

**NATIONAL INSTITUTE OF TECHNOLOGY
PUDUCHERRY
Thiruvettakudy, Varichikuddy (Post)
Karaikal – 609 609**



Tender Document

For

Supply of Desktop Computers for Electrical Drives Lab

at

**EEE Department,
National Institute of Technology Puducherry
Thiruvettakudy, Karaikal – 609 609
India.**

National Institute of Technology Puducherry @ Karaikal an autonomous Institute established under Ministry of Human Resource Development, Government of India would like to procure the following items.

| | | |
|--|---|---|
| Item | : | Desktop Computers (Specification attached) |
| Tender Enquiry No | : | NITPY/EEE/ED LAB/T07/2016-17, dated : 25.08.2016 |
| Due Date (For submission of bids) | : | 03.00 P.M. 19.09.2016 |
| Technical Bid Opening time | : | 04.00 P.M. 19.09.2016 |
| Eligibility Criteria | : | The Contractors / Tenderers should have experience in supply of similar item with ONE similar work of Rs.5,00,000/- or above (or) TWO similar works each of Rs.3,00,000/- (or) above executed during the last 3 years with reputed educational institutions, organizations, etc., along with the copy of orders. |
| Submission of Offer | : | <u>Two Bid System:</u> Two bid system will be followed for this tender. In this system the bidder must submit his offer in two separate sealed envelopes . Both the technical bid and commercial bid envelopes should be securely sealed and stamped separately and clearly marked as “Envelope No : 1 – Technical Bid” and “Envelope No : 2 – Commercial Bid” respectively. EMD should be placed in the Envelope No : 1, Technical Bid. |
| Place of Submission | : | The interested firm may submit the separate sealed envelope for ”Technical Bid” and “Financial Bid” to be sealed into the third cover super scribed as “Supply & Installation of Desktop Computers for Electrical Drives Lab” and addressed to The Registrar (i/c) National Institute of Technology Puducherry Thiruvettakudy, Karaikal – 609 609 Union Territory of Puducherry India. |

**INSTRUCTIONS TO TENDERERS
&
CONDITIONS OF CONTRACT**

1. The National Institute of Technology Puducherry, Karaikal an Educational Institution invite tenders for Supply & Installation of Desktop Computers in NITPY Campus.
The Tenders should be submitted in two parts in separate covers (Technical Bid & Financial Bid) in following manner:
 - (i) Bid containing technical specifications and Earnest Money Deposit.
 - (ii) Bid containing financial offer.The envelopes should be marked as Technical Bid and Financial Bid with reference number and submitted in one cover.
The Technical Bid and Financial Bid will be opened in two stages on different dates. The bid containing technical specifications and Earnest Money deposit will be opened at 1ststage. The Financial Bid of technically qualified bidders will be opened on 2ndstage.
2. Tender must be sent in a properly sealed envelope with tender number and due date subscribed as “**Supply & Installation of Desktop computers for Electrical Drives Lab**” on top of the envelope addressed to **the Registrar (i/c), NIT Puducherry, Karaikal - 609609**. All the columns of the tender form shall be duly and properly filled in separately. The rates and units shall not be overwritten in the price schedule. The rates shall be quoted both in figures and words. The Tender should be signed by the authorized signatory of the firm.
3. The Refundable bid security (EMD) @ 2% of the total value of the bid has to be submitted as account payee demand draft of a nationalised bank drawn in favour of “**Director, NIT Puducherry**” payable at Karaikal along with Technical Bid.
4. Bid security (EMD) exemption is applicable to bidders registered with DGS&D and NSIC if all the products quoted are manufactured by them. The bid security should remain valid for a period of 45 days beyond the final bid validity period. No interest shall be payable on bid Security under any circumstance. The tenders without EMD shall be rejected.
5. Unsuccessful Bidder's bid security shall be returned within sixty (60) days after the expiration of the period of the validity of the prescribed by NIT Puducherry or placing of work order to the successful bidder.
6. The price should be quoted on prescribed price schedule. All corrections must be attested by the tenderer. The required delivery period must be mentioned. After the order has been placed, the item must be supplied within the stipulated period or by the period extended by the Institute. In case of late providing of leased line the Institute is entitled to recover as penalty from the tenderer a sum @ 0.5% of the total value of the purchase order per week and the maximum 10% of the total value.

9. The payment will be made after installation of project according to specifications, its installation and good working order. In case the goods are rejected these have to be removed by the supplier at his own cost. The rejected goods must be replaced by the supplier within 15 days of the dispatch of registered notice intimating that the goods have been rejected failing which the order may be cancelled and security forfeited.

Payment Condition:-

- 90% payment on demonstration of satisfactory working and installation of instruments/equipments/components.
- 10% of the amount will be retained as performance security to be released after two months of expiry of the warranty period.
- All Payments shall be made in Indian Rupees Only and will be subject to provisions of Penalty and Liquidated Damages.

10. No payment will be made in advance for any supplies under this tender. No claim for any duty, not stipulated in tender will be admitted at any stage.

11. The valid documentary proof of Sales Tax, VAT/Service Tax Registration No. & details of Income Tax registration (PAN) should be submitted along with tender. The taxes must be quoted clearly and separately. If the taxes are not quoted separately, it will be presumed that the rates quoted are inclusive of taxes. The rates quoted should be firm and include all charges. The Form D is not issued by the Institute.

12. In case of goods controlled by the Government, the tendered rates shall not be higher than the controlled rates.

13. Standard warrantee of the items should be mentioned in the tender. A list of users where similar equipment has been supplied in the past should be furnished with the tender.

14. The Institute reserves the right to accept or reject any tender or to cancel the whole bidding process without assigning any reason.

15. The institute reserves the right to verify/seek confirmation of all original documentary evidence submitted by the venders in support of the tenders, specifications for eligible criteria. In case any information furnished by vender is found false/incorrect the tender will be rejected. The descriptive literature with full technical data and drawing/photos must be furnished along with the tender.

16. In case of dispute the decision of the Director shall be final. All above conditions will be enforced unless written orders of the Director are obtained relaxing any specific condition in any particular instance.

17. The tender shall remain valid for **90 days** from the date of opening of tender. Fax or conditional tenders shall not be accepted. Tender received beyond the fixed date and time shall not accept.
18. The bidder should have OEM Certified Engineer for the Installation and Commissioning. Engineer details with the certifications need to be attached along with the Tender.
19. The tenderers are required to quote their lowest rates in the very first instance and there shall be no negotiation in purchases. In case only one tender is received or only one tender remains according to specifications of the required goods, negotiations will be carried out.

Date: 25-08-2016

-Sd/-
Registrar (i/c)

Signature of the Authorized Signatory

Name and Designation

Address

“TECHNICAL BID - COMPLIANCE FORM”

Desktop Computer :

“TECHNICAL COMPLIANCE FORM”

DELL / HP / LENOVO or any other reputed Multinational Branded Desktop Computers

No. of Quantity: 03 Nos.

FIRM'S NAME & ADDRESS:

| S.No | Description | NITPY's Specifications | The Suppliers matching Specification |
|------|-------------------|---|--------------------------------------|
| 1 | Quantity | Desktop Computers with below mentioned specifications – 03 Nos | |
| 2 | Make & Model | Make of the Computer should be specified | |
| 3 | Processor | Intel Core i5 Processor, (Quad core, 6 MB cache), 3.2 Ghz or higher, 4th Generation processor | |
| 4 | Mother Board | Intel H81 Express Chipset based motherboard or better chipset | |
| 5 | Memory | 4 GB DDR3 SDRAM at 1600 MHz (Dual Channel with 16 GB expandability) | |
| 6 | Hard Drive | 1 TB, 7200 rpm, Specify the make & Size of the HDD | |
| 7 | Optical Drive | DVD+/-RW SATA (DVD Writer) | |
| 8 | Key Board | OEM USB Keyboard (Windows Keyboard with US key layout) | |
| 9 | Mouse | OEM USB 2-button optical mouse with scroll type | |
| 10 | Monitor Size | OEM 18.5"/ 19" Wide LED display | |
| 11 | Networking | Integrated 10/100/1000 -Tx NIC with PXE BOOT ROM support | |
| 12 | On Board Graphics | Integrated Video, Intel HD Graphics 4000 with both VGA & Display Port | |
| 13 | Cabinet/Chassis | DT/MT chassis with SMPS, Screw-less chassis with lock and key | |
| 14 | Operating System | Windows 10 Pro Preloaded | |
| 15 | Test Certificate | System should be tested on Windows 7 / 8.1 /10 OS | |
| 16 | Supported OS | Ubuntu latest, RHEL 6.x version | |

* Driver CD should be given for the above OS or with web support for future OS.

“TECHNICAL COMPLIANCE FORM”

DELL / HP / LENOVO or any other reputed Multinational Branded Desktop Computers

| S.No | Description | NITPY’s Specifications | The Suppliers matching Specification |
|-------------|--|---|---|
| 17 | Input Power Supply | Input Power: 200-240V / 50 Hz | |
| 18 | SMPS power supply rating | Should be less than 300 Watts, specify (Should be Energy Star rated) | |
| 19 | Power Consumption | Specify in Watts, during normal running | |
| 20 | Audio | Integrated High Definition audio | |
| 21 | External Connectors / Jacks | 2 Line-in (stereo/microphone), 2 Line-out (headphone/speaker) | |
| 22 | I / O Ports | Minimum 1 Serial Port (9-pin) | |
| 23 | USB Ports | Minimum 4 USB ports, Hi-Speed USB 2.0 / 3.0 of which 2 should be in front. | |
| 24 | SATA Interface | 4 X SATA Interface | |
| 25 | PCI/PCIe x1 Slots | Number of PCI / PCIe x1 slots Specify | |
| 26 | Memory Slots | Number of memory slots on motherboard, minimum 2 required | |
| 27 | Maximum amount of DDR3 SDRAM Supported | Should support minimum 16GB RAM. Specify the maximum amount of DDR3 SDRAM (1600MHz) supported | |
| 28 | Internal Drive Bays | Specify the Number of Internal Drive bays available (3½”), min. 1 required | |
| 29 | Cabinet Dimensions | Specify in mm (l x b x h) | |
| 30 | Environmental | Specify the Operating temperature, and Operating Humidity | |
| 31 | Warranty | 5 years (60 months) comprehensive on-site warranty with On-Site Service & Support for both Parts and Labour | |

“TECHNICAL COMPLIANCE FORM”

DELL / HP / LENOVO or any other reputed Multinational Branded Desktop Computers

The following optional items may be ordered based on the actual requirements at the time of ordering. **UPGRADATION / EXPANDABILITY** – not quoting for this may result in disqualification.

| S.No | Description | NITPY’s Specifications | The Suppliers matching Specification |
|-------------|-------------------------------------|---|---|
| 32 | Additional Graphics Card (Optional) | 2 GB AMD Radeon HD 7470 DDR3 DP/DVI, LP, Graphics Card or equivalent with DVI-VGA adapters | |

- Item-wise terms and conditions available in Quotation Form.

Signature of the Authorized Signatory

Name and Designation

Address

“QUOTATION FORM (PRICE BID)”

FIRM'S NAME & ADDRESS:

DESKTOP COMPUTERS (PRICE BID)

| S.No | Description | Unit Price (in Rs.) | Qty | Sales Tax (in Rs.) | Total Amount (in Rs) |
|---|--|--------------------------------|------------|-----------------------------------|-------------------------------------|
| 1 | Desktop Computer (make, model & configuration as specified in the technical bid compliance form) with 5 years (60 months) comprehensive on-site warranty | | | | |
| Optional Items (as specified in the technical compliance form) with on-site warranty | | | | | |
| 2 | Addition in Price for 2 GB AMD Radeon HD 7470 DDR3 DP/DVI, LP, Graphics Card, with DVI-VGA adapters | | | | |
| 3 | Reduction in Price for shipping the PC without 8x DVD+/-RW Drive (for Lab use) | | | | |

ITEM WISE TERMS & CONDITIONS:

- a) The order will be based on the actual requirement at the time of ordering, optional items may also be ordered based on the actual requirements. Not quoting for this may result in disqualification for that category of items ordered.
- b) One sample computer with the same specification as quoted should be supplied for testing and benchmarking, if requested at your cost.
- c) The downtime should be less than 24 hours. If the downtime exceeds 48 hours at a stretch then the duration of such downtime will be added to the warranty period and the warranty extended accordingly.
- d) The warranty start and end date will be counted from the date of installation and not from the date of shipment / billing.
- e) "Comprehensive on-site warranty with on-site support and service for both Parts and Labour" means that your engineer should visit the site / location where the problem is reported, then troubleshoot & identify the problem and replace the faulty part. NITPY will not provide or do any troubleshooting at our end.
- f) If prices quoted in INR, it should be Net price (Including tax, other charges, etc.) Materials Door Delivery.
- g) If the rates are quoted in INR, the rates should be quoted on Door Delivery Basis.
- h) Enclose the Distributor / Reseller / Retailer certificate with the validity date. The offer should be authorised by the Manufacturer. The offers received without the certificate and authorization will be rejected.
- i) PCs should be supplied as per our indent (i.e. as per our actual requirement within the contract period).

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

NAME OF THE SUPPLIER

ADDRESS

SIGNATURE WITH DATE

NITPY's COPY (To be filled in and submitted by the bidder)

Last Date for receipt of tender at NITPY :at 3 p.m.

Opening Date :at 4 p.m.

| CHECKLIST TO BE FILLED IN BY BIDDER (Please make sure that these pages are filled and send duly signed) | |
|---|-------------------------------|
| List of documents to be enclosed | Completed & Signed |
| Terms and Conditions form | YES / NO |
| Details of the Firm offering this Quote | YES / NO |
| NITPY's quotation form (Technical & Price Bid form) | YES / NO |
| Other technical specifications & pamphlets (in a separate sealed cover) | YES / NO |

NAME OF THE SUPPLIER

ADDRESS

SIGNATURE WITH DATE