

**Enhancing Climate Resilience of India's Coastal Communities (ECRICC)**  
**Project Management Unit-Odisha**  
**RPRC Campus, 1<sup>st</sup> Floor, Nayapalli, Bhubaneswar-751015**

No. 1047

File. No. 09/ECRICC/SPMU-2021-22

Dated. 24-11-2025

**TENDER CALL NOTICE FOR SUPPLY OF LAPTOP AND DESTOP TO ECRICC PROJECT, ODISHA**

Sealed bids are invited from the interested Dealer/ Authorized Distributor/ Supplying Agency having GST registration Certificate for supplying **HP Laptop -FD1254TU, 16 GB Memory, 512 GB SSD, Screen size 39.6 cm (15.6) diagonal , Silver ( 09 no's) and HP All in One PC CB-1901 24" Screen Display 13, 12<sup>th</sup> Gen , 8 GB, 512 GB SSD , WIN 11, Keyboard, Mouse (01 no's)** of Enhancing Climate Resilience of India's Coastal Communities (ECRICC Project), Bhubaneswar on which must confirm to the Terms and Conditions at **Annexure-I**. The application form along with detailed terms and conditions will be available in the website ([www.ecricc.org](http://www.ecricc.org)) / office of ECRICC Project during the office hours i.e from 10.30 AM to 05.00 P.M from 24.11.2025 to 08.12.2025.

Interested parties may drop their duly filled in tender papers in a Sealed envelope super scribed as "**Tender for Supply of laptop & Destop for ECRICC Project**" in the Drop Box available in the O/o ECRICC Project, 1st Floor, Administrative Building, Nayapalli, Bhubaneswar-751015, Odisha or submit to the undersigned through Speed Post/ Registered Post/ Courier which should reach on or before 02.30 PM of 08.12.2025 positively and the same (**Technical Bid**) will be opened in the office of ECRICC Project Bhubaneswar by a purchase Committee in the presence of the participants or their authorized representatives at 4.00 P.M of 08.12.2025.

  
Deputy Conservator of Forests  
ECRICC Project, SPMU, Odisha

Memo No. 1048 ECRICC

Date 24-11-2025

Copy along with the copy of tender papers forwarded to the Deputy Conservator of Forests, ECRICC Project for taking necessary action to display in Notice Board of O/o the ECRICC Project, Bhubaneswar.

  
Deputy Conservator of Forests  
ECRICC Project, SPMU, Odisha

Memo No 1049/ECRICC

Date 24-11-2025

Copy along with the copy of tender papers forwarded to Adibas Tech Solution, Bhubaneswar for tender notice may please be uploaded in the Website ([www.ecricc.org](http://www.ecricc.org)) portal of ECRICC Project, Odisha

  
Deputy Conservator of Forests  
ECRICC Project, SPMU, Odisha

**TERMS & CONDITIONS FOR SUPPLY OF COMPUTER**

1. The bidders/tenderers shall be a Dealer/ Authorized Distributor/ Supplying Agency dealing with computer/ desktop and must have valid GST registration number.
2. The bidders shall supply, install, configure and support all component of the proposed items (Hardware & Software etc.) and shall ensure smooth functioning of all quoted items.
3. The Bidder shall be responsible to provide warranty and support for the supplied item for a period of 01 years.
4. The warranty and maintenance support shall start from date of successfully installing the supplied items.
5. Bidder should replace the materials within one week, at his own cost if found defective or unsuitable.
6. Sealed cover contains the tender /bid in the prescribed form should be submitted in two sealed envelopes i.e “ **Cover-A**” (Technical Bid) and “ **Cover-B**” (Financial Bid). Both the covers should be put in to a third envelope, which should be super scribed as **Tender for Supply of Laptop & Destop**.
7. The Tender completed in all respect should reach the undersigned on or before 08.12.2025 by 2.30 PM and the **technical bid** shall be opened on 08.12.2025 at 4.00 PM in presence of the bidders or their authorized representatives and The Financial Bid of only those bidders will be opened whose technical bids are found in order. The financial bids of only those bidders will be opened who are fund qualified in the technical bid evaluation.
8. The application form of tender containing General Bid information & Terms and Conditions for supply of computer will be available in the website/ O/o-ECRICC Project, RPRC Campus, 1<sup>st</sup> Floor, Nayapalli, Bhubaneswar-751015.

### **Documents to be submitted**

The following documents to be submitted in “**Cover-A” (Technical Bid)** by the bidder. The documents are to be self-attested.

#### **1. Cover-A” (Technical Bid)**

1. Self-attested copy of GST Registration Certificate
2. Self-attested copy of PAN Card
3. Self-attested copy of last Income Tax return
4. Self-attested copy of Dealership Certificate
5. Bidder Profile (**Annexure-1**)
6. Copy of the brochure in support of Technical specification of equipment. (**Annexure-4**)
7. Check List (**Annexure-2**)

#### **2. Cover-B” (Financial Bid)**

The price schedule in prescribe form (**Annexure-3**) duly signed by the bidder should be submitted in a separate sealed cover hereinafter as “**Cover-B” (Annexure-3)**. The bidder should quote their price inclusive of packing, forwarding and freight (i.e door delivery) but exclusive of GST only. The GST should be quoted separately. The bidder with lowest evaluated Financial Bid (**L1**) would be considered for award for contract. In case, the lowest bidder (**L1**) is disqualified after selection for any reason then negotiation will be made with the second lowest (**L2**) bidder for award of the contract at (**L1**) price. However, the decision of the authority will be final during the finalization stage.

### **3. Supply Conditions**

The approver bidder will supply computer to ECRICC Project, Odisha as per technical specification given in **Annexure-4** within 07 days from the issue of the purchase/ supply order. Necessary arrangement will be made by the supplier for proper installation of Computer for functional of equipment's.

### **4. Issue of Purchase/ Supply Order**

The purchase/supply order quantity will be placed to the responsive bidder. The Purchase orders will only be sent to the concerned approved bidder by e-mail or Hard Copy.

### **5. Terms of Payment**

No advance payment will be made to the supplier. The supplier has to submit the bill/ invoice with photocopy of the purchase/supply order at the time of supply for necessary stock entry. Payments will be released within 15 working days

**GENERAL INFORMATION FOR BIDDERS/ TENDERER**

1. Name of Bidder :-
2. Address of Bidder :-
3. Address for Communication :-
  
4. E-Mail ID :-
5. Whether Registered with GST Act & Rules :-
6. PAN No :-
7. Name of the Authorized person :-  
Mobile no and address
8. Indicate Whether manufacturer/ dealer :-  
Distributor/ Supply agency
  
9. Contact Number of the Bidder :- Mobile No. \_\_\_\_\_  
Telephone No. \_\_\_\_\_

"Certified that the information submitted above is true to the best of my knowledge and belief."

**Seal & Signature of the  
Bidder/ Tenderer**

**CHECK LIST****Documents: Submitted or Not**

SI No	Details	Provided or Not	Mention Page No
1.	Brochure in support of technical specification of equipment's	Yes/ No	
2.	Self-attested copy of GST Registration Certificate	Yes/ No	
3.	Self-attested copy of PAN Card	Yes/ No	
4.	Self-attested copy of last Income Tax return	Yes/ No	
5.	Self-attested copy of Dealership Certificate	Yes/ No	
6.	Bidder Profile ( <b>Annexure-1</b> )	Yes/ No	
7.	Cover-B with price schedule	Yes/ No	
8.	Any other documents submitted if any.	Yes/ No	

**Model Tender Format (Price Schedule)**

SI No	Name of the Equipment's with Make/ Brand with model no	Technical Specification	Cost per Unit (inclusive of packing, forwarding and freight (i.e door delivery)	Rate of GST as applicable	Total
1.	HP Laptop	HP Laptop -FD1254TU, 16 GB Memory,512 GB SSD, Screen size 39.6 cm (15.6) diagonal , Silver			
2.	HP All in One PC	HP All in One PC CB-1901 24" Screen Display 13, 12 <sup>th</sup> Gen ,8 GB,512 GB SSD , WIN 11, Keyboard, Mouse			

## Annexure-4

### Specification

#### 1. Laptop

SI No	Required Specification	Quantity
1.	HP Laptop -FD1254TU, 16 GB Memory,512 GB SSD, Screen size 39.6 cm (15.6) diagonal , Silver	09 No's

#### 2. Destop

SI No	Required Specification	Quantity
1.	HP All in One PC CB-1901 24" Screen Display 13, 12 <sup>th</sup> Gen ,8 GB,512 GB SSD , WIN 11, Keyboard, Mouse	01 No's