



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. INST-INS-292-18-19

Date: 20.11.2018

NOTICE INVITING TENDER

Subject: Supply & Installation of Desktop Computers and LaserJet Printer.

Indian Institute of Technology (Indian School of Mines),Dhanbad invites quotations for the following to be supplied and delivered in Store & Purchase Section.

| S No | Full Description of items/ store | Qty | Delivery |
|------|---|---------|-----------------|
| 1 | Supply & Installation of Desktop Computer. Specification: Processor- i3 (7 th Gen) RAM - 4 GB Hard Disk : - 1 TB Monitor - 18.5 inch Keyboard + Mouse : - USB OS : - Window 10 Professional Warranty: - One Year comprehensive onsite warranty. | 10 Nos. | At the Earliest |
| 2 | Supply & Installation of LaserJet Printer. Specification: Black & White. Print resolution: 1200 X 1200 dpi. | 10 Nos. | At the Earliest |

Tender Schedule

| Particulars | Date & Time |
|--|--|
| Tender Costs | Rs 590.00 (Rupees Five Hundred Ninety Only) |
| Bid Security or Earnest money deposit | Rs.10,000.00 (Rupees Ten Thousand Only) |
| Last date and time for submission of tenders | 13.12.2018 at 1:00 P.M. |
| Date and time of opening of tenders | 13.12.2018 at 4.00 P.M. |

1. You are requested to quote your lowest rates for the supply of above items in the attached format for Financial Bid (Annexure - I)
2. You may send your representative in the office of the undersigned at the scheduled date and time of opening of tender.
3. 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



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Terms & Conditions

- 1) The rates should be quoted for each item separately.
- 2) Conditional offer will not be accepted.
- 3) **Tender Cost:** Tender cost shall be paid through SB collect only, tender cost payments through other modes viz Cash/DD/MEFT/RTGS etc, shall not be accepted. Tender cost is non-refundable and non-transferable. Venders/contractors/suppliers can pay the Tender Cost through the link: <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=272342> the receipt of tender cost must be attached with the Tender documents, **without receipt tender will be rejected.**
- 4) IIT (ISM) does not issue any Form 'C' or 'D' towards sales tax concessional rate. Hence, full rate of GST applicable should be quoted.
- 5) **Bid Security or Earnest money deposit (EMD):** 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 should not be clubbed with tender cost EMD of unsuccessful bidder will be refunded only after placement of purchase order on the successful bidder.
- 6) **Educational discount,** if any, should be clearly mentioned.
- 7) You are requested to submit your quotation strictly as per the specifications mentioned in the NIT.
- 8) Your tender must be valid for **minimum 120 days** from the date of opening of tender.
- 9) Please mention warranty/ guarantee in your offer clearly. Material/ equipment to be supplied must have minimum warranty/guarantee of **12 months** from the date of installation
- 10) **Performance Security/Performance Bank Guarantee:** Performance Security has to be submitted from the successful bidder. Performance Security should be 10% of the ordered value. Performance Security may be furnished in the form of Bank Guarantee/Demand Draft from any Nationalized 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.
- 11) Each page in the bid document must be numbered properly and duly signed & sealed by the bidder on every page of the bid.
- 12) *The items/ materials shall be required to be delivered at Applied Chemistry, Department/ Section IIT (ISM) Dhanbad at the risk and cost of the tenderer.*
- 13) Unloading and installation shall be the complete responsibility of the supplier.
- 14) The stores are required to be preferably delivered within 30 days. Late delivery may not be accepted.
- 15) The items offered should be of good quality confirming to BIS standards, wherever applicable.
- 16) **Advance payment or part payment or part shipment is not admissible.** Payment shall normally be made within 4-6 weeks subject to receipt and acceptance & installation (as per Purchase Order Terms) of the ordered materials/items and submission of original bills/invoice, challan, installation report, warranty certificate etc, and PBG followed by it confirmation.
- 17) In the event date on which the tender is opened for acceptance is declared to be a holiday, the tenders shall be deemed to remain open for acceptance till the next working day. IIT(ISM) reserves right to extend the date & time of submission/opening of the quotations.
- 18) Please send your offer by Regd.Post/ Speed Post/ Courier along with Courier receipt. Tender/ quotation will be received during IIT (ISM) working hours only (i.e. Monday to Friday). **At any circumstance by hand delivery is not acceptable.** Late or delayed tenders shall be summarily rejected.
- 19) Any other information that you may like to obtain, you are free to contact IIT (ISM) before submission of tender.
- 20) IIT (ISM) reserves the right to accept and/or to reject any/ all tenders without assigning any reason.

Assistant Registrar



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Annexure - I

Format for Financial Bid

NIT No.: INST-INS-292-18-19

Date:

Bidders Ref: No.

Date:

GSTIN No.:

Subject: Supply & Installation of Desktop Computers and LaserJet Printer.

| 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 | |

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