

**SREI SAHAJ E-VILLAGE LIMITED**  
**“Vishwakarma” 86C Topsia Road (S)**  
**Kolkata – 700 046**

**Request For Quotation (RFQ)**

**RFQ Notification No. SREI/CSC/WB/0708/008 Dt. 07.09.2007**

Sealed Quotations are invited from the authorized vendors for Interior & Exterior decoration as well as supply of Furniture & Electricals for 4937 Common Service Centers (CSC) to be set up in the State of West Bengal. Each CSC will be having a room of minimum 12’ x 10’ at GP/Block area.

**Scope of Work:**

Sl. No.	Scope of Work	Qty.
1.	Interior Decoration: With good quality <b>“Yellow”</b> plastic paint. Room Measures : 12’ x 10’ – Paintings to be done in 4 Walls Ceiling to be painted in White Cost of painting of Doors and windows or corrugated shutter is to be given on per sq. ft basis using good quality enamel paint	4937 CSC
2.	Exterior Decoration: An outside wall measuring 12’ X 10’ is to be painted with good quality <b>“Blue”</b> Exterior paint.	4937 CSC
3.	Furniture Table: 3’/2’ Wooden Pressed board top mounted on metal frame Chair :Wooden Pressed with mounted on metal frame. Bench: 4’/10” made of metal with wooden top finish similar to the chairs  Storage Cabinet: Single Door (19”h/18”w/18”l) – 20 gauge steel structure	3 Nos. for each CSC 3 Nos. for each CSC 1 No. for each CSC 1 No. for each CSC
4.	Lights: Tube Light with Holder Ceiling Fan PL (20 Watt) with Holder	1 No. for each CSC 1 No. for each CSC 1 No. for each CSC
5.	Electricals: 50ft wiring with PVC casing No. of Points: 1 No. 5Amp, 1 No. 15Amp & 2 Nos. 5Amp	4937 CSC
6.	Flooring: PVC flooring for the entire room (12’ x 10’)	4937 CSC
7.	Glow-Sign: 4’ X 2.5’ white glow-sign board (2 colour) to be fitted outside of the room	4937 CSC

## Summary of Important Information

RFQ DETAILS		
1.	Reference No.  Project Name.  Name of Office:	: SREI/2007-2008/RFQ/CSC/02  Interior & Exterior (including electrification) and supply of Furniture for 'Common Service Centers' (CSCs) In West Bengal.  SREI Sahaj E-Village Ltd.
2.	Address for submitting the quotation and other correspondences	: SREI Sahaj E-Village Ltd. 'Vishwakarma' 86C Topsia Road, Kolkata – 700 046 e-mail: gautam.chowdhury@srei.com Ph : 39873282
3.	Last date and time for receipt of Bidding Documents (No quotation will be received after the stipulated time frame)	: 15 <sup>th</sup> September, 2007 at 17:00 Hrs.

## GUIDELINES TO BIDDERS

### 1. DEFINITIONS:

- (a) "Purchaser" means SREI Sahaj E-Village Ltd. with which the selected Vendor signs the Contract for the Services and to which the selected vendor shall provide services as per the terms and conditions and TOR of the contract.
- (b) "Vendor" means any entity that may provide or provides the Services to the Purchaser under the Contract.
- (c) "Quotation" means the Technical proposal as well as Commercial proposal.
- (d) "RFQ" means the Request for Quotation prepared by the Purchaser for the selection of vendor.
- (e) "Quoted Price" – This is the price quoted by the vendor in Form 1

### 2. CLARIFICATIONS FOR SUBMITTING QUOTATIONS:

A prospective vendor requiring any clarification about the RFQ may notify Mr. Gautam Chowdhury, Sr. Manager, Operations at his mailing address or his e-mail address (gautam.chowdhury@srei.com) or call at: (033) 3987 3282

### 3. QUOTED CURRENCY

The unit rates and prices shall be quoted by the bidder only in Indian rupees.

### 4. PERIOD OF VALIDITY OF PROPOSAL

Quotation/Proposal shall be valid for 15 days from the closing date. The Purchaser shall hold the rights to reject a proposal valid for a shorter period.

**5. RESPONSE REQUIREMENTS:** Vendor (s) should furnish the following:

- An acceptance of the terms & conditions for this Request for Quotation (RFQ)

- Company Profile
- Comments & Suggestions
- Other details & information

## **6. COMMERCIAL BID**

**6.1.** The offer should be all-inclusive, including all other taxes & duties, its installation and other required services to operationalize and also its maintenance.

**6.2.** Payment Schedule:

1. 15% will be paid as advance along with the order
2. 65% will be released within 10 days on completion of the job.
3. Balance 10% will be released within 30 days on completion of the job.

**Payment will be released against proper documentation (i.e. Original Invoice, Challan, Acceptance Report etc.)**

## **7. SUBMISSION OF OFFER:**

The vendor shall duly seal each envelope as will be required. The offer should be addressed to the Purchaser at the following address:

The Sr. Manager, Operations (Project "CSC")  
SREI Sahaj E-Village Ltd.  
'Vishwkarma'  
86C Topsia Road (S)  
Kolkata – 700 046

## **8. MODIFICATIONS AND/OR WITHDRAL OF OFFER**

Offer once submitted will be treated as **"FINAL"** and no further correspondences will be entertained in this regard.

## **9. SIGNING OF AGREEMENT:**

The successful vendor shall be required to enter into a Service Level Agreement (SLA) with the Purchaser, within 15 days of the award of the tender or within such extended period as may be specified by the Purchase but before start of the services by the vendor.

# **TERMS AND CONDITIONS**

## **GENERAL**

1. The copyright of this RFP document rests with SREI Sahaj E-Village Limited. The contents of the document must be treated as STRICTLY CONFIDENTIAL. The information contained in this document should be retained in strict confidence by the Bidder and must not be disclosed to any other third party, person or company without the prior permission of SREI Infrastructure Finance Limited.
2. All information and data supplied by those responding to this document will be treated in the strictest confidence.
3. Incomplete proposals or those received after the last date and time will not be entertained.
4. All terms and conditions are described in the document. The supplier does not have the right to modify, replace or amend any terms and conditions outlined in this document.

## **DELIVERY**

The Furniture/Electricals/etc. to be delivered on site (as per schedule)

Intimation of delivery will be provided once the site is ready and delivery needs to be shepherd within 2-3 weeks on receiving the intimation from our end.

## **Specification and Features of Uninterrupted Power Solution for Rural Application.**

The proposed Uninterrupted Power Solution is intended for use in Computer, printer and other peripherals in rural West Bengal.

Quantity Req'd. – 5000 pcs.

The proposed specs is indicative and slight deviation is acceptable

The system should provide following features :

- a) Uninterrupted Power Supply to the load with zero time lag (on line).
- b) Inbuilt Provision for Solar Charge Controller.
- c) Fast Charging of Battery
- d) 5 years comprehensive warranty including Battery.
- e) Protection against RFI /EMI
- f) Protection against Phase reversal.
- g) Protection against Over Load
- h) Protection against battery Low Warning and load disconnect
- i) Protection against over charging of the battery

### **Specification of Power Solution**

- a) Input Supply range : 110 V – 300 V AC, single phase.
- b) Output : 230 V AC +/- 1%, 50 HZ, single phase
- c) Inverter rated out put : 200 W/ 500 W Continuous ( Vendors Should quote with both the options)
- d) Over Load : 110 %
- e) Wave Form : Sinusoidal
- f) THD < 5 % at rated load.
- g) Battery Charging: Fully automatic Boost / Trickle Charging System. Charger should be able to charge the battery even at 110 V AC Input.
- h) Battery : Factory Charged, Tubular, C-10, 180 Ah, 12 V ( Vendors should quote with Exide, Bharat, HBL Nife, and Southern separately. Battery Price should be shown separately).
- i) System Price should include Supply at Block Level of WB, I&C and 5 years comprehensive Warranty.
- j) Vendors should provide details of service centers in W.B. and proposed service back up system.