

**GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT
SECRETARIAT ADMINISTRATION WING (ACCOUNTS)**

NOTICE INVITING BID

Dated Aizawl, the 18th December, 2024.

No.D.19021/2/2024-SAD(G) : Mizoram Secretariat-a Computer, Printer, Air Conditioner, Water Cooler, Copier Machine, Refrigerator siam/servicing/part thlak hna thawk thei tur, registered firm, rate contract siampui tur mamawh a ni a, **bid hi 21.01.2025** thleng thehluh theih a ni ang.

Kimchang zawka hre duh tan GAD, SAW(General) ah Office hun chhungin zawhfiah theih a ni a, terms and conditions leh bid form te chu sad.mizoram.gov.in ah en/download theih in a awm bawk.

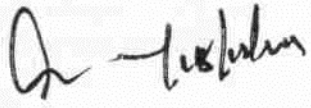
Sd/-ALAN LALTHANZARA

Deputy Secretary to the Govt.of Mizoram
General Administration Department
(Secretariat Administration Wing)

Memo No.D.19021/2/2024-SAD(G) : Dated Aizawl, the 18th Dec.,2024.

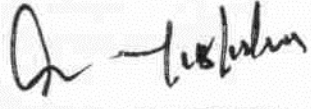
Copy to:-

1. Director, I&PR with a request to publish bid notice in 2(two) Local Daily Newspapers in 1(one) issue.
2. Website Manager, General Administration Department.
3. Office Notice Board.
4. Guard File.


(ALAN LALTHANZARA)
Deputy Secretary to the Govt.of Mizoram
General Administration Department
Secretariat Administration Wing

**TERMS & CONDITIONS OF RATE CONTRACT FOR VARIOUS
REPAIR & MAINTENANCE WORKS UNDER GAD, SAW.**

1. Mizoram Public Procurement Rules (MPPR), 2020 in hna hrang hrang thawh dan a sawi angin kalpui a ni ang.
2. GAD, SAW hnuaiah rate contract item hrang hrang chu Annexure-“A” ah tarlan a ni a, Kum khat chhunga siam/hnathawh ngai vel (appropriate quantity) pawh tarlan a ni a, amaherawhchu, minimum quantity chu quaranteed a ni lovang.
3. He rate contract hi kum khat chhung emaw, Department in a tul a tih hunchhung siampui a ni ang.
4. Bid chhangtute'n single part bid-in, Sealed envelop hrang 2(pahnih) ah thehltur a ni a, pakhat chu technical bid niin, pakhat dang chu financial bid a ni tur a ni.
5. Technical bid a qualify ho chauh financial bid hawnsak an ni ang.
6. Technical bid a document thehltur tel tur chu hengte hi a ni:-
 - a) Dilna (Form A)
 - b) House Tax Payee Certificate(HTP) emaw, Court Fee Stamp Rs.10 nen.
 - c) Aizawla cheng/business nei mek tih lanna lehkha/Certificate.
 - d) GST Registration copy.
 - e) AMC Registration.
 - f) Earnest Money Cheque emaw, Demand Draft (DD) Rs.5,000/- of total amount drawn in favour of Dy.Secretary,GAD,SAW etc.
7. Financial bid chu Form 'C' (Annexure-II) fill up a thil tel tur a ni. Hetah hian an service pek theihthe chiang taka tarlan tur a ni a, warranty period pawh ziah tel tur a ni. Rate fill up lo chu consider tel a ni lo ang. Financial Bid hi GST tela tarlan tur a ni ang.
8. Purchase Advisory Board in a pawnte firms chu Repair Order hmanga thawh tur hriattir an ni ang.
9. Repairing Bill pek chungchangah, Department in sum a neih dan a zirin a rang lama pek an ni ang a, sum dinhmunin a zir loh avanga repairing bill pek theih loh a nih pawhin, sum awm hun remchangah pek tur a ni ang. Hemi chungchang hi repair hna thawktuin khawi hmunah mah a sawibuai tur a ni lo.
10. Rate contract hun chhungin state chhungah thil man tlak hniam emaw, san avangin, rate contract chhangtu rate chu item in angah, hmun dang midang rate aia a lo sang zawk emaw, a lo hniam zawk emaw a nih chuan, rate hniam ber te chhana ang chu midangin chhan let na hunchhung a pe anga, a tul angin siamrem tur a ni ang. Tin, rate contract chhangtuin a rate tihhniam a remti lo a nih chuan, rate contract siam tawh sa chu kalpui zel kher a ni lovang.
11. Bid tu te zingah hian, a rate hniam ber atanga tehni emaw, an quality emaw en chungin thawktu tur hi thlan a ni ang.


(ALAN LALTHANZARA)
Deputy Secretary to the Govt. of Mizoram
General Administration Department
Secretariat Administration Wing

F O R M - A.

FORM FOR SUBMISSION OF BID

Name of Owner/Proprietor : _____

Registration No & Date : _____

Full Address : _____

Contact No : _____

To,

The Deputy Secretary to the Govt.of Mizoram,
GAD, SAW,
Mizoram Secretariat.
MINECO.

Subject : Submission of bid for rate contract.

Ka pu,

Local Chanchinbu atangin GAD, SAW, Mizoram Secretariat ah Office
bungrua (electronics item) chi chrang hrang repair tur rate contract ziahfelpui tur
in mamawh tih ka lo hria a (vide Notice No.D.19021/2/2024-SAD(G), dated
_____, hemi atan hian Sl.No._____, Item :
_____(list of repair & Maintenance Works, Annexure-A
) atan hian bid ka rawn submit e.

I rintlak,

Signature

Name of Owner/ Proprietor : (_____) (in block letter)

Date:_____

Seal :

F O R M - B

FORM OF TECHNICAL BID

Name of Work : _____

Bid No : _____

To,

_____ (Employer)

_____ (Address)

Sir,

We,, the undersigned, declared that :

1. We have examined and have no reservations to the Bidding Document.
2. We offer to execute the Works described above and remedy any defects therein in conformity with the Conditions of Contract including Special Conditions.
3. We undertake, if our Bid is accepted, to commence the work as stipulated in this Contract, and to complete the whole work comprised in the Contract within the time stated in the Contract Document.
4. We agree to abide by this Bid for the period of 60 days from the date fixed for receiving the same, and it shall remain binding upon us and may be accepted at any time before the expiration of the period;
5. We undertake that unless and until a formal Agreement is prepared and executed, this Bid, together with your written Letter of Acceptance shall constitute a binding contract between us.
6. We understand that you are not bound to accept the lowest or any tender you may receive.
7. I/We do hereby submit our Technical Bid, complete with all the required information as stipulated in your Bidding Documents.

Signature : _____

Name of Owner/Proprietor : _____
(in block letter)

Seal : _____

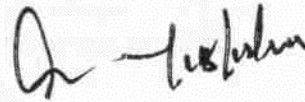
Date.....

ANNEXURE – ‘A’.

(List of repair & maintenance works needed under GAD, SAW).

Sl.No.	ITEM	Approximate Number
1.	<u>COMPUTER(CPU)</u> 1) Windows load that 2) Mother Board thlakna 3) RAM thlakna 4) Hard disk thlakna 5) Processor thlakna 6) SMPS thlakna 7) Lanport thlakna 8) Servicing 9) Sound Card thlakna	635 Nos
2.	<u>PRINTER:</u> 1) Selenoid thlakna 2) Power Board thlakna 3) Logicard thlakna 4) Teflon thlakna 5) Pressure roller thlakna 6) Lesser Unit thlakna 7) Servicing hrim hrim	600 Nos
3.	<u>COPIER MACHINE:</u> 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna 6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoid thlak/siamna 13) Mainboard thlakna	1.Konica -65 2.Ricoh -59 3.Cannon- 9 4.HP - 9 5.Sharp - 2 6.Kyocera- 1 <u>Total = 145</u>
4.	<u>AIR CONDITIONER:</u> 1) Compressor thlakna 2) Capacitor thlakna 3) Indoor Unit Fan Motor thlak 4) Gas Refill 5) Indoor Unit Powerboard 6) Gas pipe thlak/Welding	1.Godrej – 15 2.Haier - 44 3.Samsung-6 4.L.G. - 8 5.IFB -11 6.Sharp - 5 7.Whirlpool-1 Total =90

Sl.No.	ITEM	Approximate Number
5.	<u>WATER COOLER:</u> 1) Fan Motor thlak 2) Compressor thlak 3) Filter thlak/servicing 4) Powerport thlak	Whirlpool 14 Nos
6.	<u>CATRIDGE REFILL/REPAIR:</u> 1) Drum thlak 2) Doctor Blade thlak 3) Wiper Blade 4) Powderder refill + Wastank clean 5) Magnetic roller thlak	
7.	Television – as required	17 Nos
8.	Refrigerator – as required	6 Nos



(ALAN LALTHANZARA)

Deputy Secretary to the Govt. of Mizoram
General Administration Department
Secretariat Administration Wing

FORM - 'C'

(Financial bid for various works under GAD, SAW).

Name of Firm : _____

Owner/Proprietor Name : _____

Full Address : _____

Contact No. : _____

To,

The Deputy Secretary to the Govt.of Mizoram,
GAD, SAW.
Mizoram Secretariat, MINECO.

Ka pu,

GAD, SAW hnuaia item of works hrang hrang ka thawh theihthe chu a hnuaia tarlante hi a ni e. Mizoram Public Procurement Rules, 2020 in a sawi angin, he rate quote te hi kum khat chhung a dam ang. He Form 'C' ah hian hnathawh theih item belh emaw, kimchang zawka ziaak duh tan lehkhah hrana ziahin a thehluh tel theih reng e.

Sl.No.	ITEM	Approximate Number	Rate (to be filled up by bidder (inclusive of GST)	Waranty period in month
1.	COMPUTER(CPU) 1) Windows load that 2) Mother Board thlakna 3) RAM thlakna 4) Hard disk thlakna 5) Processor thlakna 6) SMPS thlakna 7) Lanport thlakna 8) Servicing 9) Sound Card thlakna	635 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____ _____ _____ _____ _____ _____ _____ _____ _____
2.	PRINTER: 1) Selenoid thlakna 2) Power Board thlakna 3) Logicard thlakna 4) Teflon thlakna 5) Pressure roller thlakna 6) Lesser Unit thlakna 7) Servicing hrim hrim	600 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____ _____ _____ _____ _____ _____ _____
3.	COPIER MACHINE - Konica Minolta) 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna 6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoir thlak/siamna 13) Mainboard thlakna	65 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
1	2	3	4	5
	COPIER MACHINE - (Ricoh): 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna		Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____ _____ _____ _____ _____

	6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoir thlak/siamna 13) Mainboard thlakna	59 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____
	COPIER MACHINE - Canon: 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna 6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoir thlak/siamna 13) Mainboard thlakna	9 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____
	COPIER MACHINE - HP Lasserjet. 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna 6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoir thlak/siamna 13) Mainboard thlakna	9 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____
	COPIER MACHINE- Sharp. 1) Drum Unit thlakna 2) Developer +HVT thlakna 3) Blade thlakna 4) Bushing thlakna 5) Spacer roller thlakna 6) Heater roller thlakna 7) Gear thlakna 8) Drum lock thlakna 9) Chips thlakna 10) Paper sensor thlakna 11) Transfer roller thlakna 12) Selenoir thlak/siamna 13) Mainboard thlakna	2 Nos	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____

4.	AIR CONDITIONER: 1) Compressor thlakna 2) Capacitor thlakna 3) Indoor Unit Fan Motor thlak 4) Gas Refill	1. Godrej - 15 2. Haier - 44 3. Samsung-6 4. L.G. - 8 5. IFB - 11	Rs. _____ Rs. _____ Rs. _____ Rs. _____	_____ _____ _____ _____
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	5) Indoor Unit Powerboard 6) Gas pipe thlak/Welding	6.Sharp - 5 7.Whirlpool-1 Total =90	Rs._____ Rs._____	_____
5.	<u>WATER COOLER:</u> 1) Fun Motor thlak 2) Compressor thlakna 3) Filter thlak/servicing 4) Powert port thlak	(Whirlpool) 14 Nos	Rs._____ Rs._____ Rs._____ Rs._____	_____ _____ _____ _____
6.	<u>CATRIDGE REFILL/REPAIR:</u> 1) Drum thlakna 2) Doctor Blade thlakna 3) Wiper Blade 4) Powder refill+Wastank clean 5) Magnetic roller thlak		Rs._____ Rs._____ Rs._____ Rs._____ Rs._____	_____ _____ _____ _____ _____
7.	<u>Television:</u> 1) Back light thlak(Picture langlo) 2) Motherboard thlak 3) LCD thlak	17 Nos	Rs._____ Rs._____ Rs._____	_____ _____ _____
8.	<u>Refrigerator:</u> 1) Gas refill man 2) Cooling chamber thlak 3) Compressor thlak	6 Nos	Rs._____ Rs._____ Rs._____	_____ _____ _____

S igiture : _____

Name of Owner/Proprietor
(in block letter) : (_____)

Seal :