

Minutes of the Pre-bid meeting of Procurement of Office Equipment for the Office of MBMA under M – LAMP Project

Venue: MBMA Office, Shillong, Meghalaya

Date: February 11, 2019

Following bidders participated in the Pre-bid meeting:

1. Nice Infotech, Shillong
2. Indian Exports & Import Co., Shillong
3. Hitachi Systems Micro Clinic Pvt. Ltd.
4. BMG Informatics
5. Representatives from MBMA (Binu Malhotra, Penelope Kharnami, Damaphi Ryngkhun & representative from M & E)

Following are the response to the queries sought by the prospective bidders:

S #	Section	Page No	Existing Requirement and Clause No.	Queries	Response
1	Section 7: Technical Specifications: Lot # 1 of 6	61/62	Laptops Category 1 <ul style="list-style-type: none"> • 2.2GHz Intel i3-8130U 8th gen processor • 4GB DDR4 RAM • 1TB 5400rpm hard drive • 14-inch screen, Intel UHD Graphics 620 Graphics • Windows 10 Home operating system • 1.5 kg laptop or upwards • Intel Core i3-8130U Processor (2.2 GHz base frequency, up to 4 GHz with Intel Turbo Boost Technology, 4 MB cache, 	<ol style="list-style-type: none"> 1. Battery Backup is not mentioned 2. Ports are not mentioned 3. Pls. confirm whether applicable MS-Office latest version will be standard edition or enterprise edition 4. Please confirm whether Laptop Bags will be required or not 5. Operating System: Pre-loaded Windows 10: Kindly confirm it should be Win 10 home or Win 10 Pro 64 bit 6. Please confirm whether Internal Optical drive required or not 7. 1TB 5400 rpm hard drive may be changed to ITB 7200 rpm for better and faster performance. 8. Certification: We suggest you to ask for EPEAT gold and energy star certification for better quality product 	<ol style="list-style-type: none"> 1. Battery performance- 4 hours, Lithium battery 2. Minimum 7 ports 3. MS office latest version with standard edition 4. Yes 5. Windows 10 home 6. Optional 7. ITB 7200 rpm 8. Need not necessary. It should be part of technical evaluation who offers best with minimum price 9. Minimum 4 GB DDR RAM 10. MS Office 2016 or more 11. Yes 12. Minimum 2.5 years onsite warranty keeping in mind depreciation cost of IT items and

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			2 cores) <ul style="list-style-type: none"> Windows 10 Home Microsoft Office 2016 4 GB DDR4-2400 SDRAM (1 x 4 GB) / 1 TB 5400 rpm SATA Intel UHD Graphics 620 / 	9. 4 GB DDR4 , max expandability upto 32 GB (suggested) 10. Microsoft Office 2019 Professional & Home Business 11. Thin & Light Weight Laptop which comes under 1.70 Kg 12. Normally for consumer segment laptop, Which are available in local market comes with 1 year warranty. For Commercial segment 3 years Onsite is standard warranty. Also for better and long duration functability of the machines in your premise 3 years warranty is preferred. 13. Suggestions: dual band wireless card with Bluetooth 4.2 or better 14. 4 hours, Lithium battery (to be added) 15. Good quality OEM Carry case (Same make as the Laptop).	usages in the field. 13. Not necessary 14. Already specified in battery performance in point 1 15. The selected vendor should provide OEM that comes with the product.
7 port 2	Section 7: Technical Specifications: Lot # 2 of 6	61/62	Laptops Category 2: <ul style="list-style-type: none"> Processor: 7th Generation Intel core i3-7020U processor, 2.3GHz base processor speed Operating System: Pre-loaded Windows 10 Display: 14-inch HD (1366x768) display 	1. Please confirm whether Laptop Bags will be required or not 2. Operating System: Pre-loaded Windows 10: Kindly confirm it should be Win 10 home or Win 10 Pro 64 bit. 3. Please confirm whether Internal Optical drive required or not. 4. 1TB 5400 rpm hard drive may be changed to 1TB 7200 rpm for better and faster performance. 5. Certification: We suggest you to ask for	1. Yes 2. Win 10 home 3. Optional 4. 1TB 7200 rpm 5. Need not necessary. It should be part of technical evaluation who offers best with minimum price 6. Intel i5 8 th Gen 7. Minimum 4 GB DDR RAM 8. Windows 10 home

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			<ul style="list-style-type: none"> Memory & Storage: 4GB DDR4 Storage:1TB HDD Design & battery: Thin and light design Laptop weight: 1.59 kg to 2.5 kg Average battery life = 4 hours, Lithium battery Laptop with included battery, charger Ports and CD drive: 1 USB 2.0, 2 USB 3.0, 1 HDMI, 1 Audio-output Without CD-Drive 	<p>EPEAT gold and energy star certification for better quality product</p> <p>6. Intel i3-7020u is going to Obsolete in April and i3-8th Gen is the Latest Updated Processor</p> <p>7. RAM may be modified to 4 GB , maximum memory upgradable upto 32 GB</p> <p>8. Windows 10 Professional: For Commercial segment Windows 10 Professional is Preferred & For Windows 10 Home is for consumer segment (Normally used in very small segment)</p> <p>9. Suggested: 2 USB 3.0 ports and 1 Type C: 3.0 Ports are Used for High Data Transfer & Type-C is for Fast Charging Purpose</p> <p>10. Suggestions: dual band wireless card with Bluetooth 4.2 or better</p> <p>11. 4 hours, Lithium battery (to be added)</p> <p>12. Good quality OEM Carry case (Same make as the Laptop).</p>	<p>9. 2 USB 3.0</p> <p>10. Not necessary</p> <p>11. Battery performance- 4 hours, Lithium battery</p> <p>12. The selected vendor should provide OEM that comes with the product.</p>
3	Section 7: Technical Specifications: Lot # 3 of 6	61	<p>Desktops Category 1:</p> <ul style="list-style-type: none"> Intel® Core i3-8130U Processor with Intel® UHD Graphics 620 (1.6 GHz base frequency, up to 3.4 GHz with Intel® 	<p>1. Ports are not mentioned</p> <p>2. Operating System: Pre-loaded Windows 10: Please confirm whether pre-loaded Windows 10 will be Win 10 Pro 64 bit or Win 10 Pro 32 bit</p> <p>3. Kindly confirm the product asked for is All-in-One PC or Desktop</p>	<p>1. Depends on the vendor's specifications at best price</p> <p>2. Win 10 64 bit</p> <p>3. Desktop</p> <p>4. Need not necessary. There are</p>

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			Turbo Boost Technology, • 6 MB cache, 4 cores) 4 GB DDR4-2133 SDRAM (1 x 4 GB) • OS: Windows 10 1 TB 7200 rpm SATA Intel® UHD Graphics 620 • 21.5" diagonal FHD widescreen LCD anti-glare WLED-backlit (1920 x 1080)	4. You have not mentioned the chipset. You can ask for business class chipset (Intel B360/Intel Q370) 5. You can ask for Dual Inbuilt speakers in the monitor for better productivity 6. We suggest you to ask for 4 USB Port in front for easy access to connect the device 7. 4 GB DDR4-2133 SDRAM (1 x 4 GB) Expandability upto 8GB 8. 1 MP, up to 30 fps, HD webcam with integrated dual array digital microphone, maximum resolution of 1280 x 720 9. Ports: Rear: 1 HDMI-out; 1 headphone/ microphone combo; 1 power connector; 1 RJ-45; 2 USB 2.0; 2 USB 3.1 Gen 1 Bottom: 1 No. 3-in-1 SD card reader 10. Suggested: Lock slot; Trusted Platform Module (TPM) 2.0	competition in the market i.e. AMD and INTEL. Depends on the vendor who provides the best at competitive price. We are looking at chipset that would help the project in meeting the minimum reporting requirements. 5. Not Required 6. Not Required 7. Minimum 4 GB DDR RAM 8. Not Required 9. Need not necessary 10. Need not necessary
4	Section 7: Technical Specifications: Lot # 4 of 6	61	Desktops Category 2: • Operating system: Windows 10 pro 64 bits • Chipset: Intel chipset is integrated with processor	1. Processor frequency is not mentioned 2. Monitor size should be 23.6". There is not actual size of 24" available with any OEM 3. Please mention the Size of graphic card like 512 MB/1GB Etc. 4. You have not mentioned the chipset. You can ask for business class chipset	Pls refer to suggestion Desktop category 1

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			<ul style="list-style-type: none"> • Graphics Card • Processor: Intel Core™ i7 8-Generation • Memory: 16 GB RAM 2400/2600 Hz • Hard drive: 2 TB HDD, 240 GB SSD • Optical drive: DVD-Writer • Display size: minimum 24" • Ports: 1 USB 3.0; 2 USB 3.0; 3 USB 2.0 • Pointing device: USB wired optical mouse • Keyboard: USB Wired Multimedia Keyboard 	<p>(Intel B360/Intel Q370)</p> <p>5. You can ask for Dual Inbuilt speakers in the monitor for better productivity</p> <p>6. We suggest you to ask for 4 USB Port in front for easy access to connect the device</p> <p>7. 16 GB RAM 2400/2600 Hz Expandability upto 32GB</p> <p>8. 256 GB SSD 2) 2TB 7200 rpm: In Industrial Standard Norms HDD Which comes 256 GB, 240 GB SSD Which is does not comes to All Other OEM please kindly change to Generic so other OEM's Can Participate</p> <p>9. Suggestion for networking: Ethernet (RJ-45): Integrated 10/100/1000M Gigabit Ethernet LAN:</p> <p>10. Suggested ports: Front I/O ports: (2) USB 3.1 Gen 1, (1) Microphone/Headphone combo jack, (1) Power button Rear I/O ports: (1) Audio Line-in, (1) Audio Mic-in, (1) Audio Line-out, (1) HDMI, (1) VGA, (2) USB 2.0 port, (1) RJ-45 Network Connector, (2) USB 3.1 Gen1 Port, (2) USB 2.0 port, (1) Power Cord Connector, (1) HDMI.</p> <p>11. Suggested Slots: Front: (1) PCI Express x16 (3.0) Graphics slot</p>	

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				(1) PCI Express x1 (2.0) Accessory slot (1) M.2 2230/2280 storage (1) M.2 for WLAN (1) Security Lock 12. Suggested: Lock slot; Trusted Platform Module (TPM) 2.0 13. Delivery schedule: please be changed to 08-12 Weeks	
5	Section 7: Technical Specifications: Lot # 5 of 6	61	UPS: INPUT: Voltage: 230 Vac Frequency: Minimum 50 Hz $\pm 10\%$ Current: Max 4.2A Wattage: Minimum 360 Watts OUTPUT: Voltage: 230 Vac Frequency: Minimum 60 Hz $\pm 10\%$	1. UPS capacity and type (online or Line interactive) is not mentioned: If it is 1KVA Line interactive UPS, then kindly amend the following: OUTPUT: Voltage: 230 Vac $\pm 10\%$ Frequency: Minimum 50 Hz $\pm 10\%$ Power Backup: At least 20 mins with inbuilt 2X7AH battery. Certification: ISO 9001, 14001, 50001, BIS, RoHS & CE (for better quality) If it is 1KVA ONLINE UPS, then kindly amend the following: OUTPUT: Voltage: 230 Vac $\pm 1\%$ Frequency: Minimum 50 Hz $\pm 1\%$ Power Backup: Atleast 20 mins with inbuilt 3X7AH battery. Certification: ISO 9001, 14001, 50001, BIS, RoHS & CE (for better quality) 2. Power Back – up: 600VA LI UPS has single battery inbuilt, it will give backup 8-10 minutes per PC, No Other	1. Line interactive OUTPUT: Voltage: 230 Vac $\pm 10\%$ Frequency: Minimum 50 Hz $\pm 10\%$ Power Backup: At least 20 mins with inbuilt 2X7AH battery. Since the requirement for use in a official set up for project implementation, so At least power back up of 20 mins with inbuilt 3X7AH battery.

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			Power Backup: Atleast 20 mins Cold Start Function Off-mode charging Longer battery life Battery: Sealed lead-acid, maintenance free	OEM Can't give the 20 Mins Backup with asked Specifications If required with the 30minutes backup, we can suggest 1KVA LI UPS with 2 x 7ah battery Specifications are Given below Please Note: In industrial Standard norms The following UPS comes with following: 1) 600va LI UPS with 7ah X 1 no. battery will give 8-10minutes backup on full load per PC 2) 1000va LI UPS with 7ah X 2 nos battery will give 30 minutes backup on full load per PC please Mention Load of User If single OEM Can give 600 VA UPS With 20 Mins Backup so it will be OEM Specific Specifications Please kindly change the Specifications as Generic so that Other OEM's can Comply. so other OEM Can participate will get the better Competitive price.	
6	Section 7: Technical Specifications: Lot # 6 of 6	62/63	Printers: Printer <ul style="list-style-type: none"> • Printing Method – Laser • Type – Single Function • Refill Type – Toner Cartridge. • Max Print Resolution – 	1. Print speed – Minimum 36ppm: 36 PPM is nonstandard PPM and very high considering the Average Monthly print volume at 2000 pages per month (Duty Cycle 10K). 22 PPM would suffice your need of printing 60-100 pages a day. PPM is a major factor for categorization of printer and its cost. 20PPM, 22PPM, 25PPM, or 30 PPM, all categories have	1. Print speed – Minimum 22ppm 2. Memory 128 MB minimum

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			<p>Minimum 600x600 dpi</p> <ul style="list-style-type: none"> • Duty Cycle – Atleast 10000 pages (monthly, A4) • Print speed – Minimum 36ppm <p>Multi Task Printers:</p> <ul style="list-style-type: none"> • Printing Method:- Laser • Type:-Multi-function Display:-2 Line LCD Functions:-Print, Copy, Scan • Internal Memory:- Min 100 MB • Refill Type:-Toner Cartridge • Max Print Resolution (Mono):-600 x 600 dpi • Duty cycle (monthly, A4):- 10000 pages • First Print Out Time (Mono):-7.3 sec • Print Speed Mono:-22 ppm • Output tray capacity:- 100 pages Input tray type:-Standard 	<p>its own cost and goes up as the PPM increases</p> <p>2. Request you to mention memory as 128 MB minimum in single function category also; Memory is important factor in building the performance of the printer. 128 MB will help build the cache enough for data intensive print job and multi print queue.</p>	

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			Cassette Output tray type:- Standard Cassette Input tray capacity:-150 pages <ul style="list-style-type: none"> Media size supported:- A4, A5, B5, A6, ISO DL, ISO C5, COM10 Scan area size:-215.9 x 297 mm Scan Type:-Flatbed Copier resize:-25 - 400% Copy Resolution Mono:- 600 x 400 dpi Maximum Copies:- 99 cpm Copy speed Mono:- 21 cpm Operating System :- Windows (32-bit or 64-bit): 7, 8, 8.1, 10 Connectivity via Ethernet Support; 10/100 Base-TX USB support; USB 2.0 and Wireless Support; Yes, 802.11b/g/n 		
7	Price Schedule Forms	48	Extended warranty	On Page no. 39 it is mentioned that Extended warranty is required for Three Years Extended	There has been a sequencing typo, which is corrected. Corrected, extended

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				Warranty for Lots 1 to 4 & 6. Whereas On Page no. 39 it is mentioned that Bidder is required to provide cost of extended warranty separately if bidding for more than one lot. Three years extended warranty only applicable for Lot 1, 2, 3, 4, 5 (Printers only) & 7.	warranty is applicable for Lots 1, 2, 3, 4 & 6 (all lots except UPS)
8	Bid Data Sheet	35	Clause 20.1	As per NCB Format Bidder need to submit (Original Bid + Duplicate Bid)	Bidder is required to provide one original and two copies along with one soft copy of the bid in Pen drive (please refer to the amendment)
9			General	In some Products by default Warranty comes with 3 Years Warranty + 2 Years Additional Extended Warranty for Better Sales Services Purposes	Expected time of warranty required is for three years, if in case the warranty of three years comes by default, bidder is expected to mention the same in the bid.
10			General	As per NCB Format Bidder need to submit Seal & Sign of Tender Document for Confirmation Acceptance of Terms & Conditions.	Yes.