



ADVERTISED/ OPEN TENDER ENQUIRY

Department: **Computer Centre**

Tender Notice No: NITR/PW/CC/2018/14

Date: 04/04/2018

Through

Important Dates

CPP Portal

(E-procurement)

Event	Date	Time
Pre-bid conference	NA	NA
Last date of Submission of Bid	25/04/2018	11:00 AM
Opening date of Technical Bid	26/04/2018	11:00 AM
Opening date of Financial Bid	30/04/2018	11:00 AM

Dear Sir,

We intend to purchase the commodities specified below and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

For any clarification:

Head, Computer Center
Prof. C. K Biswas
National Institute of Technology,
Rourkela-769008, Odisha
Phone: 06612462671
Email: hod-cc@nitrkl.ac.in

Yours sincerely,

Prof. C. K. Biswas
Head Computer Centre

Encl:

- 1. Schedule of requirement, specifications, dates etc.**
- 2. Bid document containing detail terms and conditions.**

1. Schedule of requirements

SL.NO	Description of Goods/Service	Quantity
01	Desktop Computers (As per the specification mentioned in Annexure- I)	200

2. Specifications and allied Technical Details

- **GST and any other Taxes** should be clearly mentioned in the quotation.
- Technical Specification: Relevant specification attached in **Annexure- I**

3. Format of Quotation (tick appropriate box)

~~It is a single bid; please give all technical specifications and price bid in one envelope.~~

OR

- It is a two-part bid with separate techno-commercial and price bids.

4. The Bid should be submitted through e-procurement: <https://eprocure.gov.in/eprocure/app>

General Criteria Documents.

- a) Bidders must produce valid tender specific authorization certificate from the OEM.
- b) Bidders must submit a declaration on their letter head that they are not black listed in any Govt. body, undertaking, PSU or autonomous bodies. If found the declaration is false their offer will be out rightly rejected and their EMD amount will be forfeited.
- c) Bidders must enclose details of their infrastructure with reference to locations and technical manpower, availability of inventory spares etc.
- d) Any other eligibility Documents.

Technical Criteria Documents.

- Details of Hardware/ software included in offer.
- Details of Technical Specification and other specifications so as to enable technical assessment of the proposal.

Commercial Criteria Documents for Financial Cover.

- The second cover shall be superscripted, "***Tender for Commercial Bid for PC: Financial Bid***"
- The commercial bid should essentially contain covering letter from the bidder mentioning the price of the product showing all the taxes separately as applicable.
- Both technical and commercial should be submitted in an organized and structured manner.

5. Quotations should be valid for a period of **90 days** from the closing date of the bid.

6. Some important dates:

i.	Pre- bid Conference	Date: NA	Date: NA
ii.	Last date for submission of Bid	Date: 25/04/2018	Time: 11:00 AM
iii.	Opening of Technical bid	Date: 26/04/2018	Time: 11:00 AM
iv.	Opening of Financial Bid	Date: 30/04/2018	Time: 11:00 AM

7. Warranty: 03 years must be provided if any.

8. GST: GST should be charge according to applicable rates (if applicable).

9. Bid Security: INR 1, 60,000/- (one Lakh sixty thousand only) in shape of Demand Draft (DD) in favor of Director, NIT, Rourkela Payable at Rourkela. Bid security of unsuccessful bidders should be return to them at the earliest after expiry of the final Bid validity and latest on or before the 30th day after the award of the contract. **EMD (Earnest Money deposit)** should reach through speed post/ register post/courier in the shape of demand draft containing in envelop & superscripted with subject, tender reference number addressing to Registrar, NIT Rourkela-769008, Odisha **on or before 26/04/2018 at 11:00 AM.**

10. Performance Security: INR 4, 00,000/- (Four Lakh only) in shape of Demand Draft (DD) in favor of Director, NIT Rourkela and payable at Rourkela. And performance security should remain valid for a period of Sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligation. And **EMD (Earnest Money deposit)** amount of successful bidder may be adjusted as a performance security in case of award of contract.

11. Please go through the enclosed "bid document" carefully for other bidding instruction.

12. Please send your quotations through <https://eprocure.gov.in/eprocure/app>

13. For Technical Details you may contact:

Prof. C. K Biswas
Head, Computer Centre
National Institute of Technology, Rourkela-769008
Phone: 0661-2462671
E-mail: hod-cc@nitrkl.ac.in

NB: Please furnish your Dealership Certificate (must) and Proprietary Nature Certificate (If applicable)



NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA – 769008, ODISHA

BID DOCUMENT

1. Instructions to the bidders:

- 1.1 Bids are invited on behalf of the Director, National Institute of Technology (NIT), Rourkela – 769008, Orissa, from the intending bidders for supply of the goods/stores/ equipments for the Institute as detailed in the enquiry letter.
- 1.2 The bidders should quote their offer/rates in **BOQ** in clear terms without ambiguity.
- 1.3 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.4 The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for NIT, Rourkela, and the bids will be received up to the appointed time on the next working day.
- 1.5 The bids should be uploaded in <https://eprocure.gov.in/eprocure/app> Please follow the guidelines of the site.
- 1.6 If a prospective bidder requires any clarification in regard to the bidding documents, he may make a request the concerned officer or faculty member at least 14 days before the deadline for receipt of bids.
- 1.7 Bids received after the deadline of receipt indicated in Para 1.4 above, shall not be taken in to consideration.
- 1.8 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
- 1.9 The bids may be submitted in two parts, viz., technical bid and financial bid. (In respect of high value plant, machinery etc. of a complex and technical nature).
- 1.10 The bidder has to sign in full at all pages of the scanned part of the bidding document. No over-writing in those pages is acceptable.
- 1.11 The following shall be the minimum eligibility criteria for selection of bidders technically.
 - a) **Legally Valid Entity:** The Bidder shall necessarily be a legally valid entity either in the form of a Limited Company or a Private Limited Company registered under the Companies Act, 1956. Bidder in the form of JV/consortium, Proprietorship may be permitted. A proof for supporting the legal validity of the Bidder shall be submitted.
 - b) **Financial Capacity:** The bidders should have the minimum turnover of Rupees One Crore during the last financial years (2016-17). Relevant proof for supporting the above shall be submitted failing which the same shall be treated as void.
 - c) **Experience:** The Bidder should have strong presence in Odisha/ Rourkela and may have minimum 5 years' experience in supply of PC's in big organizations and / (or) Government Departments (or) Educational Institute of Repute. Relevant proof in support shall be submitted. The firm should have an office or technical support center in Rourkela.
 - d) The PC brand should be in the latest **GARTNER magic quadrant**.

Documents supporting the Minimum Eligibility Criteria

- In proof of having fully adhered to the minimum eligibility criteria at 1, attested copy of certificates of incorporation issued by the respective registrar of firms/companies shall be attached.
- In proof of having fully adhered to minimum eligibility criteria at 2, attested copy of the audited balance sheets for the completed three financial years i.e. for 2014-15, 2015-16 and 2016-17.
- In proof of having fully adhered to minimum eligibility criteria at 3, attested copy of work orders & experience certificates issued by the Organizations and Government Departments shall be acceptable.
- In proof of having fully adhered to the minimum eligibility criteria at 4, the latest report on GARTNER magic quadrant.

1.12 Evaluation of offer and mode of selection:

The authorized personnel from the company may be present at the opening date of technical bid with the valid authorization letter. The technically qualified bidders will be informed about the date of commercial bid opening and finalization.

- a) First, the technical bids will be opened by a committee appointed by the Director. At time of Technical Bid evaluation, the shortlisted vendors may be called for detailed discussions at a specified date, time and venue, if required. They may be asked to give demonstration of their product/services, if needed. Financial evaluation will be done for those bidders who will successfully qualify in the technical evaluation.
- b) The financial bids of the bidders found to be unsuitable in technical evaluation will not be opened for commercial evaluation.
- c) Firms whose financial bids are considered unworkable in view of prevailing market condition will be rejected. L1 will be awarded after financial comparative analysis of technically qualified bidders.

2. Terms and Conditions of the bid:

2.1 The rates quoted should preferably be net, inclusive of packing, forwarding, freight, Insurance and all other incidental charges excluding taxes. In case these charges are quoted extra in addition to the quoted rates, the amount thereof or Ad Valorem rate must be specified. Packing, forwarding, freight etc., when quotes separately are reimbursable at actual. If external agencies are employed, their receipts must be enclosed with the invoice.

2.2 Duties and Taxes are to be quoted separately. Ad Valorem rates thereof should be clearly indicated with reference to the relevant Acts and Rules.

It may be noted that the Institute is exempt from paying Excise Duty vide Government Notification No. 10/97 dated 01.03.1997 [Registration No.: TU/V/RG-CD (227)/2011, dated 10.10.2011]. GST may be charged at applicable rates.

- 2.3** The goods are required to be delivered at the indenting Department of NIT, Rourkela, and must be dispatched within **60 days** from the date of placement of the supply of order under the risk and arrangement of the bidder and offers with delivery beyond the above period shall be treated as unresponsive. In case the delivery time is higher, the same must be mentioned clearly in the quotation.
- 2.4** The bid should remain valid for a period of **90 days** from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation.
- 2.5** Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.
- 2.6** The goods offered should strictly conform to the **specification and technical details mentioned in Annexure – I.**
- 2.7** The Institute may like to conduct pre-dispatch inspection of goods, where applicable.
- 2.8** Period of guarantee/warranty, where applicable, should be specified in the bid.
- 2.9** If the successful bidder, on receipt of the supply order, fails to execute the order within the stipulated period, in full or part, it will be open to the Director, NIT, Rourkela to recover liquidated damage from the firm at the rate of 1 percent of the value of undelivered goods per month or part thereof, subject to a maximum of 5 percent of the value of undelivered goods. Alternatively, it will also be opened to the Director, to arrange procurement of the required goods from any other source at the risk and expenses of the bidder.
- 2.10** The successful bidder may be required to execute a contract, where applicable.
- 2.11** The bidder has to furnish up to date GST and Income Tax Clearance Certificate along with the bid.
- 2.12** Payment (100 percent) will be made by Account Payee Cheque /Bank Draft, within 30 days from the date of receipt of the goods in good condition or receipt of the bill, commissioning of the equipment, and after successful installation and demonstration where ever applicable, whichever is later/latest.
- 2.13** In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Rourkela shall be final.
- 2.14** The bid document/resultant contract will be interpreted under Indian Laws.

Specification for Desktop Computer

Processor Make	Intel
Processor	Intel Core i5-7500T (2.7 GHz, 6 MB Cache, 4 Cores)
Chipset	Intel H110/ B250
Graphics	Integrated Intel HD Graphics
Operating System(Pre-Loaded)	DOS
RAM Size (GB)	4 GB
RAM Expandability (GB)	32 GB
Hard Disk (GB)	1000GB
Power Supply (Watt)	NA
Internal Bays (No.)	NA
Cabinet	Tower/SFF
USB Port 2.0 (No.)	4 No.
Type of RAM	DDR 4
Ram Speed (MHz)	2400 MHz
Power Efficiency (%)	85% (minimum)
External Bays (No.)	2 No.
USB Port 3.0 (No.)	4 No.
DIMM Slots (No.)	2 No.
Optical Drive (No.)	1 No.
Cabinet Volume (Liters)	NA
Network Connectivity	10/100/1000 On Board Integrated Graphics Port
Expansion Slots (PCI) (No.)	NA
Expansion Slots (PCIe X1) (No.)	1 (Minimum)
Expansion Slots (PCIe X16) (No.)	1 (Minimum)
Serial Port	NA
Parallel Port	NA
Monitor Resolution (PIXELS)	1366x768
Keyboard	Standard
Mouse	Optical
Speakers	NO
Energy Star For Given Model	Yes
ROHS Compliance	Yes
Warranty (Year)	3 Years
Monitor Size (Inches)	Greater than equal to 19"
Processor Generation	7 th
VGA	Available
HDMI	Available
Display Port	NA
DVI-D	NA
DVI-I	NA
Monitor Certification	TCO 6.0
Warranty	3 years

General specification:

1. The PC brand should be in the latest **GARTNER MAGIC QUADRANT**. Evidence to this effect to be enclosed.
2. The OEM should authorize one vendor to submit quote.
3. The OEM/ vendor should have their office sales/service support in Eastern India (Kolkata/ Bhubaneswar/ Ranchi/ Jamshedpur) or any other place and should be able to provide the service in 24 hours. Evidence to this effect to be enclosed.
