



**Pollution Control Board, Assam**  
**Bamunimaidam, Guwahati-21**

[www.pcbassam.org](http://www.pcbassam.org)

Email: [membersecretary@pcbassam.org](mailto:membersecretary@pcbassam.org)

**NOTICE INVITING QUOTATION**

NIQ No. WB/COM-35/17-18/19

Dated Guwahati, the 01<sup>st</sup> Sept., 2021

Sealed quotations are invited from the reputed computer Hardware Farm/ Supplier/ Authorized Dealers for supply, installation & configuration of the "WiFi Access Point" at the Head Office of Pollution Control Board, Assam, Bamunimaidam, Guwahati-21. Quotations will be received upto **2:00 PM on 18<sup>th</sup> Sept., 2021** and will be opened on the same day at **3:00PM** in presence of Quotationer or their authorized representatives (one person only). General Terms & Conditions, Letter of Acceptance, Check list, Commercial Bid and Specifications are as per Appendix-A, Annexure -I, II, III & IV respectively.

Name of works	: Supply, Installation & Configuration of WiFi Access Point at Head Office, Pollution Control Board, Assam
Earnest Money	: Rs. 5,000/- (Rupees Five Thousand) only must be deposited by bidders in the form of Bank Draft in favour of "Member Secretary, Pollution Control Board, Assam" payable at Guwahati and should be submitted along with their bids.
Last Date of issue of paper for quotation.	: 09.09.2021
Last Date & Time of submission.	: 18.09.2021 at 2.00PM
Date & Time for opening	: 18.09.2021 at 3.00PM
Cost of Quotation Paper	: Rs. 500/- (Rupees Five Hundred) - Non Refundable

**Member Secretary, i/c**  
**Pollution Control Board, Assam**  
**Bamunimaidam, Guwahati-21**

Dated Guwahati, the 01<sup>st</sup> Sept., 2021

Memo No. WB/COM-35/17-18/19-A

Copy to:

1. P.A. to the Chairman, PCBA for kind appraisal of the Hon'ble Chairman.
2. Website([www.pcbassam.org](http://www.pcbassam.org)) / Notice Board of the Board's Head Office, PCBA.

**Member Secretary**

**POLLUTION CONTROL BOARD : ASSAM**  
**BAMUNIMAIDAM, GUWAHATI-781 021**

SL No.	Item Name
1.	WiFi Access Point for Pollution Control Board, Assam

**General Terms & Conditions**

1. This document contains the following
  - A. Copy of Quotation Notice.
  - B. General Terms and Conditions of Bid.
  - C. Acceptance Letter (Annexure-I).
  - D. Check List (Annexure-II).
  - E. Financial Bid Document (Annexure-III).
  - F. Detailed specification of the products (Annexure-IV).
2. The Quotation is Single Bid Quotation.
3. The Quotation Document is not transferable by the purchaser. Each sheet including that provided by the Board with this document must be signed by the bidder.
4. The Board takes no responsibility for delay or non-receipt of Quotation Document sent by post either way and also reserves the right to accept; or reject any or all the quotations in part or full without assigning any reason thereof.
5. This Quotation notice is also available on PCBA's website [www.pcbassam.org](http://www.pcbassam.org). Bidders have to collect the detail quotation paper (Specification & Terms) from Board's office at Bamunimaidam, Guwahati - 781021 or can be downloaded from the website on payment of Rs. 500/- (Rupees Five Hundred) only (Non-refundable) in the form of Bank Draft to be drawn in favour of "Member-Secretary, Pollution Control Board, Assam".
6. **Bidder should not have been blacklisted or debarred from business by any Government institutions/undertakings/recognized educational intuitions, Banks/financial institutions / public Sector companies in the last 10 years. The bidder has to give a declaration that the firm / supplier and the firm has not need blacklisted or debarred in the past by any Govt. or Private Organization. In case any false declaration is submitted, the bidder shall be permanently blacklisted from this organization and legal proceedings may be initiated against such parties.**
7. The Board at its discretion may extend the last date of submission of Quotation and opening of Quotation. **The final authority for acceptance of a quotation will rest with the Member-Secretary, Pollution Control Board, Assam who does not bind himself to accept the lowest quotation and is vested with the authority to reject any or all of the quotations received without assigning any reason.**
8. The warranty period is between twelve months to thirty-six months depending on the item quoted and starting from the date of successful commissioning of the instrument.

9. The bid shall contain no interlineations, erasures or overwriting words except as necessary to correct errors made by the bidder, in that case, such correction shall be initialed by the person or persons signing the bid.
10. It is advised that the outside suppliers should send the Quotation through Registered Post/ Speed Post. However, the local supplier may drop their quotations in Quotation Box kept in the Board's office for the purpose. In no case Quotation should be handed over to any employee of the Board.
11. Canvassing in any form will disqualify the Bid.
12. The Quotation Notice No. WB/COM-35/17-18/19 dated 01<sup>st</sup> Sept., 2021 should be invariably be quoted in the bid and for further correspondence in this regard.
13. The courts at Guwahati shall have exclusive jurisdiction to entertain and try all matters arising out of this contract.
14. Party should have Registration Certificate, PAN card, Trade license, GSTN registration.
15. All the Quotation should be addressed to:

**THE MEMBER SECRETARY,  
POLLUTION CONTROL BOARD, ASSAM  
BAMUNIMADAM, GUWAHATI-781021**

16. The EARNEST MONEY (Fixed Amount) shall be in the form of Demand Draft only in favour of "MEMBER SECRETARY, POLLUTION CONTROL BOARD, ASSAM" payable at GUWAHATI. Quotation shall not be entertained where a quotation has not furnished adequate Earnest Money as specified in the Annexure-II. The Earnest Money will be deposited for 1(one) year as a security. In case of non-supply within stipulated time or the item supplied is found defective and not attended by the supplier, the Earnest Money deposited by the supplier will be forfeited.
17. The installation and commissioning of the equipments is the entire responsibility of the supplier. It must be done within one week of the receipt of the equipments by the Board.
18. The validity of Quotation would be for a minimum period of 90 days from the date of opening of quotations. A Bid valid for a shorter period may be rejected by the Board as non-responsive.
19. The rates should be quoted both in words and figures. If there is discrepancy between words and figures, the amount mentioned in words will prevail.
20. The Bidder must sign the every page of the quotation.
21. To assist in the examination, evaluation and comparison of bids the buyer may, at its discretion, ask the Bidder for a clarification of its bid. However, no change in the price or substance of the bid shall be sought, offered, re-permitted
22. Full payment will be released on delivery, installation and successful commissioning of the instruments/equipment (to be certified by concerned Officer/In-charge of the Division), and on submission of bills in triplicate. No advance payment will be made in any case and no proposal for documents through Bank will be considered.
23. Party should have authorized center /office at Guwahati.
24. Party should provide proof of sales and service of *WiFi Access Point* in any Govt. organization in any of the last three financial year.

  
**Member-Secretary, i/c**

**(IN FIRM'S LETTER HEAD)**  
**LETTER OF ACCEPTANCE TO BE SUBMITTED IN THE BID.**

To,

The Member Secretary  
 Pollution Control Board, Assam  
 Bamunimaidam, Guwahati – 781021

**Sub: Acceptance of Terms and conditions of tender.**  
**Ref: Tender No.**

Sir,

Having examined in details of the above tender documents relating to the works and having acquired all the requisite information affecting the tender invited by you, I/We.....hereby agree to all terms and condition of the contract [as laid down in the tender document(s)]. I/We also agree that the printed term(s) and condition(s) if any at the back of our quotation form and I or any other paper enclosed are not applicable.

I/We undertake to complete the whole works within the period specified in the tender. In this connection we are providing with the following information.

1. **Firm Registration** certificate.
2. **Proof of address** of the firm.
3. In case bidder is an Authorized Dealer/ Distributor,
  - a. Authorization certificate from parent company.
4. Fees.
  - a. Details of EMD paid  
 Amount..... Draft No.....Bank.....
  - b. Cost of Tender Paper  
 Amount..... Draft No.....Bank.....
5. GSTN Registration No.....PAN No..... (Copies Enclosed)
6. Declaration that the firm has not been banned or de-listed by any Govt. or quasi Govt. Agency or Public Sector Undertaking enclosed.
7. Previous Supply Order with other department, if any.
8. Any other relevant document.

**(Signature with Seal)**

**(Name & Designation in block letters)**

**Check List**

SL No.	Requirement	Bidder Compliance
1.	EMD & Tender Fee	
2.	Authorization Letter, if any	
3.	Product Literature / Information Brochure	
4.	Letter of Acceptance (Annexure-I)	
5.	Firm Registration Certificate	
6.	Proof of Address of the Firm	
7.	GSTN Registration Certificate	
8.	Pan Card Details	
9.	Validity of quoted rate agreed as per NIQ	
10.	Declaration that the firm has not been banned or de-listed by any Govt. or quasi Govt. Agency or Public Sector Undertaking.	
11.	Any other relevant documents.	

(In Firm's Letter Head)

Annexure-III

**Commercial Bid for WiFi Access Point & Accessories**

Sl. No.	Items	Unit Price with GST (in Rs.)	Quantity	Total Price with GST (in Rs.)
1.	WiFi Access Point with PoE, Min 30 user per AP, upto 600Mbps, Range: Min 50M indoors-2.4GHz		10 nos.	
2.	Cat6 UPT Cable (1 roll = 305 mtrs)		02 roll	
3.	4 Port 10/100/1000 Gigabit PoE Switch		03 nos.	
4.	8 Port 10/100/1000 Gigabit PoE Switch		01 no.	
5.	WiFi 300 Mbps Adapter		10 nos.	
6.	Cashing Capping 1 inch		70 nos.	
7.	Accessories(Screw, Internal-External Coupler)		All	
8.	Installation Charge		Lot	/
9.				
			<b>Grand Total Price with GST</b>	

Signature of Bidder with Seal

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## Annexure-IV

### Specification for WiFi Access Point & Accessories (Only Branded Product):

Sl. No.	Items	Quantity
1.	WiFi Access Point with PoE, Min 30 users per AP, upto 600Mbps, Range: Min 50M indoors-2.4GHz	10 nos.
2.	Cat6 UPT Cable (1 roll = 305 mtrs)	02 roll
3.	4 Port 10/100/1000 Gigabit PoE Switch	03 nos.
4.	8 Port 10/100/1000 Gigabit PoE Switch	01 no.
5.	WiFi 300 Mbps Adapter	10 nos.
6.	Cashing Capping 1 inch	70 nos.
7.	Accessories(Screw, Internal-External Coupler)	All
8.	Installation Charge	Lot
	Preferred Brand : CISCO, HP	

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