



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

धनबाद, झारखण्ड, भारत, पिन-826004

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का एक संस्थान)

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

DHANBAD, JHARKHAND, INDIA, PIN-826004

(An Institute of National Importance under Ministry of H.R.D., Govt. of India)

STORES & PURCHASE SECTION Phone:(0326) 2235678 || Email : purchase@iitism.ac.in || Website : www.iitism.ac.in

No. TEQIP-AMC-PRJ-306-19-20

Date: 30.01.2020

Corrigendum – I

Ref No.: NIT No. TEQIP-AMC-PRJ-306-19-20 dated: 10.01.2020

Subject: - Regarding centralized Annual Maintenance Contract (AMC) for all reported Desktop Computer (for the period of one year).

Following point has been clarified for centralized AMC for Desktop Computer:

- Regarding Asset details (Make & Model)/ List of items under AMC:** The majority of the machines are of HP, Dell and HCL make with different models (Core2 Duo/i3/i5/i7 with 2GB/4GB/8GB RAM and 250 GB/500GB/1TB Hard disk). The bidders are encourage to visit the departments and Computer Centre for collecting more details about the same.
- SLA details:** The machine should be upkeep to meet the 99.5% SLA.
- Payments Terms:** The payment will be processed after successfully served every quarter. Successful bidder in the process will raise the bill and Institute will process the same.
- Eligibility Criteria:** The firm who are presently providing similar kind of services in Government or Pvt. Organizations are eligible to bid apart from the other details mentioned in the tender document.
- Comprehensive or non-comprehensive:** AMC is Comprehensive.

Last date and time for submission of tender.	04.02.2020 ; 19.02.2020 at 01:00 PM
Date and time for opening of tender	04.02.2020; 19.02.2020 at 04:00 PM

Note:

All other terms & conditions and contents remain same.

Assistant Registrar



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No. TEQIP-AMC-PRJ-306-19-20

Date: 10.01.2020

NOTICE INVITING TENDER

Subject: Centralized Annual Maintenance Contract (AMC) for all reported Desktop Computer (for the period of one year).

Indian Institute of Technology (Indian School of Mines), Dhanbad invites tenders/ quotations for Centralized Annual Maintenance Contract (AMC) for all reported Desktop Computer (for period of one year) Particulars of items, earnest money deposit and date and time of submission and opening of tenders are as under:

S No	Description of item(s)	Quantity	Delivery
1	Annual Maintenance Contract (AMC) for Centralized AMC of all reported Desktop Computer (for the period of one year).	2000 Nos (Approx)	At the earliest

Tender Schedule:

Particulars	Date & Time
Bid Security or Earnest money deposit	Rs. 20,000.00 (Rupees Twenty Thousand Only)
Last date and time for submission of tenders	04.02.2020 at 1:00 P.M.
Date and time of opening of tenders	04.02.2020 at 4.00 P.M.

Tender document containing following document is available on websites of (<https://eprocure.gov.in> & www.iitism.ac.in), which may kindly be referred.

1. Technical Information from as per Annexure-I
2. General terms & condition as per Annexure-II
3. Financial bid format as per Annexure –III
4. Contract Form as per Annexure - IV

Tender should be submitted in sealed cover only super scribed with Enquiry No. and due date at the following address only:

*The Assistant Registrar (P&S)
Indian Institute of Technology (Indian School
of Mines), Dhanbad – 826 004 Jharkhand*

Encl: As above



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Annexure I

Technical Information:

1.	Name of the Applicant and address of the Registered office.	
2.	Date and Year of establishment (Enclose documentary evidence)	
3.	Type of the organization (Whether sole proprietorship, Partnership, Private Ltd. or Co-operative body etc.)	
4.	Name of the Proprietor/Partners/Directors of Applicant with address and phone Numbers.	
	(a)	
	(b)	
	(c)	
	(d)	
5.	Details of registration – Whether Partnership firm, Company, etc. Name of Registering Authority, Date and Registration number.	
6.	Whether registered with Government/ Semi-Government/ Municipal Authorities or any other Public Organization and if so, in which class and since when?	
7.	No. of years of experience in the relevant field (Attached)	
8.	Address of office through which the proposed work of the Institute will be handled and the name & designation of the officer in charge.	
9.	Copy of Income tax Returns for the last three FY's should be attached.	
10.	Yearly turnover of the Organization during last 3 years. (year wise) (Enclose copy of audited Balance Sheet of last 3 years)	
11.	Number of supplementary sheets attached.	
12.	Performance Certificates from previous clients.	
13.	Authorized Signatories with name and signature:	
14.	Income Tax No. Permanent A/c No VAT registrationNo. PF registration No. ESIC registrationNo. Profession Tax registration No. (Encl Documentary evidence)	
15.	Whether any Civil Suit/litigation /Arbitration arisen in the contracts executed during the last 7 years/being executednow, Please furnish the details in the proforma given below.	
16.	One manpower per 200 machines. About manpower technical qualification: Minimum diploma/graduate with 02 years' experience in similar domain.	

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[illegible]

List of important projects completed by the organization during last 3 years.



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Annexure-II

GENERAL TERMS & CONDITIONS

Sealed tenders under **two-bid system** are invited for **Centralized Annual Maintenance Contract (AMC)** for all reported Desktop Computer (for period of one year) in IIT (ISM) Dhanbad.

INSTRUCTIONS:

- 1) **The vendor must quote AMC rate for each and every item including deployed manpower.**
- 2) Offer should be submitted under **TWO-BID system** in two separate sealed covers i.e. **"Techno-commercial bid" and "Price bid"**.
 - a) In a tender, either the Indian agent on behalf of the principle/ OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
 - b) If an agent submit bid on behalf of the principle/ OEM, the same agent shall not submit a bid on behalf of another principle/ OEM in the same tender for the same item/product.
- 3) The first cover titled **TECHNICAL BID** should contain all the documents listed under it and should NOT contain any commercial offer or information related with the tender.
- 4) Technical and Financial bids should be in clear words, categorically mentioning each and every terms specifying the rates, etc. any kind of ambiguous / obscure / unclear terms may lead to the bid being disqualified. All the pages of the Tender document should be signed invariably. The bidder/his authorized representative should invariably be present on the date of opening the Technical Bid to take spot decisions in the matter. The Institute reserves the right to reject the bids in the absence of authorized representatives of the bidders.
- 5) The Technical Bids will be evaluated as per eligibility criteria. The decision of the Institute with regard to the pre-qualification criteria will be final. The Financial bids of only those vendors who qualify in the Technical bid shall be opened.
- 6) **Earnest Money Deposit (EMD):** Should be submitted in form of A/C payee demand draft drawn in favor of Registrar, IIT(ISM) and payable at SBI, IIT (ISM) campus branch or any other Bank/ Branch located in Dhanbad. The firm who are registered with small Industries Corporation (NSIC)/Small Scale Industry (SSI)/ MSME are exempted from submit the above EMD. (Copy of registration must be provided along with).
- 7) Tenders without payment of EMD will not be considered, unless the tenderer is exempt from such payment under Govt. Rules/ Regulations as amended from time to time and claims such exemption along with relevant and valid supporting documents.
- 8) The EMD will be returned to unsuccessful bidder after the process is over.
- 9) Please attach a certificate that the quoted price is not more than that of any other Govt. organization/ institution in India. This has to be mentioned in the offer letter clearly.
- 10) **Earnest Money Deposit (EMD):** Should be submitted in form of A/C payee demand draft drawn in favor of Registrar, IIT(ISM) and payable at Dhanbad (Jharkhand). The firm who are registered with Small Industries Corporation (NSIC)/Small Scale Industry (SSI)/MSME are exempted from submit the above EMD. (Copy of registration must be provided along with).
- 11) **SECURITY:**
 - i. THE VENDOR and its personnel shall at all times comply with all security regulations in effect from time to time.
 - ii. THE VENDOR shall not copy any software, document or data existing on the hardware or indulge in any other act which may cause malicious damage to the systems. Violation of the same is liable to attract penalty/punishment under IT Act 2000 as amended from time to time.



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- iii. THE VENDOR shall perform entire work of maintenance/ repairs under the supervision of the Institute staff unless permitted otherwise.
- 12) The vendor will provide technically sound manpower's mentioned in technical information point no. 16 of page 02, stationed at IIT(ISM), Dhanbad at their own cost.
- 13) **CONFIDENTIALITY:** THE VENDOR has to acknowledge that all material and information which has or will come into its possession or knowledge in connection with the Contract or the performance hereof, whether consisting of confidential and proprietary data or not, whose disclosure to or use by third parties may be damaging. THE VENDOR shall take appropriate action with respect to its employees to ensure that the obligations of non-use and nondisclosure of confidential information under this Contract are fully satisfied.
- 14) **REPAIR AND MAINTENANCE SERVICE:**
 - a) During the term of the Contract THE VENDOR shall maintain the EQUIPMENT in perfect working order and condition and for this purpose will provide the following repairs and maintenance service:
 - b) THE VENDOR shall rectify any defects, faults and failures in the EQUIPMENT and shall repair and replace worn out of defective parts of the EQUIPMENT **during the official/ working hours i.e. from 09:00 a.m. to 06:00 p.m. on working days (other than Institute holidays). The vendor should provide same make and model in lieu of defective/ damage part.**
 - c) THE VENDOR has to agree that special arrangements may be made by Institute to have such maintenance service provided outside the working hours in such event no extra charges shall be payable by the Institute to THE VENDOR.
- 15) The vendor on award of the contract will have to **deposit an amount of 10% of total cost of AMC** (rounded off to nearest hundred) OR **submit Bank guarantee** of equal amount from nationalized/ Commercial bank beyond two months to AMC period in 10-15 days.
- 16) **Performance Bank Guarantee:** Performance Security has to be submitted from the successful bidder within 10-15 days from the date of acceptance of purchase order. Performance Security should be 10% of the ordered value. Performance Security may be furnished in the form of Bank Guarantee from a Nationalized/ commercial Bank and Performance security should remain valid for a period of two months beyond the date of completion of all contractual obligations of the successful bidder(s). No interest will be payable by IIT (ISM) Dhanbad on the Performance Security deposited. In case the contractor fails to provide satisfactory service, the Performance Security submitted by the bidder(s) is liable to be forfeited. An undertaking to this is to be submitted.
- 17) Please send your offer by Regd.Post/ Speed Post/ Courier along with Courier receipt. Tender/ quotation will be received during IIT (ISM) Dhanbad working hours only (i.e. Monday to Friday). At any circumstances by hand delivery is not acceptable. Late or delayed tenders shall be summarily rejected.
- 18) Any other information that you may like to obtain, you are free to contact IIT(ISM) before submission of tender.
- 19) IIT (ISM) Dhanbad reserves the right to accept and/or to reject any/all tenders without assigning any reason.

Assistant Registrar



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ABOVE TERMS AND CONDITIONS OF THE NIT ARE ACCEPTED

1	Name and address of the tenderer	
2	Telecom nos. of the tenderer i.e. phone fax, & email id.	
3	Signature, name & designation of the person signing on behalf of the tenderer & his/her office seal	
4.	Name & designation of the contact person & his phone/mobile no.	



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Annexure-III

1. PRICE SCHEDULE FOR GOODS BEING OFFERED WITHIN INDIA

Name of the Bidder _____

NIT Reference No. _____

File Reference No. _____

Sl. No.	Full Description of items with (HSN Code/SAC Code)	Quantity	Unit Price (in INR)	Total Amount (in INR)
1.				
2.				
3.				
Ex-Works Price-				
Packing & Forwarding				
Transportation				
FOR (IIT ISM) Dhanbad				
GST/IGST (their rate(s) as the case may be, clearly specified)				
Please note that IIT ISM is eligible for Concessional GST as per Notification No. 45/2017- Central Tax (Rate) for CGST, 45/2017-State Tax (Rate) for SGST and 47/2017- Central Tax (Rate) for IGST,				
Insurance up to Destination/handover (in case of fabrication)				
Installation & Commissioning charge				
Training charges, if any				
Additional Warranty Charges, if any				
Annual Maintenance Charge, if any				

*(On the basis of the technical specifications submitted)

Total Bid Price _____

in words _____

Note :

(a) The Price schedule of optional items shall be indicated in a separate sheet in the same Performa.

(b) Cost spare parts may be indicated separately

Signature of Bidder

Name _____

Business

Address _____



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Annexure- IV

Contract Form

With reference to the tender reference no.**TEQIP-AMC-PRJ-306-19-20**, Dated: 10 January 2020of IIT(ISM), Dhanbad for **Centralized Annual Maintenance Contract (AMC) for all reported Desktop Computer (for period of one year)**. I (bidder's name)_____accept all the instructions and terms and conditions of the tender and accordingly hereby submit our quotation no. _____dated_____.

ALL TERMS AND CONDITIONS OF THE NIT ARE ACCEPTED

1	Name and address of the bidder	
2	Telecom nos. of the bidder i.e. phone Fax, & email id.	
3	Signature, name & designation of the person signing on behalf of the bidder& his/her office seal	
4.	Name & designation of the contact person & his phone/mobile no./e-mail ID	

We hereby declare that all statements/details made in this tender are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or we do not satisfy any of the stated criteria, our offer is liable to be cancelled automatically and **IIT (ISM), Dhanbad** may take an action against this firm for such false information including legal action.

Signature:

Name:

Designation:

Bidder(s)'s

Name: Seal:



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Compliance Statement

Sl. No	Technical requirement as per NIT	What is offered by the bidder	Status of Compliance Complied/Not Complied

Signature & Seal of the Bidder(s)