

**TENDER**

**FOR**

**Supply and Installation of**

**Desktop Computer at CSE Department**

**in**

**BIT MESRA, Ranchi**



**Tender No.: IC/000417**

**Tender date: 27 September 2023**

**Last Date of submission: 12 October 2023**

**Office of the Registrar**

**Birla Institute of Technology, Mesra**

Birla Institute of Technology, Mesra, Ranchi invites tender for **Supply and Installation of**

**Desktop Computer at CSE Department**

, as per specifications given in the Annexure II attached to the Tender.

Tender Reference No.	<b>IC/000417</b>
Last Date and Time for receipt of Tender	12 October 2023 at 1500 Hrs
Address for Communication	As Stated below in the Instructions to the bidders.
Contact Telephone Numbers (For Technical specification / clarification)	<b>pic-ictc@bitmesra.ac.in</b>
For technical Details Contact	Dr. Abhijit Mustafi Mobile No.9431382747
EMD Cost (in form of DD) in favour of “ Birla Institute of Technology” payable at Ranchi	Rs. 1,48,000/-

## **INSTRUCTIONS TO BIDDERS**

All interested vendors are requested to send their sealed quotation for supply of the above item under two bid systems in the following manner:

- a) Envelope – I: Technical Bid.
- b) Envelope – II: Financial Bid.

**NOTE: The bid documents are not transferable and the firm’s seal and signature of the authorized official must appear on all papers and envelopes submitted.**

**Both the envelopes should be sealed, signed, marked and kept in a bigger envelop superscribed with the Tender Reference No. and Tender notice detail as appended hereunder.**

### **Supply and Installation of**

#### **Desktop Computer at CSE Department**

**TENDER REF. NO: IC/000417, DATE: 27 September 2023**

**LAST DATE FOR SUBMISSION: 12 October 2023 Till 1500 Hrs.**

To,  
Assistant Registrar (Research & Development Cell)  
Birla Institute of Technology, Mesra  
Ranchi - 835215

From: M/s -----  
Contact No: -----  
E-mail ID: -----

The EMD of the unsuccessful bidder's will be refunded only after finalization of the tendering process. No interest will be payable on the earnest money. If any bidder withdraws his bid at any point of time during the tendering process, the EMD of the bidder concerned will stand forfeited. BIT Mesra reserves the right to cancel the tender at any time/ stage or relax/amend/withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the bid shall not be entertained. Before submission of the bid, enquiry can be made over through email at [ar.src@bitmesra.ac.in](mailto:ar.src@bitmesra.ac.in). In case of withdrawal of bids, the EMD of the bidder concerned will stand forfeited.

Sr. No.	Criteria	Comply (Yes/No)	Page number in support of compliance. Deviations (if any) should be mentioned clearly and details thereof should be indicated.
1.	The supplier must have sold at least 2-3 such <b>Supply of Desktop Computer for CSE</b> within India in the last 5 (five ) years Th supplier should provide a list of installation in India with all contact details and model details so that BIT Mesra can approach the contact person for any feedback		
2.	Must be operational for the last 3 years Certificate of Incorporation		
3.	Warranty for 5 years on Desktop Computer		
4.	GST certificate & PAN details		
5.	Warranty certificate provided by OEM for 5 years		
6.	The Bidder if not the manufacturer has to provide a tender-specific authorization from the manufacturer addressed to the institute clearly stating the tender reference number and the date and stating that the bidder is eligible to sell and service the Desktop Computer and the manufacturer will be responsible for any technical faults arising from the use of the Desktop Computer /accessories for the entire warranty period duration. Manufacturers Authorization must be provided for Desktop Computer.		
7.	The annual turnover of the company must have a minimum of 2Cr. /year		

## **Terms & conditions**

- Representation:** Indian agent can represent different suppliers if the agent is duly authorized by the Principal Company.
- Instructions to the OEM:** Either the Indian Agent on behalf of the Principal/OEM or the Principal/OEM can bid but both cannot bid simultaneously for the same item/product in the same tender.
- Single Order:** A single order will be processed for the entire configuration.
- Support:** The supplier of the instrument must confirm after warranty the bidder must provide the necessary after-sales support for the smooth operation of the system for 5 years or more.
- Delivery date etc.:** Time taken for delivery, installation and commissioning should be separately specified.
- Bid Submission:** The bids can be sent to us by Hand/ Speed post/ Courier so as to reach the marked address by due date and time. Late bids will not be accepted. The price bids of only those firms

will only be opened who are found to be technically qualified after evaluation. The Institute reserves the right to cancel/reject any or all bids without assigning any reason thereof.

7. **Bid document:** The vendor should read the Tender documents carefully before quoting. It shall be deemed that the vendor has gone through the documents carefully and has understood its implication. Any lack of information shall not relieve the bidder of its responsibility to fulfill its obligations under the Bid.
8. **Price:** Prices quoted should be on F.O.R., BIT Mesra, Ranchi on **Door Delivery** basis.
9. **Technical bid:** The technical bid should accompany full technical literature, pamphlets, leaflets of the technical features of the offered equipment must be submitted for proper evaluation.
10. **Dealers:** Dealership certificate/ authorization certificate from OEM if the bidder is a dealer.
11. **Similar Installation:** A complete list of Institutes' / Organizations' list wherein the installation has been done and a Performance certificate along with such list where these installation has been done in past three years.
12. **Validity of Quotation:** Quotations should be valid at least for 90 days.
13. **Declaration:** The bidder should attach a self-declaration stating that he is not debarred/ blacklisted or banned from any University/ Central Government / PSU / State Govt of India / any other Govt. agencies or any Institute of National / International importance.
14. **GST etc:** Copy of up-to-date GST clearance certificate & sales tax registration certificate indicating also the GSTIN number of the Firm will have to accompany the quotations. Copy of PAN must be submitted of Firm / Company along with the Technical Bid.
15. **Bank Details:** Banker's details of quoting Firm/ Vendor should be clearly mentioned as attached
16. **Delivery:** Unless otherwise stated, delivery of goods at BIT, Mesra, will have to be executed within Eight (8) weeks from the date of issue of the Purchase Order. All aspects of safe delivery shall be the exclusive responsibility of the OEM / Bidder.
17. **Bid Currencies:** The quoted price should be in Indian Rupees for offers received for suppliers within India and in freely convertible foreign currency in case of offers received for supply from foreign countries.
18. **Foreign bidders:** In case a bidder not doing business within India, it shall furnish the certificate to the effect that the bidder is or will be represented by an agent in India equipped and able to carry out the supply, maintenance, repair obligations etc. during the warranty and post warranty period or ensure a mechanism at place for carrying out the supply, maintenance, repair obligations etc. during the warranty and post-warranty period, without which their offers are liable to be ignored.
19. **Conditional tenders:** Conditional tenders shall not be accepted.
20. **Late and delayed Tenders:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
21. **Rejection of Tender:** The tenders are liable to be rejected if the conditions mentioned in the tender documents are not complied with. The tender should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.
22. **Liquidated Damage:** If a firm accepts an order and fails to execute the order in full as per the terms and conditions stipulated therein, it will be open to this Institute to recover liquidated damages from the firm at the rate of 0.5% to 1% per week of the order value subject to a maximum of 10% of the order value. It will also be open to this Institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm, which accepted the order but failed to execute the order according to stipulated agreed upon.
23. **Payment Terms:** - 100% payment will be released after receiving of stores in good order and condition and successful installation and commissioning duly certified by the concern authority.
24. **Termination for default:** Default is said to have occurred: -
  - (a) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by BIT, Mesra.
  - (b) If the supplier fails to perform any other obligation(s) stated in the Purchase Order.

- (c) If the vendor, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of the default notice from BIT Mesra (or takes longer period in spite of what BIT Mesra may authorize in writing). BIT Mesra may terminate the contract / purchase order in completely or in part. In addition to above, BIT Mesra may at its discretion also take the following actions: BIT Mesra may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate BIT Mesra for any extra expenditure involved towards goods and services to complete the scope of.
25. **Acceptance and rejection of bids:** The Institute may accept or reject any or all the bids in part or in full without assigning any reason and doesn't bind himself to accept the lower bid, without thereby incurring any liability to the affected Bidder or bidders. The institute at its discretion may change the quantity / upgrade the criteria / drop any item or thereof at any time before placing the Purchase Order.
26. **Manual:** One set of operating manual and service manual including detailed drawings and circuit diagrams (in English) should be provided with the instrument
27. **Blacklisting of Supplier:** Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a malafied/ fraudulent intent.
28. **Delivery at Kolkata Airport/ Seaport only:** Since our SFIS bond is valid in Kolkata Airport/ Seaport only delivery is to be made through Kolkata Airport/ Seaport.
29. **No part Shipment:** While transshipment will be allowed, part shipment will not be allowed.
30. **Clarification of Bids:** Clarifications may be sought by the Evaluation committee of the Institute during the Process of Technical Evaluation. The request for the clarification and the response shall be in writing. There shall be no change in prices or substance of the bid shall be sought, offered or permitted. The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
31. **Waivers:** The Institute may waive off any minor informality non-conformity or irregularity in a bid which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.
32. **Bid responsiveness:** A responsive bid is one in which the bid is substantively responsible i.e. the bid which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from or objections or reservations to critical provisions such as those concerning Performance Security, Warranty, Force Majeure, Limitation of liability, Applicable law, and Taxes & Duties will be deemed to be a material deviation. The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
33. **No Canvassing:** Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.
34. **Rejection of Bid:** If a 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.
35. **Patent Rights:** The Supplier shall indemnify the Institute against all third-party claims of trademark, industrial design right or infringement of Patent arising from the use of Goods or any part thereof in India.
36. **Insurance:** For delivery of goods at site, the insurance shall be obtained by the Supplier in an amount equal to 110% of the value of the goods from "warehouse to warehouse" (final destinations) on "All Risks" basis including War Risks and Strikes.
37. **Packaging:** The packaging should be such to prevent their damage, rough handling during transit and exposure to extreme temperatures etc or deterioration during transit to the final destination as indicated in the Purchase order. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

38. **Tax liabilities:** Suppliers shall be entirely responsible for all duties, taxes, license fees, octroi, road permits, etc., incurred until delivery of the Goods to the Purchaser as per the Purchase order.
39. **Termination for Insolvency:** The Purchaser may at any time terminate the P.O by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.
40. **Jurisdiction :** Any suit, action, or other proceedings arising out of this tender or the subject matter hereof shall be subject to the exclusive jurisdiction of courts of Ranchi.

**Registrar**

### **Price bid**

1. **Bid Price:** The Bid Price should be enclosed in a sealed envelope and properly marked. The Bidder shall indicate on the appropriate price bid, the unit prices and total bid prices of the goods it proposes to supply under the contract.
2. **Bid Currencies:** Prices should be quoted in Indian Rupees for offers received for supply within India and in freely convertible foreign currency for offers received for supply from foreign country.
3. **Vendor should mention of packing, forwarding, freight, insurance charges, taxes etc. such offer shall be rejected as incomplete.**
4. The price quoted shall remain fixed during the contract period and shall not vary on any account.
5. All lots and items must be listed and priced separately in the Price bid. If a Price bid shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. Lots or items not listed in the Price bid shall be assumed to be not included in the bid.
6. **Customs Duty:** The Institute is exempted from payment of Customs Duty Vide GOI Notification No. 51/96 Customs, dated 23.07.1996 & No.24/2007-Customs dated 01.03.2007 with registration no 11/161/1990-TU-V dated 23.03.2022.
7. **Arithmetical errors:** The arithmetical errors will be rectified as follows. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the figures and words. The amount in words will prevail. If the supplier does not accept the correction of errors, its bid will be rejected.
8. Prices indicated on the price-bid should be mentioned in the following manner:

#### **For Goods manufactured within India**

- i) The price of the goods should be quoted Ex –works.
- ii) GST and other taxes etc. which will be payable on the goods if the contract is awarded. The details should be mentioned separately.
- iii) The charges for inland transportation, insurance and other local services required for delivering the goods at the desired destination as specified in the price bid.
- iv) The installation, commissioning and training charges including any incidental services, (if any) should be clearly mentioned.

#### **For Imported Goods:**

- i) The price of the goods, quoted on FCA (named place of delivery abroad) or FOB (named port of shipment), as specified in the price schedule form.
- ii) The charges for insurance and transportation of the goods to the port/place of destination.

- iii) The agency commission charges, (if any).
- iv) The installation, commissioning and training charges including any incidental services, (if any).
- v) The terms FOB, FCA, CIF, CIP etc. shall be governed by the rules prescribed in the current edition of the Incoterms published by the International Chambers of Commerce, Paris.
- vi) **Delivery at Kolkata Airport/ Seaport only:** As we do not have clearing agent in any other Airport, delivery is to be made only at Kolkata.

**Registrar**

**Annexure- I.**

**Proforma for Performance Statement (last three years)**

Sr. No	Name of the Buyer (With full address)	Order No. and date	Full description of the Item and value	PO Value	Delivery Details		Delay reason (if any)	Attach satisfactory performance certificate (from the buyer)	Contact Persons Details and contact No.
					As per P.O	Supply date			

## Annexure II

### Technical specification for Supply and Installation of

#### Desktop Computer at CSE Department BIT Mesra Campus

Srl.no.	Item Description	Specification/ Model No. & Manufacture	Quantity
1	<b>DESKTOP COMPUTER</b>	<p>Desktop Computer</p> <p>Processor : Core i7-12700 (12 Cores/25MB/20T/2.1GHz to 4.9GHz/65W); supports Win11/Win11 DG/Linux), ENERGY STAR Qualified, Intel Core i7 non-vPro Processor Label</p> <p>Memory: 16GB (1X16GB) DDR4 Non-ECC Memory</p> <p>HDD1: M.2 2230 256GB PCIe NVMe SSD</p> <p>HDD 2: Additional 3.5-inch 1TB 7200rpm Hard Disk Drive</p> <p>Thermal Pad for Tower, System Power Cord India 6A, Chassis Intrusion Switch Graphics: nVidia GeForce GTX 1660 Super 6GB FH (DVI/DP/HDMI)</p> <p>Monitor: 22" Monitor Trusted Platform Module (Discrete TPM Enabled)</p> <p>Power Supply: 400 W internal power supply unit (PSU), 92% Efficient, 80 Plus Platinum</p> <p>Internal Speaker, Ports: 1 HDMI; 1 line in; 1 line out; 1 power connector; 1 RJ-45; 1 serial; 1 VGA; 2 USB 3.0</p> <p>Wireless : Intel Wi-Fi 6E 2x2 AX211 Bluetooth 5.2 Wireless Card</p> <p>Internal Antenna, Wireless Driver, Intel AX211</p> <p>Mouse: USB Optical Mouse</p> <p>Keyboard: Wired Keyboard</p> <p>Client System Update (Updates latest, Recommended BIOS, Drivers, Firmware, and Apps)</p> <p>Windows PKID Label, Support Assist, Screw for SSD/DDPE</p> <p>OS: Windows 11 Pro, English</p> <p>SW Driver, Intel Rapid Storage Technology, Warranty: 5 years onsite</p>	50 Nos.

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