



**NATIONAL INSTITUTE OF TECHNOLOGY
WARANGAL – 506 021, TELANGANA STATE (INDIA)**

No. NITW-AP/CS-03/2017-18

Date: 10-10-2017

**INVITATION FOR TENDERS FOR SUPPLY OF
Item No. 05: DESKTOP COMPUTERS**

Established vendors with proven track record and experience in the supply of concerned items are invited to submit their most competitive bids on or before **08-11-2017 at 11.00 AM**. The bids are to be sent in a sealed envelope superscribing the **Reference No. & Name of the item clearly on the envelope** addressed to

**TENDER BOX,
C/O DIRECTOR,
NATIONAL INSTITUTE OF TECHNOLOGY
WARANGAL-506 021 (T.S.)**

Place of delivery of goods:	C/o Vasavi Engineering College, National Institute of Technology, Andhra Pradesh, Tadepalligudem – 534102
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Important dates:

1.	Pre-Bid Meeting	on 24-10-2017 at 11.30 am
2.	Opening of Tenders	on 08-11-2017 at 11.30 am
3.	Opening of Price bids	on 15-11-2017 at 03.00 pm

The bids will be opened in the presence of the bidders or their authorized representatives who choose to attend as per the terms and conditions mentioned below. No bid will be accepted after the due date and time. Even if accepted will be returned unopened.

Interested eligible bidders may download the set of bidding documents and formats for all the necessary documents (given as Annexures I to VI), etc. from our website: **www.nitw.ac.in** & **www.nitandhra.ac.in**. The payment towards the cost of the tender documents and EMD shall be made in the form of Demand Draft obtained from any **Nationalized Bank** in favor of “**Director, NIT Andhra Pradesh, Tadepalligudem – 534102**”. The offer without tender fee / cost of documents will be rejected summarily.

Cost of Tender Documents - Rs. 500/- (Rupees Five Hundred only)
EMD for Servers - Rs. 35,000/- (Rupees Thirty-Five thousand only)

The General Conditions of the Contract are applicable to all the items/equipment mentioned in the Tender Notice.

I. GENERAL CONDITIONS OF CONTRACT (GCC):

- (1) **Validity of the offer:** The Offer shall be valid for **90** days from the date of opening of the quotation or as specified in the SCC (Special Condition of Contract).
- (2) **Clarification of bids:** During opening or evaluation, the purchaser may at its discretion, seek the required clarification from the bidders. However, no change in prices or substance of the bid shall be sought, offered or permitted. If the bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the non-conformity. Unsigned communication/ bids will not be accepted and will be rejected summarily.
- (3) **EMD:** EMD for the specified amount shall be submitted along with the offer in the form of Demand Draft obtained from any **Nationalized Bank** in favor of “**Director, NIT Andhra Pradesh, Tadepalligudem - 534102**”, payable at Tadepalligudem or **by way of Bank Guarantee (BG). The format of B.G is enclosed as annexure-VI.** No interest will be paid on the EMD. The EMD will be forfeited, if the supplier withdraws his tender during the validity period of the bid. **Offer without EMD and tender fee will be rejected summarily.**
- (4) **Prices:** The price quoted shall be on FOR Destination basis, i.e. the price shall include installation & commissioning, Standard Warranty period of ONE year, packing, forwarding, freight and all taxes & duties, insurance, etc. However the quote should indicate the basic price, discount, other duties/taxes and levies separately (Format under the heading **FINANCIAL BID** is enclosed as Annexure-II to this bid document). Concessions extended to Educational Institutions, if any shall be mentioned in the quotation.
- (5) **AMC:** Comprehensive AMC i.e., after completion of warranty period shall be quoted for the subsequent years (year wise) at least for FIVE Years. However, the purchaser reserves the right whether to enter into AMC or not.
- (6) **Duty Exemptions:** The institute is exempted from payment of customs duty/excise duty under 10/97 & 51/96 issued to Hyderabad customs only by the DSIR and as amended from time to time. The necessary exemption certificates will be issued by the institute only on the receipt of the Cargo Arrival Notice(CAN) / Order Acknowledgement Air way Bill (AWB).
- (7) **Payment:** Payment in the form of NEFT/RTGS/FDD/FLC will be made only on the receipt of material and its satisfactory performance and on production of bank guarantee at the rate of 10% of the order value wherever applicable. However, payment in the form of DD/FFD will be made ready but the same will be delivered upon installation & satisfactory performance if so required by the vendor.
- (8) **Evaluation:** Evaluation of the Bids shall be made strictly in terms of provisions and criteria disclosed in the bidding document for the quantities including optional items mentioned in the bid. However, the institute reserves the right whether to purchase the optional items along with the main equipment or not.

Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotation, cancel the bidding process and reject all quotations at any time prior to the award of the contract. Also, the Director reserves the right to cancel the

purchase order if the firm fails to comply with the delivery schedules without any notice and bid security/EMD in any form will be forfeited.

- (9) **Training**: Training (if required) shall be provided by the supplier on free of cost.
- (10) **Delivery period**: The ordered item shall be delivered within 4 to 6 weeks from the date of Purchase Order or opening of FLC as applicable or on mutually accepted date and terms. However, import item(s) will be cleared CIP/CIF/ICD Hyderabad basis only.
- (11) **Liquidated Damages**: The Institute reserves the right to impose 'LD clause' if the supplier fails to perform the contract within the specified period and can even terminate the contract on the whole or in parts thereof.
- (12) **Security deposit**: The successful tenderer will have to deposit @ 5% of the order value within 07 days of issuance of LOI/order towards security deposit. Else the offer is liable for rejection and the EMD will be forfeited.
- (13) **Performance Security**: The Institute reserves the right to insist for performance security @ 10% of the order value towards warranty obligations. And the performance warranty will be released on entering into AMC with the institute. The payment towards AMC will be paid quarterly on completion of quarter or on mutually agreed terms.
- (14) **Inspection and tests**: The purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at Site shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the purchaser prior to the goods shipment. The Inspection and test certificates shall accompany the goods/invoice. The infrastructure facilities to install and operate the equipment shall be declared in the bidding documents.
- (15) **Sample**: If insisted, samples shall be provided by the supplier at the entire cost and risk of the supplier.
- (16) **Defective material**: The defective material/samples from premises of NIT AP will be lifted at the entire cost & risk of the firm and the defective material will be lying at their own risk and cost.
- (17) **Manuals and drawings**: The supplier shall supply operation and maintenance manuals together with drawings of the equipment to enable the Institute to operate, maintain, adjust and repair all parts of the equipment as stated in the specifications.
- (18) **Packing**: Each package shall marked with (i) Order No., (ii) Reference number of the packing list and (iii) supplier's name on three sides of the package with proper paint/indelible ink.
- (19) **Delivery and Documents**: Upon delivery of goods, the supplier shall notify the purchaser and Insurance company by fax the full details of the shipment like contract No., description of the goods, quantity and name of the consignee etc., Also, the supplier shall mail copies of the documents like, Supplier's Invoice, RR/LR, packing list, insurance certificate, warranty certificate and inspection certificate issued by the concerned agency/factory etc.,

- (20) **Corrupt or Fraudulent practices:** The bidders shall observe the highest standard of ethics during the whole transaction. Contrary to the above the offer will be rejected for award of contract and firms will be declared as ineligible even for further period as deemed fit by the Institute.
- (21) **JURISDICTION:** The Courts of Tadepalligudem alone will have the jurisdiction to try and any matter dispute or reference between the parties arising of this agreement/contract.
- (22) **Indexing the bid documents:** All pages of the Bid Documents shall be numbered and the first page shall be the table of contents. (Format enclosed as Annexure –I) to this bid document) and the last page shall be the declaration certificate (format enclosed as Annexure – VII). Further each page shall be initiated by the Signature of the competent authority & seal.

In addition, the Special Conditions of Contract (if mentioned along with the specifications of the item) shall supplement these General Conditions of Contract. Wherever there is a conflict, the provisions mentioned in the SCC shall prevail over these General Conditions of Contract.

IF A FIRM IS QUOTING FOR MORE THAN ONE ITEM, SEPARATE ENVELOPES MUST BE USED FOR EACH ITEM.

Please note that the institute reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to the award of contract, without thereby incurring any liability to the affected Bidder or bidders.

Date & Seal

Name and Signature of the
competent authority of the firm

Special Conditions of Contract (SCC):

Qty. (Approx.) : 75 Nos. to 100 Nos.

DESKTOP COMPUTERS - SPECIFICATIONS:

Parameter	Specifications
Make & Model	<< Specify >>
Processor Technology	i7 processor with 4.2 Ghz, 8MB Cache or equivalent or higher. The Processors should not be mentioned in end-of-life declaration by OEM as on bid calling date.
Chipset Technology	Q250 Chipset or higher with OEM Mother board
Motherboard	OEM Motherboard with TPM 1.2 or higher
RAM	16 GB DDR4 or higher RAM scalable up to 64 GB RAM
Hard drive	1TB 7.2k RPM SATA 6Gbps Entry 3.5in Cabled Hard Drive
DVD Drive	DVD-RW Drive (Reads and Writes to DVD/CD)
PCI Slots & Bays	4PCI (PCI/ PCI Express) or more & 3 Nos. of bays or More
Wi-Fi	802.11 ac wifi card with bluetooth
Audio	Integrated HD audio
NIC	On-board 10/100/1000Mbps NIC with Wake-on-Lan with Wireless and Bluetooth Factory Integrated (2 LAN Ports)
Graphic controller & Display Monitor	Integrated HD Graphic Controller, OEM 18.5" or higher Color LED/TFT Monitor < Specify Model >
Keyboard	OEM 104 Keys Keyboard < Same make as PC >
Mouse	OEM 2 button Optical Scroll mouse with Mouse pad < Same make as PC >
Ports	4 X USB 2.0 or higher ports.
	4 X USB 3.1 ports .
	Four USB ports should be at front side.
	8 External USB: 4 x USB 3.1 Gen 1 (2 front/2 rear) and 4 x USB 2.0 (2 front/2 rear); 2 Internal USB 2.0; 1 RJ-45; 1 Display Port 1.2; 1 HDMI 1.4; 1 UAJ, 1 Line-out;
Form Factor	Small Form Factor/MT Model Tools Less & Chassis Intrusion Switch,
Power Supply	85% or higher Energy Efficient Surge protected Power supply
Certification	For OEM : ISO 9001 : 2008 or Higher For OEM:ISO 20000 : 2011 or Higher
OS Certification	MS Windows 10 & Linux <Enclose Certification copies>
General	EPEAT India Registered
Certification	TCO'6.' Certification for Monitor (<Enclose Certification copies)
	Energy Star 5.0 or higher compliance
Graphics card	2 GB
Operating System	DOS/Linux
Accessories	With required connecting cables and driver media and OS Media should be supplied
Warranty	3 Years Comprehensive onsite Warranty from the date of installation, OS and Anti- virus, doorstep and mobile service

S. Ravichandru

Qualification Criteria:
<ul style="list-style-type: none"> The total annual turnover of the bidder should be at least ₹: 3.00 Crore or more during each of the preceding three financial years. Annual report/Turnover Certificate from Chartered Accountant shall be enclosed.
<ul style="list-style-type: none"> Bidder should have successfully executed orders for similar items such that value of all the executed orders is at least ₹: 30.00 lakhs during each of the three preceding financial years. Documentary proof signed by competent authority shall be submitted.
<ul style="list-style-type: none"> A detailed report on the proposed maintenance service for the equipment supplied shall be provided. Satisfactory Performance Certificate from the previous users to whom similar equipment has been supplied in the preceding three years, shall be provided.
<ul style="list-style-type: none"> The bidder should provide the copies of TIN, TAN, PAN & GST
<ul style="list-style-type: none"> The bidder should provide the OEM Authorization Certificate/ISO Performance Certificate.
<ul style="list-style-type: none"> If the bidder is not a manufacture, a letter authorizing for this tender form the manufacturer shall be enclosed.

EMD: ₹: 35,000/-

Date and seal :

Name & Sig. of the competent
authority of the firm

Annexure – I
(to be enclosed as age – 01)

Table of contents		
Sl. No.	Description	Page No.
01	Certificate regarding page numbering	02
02	Registration and Tax clearance certificate of the supplier issued by the competent authority.	
03	IGST / GST Registration Number with percentage of Tax without any concession	
04	Manufacturers Authorization Certificate (if the offer is from a Distributor / Dealer).	
05	Make and Model number of the item together with Technical Literature / Brochures / Catalogues for the item quoted and list of Clientile.	
06	Financial Bid in a separate envelope. The envelope shall be sealed and titled as Financial Bid for _____(mention the name of the item) and shall carry the name and address of the firm. as per the format given	
07	Annual Turnover of the firm as per the format given	
08	Bank details of the Tenderer as per the format given	
09	Bank Guarantee (B.G) as per the format given	
08	Declaration Certificate (shall be the last page)	

Annexure -II
(Format for certificate of page numbering &
To be enclosed as **page No.02**

<u>CERTIFICATE</u>	
Certified that this bid document is carrying _____ pages (in figures and words) and each page is numbered.	
Date:	Sig. of the tenderer & With seal

Annexure – III
(Format for Financial Bid)

(To be enclosed in a separate envelope and shall be sealed. The Words ‘FINANCIAL BID’ shall be annotated on the enveloped)

FINANCIAL BID

Name & Description of the Item : _____

HSN Code No. _____

Basic Price	Discount	Packing & Forwarding	Freight	Taxes & Duties	Insurance	Any other cost*	Total Amount for Qty. ONE (inclusive of all) in INR
(1)	(2)	(3)	(4)	(5)	(6)	(7)	Figures and words*
							(8)

* Rupees _____

* cost towards Optional items or AMC

Gross Total(Inclusive of all): (Qty X price for each one) : in Figures: Rs. _____

In words: Rupees: _____

Date and seal :

Name & Sig. of the competent
authority of the firm

Annexure-IV
(Format for Annual Turnover)

ANNUAL TURNOVER

Sl. No.	Annual turnover w.r.t. scientific equipment			Remarks if any
	2014-15	2015-16	2016-17	
(1)	(2)	(3)	(4)	(5)

Sig. of the Chartered Account with seal

The relevant documents are enclosed as Page Nos. _____

Certified copies of ITRs are enclosed as page Nos. _____

Sig. of the tendered with Seal

- Note : (i) Documentary evidence shall be submitted along with the format
(ii) Certified copies of ITRs of the above years shall be enclosed.

Annexure V
(Format for Bank details)

Bank details of the Tenderer for Refund of EMD & for making payment in case L-1

Name of the Beneficiary (fill in Capital Letter) As per Bank account														
Bank Account No. (Beneficiary)														
Name of the Bank:														
Name of the Branch:														
IFSC Code of the Branch														
Swift Code/BIC Code (if needed)														
PAN No.														
Mobile No.														
Email ID:														

Date & Seal

Name and Signature of the
competent authority of the firm

FORMAT FOR EMD BANK GUARANTEE

(To be submitted on non-judicial stamp paper of appropriate value purchased in the name of the issuing Bank)

1. Whereas
(hereinafter called the “tenderer”) has submitted their offer dated.....for the supply of
(hereinafter called the “tender”) against the Purchaser’s tender enquiry No.

2. KNOW ALL MEN by these presents that WE..... of having our registered office at are bound unto (hereinafter called the “Purchaser”) in the sum of for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this..... day of20.....

3. CONDITIONS OF THIS OBLIGATION ARE:

- (i) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (ii) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity: -
 - a. If the tenderer fails to furnish the Performance Security for the due performance of the contract.
 - b. Fails or refuses to accept/execute the contract.

4. WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

5. This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the authorized officer of the Bank)

.....
Name of the officer

.....
Designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

Annexure VII
(Format for declaration &
to be enclosed as last page of the bid document)

DECLARATION

(To be furnished by the supplier on company's Letter Head)

I/we hereby solemnly declare and affirm that the above documentary evidence/declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Date & Seal

Name and Signature
of the competent Authority of the firm

PLEASE PASTE THIS SLIP ON YOUR ENVELOPE

Enquiry No. & Date: _____

Name of the Item(s): _____

(as mentioned in the Enquiry)

Due Date: _____

To

TENDER BOX
C/o. DIRECTOR
National Institute of Technology
WARANGAL -506 021 (T.S.)

From : _____
