

**GOVERNMENT OF MEGHALAYA**  
**DIRECTORATE OF COMMERCE & INDUSTRIES**

Plot No.L/D 015 Lower Nongrim Hills, Shillong-793003 Email :[industries-meg@gov.in](mailto:industries-meg@gov.in)

**NOTICE INVITING QUOTATION**

Date: 12<sup>th</sup> February, 2025

No.M/DIND/MSME/8/2025/1.: Sealed Quotation on Turnkey Bases affixing Court Fee Stamp of ` 1000/- (Rupees One Thousand) only are invited from the reputed Manufacturer/Authorised Dealer/Supplier for supply (including assembling, installation & commissioning) of Machines, Equipment, Handtools and Furniture for the centre set-up under Innovation and Research Centre through RAMP Programme, Ministry of MSME, Government of India in the Directorate of Commerce & Industries Campus at Lower Nongrim Hills, Shillong .

Quotations must reach **O/o Directorate of Commerce and Industries, Plot No L/D 015, Lower Nongrim Hills, Shillong** on or before the date and time mentioned below:

<b>Last date of receipt of quotation</b>	<b>5<sup>th</sup> March,2025 at 3:00 p. m</b>
<b>Opening of quotation</b>	<b>5<sup>th</sup> March,2025 at 3:00 p. m</b>

Quotations received after the above-mentioned date and time will not be considered.

The Quotations along with related documents will be evaluated on Turnkey basis by the Departmental Purchase Board Committee and Supply Orders will be issued to the firms based on the recommendations of the Committee.

The details on the specifications of the Machineries, Equipment and Furniture and also the NIQ with Terms and Conditions etc can be obtained from the departmental website – [www.megindustry.gov.in](http://www.megindustry.gov.in), or from office of the undersigned on any working day.

Sd/-

Director of Commerce & Industries.

## TERMS AND CONDITIONS

1. The Quotation with reference to this Letter/NIQ No. must be addressed to the Director of Commerce & Industries, L/D015, Lower Nongrim Hills, Shillong — 793003 and the words "Quotation for supply (including assembling, installation & commissioning) of Machines, Equipment, Handtools and Furniture for the centre set-up under Innovation and Research Centre" should be superscribed on the sealed envelope containing the Quotation and other related documents.
2. Technical bid clearly mentioning "Technical bid for supply (including assembling, installation & commissioning) of Machines, Equipment, Handtools and Furniture for the centre set-up under Innovation and Research Centre" should be placed in a separate envelope inside the above-mentioned envelope at Sl. 1.
3. Financial bid clearly mentioning "Financial bid for supply (including assembling, installation & commissioning) of Machines, Equipment, Handtools and Furniture for the centre set-up under Innovation and Research Centre" should also be placed in a separate envelope inside the above-mentioned envelope at Sl. 1.
4. Quotations must be neatly typed, and any deviation in the offer shall lead to rejection.
5. Quotations must be on the Letterheads of the Manufacturer/Dealer/Supplier mentioning full address, location of office, with telephone/mobile numbers, e-mail address, GST No., PAN, etc. clearly mentioning whether he/she is a Manufacturer/Dealer/Supplier.
6. Bidders must mention full address, with telephone/mobile numbers, e-mail address, and GST No. on the envelope containing the Quotation.
7. The Quotation should accompany an undertaking to the effect that in case the supply of goods is found to be faulty and/or incomplete, the same will be liable to be rejected and will be required to be replaced by the concerned supplier within 15 days, at the destination.
8. The Quotation should also accompany an undertaking to the effect that the bidders has never been blacklisted from any State/Central/Private Organisation or any other institution.
9. No offer received through e-mail or FAX shall be entertained.
10. Financial Bids will be opened only for qualifying Technical Bids .
12. Rates quoted should be inclusive of all taxes at the destination as indicated above and should be accompanied by Catalogue/Test Report wherever applicable for Tools & Equipment.
13. All quotation must be valid for at least 90 (Ninety) days from the date of opening of Quotations.
14. The model for each machine should be made specific and the rates quoted shall be for that particular type and quality. The Manufacturer's Brand Name should be clearly indicated.
15. Warranty period must be indicated against each machine
16. The bidders who quotes the item, must provide terms & conditions, upgrade policy and installation etc.
17. Quotations must be accompanied with attested copies of up-to-date and valid GST Registration Certificate, PAN, Income Tax, Professional Tax and Trading License (For Non-Tribal), else, the Quotation shall be considered as invalid.
18. Above NIQ is floated on turnkey basis, it is mandatory for Bidder to quote all items as specified in NIQ against each destination.

19. Selection of successful Bidder by Departmental Purchase Board of Commerce & Industries Department, Government of Meghalaya will be based on evaluation of terms and conditions and technical requirement stated in NIQ and also on the lowest bid on total cost quoted for all the items as specified in the above NIQ.
20. Parties are permitted to quote 2 or 3 models for each type of machine
21. Earnest Money of 10,000/- (Rupees Ten Thousand) in the form of Demand Draft drawn in favour of the Director of Commerce & Industries, Meghalaya, Shillong should be submitted along with Quotation. For bidders belonging to SC/ST, only 50% of the Earnest Money may be deposited, subject to production of certificate.
22. Earnest Money will be converted into Security Deposit for the successful bidders and will be released after 3 months, only on satisfactory completion of delivery of all items, as per Supply Order. For the unsuccessful bidders, the Earnest Money will be refunded after finalization of the Supply Order.
23. Successful bidders must furnish a Security Deposit of 5% of valuation of supply order amount in the form of Bank Guarantee in Nationalised Bank or through Demand Draft. SC/ST bidders may deposit 50% of the Security Deposit amount, subject to production of SC/ST certificate.
24. All items as per Supply Order must be dispatched to the respective Training Centres of the Department across Meghalaya.
25. Delivery of all items, as per Supply Order, must be completed within 30 (Thirty) days from the date of receiving the Supply Order. .
26. Supplier should complete the work within the stipulated time, failing which, their performance Security Deposit will be forfeited by the office, for which an undertaking is required to be submitted along with the quotation.
27. Inspection of goods supplied will be carried out by the consignee or authorized personnel from the Department, at the destination, and rejected goods will have to be removed within 10 days from the date of dispatch of advice from the indenting officer, failing which the supplier shall be responsible for loss.
28. The rejected goods must be replaced within 15 days of the dispatch advice by the indenting officer, failing which indenting officer will be entitled to plan its disposal without any further reference.
29. The undersigned reserves the right to accept or reject any quotation without assigning any reasons thereof or to change the supplier at any time, if the supply of items are found to be incomplete or of inferior quality or bad workmanship, etc.
30. Completion Certificate should be obtained from the authorized personnel of the centre where the items have been delivered.
31. 50% payment will be released against delivery and inspection of the material and balance 50% payment shall be released within 45 days after having the inspection and installation report of the equipment/material.
32. The Security Deposit of the successful bidders will be released after the completion of all related processes/ warranty period of machineries and equipment.
33. Penalty: The Director of Commerce & Industries, Meghalaya, Shillong reserves the right to impose 0.5% (Half) percent penalty per week on account of delay in supply, if delivery received after expiry of the original delivery period. The total penalty should not exceed 10% of the value of the delayed goods

34. If there is any dispute, the decision of the Director of Commerce & Industries, Meghalaya, Shillong shall be final. All disputes are subject to Meghalaya jurisdiction.

Sd/-  
Director of Commerce & Industries.

**ANNEXURE-I**

<b>DETAIL OF MACHINERIES, EQUIPMENT, HAND TOOLS &amp; FURNITURE FOR THE INNOVATION AND RESEARCH CENTRE UNDER RAMP SCHEME, MoMSME, GOVT OF INDIA</b>			
<b>SL No</b>	<b>Particulars</b>		<b>Destination</b>
1	<b>280 G MT Desktop — with the following specifications:</b>		<b>Directorate of Commerce and Industries, Plot No-L/D-015, Lower Nongrim Hills, Shillong-793003, Meghalaya</b>
	Processor	13 <sup>th</sup> Generation Intel Core i7	
	OS	Pre-Loaded Licensed Windows 11 Professional	
	Memory	32GB RAM DDR4-3200	
	Storage	1TB	
	Pre-Installed	Preloaded with licensed MS Office Professional	
	Monitor	19.5 inch	
	UPS	600 VA	
	Warranty	3 Years	
2	<b>Printer — preferably Hp Smart tank 581 wireless all in one with the following specifications</b>		
	Function	Print, Copy and Scan	
	Printing Speed	Up to 12 ppm (black) and 5ppm (colour)	
	Resolution	Up to 1200 * 1200 rendered dpi	
	Duty Cycle	Up to 3000 pages	
	Recommended monthly page volume	400 to 800 pages	
	Connectivity	1 Hi-Speed USB 2.0 (device); 1Wi-Fi 802.11b/g/n; 1 Wi-Fi direct	
	Warranty	3 Years	
3	<b>Software —with the following specifications</b>		
	Function	Adobe creative cloud for teams adobe Acrobat Pro, Photoshop, in Design, Adobe Premier Pro, illustrator-3 years subscription	
4	<b>Liquid based Printer 3D — with the following specifications:</b>		
	Technology	Stereolithography or Similar Laser or light-Based Photo Polymerization Technology	
	Build volume	XYZ: 200 × 125 × 210 mm or better	
	Layer Resolution	25-300 microns or better	

	Force Sensing	Z-Axis Force Sensor: automatically optimizes print quality and print speed based on part geometry and selected material.
	Materials	Should support following Material types. <ul style="list-style-type: none"> <li>• Rigid,</li> <li>• Clear,</li> <li>• flexible,</li> <li>• ESD,</li> <li>• Fire Retardant,</li> <li>• Alumina,</li> <li>• True Silicone,</li> <li>• High Temperature</li> <li>• Castable etc..</li> </ul>
	Laser Wavelength	405nm
	Resin Fill System	Automated
	Peel Mechanism	Sliding Peel Process with wiper or better
	Temperature control	Air heated Print chamber
	Light Source	Backlight Unit: 60 uniform-wavelength LEDs, a plano-convex lens array, and integrated air cooling, 405 nm optical wavelength, 16 mW/cm <sup>2</sup> optical power intensity delivered to the cure plane, 50 μm pixel size
	Print Speed	100 mm/hour or better
	Alerts	Touchscreen alerts, SMS/Email via Dashboard, Two LED status indicators, Speaker for audio alerts
	Certification	CE Certified
	Warranty	Onsite Warranty 1 year
	Dashboard Printer Management Features	Manage prints and printers via cloud, Track resin and tank usage over time, SMS and email alerts
5	<b>Handloom Equipment and Accessories — with the following specifications:</b>	
	Type	8 Shaft Handloom with Jacquard attachment

		Indicative Length 101 cm x Width 68 cm x Height 125 cm	
		Polished Solid Wood	
6	<b>Handicraft Equipment, Accessories and Hand Tools — with the following specifications:</b>		
	Hand Drill M/c	Power output: 350W	
		Rated speed: 3116 rpm	
		Chuck capacity, min./max.: 0.5 – 6.5 mm	
		Drilling diameter in Bamboo: 15 mm	
	Angle Grinding machine	Rated input power* :670W	
		No-load speed No-load speed: 11000 rpm	
		Disc Diameter: 125mm	
		Power Output: 400 Watt	
	Heat Gun	Power input:1800watt	
		Temperature Range: 50-550 degree centigrade	
		Air flow rate: 350-500 litre/minute	
	Hand Hacksaw 8"	8" inch harden steel	
	Taparia ball pein Hammer 200 gm	200 grams	
	Nose Plier	Taparia	
Taparia bevelled edge chisel 1/2"	Taparia		
Half Round Chisel ½"	Taparia		
Half Round File 8"	J & K made		
Combination Stone 8"	Norton		
Taparia Screwdriver 8"	Taparia		
Scissor pointed nose	Falcon		
Measuring Tap 3Mtr.			
Flap Disk 120 no			

	Tool Kit Bag	Need to accommodate all above tools separately in the bag	
7	<b>Furniture</b>		
	Chair	Elite Mid Back	
	Table	Stylo (BBB) with one drawer (1200x600x750)	
	Cabinet	Rafel 750 (900x450x750)	
	Chair	Elite Mid Back	

Sd/-  
Director of Commerce & Industries



**GOVERNMENT OF MEGHALAYA  
OFFICE OF THE GENERAL MANAGER  
DISTRICT COMMERCE & INDUSTRIES CENTRE  
.....DISTRICT.**

**COMPLETION CERTIFICATE**

Certified that the following Machineries, Equipment and Furniture purchased under RAMP Scheme, MoMSME, GoI vide letter No \_\_\_\_\_, dtd \_\_\_\_\_ has been received in good working condition and trial test conducted successfully as follows:

SI No.	Location (Name of Training Centres )	Particular s	Quantity (Numbers )	Date of supply/ conduc t trial test	Remarks (Working/Not Working )

Date:  
Address:

General Manager  
District Commerce & Industries Centre  
\_\_\_\_\_ District

