

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



**Notice Inviting Tender (NIT) in Two-Bid System
For
Supply and Installation of All in One PC (Computer) – 160 Nos.
(No of Head Phone be 100 only)**

Tender No.: CC/500336/17-18

Date: 13-12-2017

Bid Submission deadline: 10.01.2018, 1:00 P.M.

Tender Cost: Rs. 5000/- (Rs. Five Thousand only)

REGISTRAR

Indian Institute of Technology (Indian School of Mines), Dhanbad

P.O. – Indian School of Mines (I.S.M.)

DHANBAD –826004 (INDIA)

www.iitism.ac.in

GSTIN : 20AAAAI0686D1ZA

Deputy Registrar

**Notice Inviting Tender (NIT) in Two-Bid System
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CHAPTER 1

Instructions to Bidders

IIT (ISM), Dhanbad was formerly known as Indian School of Mines (ISM) and was a Deemed University before it got converted into an Institute of National Importance under the Institutes of Technology (Amendment) Act, 2016 passed by the Parliament of India and got the assent of President of India. The Indian School of Mines, now IIT (ISM), Dhanbad, was formally opened on 9th December 1926, by Lord Irwin, the then Viceroy of India to address the need for trained manpower related to mining activities in the country with disciplines of Mining and Applied Geology. In 1967, it was granted the status of a deemed to be university under Section 3 of UGC Act, 1956 and it was renamed as Indian Institute of Technology (Indian School of Mines) in 2016. It started as an institution to impart mining education, and today, has grown into a technical institution with various academic departments. IIT (ISM) is located in the mineral-rich region of India, in the city of Dhanbad in the state of Jharkhand. It is the third oldest institute [after IIT Roorkee and IIT (BHU) Varanasi] which got converted into an IIT.

IIT (ISM), Dhanbad intends to procure the equipment “All in One PC (Computer)” to enrich its teaching and research facility at Dhanbad.

Reputed manufactures or authorized distributors are invited to submit their bid for “Network switches and other related items” for IIT (ISM), Dhanbad as per this tender document in a Two-Bid System: - (a) Techno-Commercial (also termed as technical bid) bid (Part-1) consisting of all technical details of the item along with commercial terms and conditions, Tender Fee and EMD and (b) Price bid (Part-2) indicating price for their items mentioned in the technical bid. All instructions and terms and conditions must be followed, failing which bid(s) will liable to be rejected.

INSTRUCTIONS

1. Offer should be submitted under TWO-BID system in two separate sealed covers i.e. “Techno-commercial bid” and “Price bid”.
2. Tender Number and tender submission deadline must be clearly mentioned on the top of the envelope.
3. Bidder(s) must submit PAN given by Income Tax authorities, TIN/ GSTIN and copy of PAN / TIN with the bid.
4. The offer must be submitted in **Two-Bid**. Tender should be dropped in the tender box kept in the office of **Deputy Registrar (Purchase & Stores), IIT (ISM), Dhanbad– 826004 (Jharkhand, India)** only. Bids may be submitted by Speed Post / Courier in sealed cover only, but IIT (ISM), Dhanbad will not accept such bid if delivered/submitted to the office of the Deputy Registrar (Purchase & Stores section), IIT (ISM), Dhanbad after the submission deadline and such bids will be treated as Late bids / non-responsive bids. It will be the sole responsibility of the bidders that their bid should be submitted/ delivered as per bid submission deadline. IIT (ISM), Dhanbad will not be responsible for

any delay or transit loss or late delivery of bids to the office of the Deputy Registrar. No Tender is to be handed over to any staff of IIT (ISM), Dhanbad personally. All bids / correspondences should be sent to the following address only: "Dy. Registrar (P&S), IIT (ISM), Dhanbad, P.O. – Indian School of Mines (ISM), DHANBAD – 826004 (Jharkhand, India)". Bids sent through Email/Fax or submitted in unsealed cover(s) will not be accepted and such bids will be treated as non-responsive bids.

5. Bid(s) must be sent sufficiently in advance so that it reaches the institute on or before the submission deadline. Bid(s) received after the submission deadline will not be considered.
6. Bid document(s) and all enclosures must contain the signature and seal of the authorised representative of the bidder.
7. The bidder quoting for item(s) as per this tender should be the registered to provide the item/services with the appropriate government authority. Copy of registration certificate should be enclosed with the tenders (part-1). Offers submitted without proper registration certificate shall be rejected summarily.
8. The bidder quoting for item(s) as per this tender should be the registered to provide the item/services with the appropriate government authority. Copy of registration certificate should be enclosed with the tenders (part-1). Offers submitted without proper registration certificate shall be rejected summarily.
9. The Bank/RTGS detail on the letter-head of the bidder(s) must be submitted along with the tenders (part-1). A copy of the cancelled cheque should also be attached.
10. Name and PAN/Voter Card No. /Aadhar No. of the authorized signatory of the bidder(s) must be mentioned in the Form 7.2.
11. A copy of PAN/Voter Card/Aadhar Card of the authorized signatory of the bidder(s) must be attached with the Form 7.2

CHAPTER 2

Terms and Conditions

The offer must comprise of the following, failing which it will be treated as non-responsive bid hence will be rejected:

1. The bids under Two-Bid System will consist of two parts as per following details:- **a) Techno-Commercial bid (Part 1)** consisting of all technical details along with Commercial terms and conditions and EMD (Earnest Money Deposit) and Tender Cost, in the form of two separate Demand Drafts issued from any Nationalized / Scheduled commercial bank in favour of "Registrar, IIT (ISM), Dhanbad" and payable at "Dhanbad (Jharkhand, India)", and **b) Price bid (Part 2)** indicating price for the items / services mentioned in technical bid (part-1). In stage-one, only the Techno-Commercial (Part 1) shall be opened and evaluated. In stage-two, the Price bids (Part 2) of only the technically qualified and acceptable offers will be opened, for further evaluation.
2. Sealing and Marking of Bids:
 - a) The Techno-Commercial bid (Part 1) must be sealed in a separate envelope (ENVELOPE-ONE) with Tender Cost and EMD in the form of two separate Demand Drafts, duly super-scribed as **"Techno-Commercial Bid (Part 1), Tender No.: CC/500336/17-18, Submission Deadline: 10.01.2018"** as per following details: -
Tender Cost: Rs. 5000/-
EMD: Rs. 192000/-
 - b) The Price bid (Part 2) should be sealed in separate envelopes (ENVELOPE-TWO), duly super-scribed as **"Price Bid (Part 2), Tender No.: CC/500336/17-18, Submission Deadline: 10.01.2018"**.
 - c) The above TWO separate sealed envelopes are to be put in a bigger envelope (ENVELOPE-THREE), which should also be sealed.
 - d) Each of the above THREE envelopes MUST be super-scribed with **"Bid for Supply and Installation of All in One PC (Computer) against Tender No.: CC/500336/17-18, Dated 13-12-2017, Submission Deadline: 10.01.2018"**.
3. The bids must be neatly typed/computer printed. Hand written offer will be rejected. Bids must carry the numbers of GSTIN Registration No. Bids must be in sealed envelope.
4. All relevant technical specifications/details of offered items, drawings, printed technical leaflets, and commercial details which are necessary to ensure that offer is complete in all respects should be attached with the technical bid documents.
5. A 'Compliance Statement' along with a certificate and duly signed that the tenderer satisfies the technical requirements given as per Form 7.5. The said statement should be in a tabular form with the columns: sl. no., (2) technical requirement as per NIT; (3) what is offered by the tenderer; and (4) status of compliance: Complied/Not complied).
6. IIT(ISM) does not bind itself to offer any explanation to those bidders whose Technical Bids have not been found acceptable by the Evaluation Committee of the Institute.
7. Following documents have to be furnished by the bidders with the technical bids (part-1):
 - (a) Self attested copies of credentials in support of capability to undertake the supply/work.
 - (b) Technical literature/catalogue with the detail specification of the material

- (c) Satisfactory performance certificate from their customers for same/similar supply/service must be enclosed alongwith the technical bid.
- (d) A copy of this tender document must be signed and sealed on all pages by the bidder(s) accepting the instructions and terms & conditions of the NIT and must be attached with the bid.
8. Price should be quoted on FOR, IIT(ISM) Dhanbad basis or DAP IIT(ISM) Dhanbad basis. The packing, forwarding, freight and transit insurance charges, if any, must be included in the price and should not be claimed separately. Duties & taxes, if applicable, are to be shown separately clarifying whether those are extra or included in the price. Educational discounts, if any, should be mentioned clearly. Justification of the price quoted must be provided with the Price Bid. For this, Price List of the OEM and purchase order of govt. organizations / IITs/ NITs/ CSIR Labs / ISRO labs etc. should be attached. Price bids of only technically qualified tenderers shall be opened in on a pre-notified date and time. Decision of IIT (ISM), Dhanbad in this regard will final and binding by all the bidders.
9. IIT(ISM), Dhanbad is entitled for Excise Duty Exemption under Govt. of India notifications and is registered with DSIR, Govt. of India for this purpose. This may be taken into consideration while quoting minimum possible rate. Exemption Certificates can be issued in favour of manufacturers only, if it is mentioned in the bid. It will not be issued any Indian Agent/dealer or distributor at any circumstances. IIT(ISM) will provide only custom duty exemption certificate for availing concessional custom duty. IIT(ISM) will not pay any extra custom duty other than duty exemption certificate.
10. IIT (ISM), Dhanbad does not issue form 'C' or 'D' for concessional Sales tax/VAT. Hence, full rate of sales tax as applicable to educational institutions against the form of certificate should be indicated.
11. Tender Fee:- All bidder(s)s must have to submit a Demand Draft of required amount in the form of Demand Draft issued from any Nationalized/ Scheduled commercial Bank in favour of "Registrar, IIT (ISM), Dhanbad" payable at Dhanbad with the bid (part-1). Bid received without Tender Fee in part-1 (techno-commercial bid) will be rejected. Tender Fee is non-refundable. It must not be clubbed with Bid Security or EMD.
12. Bid Security or Earnest Money Deposit (EMD):- Required Amount for EMD must be submitted in the form of Demand Draft issued from any Nationalized/Scheduled commercial Bank in favour of Registrar, IIT (ISM), Dhanbad payable at Dhanbad with the bid (part-1). Bid received without EMD in part-1 (techno-commercial bid) will be rejected. It must not be clubbed with Tender Fee. No interest will be payable by IIT (ISM), Dhanbad on the Earnest Money Deposit. The earnest money of all the unsuccessful bidder(s) will be returned to the respective bidder(s) through bank / RTGS transfer without any interest within 60 (sixty) days only after placing the order / awarding the contract. The Earnest Money of successful bidder(s) shall be returned on receipt of Performance Security (Performance Bank Guarantee / PBG) as mentioned in this tender document. If the successful bidder(s) fails to furnish the performance security or fails to deliver/provide the item/installation/service as per the order's terms and conditions within stipulated period, the earnest money shall be liable to be forfeited by IIT (ISM), Dhanbad. An undertaking to this is to be submitted.
13. Tender Fee and EMD must be in the two separate Demand Drafts.
14. **Performance Security or Performance Bank Guarantee (PBG):-** The successful bidder(s), on whom order will be placed, has to submit a performance security of 10% of the total order value at the earliest as per PO terms before release of any payment. Performance security has to be

submitted in the form of Bank Guarantee/Demand Draft/FDR from any Nationalized/Scheduled commercial Bank in favour of the Registrar, IIT (ISM), Dhanbad. 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.

15. **Validity Period:** - The validity period of the tender should be clearly specified. It must be at least for **240(Two Hundred Forty) days** from opening of bids.
16. **Warranty:** All the active components must carry comprehensive warranty
17. Comprehensive Annual maintenance contract (AMC): The cost of 'annual maintenance contract (AMC)' and "comprehensive maintenance contract (CMC)" should be provided separately for extension of warranty for additional years (which is beyond the normal warranty period mentioned earlier) on yearly basis as an option with the price bid. Offer including terms & conditions should be quoted on per year basis to enable purchaser make AMC for any period from 01 to 05 years, if required.
18. Delivery Period and Liquidated Damage: As time of the essence for this procurement, hence the ordered materials/work complete in all respects are required to be delivered and installed within the period stipulated in the purchase order failing which liquidated damages of 1% per week for the delayed period subject to maximum of 5% of the total value of the order shall be deducted from the invoice of the supplier. Earliest/ expected delivery period should be clearly indicated. Packing should be suitable for 'Air freight'.
19. Inspection: Inspection shall be carried out at IIT (ISM), Dhanbad after arrival of the materials and decision of the Institute in this regard shall be final.
20. Rejection and Replacement: Rejection, if any, shall be notified to the supplier within 30 days of receipt and inspection of the material/workmanship. Rejected materials/work is to be removed by the supplier at his own risk and cost from IIT (ISM). Campus within 14 days of intimation of rejection. Defective Supplies are required to be replaced within 15 days of the removal of the rejected materials/work.
21. Risk Purchase: IIT (ISM) shall be at liberty to realize from the supplier the differential amount, if any, which it shall have to incur on purchase of the material/work at higher price(s) from elsewhere in the market, if the supplier, due to their fault, fails to supply the ordered quality and quantity of the material/work within the stipulated time.
22. Conditional offer will not be accepted.
23. Payment: Any payment may be released through RTGS / online payment mode against complete execution of the purchase order (PO) and submission of all the required documents as per the order within 30 days after satisfactory supply, inspection, installation/commissioning & acceptance and on submission of pre-receipted tax invoice, delivery challan, warranty certificate and installation report in triplicate and Performance Bank Guarantee.

24. Advance payment or part payment will not be released. Any bid having condition of advance payment or part payment will be treated as non-responsive bid.
25. Country of origin and port of shipment must be stated in the technical bid itself in case of foreign supply. Any change at later stage will not be accepted.
26. Name and address of Indian Agent, percentage of agency commission, if any and role of the Agent with respect to the subject supplies and a statement thereon that "Agency Commission is included in the bid.
27. Payment will be released through bank/ RTGS/Wire transfer. The payment will be released after statutory deductions and compensation of delay / liquidated damage (LD) / late delivery etc., if any.
28. Any payment will be released only after satisfactory completion of the work/installation and after submission the certified bill(s) / invoice(s).
29. All communications are to be addressed to the Registrar, IIT (ISM), Dhanbad quoting the Tender No. and Date.
30. IIT (ISM), Dhanbad reserves the right to accept or reject or cancel any or all tender notice or bid(s) or order(s) at any stage without assigning any reason thereof.
31. For any dispute, the place of jurisdiction shall be Dhanbad (Jharkhand, India) only.
32. It will be the sole responsibility of the bidder(s) that its bid should reach on or before the submission deadline to Registrar, IIT (ISM), Dhanbad.
33. **Governing Law:** The order, placed, will be the contract between the successful bidder(s) and IIT (ISM), Dhanbad and shall be governed by the LAWS of India and under the contract shall be taken by the parties only in Dhanbad (Jharkhand, India) to competent jurisdiction.
34. Bid(s) shall be submitted in official tender form / format only. If submitted in any other form / format, the same shall be rejected. No paper shall be detached from the tender. All pages must be numbered properly and there must be seal and sign of the bidder(s) on all the pages of its bid.
35. The name and address of the bidder(s) shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender. The tender should be filled-in and submitted in strict accordance with the instructions laid down herein; otherwise the bid is liable to be rejected.
36. The bid is liable to be rejected if complete information is not given therein, or if the particulars and data (if any) asked for in the Schedule to the tender are not filled-in properly.
37. The successful bidder(s) will indemnify IIT (ISM), Dhanbad, in case of any damage or liability, which may arise on account of any act or omission directly/indirectly attributable to the bidder(s).
38. Dispute, if any arising out of providing the said service(s) shall be settled mutually or arbitration by sole Arbitrator to be appointed by the Registrar, IIT (ISM), Dhanbad at Dhanbad as per the provisions

of the Indian arbitration and Conciliation Act, 1996 and the Rules framed there under. The award passed by the said sole Arbitrator, will be binding upon the parties. The arbitration proceedings shall be held at Dhanbad only.

39. The successful bidder(s) shall ensure that its authorized representative should be present at the time of any discussion at IIT (ISM), Dhanbad regarding the bid, for which no any kind of TA/DA/boarding/lodging will be facilitated by IIT (ISM) Dhanbad.
40. The schedules of items/services are required as per Chapter-4 of this tender. Bidder(s) must clearly indicate in its tenders, the different taxes and duties which they propose to charge mentioning clearly the present rate(s) thereof with appropriate reference. Vague offer like "duties as applicable" shall not be considered.
41. Price should be quoted at Price Bid (Part-2) (Chapter – 5 of this tender) only for the item(s)/services as mentioned at Chapter – 4 of this tender. The required item(s)/services to be delivered / provided on or before the dead line as per purchase order.
42. The bidder(s) should be registered with VAT, CST, SST, Income Tax, service tax authorities, GST etc. and to enclose the copies of the relevant certificate along with the technical bids. The agency must be authorized by appropriate government authority to deliver the items/services at the IIT (ISM) Dhanbad.
43. The successful bidder(s) will ensure that its employees/staff/personnel would strictly follow all the security instructions and rules and regulations of IIT (ISM), Dhanbad during their visit in the campus.
44. If the successful bidder(s) commits breach of any of the above or Order's terms and conditions or is not able to deliver the item / provide the services / complete the work on time, the contract will be cancelled and security deposit shall be forfeited and a damage liability at the discretion of IIT (ISM), Dhanbad will be imposed on the bidder(s).
45. Bills / Invoices raised by the bidder(s) will be subject to applicable statutory deductions including T.D.S.
46. Necessary corrigendum(s), if required, will be issued at any stage, which must be acceptable to the bidder(s). Any corrigendum will be published on our website www.iitism.ac.in only. Bidder(s) must be in touch with our website www.iitism.ac.in for corrigendum(s). It will be sole responsibility of the bidder(s) that they will go through the corrigendum(s) published, if any, on our website www.iitism.ac.in and submit its tender accordingly.
47. Shortlisted bidder(s) may be called for presentation / demonstration / meeting at IIT (ISM), Dhanbad office with a short notice. Request from the bidder(s) to change the date and time of presentation / demonstration / meeting will not be accepted. If the bidder(s) will not attend for the same, then their bid(s) will be treated as non-responsive and hence the bid(s) will not be considered for further process.
48. Price bids will be opened for those bidder(s) who are shortlisted and declared as technically qualified bidder(s) by the Committee of the IIT (ISM), Dhanbad. In this regard, decision of IIT (ISM), Dhanbad will be final and binding to all the bidder(s).

49. Please note that no part shipment/transshipment/third party shipment is acceptable to us.
50. Submission deadline / last date & time for submission of the bids and date & time for opening of the same are given in this bid. The bids will be opened as per IIT(ISM) rules. Authorized representative of bidders having authorization letter, a govt. issued ID card and an employment ID card issued by the bidder may present during bid opening at their own discretion. In case of submission deadline / last date or bid opening date is a holiday/declared as a holiday, then next working date will be the submission deadline / last date for submission/ opening of tender. Submission deadline or bid opening date & time will not be changed upon any request from the bidder side. However, it may be changed as per IIT(ISM) rules. In this regard, decision of the IIT (ISM), Dhanbad will be final and binding to all the bidders.
51. For the items / services, the bidders must ensure the required quality, quantity, materials, dimensions & other parameters and quote accordingly. In case items / services provided are not same as quoted/ordered, the claim for payment shall not be accepted. No payment, claims for such items / services shall be released. In this regard, decision of IIT (ISM), Dhanbad will be final and binding to the bidders.
52. IIT (ISM), Dhanbad at its discretion may change the quantity/quality/parameters/upgrade the criteria/drop any item(s) or part thereof at any stage. In case of any dispute, the decision of IIT(ISM) shall be final and binding on the bidders/ tenderers.
53. IIT (ISM), Dhanbad reserves the right to accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The decision of the competent authority of IIT (ISM), Dhanbad will be final and binding to the bidder(s).
54. All the bidders, those are interested to participate in this bid, must have to submit the technical specification of their bid in MS-Word Format in a CD with the technical bid. The CD must be marked with the NIT No. and submission deadline.
55. Professional(s) to be deployed by the successful bidder(s) for the supply of the item / installation / execution of the work in order to provide the item(s) /service(s) as per order must be well qualified.

CHAPTER 3
Schedule of Requirements

| <u>Description</u> | <u>Details</u> |
|---|-----------------------|
| NIT No. | CC/500336/17-18 |
| Date of Tender | 13-12-2017 |
| Bid submission deadline | 10.01.2018, 1:00 P.M. |
| Date of opening of the bids (technical part-1) | 10.01.2018, 3:00P.M. |

CHAPTER 4

Specification and allied technical details

| Specification for All in One PC | |
|-------------------------------------|--|
| Processor | Dual Core, latest Generation X86 processor with minimum 2.4 GHz base Clock-speed and minimum 3 MB L3 Cache or higher |
| Chipset | Compatible Chipset with the above processor. |
| Motherboard | Motherboard make from the same Desktop OEM (OEM Logo sticker in the motherboard will not acceptable) |
| Memory | Minimum 8 GB (1 x 8 GB) 2400 MHz DDR4 Memory |
| Expandable to | Memory Expandable up to 16 GB (2400 MHz) or higher with 2 DIMM slots |
| Hard Disk | Minimum 500 GB 7200 RPM or more |
| Monitor | Minimum 21 inches with Height Adjustable Stand (resolution : 1920x 1080) or higher with Inbuilt Camera minimum 1 mega pixel or above |
| Ethernet | Integrated Gigabit (10/100/1000) and integrated Dual Band Wireless 802.11 a/b/g/n and ac + Bluetooth |
| Mouse | 2 Button USB Optical Scroll Mouse (Same OEM make/brand as system) |
| Keyboard | 104 Keys USB keyboard (Same OEM make/brand as system) |
| Optical Drive | Internal SATA DVD R/W Drive |
| Graphics Card | Intel HD Graphics (should support DirectX 9 or later with WDDM 1.0 driver) |
| Audio | Single or Internal audio connector with Head phone (SONY/Logitech/OR of the same make as of All in one i.e. if the AIO is of ABC make the Head Phone should also be of ABC make that will also be acceptable), In case of Headset connectors it should be retaskable to function as a Line-In, Microphone-In, Line-out or Headphone-out port No of Head phone required is 100 only |
| I/O Ports | Minimum 6 External USB (minimum 4 USB 3.0) , HDMI, Display Port ,RJ-45, 1 Audio Line in and audio line out or Universal audio port. |
| | Trusted Platform Module (TPM) 1.2 or Higher.. |
| Power Supply | As per Standard supply and should have ENERGY STAR 6.0 or above |
| Operating System & Media | Preloaded Windows 10 Pro (64bit) English (With Paper License) |
| Preloaded Anti Virus | Quick Heal/McAfee/ <u>Bitdefender</u> / <u>Norton</u> / Kaspersky / <u>Trend Micro</u> / <u>F-Secure</u> / <u>Avast</u> / <u>Avira</u> / <u>ESET</u> with Total Internet Security for 5 years License |
| Compliance/ Certification | EPEAT GOLD & ENERGY STAR 6.0 or above |
| Posting of Service Engineer | One Service Engineer with degree/diploma/certificate in Computer/Electrical/Electronics (person having Graduate Degree 3 years/diploma 4 years/Certificate 5 years experience in hardware maintenance is required). The person deputed must be on payroll of either OEM or Supplier |
| Warranty | 3 years On-site Comprehensive OEM Warranty and 2 years On-site Comprehensive OEM AMC Total 5 Years |

CHAPTER 5

PRICE SCHEDULE

Price Bid (Part 2)

PRICE BID

(Note: This price bid must be in a sealed cover and should be sealed separately from the techno-commercial bid cover.)

The bidder(s) shall quote the amount tendered/financial bids in the following format:

"Price Bid for **NIT no.**[**Supply and Installation, All in One PC**

(Computer)] "I / We () on behalf of M/s

hereby undertake to provide **Supply and Installation, All in One PC**

(Computer) as specified in this tender and our technical bid for an amount of Rs. (in words

Rupees) for the items as

required. The above quoted amount is inclusive of and in accordance with all the statutory liability, Service Charges, Administrative Charges, etc." as applicable.

Details of the prices quoted for the various items as per technical bid are as follows: -

| Sl. No. | Full Description of Items with (HSN Code/SAC Code) | Qty. | Rate | Amount |
|---------|--|------|----------------------------------|--------|
| | | | | |
| | | | | |
| | | | Packing & Forwarding (if any) | |
| | | | Total | |
| | | | GST | |
| | | | Freight (if any) | |
| | | | Installation (if any) | |
| | Amount should be in figure as well as word | | Grand Total | |

.....

Signature of the bidder(s)/authorized signatory with seal

UNDERTAKING BY THE BIDDER(S)

I have carefully gone through the various terms and conditions mentioned in the tender document of **All in One PC (Computer)**. I agree to all the conditions and offer to supply the item at IIT (ISM), Dhanbad. I am

making this offer after carefully reading the conditions and understanding the same. I have acquainted with all the tasks required to be carried out, before making this offer. I will abide by the corrigendum(s), if any, to be issued by IIT (ISM) Dhanbad on its website www.iitism.ac.in. I hereby sign this undertaking as token of our acceptance of various conditions mentioned in tender document. Justification of the price is also attached herewith.

Place: _____

Dated: _____

Name & Signature of the bidder(s):

Address: _____

CHAPTER 6

Contract Form

With reference to the tender reference no. **CC/500336/17-18**, Dated: **13 December 2017** of IIT(ISM), Dhanbad for Supply and Installation, **All in One PC (Computer)**, we (bidder(s)'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 N.I.T. 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:

CHAPTER 7**Form 7.1- Checklist**
(to be submitted with technical bid part-1)

| | | |
|-----|---|--|
| 1. | Duly sealed and signed (on all pages) of the tender document. | |
| 2. | Demand draft is attached as Tender Fee | |
| 3. | Demand draft is attached as EMD. | |
| 4. | Form No. 7.4 (Techno-Commercial bid, Part-1) is attached | |
| 5. | Form No. 7.2 and 7.3 are attached with Techno-commercial bid (part-1) | |
| 6. | Details of PAN, TIN, Service Tax Registration No., GST No. etc. is attached | |
| 7. | Bank account details is attached | |
| 8. | Complete contact details (Name, Postal address, E-mail address, phone no. mobile no.) is provided | |
| 9. | Complete technical details attached | |
| 10. | The Techno-Commercial bid (Part 1) is sealed in a separate envelope (ENVELOPE-ONE) with EMD and Tender Fee in the form Demand of separate Demand Draft | |
| 11. | The Price bid (Part 2) is sealed in separate envelopes (ENVELOPE-TWO) | |
| 12. | A copy of PAN/Voter Card/ Aadhar Card including ID card of the bidder (firm) of the authorized signatory of the bidder(s) is attached with the Form 7.1 | |

Form No.: 7.2

To,
The Registrar,
Indian Institute of Technology (Indian School of Mines), Dhanbad,
P.O. – I.S.M.
DHANBAD– 826004.

Ref.: Your Notice Inviting Tender No. CC/500336/17-18, Dated: 13-12-2017.

Sub: Technical bid relating to **Supply and Installation, All in One PC (Computer)**

Sir/ Madam,

1. I/We have gone through all Chapters of the tender document such as Instructions and Terms and conditions, minimum eligibility criteria, schedule of requirements, Specifications and allied technical details etc. as enlisted by you in your Notice Inviting Tender for the subject under reference.
2. I/We, hereby confirm that we have understood all the above and confirm my/our commitment to abide by them.
3. I/We also confirm my/our commitment to provide the services as enlisted in your Notice Inviting Tender under reference.

Seal and Signature of authorized signatory of the bidder(s) with date→

| Documents | Yes/No | Document No. (If submitted a copy of the same) |
|---------------------------------|--------|--|
| PAN Card/Voter ID/Aadhaar Card | | |
| Official ID Card | | |
| Other Documents (specify below) | | |

(A copy of PAN/Voter Card/Aadhar Card and official ID card of the authorized signatory of the bidder(s) must be attached with this letter.).

Form No.: 7.3
(to be submitted with technical bid part-1)

1. Tender Fee (Non-refundable): DD NO. _____ Date: _____ Amount: Rs. 5000/-, Issued by bank and branch _____
2. Earnest Money Deposit: DD NO. _____ Date: _____ Amount :Rs. 192000/-, Issued by bank and branch _____
3. Validity of Quotation: days from the date submission deadline (minimum 240 days from the submission deadline).....
4. Performance Security or PBG: Will Be Submitted with the proforma invoice or invoice, if Purchase Order placed by I.I.T. (I.S.M.), Dhanbad
5. Payment Terms: Payment after supply, satisfactory installation and submission of all required documents as per Purchase Order after statutory deductions and penalty (liquidity damage), if any as decided by I.I.T. (I.S.M.), Dhanbad.

ALL THE ABOVE MENTIONED TERMS & CONDITIONS ARE ACCEPTED BY US AND PROFORMA IS SUBMITTED FOR CONSIDERATION.

Signature & Seal of the Bidder(s)

Form No.: 7.4
TECHNO-COMMERCIAL BID (Part-1)

TECHNICAL BID

1. Name of the Bidder(s).....
2. Name of the authorized person (who signs on the tender document on behalf of bidder(s)) with PAN/Voter Card No./Aadhar No.
3. Address of the Bidder(s)..... , Website
4. Phone No. (Mobile).....Fax..... E-mail

Details of the item and its specification:

| Sl. No | Particulars | Description |
|--------|-------------|-------------|
| | | |

Name of the authorized signatory:**Name of the Bidder(s):****Contact No.:**

Signature & Seal of the Bidder(s)
