

Ref. No. : MDIM/Admin/IT(Tender)/2019/36

Date: 18/04/2019

NOTICE INVITING TENDER

Dear Sir,

Subject: NIT for supply & installation of Desktops

Sealed quotations are invited for supply & installation of Desktops as per the scope of work and on the terms & conditions mentioned in the enclosed document.

Sealed Quotations for supply & installation of Desktops should be submitted in the following manner:

- Technical Quotation for supply & installation of Desktops in a separate envelope.
- Financial Quotation for supply & installation of Desktops in a separate envelope.
- EMD in a separate envelope of Rs.90,000 (Rupees Ninety Thousand) in form of Bank Demand Draft drawn in favor of the **Management Development Institute Murshidabad** payable at Omarpur/Raghunathganj/Jangipur (Dist.-Murshidabad, West Bengal).
- All the above three sealed envelope are to be put in a bigger sealed envelope which should be superscribed as "Tender for Supply & Installation of Desktops at MDI Murshidabad Campus" and should be delivered thereon through **Speed Post** or **hand delivery** on or before **29/04/2019** up to **2.00 p.m.** at the following address (courier services are not available at our campus).

The Registrar
MANAGEMENT DEVELOPMENT INSTITUTE MURSHIDABAD
Kulori, P.O.- Uttar Ramna, Raghunathganj, Dist.- Murshidabad, West Bengal, PIN-742235

- While submitting, the bid document must be signed and stamped as a token of acceptance of all terms and conditions.

1. No quotations would be accepted by email and only hard copies will be considered.
2. All pages of this tender should be signed and stamped.

For Any query please contact:

Sh. Avirup Das

Tel: +91 9674727164 / 9674757164 (Extn. 106)

Email: avirupdas@mdim.ac.in

Registrar
MDI Murshidabad

Terms & Conditions:

1. Please provide the brief profile of your Firm/Company.
2. Technical and Financial bid should be submitted on company letterhead and should be submitted duly signed by the authorized person. Submit the Technical and Financial bid in the prescribed format.
3. Payment Terms: - 100% payment within 1 month of satisfactory supply & commissioning of all the items and delivery of warranty documents.
4. EMD of Rs.90,000/- in the form of bank demand draft. EMD should valid for a period of 45 days beyond the bid validity period. EMD of the unsuccessful bidders will be returned after the award of the PO. EMD of the successful bidder will be returned on submission of Performance Security.
5. In case the full quantity of Equipments is not supplied within the stipulated date, penalty shall be imposed @1% per week subject to maximum 10%, which will be deducted from its Payment.
6. Performance Security Deposit @5% of the total value of PO in the form of Bank Guarantee to be submitted on award of the PO. Performance Security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations incl. warranty obligations.
7. The quoted price shall be valid for at least 3 (three) months. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
8. Financial Bids of only those firms/companies will be opened, whose Technical Bids are found compliant/ suitable after Technical evaluation is done by the Institute.
9. The Equipments will be supplied and installed at MDIM Campus (Murshidabad), nothing extra amount shall be paid towards the cartage, packing, forwarding etc.
10. In case any item is found to be defective /substandard, the same shall be rejected. Institute shall not make any payment for such items and shall be replaced immediately.
11. Institute reserve the right to accept or reject any or all the quotations without assigning any reason whatsoever.
12. Institute reserves the right to terminate the contract by giving one-month notice in writing without assigning any reason whatsoever.
13. Sub-contract of project and services is not allowed.

Date:

(Signature)
Name of Vendor

Important Dates: -

Submission of any query by email, The email id is : avirupdas@mdim.ac.in	23/04/2019 up to 3.00 PM
Last Date for Submission of Bids	29/04/2019 up to 2.00 PM
Opening of Technical Bids	29/04/2019, 3.00 PM
Opening of Financial Bids of the technically qualified bidders	29/04/2019, 5.00 PM

N.B. - Please refer our website (<https://www.mdim.ac.in/tender>) for any Addendum.

Date:

(Signature)
Name of Vendor

Technical Bid Part - A
Sealed quotations for supply & installation of Desktops

S. No.	Description	Company Response				Remarks
1	<ul style="list-style-type: none"> • Brief Profile of the firm/company • Year of establishment • Number of employees • Annual revenues for the last 3 years. Attach 3CA & 3CD Certificate of last 3 years. Kindly Attach separate sheet on company letter head.					
		Year	1	2	3	
		Revenue				
1 A	Average Annual Turnover in last 3 years should be more than 2 Crores	Yes <input type="checkbox"/> / No <input type="checkbox"/>				
2	Names & addresses of prestigious clients (at least Three) and at least one in large size academic institution along with the telephone numbers of the contact persons of the clients where you have Provided Desktops/Laptops in last three years. Please provide photocopies of Purchase Orders.					
3	Authorized partner of HP/ Dell/ Lenovo (Attached valid Tender Specific OEM Certificate)	Yes <input type="checkbox"/> / No <input type="checkbox"/>				
4	Contact details of the authorized person of the company. 1. Name : 2. Office Tel No.: 3. Mobile no.: 4. Official E-mail id:	Yes <input type="checkbox"/> / No <input type="checkbox"/>				
5	HP/ Dell/ Lenovo (Desktop) (OPTION-1) vPro enabled latest Gen and Core i7 8700 or higher model, minimum 16 GB RAM, upgradable up to 64GB, 1TB HDD, 21.5” TFT, Integrated audio speaker in the cabinet, Ethernet LAN 10/100/1000, Wi-Fi, HDMI and 2x display ports, Integrated 4 nos. USB 3.0 ports and 1x type c Port, WindowsPro latest Operating System, small front factor (not more than 10L) with installation. Warranty: 3 years OEM comprehensive onsite	Yes <input type="checkbox"/> / No <input type="checkbox"/> Kindly mention the Make and model of Desktop. (Attached the Data Sheet)				

6	HP/ Dell/ Lenovo (Desktop) (OPTION-2) vPro enabled latest Gen and above Core i5 8600 or higher model, minimum 8 GB RAM, upgradable up to 64GB, 1TB HDD, 21.5” TFT, Integrated audio speaker in the cabinet, Ethernet LAN 10/100/1000, Wi-Fi, HDMI and 2x display ports , Integrated 4 nos. USB 3.0 ports and 1x type c Port, WindowsPro latest Operating System, small front factor (not more than 10L) with installation. Warranty: 3 years OEM comprehensive onsite	Yes <input type="checkbox"/> / No <input type="checkbox"/> Kindly mention the Make and model of Desktop. (Attached the Data Sheet)	
7	EMD of Rs.90,000/ in the favor of Management Development Institute Murshidabad	Yes <input type="checkbox"/> / No <input type="checkbox"/>	
8	Payment Terms: - 100% payment within 1 month after satisfactory supply & commissioning of all the items and delivery of warranty documents.	Yes <input type="checkbox"/> / No <input type="checkbox"/>	

S No.	Description	Company Response
1.	Delivery within 5 (five) weeks	

Date:

(Signature)
Name of Vendor

Financial Bid Part - B

Sealed Quotation for Desktops

Format of Financial Bid for supply & installation of Desktops

S. No.	Description	Required Qty (Nos.)	Unit Price in INR	Per Unit GST Amount in INR	Total Per Unit Price in INR
(A)	(B)	(C)	(D)	(E)	(D+E)
1	HP/ Dell/ Lenovo (Desktop) (OPTION-1) vPro enabled latest Gen and Core i7 8700 or higher model, minimum 16 GB RAM, upgradable up to 64GB, 1TB HDD, 21.5” TFT, Integrated audio speaker in the cabinet, Ethernet LAN 10/100/1000, Wi-Fi, HDMI and 2x display ports , Integrated 4 nos. USB 3.0 ports and 1x type c Port, WindowsPro latest Operating System, small front factor (not more than 10L) with installation. Warranty: 3 years OEM comprehensive onsite	62			
2	HP/ Dell/ Lenovo (Desktop) (OPTION-2) vPro enabled latest Gen and above Core i5 8600 or higher model, minimum 8 GB RAM, upgradable up to 64GB, 1TB HDD, 21.5” TFT, Integrated audio speaker in the cabinet, Ethernet LAN 10/100/1000, Wi-Fi, HDMI and 2x display ports , Integrated 4 nos. USB 3.0 ports and 1x type c Port, WindowsPro latest Operating System, small front factor (not more than 10L) with installation. Warranty: 3 years OEM comprehensive onsite	62			

Date :

(Signature)

Name of Vendor