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GOVERNMENT OF ASSAM

FLOOD AND RIVER EROSION MANAGEMENT AGENCY OF ASSAM, (FREMAA)

Address: 4th floor, Assam Water Centre, Basistha Chariali, NH-27, Guwahati-29, Phone/Fax-(0361)2309896,

Email: ceo-fremaa@assam.gov.in, Website: www.fremaa.assam.gov.in

No. AFRERM(P)/ADMIN/87/MISC-EO/2012/ 237

Dated: 4/10/2023

REQUEST FOR QUOTATION (RFQ)

Chief Executive Officer, Flood and River Erosion Management Agency of Assam (FREMAA), 4th Floor, Assam Water Centre, Basistha Chariali NH 27, Guwahati-29 invites quotations from esteemed agencies/firms/dealers/distributors for the “Supply, Installation & Commissioning of 14.6-Inch Android Tablet along with other accessories” as per the below mentioned details:

Sl. No.	Item Name	Item Specifications	UoM	Qty	Delivery Period
1	14.6-Inch Android Tablet with other accessories	Form Factor: Tablet Operating System: Android 12 or higher Processor: CPU Type - Qualcomm Snapdragon 8 Gen 2 equivalent or higher Display: 14.6 Inch or higher Camera: Primary Camera - 13 MP or higher with LED Flash Selfie Camera - 12MP or higher Memory: MicroSD (upto 256 GB or higher) Network/Bearer: upto 5G Wifi: Yes Wifi Direct: Yes Battery: 11200 mAh or higher	Nos	01	08 Days
		Accessories: Back/Protective Cover	Nos	01	
		Accessories: 45W or higher Power Adapter	Nos	01	

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The interested agencies/firms/dealers/distributors may submit their quotations addressed to the **Chief Executive Office, FREMAA** at FREMAA Office on or before 20/10/2023 by 2:00PM. The Quotations shall be opened on the same day i.e. on 20/10/2023 at 2:30PM.

Detailed RFQ document along with other Terms & Conditions are attached as Annexure A and Annexure B is available in the official website of FREMAA; www.fremaa.assam.gov.in
Any Addendum/Corrigendum for this RFQ will be uploaded in the above cited website of FREMAA only.

Copy to –

1. TO(C)-FREMAA, for publishing in the FREMAA Official Website


(Dr. Jeevan B, IAS)
Chief Executive Officer,
FREMAA

ANNEXURE-A

TERMS & CONDITIONS**1. Eligibility Criteria:**

- a. The Agency/Firm should be a legal business entity based in Assam. Valid Trade License shall have to be submitted.
- b. The quotationer/bidder should have experience in supply, installation & commissioning of IT equipment or similar item of minimum single work order value of **Rs. 1,40,000.00 or two work orders, each of minimum value of Rs. 85,000.00** to Central/State Govt. Departments/PSUs or reputed private sector organizations in the last three years from the date of issue of this RFQ.
- c. Should be GST Registered.
- d. Supporting documents to be provided for 1(a) & 1(c).

For 1(b) Work Order/Contract Agreement/Letter of Acceptance/Payment Order may be submitted as documentary evidence.

2. All the pages of the Quotation have to be signed by the authorized representative of the quotationer.
3. The quotationer/bidder should fill up three rates both in figures and words in the Financial Part. In case of any discrepancies between figure and words, letter shall prevail.
4. The applicable tax should be shown separately.
5. **Evaluation of Quotations:** The quotations shall be opened on the specified date and time at FREMAA.
 - a. The Purchaser shall examine the quotation to determine whether the quotation (i) has been properly signed (Clause 2); (ii) meets the eligibility criteria (Clause 1); (iii) conforms to all items, conditions, technical specifications, warranty/guarantee, etc.; and (iv) the bidder has accepted the delivery period.
 - b. Only quotations that are substantially responsive to the RFQ document, and meet all qualification criteria shall qualify.
 - c. The evaluation shall be based on the total price of Goods and related Services at project site including GST and any other taxes, which shall be payable on the finished goods at the time of invoicing.
6. **Award of Contract:** The Purchaser shall award the Contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

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ANNEXURE-B

LETTER OF QUOTATION – FINANCIAL PART

(This financial part must be submitted using official letterhead of the firm)

RFQ No. AFRERM(P)/ADMIN/87/MISC-EO/2012/

Dated: /10/2023

To,

The Chief Executive Officer,
FREMAA, 4th Floor, Assam Water Centre
Basistha Chariali, Near NH-27, Guwahati 781029

Sub: Quotation (RFQ) for Supply, Installation & Commissioning of 14.6 Inch Android Tablet along with other accessories.

Sir,

We, the undersigned, hereby submit our Quotation, In submitting our Quotation, we make the following declaration:

- (a) No reservations: We have examined and have no reservations to the RFQ Document.
- (b) Conformity: We offer to supply in conformity with the RFQ Document and in accordance with the delivery period.
- (c) The total price of our Quotation, including any unconditional discounts offered is:

*The Total Price of the Quotation **insert the total price of the quotation including GST and any other taxes, which will be payable on the finished goods, in words and figures**;*

- (d) Commissions, gratuities and fees: We have paid, or will pay the following commissions, gratuities, or fees with respect to the Bidding Process or Execution of the Contract: *insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity. If none has been paid or is to be paid, indicate "none"*
- (e) **Quotation Validity Period:** Our Quotation shall be valid for the period of 45 Days from the deadline fixed for the Quotation submission.

ANNEXURE-B

SL. No.	Description of Goods	Specifications	Qty	Unit	Quoted Unit Rate ¹ at destination in Rs.	GST ² 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
1	14.6 Inch Andriod Tablet along with other accessories							
TOTAL including all taxes and duties								

Commercial Terms & Conditions:

1. Delivery: Within 10 Days from the date of receipt of the Supply Order to the office of the Chief Executive Officer, FREMAA.
2. Payment: 100% after successful supply, installation and commissioning if the item duly certified by the authorized officer of FREMAA.

(Seal and signature of the authorized representative of the quotationer)

¹ Any unconditional discounts if offered, shall be specified in this column along with the unit rates

² Indicate each applicable tax separately