



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

NIT No.: INST-INS-249-18-19

Date: October 3, 2018

NOTICE INVITING TENDER

Subject: NIT No. INST-INS-249-18-19 for Supply and Installation of Desktop Computer – 20Nos.

Indian Institute of Technology (Indian School of Mines), Dhanbad invites tenders/ quotations for supply and installation of Desktop Computer in our Administrative Block Department. **Particulars of tender cost, earnest money deposit and date and time of submission and opening of tenders are as under:**

S No	Items	Particulars
1.	Tender cost (please see 3(a) of terms & conditions)	Rs. 2,360.00 (inclusive GST)
2.	Earnest money deposit	Rs. 34,000.00
3.	Last date and time for submission of tenders	24.10.2018 at 1:00 P.M.
4.	Date and time of opening of tenders	24.10.2018 at 3:00 P.M.

Tender document containing following document is available in our website www.iitism.ac.in/tender page, which may kindly be referred.

1. Technical specifications as per Annexure-I
2. General terms & condition as per Annexure-II
3. Acceptance of terms & conditions as per Annexure-III
4. Financial bid format-IV
5. Compliance Statement as per Annexure -V

Encl : As above

Assistant Registrar (P&S)



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Annexure-I

Technical Specification

CPU Unit:

- 7th generation Intel[®] Core i7 Processor or better
- Window 10 Pro 64 bit or later version
- 3 Years warranty
- 8 GB DDR4 or better
- 1 TB 7200 rpm SATA or better
- Intel[®] HD/NVIDAI[®] GeForce[®] graphics
- Graphics Memory (4GB)

Monitor:

- Display size: minimum 23"
- Screen Resolution: 1920x1080 (FHD) or better
- Display port: HDMI, USB Port, VGA
- Monitor Type: IPS w/LED Backlight
- Wireless Keyboard and wireless mouse
- Speaker System
- Microphone
- Software: Antivirus software Quick heal with 3 Years warranty
- Microsoft Office (Latest Version)



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Annexure-II

GENERAL TERMS & CONDITIONS

NIT No. INST-INS-249-18-19

Sealed tenders under **two-bid system** are invited from manufacturers/ their authorized dealers/agents for supply and installation in IIT (ISM) Dhanbad of items specified in *Annexure-I*.

- Offer should be submitted under **TWO BID** system in two separate sealed covers i.e. "**Techno-commercial bid**" and "**Price bid**".
- 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.*
 - 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. There must be authorization letter for this tender reference issued by principle/ OEM in firm of the agent.*
- Techno-commercial Bid:** should contain the following documents/information:
 - Tender Cost:** Cost of the tender document is to be paid by way of online only through the link: <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=272342>. Tender cost is **non-refundable and non-transferable**. Alternatively, intending tenderers may download the complete set of tender document from IIT (ISM) website (www.iitism.ac.in) and submit the same duly signed on all pages by the tenderers along with demand draft for tender cost
 - Earnest Money Deposit (EMD):** Should be submitted in form of A/C payee demand draft drawn in favor of Registrar, IIT (ISM), Dhanbad and payable at any other Bank/ Branch located in Dhanbad. It can also be submitted in the form of bank guarantee issued by a Nationalized Bank in India in the format given in Annexure-IV.
 - Tenders without payment of tender cost and EMD may 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.
 - 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.
 - A 'Compliance Statement' along with a certificate and duly signed that the tenderer satisfies the technical requirements given in **Annexure-I**. 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).*
 - 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.
- 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. **Price bids of only technically short-listed tenderers shall be opened.**
- Educational discount, if any, should be clearly mentioned.**
- IIT (ISM) is entitled for custom, 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. IIT (ISM) has not agreed any high sea sales Purchase. 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.
- IIT (ISM) 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 (enclosed as Annexure V) should be indicated.
- Warranty:** Minimum 36 months from the date of installation and commissioning at the site.



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9. **Validity:** Offer must be valid for a period of **180 days** from the date of opening of tender.
10. Price should be quoted on FOR, Dhanbad basis only.
11. Your full address for correspondence and name address of the beneficiary's banker should be clearly indicated in the offer.
12. One set of technical literature/catalogue with the detail specification of the material under purchase should be furnished with the offer.
13. Earliest/expected delivery period should be clearly indicated.
14. The offer should reach at the earliest in a sealed envelope superscribed 'Enquiry Reference Number and due date' address to
**Assistant Registrar (P&S),
Indian Institute of Technology (Indian School of Mines),
Dhanbad-826004, Jharkhand, India.**
15. **Performance Bank Guarantee (PBG):** Successful bidder has to submit a bank guarantee issued by a Nationalized Bank in India towards PBG within two weeks of placement of purchase order for an amount equal to 10% of order value of purchase order and valid till the period beyond two months of completion of warranty period should be submitted in favour of **REGISTRAR, IIT (ISM) DHANBAD.**
16. **Delivery Period and Liquidated Damage:** 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 basic value of the order shall be deducted from the invoice of the supplier.
17. **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.
18. **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.
19. **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.
20. **Conditional offer will not be accepted.**
21. Any kind of advance or part payment will not be released.
22. Payment will be made within 30-45 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 followed by its verification. The invoice should be duly certified by the Head of Dept to which supply is made or any other IIT (ISM) official authorized for this purpose.
29. **Last date** for receipt of tenders and date & time for opening of the same is given above. In the event last date is a holiday/declared as a holiday, next working date will be the last date for submission/ opening of tender. IIT(ISM) may extend/ revise these date & time as per its rules.
30. (i) Tender should be submitted in a sealed cover/envelope and must be superscribed as:
"Tender No. _____ (NIT no. should be mentioned for _____ (tendered item should be mentioned) due on _____ (tender opening date should be mentioned) at _____ (tender opening time should be mentioned).
(ii) All tender shall be received upto to the time and date as stated in the tender notice, after which no tender shall be accepted in any circumstances.
(iii) All tender must be send by Registered Post/Speed Post/Courier along with Courier receipt, during



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IIT (ISM) working days, working hours only (i.e. Monday to Friday). Please note that no hand delivery of tender will be received at any circumstances.

31. IIT (ISM) 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 himself to accept the lowest bid. The Institute at its discretion may change the quantity/quality/parameters/upgrade the criteria/drop any item(s) or part thereof at any time before or after placing the order. IIT(ISM) reserves the right to change/ cancel the purchase order at any stage without assigning any reason/ notice thereof.
32. In case of any dispute, the decision of IIT (ISM) shall be final and binding on the bidders/tenderers.



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Annexure-III

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 & 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-IV

Format for Financial Bid

NIT No.: INST-INS-249-18-19

Date:

Bidders Ref: No.

Date:

GSTIN No.:

Subject: Supply & Installation of Desktop Computer

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 (FOR IIT(ISM), Dhanbad basis)		Grand Total		

Note:

- 1) All the details must be provided as per prescribed format only
- 2) Prices quoted by the bidders should include GST, HSN Code, SAC Code, duties, livies, transportation cost and insurance costs etc. if any



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Annexure-V

Compliance Statement

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