

IN THE HIGH COURT OF DELHI AT NEW DELHI

F. No.19/DA-02/IT/DHC/No. 16891

Dated: 24-8-2023

From:

The Registrar General
Delhi High Court,
New Delhi.

To,

(On the website of this Court)

Sub: Notice inviting Tender for purchase of E-kiosks

This Court intends to purchase **09 (nine) Nos. of E-kiosks with 5 years on-site comprehensive warranty. The Compliance Sheet containing minimum technical specifications of the required E-kiosks are enclosed herewith at Annexure-'A'.**

**Note: The participating authorized firm / vendor must submit duly filled in technical specification compliance sheet as per Annexure-'A' along with the Financial/Price bid to be submitted as per Annexure-'B'. Non compliance will lead to rejection of the quotation.*

The terms & conditions of this tender are as under:

1. Interested firm(s) / vendor(s) authorized by OEM intending to participate in the instant tender are requested to submit the necessary Technical/Financial bids along with the copy of current authorization letter of the OEM (whose product is being offered) and **Earnest Money Deposit (EMD) of 3% of total proposed cost (incl. GST) for purchase of nine nos. of E-kiosks by way of Demand Draft/Bankers Cheque/Pay Order drawn in the favour of "The Registrar General, Delhi High Court" payable at New Delhi.**
2. **Quotations received without EMD shall be summarily rejected and no request for waiver of EMD will be entertained.**
3. Selected Firms(s)/Vendor(s) will also be required to submit valid authorization letter in original or copy of valid authorization letter issued by OEM duly attested under the seal of the firm while submitting Invoice/Bill mentioning warranty/support period.
4. One big Sealed/closed envelope containing two sealed/closed envelopes of Technical/Financial Bid & EMD must reach to the **A.O.(J) (IT Branch), Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court, New Delhi-110003 on or before 12/9/2023 till 5:30 P.M.** clearly mentioning the rates inclusive of GST/Tax rate, technical specifications, warranty/support period, validity of rates and the delivery schedule of the product being offered.
5. The Big Envelope should be addressed in the name of **"The Registrar General, Delhi High Court, New Delhi"** and the Subject & due date for which the quotation is submitted must be clearly superscribed in capital letters on the envelope.
6. **The validity of rates must not be less than 180 days from the last date of submission of quotations. Quotations with less period of validity of rates shall be summarily rejected.**
7. No quotation shall be entertained after due date. Envelope(s) received without subject being mentioned on them as referred to above shall be **summarily rejected**.
8. Vendor(s) offering quotations for multiple make/model of E-kiosks will have to submit separate authorization letter(s) from the respective manufacturer(s).
9. In case the Purchase Order awarded to the eligible L-1 firm is cancelled due to non supply of goods within the stipulated period, the Purchase Order will be awarded to the next L-2 vendor/firm. The firm shall be liable to be blacklisted to participate in future tenders of this court and the amount of EMD shall be forfeited, if failed to give any cogent reason supported by documentary proof for non-supply of goods within the stipulated period.

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10. **The quotation must be tendered strictly in the format mentioned in Annexure-'A' & Annexure-'B' of this tender. Quotation(s) offered in any other format than prescribed shall be liable to be rejected.**
11. The Demand Draft/Bankers Cheque/Pay Order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful completion of the purchase order placed upon the firm fulfilling all codal formalities against receipt.
12. The Demand Draft/Bankers Cheque/Pay Order of L-2 & L-3 will be returned upon written request after issuance of the Purchase Order to the successful tenderer. If the offer of quotation is withdrawn by the tenderer before/after opening of tender the amount of EMD shall be forfeited and the firm will be blacklisted from participation in any future tenders of this Court for a period of twelve months from the date of blacklisting.
13. The selected vendor is also required to submit the details of SPOC(single point of contact) for after sale support and will also ensure that the complaints notified to designated SPOC person are attended and resolved expeditiously/immediately.
14. The successful vendor shall abide by the condition that if a complaint is lodged before lunch, the same shall be resolved maximum during the second half of the day i.e. after lunch and if a complaint is lodged after lunch the same shall be resolved on next working day maximum (within one day) and also to execute **Service Agreement** in this regard.
15. The selected L-1 firm or any other firm(s), as desired by the authorities, shall be required to give the demonstration of the E-kiosk offered by them to check whether it meets the requirements of this Court.
16. If multiple quotations are submitted by a firm/vendor, all such quotations submitted by it shall be liable to be rejected at the first instance.
17. After opening of the sealed quotation if any cutting/overwriting/correction is found in the offered rate which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.
18. The firm/vendor shall also have to furnish an undertaking (**strictly as per Annexure-'C'**) that neither the firm nor its Partner/Director/Proprietor has been blacklisted/banned and its Business dealings with the Central/State Government/ Public Sector Undertakings/ Autonomous Bodies have been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotation received without undertaking shall be summarily rejected.
19. In case the firm/vendor wants any clarification regarding this Tender, Mr. Zameem Ahmad Khan, Joint Director (IT) at Tel. No. 011-43010101 (Ext.4852) may be contacted.

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage. This Court also reserves the right to increase or decrease the quantity of required E-kiosk.

Yours truly,



(Ajai Kumar Rana)
Assistant Registrar (IT)
for Registrar General

CC to: Joint Director (IT), Delhi High Court, for uploading on the official website of the Delhi High Court.

Compliance Sheet
(Minimum Technical Specification for E-kiosk)

Sl. No.	Technical Specifications	Descriptions	Compliance (Yes/No)	Give Details/Remarks, if any
1.	Processor	Intel Core i7 (8 th generation or higher)		
2.	RAM	16 GB DDR4 (expandable if required)		
3.	Storage	NVMe SSD (256 GB or higher for fast performance)		
4.	Operating System	Windows (latest version with Android emulator support)		
5.	Display	24 inches FHD touch (Capacitive) screen display with industry standard protection to avoid accidental damage		
6.	Trackball Mouse	Trackball mouse as an alternative input device with tactile feedback and precise cursor control for blind and visually impaired users.		
7.	Keyboard	Full-size Bareilly supported metal keyboard (dust-resistant and spill-resistant) with optional retractable tray.		
8.	Custom Welcome Dashboard	Intuitive and visually appealing dashboard for easy navigation and user-friendly interface		
9.	Standing Mode	Ergonomic and sturdy design with smooth finish.		
10.	Connectivity	<ul style="list-style-type: none"> - USB ports for peripherals (minimum 3 USB 3.0 ports) - HDMI port for external display support - Ethernet port for stable wired network connection - Wi-Fi and Bluetooth for wireless connectivity 		
11.	Audio	Built-in stereo speakers and audio-out port for headphones or external speakers		
12.	Webcam	Integrated HD webcam for video conferencing		
13.	Power Supply	Reliable power adapter with surge protection		
14.	Dimensions & Construction	Compact and Sleek design suitable for public spaces, Durable and robust materials to withstand heavy usage and Efficient cooling system to prevent overheating during extended usage		
15.	Security	<ul style="list-style-type: none"> - Integrated 2D QR Code scanner - Biometric authentication (fingerprint reader) - Kensington lock slot for physical security 		
16.	Android Application Support	Compatibility with Android emulators or dual boot support with Android OS (if required for specific applications)		
17.	Retractable Tray	A retractable tray for the keyboard and mouse, providing a convenient storage solution to keep the input devices tidy and save space when not in use.		

Annexure - 'B'

Name of the firm: _____ Email Address: _____

Address of the Firm: _____

_____ Contact No.: _____

Price Bid

Description of Product	A	Make : _____ Model: _____
Price offered for one unit (without taxes) in Rs.	B	
Tax Rate (%)	C	
Total Price offered for one unit (incl. of tax) In Rs.	D	
Undertaking furnished (Yes/No)	E	
Validity of Rates (180 days or more)	F	
Five years onsite warranty (Yes/No)	G	
Product Delivery Time	H	
Remarks, (if any)	I	

_(Interlineations/corrections/overwriting not allowed)

Price as Per column 'D' (per unit) in words: _____

Details of EMD attached _____

Signature of the authorized signatory
Of the firm/company/organization

Official Stamp/Seal

Date:

Place:

UNDERTAKING

I/We undertake that neither the firm (name of the firm) nor its Partner/Director/Proprietor (name of all owners) has/have been blacklisted / banned and its Business dealings with any Central / State Government / Public Sector Undertaking / Autonomous Bodies has/have been banned/terminated on account of poor performance / conduct.

I/we also undertake that all the terms and conditions of the instant Tender Notice are acceptable to me/us.

I/we also undertake that in case the supply is not found to be in conformity with the purchase order or any other distortion, the whole supply will be taken back at the cost of the firm with replacement of goods within 3 days.

I/We further undertake that I/we have confirmed and correctly applied the HSN Code of the required item and its corresponding applicable GST rate as on date with sole responsibility.

Signature of the authorized
Signatory of the firm/company/organization
Official Stamp/Seal

Date:-

Place:-