



TENDER

FOR

SUPPLY & INSTALLATION

of

Desktop Computers

Tender No. - NTSC/WST/Computer/2016-17/92A

NSIC- Technical Services Centre
(A Government of India Enterprise)
Okhla Industrial Estate, Phase III
Near Kalkaji Mandir
New Delhi-110020

Tel No. 011-26826848, 26826797
Fax: - 011-26826783

Email: ntscok@nsic.co.in
Website: www.nsic.co.in

**NSIC-Technical Services Centre,
Okhla Industrial Estate,
New Delhi**

Ref: - NTSC/WST/Computer/2016-17/92A

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**NSIC TECHNICAL SERVICES CENTRE,
Okhla Industrial Estate,
New Delhi**

Ref: - NTSC/WST/Computer/2016-17/92A

NOTICE INVITING TENDER

NSIC-Technical Services Centre (NTSC), Okhla, New Delhi invites sealed tender in two bid system (Technical & Commercial bid in two separate envelopes) from OEM/ Authorized Dealer/ Authorized Distributor for **Supply & Installation of Desktop Computers** in their office at Okhla Industrial Estate, Phase-III, New Delhi.

The details are summarized below:-

a)	Name of Work	Supply & Installation of Desktop Computers as per specifications are mentioned in Annexure-'A'
b)	Technical Bid	The details for submission of Technical Bid is placed at Annexure-'A'
c)	Commercial Bid	The details for submission of Commercial Bid is placed at Annexure-'B'
d)	Cost of Tender Documents	The tender document can be collected from the office of General Manager of the centre as addressed on first page, w.e.f. 19th Oct. 2016 to 3rd Nov. 2016 (except Holidays, Saturday & Sunday) between 9.30am to 3.30 pm against payment of Rs. 500/- (Rupees Five Hundred only) (Non refundable) by way of cash/ demand draft, in favour of ' NSIC Ltd.- A/c NTSC ' payable at New Delhi. Alternatively tender form can be downloaded from our website www.nsic.co.in from 19th Oct. 2016 to 3rd Nov. 2016 . The tender fee of Rs. 500/- in form of demand draft in favour of ' NSIC Ltd.- A/c NTSC ', payable at New Delhi shall be enclosed with Technical Bid of the tender while submitting the tender by Tenderer. For further details regarding exemption, refer commercial terms and conditions Sl. No 3.
e)	Earnest Money Deposit (EMD) along with Tender	The EMD of Rs. 10,000/- (Rupees Ten Thousand Only) shall be submitted in the form of Cheque/D.D. in favour of ' NSIC Ltd.-NTSC A/c ' payable at New Delhi along with the Technical Bid envelope while submitting the tender.
f)	Last date of	Tender shall be received by 3rd Nov. 2016 up to

	submission of tender	15:30 hours at the office of the General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, New Delhi-110020.
g)	Date of opening of Technical Bid (Envelope-1)	The first envelope containing Technical Bid will be opened on 3rd Nov. 2016 at 16:00 hours , at office of the General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Near Govindpuri Metro Station, New Delhi-110020.
h)	Date of opening of Commercial Bid (Envelope-2)	The date for opening second envelope containing Commercial Bid will be intimated to the qualified bidders separately.

Note: In case any further detail is required, the same can be collected from the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, New Delhi from 19th Oct. 2016 to 3rd Nov. 2016 (except Saturday & Sunday) between 09:30 hours to 15:30 hours.

General Manager
NSIC Technical Services Centre
New Delhi

**NSIC-Technical Services Centre,
Okhla Industrial Estate,
New Delhi**

Ref: - NTSC/WST/Computer/2016-17/92A

COMMERCIAL AND GENERAL TERMS & CONDITIONS

1. Submission of tender:

Sealed tenders in the two cover system should be submitted in the prescribed form and should be addressed to the General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi-110020. The bigger envelope must be super-scribed "**Tender for the Supply & Installation of Desktop Computers**" with tender inquiry number and its due date. The two sealed envelopes inside the bigger envelope must be as under:

i) Envelope No-1: *The said envelope is for technical bid & shall be super-scribed as "Tender for the Supply, Installation & Testing of Desktop Computers -Technical Bid"*

ii) Envelope No-2: *The said envelope is for commercial bid & shall be super-scribed as "Tender for the Supply, Installation & Testing of Desktop Computers - Commercial Bid".*

2. Authority of tenderer:

The Bidder shall be an OEM/ Authorized Dealer/ Authorized Distributor of Desktop Computers to deal with NSIC Technical Services Centre, Okhla Industrial Estate, Phase-III, New Delhi.

3. Tender Cost:

The tender document can be collected from the office of General Manager of the Centre as addressed on first page, w.e.f. **19th Oct. 2016 to 3rd Nov. 2016** (except Holidays, Saturday & Sunday) between 9.30am to 3.30 pm against payment of **Rs. 500/- (Rupees Five Hundred only) (Nonrefundable)** by way of cash/ demand draft, in favour of '**NSIC Ltd.- A/c NTSC**' payable at New Delhi. Alternatively tender form can be downloaded from our website www.nsic.co.in from **19th Oct. 2016 to 3rd Nov. 2016**. The tender fee of Rs. 500/- in form of demand draft in favour of '**NSIC Ltd.- A/c NTSC**', payable at New Delhi shall be enclosed with Technical Bid of the

tender while submitting the tender by Tenderer. The unit registered with Central Purchase Organization i.e. DGS&D/ NSIC or with the concerned Ministry or Dept. shall be exempted from the payment of earnest money under rule 157 of GFR, 2005. In such cases, the necessary certificate has to be enclosed along with the Technical Bid.

4. Tenderer shall submit a letter nominating a signatory and authorizing him/her to sign this tender and to coordinate on behalf of the company regarding this tender. This letter shall be written/typed on a letter-head and be submitted along with Technical Bid.

5. Duly filled in Tender:

All the columns of the tender shall be duly filled in. Any cutting/over writing in the tender must be signed by the person who is signing the tender.

6. Rejection of Tender:

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. If any tenderer stipulates any condition of his own, such conditional tender is liable to be rejected.

7. Earnest Money Deposit:

a) An EMD of Rs. 10,000/- (Rupees Ten Thousand Only) shall be paid along with the tender (in Technical Bid) either by way of Cheque/DD drawn in favour of '**NSIC Ltd.-NTSC A/c**' payable at Delhi. The EMD will be returned to the unsuccessful bidders after the orders are placed on the successful bidder. No interest on EMD will be paid.

The unit registered with Central Purchase Organization i.e. DGS&D/ NSIC or with the concerned Ministry or Dept. shall be exempted from the payment of earnest money under rule 157 of GFR, 2005. In such cases, the necessary certificate has to be enclosed along with the Technical Bid.

b) The EMD will be forfeited in following cases:

(i) If the bidder fails to supply the equipment with specifications in compliance, to as mentioned in Annexure -B, with in stipulated delivery period.

(ii) If the bidder withdraw his tender before validity period.

(iii) If the bidder fails to accept order based on his offer.

8. Bid Price: The price shall be with discount, if any, for an educational institute and it shall be final & firm and shall include all applicable taxes and other charges. The rates shall not be overwritten. The financial part in commercial bid shall always be both in figures and words. In case of any discrepancy, amount mentioned in words will be considered for evaluation.

9. Validity of tender: The tender shall be valid for a period of 45 days from date of opening of the Technical Bid of tender.

10. Opening of Technical Bid:

The Technical Bid shall be opened on 3rd Nov. 2016 at 16:00 hours, at the office of General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Near Govindpuri Metro Station, New Delhi – 110020. One of the authorized representatives of the bidder may be present at the time of opening of the tender.

11. Opening of Commercial Bid:

The Commercial Bid of technically qualified tenderer will be opened on stipulated due date. The date & time for opening of Commercial Bid shall be intimated to the qualified tenderers. One of the authorized representatives may be present at the time of opening of the tender.

12. Delivery:

- a) The successful tenderer shall complete supplies within 21 days from the issue of award letter / Supply Order.
- b) The Desktop Computers are to be delivered at NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, New Delhi along with the Owner's Manuals and OS media.
- c) The liability of equipment till commissioning shall lie with the tenderer.
- d) The installation shall be done within seven days from the date of delivery.

13. Packing:

- i) The machine and accessories shall be supplied in packed condition. Defective, broken or unsealed machine and accessories will not be accepted.

- ii) Supplier shall be responsible for clearing the rejected goods from NTSC premises at his cost.

14. Payment:

- a) 90 % payment will be made by the Corporation by account payee cheque subject to:
 - i. The tenderer submitting bill in duplicate (original + copy) giving the reference number of the supply order along with copies of LR/delivery note.
 - ii. The tenderer shall submit the document which shall clearly indicate proper supply, Installation of desktop Computer.
 - iii. Submission of Installation report duly certified by nominated official of NTSC, Okhla.
- b) The balance 10% payment of total bill value along with EMD, will be released to supplier after 45 days from the date of installation subject to satisfactory performance of the desktop computers.

15. Service Facility: In order to ensure proper and timely after sales service, manufacturer or authorized agency shall have network to deploy Service Personnel at short notice and attend to the maintenance.

16. Warranty:

- i) The desktop computers offered shall conform to the specifications as given in technical bid of this tender / order. The warranty shall be for smooth functioning, against defective design, manufacturing defects, if any, for a period of 36 months (Onsite comprehensive warranty) from the date of installation.
- ii) Warranty period shall specifically be mentioned in the invoice or separate warranty document shall be included in Technical Bid.

17. General Manager, NSIC Technical Services Centre reserves the right to reject the tender/ bid wholly or partly without assigning any reason and to restrict the list of qualified Tenderer for opening of commercial bid to any number deemed suitable by him from out of bids received.

18. All disputes or differences whatever arising between the supplier and NTSC, Okhla shall be settled by the sole arbitrator appointed by NTSC, Okhla. No objection shall be raised on the ground that the arbitrator so appointed is an employee of NSIC or is one of the parties to the tender himself or that the persons so appointed had to deal with the matter to which the tender relates in his official capacity.

We confirm with our acceptance to the Commercial & General Terms & Conditions (S.No-1 to 18) as given above.

Signature of the Tenderer with seal

ORIGINAL

**NSIC-Technical Services Centre,
Okhla Industrial Estate,
New Delhi**

Ref: - NTSC/WST/Computer/2016-17/92A

FORMAT & REQUIREMENTS FOR SUBMITTING TECHNICAL BID

Due Date: 3rd Nov. 16 Time: 3.30pm

1. Name of Tenderer:
2. Complete office address.....
3. Contact details of authorized person of tenderer who have signed the tender.
 - a. Name & Designation.....
 - b. Phone (office).....
 - c. Mobile number.....
 - d. E mail.....
4. PAN of supplier (copy to be enclosed).....
5. TIN of supplier (copy to be enclosed).....
6. Tender Cost Details (Receipt/DD no. & Bank details)
.....
7. EMD Details (DD no. & Bank details).....
8. Make of the Computer & Model No:
9. Make of the Graphics Card & Model No.

Technical Specification

S No	Description of Items	Qty	Unit	Accepted to supply as per Description (Yes/No)
01	Supply, Installation and testing of Desktop Computers with below mentioned Specification (a) CPU: Intel Core i5-6500, 3.2 GHz, minimum 4 core, 6 MB L3 Cache (b) Chipset: Intel H110 or better compatible with CPU. (c) Motherboard: OEM / Intel Original Motherboard. (d) Bus Architecture : 3 PCI(PCI/PCI Express) or more (e) Memory: (2x4)8 GB,1600 MHz DDR3 RAM or higher and Expandable to 16GB (f)Graphics card: 4GB DDR3 (g) Hard Disk Drive : 1TB, 7,200 rpm SAS (h) Monitor: 22" LED with HDMI port (TCO -05	22	Nos.	

certified, Same make) (i) Keyboard: 104 Keys Keyboard (j) Mouse: Optical with USB interface (k) DVD writer: 8x or better DVD writer. (l) Cabinet: Mini Tower (m) Networking: 10/100/1000 on board integrated Network port (n) Operating System: Windows 10 pro, 64bit with media and documentation and certificate of Authenticity. (o) Power Management: Screen Blanking, Hard Disk and system Idle mode in power on, set up password, power supply surge protected (p) Industry Standard compliance: Energy star 6.0, EPEAT registered.			
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Note : The above specifications are minimum requirements however, higher technical specifications may be considered subject to competitive price offered.

The following documents shall be enclosed along with the technical bids.

- a. Duly signed copy of page no 3 to 13 of tender document number Ref:
- NTSC/WST/Computer/2016-17/92A
- b. The Authorized Dealer/ Authorized Distributor should provide copy of authorization letter from an OEM. In case of OEM, copy of registration certificate under 'Company Act' should be enclosed.
- c. Copy of PAN & TIN
- d. Tender cost (DD / Cash Receipt.)
- e. EMD (Cheque / DD)
- f. Nomination Letter for Signatory.
- g. Warranty details.
- h. Undertaking letter as per Annexure "C"
- i. Technical brochure
- j. Details of a few buyers in last one year to whom the similar supplies were made should be submitted in the following format:-

Sr. no.	Name of Client along with contact details	Quantity supplied
1		
2		
3		
4		
5		

(Signature of Tenderer)

**NSIC-Technical Services Centre,
Okhla Industrial Estate,
New Delhi**

Ref: - NTSC/WST/Computer/2016-17/92A

FORMAT & REQUIREMENTS FOR SUBMITTING COMMERCIAL BID

1. Name & Address of the Tenderer:

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Sl No	Description of Items	Qty. In no.	Amount in Rs.	Taxes			Other Charges	Total FOR price at NTSC, Okhla
				CST	VAT	Service Tax		
1	<p>Supply, Installation and testing of Desktop Computers with below mentioned Specification</p> <p>(a) CPU: Intel Core i5-6500, 3.2 GHz, minimum 4 core, 6 MB L3 Cache</p> <p>(b) Chipset: Intel H110 or better compatible with CPU.</p> <p>(c) Motherboard: OEM / Intel Original Motherboard.</p> <p>(d) Bus Architecture : 3 PCI(PCI/PCI Express) or more</p> <p>(e) Memory: (2x4)8 GB,1600 MHz DDR3 RAM or higher and Expandable to 16GB</p> <p>(f)Graphics card: 4GB DDR3</p> <p>(g) Hard Disk Drive : 1TB, 7,200 rpm SAS</p> <p>(h) Monitor: 22" LED with HDMI port (TCO -05 certified, Same Make)</p> <p>(i) Keyboard: 104 Keys Keyboard</p> <p>(j) Mouse: Optical with USB interface</p> <p>(k) DVD writer: 8x or better DVD writer.</p> <p>(l)Cabinet: Mini Tower</p> <p>(m)Networking: 10/100/1000 on board integrated Network port</p> <p>(n) Operating System:</p>	22						

<p>Windows 10 pro, 64bit with media and documentation and certificate of Authenticity. (o) Power Management: Screen Blanking, Hard Disk and system Idle mode in power on, set up password, power supply surge protected (p) Industry Standard compliance: Energy star 6.0, EPEAT registered.</p>								
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Total Price (in Words):-.....

Note:

- a. The above specifications are minimum requirements however, higher technical specifications may be considered subject to competitive price offered.
- b. The prices quoted above are on FOR delivery to the address **NSIC Technical Services Center, Okhla Industrial Estate, New Delhi 110020.**
- c. No "C" Form will be issued.

(Signature of Tenderer)

(Letter Head)

Annexure –C

To

The General Manager,
NSIC Technical Services Centre,
Okhla Industrial Estate, Phase 3,
New Delhi-20

Dear Sir,

We declare,

- a. The models quoted by us are for commercial production and due evaluation is completed
- b. The licensed version of suitable diagnostic software to test hardware components such as motherboard and its components like chip set, DMA controller, memory controller, input/output controller and availability of bad sectors on hard disk drives etc. are available. It is also possible to check serial, parallel & USB ports using special loop back connectors.
- c. The quoted desktop computer works on 230V \pm 10%, 50Hz power supply
- d. We declare that we are not a defaulter to any Govt. organization/ PSU since last 2 years for any reason due to non-supply of material even after agreed to supply in stipulated time.
- e. Regarding after sales services/maintenance of computers, we shall attend to the complaint within 24 hours of reporting and shall resolve the problem within 48 hours.

Sign & Stamp of Tenderer

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