



NOTICE INVITING TENDER (NIT)

FOR

SUPPLY OF LAPTOP (BUSINESS CLASS) AT M/S. ASSAM BIO ETHANOL PRIVATE LIMITED (ABEPL) AT NUMALIGARH, ASSAM

BIDDING DOCUMENT NO.: ABEPL/NIT/OFFICE LAPTOP/504

(DOMESTIC COMPETITIVE BIDDING)

e-Tendering

1.0 INTRODUCTION:

- 1.1 M/s. Assam Bio Ethanol Private Limited (ABEPL), invites e-bids under **Single Stage Two Part Bid** System for **“SUPPLY OF LAPTOP (BUSINESS CLASS)”** at Assam Bio Ethanol Private Limited, Numaligarh from competent agencies with sound technical and commercial capabilities meeting the Bidder’s Qualification Criteria stated in **Clause no: 7.0 below**.

It is hereby notified that the name "Assam Bio Refinery Private Limited (ABRPL)" has been officially changed to "Assam Bio Ethanol Private Limited (ABEPL)". This name change shall apply to all documents and communications related to this tender process. All references to "Assam Bio Refinery Private Limited (ABRPL)" in this tender document, annexures, agreements, contracts, and any associated correspondence shall henceforth be interpreted as referring to "Assam Bio Ethanol Private Limited (ABEPL)".

2.0 BRIEF SCOPE OF WORK:

The vendor shall supply **BUSINESS CLASS LAPTOP** as per **ANNEXURE_A_TEHCNICAL SPECIFICATION**.

3.0 DELIVERY & INSTALLATION PERIOD:

04 (Four) Weeks from the date of placement of Purchase Order/ Letter of Intent.

4.0 SALIENT DETAILS:

a)	Bidding Document available on Website	:	From 15/05/2026 to 22/05/2026 .
b)	Last date of Receipt of Bidder’s Queries	:	On 20/05/2026.
c)	Date of Pre-Bid Meeting	:	Not Applicable
d)	Last Date and time of Online submission of Bids (Bid Due Date)	:	Up to 1200 Hrs. (IST) on 22/05/2026 .
e)	Online Opening of Techno-commercial Unpriced Bid	:	1500 Hrs. (IST) on 22/05/2026 (*)
f)	Cost of Bidding Document (Non-Refundable)	:	Not Applicable
g)	EMD	:	Not Applicable

If dates identified as (*) above happen to be a declared holiday in ABEPL Assam, the next working day shall be considered.

The complete Bidding Document is available on e-tendering Website: www.tenderwizard.com/ABRPLEPROC. Bidders can view / download the document from the website mentioned above.

All amendments, time extension, clarifications, etc. will be uploaded on the website only and will not be published in Newspapers. Bidders should regularly visit the above website to keep themselves updated.

Request for extension or any queries received from any bidder with less than four working days prior to bid due date shall generally be ignored, since there will not be adequate time for proper communication with Client and other Bidders. Bidders shall submit the bid directly and in their own name without involving any intermediaries.

5.0 This bid is intended to be “**ZERO DEVIATION BID**”.

5.1 Technical specifications should be strictly as per tender document. Submission of prices by the bidder shall be construed to mean compliance with all technical specifications of tender document. Bidder should not write any technical conditions/clarifications/comments in the price schedule or elsewhere in the offer document. Bidder shall submit ZERO DEVIATION bid and bids with any deviation shall be liable for Rejection.

5.2 Bidder to submit all pre-requisite documents, as mentioned in the tender document, with all relevant details & information duly filled in along-with bid in one go. No Commercial or Technical Query or clarification shall be sought from bidder after submission of bid. In-complete bids or bids with deviations/clarifications/comments (Commercial or Technical) shall be rejected without further notifications to bidders. Bidder to exercise utmost care while uploading requisite documents in the tender portal and ensure total compliance with bid requirement.

6.0 PRE-BID MEETING:

6.1 Not Applicable.

6.2 Should bidders essentially feel the requirement of certain clarifications; they shall seek clarifications on such points within 5 days of receipt of tender, so that the same could be clarified well ahead of bid closing date. Bidder may submit their queries, if any, latest by 20/05/2026 to ABEPL addressed to to trinayan.gogoi@abepl.co.in.

6.3 The text of questions raised by bidder as pre-bid clarifications through mail (without identifying the source of the query) and the responses given will be transmitted to all the vendors.

7.0 BIDDER’S QUALIFICATION CRITERIA (BQC):

Agencies intending to participate shall fulfil the following qualification criteria:

TECHNICAL CRITERIA:

- a. The bidder must be an authorized Channel Partner / Reseller of the Original Equipment Manufacturer (OEM).
- b. A valid OEM Authorization Letter, specific to this tender, must be submitted along with the bid.
- c. The bidder shall have a minimum experience of two (2) years in the supply of IT hardware, including laptops, desktops, and IT peripherals.
- d. Copies of the LOI (Letter of Intent), Contract, Client Certificate, Work Order, or Experience Certificate shall be submitted in support of the work executed.

FINANCIAL CRITERIA:

Annual Turnover:

Annual Turnover of the Bidder shall not be less than **Rs. 6,00,000/- (Indian Rupees Six Lakhs only)** in **at least one of the immediately preceding three financial years** as on the date of submission of bid.

Net Worth:

Net Worth of the Bidder shall be at **POSITIVE** as per the immediate preceding year’s.

Working Capital:

Minimum Working Capital of the bidder as per the immediate preceding year’s should not be less than **Rs. 60,000/- (Indian Rupees Sixty Thousand only)**.

- a. Financial years/ previous period as above shall be reckoned from the due date of submission of bids.
- b. **Bidder to evidence the meeting of financial criteria shall furnish the complete ITR, balance sheets, profit & loss accounts statement, CA certificate and all other schedules for the preceding three financial years.**

- c. All documents furnished by the bidder in support of meeting the technical and financial criteria of BQC shall be submitted in a separate section/booklet along with their offer.
- d. Bidder shall submit the following documents duly filled, signed & stamped by authorized person.

PART-I (TECHNO-COMMERCIAL BID):

- (i) Notice Inviting Tender
- (ii) ANNEXURE_A_TECHNICAL SPECIFICATION
- (iii) Documents as per BQC
- (iv) Duly Filled Proposal Forms
- (v) Supplier Code of Conduct duly signed & stamped.
- (vi) Compliance to bid requirements.
- (vii) ANNEXURE_B_TECHNICAL COMPLIANCE SHEET

Part-II (PRICED BID):

- (i) Duly filled Price Schedule
- e. Any additional documents if deemed necessary to establish the qualifying requirements may be submitted by the Bidder.
- f. Submission of authentic BQC documents is the prime responsibility of the Bidder. However, ABEPL reserves the right to getting the document cross verified, at their discretion from the document issuing authority & negotiation.
- g. In the event of submission of any document / certificate by the bidder in a language other than English, the bidder shall get the same translated into English and submit the same after getting the translation duly authenticated by local Chamber of Commerce of bidder's country.
- h. Failure to meet the above Qualification Criteria will render the Bid to be summarily rejected. Therefore, the bidder shall in his own interest furnish complete documentary evidence in the first instance itself along with their bids, in support of their fulfilling the Qualification Criteria as given above.
- i. ABEPL reserves the right to complete the evaluation based on the details furnished without seeking any additional information and/or in-house data, survey or other work.

8.0 SUBMISSION OF BIDS & VALIDITY

- 8.1 Bids are required to be submitted only through e-tendering website: www.tenderwizard.com/ABRPLEPROC on or before the Bid submission date and time. It may also be noted that the price details are required to be filled & submitted only in the Schedule of Price format downloaded from above e-Tendering website.
- 8.2 Physical Bids / Offers or Bids through any other mode shall not be accepted. The Offers submitted through e-tendering system, as above shall only be considered for evaluation and ordering.
- 8.3 Validity of bid shall be **4 (four)** months from the date of opening of Techno-commercial (Un-priced) Bids.

9.0 EVALUATION AND AWARD:

Price Evaluation and Award to be done on overall L1 basis of the techno commercial qualified bidders.

10.0 PAYMENT TERMS:

100% Payment shall be released within 30 days from the date of receipt of material at site, Installation, certification of Engineer In Charge (EIC) and submission of correct invoice.

11.0 BID REJECTION CRITERIA:

The Provisions under Clause 5.9A12 (**Bid Rejection Criteria**) of SIB stand modified as follows:

The bidders shall adhere to the following provisions of the Bidding Document without taking any deviations, failing which the Bid shall be considered to be non-responsive and may be liable for rejection.

- a) Delivery schedule.
- b) Bids with Price Variation Clause (PVC).

- c) Insufficient validity period.
- d) Payment Terms
- e) Price implication after submission of Bid.
- f) Non submission of Documents as per BQC.
- g) GUARANTEE/WARRANTEE clause

12.0 CONTRACT PERFORMANCE BANK GUARANTEE / PERFORMANCE BANK GUARANTEE:

Not applicable.

13.0 GUARANTEE/WARRANTEE: The bidder shall provide a minimum of **four (4) years** of on-site Original Equipment Manufacturer (OEM) warranty for the supplied equipment. Where a standard OEM warranty of four (4) years is not available, only OEM-authorized extended warranty/support shall be accepted.

The quoted price must be inclusive of the full cost of the four (4)-year OEM warranty, including any extended warranty components, with no additional charges payable by the purchaser at a later stage.

The warranty period shall commence from the date of delivery or the date of installation, whichever is later.

14.0 REPEAT ORDER: Applicable for this RFQ as per **GPC-Indigenous CI.17.**

15.0 PENALTY/LD FOR DELAY IN SUPPLY:

In case of delay in delivery of goods, ABEPL may at its option, recover from the vendor, price reduction of 1% of the value of delayed goods per week of delay or part thereof subject to a maximum of 10% of the total order value of goods.

16.0 OEM SUPPORT & SERVICE CAPABILITY:

The Original Equipment Manufacturer (OEM) must demonstrate adequate support and service capability and shall provide the following:

- On-site warranty support within India for the entire warranty period.
- Availability of genuine spare parts for the offered make and model throughout the warranty duration.
- Warranty and support services shall be backed directly by the OEM. Reseller-only or third-party-only warranty/support arrangements shall not be acceptable.
- The offered make and model must fully comply with **ANNEXURE_A_TECHNICAL SPECIFICATIONS.**
- Compliance with the technical specifications shall be clearly demonstrated and supported by the following documents:
 - OEM Datasheet
 - Duly filled Technical Compliance Sheet (Annexure – B)

Failure to submit the above documents or any deviation from the specified technical requirements may result in rejection of the bid.

17.0 OTHER TERMS & CONDITIONS

- 17.1 The offered make and model must be currently available in the OEM's active product portfolio and shall not be classified as End-of-Life (EOL), End-of-Sale (EOS), or equivalent at the time of bid submission. The bidder shall submit OEM confirmation/documentation, if required, certifying that the offered model remains in active production and support.
- 17.2 The offered make and model must be duly certified under the Bureau of Indian Standards (BIS) – Compulsory Registration Scheme (CRS) and legally approved for sale and use in India at the time of bid submission. The bidder shall, upon request, submit valid BIS–CRS registration details/certificate corresponding to the offered model. Any model not complying with BIS–CRS requirements shall be liable for rejection.
- 17.3 The bidder shall quote a single make and a single model for the entire quantity specified in the bid. Mixing or substitution of models or makes shall not be permitted under any circumstances. Any bid proposing multiple models or makes for the same line item shall be liable for outright rejection.
- 17.4 The ordered material shall have to be delivered in good packing condition to **ASSAM BIO ETHANOL PVT LTD, NRL COMPLEX, NRL SITE, NUMALIGARH, GOLAGHAT, ASSAM, 785699.** Necessary arrangements for unloading should be made by the Agency at his own cost.

- 17.5 ABEPL reserves the right to negotiate and carry out capacity & capability assessment of the bidder using in-house information and past performance.
- 17.6 The bidders who are on Holiday/Negative/ Black-listing/Suspension/Banning list of ABEPL/NRL/ Fortum or any Government Department / Public / Private Sector companies on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidders shall not be considered for bid opening/evaluation/Award. If the bidding document were issued inadvertently/ downloaded from website, offers submitted by such bidders shall also be not considered for bid opening/evaluation/Award.
- 17.7 ABEPL will not be responsible or liable for cost incurred in preparation, submission & delivery of bids, regardless of the conduct or outcome of the bidding process.
- 17.8 In case any Bidder is found to be involved in cartel formation, his Bid will not be considered for evaluation / placement of order. Such Bidder will also be debarred from bidding in future.
- 17.9 Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
- 17.10 Unsolicited clarifications to the offer and / or change in the prices during the validity period would render the bid liable for rejection.
- 17.11 Bidder shall not be under liquidation, court receivership or similar proceeding.
- 17.12 ABEPL reserves the right to reject any or all the bids received or annul the bidding process at any time.
- 17.13 ABEPL reserves the right to make any changes in the terms and conditions of purchase / Bidding Document and to reject any or all the bids without assigning any reason.
- 17.14 A bidder (i.e., the bidding entity) shall, on no account submit more than one bid either directly (as a single bidder or as a member of consortium) or indirectly as a subcontractor.
- 17.15 Consultant for the Project or their subsidiary company or companies under the management of consultant, are not eligible to quote for the execution of the same job for which they are working as consultant.
- 17.16 Bids submitted on Consortium or un-incorporated Joint-Venture basis shall not be accepted.
- 17.17 Bidders to note that price changes against Technical / commercial clarifications, in line with terms & conditions of enquiry documents are not allowed. In case any bidder gives revised prices / price implications against such clarifications, their bid shall be liable for rejection.
- 17.18 Any other terms and conditions shall be as per ABEPL General Purchase Conditions (GPC).
- 17.19 Clarification, if any, can be obtained from Mr Trinayan Gogoi through following numbers.
Telephone No.: 7002280922
E-mail: trinayan.gogoi@abepl.co.in

*Please specify RFQ No.: **ABEPL/NIT/OFFICE LAPTOP/504** in all Correspondence.

THIS IS NOT AN ORDER

Very truly yours,

For & on Behalf of ABEPL

LIST OF ENCLOSURES DOCUMENT

1. ABEPL SUPPLIER CODE OF CONDUCT
2. COMPLIANCE STATEMENT
3. PRICE SCHEDULE FORMAT
4. SPECIAL INSTRUCTION TO BIDDERS
5. GENERAL PURCHASE CONDITIONS
6. ANNEXURE_A_TECHNICAL SPECIFICATION
7. ANNEXURE_B_TECHNICAL COMPLIANCE SHEET
8. PROPOSAL_FORMS

