



INDIAN INSTITUTE OF MANAGEMENT NAGPUR

VNIT CAMPUS SOUTH AMBAZARI ROAD, NAGPUR-440010

Ref no: IIMN/2019-20/ICT/001

Dated 30-04-19

Notice Inviting Tender (NIT) for Supply, Installation, testing and commissioning of IT Equipment's
(Desktop All-in-one Qty-15, Laptop Qty-08, Black & White Printer Qty-17 and UPS 1KVA Qty-16)

at IIM Nagpur, VNIT Campus

The details of e-tender notification, technical bid and financial bid can be downloaded at
www.tenderwizard.com/etenders

For further details, on eTender participation, please contact KEONICS Help desk on Ph: 08049352000/
49352002 / 9964816401 email:sridevi.m@antaressystems.com/ mohan@etenderwizard.com

For any query related to technical and financial bid please contact itoffice@iimnagpur.ac.in/
7127102344.



IIM NAGPUR

भारतीय प्रबंध संस्थान नागपुर
Indian Institute of Management Nagpur

ICT Department, IIM Nagpur, VNIT campus,
South Ambazari Road, Nagpur – 440010

Phone No. : 7127102344

Email id: itoffice@iimnagpur.ac.in

E-tendering guidelines to bidders:

1. Vendors must have Class 2/3 Digital Signature Certificate to participate in the tender (To obtain DSC, please contact KEONICS help desk)

Phone: 08040482113 Email id: dsc@antaressystems.com

Note: If Vendors already having Digital Signature Certificate then no need to buy the digital signature again.

2. Bidders should register themselves in the website www.tenderwizard.com/etenders. To activate the user ID and password, kindly pay the Registration fee of Rs2,000/- plus GST by paying online payment through credit card/Debit card /Net banking in the website. 3. Tender —Technical bid and Financial bid should be submitted only through e-Tender portal and obtain the Tender Acknowledgement Token as proof of successful submission. 4. Tender will not be accepted after the date and time fixed for receipt of tenders as set in Tender notice or subsequent extensions if any. 5. Relevant documents in proof have to be uploaded wherever required.

Help Desk:

To get in touch with one of our customer service representatives, please refer the help desk numbers provided on the homepage or call the following number: Bangalore: 080 40482000

Sridevi M: 080 40482002 / sridevi.m@antaressystems.com

Mohan Kumar: 09686196765 / mohan@etenderwizard.com Communication Address

KEONICS Help Desk No. 24, 3 rd stage, 4th Block, Basaveshwaranagar,

Bangalore - 560079 Fax : 080 4048211



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NOTICE INVITING TENDERS:

IIM Nagpur is inviting the tender from reputed OEM / authorized distributors / authorized dealers for the **“Supply, Installation, testing and commissioning of IT Equipment’s (Desktop All-in-one Qty-15, Laptop Qty-08, Black & White Printer Qty-17 and UPS 1KVA Qty-16)”**

The detail requirements, specifications of procurements and E-Tender document will be published on site www.tenderwizard.com/etenders. If any future updates /corrigendum regarding E-Tender will be there, it will be only published on IIM Nagpur website <https://www.iimnagpur.ac.in/tenders/> and www.tenderwizard.com/etenders during E-Tender .

Submission of Tender

1. Tender is to be submitted only in electronic mode. Bid documents are to be downloaded from www.tenderwizard.com/etenders
2. Bids received after the last date will not be considered. Bidder who has downloaded the tender form shall not tamper / modify the format including price bid template in any manner. In case the same is found to be tampered, the bid will be completely rejected and considered as unresponsive. Bidders are advised to regularly visit www.tenderwizard.com/etenders and IIMN website for amendments if any.
3. IIMN may, at its discretion, extend this date for the submission of Bids by amending the tender document by way of Addenda or Corrigenda in which case all rights and obligations of IIMN and the Bidder previously subject to the original date shall thereafter be subject to the new deadline as extended. If such nominated date for submission of Bid is subsequently declared as a Public Holiday by IIMN, the next official working day shall be deemed as the last date for submission of Bid.

Tender submission cost

- a) Rs. 3,000/- plus 18% GST = Rs3,540/- (Rs. Three Thousand five hundred forty only) through DD. The fee is non-refundable. MSME & NSIC registered bidders are exempted from Fee. Please upload the relevant document for the same.
- b) E-Tender processing Fee payable to KEONICS through e-Payment mode using Credit/Debit/Net banking mode **Rs.3000/- + GST** Bids shall be submitted online only at www.tenderwizard.com/etenders

Incomplete quotations/ conditional quotation/late quotation or those not as per enclosed forms are liable to be summarily rejected without any further reference. Quotations sent by Telegram/Telex/Fax/email/Courier/By hand will not be accepted.



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Timeline:

Date	Time	Event
30-04-19	5.00PM	Tender uploaded on IIMN Website https://www.iimnagpur.ac.in/tenders/ or www.tenderwizard.com/etenders
02-05-19	3.00PM	Pre-bid meeting on 02 th May 2019, 3.00PM at IIM Nagpur, VNIT Campus, South Ambazari Road Nagpur, 440010, Maharashtra.
10-05-19	3.00PM	Bids must be submitted latest by 3.00PM on, 10 th May 2019.
10-05-19	3:30PM	Technical Bid Opening at IIMN
14-05-19	3:00PM	Financial/Price Bid Opening at IIMN



Technical Bid statement:

Annex I

	Requirement	details	Page no
1	Name of the firm, Address and Telephone Number		
2	Name of the Contact Person, Telephone/Mobile Number		
3	Name of the bank (With full address)		
4	Bank Account Number		
5	PAN No. (photocopy of PAN Card is to be enclosed)		
6	Affidavit (for proprietor firm) / copy of partnership deed (for partnership firm)/registration certificate of the firm (for Pvt. Ltd/Public Ltd Co) to be enclosed		
7	Date/year of commencement of business.		
8	Authorization certificate from the company must be enclosed for the desktop, laptop, Printer and UPS 1KVA. The bidder should be OEM or OEM authorized Dealers / Channel partners / Distributors of the items having authorization for sales and after sales support for desktop, laptop, Printer and UPS 1KVA.		
9	Particulars of DD/Banker's Cheque towards security deposit of Rs.67000/- and Tender fee		
10	Experience in similar class of work: Bidders should have an experience of similar work. The bidder should attach list of Purchase Order / Work Order where the similar type of work executed during the last 5 years from the date of publication of tender as detailed below (I) Three similar works of 40% of the estimated cost OR (II) Two similar works of 50% of the estimated cost OR (III) One similar work 80% of the estimated cost		
11	The tenderer should also mention in the tender the list of their service centre/s at Nagpur, nearest location of their principal's support centre and details of customer support establishment. The bidder must have their service centre at Nagpur.		
12	Bidder should have an engineer on their payroll. (Declaration in company letter head to be submitted)		
13	Bidder should have an annual turnover of at least Rs.1Crores (One Crores) for each of the last 2 (two) financial years 2016-17, 2017-18 (Audited balance sheet for financial years 2016-17, 2017-18 to be provided)		
14	Bidder should not be blacklisted / debarred / denied bidding facilities by any Government Department / Public Sector Undertaking / Educational Institute in last 3 (three) financial years. (Declaration in company letter head to be submitted as per annex IV)		



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Price Bid Statement:

Annex II

The Price bid is to be submitted in the excel sheet provided with tender on tender Vizard (Online submission) for Supply, Installation, testing and commissioning of IT Equipment's Desktop All-in-one Qty-15, Laptop Qty-08, Black & White Printer Qty-17 and UPS 1KVA Qty-16.

Any modifications by vendor in price bid in terms of item and quantity is strictly prohibited and if found so the vendor will be rejected.



Technical Bid:

Annex III

Specifications:

1. **Desktop All-in-one:** Desktop **HP 200 G3 All-in-one** or equivalent in Dell or Lenovo complete in all respect.

Quantity Required: 15 No.s

Kindly Specify **Make & Model Quoted:** _____

Mention the specification satisfied by quoted model under the heading **Actual as per quoted Model.**

Description of items	Specification required	Actual as per quoted Model
Display	21.5” or better, Non Touch	
Processor	Intel Core i5-8250U (2.2 GHz, 6 MB Cache, 4 Cores)	
Operating System	Windows 10 pro 64 bit	
HDD	1TB HDD 7200RPM	
RAM	8GB RAM DDR4 2400MHz or better	
Total USB Port	Min 4	
USB 3.0.2 included in above	Min 2	
HDMI Port	Min 1	
VGA port	Min 1 (Optional)	
Wireless lan	Transmission standards: 802.11 b/g/n/ac	
Web Camera	Internal	
Optical Drive	DVD RW	
Speaker	Internal	
On site Installation & Commissioning	Within one week	
Warranty	3 Year Warranty with onsite Services and accidental damage protection	

2. **Laptop:** Laptop **HP ProBook 430 G5** along with compatible **HP USB-C Mini docking station**

Quantity Required: 04 Nos.

Kindly Specify **Make & Model Quoted:** _____

Mention the specification satisfied by quoted model under the heading **Actual as per quoted Model.**

Technical specification	Specification Required	Actual as per quoted Model
Type	Business Model	
Display	13.3” diagonal FHD display	
Processor	Intel Core i7-8550U with UHD graphics 620 (1.8 GHz Base frequency, up to	



	4GHz with Intel Turbo Boost Technology,8MB Cache, 4 cores	
Graphics	Intel UHD graphics	
Operating System	Windows 10 pro 64 Bit	
Storage	128GB SSD ,1 TB HDD	
RAM	16 GB DDR4-2400 SDRAM (1x16GB)	
Total Ports	1 AC Power,1 Headphone /Microphone combo jack, 1 RJ45, 1 VGA,1 HDMI 1.4, 1 USB 3.0 Type-C, 2 USB 3.1, (1powered port)	
Wireless	Intel Dual Band Wireless AC 802.11a/b/g/n/ac and Bluetooth Combo	
Ethernet Port	Realtek RTL811HSH GbE	
Speakers	Internal	
Battery	HP long Life 3-cell, 48 Wh Li-Ion	
Web Camera	Internal	
On site Installation & Commissioning	Within one week after delivery	
Warranty	3 Years Onsite warranty	

3. Laptop: Laptop HP ProBook 440 G5 equivalent in Dell or Lenovo complete in all respect.

Quantity Required: 04 Nos.

Kindly Specify **Make & Model Quoted:** _____

Mention the specification satisfied by quoted model under the heading **Actual as per quoted Model.**

Technical specification	Specification Required	Actual as per quoted Model
Type	Business Model	
Display	14" HD display	
Processor	Intel® Core i5 8250U	
Graphics	Intel® HD Graphics	
Operating System	Windows 10 pro 64 Bit	
Storage	1TB HDD	
RAM	8 GB DDR4	
Total Ports	1 AC Power,1 Headphone /Microphone combo jack, 1 RJ45, 1 VGA,1 HDMI, 1 USB 3.0 Type-C, 3 USB 3.0	
Wireless	Inbuilt 802.11 ac 2x2 dual band with Bluetooth	



Ethernet Port	Realtek RTL811HSH GbE	
Speakers	Internal	
Battery	45WHr or above with 3 year warranty on battery	
Web Camera	720p HD webcam	
On site Installation & Commissioning	Within one week after delivery	
Warranty	3 Years comprehensive onsite warranty	

4. Printers:

Product Description: Black & White Printer (HP Printer LaserJet Pro MFP M227 FDW or equivalent/better in Canon complete in all respect).

Quantity Required: 17 Nos.

Kindly Specify **Make & Model Quoted:** _____

Mention the specification satisfied by quoted model (in separate hard copy).

Technical Details:

Print, Scan, Copy, Multitasking Supported, Monochrome Laser, Duplex(Automatic), Scanning (ADF), USB External Port, ADF, Wi-Fi Direct.

Print Specifications

Printing Method	Monochrome Laser
Print Speed A4	Up to 28 ppm
Direct Print from USB	Supported file format: JPG, TIFF, PDF
Print quality	Up to 1200 x 1200 dpi

Copy Specification

Copy Speed A4	Up to 28 cpm
Maximum Number of Copies	Up to 99 copies
Copy Resolution	600 x 600 dpi

Scan Specifications

Scan Speed (normal,A4)	Up to 15 ppm
Scan Resolution	Up to 300dpi(color & mono,ADF),600dpi(color, flatbed), 1200dpi(mono,flatbed)
Pull scan	Yes, USB and Network
Pull scan (scan to PC)	Yes, USB and Network
Scan to USB (via USB host)	Yes
File Format Supported	JPG, PDF

Paper Handling Specification

Max. Output	Up to 150 sheets
Duplex Printing	Yes (Automatic Standard)
Duplex Auto Document Feeder (ADF)	35 sheets

Connectivity

Standard Interface	Wired	USB 2.0 High-Speed, 10/100 Base-TX Ethernet (network)
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Wireless

Built-in Wi-Fi 802.11b/g/n(infrastructure mode,
WPS Easy setup), Wi-Fi Direct Connection

Compatible Operating systems

Windows®10, Windows®8, Windows® 7, Windows
Vista®, Mac OS X 10.6. & up, Linux

Warranty

1 Year Warranty

5. One KVA Emerson/Vertiv UPS:

Product Description: Emerson/Vertiv Liebert iTON 1KVA Line Interactive UPS

Quantity Required: 16 Nos.

Details:

Capacity 1000VA /600W, Input voltage range 140-300VAC 50Hz, Output Voltage 230VAC 50Hz, Transfer time 4-8 mSec with indicator and alarm, weight max 15 kg, output connections 4x India (10amp), inbuilt battery with backup for 360W SPS Load 15 minute.

Warranty 1 Year.

Note: Detailed brochures of the above mentioned all items to be attached along with the technical bid.



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CERTIFICATE (to be provided on letter head of the firm)

Annex IV

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Name of the Bidder:

Signature

Designation

Date

Company Seal



Instructions to the Bidder

CONDITIONS OF TENDER:

If the Bidder does not abide by the following terms & conditions, the Institute reserves the right to initiate appropriate action (including legal) as deemed necessary unless otherwise.

1. TERMS AND CONDITIONS

- The financial bid should be valid for a period of not less than 60 days from the date of opening of bid.
- The purchase order may raise in 2 to 3 instalments as per requirement out of given requirement in the tender.
- The Validity of quoted price in tender will be for 10 months.
- The bidder should have their own test and repair facility with certified engineers.
- PBG will be realized by IIMN in case of termination of the contract for unsatisfactory performance and/or non-performance of the contract.
- Bids will be opened in the presence of bidder's representatives, who choose to attend on the specified date and time. Only one representative shall be allowed to attend.
- 100% Payment will be released only on satisfactory supply installation testing and commissioning of IT equipment as certified by officer in charge of the Institute and after producing the invoice. The bidders, who do not agree to above payment terms, are requested not to submit their bid.
- Tax Deduction at source: TDS as applicable will be deducted from the bills
- In the event of dispute, Director IIMN shall be the sole arbitrator and his decision shall be final and binding on both the parties.
- IIMN does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
- DELIVERY SCHEDULE & INSTALLATION: The Supply, installation testing and commissioning of IT equipment must be made within Six weeks from the date of issue of supply order with one-week grace period.
- In case the bidder is not able to execute the Work as per terms, EMD/PBG shall be forfeited.
- The bidder should be Original Equipment Manufacturer (OEM) or authorized service provider of the OEM (attach documentary proof). The authorization issued by the OEM must be valid and enclosed.
- Bidder should provide details of its support, certification to this effect from the OEM. If vendor /OEM fails to meet the SLAs (service-level agreement), a fine of 2000/- Rs per day for first seven days and @ Rs.5,000/- per day from 8th day onwards will be levied.
- The Institute reserves the right not to disclose names and rates of successful bidder.
- Ambiguity must be avoided in filling tenders. All entries in the tender form must be typewritten or in ink. The quotation must be entered both in figures and in words. All pages of the Techno-commercial bid should be numbered with a running serial number and signed with office stamp by the bidder. This page number should be used in the compliance sheet.
- Tender Form and Schedule to Tender: The bidders are required to fill in the tender form and each page of the tender form must be stamped and signed by the person authorized by the Firm. Full address of the Bidder must be mentioned on the tender forms.
- Tender will be allotted to the L1 with respect to each items or as per the Directors decision.



2. Limitation of Liability:

Bidder's aggregate liability for actual direct damages shall be limited to a maximum of the Contract Value, provided that this limit shall not apply to (1) the infringement indemnity; or (2) bodily injury (including death) and damage to real property and tangible personal property caused by Bidder's negligence. Bidder shall not in any event be liable for any indirect or consequential damages, or for loss of profit, business, revenue, goodwill, anticipated savings or data, or third party claims except with respect to bodily injury (including death) and damage to real and tangible personal property for which Bidder is legally liable. For the purposes of this Section, "Contract Value" at any given point in time, means the aggregate value of purchase orders placed by IIMN on the Bidder under this project.

3. Earnest Money Deposit (EMD) and performance Bank guarantee (PBG):

Bidder shall submit EMD of Rs 67000/- in the form of Demand Draft / Fixed Deposit Receipt / Bank Guarantee in favour of "Director, IIM Nagpur" payable at Nagpur. The EMD to be submitted in techno commercial envelope with Vendor / Firm's name & address on back side of DD with stamp. Bid received without EMD will be summarily rejected. Firms / Vendors registered with the NSIC or MSME or SSI are having exemption from submission of EMD. Firms / Vendors registration certificate in above respect will be essential to claim exemption. Note:

- The proof of payment including name of the bank, amount of EMD, date of transfer, UTR No. shall be attached with Technical bid
- The EMD shall be forfeited if the Bidder withdraws from the Bid/refuses/delays in commencing work/stops work abruptly.
- Bids without requisite EMD will be summarily rejected.
- EMD is compulsory for all the Bidders including State Government/Statutory Bodies/Enterprises/Undertakings etc. Bidders may note the fact that their registrations with any other authority do not entitle them for exemption from payment of EMD. MSME & NSIC bidders are exempted from EMD.
- No interest will be paid on this deposit. Any Bid not accompanied by an acceptable EMD and not secured in the prescribed payment mode as indicated herein shall be rejected by IIMN on grounds of being non-responsive.
- Forfeiture of EMD: EMD may be forfeited if the Bidder withdraws its Bid after Bid opening during the period of Bid validity.
- **Furnish the required performance Bank guarantee (PBG) @10%** of the total cost of the contract shall be furnished by the successful bidder within the period of 30 days from the acceptance of the offer. Work shall not be commenced unless the **PBG** is furnished by the contractor and failing which the EMD amount will be forfeited.
- No interest is payable on the PBG.
- Return of EMD: Unsuccessful Bidders: EMD will be returned to the unsuccessful Bidders through RTGS/NEFT after the issue of Work Order to the successful Bidder.
- Successful Bidder: EMD is returned after submission of **performance Bank guarantee (PBG)** by the successful bidder.
- **WARRANTY OF QUALITY AND QUANTITY** a) The awardee shall give onsite OEM warranty on supplied items from the date of successful supply/installation. b) The awardee shall give warranty that all items are as per specification(s), conforming to the specified design



and there are no defects in the process of manufacturing, packaging, transportation and delivery. c) Upon receipt of notice from IIM Nagpur for defective material, the firm shall within 15 days of receipt of the notice, replace the defective material, free of cost at the destination. The firm shall take over the defective material at the time of their replacement. No claim whatsoever shall lie on IIM Nagpur for the replaced goods thereafter. If the firm fails to replace the defective goods within a reasonable period, IIM Nagpur may proceed to take such remedial actions as may be necessary, at the Firm's risk and expense

4. Sub-Contracting:

Consortium/sub-contracting of the IT equipments relegated support work is not allowed in this Bid.

5. Income Tax PAN:

Copy of the PAN issued by the Govt. of India should accompany the tender. The PAN should be in the name of the firm quoting for the work.

6. GST Registration Certificate:

Bidder must submit copy of GST registration certificate.

7. Jurisdiction:

All questions, disputes and/or differences arising under and out of, or in connection with the contract, if concluded, shall be referred to the High Court of Nagpur

8. Force Majeure:

Force Majeure is herein defined as any cause, which is beyond the control of the selected Bidder or the Institute as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the Contract, such as:

Natural phenomena, including but not limited to floods, droughts, earthquakes, epidemics, Acts of any Government, including but not limited to war, declared or undeclared, priorities, quarantines, embargoes Terrorist attacks, public unrest in work area Restriction, Freight Embargo provided either party shall within ten (10) days from the occurrence of such a cause notify the other in writing of such causes. The Bidder or the Institute shall not be liable for delay in performing his/her obligations resulting from any Force Majeure cause as referred to and/or defined above.