



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref. No. : IIIT-A/DR(S&P)//27/2016
Date: 25th July, 2016

Tender Notice

Sealed tenders are invited under two bid systems (Technical & Financial) for the purchase of **Computer System i-5** for the Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad.

"Pre Bid meeting is scheduled on 05/08/2016 at 12:00 Noon"

The detailed specifications and terms & conditions are given in Annexure I, II, III, IV & V. The "Technical and Commercial Bids" in two separate sealed envelopes placed in a single envelope with name of the tender, ref. number and closing date subscribed on the top of the envelope addressed to the Deputy Registrar (S&P), IIIT-Allahabad upto **24/08/2016 at 12:00 Noon**. Tender duly sealed may also be dropped in the tender box placed in the office of the Deputy Registrar (S&P). The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on **24/08/2016 at 04:00 P.M.**

The Financial bids of technically qualified tenderers will only be opened after technical evaluation by the Technical Committee. The representatives should bring the authorization letter from their authorized signatory for attending the process tender opening. The tender document may be obtained on payment of ₹1500/- (One Thousand Five Hundred Only) as tender processing fee from the counter at Jhalwa Campus, Allahabad. It can also be downloaded from the Institute web site www.iiita.ac.in and be submitted along with ₹1500/- of tender processing fee in form of DD.


(Dr. Seema Shah)
Deputy Registrar (S&P)

Copy to:

- Hon'ble Director for kind information.

Annexure-I

Technical Bid

(On letter head of the Firm & in a separately sealed envelope)

PROFORMA FOR APPLICATION

1. Name of the firm :-
2. Address of the firm :-
3. Phone Number (With Code):-
4. Proprietor's name: -
5. Address of Proprietor: -
6. Proprietor's Phone No. :-
7. Email ID.....
8. Details of the firm:-
 - (a) Date from which the firm is operating: -
 - (b) Turnover of the firm during: - FY 2012-13 (₹).....
FY 2013-14 (₹).....
FY 2014-15 (₹).....

(Please attach documentary evidence)

- (c) PAN No. :-
- (d) TIN No. :-
- (e) Service Tax Registration No. (If any):-.....

8. Tender Processing Fee: An amount of Rs. 1,500/- (One Thousand Five Only) of tender (non refundable) is to be paid cash or DD payable in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad**.

9. E.M.D. : The tenders should be accompanied in a form of a **Demand Draft/FDR** or **Bank Guarantee** in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad** (Any bid without EMD will not be considered). EMD should be enclosed with the Technical Bid document in a separate envelop. The EMD will be returned to the unsuccessful bidders within 15 days and to the successful bidders after submission of full performance bank guarantee valid beyond 2 months of warranty period.

Amount of EMD as below:

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	Computer System i-5	₹ 5,00,000/-	

Annexure-II

Technical Compliance
(To be attached with technical bid)
Specification Desktop Computer

Sl No.	Items	Specification	Specific details of the offer product
1.	Processor (CPU)	Intel core i5- 4590 or better	
2.	Processor Speed	3.0 GHz minimum	
3.	Chipset	Intel® Chipset	
4.	Motherboard	OEM/Intel Motherboard	
5.	Memory	RAM-8 GB DDR3 Expandable to 16 GB	
6.	Hard Disk Drive	1 TB SATA 6 Gb/s	
7.	Optical Drive	DVD RW	
8.	Graphics Card	At least 1 GB, dedicated	
9.	Ethernet	Onboard 1 GbE	
10.	I/O Port	6 USB port with atleast two USB 3.0 port and 2 front USB port	
11.	Max Power Consumption	250 W	
12.	Monitor	19.5" TFT LED	
13.	Keyboard and Mouse	Standard USB Keyboard and mouse (Wired)	
14.	Operating System	Licensed Windows-10 Home Edition	
15.	Warranty	03 years onsite	

Signature of the tenderer

Seal of the firm

Annexure-III

Technical Terms and Conditions the Tender

1. Technical specifications in details are to be given with Technical Bid.
2. **Authorization:** The tenderer should be an authorized dealer/reseller of the Equipment /Original Equipment Manufacturer (OEM) and a certificate to this effect should be enclosed with the technical bid. Preference will be given to the firm, if Manufacturer/ Sole Distributor.
3. Technical and Commercial Bids in separate sealed and appropriately labeled envelopes are invited for the quoted items (annexure-II) from OEMs (or their authorized representatives) who qualify as per the terms below:
 - a. The OEM should be in the top 6 vendors (according to market share in India) as per IDC or Gartner (India) report in 2015 Q3/Q4 update. Please provide the necessary documents.
 - b. The vendor (if not OEM) should have valid authorization for this tender from the OEM company.
4. Annual Turnover of the firm should be 5 crore as above for the last three years separately.
5. The vendor should have supplied minimum order of 2 crore and above for the quoted items.
6. Certificates/documents showing the satisfactory performance of the orders and subsequent sale service status.
7. Along with tender documents list of Clients with value of orders and actual date of completion may also be submitted.
8. **After Sale Service Support:** The vendor has to specify the after sale service support available stating the number of engineers, their technical qualification etc posted locally. If local support is not available what is the call time available, (uptime commitments).
9. **Stocking of Spares :** Spare parts stocking station and ensured prompt availability of the spares. The supplier/vender awarded the work and made the supply is required to maintain sufficient spares stock at site during the warranty period to ensure the up term commitments.
10. **Up-gradation:** The company's commitments to provide up-gradation of systems during the warranty period on need basis (supporting documents).

Annexure-IV

General Terms and Conditions of the Tender

1. **Bid:** The tenders are to be submitted in two part viz. "**Technical Bid**" and "**Commercial Bid**" in two separate sealed envelopes separately. The commercial bid will be opened only after acceptance of "Technically Bid".
2. Based on the evaluation of the technical bid submitted by the tenderer, the Committee would shortlist the tenderers. The short listed tenderers may be asked to make a presentation after opening of the technical bid before the committee if, required.
3. Detailed specifications, catalogue/literature of all the items quoted should be supplied with the technical bid.
4. **Price Basis:** Rate should be quoted F.O.R. destination at IIIT-A, Doghat, Jhalwa, Allahabad.
5. **Warranty: Warranty period Should be quoted separately.** The supplier will maintain and repair the systems during the warranty period free of cost at IIIT-Allahabad.
6. **Replacement:** Replacement guarantee and warrantee as applicable should be clearly mentioned in quotation.
7. **Security Deposit :** The Firm whose tender be accepted, deduction of 10% of the total amount will be made against security deposit for warranty period and 60 days more after adjusting the EMD amount already submitted alongwith the tender. In lieu of it the Bank Guarantee of the same amount from nationalized bank be submitted which is subject to confirmation from the issuing bank.
8. **Delivery Schedule:** The supply period shall commence from the date of issue of confirm purchase order and completion period may be strictly 05 weeks.
9. If the specification will not conform with the given specification consignment may be refused at the discretion of the institute.
10. In case ordered specification/model is not available after quoting the rates higher version shall be supplied without increase in cost and approval of competent authority of Institute may be sought at once.
11. **Payment:** 80% payment will be made within 15 days after acceptance of delivery of materials and balance 20% after satisfactory installation and against 10% Performance Bank Guarantee of the total value which should remain valid for a period of 60 days beyond the date of warranty or as per clause 7.
12. **Penalty:** If the supply delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority.
13. **Exemption: The institute is exempted from custom and excise duty in terms of notification No. 51/96-custom dated 23/07/96 and No. 10/97- Central Excise dated 01/03/1997 and is an University established under M.H.R.D. Govt. of India. Certificate to this if, required shall be provided by the Institute.**
This is to certify that the Indian Institute of Information Technology, Allahabad is imparting Technical Higher Education in the field of Information Technology, established by Ministry of Human Resources Development, Government of India. The Equipment is being purchased only for Research & Teaching purposes and not for manufacturing any item for commercial use.
14. **Transit Permit:** Transit road permit in the prescribe proforma shall be made available as per rule by the Institute on the request of the supplier if, required.
15. **Price:** The rates should be quoted in Indian rupees or US Dollar (\$). Only unit rate are to be quoted both in digits and in words. In case of a discrepancy in the two, quoted rates in

words will be taken as valid and final. Rates of Dollar (\$) will be calculated on the date of opening of Financial Bid as per selling price of US Dollar of the bankers of Institute. In case FOR destination CIF, New Delhi, the cost of custom duty, Storing and clearing charges, Transport charges to Allahabad and other charges (such as- bankers Letter of Credit (LC) charges etc.) will be added extra.

16. **Taxes: The unit rates should be quoted exclusive of all taxes, duties, levies, freight, insurance etc., which may be given separately indicating the nature of taxes charged.** Rates for additional/optional features should be quoted separately. This may be considered separately by the committee.
17. If any defect is found in transit it will be the sole responsibility of the supplier to get is corrected and installed as desired by the user.
18. Upon verification, evaluation / assessment, if in case any information furnished by the Bidder is found to be false / incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained. It is the responsibility of bidder to verify the authenticity of any third party document being submitted as part of the eligibility requirements. EMD will be forfeited if any forged or false document is submitted.
19. If the vendor is not able to supply the ordered items completely within the specified period, the EMD/Security Deposit will be forfeited in full. Besides legal action shall be taken separately.
20. The quantities included in the tender can be increased or decreased at the discretion of the Director, Indian Institute of Information Technology, Allahabad.
21. **Resident Engineer:** Two Resident Engineer is to be posted in IIIT-A campus to ensure the prompt service of PCs till warranty period without any extra cost.
22. The supplier shall be liable to install all the computers and provide certificate to this effect that all are working as per their standards.
23. **The Institute intends to adopt a buy back policy for these computers after expiry of warranty. Rates should be quote separately offering terms & conditions of buy back.**
24. Each tenderer should clearly specify that the tenderer agrees to abide by the conditions of this tender document on their printed letter head indicating here on Sales Tax Registration, FAX, Email, Telephone numbers, etc.
25. **Force Majeure :** Either party shall be entitled to suspend performance of his obligations under the agreement to the extent the such performance is impeded or made unreasonable onerous by any of the following circumstances : Industrial disputes and any other circumstances beyond the control of the bidder such as Fire, War (whether declared or not) Extensive military mobilisation, Earthquake, Insurrection, Requisition, Seizure, Embargo, in the use of power and defects or delay in deliveries by bidder caused any such circumstances referred to in this condition. A notice in writing without any delay should be given by the bidder claiming to be affected by force majeure.
26. Quoted rate should be valid at least for 03 months.
27. The lowest rate will not be the basis of claim to get the order.
28. The firm/company's black listed at any stage need not to apply.
29. **All pages of the tender documents are to be signed and stamped by the tendering firm.**
30. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
31. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
32. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.

- 33. Quotation should be addressed to **Deputy Registrar (S&P), Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad-211012 (U.P.) India.**
- 34. Kindly mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation will not be accepted.
- 35. Kindly quote your email ID and Bank details etc.
- 36. All disputes are subject to Jurisdiction of Allahabad.

For any query pertaining to this bid correspondence may be addressed to

**Dr. Seema Shah
Deputy Registrar (S&P)
IIIT-Allahabad, Jhalwa, Campus
Phone : +91 0532-2922217
E-mail: info.purchase@iiita.ac.in**

Deputy Registrar (S&P)

Certified that the information in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

.....
Seal and Signature of the Proprietor/Authorized Representative

Annexure-V

Financial Bid

(On letter head of the Firm & in a separately sealed envelope)

Specification Computer System i5

Sl No.	Items	Specification	Qty.	Unit Price in (₹)	Total amount in (₹)
1.	Processor (CPU)	Intel core i5- 4590 or better	550		
	Processor Speed	3.0 GHz minimum			
	Chipset	Intel® Chipset			
	Motherboard	OEM/Intel Motherboard			
	Memory	RAM-8 GB DDR3 Expandable to 16 GB			
	Hard Disk Drive	1 TB SATA 6 Gb/s			
	Optical Drive	DVD RW			
	Graphics Card	At least 1 GB, dedicated			
	Ethernet	Onboard 1 GbE			
	I/O Port	6 USB port with at least two USB 3.0 port and 2 front USB port			
	Max Power Consumption	250 W			
	Monitor	19.5" TFT LED			
	Keyboard and Mouse	Standard USB Keyboard and mouse (Wired)			
	Operating System	Licensed Windows-10 Home Edition			
Warranty	03 years onsite				
	Total-				
	Taxes (if any) -				
	Grand Total-				

Signature of the tenderer

Seal of the firm