

Downloadable

**DEPARTMENT OF INFORMATION TECHNOLOGY
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY,
SHIBPUR
(Formerly Bengal Engineering and Science University, Shibpur)**

P.O. Botanic Garden, Howrah – 711 103, West Bengal, India



Advt.No JA/D/(AA)/17/09

Date:25.01.2017

BIDDING DOCUMENT

For Supply of

Desktop Computer

SECTION-I: General Conditions and Important Instructions for Bidders

1. Bidders are to submit the original tender documents after accepting the terms and conditions with technical specifications and price details in sealed envelope to The Head, Department of Information Technology, Indian Institute of Engineering Science and Technology, Shibpur, Howrah – 711103, West Bengal, India.
2. Bidders are to submit Technical Bid and Price Bids separately in two sealed envelopes. The contents of the envelope (Technical Bid / Price Bid) should be mentioned on its top. All the sealed envelopes should be placed in a common sealed envelope, superscribed with the Ref. Advertisement No. and date along with the bidders name and address.
3. Copy of similar type of order received from any other similar Educational Institute, during the last one year, can be submitted for credential.
4. Only branded item must be quoted.
5. In a bid, for any item, a single product from a particular OEM has to be quoted. That is, not more than one product can be quoted against any particular item.
6. Vendor's Bank account no, with IFSC code, Photo copy of PAN Card & certificate of VAT are to be attached with the quotations.
7. The original tender document with technical specifications is available at www.iiests.ac.in.
8. Last date of receipt of tender by IEST, Shibpur is **16th February, 2017 (Wednesday) at 2.00 pm**. Tenders received late will not be accepted under any circumstances. Tenders (ONLY THE TECHNICAL PARTS) will be opened in the Department of Information Technology, IEST, Shibpur on the same day at 4.00 pm. In case the Institute remains closed on the said date, tenders will be opened on next working day at 4.00 pm.
9. The Price Bid should clearly mention the following:
 - Ex Works Price
 - Packing and Forwarding Charges, if any
 - Freight and insurance, up to Indian Institute of Engineering Science and Technology, Shibpur, Howrah, including loading and unloading charges
 - All taxes, duties, levies applicable, in INR
 - Erection, Commissioning and testing charges at IEST, Shibpur site.
 - Installation charges.
 - Extended warranty and standard warranty
 - Any other terms and conditions.

10. The Institute will not issue any C or D form availing of concessional Sales Tax/ VAT. The Institute will issue Customs Duty Exemption Certificate or Excise Duty Exemption Certificate for foreign purchase, if required.
11. The equipments are to be supplied at the Department of Information Technology between 11.00 am and 4.00 pm from Monday to Friday except holidays. The bidders will be responsible for any breakage, damage or defect in the equipment detected subsequently.
12. Period of delivery is 21 days from the date of issue of Purchase Order. If the supply is not completed within the stipulated period as indicated in the Purchase Order a Liquidated Damage @ ½ % per week will be imposed on the value of purchase order.
13. Bills in triplicate should be presented for payment within 15 days of supply/ commissioning of work. No advance is paid for execution of the order. The Order No. is to be noted on both Challan and Bill. All bills are to be accompanied by order copies and Challan receipt.
14. Payment will be made on submission of Proper Bills, Challans etc, by A/C Payee Cheque and no cash payment will be made under any circumstances.
15. All payments are subjected to statutory deductions as and when applicable.
16. Earnest Money Deposit (EMD) of 2% of the total value of the tender has to be enclosed along with techno commercial offer. Also a demand draft of Rs 1000/- for application Fee has to be enclosed along with the tender document.
17. Tender is to be kept valid for acceptance for 6 months with effect from the last date of issue of the tender without any modifications in its terms and conditions. Failure to comply with the same will result in forfeiture of EMD. EMD of the successful bidder will be converted to Security Deposit (SD). E.M.D./S.D. will be refunded after successful commissioning of the equipment. No interests is payable on E.M.D./S.D. Bidders must submit one self-addressed envelope for release of E.M.D.
18. Documents to be submitted with the tender:
 - Tender Documents, General Conditions and Important Instruction in original duly signed by the Proprietor/ Partner/ Director of the company as a token of acceptance of Terms and Conditions of Tender.
 - Latest Income Tax, Sales Tax, Professional Tax clearance certificates and copy of valid Trade License.
 - Demand Draft for Earnest Money Deposit.
 - Technical Bid, Price Bid (Priced) separately in two sealed envelopes according to specifications.
 - OEM certification including FCC, UL, Epeat Gold
 - Manufacturer Authorization for this specific tender
19. Equipment and other items, to be supplied, should be as per the specification and approved by the appropriate authority.

20. The quoted price shall include additional charges, if any, for all comprehensive warranty extended up to the period mentioned.
 21. Price should be quoted item-wise in Indian currency and inclusive of all taxes, duties and levies as applicable with 3 years warranty. Type and amount of these taxes, duties and levies are to be mentioned clearly.
 22. The supplier is responsible for any breakage, damage or defect in equipment/items, detected subsequently, prior to final commissioning.
 23. All the equipment and accessories will carry a guarantee for a period of 36 months from the date of commissioning. Guarantee for all the items supplied will be on 'all comprehensive' basis, i.e., including repairs, replacements, maintenance etc. Calibration / Test Certificate must accompany along with the equipment. Supply of equipment shall include installation, erection, commissioning and demonstration. Indian Institute of Engineering Science and Technology, Shibpur, Howrah reserves the right to accept/ reject all or any of the bidders without assigning any reason whatsoever.
20. All equipments should be of the OEM.

I/We accept the above terms and conditions.

Signature of the Bidders with date and seal

SECTION II: Technical Specifications of the items to be supplied:

Qty.: Minimum 20 Nos.

Operating system	DOS
Processor	Intel® Core i5-6400T (CPU speed at least 2.2 GHz, preferably with Turbo Boost, CPU cache memory of at least 6MB, TDP 35W)
Standard Memory	At least 8 GB DDR4 memory having 4 GB per slot (Two DDR4 UDIMM (288-pin) sockets)
Hard drive	At least 1 TB memory with 7200 rpm SATA
Optical drive	Ultra Slim Tray SuperMulti DVD +/- RW (Data transfer rates 3,600 KB/s or higher (CD read/write), Data transfer rates 10,800 KB/s or higher (DVD read/write)).
Graphics	Integrated Intel HD Graphics
Audio	Audio Codec: ALC3863-CG, High Definition (Azalia) 5.1 channel Audio Support
Display	At least 19" IPS monitor
Expansion slots	At least One PCI-E® (GEN 3) x16 socket and one M.2 socket
Communications	Integrated Intel® Ethernet (Technology: Realtek RTL8161, Data transfer speeds: up to 1000 Mb/s, Transmission standards: 1000BASE-T Ethernet), Integrated Bluetooth 4.0 and Wireless LAN 802.11b/g/n,
Ports	At least 2 USB 3.0; 2 USB 2.0; 1 HDMI; 1 RJ-45; 1 headphone/microphone; 1 vga,
Keyboard	Full-size (with USB connectivity)
Mouse	Optical (with USB connectivity)
Power Supply	180 W uATX aPFC internal power supply
Warranty	3 years
Software and applications	The basic ones

(Dr. Araindam Biswas)
Associate Professor & Head