



# **Babasaheb bhimrao ambedkar**

**BIHAR UNIVERSITY,  
MUZAFFARPUR**

**Pin-842001 (Bihar)**

**Website:- [www.brabu.net](http://www.brabu.net)**

**Ref:.....**

**Date:.....**

## **Tender Document for Supply of Desktop Computers for Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur**

### **Tender Document for Supply of Desktop Computers**

**Tender reference No. .... Dtd. 17.07.2016**

**Start Date of Tender : 17.07.2016**

**Last Date for Submission : 30.07.2016**

**Opening Date of Tender : at 2.00 P.M. 31.07.2016**

**Address of Communication:-**

**Registrar**

**Babasaheb Bhimrao Ambedkar Bihar University  
Muzaffarpur**

### **Invitation for tender**

Babasaheb Bhimrao Ambedkar Bihar University invites sealed tender for supply of Desktop Computers. The Sealed tenders are invited from Manufactures/Authorised Distributors/Authorised Deputed Registered Agencies & Firms only as per the scope of work given below.

Instructions to the vendors in relation to the Supply of Desktop Computers are given in Annexure I to V and format for financial bid is given in Annexure-VI.

Earnest Money Deposit of Rs. 50,000 (Rupees Fifty Thousand Only) must accompany all tender offers as specified in this tender document. DD must be in favour of Babasaheb Bhimrao Ambedkar Bihar University Payable at Muzaffarpur.

The cost of tender document is Rs. 2500/- (Two Thousand Five Hundred Only) must accompany all tender in form of DD in favour of Registrar, Babasaheb Bhimrao Ambedkar Bihar University Payable at Muzaffarpur.

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The copy of tender document may be obtained from this Office on all working days in person on production of DD of Rs. 2500 as cost of tender document or it can be downloaded from University's website - www.brabu.net (If the tender document is downloaded from our website cost of tender should be enclosed with technical document in form of DD as mentioned above.)

## **Babasaheb Bhimrao Ambedkar Bihar University Muzaffarpur**

### **Tender Document for Supply of Desktop Computers for Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur**

#### **Invitation for**

Babasaheb Bhimrao Ambedkar Bihar University invites sealed tender for supply of Desktop Computers. The Sealed tenders are invited from Manufactures/Authorised Distributors/ Authorised Deputed Registered Agencies & Firms only as per the scope of work given below.

#### **Scope of work :**

<b>Sl.No</b>	<b>Item description</b>	<b>Quantity</b>
01	Desktop with three year warranty preloaded with Windows 10 (Intel Skylake Core i3 (2.7 GHz) Operating System and latest version of Antivirus (Total Security). Ram-4 GB, DDR-4, HDD-1TB (7200 RPI) Wi-Fi-enabled, Monitor-18.5 Inch LED (PCI Slot). All Desktops will be supplied at Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur.	

You are requested to submit your bids strictly confirming to the requirement specified in the tender document. The detail technical specification is provided at **Annexure-V**.

#### **Eligibility criteria of the Bidder :-**

The bidder must meet the following eligibility criteria and must furnish the proof of documents in Technical Bid thereof otherwise the bid will be rejected.



The bidder should have an average annual turnover of 50 Lacs in the last five Financial Years i.e. (2011-16). The Bidder shall submit a certificate as per **Annexure-III** from a Chartered Accountant.

The Bidder must furnish Bihar VAT registration certificate along with PAN.

The Bidder must have prior experience of supply of Desktop/Laptop to any Govt. /PSUs/Public Limited Company in India worth at least 10 Lacs in a single contract or two projects of similar nature not less than the amount equal to or higher than 20 Lacs in the last three years and shall submit the copy of Purchase Orders.

The Bidder should have a registered office at Patna/Muzaffarpur (Bihar) and service network at Muzaffarpur (Bihar).

The Bidder has to quote for all the items mentioned at Scope of Work. Supplier/agency/manufacturer must not have been blacklisted from any Government /Semi Government/PSU organization in last five years.

**Submission of Bid ::**

The bids are to be submitted under two part bid system. Both the bids should be submitted in separate sealed covers duly super scribed **Technical Bid and Financial Bid** respectively and both the bids should be put into a third cover which should be super scribed, "**TENDER FOR SUPPLY OF DESKTOP COMPUTERS**" (as the case may be) and should mention **Tender Ref. No.,** failing which it will be treated as non-responsive. The Technical Bid should be as per the **Annexure-V** and Price Bid as per **Annexure- VI** respectively. The bidder should mention the name and address on each cover.

**Technical Bid ::**

- i. Demand Draft towards Cost of Tender Document amounting to 2500/- (Two Thousand Five Only)
- ii. Demand Draft towards EMD amounting to 50,000/- (Fifty Thousand Only)
- iii. Copy of Bihar VAT Registration certificate.
- iv. Copy of PAN.
- v. Forwarding letter/self declaration form (**Annexure - I**)
- vi. Bidder profile (**Annexure-II**)
- vii. Annual Turn Over Statement (**Annexure-III**) along with Audited Balance Sheet certified by the Chartered Accountant.
- viii. The Bidder must have prior experience of supply of computers and peripherals to any Govt./PSUs/Public Limited Company in India worth of at least 20 Lacs in a single contract or Two projects of similar nature not less than the amount equal to or higher than 20

- Lacs each in the last three years and shall submit the copy of purchase orders.
- viii. Technical Specification Compliance Sheet **(Annexure-V)**. Technical information and specifications prescribed by the manufacturer for the items quoted.

**Price Bid ::**

- i. Hard Copy signed and sealed with amount both in words and figures as per the Annexure — VI
- ii. The financial bids of the technical bid qualifiers only will be opened.
- iii. The Price of the items should be quoted as per Annexure - VI The net quoted price should be both in figures and words. In case of difference in words and figures, words will be taken into consideration for evaluation.

**Terms & Conditions ::**

- i. Bidders are advised to study the tender document carefully. Submission of bids shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
- ii. The sealed tender should be submitted to Registrar, B.R.A. Bihar University, Muzaffarpur on or before 30.07.2016 by 02.00 PM. The bids sent through FAX/Email shall not be accepted.
- iii. The Bids will not be accepted after the date and time specified in the tender document.
- iv. The bidders shall ensure that each page of the tender document is signed by authorized signatory with company seal.
- v. Numbers of Desktops may increased/decreased by the tender-inviting-authority as per the requirement.
- vi. The Price quoted shall remain valid for a period of not less than three months from the date of approval.
- vii. The items should be supplied within four weeks from the date of purchase order/award of work. Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur reserves the right to cancel the order in the case of delay in delivery of the items.
- viii. The Bidder should quote product as per the specification in the tender document.
- ix. Bidders to ensure the availability of critical spare parts of the Hardware so that the downtime will be less than 07 days.
- x. It would be the responsibility of the Bidder's representative (only one person per bidder) to be present at the time of opening of bids.

- xi. The items delivered should be new and defect free, else if found defective the same has to be replaced immediately.

**Modification or Withdrawal of Bids ::**

Bids once submitted will be treated as final and no further correspondence in this regard will be entertained. No bidder shall be allowed to withdraw the bid. Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur has the right to reject any or all the bids received without assigning any reason whatsoever. Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur shall not be responsible for non-receipt/non-delivery of the bid documents due to any reason whatsoever, including delay in transit.

**Earnest Money Deposit —(EMD)**

50,000/- Should be paid as EMD in the form of Demand Draft from a Nationalised Bank located in India, drawn in favour of Registrar, Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur payable at Muzaffarpur and submitted with the Technical Bid. Bids without EMD shall be treated as non-responsive and will not be accepted. No exemption from submission of EMD is allowed.

The EMD of successful bidder is liable to be forfeited if the tenderer violates any term of the tender within the validity period.

EMDs given by unsuccessful bidders will be refunded after placing of work order to the successful bidder.

EMD of the successful bidder will be forfeited in case the successful bidder fails to accept and execute the order.

EMD of successful bidder will be returned after submission of performance Bank Guarantee. EMD shall not carry any interest.

**Evaluation ::**

The rates of the item quoted by the tenderers who qualify technically will be evaluated after taking the following points into consideration: -

- i. Rate of items of each bidder will be taken after inclusion of the excise duty, transportation cost, insurance premium, packing and forwarding charge, warranty and support charges and all taxes as applicable.
- ii. After evaluation, the lowest Eligible Bidder (Gross Price) will be selected. **Warranty/Support ::**

This warranty (comprehensive)/support shall remain valid as per the technical specification.



The warranty will cover all the parts of the Hardware as per the technical specification provided in the tender document and any replacement or repair required within the warranty period will be provided by the supplier free of cost at the installed locations. The supplier will take back the replaced parts/goods at the time of their replacement. No traveling allowances or transportation cost will be paid by the purchaser during warranty period.

The supplier warranty that the Goods supplied under this contract are new and current models and they incorporate all recent improvements in design and materials (even if the advanced facilities are not mentioned in our product specification). The Supplier further warranty that all Goods supplied under this contract shall have no defect arising from design, materials or workmanship (except when the design and for material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the place of final destination.

The purchaser/consignee shall promptly notify the supplier in writing/FAX/Telephone of any claims arising under warranty. Upon receipt of such notice, the supplier shall repair or replace the defective goods or parts without cost to the Bank.

**Payment terms ::**

The payment will be made after successful supply of all the items at Babasaheb Bhimrao Ambedkar Bihar University and proper installation demonstration in front of users. 90% of the purchase value will be released. The balance 10% will be released after one Months from the date of delivery.

**Penalty ::**

In no case equipment should remain in non-working condition for more than 7 working days. Breach of this, delay in supply, and violating of any term of tender shall invite penalty clause and the supplier shall be liable upto Rs.5000/- or 2.5% of contract value/per unit whichever is higher.

In case of delay in supply penalty will be imposed at the same rate mentioned above and for recovery of amount security money will be taken or guarantee will be invoked.

**Legal Jurisdiction ::**

All legal disputes are subject to the jurisdiction of Courts in Muzaffarpur (Bihar).

**Forwarding letter/self declaration form**  
(To be submitted on Bidder's letter head)  
(To be submitted with Technical Bid)

To  
Registrar,  
Babasaheb Bhimrao Ambedkar Bihar University,  
Muzaffarpur.

Sub. :: **Your tender reference No. ....dated.....**

This is with reference to your above mentioned tender for supply of Desktops. Having examined the tender document, we hereby submit our proposal along with the necessary documents. I/we hereby declare that our company is having un-blamed past record and was not under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of India or any State Government/PSU in the country of India.

Further, we agree to abide by all the terms and conditions as mentioned in the tender document. We have also noted that Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur reserves the right to consider/reject any or all bids without assigning any reason thereof.

Date ::

Authrised Signatory

Name ::  
Designation ::  
Place ::  
Phone Email::



**Bidder profile**  
( To be submitted with Technical Bid)

Name of the Firm /Company			
Address of the Firm /Company			
Telephone	Phone/FAX	Email	Website
Address of service center			
Telephone	Phone/FAX	Email	Website
<b>1. Contact details of the person authorized to make communication to Babasaheb Bhimrao Ambedkar Bihar University.</b>			
Name			
Designation			
Phone /Mobile No.			
Fax No.			
Email ID			
<b>2.</b>	<b>Company /Firm details</b>		
	Type of Company (PSU/Pub.Ltd./Pvt. Ltd./ Partnership /Property /OEM		
	Company /Firm registration No., and date of registration.		
	Year of incorporation /establishment		
	VAT registration No. along with latest VAT clearance certificate ( copy to be		
	PAN Number ( copy to be enclosed)		
<b>3.</b>	<b>Demand Draft details</b>		
	Details of Demand Draft towards cost of tender document (issuing Bank Name & Place, date of DD and DD No. )		
	Demand draft towards EMD (Issuing Bank Name & Place, date		
<b>4.</b>	<b>Annexures</b>		
	Duly signed and filled annexures and technical bid and annexure		
<b>5.</b>	<b>ISO certifications</b>		
	The bidder/OEM should enclose quality certification ISO 9001:2008 if		
<b>6.</b>	Experience		



The bidder must have prior experience of supply of Desktop to any Govt./ PSU/Public Limited Company in India worth at least 10 lacs in a single contract or two projects of not less than 20 lacs each in the last three years and shall submit the copies of purchase orders.

\_\_\_\_\_  
Signature of witness

Date ::

Place ::

\_\_\_\_\_  
Signature of the tenderer

Date::

Place::

**Company Seal**



**Annual Turn Over Statement**  
(To be submitted with Technical Bid)

The Annual Turnover of M/s.....  
for the past three years are given below and certified that the statement in true and correct.

Sl.No.	Year	Turnover the lakhs (in Rs.)
01	2011-2012	
02	2012-2013	
03	2013-2014	
04	2014-2015	
05	2015-2016	
Average Annual Turnover of last Five years.		

**(Enclose 05 years Audited Balance sheet)**

Date::  
Place::

Accountant

\_\_\_\_\_  
Signature of Chartered

(Full name in Capital Letter)

**Membership No.**  
**Address ::**  
**Seal ::**



**Technical Specification of Desktop(All in One)****Make & Model**

<b>SN</b>	<b>Components</b>	<b>Specifications</b>	<b>Complie d</b>	<b>Deviation s</b>
1	<b>Processor</b>	Intel Core i3		
2	<b>Chipset and Motherboard</b>	<b>Intel Chipset with OEM Motherboard</b>		
3	<b>RAM</b>	<b>4 GB DDR-4 with 2 DIMM slot and 16 GB Upgradeable</b>		
4	<b>Storage</b>	1TB HDD with anti-shock protection.		
5	<b>Display</b>	LED 18.5" with 1366x768 resolution or higher.		
6	<b>Audio</b>	Inbuilt stereo speakers with microphone.		
7	<b>Ports</b>	<b>I/O Ports, Minimum 4 USB 2.0 &amp; 1 USB 3.0 Port, Microphone jack, 1 VGA, 1 Display Port , Headphone/ Speaker out, AC Power.</b>		
8	<b>Ethernet Controller</b>	Ethernet Controller 10/100/1000 Mbps or higher.		
9	<b>Keyboard</b>	Standard full size Keyboard		
10	<b>Mouse</b>	Optical Mouse.		
11	<b>Operating System</b>	Legal and License Windows 10 with recovery media for each Desktop.		
12	<b>Optical</b>	DVD R/W (8X or higher).		
13	<b>Accessories</b>	Power cable, User Manual.		
14	<b>UPS</b>	800 VA		
15	<b>Antivirus</b>	Latest version of Total Security with features like Anti-virus, Anti- Spyware, Anti Malware, Anti Rootkit, Silent Firewall and Browser protection with 3 year subscription.		
16	<b>Security</b>	BIOS Password, Boot Order and Import/Export BIOS Settings. Data Protection: File Encryption & Decryption and Recovery Drive. Data Removal: File Shredder. BIOS user: supervisor.		
16	<b>Warranty</b>	3 years Onsite Warranty		

**Price bid for supply of Desktops**  
(To be submitted with Financial Bid)

To  
Registrar,  
Babasaheb Bhimrao Ambedkar Bihar University,  
Muzaffarpur.  
Dear Sir,

Sub. :: **Tender for supply of Desktops.**

This is with reference to your tender reference No .....dated .....for supply of Desktops. In case our bid is accepted, we shall be legally bound to accept the terms and conditions laid down in the tender document and in case of failure the security amount of the tender deposited by us shall be forfeited. The prices quoted by us are as under.

SN	Name of the item	Quantity	Total cost (Exlv. Of taxes) in	Sales tax NAT/ET/Any other taxes/Govt. Duty in	Total cost (Incl. of all taxes in)
01	Desktop of latest generating Core i3 processor with three year onsite warranty at Babasaheb Bhimrao Ambedkar Bihar University, preloaded with Windows 10 Operating system and Latest version of Antivirus (Total security) with one year subscription with support updates and patches. Should be able to prevent attacks on the operating system.				
02	Total amount in words.				

- After evaluation the lowest bidder (total amount) will be selected.
- The Bidders have to quote for all the items mentioned in the price bid. The price column should not be left blank.
- Cost of the items includes excise duty, packaging and transportation to the locations, insurance, installation at site and inclusive of all taxes.

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Signature of the tenderer

Date ::

Date ::

Place ::

Place ::

