



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

(A University Established under sec. 3 of ugc Act. 1956 vide Notification No. F. 9-4/99-U. 3 Dated 4/08/2000 of Govt. of India)

(A Centre of Excellence in IT, Established by Govt. of India)

Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref. No. : IIIT-A/DR(E)/1512/2014

Date: 10th December, 2014

Tender Notice

Sealed tenders are invited under two bid systems for the purchase of **Computer System i-3** for the Indian Institute of Information Technology, Deoghat, Jhalwa, Allahabad.

The detailed specifications and terms & conditions are given in Annexure I. II. III, IV. The "Technical and Commercial Bids" in two separate sealed envelopes addressed to the Deputy Registrar (E), IIIT-Allahabad upto 24/12/2014 at 10:00 A.M. Tender duly sealed may be dropped in the tender box placed in the office of the Deputy Registrar (E). The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on 24/12/2014 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 ₹1000/- (One Thousand 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 alongwith ₹1000/- of tender processing fee in form of Demand Draft.

Deputy Registrar (E)

Copy to:

- Hon'ble Director for kind information pl.

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. Details of the firm:-
 - (a)Date from which the firm is operating: -
 - (b)Turnover of the firm during: - FY 2011-12 (₹).....
FY 2012-13 (₹).....
FY 2013-14 (₹).....

(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. 1000/- (One Thousand 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** 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 Security Deposit in the shape of FDR or Bank Guarantee. EMD may be adjusted against security deposit if desired.

Amount of EMD as below:

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	Computer System i-3	₹ 1,00,000/-	

Annexure-II

Financial Bid

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

Specifications for Computer System i-3

Sl No.	Item	Computer System i-3	Qty.	Unit Price with 3 Yrs. Warranty (₹)	Total Cost with 3 Yrs. Warranty (₹)
1.	Computer System i-3	All In One System with Intel Core i3-3220 3.3GHz Dual-Core Processor, ASRock Z75 Pro3 ATX LGA1155 Motherboard, 8GB (2 x 4GB) DDR3, 1TB 3.5" 7200RPM HDD, Monitor, Optical mouse, USB Key Board, Wireless Ethernet Card, Microphone, Speaker, I/O Port and USB Ports. Pre installed licensed window-08 or higher version.	200		

The proposed processor must have "**PassMark CPU Mark**" score at least as much as the suggested one. See http://www.cpubenchmark.nset/cpu_list.php for more details.

Note:-

- Sample of quoted Computer is to be submitted to the Institute with the tender to avoid the delay in finalization of Purchase, Tender not followed with the sample shall be liable to be rejected summarily.
- In addition the bidder should specify the power consumption of the quoted model and the cooling arrangement.
- Rates may be quoted separately for each option.

Annexure-III

Technical Terms and Conditions of the Tender

1. Technical specification 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 Distribution.
3. The tenderer should give full details of being the manufacture or sole distributor or reseller of the items with documentary evidence/authorization letter.
4. Annual turnover for the last two preceding financial years in the prescribed proforma along with list of valued orders of 15 lakh and above. This is specifically to be mentioned that how many single orders have been completed satisfactory of more than 15 lakh.
5. Company's/firms profile, legal registrations and income tax clearance certificate should be submitted with the bidding documents.
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 Person/Firm whose tender be accepted deduction of 10% of the total amount will be made against security deposit for warranty period after adjusting the EMD amount already submitted alongwith the tender or Bank Guarantee to the value of the same amount be submitted with confirmation of the same from Nationalized 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. **Sample:** Samples of quoted Branded Computer is to be submitted to the Institute with the tender to avoid the delay to in finalization of purchase. Tender not followed with the sample shall be liable to be rejected summarily.
11. 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.
12. **Payment:** Payment will be made within 15 days after acceptance and satisfactory installation of the PC's.
13. **Penalty:** If, the supply delayed beyond the stipulated time of completion of supply or supply made substandard a penalty of 10% of the total cost may be imposed as recommended by the Competent Authority and be deducted from the bill/adjusted against the EMD.
14. **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.

15. **Transit Permit:** Transit road permit in the prescribe proforma shall be made available by the Institute on the request of the supplier if, required.
16. **Price:** The rates should be quoted in Indian rupees. Only unit prices 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.
17. **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.
18. 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.
19. The quantities included in the tender can be increased or decreased at the discretion of the Director, Indian Institute of Information Technology, Allahabad
20. The supplier shall be liable to install all the PCs and provide certificate to this effect that all are working as per their standards.
21. **Resident Engineer:** One Resident Engineer is to be posted in IIIT-A campus to ensure the prompt service of computer till warranty period without any extra cost.
22. **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.**
23. 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.
24. **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 mobilization, 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.
25. Quoted rate should be valid at least for 03 months.
26. Quantity may be increase or decrease.
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. Tender should be addressed to Deputy Registrar (E), Indian Institute of Information Technology, Allahabad-211012 (U.P.) India.
34. It is mandatory to 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 (E)
IIIT-Allahabad, Jhalwa Campus,
Phone: +91 0532-2922051
E-mail: info.purchase@iiita.ac.in**

Deputy Registrar (E)

“It is certified that I agree to the terms and conditions as specified above and bind myself to follow and comply with the same. I have gone through all the conditions and understood the same.”

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

