

Central Purchase unit
National Institute of Technology Srinagar-190006
Tel:- 0194-2424792/2429423/2424809/2424797 Fax:- 0194-2420475

No. NITS/CPU/2017/CSC/3551-55
DT: 02.01.2018

M/S.....

Subject: Invitation of Bids for the supply of consumable items for Computer Services Centre

Dear Sir,

1. You are hereby invited to submit your most competitive Bid for the equipment with detailed Specification of these goods as give in Annexure-A. The offer is to be submitted in two bid System: Technical Bid and Price Bid separately in two envelopes.

2. Envelope- A (Technical Bid) It should contain the following;

- (a) Original equipment manufacturer proof.
- (b) Distributors/Marketing agent/ Authorization dealer proof of their status in the shape of copy of agreement of registration under law in force.
- (c) Copy of PAN card of the firm.
- (d) Copy of tax registration
- (e) Copy of audited account statement of the firm for last three years.
- (f) Proof of annual turnover of the firm for last three years.
- (g) Copy of Registration of firm.
- (h) Copy of income tax returns of the firm for last three years
- (i) Proof of availability of service after sale support.
- (j) Bid security for Rs.30,000.00 in the form of CDR/TDR in favour of Chairman, Central Purchase Unit NIT Sgr. and tender document fee Rs. 500/- in the form of DD, in favour of Director, NIT Srinagar. Tender without document fee shall be rejected.
- (k) Proof of legal status.

3. Envelope-B (Price Bid) It should contain the following

- (a) Bid prices.
- (b) Bid price should be firm for the bid validity period.
- (c) **All duties, taxes and levies (GST or any other tax) to be payable, must be quoted separately and clearly.**
- (d) **As per SRO 129 of Government of Jammu & Kashmir, the institute is Exempted from state entry tax. The Institute will provide Entry tax exemption certificate to successful bidder with supply order. The Institute is also exempted from Custom/Excise duty.**
- (e) The rate quoted should be FOR NIT Srinagar.
- (f) The rate should include the equipment installation, commissioning, and operational training to the Institute personnel.
- (g) Bid price should be without over writing; however minor over writing should be clearly signed by the bidder. In case of any discrepancy between price quoted in figures and words, the price quoted in words shall be accepted.
- (h) **The rates should be covered with transparent tape.**
- (i) Bid form in the format given in Annexure-B
- (j) Technical specification Schedule as per Annexure-C
- (k) Price bid schedule in the format enclosed in Annexure-D

4. Validity of Bids

Bids shall remain valid at least for 120 days from the date of opening.

5. Evaluation of Bids

- (a) The NIT Srinagar (Purchaser) will evaluate and compare the bids which are found substantially Responsive. i. e. which are
 - (i) Properly signed
 - (ii) Confirm to terms, conditions, and technical specifications.
 - (iii) Accompanied with tender fee, Bid security and all other documents.
- (b) No waiver for Tender fee or Bid security will be accepted. Any certificate to this effect will not be accepted.
- (c) Bids shall be evaluated separately for each item.

6. Award of contract

- (a) Contract shall be awarded to the bidder whose bid is commercially, technically responsive and offered at lowest evaluated price.
- (b) Successful bidder shall be notified about the award of the contract where in terms and conditions of supply shall be incorporated.

7. Demonstration

The Department / Centre may ask the suppliers/tenderer to demonstrate the equipment during the evaluation process, in order to evaluate its technical compliance, reliability, stability, and accuracy.

8. Proof of sale to other Organizations

NIT Srinagar reserves the right to ask for the proof that, same equipment has been sold to other organizations. The bidder may be asked to produce the copy of Purchase order and Bill Invoice. The same can be verified from the organization also.

9. Payment

100% payment shall be made against delivery of goods at NIT Srinagar Campus in good condition, as per specifications and successful installation/commission.

10. Warranty

- (a) All items shall carry comprehensive standard replacement warranty of one year or as mentioned in the tender document for that item.

11. Performance security

- (a) Performance security shall be retained for the amount as mentioned in the award of contract letter/supply order. However it shall not exceed 10% of the contract value and shall be retained from the bill payment.

12. Penalty for delay

A penalty of 0.15% (fifteen paise per hundred) per day shall be imposed if the supply is made beyond the prescribed period mentioned in supply order.

13. Settlement of disputes

Settlement of any dispute will be made under the jurisdiction of Srinagar court.

14. Liquidated Damages

If the bidder after accepting the purchase order of goods/equipments or services, fails to deliver any or all of the goods/equipments or to perform the services within the specified period, a penalty of 15 paise per hundred per day shall be charged. The maximum penalty can be limited to 10% of the cost. Once maximum is reached NIT Srinagar may proceed on its own to consider the termination of the supply order.

15. Submission of Bids

- (a) **The last date for submission of bids is 25.01.2018 up to 2.30 P.M.**
- (b) Bids should be properly sealed.
- (c) The two envelopes A & B together should be kept in a separate single envelope. “**Enquiry No., due date of opening and Quotation for supply of consumable items for Computer Services Centre,**” must be mentioned on this envelope.
- (d) Bids should be addressed to Chairman Central Purchase unit NIT Srinagar.
- (e) Bidders not from Srinagar shall dispatch bids sufficiently well in advance so as to reach the destination one day prior to bid opening.

16. Bid opening

- (a) The Technical Bid (Envelope- A) will be opened first and price Bid (Envelope-B) of the bidder will be opened after qualifying the Technical Bid (Envelope-A).
- (b) Interested bidders can attend the bid opening.

17. Notwithstanding above the purchaser reserves the right to reject any or all the bids.

18. We look forward for your quotation.

Thanking you,

**Chairman
Central Purchase unit NIT Srinagar**

Note:

1. Before preparing your valuable bid kindly go through the document fully and take care of all the requirements.
2. Bidders from outside Srinagar may please send their Bids much in advance so that they are received in time.

Annexure-A

All the items have to be of standard make and quality, confirming to standards. Make and model of all the items need to be mentioned specifically, any bid not mentioning the same in the quote, will be rejected.

<i>S. No</i>	<i>Item</i>	<i>Description and Specifications</i>	<i>Quantity</i>	<i>Delivery Period</i>
1	UTP CAT-6 CABLE	Up to 250 MHz, suitable for 10 BASE-T / 100 BASE-TX and 1000 BASE-T	10 Rolls	30 days
2	I/O POINT WITH BASE	RJ45 Keystone modular jack for patch panels, Surface mount boxes	100 No	
3	RJ 45 CONNECTORS	8- Pin Ethernet Connector	20 Packs (each pack of 100 No)	
4	LAN CABLE 1 Mtr	CAT-6 LAN CABLE 1 Meter	100 No	
5	LAN CABLE 2 Mtr	CAT-6 LAN CABLE 2 Meter	100 No	
6	LAN CABLE 5 Mtr	CAT-6 LAN CABLE 5 Meter	100 No	
7	SWITCH 8 PORT	8-Port Fast Ethernet Unmanaged Desktop Switch, 8-port 10/100/1000 Mbps	20 No	
8	SWITCH 16 PORT	16-Port Gigabit Unmanaged Desktop Switch	10 No	
9	KEYBOARD	Multi-Key Branded Keyboard (USB) Mechanical Type	20 No	
10	MOUSE	USB Branded Mouse	20 No	
11	LAN TESTER	RJ45 LAN Tester	08 No	
12	TOOL BAG	Tool Bag	04 No	
13	PUNCHING TOOL	I/O Punching Tool	08 No	
14	CRIMPING TOOL	RJ 45 Crimping Tool Kit	10 No	
15	RAM	8 GB RAM DDR3	05 No	
16	HARD DISK INTERNAL	1 TB storage capacity with SATA 6Gb/s NCQ Interface	10 No	
17	RACK	6 U Rack	05 No	
18	RACK	9 U Rack	05 No	
19	FIBRE PATCH CORD	SC-SC Fibre Patch Cord (3 Meter]	20 No	
20	FIBRE PATCH CORD	LC-LC Fibre Patch Cord (3 Meter)	20 No	
21	FIBRE PATCH CORD	SC-LC Fibre Patch Cord (3 Meter)	20 No	

(Tender opening format)

Name of the firm: _____

Tender for supply of _____

NIT No: & Date: _____

Technical specification/ literature attached: - Yes/No

Valid tax clearance certificate attached: - Yes/ No

Registration/ Authorization Dealership/

Manufacturer certificate attached: - Yes/ No

Revenue stamp affixed: - Yes/ No

Rates covered with transparent tape: - Yes/ No

Bid document fee deposited: - Yes/ No

CDR/FDR/TDR enclosed: - Yes/ No.

Bid price in Indian Rupees: - Yes/ No

FOR Srinagar: - Yes/ No

Bid without correction/overwriting: - Yes/ No

Seal & Signature of the Supplier

Annexure-B
BID FORM

From M/S.....

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To
Chairman,
Central Purchase unit,
NIT Srinagar

Ref: NIT No.: NITS/CPU/2018/CSC/_____, Dated: goods/Equipment for
Computer Services Centre

Sir,

With reference to above invitation for bids we would like to say that we have gone through your bid document thoroughly and hence offer our competitive Technical/Price Bid in sealed envelope for the supply of various goods/equipment listed in your document.

The following documents constitute our Bid.

- (a) Bid form
- (b) Price Bid schedule in the requisite format
- (c) Authorization dealer ship certificate from the manufacturer
- (d) Valid sales tax certificate
- (e) Technical literature for the goods/equipment
- (f) Names of organization where this equipment has been supplied.
- (g) Bid security as mentioned in the schedule of requirements in the form of CDR drawn in favour of the Chairman Central Purchase Unit NIT Srinagar.
- (h) Telephone No.....

Kindly feel free for any enquiries and clarifications.

Yours Sincerely

(.....)

From M/S.....

Place.....

Date

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