Indian Institute of Information Technology, Design and Manufacturing, Kurnool

Jagannathagattu,Dinnidevarapadu,Kurnool.

Tender Document

For

Supply and Installation of DesktopComputers

Item	:	**Supply and Installation of Desktop Computers -70Nos (Specification Enclosed as Annexure A)**
Tender Enquiry No	:	**IIITKL/19-20/S&P/Desktop Computers/13Dated:04.Oct.2019**
EMD	:	Earnest Money Deposit (EMD) for Rs.1,62,400/- (Rupees One Lakh Sixty Two Thousand Four Hundred only) in the form of Demand Draft/Bankers Cheque/Bank guarantee drawn in favor of "**The Registrar ,"IIITD&M Kurnool" payable at Kurnool.**
Submission of Offer	:	**Two Bid System:** Two bid system will be followed in this tender. In this system the bidder must submit his offer in **two separate sealed envelopes.** Both the technical bid and commercial bid envelopes should be securely sealed and stamped separately and clearly marked as **"Envelope No: 1 – Technical Bid"** and **"Envelope No: 2 – Commercial Bid"** respectively. **EMD should be placed in the Technical Bid.This two separate sealed envelopes should be placed in another envelope super scribing the tender No and description of the item.**
Place of Submission Bid	:	**The Registrar I/c** Indian Institute of Information Technology, Design and Manufacturing Kurnool Jagnnathagattu, Dinnidevarapadu, Kurnool, Andhrapradesh-518007.
Due Date (For submission of bids)	:	**05.00 PM 04.11.2019** (any bidreceived after the due date and time by any means will be summarily rejected)
Opening of Technical Bid	:	**02:00 PM, 05.11.2019**
Delivery Period	:	04 weeks from the date of Purchase Order

Important :
All communications are to be addressed to in the name of Registrar, IIITD&M Kurnool only and not in the name of any officer and mails has to be sent to official purchase email id purchase@iiitk.ac.in

Crucial Dates of Tender Document

Sr.No	Particulars	Date Time
1	Date of Publication of Tender / Download of Tender	04.10.2019
2	Pre-Bid Meeting	17.10.2019 (11:00 AM)
3	Bid Submission Start Date	18.10.2019
4	Bid Submission Close Date	04.11.2019(5:00 PM)
5	Opening of Technical Bids	05.11.2019(2:00 PM)

Terms and Conditions

1. The Bidders are requested to give detailed tender in two bid format.

   Envelope-I   :   Technical Bid

   Envelope-II   :   Commercial Bid

2. The bidder has to accept all terms and conditions of the Institute and conditional offers will not be accepted.

3. The Tender Document can be downloaded from Central Public Procurement (CPP) Portal https://eprocure.gov.in/epublish/app? or Institute website http://iiitk.ac.in/home and the duly filled tenders should be submitted to the Registrar Indian Institute of Information Technology, Design and Manufacturing, Kurnool, Jagannathagattu, Dinnidevarapadu, Kurnool-518007 **on or before 04.11.2019(05.00 PM).**

4. **SEARCHING FOR TENDER DOCUMENTS:**

   There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

5. **Eligibility Criteria:**
   I. The tenderers / Bidders should have experience in supply of similar item with one work value of Rs. 32,48,000/ (excluding taxes) or above (or) Two works value of RS.24,36,000/-(excluding taxes) or above executed with reputed organizations ,educational institutions,etc.
   II. The Similar item means Supply and Installation of Desktop Computers as per specifications enclosed (Annexure A).
   III. The bidder should be a company registered under the Companies Act, 1956/2013 or a Limited Liability Partnership / a registered partnership firm or a sole-proprietorship entity. Appropriate Registration incorporation certificate must be submitted.
   IV. The bidder should be either an Original Equipment Manufacturer (OEM) of Desktop or should be an authorized representative (provide documentary proof) of an OEM.
   V. Either the bidder can bid on behalf of the Principal/OEM or Principal/OEM itself can bid, but both cannot simultaneously bid for the same item. Also, if the bidder submits a

bid on behalf of a particular Principal/OEM, the same bidder cannot submit another bid on behalf of another Principal/OEM. However, the bidder can submit bids for multiple items from the same Principal/OEM.

VI. The bidder / OEM must preferably have a service center and a registered office located. Certificates of registration for the centers and registered offices to be provided. Details about scope of service activities provided by the service centers must be provided.

VII. The bidder/OEM should have supplied Desktop and to Centrally Funded Technical Institutions (IITS, NITS, IISCS, IISERS, IIITs etc.) in the last five years (01 April 2015 -31 April 2019 or after) and should provide purchase orders of those as documentary evidence. The bidder must provide a certificate of satisfactory performance of the supplied Desktop Computers from the organization to which they have recently supplied. Contact details of the faculty/person-in-charge of the installed setup must also be provided

6. **Envelope No-1 : Technical Bid**

   i) EMD for Rs.1,62,400/- (Rupees One Lakh Sixty Two thousand Four Hundred only) in the form of Demand Draft/ Bankers Cheque /Bank guarantee drawn in favor of "**The Registrar**, **IIITD&M Kurnool" payable at Kurnool.** (The EMD without interest shall be returned to the unsuccessful bidders after finalization of the tender).

   ii) The firms registered and having valid NSIC / MSME Certificate are exempt from submission of EMD.

   iii) Prepare, sign and submit the Compliance Statement (Annexure-A) in the format given below along with the technical bid in the company letter head.

   iv) Ensure that the component number and heading in the Technical Specifications is clearly mentioned in the document. If there are any deviations from the specifications mentioned by IIITDM Kurnool, the vendor should clearly indicate the deviations and give reasons for the deviation with proper justification.

   v) The leaflet / catalogue of the product need to be quoted.The information provided in the compliance statement without supporting documents will not be considered for the evaluation of the technical bid and will be treated as non-compliance and may lead to the disqualification of the technical bid.

   vi) The bidder must be in existence in the business of Desktop and Workstation Computers for a minimum period of last three financial years (2016-17, 2017-18, and 2018-19). Documentary evidences of experience must be provided.

   vii) The copies of purchase orders received from Industry / Educational / Research Institution etc. (IITS,IISCS,IISERS,NITS,IIITsetc.)

   viii) Bids should have a validity of **90 days.**

   ix) The technical offer **should not contain any price information**.

   x) The tenders not satisfying the eligibility criteria will be summarily rejected. Hence the tenderers are advised to attach relevant documents in support of their eligibility.

   xi) Tenders which are submitted without following the two bid offer system will summarily be rejected**.**

7. **Envelope No-2 : Commercial Bid**

    This should contain only the price information along with commercial terms and conditions.

8. **Opening of Technical Bids**

    The technical bids will be opened on the scheduled date in the presence of the bidders or their authorized representatives who choose to attend the technical bid opening.

9. **Technical Evaluation**

    i)   All the technical aspects of the bids received will be evaluated for suitability and specification. If required, the Institute may seek additional clarification from the bidders.
    ii) The technical recommendation shall be final and binding on all the parties.
    iii) The technically qualified firms will be intimated about Price Bid opening date by email.

10. **Opening of Commercial Bids**

    IIITD&M Kurnool will open commercial bids of only the shortlisted bidders in technical evaluation in the presence of the bidders or their authorized representatives who choose to attend the commercial bid opening. The representatives of shortlisted firms only will be allowed for commercial bid opening.

11. **Delivery Period / Timelines**

    I. The deliveries and installation must be completed **within 04weeks** from the date of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student's academics.The tenderer should indicate clearly the time required for delivery of the item. In case there is any deviation in the delivery schedule, liquidated damages clause will be enforced or penalty for the delayed supply period will be levied.

    ii. In the event of failure of supply and Installation of Desktop Computers within the stipulated delivery schedule, the Purchaser has all the right to purchase the Desktop Computers from other sources on the total risk of the Supplier under the risk purchase clause

12. **Locations for the supply / services**

    The bidders may note that the items covered by this document is required to be supplied and installed at

    > **IIITDM Kurnool,**
    > **Jagannathagattu,**
    > **Dinnedevarapadu village,**
    > **Kurnool**
    > **Kurnool District**
    > **Andhra Pradesh-518007.**

13. **Price**

i) **The price should be quoted in INR only. (GST payable extra)**.

ii) **The price quoted shall be for supply, delivery and Installation at specified room of IIITDM KURNOOL, Kurnool District, Andhra Pradesh**.

iii) The packing, forwarding, freight, insurance and commissioning charges, if any extra may be quoted separately in commercial bid.

14. **Installation**

i) Bidder shall be responsible for installation as applicable and for after sales service during the warranty and thereafter.

ii) Installation to be arranged by the supplier free of cost and the same is to be done within 15 days of the arrival of the item at site.

15. **Warranty / Support**

i) The items supplied shall carry a minimum of Three years warranty from the date of acceptance of item.

ii) The defects, if any, during the guarantee / warranty period are to be rectified free of charge by arranging free replacement wherever necessary. This includes cost, insurance, freight, custom duty, octroi, local taxes if any and should be borne by the beneficiary or his agent.

iii) The bidder should arrange for technical support during warranty period within 24 hours of lodging of complaint

16. **Indemnity**

The vendor shall indemnify, protect and save IIITDM Kurnool against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc., or such other statutory infringements in respect of all the items supplied by them.

17. **Freight and Insurance**

The items to be supplied will be insured by the vendorat his cost against all risks of loss or damage from the date of shipment till such time it is delivered at IIITDM Kurnool,Kurnool District, Andhra Pradesh.

18. **Payment**

100% payment after delivery, and acceptance by IIITDM on submission of Bank Guarantee for an equivalent value of 10% of PO value valid till warranty period plus 2 months.

The bidders may note that **other modes of payment like advance payment and payment against delivery is not considered**.

19. **Penalty for delayed services / LD**

i) As time is the essence of the contract, delivery period mentioned in the purchase order should be strictly adhered to. Otherwise the LD clause will be applied / enforced.

ii) If the supplier fails to supply, and fix the item as per specifications mentioned in the order within the due date, the supplier is liable to pay liquidated damages of 1% of order value for delay of every week or part thereof subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.

iii) IIITD&M Kurnool reserves the right to cancel the order in case the delay is more than 04 weeks and the contractor is not eligible for claiming any damage amount from the Institute and contractor will forfeit his claim for EMD.

20. **Purchasers right to vary quantities at the time of award**

IIITDM Kurnoolreserves the right at the time of award of contract to increase or decrease the quantity of items specified in the schedule of requirements without any change in price or other terms and conditions.

21. **Jurisdiction**

The disputes, legal matters, court matters, if any, shall be subject to Courts in the district of Kurnool Jurisdiction only.

22. **Force Majeure**

a) IIITDM Kurnool may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failure to perform its obligations under the contract, is the result of a force majeure.

b) If the due date of submission of tender / tender opening is declared a holiday for the Institute, the due date for submission of tender / tender will be extended to same time on next working day.

23. **Arbitration**

All disputes of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc., shall be referred by either party (IIITDM Kurnool or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute and will be referred to the arbitrator to be nominated by The Registrar, IIITDM Kurnool. The Venue for arbitration shall be Vijayawada/ Hyderabad, India.

24. **Acceptance of the terms and conditions of tender document**

The bidders has to accept all the terms and conditions of this tender document and it is made known that the bidders quoting for this tender had impliedly accepted the terms and conditions of this tender.

25. **Interpretation of the clauses in the Tender Document**

In case of any ambiguity / dispute in the interpretation of any of the clause in this tender document, interpretation of The Registrar, IIITD&M Kurnoolshall be final and binding on all parties. The IIITD&M Kurnoolreserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.

Sd/-

कुलसचिव **/ Registrar I/c**
IIITD&M KURNOOL

Technical Specification

Compliance Sheet

Sl.No	Description	Specifications of model quoted by the vendor	Vendor's specification complies with IIIT Kurnool technical specification? (YES/ NO)	Deviation, if any, to be indicated in unambiguous terms
1.	Make :Dell / HP / Lenovo			
2.	Processor : Intel core i7-8700 (6 cores/12MB/12T/3.2ghz-4.6GHZ/65w);Supports Windows 10 /Linux			
3.	Chipset : Intel chip Set			
4.	Memory: 8GB 1 x 8 GB DDR42666MHz UDIMM Non-ECC Highly compatible chipset with at least 4 memory modules slots and 2PCI Module Slots or Higher			
5.	Hard drive : 3.5" 1TB 7200RPM SATA Hard Disk Drive			
6.	Operating System: Windows 10 Pro(64bit) English			
7.	Graphic : Intel Integrated Graphics and Dedicated 2GB Graphic card			
8.	Network: Gigabit Ethernet 10 /100/1000(1 Gbps)			
9.	Optical Drive : 8 X DVD +/-RW 9.5mm Optical Disk Drive			
10.	Interface: External USB: 4*3.1 Gen 1 (2 Front,2			

	Rear) and 4 * 2.0 (2 Front,2 Rear-2 Smart Power On) 1-DP 1-HDMI, 1 RJ-45 1 optional 3rd Video Port (VGA/DP/HDMI 2.0B) , 1 Universal Audio Jack, 1 Serial Port,1 Line-out			
11.	Form Factor (CPU): Tower Model , Standard Tower Type CPU cabinet			
12.	Accessories: Accessories with required connecting cables			
13.	Keyboard : Standard USB Wired Black with Multimedia Keys (US / International)			
14.	Mouse :Standard USB 3.0 Optical Mouse – Black with 3 Buttons			
15.	Monitor : 21.5 inch or Higher , LED Monitor with VGA & Display port /HDMI			
16.	Warranty : 3 years			

Certified that the above information furnished is correct and has enclosed the relevant documents and catalogues in support of the same.

                                                                    Signature of the bidder

COMMERCIAL BID

(**To be enclosed in separate sealed cover**)

The price of the Desktop and, whose details are available in the Annexure-A is to be given in the format mentioned below:

S.No	Name of the Equipment	No. of Units	Cost per Unit	Total Cost
1.	Supply, Installation, Testing and Commissioning of Desktop Computers	70 Nos		
Total Amount				
Taxes : GST				
Grand Total				
Amount in Words:				

Signature of the bidder

Sd/-

कुलसचिव **/ Registrar I/c**
IIITD&M KURNOOL