

Tender Form Fee Rs. 2000/-

भारतीय सूचना प्रौद्योगिकी संस्थान, नागपूर  
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR -440006

C/o Regional Telecom Training Centre (RTTC) BSNL, Seminary Hills, Nagpur-440006  
091-0712-2985010/2801365, Email: registrar@iiitn.ac.in



**TENDER DOCUMENT FOR**  
**SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR**

**TENDER NO. IIITN/STR/LAB/2018-19/01**

DATE OF ISSUING OF TENDER : 23<sup>rd</sup> May 2018  
LAST DATE OF SUBMISSION OF TENDER : 12<sup>th</sup> June 2018 UP-TO 3.00 P.M.  
DATE OF OPENING OF TENDER : 12<sup>th</sup> June 2018 AT 3.30 P.M.

Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR -440006**

**TENDER NOTICE Advt. No. IIITN/STR/LAB/2018-19/01 23.05.2018**

**Sealed Tenders are invited for SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR**

For complete details visit our Website: [www.iiitn.ac.in](http://www.iiitn.ac.in) .The bidders can collect the Tender documents /forms by mentioning the Advt. No. from Registrar Office, I.I.I.T , Nagpur from **23<sup>rd</sup> May 2018 to 12<sup>th</sup> June 2018** in person or sending self addressed Envelope, invariably along-with Demand Draft of Rs. 2000/- ( Rs.Two Thousand Only, **Non refundable**) drawn in favor of Mentor Director IIIT, Nagpur, towards the cost of **TENDER FORM**. The bidders can also **download the tender form from Institute's website (www.iiitn.ac.in)** and can send it to I/c Registrar, **IIIT, Nagpur, Camp Office, First Floor, Old Library Building, Stores Section, VNIT, Nagpur-10** along-with the cost of tender form.

IIIT Nagpur will not be responsible for postal delay /non-receipt of tender form /DD sent through the post. Tender form duly filled in all respect in only original prescribed format, supplied by the IIIT Nagpur, duly super-scribed, should reach office of the Registrar, IIIT Nagpur, Camp Office VNIT, Nagpur-440010, on **12<sup>th</sup> June 2018 up-to 3.00 P.M.** The tenders are likely to be opened at **3.30 P.M.** on the same day. The Director, IIIT reserves the right to accept or reject any or all tender offer.

**MENTOR DIRECTOR**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**INVITATION FOR QUOTATIONS / TENDER FOR SUPPLY OF DESKTOP COMPUTERS  
AT IIIT NAGPUR**

**To**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Dear Sir,**

**SUBJECTS: - INVITATION FOR TENDER FOR SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR**

IIITN herewith invites tender /bid in sealed envelop for procurement of **DESKTOP COMPUTERS AT IIIT NAGPUR** under research project in lab in CSE and ECE labs . Interested bidders are requested to submit your most competitive Tender for the following, details below :

| Brief Description of the Work of <b><u>DESHKTOP COMPUTERS</u></b> | Specifications *               | Unit / Quantity                        | Delivery Period & Place of Delivery                                                                                                                                                        | E.M.D. in Rs                                                                                                                                                                                                                            | Installation Requirement if any                                                                                                                                          |
|-------------------------------------------------------------------|--------------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Please refer enclosed "QFA" for complete details.                 | As per "QFA"/ Bill of Material | As specified In "QFA/Bill Of Material" | <b>Delivery in 04 weeks from the Date of contract award (for Indigenous equipments / goods)</b><br><br><b>At destination i.e.(IIIT, Nagpur, RTTC(BSNL), Seminary Hills, Nagpur-440006)</b> | <b><u>D.D./Pay Order of Nationalized Bank drawn in favour of the Mentor Director, IIIT Nagpur for an amount of 88,000=00 (Eighty Eight thousand only)</u></b> to be invariably, enclosed with the Tender in separately sealed envelope. | Items/ Equipment(s) shall be commissioned / installed at <b>At destination i.e.(IIIT, Nagpur, RTTC(BSNL), Seminary Hills, Nagpur-440006)</b> by the bidder Free of Cost. |

Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.

Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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## 2. **Bid Price**

- a) The contract shall be for the full quantity as described in "QFA/Bill of Material". Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price. However, the percentage of duties, taxes being levied shall be shown separately in order to calculate basic price (clearly indicate the detailed break-up such as Price Ex-Works, Packing & Forwarding, GST , Excise Duty, Sales Tax, Freight, Insurance etc.)
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d) The Prices should be quoted for, IIIT Nagpur.
- e) **The bidder should quote special educational discounted price for the Institute.**

3. Each bidder shall submit only one Quotation.

## 4. **Validity of Tender**

Quotation shall remain valid for a period not less than 120 days after the deadline date specified for submission.

## 5. **Evaluation of Tenders**

The Purchaser will evaluate and compare the Tenders determined to be substantially responsive i.e. which

- (a) Are properly signed; and
- (b) Conform to the terms and conditions, and specifications.

The Tenders would be evaluated in "QFA" / Bill of Material" for the Item.

**Conditional Tender(s) will not be accepted.**

## 6. **EARNEST MONEY DEPOSIT:**

1. The bidder shall invariably enclose the E.M.D. of **Rs.88,000=00 (Rs Eighty Eight Thousand only)**, in separate envelope. The E.M.D. will only be accepted, in the form of Crossed Demand Draft / Pay Order/BG, drawn in favor of the Mentor Director IIIT, Nagpur, payable at Nagpur. Vendor should write name of firm and address on the reverse side of EMD/put the rubber stamp of the firm. Bid received without EMD will be rejected. EMD SHOULD BE ATTACHED WITH BID. For those who are registered with the Central Purchase Organization, National Small Scale Industries Corporation (NSIC) or the concerned Ministry or Department are exempted from submission of the EMD. If supplier failed to deliver the material/item within stipulated delivery period then the supplier submitted EMD amount with the tender shall be deemed to be forfeited.

**Note: Tender(s) without Tender fee and E.M.D. will be out rightly rejected.**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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## 7. GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO THE BIDDER:

Terms and Conditions:

7.1 The Mentor Director IIIT Nagpur reserves the right to accept or reject any or all tender offer.

7.2 The Commercial bids of the bidders who **do not conform** to the eligibility criteria as mentioned in Para 8 will not be opened. However the E.M.D. of such bidder will be returned in due course of time.

7.3 The technical qualification of all the items offered should comply with the technical specifications as detailed in "Qualifying/Technical Bid". IIIT has the sole discretion to accept or reject tenders based on deviations, if any, from the technical specification.

## 8. Eligibility Criteria for the Vendor:-

### QUALIFICATION REQUIREMENTS:-

8.1. (a) The bidder should be a manufacturer who must have manufactured, tested and supplied the equipment(s) similar to the type specified in the "QFA/Bill of Material" in any one of the last 3 years i.e (2015 -16, 2016-17 & 2017-18)  
(Please attach necessary documents for the same).

**The item offered for supply must be of the most recent series models incorporating the latest improvements in design.**

(b) Bids of bidder quoting as authorized representative of a equipment manufacturer, Meeting with the above requirement in full, can also be considered provided (Refer SECTION-XII & XV):

(i) The manufacturer furnishes authorization in the prescribed format assuring full guarantee and comprehensive warranty obligations for a period of 5 years; and

(ii) The bidder, as authorized representatives, has supplied, installed and commissioned satisfactorily similar to the type specified in "QFA/Bill of Material" in the last three financial years i.e. (2015 -16, 2016-17 & 2017-18).

8.2 The bidder should furnish the information on all past supplies and satisfactory Performance for both (a) and (b) Above, in pro-forma under Section XI.

8.3 All bids submitted shall also include the following information along with formats under Section XV.

The above information shall be furnished by the bidder invariably in appropriate Schedules / Annexure as may be relevant.

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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9. **Award of Contract**

The Purchaser will award the contract to the bidder whose Tender has been determined to be substantially responsive and who has offered the lowest evaluated Tender price.

- 9.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any Tenders and to cancel the bidding process and reject all Tenders at any time prior to the award of contract.
- 9.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the Tender validity period. The terms of the accepted offer shall be incorporated in the purchase order.
10. Payment shall be made after satisfactory delivery and installation of the goods.
11. Normal comprehensive warranty/ guarantee of **5 years** shall be applicable to the supplied goods.
12. You are requested to provide your offer on or before or latest by **3.00 PM on 12<sup>th</sup> June 2018.**
13. We look forward to receiving your Quotation and thank you for your interest in this project.

(Purchaser)

**Mentor Director**

I.I.I.T. Nagpur-440 006  
Tel. No. 0712-2801365

**IMPORTANT INSTRUCTIONS**

|    |                                                                                                          |                                                                                               |
|----|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 1. | Closing Date / Time for submission of Quotation                                                          | 12 <sup>th</sup> June 2018 up-to 3.00 P.M.                                                    |
| 2. | Opening Date / Time of Tenders                                                                           | 12 <sup>th</sup> June 2018 at 3.30 P.M.                                                       |
| 3. | Quotations to be submitted at                                                                            | IIIT, Nagpur, Camp Office, First floor, Old Library Building, Stores Section, VNIT, Nagpur-10 |
| 4. | Demand Draft to be enclosed as EMD in the name of Mentor<br>Director IIIT, Nagpur                        | Rs. 88,000=00<br>(Rs Eighty Eight Thousand only)                                              |
| 5. | Please enclose necessary supporting technical documents / product brochure / details with technical bid. |                                                                                               |

The Vendor can quote for all / any or part of the item.

## **BID SYSTEM AND INSTRUCTIONS FOR SUBMISSION OF BIDS**

### **(A) Instruction to Bidders:**

"Two Bid" Systems will be followed for this tender. Two sealed envelopes, namely, 'Technical/Qualifying Bid' and 'Price/Commercial Bid' are to be put in one sealed envelope super-scribed with For "**SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR**"

#### The Contents of "Technical/Qualifying Bid"

The qualification bid should be placed in a sealed cover. This envelope should be super-scribed

1. "Technical/Qualifying Bid for "**SUPPLY OF DESKTOP COMPUTER AT IIIT NAGPUR**". The envelope containing the Technical/Qualifying Bid should also contain the Tender fee and EMD in the form of Demand Draft (DD) drawn in favor of The Mentor Director, IIIT, Nagpur
2. The qualifying bid will include the technical bid and the associated supporting documents. Bill of material (without any price), indicating the compliance of technical specification should also be included with the qualifying bid.

#### The Contents of "Price/Commercial Bid"

3. The Price/Commercial Bid should be placed in a sealed cover super-scribed with "Price/Commercial Bid for "**SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR**"
4. Price should be indicated in the prescribed format in the Price/Commercial Bid only. Any other format will lead to disqualification.
5. Each cover should also indicate clearly the name and address of the bidder.

### **(B) Support and Post Installation Warranty:**

1. The bidder should have their office or authorized representative / dealer in Nagpur. They should mention in detail their support infrastructure by which minimum downtime will be ensured.
2. The Vendor should guarantee that the equipment and its accessories supplied are complete in every respect and confirm to the technical specification mentioned in the Bill of Material
3. A performance guarantee of 10% of the total invoice value, 10 Lacs & above, valid for five year covering the entire warranty period is to be submitted by the vendor executing the purchase order.
4. In case of violation of any of the conditions of warranty (for Five year), the aforesaid performance guarantee shall be invoked by IIIT Nagpur.
5. Vendor will have to give undertaking that in case of any breakdown during warranty period the equipment will be restored back to its original status within twelve hours (This may include replacing some spares also).

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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## 6. Liquidated Damages Clause:

(a) The Mentor Director, IIIT Nagpur reserves the right to recover from the vendor, liquidated damages a sum equivalent to 1/2 percent of the price of the undelivered stores at the stipulated rate for each week or part thereof, during which the delivery of such stores, may be delayed subject to, a maximum limit in the case of an order exceeding Rs. One Lakh in value, upto **10** percent and in the case of an order not exceeding Rs. One Lakh in value upto **5** percent of the stipulated price, of the stores so undelivered.

(b) To purchase elsewhere, on vendor's accounts, at his risk, the stores etc. undelivered, or other of a similar description, where others exactly employing with the particulars, are in the opinion of the Director, Indian Institute of Information Technology, Nagpur are not readily procurable, without canceling the contract, in respect of consignment not yet due for delivery.

(c) To cancel the contract.

In the event of action being taken under (b) or (c) above, the vendor shall be liable to make good for any loss, which the Institute may sustain, by reason of higher price of stores, so purchased or the otherwise, howsoever :

The decision of the Mentor Director, Indian Institute of Information Technology, Nagpur shall be final as regards to the acceptability of stores supplied by the seller and the Mentor Director, Indian Institute of Information Technology, Nagpur, shall not be required to give any reason in writing or otherwise at any time for the rejection of stores.

**(C) Items for Research Purpose: Concessional GST @ 5% will be applicable for purchase of goods viz Scientific & Technical instruments and other required for the Research purposes only.** This is in accordance of Govt. of India, Ministry of Finance Notification 45/2017-Central Tax (Rate) dated 14th November, 2017 and 47/2017-(Integrated Tax (Rate) dated 14th November, 2017. The description of goods is given in Govt of India notification dated 14th November, 2017 mentioned above. A certificate in this respect will be issued to the vendor by the Institute

### **(D) Depositing / Submission of the Tender :**

1. "Sealed Tender" has to be deposited in the "Tender Box" kept in IIIT, Nagpur, Camp Office, First floor, Old Library Building, Stores Section, VNIT, and Nagpur- 440010 on any working day on or before 3.00 P.M. on **12<sup>th</sup> June 2018**.
2. Any Tender received after the stipulated date and time of submission as indicated in the tender notice will not be considered and will lead to rejection.
3. The tender will be opened on **12<sup>th</sup> June 2018**. At 3.30 P.M.

**Any corrigendum or Amendment regarding this will be issued on our Institute website: [www.iiitn.ac.in](http://www.iiitn.ac.in)**

**CHAIRMAN SPC  
IIIT, Nagpur**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**QUALIFYING /  
TECHNICAL BID**

**“QUALIFYING/TECHNICAL BID”:**

Please read the instructions given below carefully before submitting your Quotation for the required items.

**Important Instructions :**

1. Fill up the specifications (Yes/No only) in this document format only. **Any other format will lead to disqualification.** Any reference to product brochure without filling **appropriate** entry in the “State Yes/No Compliance” column will lead to disqualification.

2. If there is any deviation from the required specification then, it should be clearly specified in the “**Remarks**” column and appropriate documentary proof, may be enclosed without fail.

3. **It will be the sole discretion of Mentor Director IIIT, Nagpur to accept or reject tenders in case of deviations, if any, from the technical specification.**

4. **Any misleading information, whether intentional or unintentional will lead to disqualification.**

5. **Incomplete tender form in any respect leads to summarily rejected.**

6. **All pages should be signed by the supplier/vendor**

Signature of Vendor with Seal:-  
Address: -

Name of Vendor :-  
Date:-

**Signature of Bidder with Seal**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**PRE – BID Document**

| <b>SR. NO.</b> | <b>REQUIREMENT</b>                                                                                                                           | <b>DETAILS OF CERTIFICATION ENCLOSED YES/NO</b> | <b>PAGE NO.</b> |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|-----------------|
| 1.             | i) EMD of Rs 88,000=00<br>ii) Tender fee of Rs 2,000=00                                                                                      |                                                 | NA              |
| 2.             | Latest Manufacturer's Authorization Letter/OEM/Dealer                                                                                        |                                                 |                 |
| 3.             | Service Center Details with Address & Telephone Nos.                                                                                         |                                                 |                 |
| 4              | Order Copies of Last 3 financial Years 2015-16, 2016-17 & 2017-18 duly certified, indicating details of Order Value executed (Enclose Proof) |                                                 |                 |
| 5              | Product Literature / Information Brochure                                                                                                    |                                                 |                 |
| 6              | Preferably Vender / OEM should have ISO 9000 or similar Certification for Quality                                                            |                                                 |                 |
| 7              | Certificate of Incorporations                                                                                                                |                                                 |                 |
| 8              | Registration Certificate                                                                                                                     |                                                 |                 |
| 9              | Company Profile                                                                                                                              |                                                 |                 |
| 10             | Customer List / Clientele List                                                                                                               |                                                 |                 |
| 11             | Technical Manpower Employed with Qualifications & Experience & their tenure                                                                  |                                                 |                 |
| 12             | PAN                                                                                                                                          |                                                 |                 |
| 13             | GST Registration Certificate                                                                                                                 |                                                 |                 |
| 15             | Methodology of Warranty Support                                                                                                              |                                                 |                 |
| 16             | Brief History of the Company/ Firm with credentials if any                                                                                   |                                                 |                 |

Signature of Vendor with Seal:-  
Address: -

Name of Vendor :-  
Date:-

**Signature of Bidder with Seal**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**भारतीय सूचना प्रौद्योगिकी संस्थान, नागपूर**  
**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, NAGPUR -440006**

SCHEDULE TO Tender IFB NO.: IITN/STR/LAB/2018-19/01

PRICE: Rs. 2,000=00

LAST DATE OF SUBMISSION OF TENDER : **12<sup>TH</sup> June 2018** up-to 3.00 P.M.  
 DATE OF OPENING TENDER : **12<sup>TH</sup> June 2017** at 3.30 P.M.  
 QUOTATION MUST REMAIN VALID FOR : 180 days from the date opening of the Tender  
 TIME LIMIT FOR COMPLETION : 30 Days from the date of Purchase Order

| Sr. No. | Name and Specification of the Tender Item                |                                                                                        | Qty |                                                                                                                                                                                                                                                                                                             |
|---------|----------------------------------------------------------|----------------------------------------------------------------------------------------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | <b><u>DESKTOP COMPUTERS</u></b> ( Make HP/Dell/ Lenova ) |                                                                                        | 50  |                                                                                                                                                                                                                                                                                                             |
|         | <b><u>Specification :</u></b>                            |                                                                                        |     |                                                                                                                                                                                                                                                                                                             |
|         | <b>Sr. No.</b>                                           | <b>Item</b>                                                                            |     | <b>Make-HP/DELL/LENOVO</b>                                                                                                                                                                                                                                                                                  |
|         | 1                                                        | <b>Processor</b>                                                                       |     | Intel® 7th Generation Core i7 7500 Quad Core CPU with minimum base frequency of 3.4 GHz, 6 MB Cache or better                                                                                                                                                                                               |
|         | 2                                                        | <b>Chipset</b>                                                                         |     | Intel H270 chipset or higher                                                                                                                                                                                                                                                                                |
|         | 3                                                        | <b>Motherboard</b>                                                                     |     | OEM Motherboard with OEM logo embossed on the motherboard (No Sticker)                                                                                                                                                                                                                                      |
|         | 4                                                        | <b>Memory</b>                                                                          |     | 16 GB DDR4 RAM expandable to 32GB; Two DIMM slots; Non-ECC dual-channel upto 2400 MT/s DDR4 SDRAM                                                                                                                                                                                                           |
|         | 5                                                        | <b>Hard Disk Drive</b>                                                                 |     | 2 TB HDD, 7200 RPM, SATA III 6 Gbps, with prefailure alert indication feature                                                                                                                                                                                                                               |
|         | 6                                                        | <b>Optical Drive</b>                                                                   |     | 8x DVD Writer                                                                                                                                                                                                                                                                                               |
|         | 7                                                        | <b>Graphics</b>                                                                        |     | Integrated Intel® HD Graphics 630 or higher                                                                                                                                                                                                                                                                 |
|         | 8                                                        | <b>Audio</b>                                                                           |     | High Definition Integrated Audio with Internal Speaker                                                                                                                                                                                                                                                      |
|         | 9                                                        | <b>Ethernet /Communication</b>                                                         |     | Integrated Gigabit (10/100/1000 NIC) LAN and <b>Wireless</b>                                                                                                                                                                                                                                                |
|         | 10                                                       | <b>Slots</b>                                                                           |     | Minimum 2 PCIe slots (PCI Express x16 ) & 1 M.2 PCIe x1 slot                                                                                                                                                                                                                                                |
|         | 11                                                       | <b>Bays</b>                                                                            |     | atleast (1) 3.5" Drive bays & (1) ODD bay                                                                                                                                                                                                                                                                   |
|         | 12                                                       | <b>Ports</b>                                                                           |     | Minimum 8 USB Ports of which atleast 2 USB Ports in Front ,Front I/O, (2),USB 3.0 Ports<br>3.5mm headphone output jack<br>Rear I/O<br>(4) USB 2.0 ports, (2) USB 3.0 Ports<br>(1) VGA video port; (1) DisplayPort Port<br>(1) RJ-45 network connector<br>(1) RS-232 serial port<br>3.5mm audio in/out jacks |
| 13      | <b>Form Factor</b>                                       | SFF (Small Form Factor)                                                                |     |                                                                                                                                                                                                                                                                                                             |
| 14      | <b>Power Supply</b>                                      | MAX 200W Active PFC power supply with 85% efficiency                                   |     |                                                                                                                                                                                                                                                                                                             |
| 15      | <b>Keyboard/ Mouse</b>                                   | USB 104 keys keyboard (Same make as PC)<br>USB 2 Button Scroll Mouse (Same make as PC) |     |                                                                                                                                                                                                                                                                                                             |

Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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|    |                                     |                                                                                                                                                                                                                                                                                                   |
|----|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16 | <b>Operating System</b>             | <b>Preloaded Linux /Dos</b>                                                                                                                                                                                                                                                                       |
| 17 | <b>Diagnostic Tool</b>              | Inbuilt Pre-Boot BIOS Diagnostics                                                                                                                                                                                                                                                                 |
| 18 | <b>Security</b>                     | TPM 2.0 Security Chip<br>SATA port disablement (via BIOS)<br>Serial, USB enable/disable (via BIOS)<br>Removable media write/boot control<br>Power-On password (via BIOS)<br>Administrator password (via BIOS)<br>Setup password (via BIOS)<br>Support for chassis padlocks and cable lock devices |
| 19 | <b>Compliance And Certification</b> | Energy Star certified for the quoted desktop & monitor<br>EPEAT registered in India for quoted desktop & monitor<br>TCO Certified for the quoted desktop & monitor<br>Green Peace rating of 5.5 and above<br>FCC,CE,RoHS, UL Certificate<br>ISO 9001,14001,20001,27001 for OEM                    |
| 20 | <b>System Weight /Volume</b>        | System Weight 4.43 kg (9.8 lb)<br>System Volume 7.7 L                                                                                                                                                                                                                                             |
| 21 | <b>Information Accessibility</b>    | : Product details, specifications and brochure to be available in public domain                                                                                                                                                                                                                   |
| 22 | <b>Support</b>                      | Drivers should be available for download from OEM site for at least 3 years from the date of purchase order                                                                                                                                                                                       |
| 23 | <b>Market Credibility</b>           | The OEM vendor should be of positive net worth for the last three years                                                                                                                                                                                                                           |
| 24 | <b>Monitor</b>                      | <b>19.5" or higher IPS Panel LED backlit with TCO 7.0</b>                                                                                                                                                                                                                                         |
| 25 | <b>Warranty</b>                     | 3 Years onsite support                                                                                                                                                                                                                                                                            |

**Signature of Bidder with Seal**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**SECTION - XI:**  
**PERFORMANCE STATEMENT**  
**Proforma for Performance Statement (since 2013 onwards)**

IFB No. **IIITN/STR/LAB/2018-19/01**      Date of Opening: **12<sup>TH</sup> June 2018** Time 1530 Hours (3.30 PM)

Name of the Firm \_\_\_\_\_

| Order placed by<br>(Complete Address of Purchaser) | Purchase Order No. & Date | Description and Quantity of ordered equipment | Value of order | Date of completion of delivery |                       | Remarks indicating Reasons for late delivery, if any | Has the equipment been satisfactorily Functioning (Attach a certificate from the Purchaser /Consignee) |
|----------------------------------------------------|---------------------------|-----------------------------------------------|----------------|--------------------------------|-----------------------|------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
|                                                    |                           |                                               |                | As per Contract                | Actual date of supply |                                                      |                                                                                                        |
| 1                                                  | 2                         | 3                                             | 4              | 5                              | 6                     | 7                                                    | 8                                                                                                      |
|                                                    |                           |                                               |                |                                |                       |                                                      |                                                                                                        |

Signature and Seal of the Bidder : \_\_\_\_\_

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**SECTION -XII**

MANUFACTURERS' AUTHORIZATION FORM

No. \_\_\_\_\_ Dated

To

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-----  
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Dear Sir,

**IFB No.** IIITN/STR/LAB/2018-19/01

We \_\_\_\_\_ who are established and reputable manufacturers of

\_\_\_\_\_ (*Name and description of goods offered*)  
having

factories at \_\_\_\_\_ (*address of factory do hereby authorize M/s*  
\_\_\_\_\_

(*Name and address of Agent*) to submit a bid, and sign the contract with you for the goods manufactured

by us against the above IFB No. IIITN/STR/

We hereby extend our full guarantee and warranty of 5 years for the goods and services offered for supply by the above firm against this IFB.

Yours faithfully,

(Name)

(Name of Manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to legally bind the manufacturer. It should be included by the Bidder in its bid.

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**SECTION -XIV**  
**SERVICE SUPPORT DETAILS**

| LOCATION OF NEAREST SERVICE CENTER:- |                 |                                       |                     |                                            |                                                                       |                                                                               |
|--------------------------------------|-----------------|---------------------------------------|---------------------|--------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------|
| Phone No.                            | Fax / Telex No. | Status of Office working Days & Hours | Number of Engineers | Value of Min. Stock Available at all times | List of Models & Types of Equipment under Service during last 2 years | Name of the Organization where the equipment are currently under AMC/ Service |
|                                      |                 |                                       |                     |                                            |                                                                       |                                                                               |

Signature and Seal of the Manufacturer/Bidder

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**SECTION -XV**  
**CAPABILITY STATEMENT (CS)**

1. Name & Address of the Bidder:
2. Phone:
3. Classification
  - (1) Manufacturer: Y/N
  - (2) Authorized Agent: Y/N
  - (3) Dealer: Y/N
  - (4) Other (Please specify)
4. Plant:
  - (aa) Location:-
  - (bb) Description, Type & size of building:-
  - (cc) Is property on lease or free hold? If on lease indicate date of expiry of lease in such case
5. Type of equipment(s) manufactured and supplied during last 2 years.

| Name of Equipment | Capacity/Size | Quantity Manufactured | Nos. of Purchase Orders on hand |
|-------------------|---------------|-----------------------|---------------------------------|
|                   |               |                       |                                 |

6. Types of Equipment(s) supplied during last 2 years other than those covered under 5 above.

| Name of Equipment | Capacity / Size & Model | Name of Manufacturer & Country of origin | Total Nos. of Equipment(s) Supplied in India | No. of orders on hand |
|-------------------|-------------------------|------------------------------------------|----------------------------------------------|-----------------------|
|                   |                         |                                          |                                              |                       |

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Signature of Bidder  
(Authorized Signatory)

Stamp

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**7. Turnover for similar equipments sold in last two years:**

8. Details of Testing facilities available :

- i. List of testing equipment available.
- ii. Give details of type tests, which can be carried out using testing equipment.
- iii. Details of the staff available for testing.

9. Personnel/Organization: Give Organization chart for following indicating clearly the No. of employees at various levels.

0. Quality assurance :

1. Production :

2. Marketing :

3. Service :

4. Spare parts :

5. Administrative :

10. Nearest Service Centers to each of the destination of installations:

Location \_\_\_\_\_

Phone No. \_\_\_\_\_

Year of Establishment \_\_\_\_\_

11. Details of Organization (Enclose details of Organization Chart & Span Of Control) at Service Center:

(a) No. of skilled employees \_\_\_\_\_

(b) No. of Unskilled employees \_\_\_\_\_

(c) No. of Engineering employees \_\_\_\_\_

(d) No. of Administrative employees \_\_\_\_\_

(e) List of special repair/workshop Facilities available (Specify Details of Equipments And Test(s) those which are performed) \_\_\_\_\_

(f) List of special repair/workshop Facilities available (Specify Details of Equipments And Test(s) those which are performed) \_\_\_\_\_

(g) The storage space available for spare parts (sq.m) \_\_\_\_\_

Value of minimum stock of spares available at all the service center in  
respective currency \_\_\_\_\_

(h) Value of the models/types by number of equipment serviced by the center in  
the last 2 years \_\_\_\_\_

(Enclose details of services provided duly authenticated by certification from the user in  
each case)

12. **Names of two buyers to whom similar equipment was supplied in the past and to whom  
reference may be made by the Purchaser regarding the bidder's technical and delivery  
ability.**

1) \_\_\_\_\_

Address with Telephone Nos. \_\_\_\_\_

2) \_\_\_\_\_

Address with Telephone Nos. \_\_\_\_\_

**SIGNATURE & SEAL OF BIDDER**

**PRICE BID**

**"PRICE / COMMERCIAL BID"**

**Open Tender No.: TENDER NO. IIITN/STR/LAB/2018-19/01**

**ITEM.: "SUPPLY OF DESKTOP COMPUTERS AT IIIT NAGPUR"**

| <b>Sr. No.</b> | <b>ITEM / Specifications</b>                                                          | <b>Unit Cost</b> | <b>Quantity</b> | <b>Amount in Rs.</b> |
|----------------|---------------------------------------------------------------------------------------|------------------|-----------------|----------------------|
| 01             | Desktop Computers( Make HP/Dell/ Lenovo )<br>( details specification as per above)    |                  | 50 Nos          |                      |
|                | <b>Bidder should be quoted Special Educational Discounted price for the Institute</b> |                  |                 |                      |
|                | <b>Total Cost with Educational Discount</b>                                           |                  |                 |                      |

**[A] DUTIES & TAXES (if applicable):**

1. Excise/Custom Duty : \_\_\_\_\_
2. Freight/ Transportation : \_\_\_\_\_
3. Insurance : \_\_\_\_\_
4. GST : \_\_\_\_\_
5. Service Tax : \_\_\_\_\_
6. Packing & Forwarding : \_\_\_\_\_
7. Others, (if any) : \_\_\_\_\_
8. Final Offer (Including Installation Charges & Taxes) for IIIT Nagpur : \_\_\_\_\_

**[B] Others Details (Enclosed)**

1. Tender Fee and EMD No & Amount : \_\_\_\_\_
2. Specification as per Requirements: Yes/No
3. Warranty/Guarantee : \_\_\_\_\_ Years
4. Delivery period : \_\_\_\_\_
5. Authorization Letter : \_\_\_\_\_
6. Details of client lists : \_\_\_\_\_
7. PAN/GST/TIN No : \_\_\_\_\_
8. Others, (if any) : \_\_\_\_\_

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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**Note :- Price/Commercial bid & other details should be furnished as per institute prescribed format if failed, the price/commercial Bid is treated as unresponsive and disqualified**

Finally, We agree to supply the above items for **total (Rs \_\_\_\_\_ Amount in figures)**  
**(Rs \_\_\_\_\_ Amount in words)included all above** within the period specified in the Invitation for Tenders. We also confirm that the normal commercial warrantee /guarantee of **60 months** shall apply to the offered goods.

Signature of Supplier

Stamp:

Date:

(Authorized Signatory)

**FORMAT OF Tender \***

| Sr. No. | Description of Goods                                               | Specifications                | Qty. | Unit | Quoted Unit Rate in Rs. / | Total Amount |          |
|---------|--------------------------------------------------------------------|-------------------------------|------|------|---------------------------|--------------|----------|
|         |                                                                    |                               |      |      |                           | In Figures   | In Words |
|         | Please refer enclosed "QFA/Bill of Material" for complete details. | As per "QFA/Bill of Material" |      |      |                           |              |          |

**Gross Total Cost : Rs. ....**

We agree to supply the above equipment / goods in accordance with the technical specifications for a total contract price of ..... In figures ( ..... amount in words) within the period specified in the Invitation for Tenders.

We also confirm that the normal commercial warrantee/guarantee of **Five Years** shall apply to the offered goods.

**Signature of Supplier**

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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## PRICE SCHEDULE:

| 1           | 2                | 3                 | 4               | 5                                                      |                     |       |                                                                              |                                                                                                        | 6          | 7           | 8                                                                                            |
|-------------|------------------|-------------------|-----------------|--------------------------------------------------------|---------------------|-------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|------------|-------------|----------------------------------------------------------------------------------------------|
| Schedule No | Item Description | Country of Origin | Quantity & Unit | Price for each unit                                    |                     |       |                                                                              |                                                                                                        | Unit Price | Total Price | Sales & Other Taxes payable                                                                  |
|             |                  |                   |                 | Ex-factory, Ex-ware House, Ex-Show Room, Off the Shelf | Excise Duty, if any | P & F | Inland transportation insurance and other local Costs Incidental to delivery | <b>Incidental services except A.M.C.</b> charges which should be quoted separately (in ANNEXURE-"AM" ) |            |             | Sales Tax/ GST applicable, if any, should be mentioned clearly, as Extra or Inclusive with % |
|             |                  |                   |                 | (a)                                                    | (b)                 | (c)   | (d)                                                                          | (e)                                                                                                    | a+b+c+d+e  | 4 x 6       |                                                                                              |
|             |                  |                   |                 |                                                        |                     |       |                                                                              |                                                                                                        |            |             |                                                                                              |

Note :

(a) In case of discrepancy unit price and total price, the unit price, shall prevail.

(b) Post-warranty charges for annual maintenance cost, for 5 years after expiry of warranty period (5 years) should be quoted separately in ANNEXURE-"AM".

Total Bid Price in ` \_\_\_\_\_

In word \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Name \_\_\_\_\_

Business Address \_\_\_\_\_

Place:

Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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Date:

**ANNEXURE-“AM”**

**PRICE SCHEDULE FOR ANNUAL MAINTENANCE AND REPAIR COST**  
**AFTER WARRANTY PERIOD OF 5 YEARS**

| A                | B        | C                                                                   | D                                                     |
|------------------|----------|---------------------------------------------------------------------|-------------------------------------------------------|
| Item Description | Quantity | Annual Maintenance & Repair Cost for each unit per year @Rs. / Year | Total Post Warranty Charges for 5 years in Rupees (₹) |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |
|                  |          |                                                                     |                                                       |

Note : In case of discrepancy between unit price and total price, the unit price shall prevail.

Signature of the Bidder: \_\_\_\_\_

Name : \_\_\_\_\_

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Signature of Bidder  
(Authorized Signatory)

Stamp

Date

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