



## REQUEST FOR PROPOSAL

**BANK OF BARODA**, Territory office, Mauritius, having its office at Bank of Baroda Building, 2nd floor, P B No. 553, No. 32, Sir William Newton Street, Port Louis, Mauritius invites tenders for supply of **hardware** for office use.

No	Description	Quantity
1	Flat bed scanner HP Scanjet Pro 2500 F1 Scanner	1
2	HP Scan jet Pro 3000 f1 Scanner (HP ScanJet Pro 3500 f1 Scanner)	9
3	HP LaserJet Pro MFP M130fn, Print/Copy/Scan/Fax, With 3 Years Warranty (UH764E - HP 3y Return Cons Laserjet MFP-E SVC)	2
4	HP Pro Desk 400 G5 Micro tower, Intel® Core™ i5-8500 with Intel UHD, Graphics 630 (3.0 GHz, up to 4.1 GHz with, Intel Turbo Boost, 9 MB cache, 6 cores), Intel B360, 8 GB DDR4-2666 SDRAM (1x4GB), 2 DIMM, 500 GB 7200 rpm SATA, Slim SATA DVD Writer, HP USB Business Slim Keyboard and HP, USB Optical Mouse, Windows 10 Professional 64, U6578E Care pack 3 Years Warranty PC + HP Monitor	7

We shall appreciate interested firms/companies to send their complete proposal including details of Total cost and break up of cost and other clauses like Terms of Payment, Warranty, Annual maintenance Cost etc at our Bank by **10 September 2019 by 15.00 hrs** in a sealed envelope marked "**Proposal for Hardware**" to the attention of:

**The Vice-President  
Bank of Baroda  
Sir William Newton Street  
Port Louis**

**No submissions after 15.00 hours shall be accepted.**

### SUBMISSION DETAILS

As part of the submission the vendor should submit the following details

**Undertaking Letter from Principal Vendor / OEM** – A letter of undertaking from the vendor on the following points:

- I) Agreeing to all terms & conditions as detailed in the tender.
- II) The organization is in the business of **hardware** at least for a period of last 3 years.
- III) The model offered meets all the technical requirements requested.
- IV) Sufficient quantity of spares will be kept as stock during the warranty / AMC period at the Vendor's side.
- V) EOL/EOS should not be before 5 years from installation date  
Any technical problem would be resolved within 48 hrs of call reported (including time for procuring spare parts) and having technically qualified engineers to service.
- VI) Escalation Matrix with First Level Support, Second Level Support

### VALUATION METHODOLOGY

Bank will open the commercials of only those vendors who have submitted valid Undertaking Letters as mentioned in "**Point: SUBMISSION DETAILS**". The vendor quoting the lowest commercial shall qualify as the L1/successful vendor/bidder. The vendor is expected not to add

any conditions / deviations in the commercial bid. Any such conditions / deviations may make the bid liable for disqualification.

### **NORMALIZATION OF BIDS**

The Bank will go through a process of evaluation and normalization of the bids to the extent possible and feasible to ensure that vendors are more or less on the same ground of evaluation. After the normalization process, if the Bank feels that any of the bids needs to be normalized and that such normalization has a bearing on the price bids; the Bank may at its discretion ask all the empanelled vendors to resubmit the commercial bids once again for scrutiny. The Bank can repeat this normalization process at every stage of bid submission or till the Bank is satisfied. The vendors agree that they have no reservation or objection to the normalization process and all the vendors will, by responding to this tender, agree to participate in the normalization process and extend their co-operation to the Bank during this process. The vendors, by submitting the response to this tender, agree to the process and conditions of the normalization process.

### **OTHER TERMS AND CONDITIONS**

Please note that any response which does not provide any / all of the information in the specified formats shall be rejected and the Bank shall not enter into any correspondence with the vendor in this regard.

The Bank reserves the right to accept or reject the tender in whole or in parts without assigning any reason thereof. The bank's decision will be final and the bank will not entertain any correspondence in this regard. Bank will not assume any responsibility in case of delay or non-delivery of responses by post, courier, etc within the stipulated time

Mere response to the tender will not entitle nor confer any right on the vendors for supply/sale to the bank.

Those vendors who do not fulfil any one of the required specifications and not meeting other criteria will not be considered.

Bidder to submit latest Tax clearance certificate from MRA.

### **DELIVERY TIMELINES**

Delivery should be within 4 weeks from the date of purchase order at Bank of Baroda branch locations in Mauritius

### **WARRANTY**

The product supplied should be with 1 year warranty from the date of invoice.

Bidder to provide onsite maintenance, trouble shooting support 5 x 8 during warranty period up to unlimited number of calls.

All equipments supplied to be registered with manufacturer for future warranty / AMC support.

Bank reserve the right to rejection of Bids without assigning any reason.

Bank reserve the right to recall the whole process without giving any reason.

### **SUPPORT SERVICES**

Support services should include the following:

- a. OEM / Partner has to provide onsite, Telephonic, Email & Web based Support
- b. OEM / Partner has to provide Patches / Updates / Upgrades / Bug Fixes

**Commercial Bid Format**

Srno	Items	Qty	Unit price (MUR Ex. VAT)	Total Fixed cost (MUR excl VAT)	Annual Maintenance cost per unit after warranty (MUR Excl VAT )
1	Flat bed scanner HP Scanjet Pro 2500 F1 Scanner	1			
2	HP Scan jet Pro 3000 f1 Scanner (HP ScanJet Pro 3500 f1 Scanner)	9			
3	HP LaserJet Pro MFP M130fn, Print/Copy/Scan/Fax, With 3 Years Warranty (UH764E - HP 3y Return Cons Laserjet MFP-E SVC)	2			
4	HP ProDesk 400 G5 Micro tower, Intel® Core™ i5-8500 with Intel UHD, Graphics 630 (3.0 GHz, up to 4.1 GHz with, Intel Turbo Boost, 9 MB cache, 6 cores), Intel B360, 8 GB DDR4-2666 SDRAM (1x4GB), 2 DIMM, 500 GB 7200 rpm SATA, Slim SATA DVD Writer, HP USB Business Slim Keyboard and HP, USB Optical Mouse, Windows 10 Professional 64, U6578E Care pack 3 Years Warranty PC + HP Monitor	7			
	Total Cost MUR Ex. VAT				
	Vat @15%				
	Total Cost MUR Inc VAT				
<b>NOTE</b>					
a) All the commercial values should be quoted in MUR					
b) The price should be inclusive of all					
c) The vendor needs to clearly indicate if there are any recurring costs included in the above bid and quantify the same. In the absence of this, the vendor would need to provide the same without any charge					
d) The above price should include supply, installation, integration and maintenance ,warranty					
e) Further, we confirm that we will abide by all the terms and conditions mentioned in the Tender document					
Place:					
Date:		Seal & Signature of the bidder			

VICE PRESIDENT,  
BANK OF BARODA,  
MAURITIUS TERRITORY  
Place : Port Louis, Mauritius  
Date: 20.08.2019