

Business Rules, Terms & Conditions of Online e- Auction for Procurement of Laptops & Desktops.

<p>BUYER'S NAME</p>	<p>Religare Health Insurance Co. Ltd (RHICL) A-3, 4 , 5 , Plot No - 11, Sec - 125, Noida, UP- 201301</p>
<p>AUCTION TO BE CONDUCTED BY</p>	<p>e-Procurement Technologies Ltd. (ProcureTiger) A 201-208 Wall Street - II, Opp. Orient Club, Nr. Gujarat College, Ellis Bridge, Ahmedabad - 380 006, Gujarat (India)</p> <p>Ph. Nos. : +91 79 400 16 879 883 886 823 835 867 891 837 885 868 880 824 802 865</p> <p>Fax No. : +91 79-40016 876</p>
<p>DATE & TIME OF AUCTION</p>	<p>e-Auction Date : 9th May 2014 e-Auction Time : 11:00 AM – 12:00 PM (With Unlimited Extensions of 10 Minutes Each)</p> <p>Auction website : https://auction.abcprocure.com</p>
<p>DOCUMENTS ATTACHED</p>	<ol style="list-style-type: none"> 1. Business rules for e-Auction 2. Item Description (Annexure I) 3. Process Compliance Statement (Annexure II) 4. Final Price Confirmation (Annexure III) 5. Contact Information
<p>SPECIAL INSTRUCTIONS</p>	<p><u>Bidding in the last minutes and seconds should be avoided in the bidders own interest Neither the Service Provider nor Dept. will not be responsible for any lapses /failure on the part of the vendor, in such cases.</u></p> <p>Note: As per the new Inter-operability guidelines released by Controller of Certifying Authorities (CCA), the Secured Socket Layer (SSL) certificate for a e-procurement application is generated on a new algorithm, SHA2. Also, the Digital Certificates that will be applicable for these platforms have to be SHA2 algorithm compliant. For the same, the users have to ensure that they have Windows XP (SP3) / Windows Vista / Windows 7 installed in their respective PC / Laptop. In case of Windows XP service pack -3, if you get any issue you can install the SSL patch, which is available at our download section of our e-Tender/e-Auction Portal and also at our corporate website www.abcprocure.com just below the label of “knowledge section”.</p>

BUSINESS RULES FOR REVERSE AUCTION

1. **Service Provider:** RHICL shall finalize the **Procurement of** Laptops & Desktops through reverse auction mode. RHICL has made arrangement with M/s. e- Procurement Technologies Ltd, Ahmedabad, (ETL) who shall be RHICL's authorized service provider for the same. Please go through the guidelines given below and submit your acceptance of the same:
2. Online Bidding shall be for a period **of one hour**. If a bidder places a Bid in the last 10 minutes of Closing of the Auction, the auction shall get extended automatically for another 10 minutes. In case, there is no Bid in the last 10 minutes of closing of Auction, the Auction shall get closed automatically without any extension. Please note that if there are more than one item in a single auction, the auto-extension will be applicable to the entire event i.e. whenever a bidder places a acceptable bid in the last 10 minutes of the closing of the auction, the auction shall get extended automatically for another 10 minutes from the time of this bid for all the items in the auction. **However, vendors are advised not to wait till the last minute or last few seconds to enter their bid during the auto-extension period to avoid complications related with internet connectivity, network problems, system crash down, power failure, etc.**
3. **Visibility to Bidder :** You will be able to view the following on your screen along with the necessary fields in the English Reverse {Reverse Auction}:
 - Start Price / Decrement Price
 - Bid Placed by you
 - Your rank in the auction
4. **Opening Price / Bid Decrement:** The opening price & the minimum Bid decrement shall be available to the Bidders at the start of the e-Bidding on their bidding screen.
5. The bidders can start bidding from this **opening price** i.e. whatever value the bidder quotes the first bid which should be equal to the auction's Start Price, **or lesser than the auction's Start Price by multiple of decrement value.** The second bid onwards, bidder has to quote the price which would be less than the previously bid price by him with one decrement or multiple of decrement.
6. Please note that the start price of an item in online reverse rank auction is open to all the participating bidders. Any bidder can start bidding, in the online reverse rank auction, from the start price itself. Please note that the first online bid that comes in the system during the online reverse rank auction can be equal to the auction's start price, or lesser than the auction's start price by one decrement, or lesser than the auction's start price by multiples of decrement. The second bid onwards, bidder has to quote the price which would be less than the previously bid price by him with one decrement or multiple of decrement.
7. The lowest bidder has to email a scanned copy of the price break-up & confirmation duly signed filled-in prescribed format (as per RHICL's price excel sheet if any & the Annexure III formats) as provided on case-to-case basis to RHICL through service provider within 24 hours of the reverse auction without fail.
8. Your bid will be taken as an offer to supply. Bids once made by you, cannot be cancelled / withdrawn and you shall be bound to supply as mentioned above at your final bid price. Should you back out and not supply as per the rates quoted, RHICL shall take action as appropriate.
9. At the end of the Reverse Auction, RHICL will decide upon the winner. RHICL decision on award of Contract shall be final and binding on all the Bidders.
10. RHICL shall be at liberty to cancel the reverse auction process / tender at any time, before ordering, without assigning any reason.

11. RHICL shall not have any liability to bidders for any interruption or delay in access to the site irrespective of the cause.
12. Other terms and conditions shall be as per your techno-commercial offers and other correspondences till date.
13. You are required to submit your acceptance (Process Compliance Form—Annexure II) to the terms/ conditions/ modality given above before participating in the reverse auction.

OTHER TERMS & CONDITIONS:

- The Bidder shall not involve himself or any of his representatives in Price manipulation of any kind directly or indirectly by communicating with other suppliers / bidders.
- RHICL along with e-Procurement Technologies Ltd., Ahmedabad can decide to extend, reschedule or cancel any Auction. Any changes made by RHICL and / or e-Procurement Technologies Ltd., after the first posting will have to be accepted if the Bidder continues to access the site after that time.
- E-Procurement Technologies Ltd. will not be held responsible for consequential damages, including but not limited to systems problems, inability to use the system, loss of electronic information etc.

Annexure- I
Item Description

4th Generation :

Laptop - Configuration (4th Generation) with 3Year's Warranty		Quantity
Configuration	4th Genertion - Intel Core i3-4010U (Dual Core, 1.70GHz, 3M cache, 15W) 14.0" HD (1366x768) Anti-Glare WLED-backlit Camera Included, Software for Integrated Camera 4GB (1x4GB) 1600MHz DDR3L Memory 500GB 5400 rpm SATA Hard Drive Internal / Non-Swappable Tray Load 8X DVD+/-RW Power Cord for 3-pin Adapter (IND) 4-Cell Battery (40 WHr) Intel HD Graphics 4400 90W AC Adapter, 3-pin Wireless-N 1705 @ 2.4GHz + Bluetooth 4.0 Keyboard with Multi-touch Touchpad (English) 8 USB Ports Battery Carries 1 Year Warranty	100
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	3 Yr Next Business Day Onsite Service	

Laptop - Configuration (4th Generation) with 1Year's Warranty		Quantity
Configuration	4th Genertion - Intel Core i3-4010U (Dual Core, 1.70GHz, 3M cache, 15W) 14.0" HD (1366x768) Anti-Glare WLED-backlit Camera Included, Software for Integrated Camera 4GB (1x4GB) 1600MHz DDR3L Memory 500GB 5400 rpm SATA Hard Drive Internal / Non-Swappable Tray Load 8X DVD+/-RW Power Cord for 3-pin Adapter (IND) 4-Cell Battery (40 WHr) Intel HD Graphics 4400 90W AC Adapter, 3-pin Wireless-N 1705 @ 2.4GHz + Bluetooth 4.0 Keyboard with Multi-touch Touchpad (English) 8 USB Ports Battery Carries 1 Year Warranty	100
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	1 Yr Next Business Day Onsite Service	

Desktop - Configuration (4th Generation) with 3Year's Warranty		Quantity
Configuration	4th Generation - Intel Core i3-4130 Processor (Dual Core, 3MB Cache, 3.40 GHz, w/HD 4400 Graphics) 4GB 1DIMM NON-ECC,1600MHz 500GB 3.5inch Serial ATA (7,200 Rpm) Hard Drive No Optical Drive	200

	Monitor Power Cord (EURO-INDIA),6A Intel Core I3 Label 18.5" Wide Screen Monitor with LED Back Light Intel Integrated Graphics 2 No PCIe add-in card Internal Business Audio Speaker Network Card (Integrated NIC included) 8 USB Ports USB Optical Mouse USB Entry Keyboard(English-International)	
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	3 Yr Next Business Day Onsite Service	

Desktop - Configuration (4th Generation) with 1Year's Warranty		Quantity
Configuration	4th Generation - Intel Core i3-4130 Processor (Dual Core, 3MB Cache, 3.40 GHz, w/HD 4400 Graphics) 4GB 1DIMM NON-ECC,1600MHz 500GB 3.5inch Serial ATA (7,200 Rpm) Hard Drive No Optical Drive Monitor Power Cord (EURO-INDIA),6A Intel Core I3 Label 18.5" Wide Screen Monitor with LED Back Light Intel Integrated Graphics 2 No PCIe add-in card Internal Business Audio Speaker Network Card (Integrated NIC included) 8 USB Ports USB Optical Mouse USB Entry Keyboard(English-International)	200
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	1 Yr Next Business Day Onsite Service	

3rd Generation :

Laptop - Configuration (3rd Generation) with 3 Year's Warranty		Quantity
Configuration	3rd Generation - Intel Core i3 3110 14.0" HD (1366x768) Anti-Glare WLED-backlit Camera Included, Software for Integrated Camera 4GB (1x4GB) 1600MHz DDR3L Memory 500GB 5400 rpm SATA Hard Drive Internal / Non-Swappable Tray Load 8X DVD+/-RW Power Cord for 3-pin Adapter (IND) 4-Cell Battery (40 WHr) Intel HD Graphics 4400 90W AC Adapter, 3-pin Wireless-N 1705 @ 2.4GHz + Bluetooth 4.0 Keyboard with Multi-touch Touchpad (English) 8 USB Ports Battery Carries 1 Year Warranty	100
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	3 Yr Next Business Day Onsite Service	

Laptop - Configuration (3rd Generation) with 1 Year's Warranty		Quantity
Configuration	3rd Generation - Intel Core i3 3110 14.0" HD (1366x768) Anti-Glare WLED-backlit Camera Included, Software for Integrated Camera 4GB (1x4GB) 1600MHz DDR3L Memory 500GB 5400 rpm SATA Hard Drive Internal / Non-Swappable Tray Load 8X DVD+/-RW Power Cord for 3-pin Adapter (IND) 4-Cell Battery (40 WHr) Intel HD Graphics 4400 90W AC Adapter, 3-pin Wireless-N 1705 @ 2.4GHz + Bluetooth 4.0 Keyboard with Multi-touch Touchpad (English) 8 USB Ports Battery Carries 1 Year Warranty	100
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	1 Yr Next Business Day Onsite Service	

Desktop - Configuration (3rd Generation) with 3 Year's Warranty		Quantity
Configuration	3rd Generation - Intel Core i3 3220 4GB 1DIMM NON-ECC,1600MHz 500GB 3.5inch Serial ATA (7,200 Rpm) Hard Drive No Optical Drive Monitor Power Cord (EURO-INDIA),6A Intel Core I3 Label	200

	18.5" Wide Screen Monitor with LED Back Light Intel Integrated Graphics 2 No PCIe add-in card Internal Business Audio Speaker Network Card (Integrated NIC included) 8 USB Ports USB Optical Mouse USB Entry Keyboard(English-International)	
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	3 Yr Next Business Day Onsite Service	

Desktop - Configuration (3rd Generation) with 1 Year's Warranty		Quantity
Configuration	3rd Generation - Intel Core i3 3220 4GB 1DIMM NON-ECC,1600MHZ 500GB 3.5inch Serial ATA (7,200 Rpm) Hard Drive No Optical Drive Monitor Power Cord (EURO-INDIA),6A Intel Core I3 Label 18.5" Wide Screen Monitor with LED Back Light Intel Integrated Graphics 2 No PCIe add-in card Internal Business Audio Speaker Network Card (Integrated NIC included) 8 USB Ports USB Optical Mouse USB Entry Keyboard(English-International)	200
Operating System	Windows 7 Professional, English, 64bit (includes Windows 8.1 Pro 64bit License and Media)	
Warranty	1 Yr Next Business Day Onsite Service	

Desktop & Laptop delivery location : Religare Health Insurance Co. Ltd., A-3, 4 , 5 , Plot No - 11, Sec - 125, Noida, UP- 201301.



Annexure- II

Process Compliance Form

(The bidders are required to print this on their company's letterhead, sign & stamp before emailing a scanned copy)

To,

Date:

M/s. e-Procurement Technologies Ltd. (ProcureTiger)
A-201 / 208, Wall Street-II, Opp. Orient Club,
Nr. Gujarat College, Ellis Bridge,
Ahmadabad – 380 006, Gujarat, India

Sub: Agreement to the Process related Terms and Conditions for the Reverse Auction

This has reference to the Terms & Conditions for the Reverse Auction mentioned in the Tender document for **Procurement of Laptops & Desktops.**

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the Reverse Auction as mentioned in your letter and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.
- 4) We also confirm that we will email a scanned copy or fax the price confirmation & break-up of our online quoted price, within 24 hours of the reverse auction, as per RHICL's price excel sheet if any & the Annexure III formats.
- 5) We, hereby, confirm that we will honor the Bids placed by us during the auction process.
- 6) We confirm that RHICL and ETL shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the e-auction platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the auction event.
- 7) We confirm that we will accept our Rank / Position that will be displayed when the Bidding Time is over of the Online Reverse Auction.
- 8) We confirm that we have changed the password on the auction website and checked / edited our company details after first log in.
- 9) We understand that M/s RHICL is not bound to accept the Lowest bid (L1) in case of reverse auction and highest bid (H1) in case of forward auction or any other bid that you may receive.

With regards,

Signature with company seal

Date -

Name –

Company / Organization –

Designation within Company / Organization –

Address of Company / Organization –

Scan & email this document to satyanarayan@procuretiger.com or fax it on +91 79 400 16876



Annexure III
Price Confirmation

(To be submitted by the bidder on their Letterhead, duly stamped & signed after the completion of the Reverse Auction)

M/s. e-Procurement Technologies Ltd. (ProcureTiger)
A-201 / 208, Wall Street-II, Opp. Orient Club,
Nr. Gujarat College, Ellis Bridge,
Ahmedabad – 380 006, Gujarat, India.

Sub: **Final price quoted during reverse auction and price break-up & confirmation for Procurement Of Laptops & Desktops.**

Ref: 1. RHICL - Procurement of Laptops & Desktops.
2. Reverse Auction dtd.

Dear Sir,

We confirm that we have quoted for.....

As our final lump sum prices during the Reverse Auction conducted today.

Thanking you and looking forward to the valuable order from RHICL.

Yours sincerely,

For _____

Name:
Company:
Date:
Seal:

Annexure IV

Contact Information

e-Procurement Technologies Ltd. (ProcureTiger)	Religare Health Insurance Co. Ltd (RHICL)
<p>A-201 / 208, Wall Street-II, Opp. Orient Club, Nr. Gujarat College, Ellis Bridge, Ahmedabad - 380 006, Gujarat, India.</p> <p>Ph. Nos. : +91 79 400 16 879 883 886 823 835 867 891 837 885 868 880 824 802 865</p> <p>Fax No. : +91 79-40016 876</p> <p>Mr. Pradip Parmar Mail: Pradip@ProcureTiger.com Phone: +91 93286 57215</p> <p>Mr. Satya narayan Behera Mail: satyanarayan@procuretiger.com Phone: 079-40016 802/ 879 / 886</p>	<p>A-3, 4 , 5 , Plot No - 11, Sec - 125, Noida, UP- 201301.</p> <p>Name of Dept Official: Mr. Arvind Jha Contact Number: 0 78383 53073 e-Mail ID: arvind.jha@religare.com</p>