

Notice Inviting Tender
For
Supply & Installation
Of
Desktop Computer & Peripherals



NIT No. : J-11013 (006) / 2016-17 /S&P (Vol-II)

NIT Issue Date : 29-08-2016

Last Date of Submission : 21-09-2016 at 12.00 PM.

Tender opening date (Technical bid): 21-09-2016 at 3.00PM

All India Institute of Medical Sciences, Bhubaneswar

Website: www.aiimsbhubaneswar.edu.in

Signature of Tenderer & Seal

Chapter - I

All India Institute of Medical Sciences, Bhubaneswar

Email: info@aiimsbhubaneswar.edu.in
www.aiimsbhubaneswar.edu.in

All India Institute of Medical Sciences, Bhubaneswar, Odisha, an apex healthcare institute being established by Parliament of India under aegis of Ministry of Health & Family Welfare, Government of India, invites sealed Tenders for supply & installation of the following item(s) at the institute. Intending Tenderers are requested to quote their best offer along with complete detail of specifications, terms & conditions.

Schedule – A

S.No.	Item Description	Quantity	EMD Amount
1	Desktop Computer	100 (One Hundred Only)	₹ 3,00,000/-

Schedule – B

1	Printer (Laser)	100 (One Hundred Only)	₹ 50,000/-
2	UPS- 1KVA	100 (One Hundred Only)	

1. Interested Tenderers may send their tender in sealed cover addressed to the Administrative Officer, All India Institute of Medical Sciences, Bhubaneswar superscribed with tender number and complete in all respects latest by 21-09-2016 up to 12:00 pm. The Tender (Technical Bid) will be opened on the same day at 03:00 PM in the Board Room, Academic Block, All India Institute of Medical Sciences, Bhubaneswar. The tenders received after the scheduled date and time will be rejected out rightly.
2. The tender is in two- bid system i.e. Technical Bid & Financial Bid .The Technical bid will be opened on the designated date by the Purchase Committee. The Financial bid of the technically qualified bidders shall be hoisted in the website of AIIMS, Bhubaneswar
3. The technical bid and the financial bid should be sealed by the bidder in separate covers superscribed "**Technical bid for Supply & Installation of Desktop Computer & Peripherals** " and "**Financial Bid for Supply & Installation of Desktop Computer & Peripherals**) ". Both Sealed Envelopes should be kept in a main/ bigger envelope superscribed as "**Tender for Supply & Installation of Desktop Computer & Peripherals**". The 'Technical Bid' will be analysed and 'Financial Bid' of only those firms who are found eligible in 'Technical Bid' will be opened. The name of the bidders found qualified in the Tech. Bid shall be hoisted in the official website of AIIMS, Bhubaneswar. No paper publication shall, however, be made for this.

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Chapter-II- Conditions of Contract

Schedule of Tender

Issue Date	:	29-08-2016
Last date and time of receipt of tender	:	21-09-2016 at 12:00 PM
Amount of Earnest Money Deposit (EMD)	:	1. Rs. 3,00,000/- (Rupees Three Lakh only) for Schedule – A 2. Rs. 50,000/- (Rupees Fifty Thousand only) for Schedule – B
Tender Paper Cost (Tender Fee)	:	₹ 2,000/- (Rupees Two Thousand only)
Date & time of opening of tender	:	21-09-2016 at 03:00 PM
Venue	:	All India Institute of Medical Sciences Bhubaneswar - 751019

Tender(s) should be sealed and superscribed with tender number and address to:

**“Administrative Officer
All India Institute of Medical Sciences,
Patrapada,
Bhubaneswar- 751019**

The sealed Tender(s) should reach the Institute, latest by **21-09-2016** at 1200 hrs and the technical bid will be opened on **21-09-2016** at 03:00 PM in the Administrative Office, AIIMS, Bhubaneswar of the Institute in the presence of the bidder(s) or their authorized representative(s), who may remain present at the scheduled date and time. The financial bid of the technically qualified bidders shall be hoisted in the website of AIIMS, Bhubaneswar. No paper publication shall however be made for opening of finance Bid.

Terms & Conditions:

- 1. Earnest Money Deposit:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs.3,00,000/- (Rupees Three lakh only) for schedule – A and Rs. 50,000/- (Rupees Fifty Thousand Only) for Schedule-B by way of **BG/FDR** and ₹ 2,000/- as tender fees (non refundable) drawn in favour of the “AIIMS Bhubaneswar” by way of demand drafts only. (TENDERS NOT ACCOMPANIED WITH EMD/BID SECURITY AND TENDER FEES ALONGWITH THE TECHNICAL BID SHALL BE SUMMARILY REJECTED). The bank guarantee for Earnest Money Deposit must be enclosed in the envelope containing the technical bid.

The EMD of the successful bidder shall be returned after the successful completion of contract / order and for unsuccessful bidder(s) it would be returned on finalisation of Tender. No claim shall lie against the Government/AIIMS, Bhubaneswar in respect of erosion in the value or interest on the amount earnest money deposit or security deposit. Bid(s) received without Tender fees and EMD shall be liable for rejection.

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The firms who are registered with National Small Industries Corporation (NSIC) / OR Small Scale Industrial (SSI) are exempted to submit the EMD (Copy of registration must be provided along with).

2. **Rate:** Rates should be quoted in Indian Rupees (INR) on F.O.R destination Basis at AIIMS, Bhubaneswar, Odisha, Inclusive of all the Charges, with break-ups as:
 - Basic Cost.
 - VAT /CST as applicable.
 - Total Cost (F.O.R at AIIMS Bhubaneswar).
3. **Validity:** The quoted rates must be valid for a period for 180 days from the date of closing of the tender. The overall offer for the assignment and bidder(s) quoted price shall remain unchanged during the period of validity. If the bidder quoted the validity shorter than the required period, the same will be treated as unresponsive and it may be rejected.

In case the tenderer withdraws, modifies or change his offer during the validity period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

4. **Warranty / Guarantee:** Bid must be quoted with Three (03) year comprehensive on-site warranty / guarantee and it will be started from the date of the satisfactory installation / commissioning of goods, against the defect of any manufacturing, workmanship and poor quality of the components. Warranty would be followed by 5 year CMC (Comprehensive maintenance contract with spares) @ 3% of the cost of the Machine with 5% increment every year. Vendor would submit list of Consumables required for running the machine along with its cost. During the warranty the supplier/ company should provide a minimum of 04 (four) preventive maintenance as routine services. After sales services must be provided in the city of installation. In situations requiring service or repair of the unit outside the city of installation, the expenditure on the account of this will have to be borne by the supplier.
5. **Uptime guarantee:** The firm should provide uptime guarantee of 98% during warranty and CMC period, with acceptance of the penalty clause in case of failure to do so.
6. **Downtime penalty Clause**

During the comprehensive warranty period, the guarantee uptime of 98% of 365 days will be ensured. In case the down time exceeds the 2% limit penalty of extension of guaranty period by two days for each additional day of down time will be enforced. The vendor must undertake to supply all spares for optimal upkeep of the equipment for at least FIVE YEARS after handing over the unit to the Institute.

If accessories/other attachment of the system are procured from the third party, then the vendor must produce cost of accessory/other attachment and the CMC from the third party separately along with the main offer and the third party will have to sign the CMC with the Institute if required.

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The principal supplier or their service partners are required to submit a certificate that they have satisfactory service arrangements and fully trained staff available to support the uptime guarantee.

7. FALL CLAUSE

If, at any time, during the said period, the supplier reduce the said prices of such Stores/Equipment or sales such stores to any other person/organization/Institution at a price lower than the chargeable, he shall forthwith notify such reduction or sale to the Director, All India Institute of Medical Sciences (AIIMS) Bhubaneswar and the price payable for the Stores supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced.

The supplier shall furnish the following certificate to Administrative Officer, AIIMS, Bhubaneswar.

"I/We certify that the Stores of description identical to the Stores supplied to the government under the contract against Tender herein have not been offered/sold by me/us to any other person/organization/Institution upto date of bill/the date of completion of supplies against all supply orders placed during the currency of the tender/rate contract at the price lower than the institute under contract /against tender".

- 8. Delivery:** All the goods ordered shall be delivered within **4 (Four)** week from the date of issue of supply order/ acceptance letter. All the aspects of safe delivery shall be the exclusive responsibility of the supplier. The acceptance of the Supply order should be furnished with 7 (seven) days from the date of issue failing which it shall be treated that the firm has accepted the Supply Order.

If the supplier fails to deliver of the goods on or before the stipulated date, then late delivery charges at the rate of 0.5% per week or part thereof exceeding 3 days of the total order value shall be levied subject to maximum of 10% of the total order value. (Excluding the date of issue of Supply Order / acceptance letter and date of delivery). Purchaser may also resort to termination of the Supply Order & even Tender at any time after expiry of the allowable period for supply of materials.

- 9. Performance Security:** The supplier shall be required to submit the performance security in the form of irrevocable Bank Guarantee (BG) / or Fixed Deposit Receipt (FDR) issued by any Nationalised Bank for an amount of which is equal to the 10% of the order value and should be kept valid for a period of 60 days beyond completion of all the contractual obligation including CMC period.

10. Payment Term:

- 70% payment of the total value shall be released after the successful delivery & installation of the ordered goods against the submission of Performance security & execution of Contract Agreement.
- Balance 30% of the amount shall be released after one month after successful installation of the item and basing upon the report of satisfactory functioning to be furnished by the user department.

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11. Bidder shall submit a copy of the tender document and addenda thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.
12. Signed & stamped compliance sheet of the technical specification of the goods with technical printed literature must be enclosed with the bid.
13. After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer.
14. Conditional bid will be treated as unresponsive and it may be rejected.
15. *The Institute reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s).*
16. **Buy-Back Offer** : In case of a availability of a new Version of the existing Equipments/ Apparatus, Institute may go for the same for replacement on Buy-Back offer basis. The Tenderer should mention his offer for buy back of the Equipment/Machinery /Plant / Instruments/ Apparatus stating the percentage of Basic cost of the old Equipment and other condition if any.

17. TENDER EVALUATION

Tender evaluation will be done in **two stages**:

- a. Technical bid and
- b. Price bid.

Tender document may to be submitted in separate sealed envelopes super-scribed as “Technical Bid” and “Price Bid” respectively. All these 2 envelopes should be put in another envelope marked as “**Tender for Supply & Installation of Desktop Computer & Peripherals for AIIMS, Bhubaneswar**” sealed with sealing wax.

TECHNICAL BID:

The firm should submit the technical bid in a sealed cover separately super-scribed “**Technical Bid for Supply & Installation of Desktop Computer & Peripherals**” along with Name and address of the Bidder. Technical bid should contain:

- a. The name of items with specification and makes/brands of the items, indigenous or imported with name of manufacturer & address must be enclosed.
- b. Literature and catalogues in support of items quoted must be enclosed.
- c. Whether the items quoted is as per specification, if not the statement of deviation (Parameter wise) from the tender technical specification must be enclosed.

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- d. Details about the
 - i. Past experience (in years).
 - ii. Spares & services after the sale of the equipment.
- e. Undertaking by manufacturer of equipment for servicing the equipment & supply of spare parts whenever required at least for 3 years after completion of warranty/Guaranty.
- f. Name, Address, Phone & Fax No. of Service Centre at Bhubaneswar or nearby.

The Committee constituted by the Director will technically evaluate the items on the basis of specification as per Annexure I, make/brand quoted; literature enclosed, sample submitted wherever asked, the authority from manufacturer for the item etc. The items accepted technically will only be considered for price evaluation (price bid). Price should not be quoted with technical bid, otherwise the tender will be rejected without any correspondence.

PRICE BID:

Should be submitted in a separate sealed envelope super-scribed the word **“Price Bid for Supply & Installation of Desktop Computer & Peripherals”** along with Name and address of the Bidder.

The price should indicate cost as mentioned at para/clause 2 above. Offers with price variation clause will not be accepted. The rates quoted in ambiguous terms such as “Freight on actual basis” or “Taxes as applicable extra” or “Packing forwarding extra” will render the bid liable for rejection.

17. Applicable Law:

- The contract shall be governed by the laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings / processing.
- Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Bhubaneswar, Odisha, India only.
- The Arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the venue of arbitration shall be at Bhubaneswar. The decision of the Arbitrator shall be final and binding on both the parties.
- Force Majeure: Any delay due to Force Majeure will not be attributable to the supplier.

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Chapter - III
SPECIFICATIONS FOR DESKTOP COMPUTERS & PERIPHERALS

A. DESKTOP COMPUTERS:

S.No.	Feature	Specifications
1	Processor	Intel Core i7-4790 Processor (3.6Ghz) or higher
2	Chipset	Intel® Q8x Chipset or higher
3	Motherboard	OEM Motherboard
4	Memory	8GB DDR3 expandable to 32GB DDR3, Total four DIMM slots
5	Hard Disk Drive	1 TB 7200 RPM SATA Hard Drive
6	Optical Drive	SuperMulti DVD Writer or higher
7	Graphics	Intel HD Graphics (integrated)
8	Audio	High Definition Audio (all ports are stereo), with Internal Speaker
9	Ethernet	Integrated Gigabit (10/100/1000 NIC) LAN
10	Slots	All FULL height Slots (1) PCI Express x16 (1) PCI Express x1 (1) PCI x1
11	Bays	(1) 3.5" Internal drive bays (1) 5.25" ODD
12	Ports	At least 8 USB ports with minimum 4 x USB 3.0 ports and 4 x USB 2.0 ports with at least 2 on the front side PS/2 keyboard and mouse ports (1) VGA video port (1) RJ-45 network connector Rear Line In/Line Out jacks Front 3.5mm headphone output and microphone in jack
13	Form Factor	MT (Micro Tower)
14	Power Supply	300W Active PFC, 85% efficient Power supply
15	Keyboard	PS2/USB 104 keys keyboard (Same make as PC)
16	Mouse	PS2/USB 2 Button Optical Scroll Mouse (Same make as PC)
17	Security	TPM 1.2 Security Chip SATA port disablement (via BIOS) Optional USB Port Disable at factory (user configurable via BIOS) Removable media write/boot control Power-On password (via BIOS) Administrator password (via BIOS) Setup password (via BIOS) Support for chassis padlocks and cable lock devices
18	Operating System	DOS / Preinstalled Genuine Microsoft Windows 8.1 Pro (64-bit) or higher Media and key have to be provided.
19	Proprietary software	Original Microsoft Office Home and Students 2016. Media and key have to be provided.
20	Antivirus software	Internet Security Software with 5 years validity. Kaspersky/ McAfee/ Norton or equivalent. Media and key have to be provided.
21	Compliance And Certification	ROHS and Win certification Energy Star ver 5.2 EPEAT certified for India

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22	System Weight / Volume	System weight no more than 9 KG and System volume no more than 20L
23	Monitor	20 LED Backlit, Height Adjustable stand with pivot rotation, EPEAT GOLD, TCO, Energy Star, 1920x1080 Resolution, 1000:1 contrast ratio
24	LAN patch cord	CAT 6 Cable 3 Mtrs

B. PRINTERS & UPS:

S.No.	Feature	Specifications
1	Printing Method	Laser
2	Type	Single Function
3	Colour output	Monochrome
4	Internal Memory	2 MB or higher
5	Energy Efficiency	Energy Star Qualified
6	Input tray capacity	100 sheets or more
7	Supported paper	60 to 150 GSM
8	Printing resolution	1200 X 1200 dpi or higher
9	First printout time	Less than 10 seconds
10	Printing speed	18 pages / Minute or higher
11	Paper sizes supported	A4, A5, B5, C5
12	USB support	2.0 or 3.0

UPS :

1	UPS	1000 VA UPS. Equivalent of APC Make with High/ Low voltage cut-off and surge protection, with 4 three pin output sockets.
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All Items should be from Branded Company. No Local Assemble System will be entertained .

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Chapter - IV

Inviting of sealed Tender(s) for supply and installation of Desktop Computer & Peripherals at AIIMS, Bhubaneswar

TECHNICAL BID

Sl no.	Details / Particulars	Submitted (Yes/No)	Page No
A	Name & Address of Tenderer with phone number, email, name and telephone / mobile (Mention in Letter head)		
B	Specify the name of Company /Proprietorship / Partnership firm (Mention in Letter head)		
C	Name of Proprietor /Partner/Managing Director/Director.		
D	Name, Address & designation of the authorized person for signing the bid documents. (Authorization Letter) (under Letter head)		
E	Name and address of service centre near by Bhubaneswar.		
F	Whether the firm is a registered firm 'yes/no'(attached copy of certificate)		
G	PAN No. (enclose the attested copy of PAN Card)		
H	Please Provide last 2 year IT Return copy		
I	Sales/Service Tax No. (enclose the attested copy of Service Tax Certificate)		
J	VAT No. (enclose the attested copy of VAT Certificate)		
K	Details of the Earnest Money Deposit (EMD) Rs.3,00,000/- (Rupees Three lakh only) for schedule –A and Rs.50,000/- (Rupees Fifty Thousand Only) for Schedule-B, FDR/BG No. /dt. And ☐ 2,000/- as Tender Fees (Demand Draft)		
L	Whether the Firm/Agency has signed each and every page of Tender/NIT		
M	Have you previously supplied these items to any government /reputed private organization? If yes, attach the relevant poof. <i>Please provide a notarized affidavit on Indian Non Judicial stamp paper of Rs.10/- that you have not quoted the price higher than previously supplied to any Government Institute / Organisation / reputed Private Organisation or DGS&D rate in recent past. If you don't fulfil these criteria, your tender will be out rightly rejected</i>		
N	Please submit a notarised affidavit on Indian Non judicial stamp paper of Rs.10/- that no case is pending the police against the Proprietor / partner or the Company (Agency). Indicate any convictions in the against the Company/ firm / partner. Please also declare that proprietor/firm has never blacklisted by any organization.		
N	Please provide full list of consumables & Catalogue of Equipment		
O	Any other information, if necessary		

Signature of the bidder with seal.

Signature of Tenderer & Seal

Chapter - IV

Financial Bid

(To be submitted on the letterhead of the company / firm)

Format for Financial Bid

(To be submitted on the letterhead of the company / firm)

S.No.	Item Description	Quantity	Unit Price	Vat/ All Taxes	Total Unit Price with all taxes
Schedule – A					
1	Desktop Computer (as per specification at Chapter – V)	100			
Schedule – B					
1	Printer (Laser)	100			
2	UPS (1000 VA)	100			

Note:

1. I/We have gone through the terms & conditions as stipulated in the tender enquiry document and confirm to accept and abide the same.
2. No other charges would be payable by the Institute.
3. Page number/serial number may be given to each and every page of Tender Documents and photocopies of the attested documents attached. Mention Page number, wherever the copy (ies) of the document(s) is kept.
4. In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

Undertaking

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.

(Signature of the bidder with seal)

Date:

Place:

Signature of Tenderer & Seal
