

**TENDER
FOR
SUPPLY & INSTALLATION OF
DESKTOP COMPUTER SYSTEMS**

Tender Inquiry No.- NTSC(A)/Trg./Comp/01/14-15

NSIC- Technical Services Centre
(A Government of India Enterprise)
A-1 Industrial Estate, Aligarh-202001

Tel Fax: 0571-2403552

Email: ntsecalig@nsic.co.in

Website: www.nsic.co.in

NOTICE INVITING TENDER

Subject:- SUPPLY & INSTALLATION OF DESKTOP COMPUTER SYSTEMS

NSIC-Technical Services Centre (A Govt. of India Enterprises) A-1, Industrial Estate, Aligarh is a reputed Institute for Technical and Industrial training since 1986.

Sealed tenders are invited in two bids system (Technical & Commercial bid in two separate sealed envelopes contained inside one bigger envelope) for Supply & Installation of 09 Desktop Computer Systems as detailed below.

Requirement	09 number of Desktop Computer Systems of reputed brand
Technical Bid	The details for submission of Technical Bid is placed at Annexure-A
Commercial Bid	The details for submission of Commercial Bid is placed at Annexure-B
Cost of Tender Documents	Rs. 500/- (Five Hundred only) Exempted as detailed in “ instructions to the Tenderers” at Page no 3
Earnest Money Deposit along with Tender	Rs. 10,000/- (Rupees Ten Thousand only) Exempted as detailed in “instructions to the Tenderers” at Page no 3.
Start date for tender document sale	10 th February 2015 at 10:00 hours
Last Date for tender document sale	25 th February 2015 at 16:00 hours
Last date of submission of tender	25 th February 2015 at 17:00 hours
Date of opening of Technical Bid	25 th February 2015 at 17:30 hours
Address for Tender inquiry & Delivery	General Manager NSIC-Technical Services Centre, A-1, Industrial Estate, Aligarh-202001(UP)

(T.S.Rajput)
Dept. General Manager
NSIC-Technical Services Centre,
Aligarh

INSTRUCTIONS TO THE TENDERERS

1. The Bidder shall be OEM or Authorized Distributors/ Partners/ Dealers of reputed brand having authorization to supply the product. A copy of Authorization letter issued by OEM to Authorized Distributors/ Partners/ Dealers attending tender to sale the Desktop Computer on behalf of OEM shall be enclosed with the Technical bid.
2. The tender documents can be collected can be collected from the office of Dy. General Manager , from 10th February , 2015 to 25th Feb. 2015 (except Saturday & Sunday) between 10:00 to 16:00 hours against payment of Rs. 500/- (Rupees Five Hundred only) (Non refundable) by way of cash/ demand draft, in favour of 'NSIC Ltd.- payable at Aligarh. Alternatively tender form can be downloaded from our website www.nsic.co.in. In this case the tender fee may be enclosed with Technical bid in the form of demand draft
3. The Earnest Money Deposit of Rs. 10,000/-(Rupees Ten thousand only) by way of D.D. only drawn in favour of 'NSIC Ltd.' shall be submitted along with Technical Bid. The offers without EMD will be rejected. However, there is exemption of EMD applicable to the units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department as defined under Rule 157 of General Financial Rules (GFR), 2005. A copy of valid certified shall be enclosed along with the technical bid for availing EMD exemption.
4. Tender shall be duly, properly and exhaustively filled in. All pages of the tender should be signed with stamp by the Authorized Signatory of Tenderer with company stamp on all the pages of this tender alongwith a letter appointing the authorized signatory of the firm in case of partnership, private or public limited concern.
5. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender. The rates and units shall not be overwritten. The financial figures in commercial bid shall always be both in figures and words. In case of any discrepancy in figures and words, the amount written in words shall be considered.
6. The Tenderer shall submit copy of copy PAN, tin, VAT registration along with the Technical Bid of the tender document.
7. The tender shall be placed in a properly sealed bigger envelope addressed to General Manager , NSIC- Technical Services Centre A-I, Industrial Estate, Aligarh and the said **bigger envelope shall contain two separate sealed envelopes containing technical & Commercial bids.**
8. The bigger envelope shall be super-scribed as "Tender for the Supply& Installation of Desktop Computer Systems" with its due date. The two sealed envelopes inside the bigger envelope

must be super-scribed as: Envelopes No-1: The said envelope is for technical bid & shall be super-scribed "Tender for the Supply & Installation of Desktop Computer Systems- TECHNICAL BID documents" Envelope NO-2: The said envelope is for commercial bid & shall be super scribed as "Tender for the Supply & Installation of Desktop Computer Systems – COMMERCIAL Bid".

9. Technical bid will be opened on 25th February 2015 at 17:30 hours in the office of Deputy General Manager, NSIC-TSC, Aligarh. A representative of the Tenderer may be present at the time of opening of the tender. The date for opening second envelope containing commercial bid will be intimated to the qualified bidders separately.

We confirm with our acceptance to the Instruction to the tenders at S. No-1 to 9 as stated above.

Signature of the Tenderer with seal

TERMS & CONDITIONS

Submission of the duly signed tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied. The final acceptance of the tender rests with the Deputy General Manager of NSIC-Technical Services Centre, Aligarh who reserves the right to accept or reject any or all tenders without assigning any reason therefore.

- a) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained at any stage.
- b) The delivery period of the supplies should be within **30 days** from the date of confirmed order from NSIC. In case tenderer fails to supply within the accepted period, penalty at the rate of 1% of value of the order, per week of delay subject to maximum of 20% of the order value will be levied.
- c) The supplier shall provide packing of the goods as is required to prevent their damages or deterioration during the transit to their final destination i.e. NSIC Technical Services Centre, A-1 Industrial Estate, Aligarh.
- d) The rates quoted shall be firm & all inclusive for delivery & installation at destination NSIC-Technical Services Centre, A-1, Industrial Estate, Aligarh. The rates quoted shall be valid for a period of 60 days from the date of opening of this tender.
- e) The Computer shall have to be operationalized without any extra cost and to the satisfaction of the DGM, NSIC, A-1 Industrial Estate, Aligarh.
- f) 95% Payment will be made against successful installation for which the tenderer shall submit bills in duplicate (original + Copy) giving the reference number of the supply order along with delivery note. Balance 5% will be released after 60 Days subject to satisfactory services.
- g) While submitting the tender if any of the prescribed conditions are not fulfilled or are incomplete in any form the tender is liable to be rejected.
- h) Any request by the bidders to consider their EMD furnished by them to NSIC for any other contract/tender cannot be considered as EMD for this tender.
- i) The EMD will be refunded to the unsuccessful bidders after the orders are placed on the successful bidder. In case of successful bidder the EMD will be returned along with release of balance 5% payment. No interest on EMD will be paid.
- j) The EMD will be forfeited in following cases:
 - i) If the bidder fails to accept the order based on his offer within the prescribed time.
 - ii) If the bidder fails to supply the Computer with specification in compliance to specifications given in technical bid.
 - iii) If the bidder supplies beyond a reasonable time resulting in disruption of NTSC works.

- k) If the Computer supplied are found to be different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer NTSC Aligarh shall have right to totally reject the Computers and claim for compensation. The supplier shall be responsible for arranging the rejected Computers to be removed at his cost from NTSC premises.
- l) In the event of any dispute the legal matter shall be subjected to the jurisdiction of Aligarh Court only.

We confirm with our acceptance to the terms & Conditions stated from (a) to (i) above.

Signature of the Tenderer with seal

TECHNICAL BID
FORMAT & REQUIREMENTS

1. Tender Ref. No:
2. Name of Tenderer.....
3. Complete office address of Tenderer.....
4. Contact details of authorized person of tenderer who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....
 - d. Phone (Mobile).....
 - e. E mail.....
5. Due date & Time of submission of bid.....
6. EMD payment details (DD number & bank detail).....
7. Tender fee (if downloaded from website) (DD number & bank detail)
8. Submission of technical confirmation to the requirement.

Format for filling Technical Bid

S. No.	Description	Whether Meets Requirements (Yes/No)
1	CPU Description - Intel Core i3- 4130 or higher, 3.0 GHz or higher, 3 MB Cache or higher, 8 GB RAM-1333 MHz or Higher (Expandable upto 16 GB), 3 PCI, 500 GB -7200 RPM HDD or higher, 6 USB Ports (with at least 2 on front Panel), 8X or better DVD ROM drive, 10/100/1000 on board integrated network port (Ethernet card). Graphics Card- 1 GB Nvidia Graphics Card Operating system – Windows 7 or higher, original, preloaded with recovery option and license key Monitor- 47 cm (18.5 inch) or larger TFT / LED colour monitor) Keyboard- 104 keys USB keyboard Mouse- Optical with USB interface Antivirus- Norton / McAfee/ Kaspersky/ Quick Heal 1 year Subscription UPS- 650 VA Microteck/ Luminous/ Intex Make	

2	<p>CPU Description - Intel Core i3- 4130 or higher, 3.0 GHz or higher, 3 MB Cache or higher, 4 GB RAM-1333 MHz or Higher (Expandable upto 16 GB), 3 PCI, 500 GB -7200 RPM HDD or higher, 6 USB Ports (with at least 2 on front Panel), 8X or better DVD ROM drive, 10/100/1000 on board integrated network port (Ethernet card).</p> <p>Operating system – Windows 7 or higher, original, preloaded with recovery option and license key</p> <p>Monitor- 47 cm (18.5 inch) or larger TFT / LED colour monitor)</p> <p>Keyboard- 104 keys USB keyboard</p> <p>Mouse- Optical with USB interface</p> <p>Antivirus- Norton / McAfee/ Kaspersky/ Quick Heal 1 year Subscription</p> <p>UPS- 650 VA Microteck/ Luminous/ Intex Make</p>	
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Please specify the make. Attach technical brochure.

8.2 Higher Technical specification may be considered subject to competitive Price offer.

9 Documents to be enclosed with the Technical bid are as under:

- a. Copy of authorization letter from Original Equipment Manufacturer:
- b. Duly signed & stamped Tender documents (All pages) as a mark of your acceptance.
- c. Details of latest five buyers to whom the similar supplies were made should be Submitted in the following format.

S .NO.	Name of client along with contact details	Quantity supplied

- d. Supporting information with respect to the technical drawings or booklets of product. Any product manual brief, certificates available may be enclosed.
- e. Copies of PAN, VAT / TIN duly Signed& Stamped.

Signature of the Tenderer with stamp

COMMERCIAL BID

FORMAT & REQUIREMENTS

1. Tender Ref. No.:
2. Name of the Tenderer:
3. The offer with rates for the schedule of requirements of items, as elaborated under, to be submitted. Adhering to the format given below is a Pre-requisite for considering your quotations.

Tentative required no.: 9, However quantity may Increase/Decrease

Format for filling Financial Bid

S. No.	Description	Quantity (Nos)	Rate (INR)	Amount (INR)
1	<p>CPU Description - Intel Core i3- 4130 or higher, 3.0 GHz or higher, 3 MB Cache or higher, 8 GB RAM-1333 MHz or Higher (Expandable upto 16 GB), 3 PCI, 500 GB -7200 RPM HDD or higher, 6 USB Ports (with at least 2 on front Panel), 8X or better DVD ROM drive, 10/100/1000 on board integrated network port (Ethernet card).</p> <p>Graphics Card- 1 GB Nvidia Graphics Card</p> <p>Operating system – Windows 7 or higher, original, preloaded with recovery option and license key</p> <p>Monitor- 47 cm (18.5 inch) or larger TFT / LED colour monitor)</p> <p>Keyboard- 104 keys USB keyboard</p> <p>Mouse- Optical with USB interface</p> <p>Antivirus- Norton / McAfee/ Kaspersky/ Quick Heal 1 year Subscription</p> <p>UPS- 650 VA Microteck/ Luminous/ Intex Make</p>	1		

2	<p>CPU Description - Intel Core i3- 4130 or higher, 3.0 GHz or higher, 3 MB Cache or higher, 4 GB RAM-1333 MHz or Higher (Expandable upto 16 GB), 3 PCI, 500 GB -7200 RPM HDD or higher, 6 USB Ports (with at least 2 on front Panel), 8X or better DVD ROM drive, 10/100/1000 on board integrated network port (Ethernet card).</p> <p>Operating system – Windows 7 or higher, original, preloaded with recovery option and license key</p> <p>Monitor- 47 cm (18.5 inch) or larger TFT / LED colour monitor)</p> <p>Keyboard- 104 keys USB keyboard</p> <p>Mouse- Optical with USB interface</p> <p>Antivirus- Norton / McAfee/ Kaspersky/ Quick Heal 1 year Subscription</p> <p>UPS- 650 VA Microteck/ Luminous/ Intex Make</p>	8		
GRAND TOTAL (INR)				

4. The rate quoted shall be in accounting units (A/U) and should be inclusive of basic price & all other cost including cartage, insurance, taxes & duties (as applicable). The price competitiveness shall be given due consideration while analyzing the commercial bid. The NSIC Technical Service Centre, Aligarh will not issue any form toward rebate/exclusion of Sales tax/VAT.

It is here by confirmed that we shall abide all the terms & conditions as specified in the tender and further agreed for the penalty to be imposed in case of delayed supplies from our end as specified in Point (b) of “ Terms & Conditions” of this tender.

Signature of the Tenderer
With Stamp

***** END OF TENDER DOCUMENT*****