



**GOVERNMENT OF MEGHALAYA  
MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY**

(The Nodal Agency of Govt. of Meghalaya for Implementing NRLM, Ministry of Rural Development, Govt. of India)  
Montfort Building, 2<sup>nd</sup> Floor, Dhanketi, Shillong-793001

✉: msrls2011@gmail.com

🌐: msrls.nic.in

☎: 0364-2502130

## **REQUEST FOR QUOTATIONS**

### **Procurement of Goods under RFQ/Shopping Procedures**

**Purchaser:** *Meghalaya State Rural Livelihoods Society (MSRLS)*

**Contract title:** *Procurement of Android Mobile Handset*

**RFQ No:** *001*

S#	Description	Date & Time
1	Date of Issue of RFQ	27 <sup>th</sup> February 2020
2	Last Date and Time of submission of RFQs	11 <sup>th</sup> March 2020 at 3:30 PM
3	Opening of RFQs	March 11 <sup>th</sup> 2020 at 4.00 PM

To

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Dear Sir/Madam,

**Subject: INVITATION FOR QUOTATIONS FOR SUPPLY OF MOBILE HANDSET**

Meghalaya State Rural Livelihoods Society (MSRLS), the Nodal Agency of Government of Meghalaya for implementing NRLM in the State of Meghalaya, under the Ministry of Rural Development, Government of India, Delhi intend to procure the following Android Mobile Handset item to be delivered into the specified location as per the details given below:

1. You are invited to submit your most competitive quotation for the following goods as per the lots mentioned: -

Lot	Brief Description of the Goods*	Quantity	Delivery Period	Installation Required (Y/N)	Place for Delivery
Lot# 1	Handset (Android Mobile)	33	Within 15 Days	N	MSRLS, Shillong

**\*Detailed Specifications given at Annexure IV**

**\*\*Bidding cost should include Transportation cost for the Lot as well.**

## Terms and Conditions

1. **Eligibility:** A Bidder (a) shall not participate in more than one Quotation; (b) shall not have conflict of interest as defined in the Bank's Procurement Regulations; and (c) should not have been (i) temporarily suspended or debarred by the Government of Meghalaya and Government of India in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or (ii) blacklisted or suspended by Central or any State Government Departments in India.
2. **Clarifications & Amendments:** If the Purchaser receives any request for clarification of this RFQ Document, it will upload its response together with any amendment to this document, on [www.msrls.nic.in](http://www.msrls.nic.in) for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions and for Award of Contract.
3. **Place of Delivery:** Meghalaya State Rural Livelihoods Society, Montfort building, 2<sup>nd</sup> Floor, Dhankheti, Shillong-793001, as mentioned in the tender paper.
4. **Quotation Price**
  - a) The bidder must mention the Lot that they are offering. However, the quantity offered should be 100% of the requirement for the quoted Lot. Corrections, if any, shall be made by crossing out, initialling, dating and re writing.
  - b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
  - c) Goods and Service Tax (GST) should be indicated separately.
  - d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
  - e) The Prices shall be quoted in Indian Rupees only.
  - f) Bidder must expressly mention the name/brand of the items offered by them in the price schedule along with proper product brochures.
  - g) The bidder must mention in details about the product being offered in lieu of the specified specifications and not by simply mentioning "Complied". Quotations with no proper technical specifications/catalogues are likely to be disqualified.

**5. Qualification of Bidders:**

- a) Have the legal capacity to enter into a contract;
- b) Not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
- c) Not have had your business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.

**6. Documents Evidencing Qualification:** Bidders are requested to submit copies of the following documents as evidence of your qualification.

- a. Valid trading license/registration or equivalent/Exemption Certificate.
- b. Valid certificate of GST registration;
- c. Certificate of Distributorship/Authorization from Original Equipment Manufacturer (OEM)
- d. Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
- e. Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.

**7. Validity of Quotation:** Quotations shall remain valid for a period not less than 90 days after the deadline date specified for submission.

**8. Evaluation of Quotations:** The Purchaser will evaluate and compare the quotations lot wise that are determined to be substantially responsive i.e. which

- (a) are properly signed; and
- (b) confirm to the terms and conditions and specifications.
- (c) The Quotations would be evaluated lot wise; GST will not be taken into consideration while evaluating the quotations.
- (d) Any historical information, if required may be asked from the bidders during evaluation of quotes.

9. **Award of contract:** The Purchaser will award the supply orders to the bidders whose quotations have been determined to be substantially responsive in respective lots and who has offered the lowest evaluated quotation price for that respective lot. The announcement for this assignment will be published in [www.msrls.nic.in](http://www.msrls.nic.in).

- a. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract. The numbers against each item may increase or decrease by 10 to 15 percent at the time of issuing the Purchase Order.
- b. The bidder whose quotation is accepted will be notified of the issue of Supply Order by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).

10. Payment shall be made within 30 days after delivery of the goods.

11. Normal commercial warranty/ guarantee of minimum 1 year shall be applicable to the supplied goods. (Extended warranty if required will be mentioned in the technical specifications.)

12. You are requested to provide your sealed quote latest by 1530 hours on March 11, 2020. Quotations that have been submitted on or before time will be opened at 1600 Hrs. on March 11, 2020. Late quotes will be rejected.

13. We look forward to receiving your quotations and thank you for your interest in this project.

**Sd/-**

**Name:** Shri Shantanu Sharma, IAS

**Address:** Meghalaya State Rural Livelihoods Society, Montfort building, 2<sup>nd</sup> Floor, Dhankheti, Shillong-793001

**Tel. No.:** 0364 -2502130

**Email:** [msrls2011@gmail.com](mailto:msrls2011@gmail.com)



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**ANNEXURE I**

**Bidding Document(s):**

**(On the letter head of the Bidder)**

To

The Chief Executive Officer,  
Meghalaya State Rural Livelihoods Society,  
Montfort Building, Dhankheti, Shillong-493001.

Subject: Supply of Mobile Handset

Dear Sir,

With reference to the subject and your Invitation of RFQ No. \_\_\_\_\_

\_\_\_\_\_ dated \_\_\_\_\_, I/We having understood its contents, obligations and requirements, hereby submit my/our application for the willingness to provide service to your Society.

1. I/We certify that all information provided herein is true and correct.
2. The application and bid is being for the express purpose of qualifying as a successful bidder.
3. Additional information required by the Office will be given at any point of time.
4. I/We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive.
5. I/We certify that I/we have the legal capacity to enter into a contract;
6. I/We or any Member certify that I/We are not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;
7. I/We certify that I/we have not had our business activities suspended or debarred from public procurement by the State Government of Meghalaya or Government of India.
8. My/Our firm/group is genuine and have valid registrations and documents
9. I/We agree and undertake to abide by all terms and conditions of the RFQ
10. I/We enclosed following documents mentioned in point 6 under Terms and Conditions of the RFQ.

Yours Faithfully

Thanking You

(Signature of the authorised Signatory)  
Name and Seal of Bidder



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## **ANNEXURE II**

### **Details of Bidder (On the letter head of the Bidder)**

1. (a) Name:  
  
(b) Address of the headquarter and its branch Office (s) if any:
2. Brief description of the Bidder on the following details:
  - a. Bank Details:
  - b. Pan Card Details:
  - c. Trading License:
  - d. GST Registration:
3. Details of Individuals (s) who will serve as main responsible person/communication for MSRLS:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Address for communication:
  - e) Contact Number:
  - f) E-mail Address:
  - g) WhatsApp No.
  - h) Fax Number
4. Particulars of the authorised signatory of the RFQ:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Address for communication:
  - e) Contact Number:
  - f) E-mail Address:
  - g) WhatsApp No.
  - h) Fax Number



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**5. Documents to be submitted:**

- a. Valid trading license/registration or equivalent/Exemption Certificate.
- b. Valid certificate of GST registration;
- c. Certificate of Distributorship/Authorization from Original Equipment Manufacturer (OEM)
- d. Self-declaration to the effect the bidder is not insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances.
- e. Self-declaration that the bidder's business activities are not suspended or debarred from public procurement by the State Government of Meghalaya, any other State Government or Government of India.

Place:

Signature of authorised Signatory

Date:

Name: \_\_\_\_\_

Office Seal





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**Appendix- III**  
**Format of Financial Bid**  
**(On the letter head of the Bidder)**

Sl. No.	Description of Goods	Specifications (complied or Not complied as per requirement)	Qty.	Unit	Quoted Unit Rate <sup>1</sup> Lot wise at destination in Rs.	<sup>2</sup> GST and similar other taxes applicable on finished Goods/ Services	*Total Price per line item at Destination - inclusive of discounts, all taxes and duties	
							In Figures	In Words
Lot # 1								
<b>Total</b>								

**Gross Total Cost: Rs. ....**

<sup>1</sup> Any unconditional discounts if offered shall be specified in this column along with the unit rates.

<sup>2</sup> Indicate each applicable tax separately.



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We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. .... (amount in figures) (Rs. .... amount in words) within the period specified in the Invitation for Quotations.

We also confirm that commercial warrantee/guarantee of 12 months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Authorised Signature \_\_\_\_\_

Name \_\_\_\_\_

Seal \_\_\_\_\_



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**ANNEXURE – IV**

**SPECIFICATIONS**

Sl. No.	Item	Description	Minimum Requirement	Total quantity
1	Mobile Handset	Client OS	Android	33
		OS Version	Android 9 or higher	
		Screen Size	6.22 inch and above	
		Screen Resolution	1520 x 720 pixels or higher	
		Processor	1.95 GHz Octa Core or higher	
		Display Technology	Touch screen, Landscape & Portrait Mode	
		RAM	3 GB or higher	
		Mobile Network Connectivity	2G, 3G	
			4G VOLTE	
			Wi-Fi 802.11 b/g/n; optional 4G and Wi-Fi hotspot	
			GSM, WCDMA, 4G VoLTE, 4G LTE	
		Inbuilt Storage	32 GB ROM	
		Primary Camera	8 MP or higher	
		Micro SD Card Support extendable upto	512 GB	
		Physical Connectivity	Micro USB v2.0 or higher	
		Bluetooth	Yes	
		Navigation	A-GPS	
		Battery	5000 mAh Li-ion Battery or higher	
		Charging	Minimum 18W Fast Charge	
		Audio File Format	MP3, WAV	
		Video	MP4, H.264	
		Standard kit in mobile box	Chargers, USB connect cable and user manual	
		Warranty	Minimum 1 year for Mobile, 6 months for Accessories	

**Time Schedule for supply of materials:** As mentioned



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