12 noon and will be opened on the same day at 2.30 PM in the Conference hall of the Office.

Thanking you.

Yours Sincerely,

(Tashi Daw)

ADM



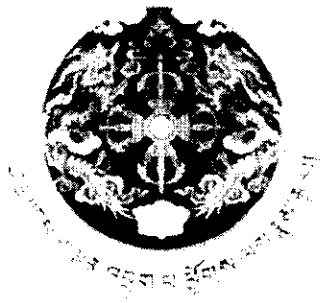
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Terms and Conditions for purchase of Computers:

1. Bids in sealed quotation shall be submit on or before **27 January 2016 on or before 12 noon** after which no bids will be accepted. The Tender Committee shall open the bids on the above mentioned date and time. Participating Bidders may attend the opening of the bids.
2. All bids must be accompanied by valid trade license issued by the Ministry of Economic Affairs (then the MoEA)
3. Any bid received after the deadline shall be declared "late and rejected" and shall be returned unopened to the bidder.
4. Tender shall be submitted along with earnest money, which shall be at the rate of **2%** of the total tender value in the form of cash Warrant/Bank draft in favour of Attorney General, Office of the Attorney General, Thimphu. Tender bids submitted without earnest money shall be rejected. Earnest money shall be refunded on the finalization of tender after.
5. All the rates are to be quoted in Ngultrum.
6. No bid shall be withdrawn after the submission till the opening of the bids.
7. The rates quoted for the equipment shall be valid till the completion of delivery of the goods.
8. The tender need not necessarily go to the lowest bidder, but to the lowest evaluated Bidder.
9. Successful bidder(s) selected to supply the equipment shall be required to furnish security deposit, which shall be at the rate of **7%** of the purchase orders.
10. The Office of the Attorney General reserves the rights to vary the quantity to the extent of **10%** on the same terms and conditions.



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11. The equipment to be supplied shall conform with the specification and subject to testing as may be necessary. Bidders should bid strictly against those Makes and Models specified in the Bill of Quantities and Price Schedule. No deviation or substitution of Make/Models will be accepted on whatever grounds. Any deviation or substitution in the Makes/Models will automatically render the bids as disqualified.
12. Full delivery of item shall be completed within **45 days** from the date of Supply Order, failing which the security deposit shall be forfeited and the supply order shall be awarded to the second lowest evaluated bidder.
13. If the selected bidder fails to supply the full quantity ordered, the purchaser shall recover, as liquidated damages, the difference between the contracted rates and the actual price paid by the purchaser, for the quantity not supplied.
14. All equipments quoted should be accompanied by technical literature wherever applicable. Full technical description of the product offered, supported by catalogues, booklets etc. should also be given with the tender.
15. All the equipment supplied should have proper and authentic certificate. The details of the after sales services provided by the bidder should also be given in the tender.
16. The supplier is required to ensure the installation and operation demonstration of the equipment supplied.
17. The supplier must ensure that the standard accessories included with the equipment by the manufacturer but are not specified in the specification are supplied intact.
18. Bidder must conform that all the goods supplied shall carry the standard international warranty accorded by the respective manufacturers and that they accept to remedy all warranty claims within the warranty period free of cost to the Office of the Attorney General. Warranty coverage must be clearly specified.

8.



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19. Sealed cover containing the Bid Offer must be marked:

“Bids for the supply of Laptops and furniture”

And shall be addressed to:

**The Attorney General
Office of the Attorney General
Thimphu**

20. Full payment shall be made upon complete delivery of goods after deducting 2% (TDS) for BIT (Business Income Tax)
21. The Tender Committee of the Office reserves the right to reject any or all bids without assigning any reason thereof.
22. Any clarification on the above terms and Conditions may be sought from the Tender Committee of the Office of the Attorney General on any working days before the quotation is submitted.
23. The List of equipment and the specifications for the quotation is enclosed in the forwarding letter of this quotation.
24. The submission of quotation by the bidders shall be deemed that they have read and understood the terms and conditions and have agreed to be abided by them, and thereafter no complaints shall be entertained.

Attorney General

