



NIT No.: e-29/2018(Pur-Kol)



राष्ट्रीय फैशन टेक्नालॉजी संस्थान कोलकाता केन्द्र

(बस्त्र मंत्रालयभारत सरकार)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, KOLKATA

(A Statutory Body governed by the NIFT Act 2006 &
set up by Ministry of Textiles, Govt. of India)

TENDER

For

“SUPPLY OF DESKTOP COMPUTERS AND LAPTOP”

Tender No.: e-29/2018(Pur-Kol)

OPENING DATE FOR ONLINE SUBMISSION OF TENDER	16/08/2018
CLOSING DATE FOR ONLINE SUBMISSION OF TENDER	14/09/2018 up to 2.00 pm.
Date and time of opening of tenders (Technical Bid)	14/09/2018 at 3.00 pm.

Opening Date and Time of Financial Bidding: will be notified to the short listed bidders only

PREAMBLE / INTRODUCTION

National Institute of Fashion Technology is a Statutory Body governed by the NIFT Act 2006 & set up by the Ministry of Textiles, Govt. of India

Note: 1. NIFT Donations are exempted u/s 80 (G) of Income Tax Act.
2. Being registered with DSIR, NIFT is entitled for Custom/Central Excise duty exemption.

(A) TENDER NOTICE

NIFT Kolkata invites **online** tender under two bid systems for “Supply of DESKTOP COMPUTERS AND LAPTOP” from the eligible reputed Firms/ Agencies.

The hard copy of the tender alongwith fees (DDs for EMD), necessary/relevant documents should be placed in a sealed envelope superscribed with “Tender for supply of DESKTOP COMPUTERS AND LAPTOP – NIT: e-29/2018(Pur-Kol)” and shall be addressed and sent to the Purchase Officer, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata-700098 or dropped in the Tender Box kept at the said address as per schedule mentioned above and in the following manner. Hard copy of Financial Bid/ Quotation need not be submitted.

(B) SUBMISSION OF BID

The interested firms should apply online and submit their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – at our e-tendering site <https://nifttenders.eproc>. as per said schedule.

Tender documents are also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in>

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Applications to this tender will be accepted only in the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & accepted.

For applying online, the prospective bidder/Firm should get itself registered at <https://nifttenders.eproc.in>

• Registration Charges of Rs. 2000/- + Rs.360/-(GST) = Rs. 2360/- (Two Thousand Three Hundred Sixty Only) non-refundable. [not required if having valid Registration]

• Bid Processing Fee of Rs.3,528/- + Rs.635/- (GST) =Rs.4,163/- (Four Thousand One Hundred Sixty Three Only) non-refundable through online payments only.

The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

Any further clarifications can be sought from the NIFT office on Telephone No. 033- 23357546, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata-700098.

For online procedure:

For More enquiries/For Helpdesk officers:-

E-mail:- sandeep.bhandari@c1india.com

Phone No.:- 0124-4302033/36

Earnest Money Deposit: Rs1,32,000/- (Rupees One Lakh Thirty Two Thousand only)

Security Deposit: 5% of the order value [to be submitted by the successful bidder only after receiving of Purchase Order]

GENERAL TERMS & CONDITIONS:

1. Only on line bids will be considered.

In addition to on-line, the hardcopy of the Technical Bid (Annexure-I, II & III only) along with necessary fees through DDs and documents should be submitted within the specified date & time and at the said address. Annexure-IV (Financial Bid) to be submitted online only.

2. Please read the terms & conditions carefully before online submission/filling up the document. Incomplete tender documents will be summarily rejected.
3. Conditional or offline tender will not be accepted or the condition(s) may not be considered.
4. Tender(s) submitted beyond the scheduled last date & time due to whatever reason including postal delays and without the required fees, Annexure(s) & documents will not be considered.
5. All tenderers are required to submit **Earnest Money Deposit (EMD) of Rs.1,32,000/- (Rupees One Lakh Thirty Two Thousand Only)**(refundable) in the form of Demand Draft (should be drawn beyond the date of notification of this NIT) in favour of NIFT Kolkata payable at Kolkata. No interest shall be paid on the said EMD and will be returned after finalization of the tender; however, the EMD of the successful bidder will remain with NIFT and will be forfeited in the following events:
 - a. If information declared/document submitted found false/fake/forged
 - b. If the selected/successful bidder does not accept the W.O., or, unable to supply the product
 - c. If the bidder withdraws his bid/quote
6. The successful bidder shall deposit the **Security Deposit of 5% of the ordered value** through DD/Bank Guarantee in favour of NIFT Kolkata **after receipt of Purchase Order**. No interest will be paid on this deposit which will be refunded after two months on completion of warranty period of the delivered items and after adjusting dues, if any.
7. The minimum annual turnover of the tenderer for the last two years (i.e F.Y. 2016-17 & 2017-18) should not be less than **Rs.5 Crore** per year which should be substantiated by valid document(s), viz. IT Returns/Audit report, Profit & Loss Statement etc.
8. All the DD (s) are to be submitted along with the Technical Bid only and **NOT** with the Financial Bid.

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9. The Financial Bids of technically qualified bidders only will be opened.
10. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order.
11. In case of L-1 is more than one, the selection criteria [viz. the past performance, experience, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful bidder in such situation, will be final in all respect and will be binding on all the tenderers.
12. Selection of L-1 will be either on overall rate or on individual item wise rate which is at the discretion of NIFT authority and the decision of NIFT in this regard will be final in all respect and binding on all the tenderers.
13. Lowest bid may not be the only criteria for selection and NIFT is not bound to issue work order to the agency being the 'L-1' bidder; weightage/ preference will also be given to the other factors, viz. previous experience, quality of service, number of client, yearly turnover, etc. to select the agency to award the supply order and the decision of NIFT in this regard and for selection of successful bidder will be final in all respect and will be binding on all the tenderers.
14. GST & other charges, if any, should be mentioned clearly and specifically; otherwise bid may not be considered.
15. The bidder should be authorized dealer/partner/reseller etc. of the concerned OEM and submit the valid authorization certificate; however, tender specific authorization of the respective OEM may also be considered and tenderer should enclose a copy of the same with the Technical bid.
16. Materials should be delivered and installed at NIFT Campus, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata – 700 098 by the supplier at its own cost within 10-12 weeks from the date of receiving of Purchase / Supply order.
17. The schedule issued with the form of tender listing the details of item to be supplied must not be altered by the tenderer. Any modifications/ alterations of the schedule considered necessary by the tenderer, should be in a separate letter accompanying the tender.
18. The financial bid/ rates should remain valid in the case of all the tenders for at least 3 months from the date of opening of the tender (Financial bid). In the case of the successful bidder, rates quoted will be valid for the entire period till the items are supplied.
19. The tender is liable to be rejected if complete information is not given there-in, or if the particulars and data (if any) asked for in the Schedule of the tender are not filled in correctly.
20. Late submission of tender forms will not be considered.
21. Tender shall be accompanied by the relevant documents including the following:-
 - a) Current/valid trade license
 - b) A client list as per sl. no. 3, Annexure-I
 - c) Total turnover of the company for last 2 years (supporting documents should be submitted)
 - d) Copy of GST of the company/firm
 - e) Copy of PAN of the company/firm
 - f) Authorization of OEM
22. The full & final payment shall be made after delivery, successful installation, submission of bill in triplicate and satisfactory report submitted by the concerned NIFT Official. TDS etc., if any, will be deducted during payment. No payment will be made in advance.
23. The successful bidder shall deposit the **Security Deposit of 5% of the ordered value** through DD in favour of NIFT Kolkata within two weeks from the date of receiving of **Purchase Order**. No interest will be paid on this deposit which will be refunded after two months on completion of warranty period of the delivered items and after adjusting dues, if any.
24. As per NIFT policy, payments and receipts of Government and Semi Government Agencies would be rounded off to the next higher rupee and in other cases the rounding off will be to nearest i.e. paise 50 or above will be rounded off to the next higher rupee and paise less than 50 will be ignored.
25. The supplier shall ensure that he himself or his authorized representative is available for proper handing over the supplies/consignments at NIFT Kolkata Centre. No delivery charges will be paid.
26. For the specification of goods refer **Annexure 'IV'**.
27. In case of delay in supply without proper justification or valid reason, viz, natural calamity, non-availability of site etc., a penalty of 0.1% of the Order Value will be imposed per day beyond the stipulated period of supply will be imposed subject to a maximum of 10% of the Order Value..

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28. Items / goods supplied and installed should be New and Unused.
29. The vendor should have the qualified engineers/ staff to attend After Sales Service at NIFT Kolkata Centre where the machines are to be supplied and installed during the warranty period.
30. Tender of branded/ reputed make shall only be considered. Assembled or locally manufactured items shall not be entertained.
31. For any imported machine(s) the vendor/agent should have an authorization certificate from the Manufacturing Company and should enclose a copy of the same with the Technical bid.
32. The pre-inspection /post inspection of the machines may be undertaken by NIFT Kolkata and the machines shall be accepted only after the machines are certified 'OK' by the Inspecting Engineer/Body.
33. The installation of the equipments / machineries with proper demonstration shall be the responsibility of the vendor and it should be certified as in working condition by the consignee after the installation.
34. Comprehensive warranty: The built-in warranty should be of at least of three years or as per OEM whichever is higher.
35. Support/Service: Quotation/Bid should inclusive of delivery, installation, configuration, etc. On site after sales service & support to be provided as and when required for at least three years or as per OEM whichever is higher. Call should be attended within 2-3 hours from the time of logging of call.
36. For the said items, the Insurance Coverage, if any, shall be at the cost of the vendor & his responsibility shall be up to 'FOR Destination' i.e. NIFT Kolkata Centre.
37. Tenderer must sign along with company seal on each page of the tender document as a token of acceptance of tender conditions.
38. Tenderer may visit the site and see the items to buy-back during normal office hours with prior appointment (Ph.033-23357546).
39. Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted in this regard in between 10.00 am to 5.00 pm on any working day with prior appointment (Ph.033-23357546). However, NIFT will not entertain or clarify any such query during post bid.
40. All disputes are subject to Kolkata Jurisdiction only.

NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding. No further correspondence in this regard will be entertained.

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Annexure- I

(TENDERER TO FILL UP THIS PAGE)

1. a. Name of the tenderer / organization
- b. Name of the proprietor/partner(s).....
- c. Date of Establishment:
- d. Please specify as to whether Tenderer is sole proprietor/ Partnership firm/ Private or Limited Company.....

2. a. Address (Office):

- b. Telephone No.:
- c. Mobile No.:
- d. Email Id.:

3. List of reputed clients:

Sl. No.	Client's Name	Contact Person	Contact number (with email-id, if any)	Remarks, if any
1				
2				
3				

4. Furnish copies of the following documents:

- (i) Current Trade License:
- (ii) Copy of PAN [in the name of firm/agency or proprietor]:
- (iii) GST Registration Certificate:
- (iv) Authorisation Certificate of OEM:
- (v) Document supporting yearly turnover

5. DD [enclosed] details:

1. DD no._____, dtd._____, amt._____, bank_____ [EMD]

1. Tenderer should submit the entire set of tender papers duly signed while dropping the tender.
2. Additional paper(s) to furnish the above information may be used.

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ANNEXURE – II

**TECHNICAL BID
[Supply of DESKTOP COMPUTERS AND LAPTOP]**

Sl. No.	Particulars	Mention 'Yes' or 'No'
01	Whether Demand Draft of Rs.1,32,000/- (Rupees One Lakh Thirty Two Thousand Only) in favour of NIFT, KOLKATA is enclosed as EMD with the Technical Bid submitted.	
02	Whether capable and agreed to submit 5% of the order value as Security Deposit, if purchase order is awarded.	
03	Whether Trade License for this kind of jobs enclosed	
04	Whether copy of GST Registration Certificate enclosed	
05	Whether Copy of PAN enclosed	
06	Whether Copy of Authorization of OEM enclosed	
07	Whether price quoted as per the required specification mentioned in the Annexure 'V' & 'VI' and inclusive of all taxes & other charges with delivery upto NIFT, Kolkata	
08	Whether relevant document submitted showing Annual Turnover for the last two years [i.e. FY: 2015-2016; 2016-2017] is not less than Rs.5 Crore per year [Please attach relevant documents (ITR, P&L, audited report from authorized Chartered Accountant, etc.) as a proof]	
09	Whether Copy of Income Tax Return for the last 2 years submitted [Assessment year 2016-17, 2017-18]	
10	Whether agreed to abide by all the terms & conditions of this tender	
11	Whether all DDs, Annexure-I, II & III duly filled, are enclosed with this Technical Bid	

Name the OEM/Brand for which rates are quoted:-

Sl. No.	Item	Brand Name
	Desktop Computer	
	Laptop Computer	

(All above enclosures must be valid)

Date:

Place:



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Annexure-III

Declaration by the Tenderer

This is to certify that I/We, before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by those.

I/We hereby undertake that the information provided with this tender are true and the tender is liable to rejection if the same is found to be false or the information is found to have been suppressed by me/us.

(Signature of Tenderer with seal)

Name:

Seal:

Address:

Phone No (O):

Date:

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Annexure-IV

FINANCIAL BID

[FOR SUPPLY OF DESKTOP COMPUTERS AND LAPTOP]

Name of the Tenderer:.....

Specification of DESKTOP COMPUTERS AND LAPTOP:

S.N.	Particulars	Qty	Rate (Rs)	GST as applicable (Rs.)	Rate with GST (Rs)	Amount (Rs)
(A)	(B)	(C)	(D)	(E)	(F=D+E)	(G=C x F)
1	DESKTOP COMPUTERS : Specification attached in 'Annexure-V'	50 nos				
2	LAPTOP : Specification attached in 'Annexure-VI'	2 nos				
3	Other Charges, if any (Rs.):					
4	Total (Rs):					
5	Less: Price Offer for Old Desktop Computers (Details mentioned in Annexure-VII): (50 Nos. against Desktop only)	Qty (A)	Rate (Rs) (B)	GST as applicable (Rs.) (C)	Rate with GST (Rs) (D=B+C)	Amount (Rs) (E=AXD)
		50 nos				
6	Other Charges, if any (Rs):					
7	Total(Rs):					
8	Net Amount (sl.4 – sl.7) (Inclusive of all)					

Rupees in words _____

- #1. GST to be mentioned specifically.
- #2. Other charges, if any, (delivery, installation, etc.) should mentioned clearly.
- #3. Bidder should quote for both the items at S.N. 01 & 02 mentioned above. Also, S.N..5, correlated to S.N.1, to be quoted. If not quoted accordingly, the bid may not be considered.
- #4. Selection of L-1 will be either on overall rate or on individual item wise rate which is at the discretion of NIFT authority and the decision of NIFT in this regard will be final in all respect and binding on all the tenderers.
- #5. Quantity may vary and payment will be made on actual.
- #6. The list of buyback items are enclosed as Annexure-VII.

Date: _____

Place: _____

Signature of Authorized person of the
Firm/Agency with stamp/ seal

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Annexure-V

Specification of Desktop Computer

Features	Technical Specification for Workstation
Processors	Intel® Core™ i7-7700 with Intel HD Graphics 630 (3.6 GHz, up to 4.2 GHz with Intel Turbo Boost, 8 MB Smart cache, 4 cores)
Chipset	Intel Business Class chipset (Intel B250/Intel Q270)
Mother Board	OEM Motherboard with OEM logo embossed on the motherboard (No Sticker)
Memory	8 GB DDR4 RAM expandable to 64GB; Four DIMM slots; Non-ECC dual-channel up to 2400 MT/s DDR4 SDRAM
Hard Disk Drives	1TB HDD, 7200 RPM SATA HDD
Optical Drive	16x DVD Writer or higher
Graphics	NVIDIA GeForce 2 GB Graphic Card
Audio	High Definition Integrated Audio with Internal Speaker in the Monitor or external OEM Speakers
Ethernet	Integrated Gigabit (10/100/1000 NIC) LAN
Slots	Minimum 4 PCI/PCIe Slots (2 x PCIe16, 1 x PCIe1, 1 PCI) & 2x (M.2 PCIe)
Bays	Minimum 4 bays (Internal /External)
Ports	Minimum 10 USB Ports (6 USB 3.0 , 4 USB 2.0,) (1) HDMI port; (2) DisplayPort/DVI-D Port, (1) VGA Port (1) RJ-45 network connector (1) RS-232 serial port, (1) Parallel port 1 Audio-out 1 Audio in
Form Factor	Tower
Power Supply	240 W or higher active PFC Power Supply
Keyboard/Mouse	USB 104 keys keyboard (Same make as PC), USB 2 Button Scroll Mouse (Same make as PC)
Operating System	Genuine Microsoft Windows 10 Pro 64-bit with recovery media and driver CD
Diagnostic Tool	Inbuilt Pre-Boot BIOS Diagnostics
Security	TPM 2.0 Security Chip SATA 0,1 port disablement (via BIOS) Serial, USB enable/disable (via BIOS) Solenoid Lock / Hood Sensor/OEM lock Support for chassis padlocks and cable lock devices Power On Authentication
Compliance And Certification	Energy Star for the quotes desktop & Monitor EPEAT GOLD registered for the quoted desktop & Monitor FCC/UL. CE/RoHS, Certificate TCO 6.0 Certification for Monitor ISO 9001,14001,20000 Certification
Information Accessibility	Product details, specifications and brochure to be available in public domain
Support	Drivers should be available for download from OEM site for at least 5 years from the date of purchase order, Driver should also be given in form of DVD/USB media
Monitor	21.5" or higher IPS (Full HD 1920 x 1080 resolution) Monitor with 250 cd/m2 brightness with Tilt, Swivel, Pivot and Height adjustable features
Warranty	5 Years Onsite Comprehensive Warranty

Signature of Authorized person of the
Firm/Agency with stamp/ seal

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Annexure-VI

Specification of Laptop

Features	Technical Specification for Workstation
Processor	latest 8th Generation Intel Core i7 (Core-i7-8550U-Processor-8MB Cache, 1.8 Ghz , Turboboost upto 4.00 GHz
Chipset	System on Chip
Wireless	Intel® Dual Band Wireless 802.11ac/a/b/g/n wireless LANand Bluetooth 4.2 Combo
Memory	8 GB (2*4 GB) DDR4 SDRAM (2400 MHz) upgradable to 16 GB or higher
Hard Disk Drive	1 TB hard drive
Chassis Cover	Latest thin & light Design with scratch resistance body
Display	Not less than 14-inch diagonal IPS (1920 x 1080 resolution)
Webcam	Minimum integrated 720p HD webcam
Keyboard	Backlit Full size spill resistant keyboard with Multi gesture support
Ethernet Interface	Integrated Ethernet 10/100/1000 NIC
Ports	VGA - One(1) HDMI 1.4a- One(1) Headphone / microphone Combo : One (1) Power connector -One(1) RJ-45/Ethernet -One(1) Minimum 4 USB 3.0/2.0 ports with one type C
Integrated Media Card Reader	1 multi-format digital media reader
Weight	starting weight 1.7 Kg , same should be mentinoed in OEM brochure .
Security	Integrated Fingerprint Reader, TPM 2.0 , UEFI BIOS DIAGNOSTICS , Power on authentication , Hardisk protection features
Speaker / Microphones	Integrated two stereo speakers; HD audio Integrated Digital microphone
Battery	Internal 48 Whr battery - warranty on battery has to be 3 years
Operating System	Preloaded Genuine Windows 10 Professional Edition 64.with recovery media and driver CD
OS Certification	Must be certified for Windows
Warranty	5 Years Comprehensive Warranty on laptop. (3 Years on Battery and Adaptor) . OEM has to give warranty undertaking letter.
AC Adapter	Standard Indian Adaptor
Mandatory Industry Standard Certifications	UL, FCC Compliance, EPEAT-Gold, Energy Star, MIL SPEC 810G

Signature of Authorized person of the
Firm/Agency with stamp/ seal

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Annexure-VII

Details of old Desktop Computer for BUY BACK

Sl. No.	Particulars	Date of Purchase/ Installation	Basic Specification	Quantity (No.)
1	Desktop PC: Siemens <i>Scenic600</i>	19.Jan.2000	P-III @450,128 MB RAM, 8 GB Hard Disk, CD ROM, CRT MTR	10
2	Desktop PC: Compaq <i>DeskproEN</i>	04.Jan.2001	P-III,256 MB RAM 15 GB Hard Disk CD ROM	32
3	Desktop PC: HP Compaq dx6120MT	23.Nov.2005	P-IV, 1 GB RAM, 80GB Hard Disk, CRT Monitor-14"	8
			Total	50

Signature of Authorized person of the
Firm/Agency with stamp/ seal