NATIONAL INSTITUTE OF TECHNOLOGY SILCHAR
Silchar – 788 010 (ASSAM)

No: NITS/PS-34/ME/CAD-Cam Lab/PC/15-16

Date : 03.08.2015

Tender Cost Rs. 1,000/-

NOTICE INVITING TENDER

FOR SUPPLY AND INSTALLATION

OF DESKTOP PC

FOR CAD-CAM LAB, MECHANICAL ENGINEERING DEPARTMENT AT NIT, SILCHAR

LAST DATE & TIME OF SUBMISSION	:	03.09.2015 up-to 01.00PM
DATE & TIME OF OPENING	:	03.09.2015 at 03.30PM

NATIONAL INSTITUTE OF TECHNOLOGY
SILCHAR - 788 010
Tel.No. Director: (03842) 224879 Fax: (03842) 224797

NOTICE INVITING TENDER

Adv. No: NITS/PS-34/ME/CAD-Cam Lab/PC/15-16

Sealed Tender/Quotations are invited **FOR SUPPLY AND INSTALLATION OF DESKTOP PC FOR CAD-CAM LAB, MECHANICAL ENGINEERING DEPARTMENT AT NIT, SILCHAR** along with Earnest Money Deposit **(EMD)** of **2% of the Bid Value** in the form of **Crossed Demand Draft, DD in favour of "The Director, NIT, Silchar", Payable at Silchar. No Interest shall be paid on EMD.** EMD shall be forfeited if the firm refuses or neglects to execute the contract or fails to furnish the required performance security as specified by the institute.

Detail specification of the item/items is given in **(Annexure – A).**

The cost of tender document is Rs. 1,000/- (Non-refundable) to be submitted in the form of DD in favour of The Director, NIT Silchar, Payable at Silchar. The last date and time for submission of Tender documents will be **03.09.2015** up-to **01.00PM** and tender will be opened on the same date at **03.30 PM** in ME Dept., NIT SILCHAR. No tender shall be entertained by e-mail/FAX.

The offers without Cost of Tender & Earnest Money Deposit (EMD) shall be outright rejected.

Director, NIT Silchar reserves the right to extend the date, or cancel the tender, accept or reject any/all quotations or not to purchase all or any of the items.

Quotations are to be sent/submitted in sealed covers addressed to :-

The Purchase Officer
National Institute of Technology, Silchar
788 010 (Assam)

REGISTRAR, NIT SILCHAR

NOTICE INVITING TENDER

Credential Criteria :

- The bidder should have provided similar nature of services to IITs/NITs/Govt. Departments/Semi Govt. Departments/PSU/Educational Institutions of National Importance etc. during last three years. **Duly certified copies are to be enclosed.**
- Quotations are to be submitted in TWO PARTS i.e. (a) Technical Bid and (b) Price Bid, in two separate properly sealed covers; and both these covers will have to be again put in to a single sealed cover. Also, the address of the firm submitting the quotation must appear distinctly on both the inner sealed covers, indicating also TECHNICAL BID/PRICE BID as may be applicable. The outer most cover shall be super scribed as
  - **"QUOTATION FOR SUPPLY & INSTALLATION OF .....FOR ..... NIT SILCHAR.**
  - **VIDE TENDER REF NO NITS/PS-....., DATED..... DATE OF OPENING .....**

  [The bid may be summarily rejected & returned to the bidder if the sealed envelope containing the quotation is not super scribed as above].

  - **Genuine Pricing** (Both foreign & indigenous) :Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to IIT/Institutes and other Government Organization. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with your offer.
  - **No Part Delivery :** Part shipment for any items will not be allowed.
  - **Termination for default :** Default is said to have occurred -
  - If the supplier fails to deliver any or all of the items/services within the time period(s) specified in the purchase order or any extension thereof granted by NIT Silchar, the Institute may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable.

TERMS & CONDITIONS:

1. The bidding agency should have all necessary certificates, viz. VAT registration certificate, PAN for Income Tax, Authorized Dealership/Distributorship/OEM certificate, etc. The photocopies of all the certificates should be attached with the tender. The firm/agency should not have been debarred and / or blacklisted by any govt. dept./organization.
2. The items being quoted should be of Original Manufacturer and no non-standard item should be quoted. All detailed specifications with make & model no. of the items accompanied by proper leaflets should be clearly mentioned and attached with the offer. In case of proprietary or patented item, necessary certificates in support of the same should be attached. The bidder must submit the Compliance Statement and Deviation Statement of technical specification. In case of imported item, the bidder (if Indian Agent) must furnish Authorization Letter in the Letter Head of the Principal manufacturer.
3. **The bidder is to submit necessary work orders** from NITs / IITs / Centrally funded Research Institutes and or Laboratories/ State Govt institutes or colleges/ IISc/ Central Universities for justification of their quoted rates. Work orders prior to 2010 A.D. need not be enclosed.
4. **The rate quoted must be both in words and figures and F.O.R. / Destination National Institute of Technology, Silchar inclusive of packing, forwarding etc. Octroi, surcharge, insurance, Installation and any other charges.** Educational discount, if any should be indicated clearly. Tenderer(s) may note that the Government of India exempts this Institute from paying custom duty/excise duty on selected items. Necessary documents will be furnished if required on demand by the Tenderer(s). **Rate quoted for any other destination shall not be accepted.**
5. Assam Sales Tax must be quoted as extra in the tender wherever applicable.
6. NIT Silchar will not provide educational concession Central Sales Tax Form'D', wherever applicable.

7. Payment shall be made only after receipt of the materials/articles in good and working conditions as per specifications and after satisfactory installation and commissioning of the equipments/machinery/accessories by the department.

8. Manufacturer's/Company's name, it's trademark should be mentioned in the Tender and illustrative leaflets giving technical particulars, etc. should be attached in the tender.

9. Tenderer(s) registered with the State/Central Government must quote his registration numbers, if any, and submit a Xerox copy of registration along with the tender.

10. Guarantee/Warranty period offered for the tendered item is to be clearly specified.

11. The rates to be quoted by the agency should be valid for a period of six months from the date of placement of order.

12. The quantity against each item mentioned in the tender may vary according to the actual requirements at the time of placing Purchase Order.

13. It is not binding for the bidding agency to quote for all the items.

14. **Every page of this tender document shall be duly sealed & signed by an authorized person, on behalf of the bidding firm. The sealed & signed tender document should be submitted along with the bid.**

15. **Bid Price**

a) The contract shall be for the full quantity as described above. Corrections, if, shall be made by crossing out, initialing dating and rewriting.

b) **The bidder should quote the total price for each item inclusive of packing and forwarding, all duties, levies, insurance, installation, any other charges, etc. Only taxes & (discount if any) should be mentioned separately.**

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.

16. Each bidder shall submit only one quotation.

17. All necessary documents shall be furnished along with the bid.

18. Validity of Tenders/Quotations: Tenders/Quotations shall remain valid for a period not less than 6(Six) months after the deadline date specified for submission of tender.

19. **Packing**

a) The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

b) The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements.

20. **Evaluation of Quotations :**

NIT Silchar will evaluate and compare the quotations determined to be substantially responsive i.e. which

a) are properly signed

b) conform to the terms and conditions, and specifications.

21. **Award of contract:**

NIT Silchar will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

a) The bidder whose bid is accepted will be notified of the award of contract by the NIT Silchar prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

b) Normal commercial warranty/guarantee shall be applicable to the supplied goods.

c) The goods (both indigenous & imported) should be insured against theft, loss or breakage during transit till destination.

d) Upon delivery of goods, the supplier shall submit Suppliers Invoice, Insurance certificate, Warranty Certificate, or any other document.

21 **Acknowledgement of the Purchase Order**: The supplier shall give an acknowledgement of the Purchase Order within 15 days of the date of the Purchase Order. In case, the supplier fails to acknowledge the Purchase Order within the stipulated time, the Institute is at liberty to cancel the Purchase Order.

22 No alternations in tender forms shall be made by the bidder and if any such alteration is made, the tender is liable to be rejected.

23 **Delivery Schedule:** Delivery schedule shall clearly be indicated in the quotation submitted by the supplier.

24 Demurrages and penalty, if any, paid by the supplier shall not be borne by the Institute. In case of delay in delivery of ordered material **penalty @2%** of the total value of the order per one week may be imposed and after completion of the specified delivery period the contract may be terminated.

25 The tenders submitted shall clearly mention the name of the firm/person in whose favour the purchase order is to be placed.

26 Contact details of the person for all post sales/installation maintenance support should clearly be given with **Name & Designation, Phone No, Fax No, Mobile, E-mail and official address.**

27 National Institute of Technology Silchar is not liable for non-receipt of the tender forms in time due to wrong address/ any delivery delay of the mail service provider/ force majeure. Tender documents received after the last date and time for receiving tenders will be summarily rejected.

28 **Successful bidder shall give a performance security in the form of Bank Guarantee @ 5-10% of the order value.** The performance security shall be furnished after the order for supply is placed and before the final payment.

- The proceeds of the Performance Security shall be payable to the purchaser as compensation for any loss resulting from the suppliers failure to complete its obligations under the contract.

29 All legal disputes shall be under the jurisdiction of the Silchar Courts of Cachar District in the state of Assam.

Registrar, NIT Silchar
PIN: 788 010

Annexure-A

Specification of Desktop PC (Quantity Required : 50nos.)

Sl. No.	Item name	Detail description
01.	Processor	Intel Core i7, clock speed (basic*)-3.4 GHz, PCIe *x16* - v3.0, DDR3 (bus speed-1600MHz) Memory Supported, cache memory-8MB, or better
02.	Chipset	Intel H87 Chipset or better
03.	Bus Architecture	4 PCI/PCIe
04.	Memory (RAM)	8GB and Expandable up to 32GB, DDR3 SDRAM, 1600MHz bus speed or better
05.	Hard Disk Drive	1 TB, SATA *6GB/S*, 7200 rpm, or better
06.	Monitor	*47cm/18.5"* LED, 16:9 aspect ratio, D-Sub and DVI-D or HDMI Connector
07.	Keyboard	104 Keys, USB Connector
08.	Mouse	Optical, USB Connector
09.	Bays	2, or more (no. of open sections at the front side of the cabinet, spaces for CD Drive, etc.)
10.	Graphics Card	1GB, 128bit, GDDR5 dedicated Graphics memory, or better
11.	Ports	6+2 USB 2.0, 2+2 USB 3.0, RJ45 LAN, D-Sub, 3 standard Audio ports, or more
12.	Cabinet	Small form factor with adequate air circulation vents and fans.
13.	DVD ROM Drive	8X DVD Writer, or better
14.	Networking Facility	10/100/1000 MBps on-board Integrated Ethernet adapter for LAN/Internet with remote booting facility remote system installation, remote wake up,
15.	Operating System	Windows 8.1 (x64) or better (Suitable for Analysis and Design Software)
16.	OS Certification	Microsoft Windows 8.1 Genuine OS Certification
17.	Power Management	600W, 80PLUS-Bronze certified, Screen Blanking, Hard Disk and System Idle mode in Power On, Setup Password, Power supply SMPS Surge Protected.
18.	Preloaded Antivirus Software	ESET NOD32 Antivirus **(not Internet Security)** /Quick heal/ Norton/ McAfee with 1 year (Minimum) License or Better.

- **Without turbo boost, with boost the speed will be more than the specified.**