



**INDIAN STATISTICAL INSTITUTE**  
203 Barrackpore Trunk Road  
Kolkata 700108

Tender ID No. ECSU/389/2020

Date: January 28, 2020

**NOTICE INVITING TENDER**

Tenders are invited from interested suppliers for procurement of the following:

Sl.No.	Item Description	Quantity
01	<b>Desktop Computer Mini Tower/Small Form Factor (SFF)</b> Type: Desktop Computer Mini Tower / Small Form Factor (SFF); Processor: Intel Core i5-9600 (6 Cores/9MB/6T/3.1GHz to 4.6GHz/65W); supports Windows 10/Linux; Chipset: Intel Q370 Chipset; Graphics: Integrated Intel UHD Graphics 610/630; Power Supply: 200-260W typical 85%-92% Efficient PSU (80 PLUS Bronze/Platinum); ENERGY STAR compliant, Active PFC; Memory: 8GB (2x4GB) 2666MHz DDR4 Memory Extendable up to 64 GB) with M.2 Intel Optan memory 16GB; Hard Disk: 3.5 inch 1TB 7200rpm SATA Hard Disk Drive; Networking: Integrated Intel I219-V Ethernet LAN 10/100/1000; I/O Ports: SFF 10 External USB : 5 x 3.1 Gen 1 (1 Type-A front, 4 Type-A rear), 1 USB Type-C x 3.1 Gen 2 (front), and 4 x 2.0 (2 Type-A front - 1 front with Power Share, 2 Type A rear - 2 Smart Power On); Removable Media: DVD+/-RW; Monitors: Ultra Sharp, Professional and E series monitors; Keyboards: Wired keyboard with multimedia functionality; Audio Speakers: Internal Business audio speaker, stereo speaker systems; Operating System: Microsoft® Windows 10 Pro (64-bit); Installation: To be installed/augmented by the vendor; Warranty: 3 (Three) years onsite;	<b>One (1)</b>

**ESTIMATED TENDER VALUE: Rs.60,000.00**

**Last date of submission of bid: February 18, 2020**

**Delivery (including completion of installation, if any):** Within 30 days of date on Purchase Order

Your Quotation shall comprise of two parts: (a) **Technical Bid** (b)**Price Bid**

Both the parts must be submitted separately in two envelopes labeled clearly as “**Technical Bid**” and “**Price Bid**” respectively, and these shall be put in a third envelope. **Technical Bid** must be filled in the prescribed format attached herewith in separate sheet. All three envelopes shall be superscribed with the following:

Tender Enquiry No. **ECSU/389/2020**, Dated: January 28, 2020, Due on: February 18, 2020  
Quotation must be sent in sealed cover either by post or hand delivery to the following address within the deadline mentioned above:

Electronics and Communication Sciences Unit (ECSU)  
Indian Statistical Institute  
203 B.T. Road  
Kolkata 700108.

The quotation will be considered as cancelled if the documents required for the two bids are not submitted in the correct envelopes.

<b>Time Schedule for Tender</b>	
Date of uploading of NIT	<b>28.01.2020</b>
Bid Submission Starts	<b>29.01.2020</b>
Bid Submission ends	<b>18.02.2020</b>
Date of Opening of Technical Bid	<b>19.02.2020 at 15:00 HRS</b>
Date of opening of Financial Proposal	<b>As decided by the committee</b>

**In case the bidder is not a registered supplier of ISI, copies of the following documents must be attached with the Technical bid:**

- i) GST Registration Certificate
- ii) Trade License
- iii) Current Bank Solvency Certificate not less than estimated tender value issued within one year from the date of tender (**Optional**).

An UNDERTAKING about the unconditional acceptance by the bidder of Terms and Conditions as stipulated in the attached document is to be submitted along with the technical bid, in the specified format.

Bids not submitted in the specified format or not accompanied by the requisite undertaking are liable to be rejected.

**MSME Criteria:** An organization having MSME registration of Government of India will get benefit as per MSME relaxation rules.

General Terms and Conditions as well as formats for submission of bids are mentioned in the attached document.



Dipti Prasad Mukherjee  
Professor & Head  
Electronics and Communication Sciences Unit (ECSU)  
Indian Statistical Institute  
203 B.T. Road  
Kolkata 700 108

Name of the Contact Person: Dilip Kumar Gayen

Contact No.: 25752915

E-mail id: dilip73@gmail.com

## GENERAL TERMS AND CONDITIONS RELATED TO SUBMISSION OF BIDS

### 1. Penalty for suppression/distortion off acts

Submission of false document(s) by vendor is strictly prohibited and may be liable for civil and criminal action.

### 2. Validity of the tender

Offer must remain valid for 30 days from the date of opening of the price bid.

### 3. Payment terms

All rates should be quoted in INR only. Offer in any other currency will be rejected. Bids containing clauses like "Rates are subject to exchange rate fluctuations" will be rejected.

Payment will be made after satisfactory receipt of goods and installation, commissioning, testing and completion of all contractual obligations. Partial payment against partial supply within scheduled delivery period will not be admissible.

### 4. Tender Submission

Suitable arrangements for receipt of the sealed tenders during the submission period through conspicuously located tender boxes in the procuring unit/section should be ensured. In case of bulky tender documents, there should be provision in NIT for submission of bids to designated officials by hand.

### 5. Pre-Bidmeeting

- (i). There may be a Pre-Bid meeting between the indenting unit/ section and the Bidders, if the former considers it necessary.
- (ii). Tender documents must be downloaded before Pre-Bid conference.
- (iii). The Bidders' designated representatives, duly authorized, may attend the Pre-Bid conference, before submission of their Bid, at their own cost, which will be held at a venue and time announced in advance.
- (iv). The purpose of the meetings is to clarify issues and to answer questions on any matter that may be raised at that stage. The vendors are requested to submit any questions for clarifying issues and clearing doubts, if any, about the terms & conditions, specifications and other allied technical details of the items under indent.
- (v). They may send their queries in writing and email, both to reach ISI not later than three (03) working days before the Pre-Bid Conference.
- (vi). Computer Purchase Committee will take appropriate decision regarding making necessary amendment(s)/ addendum to the Tender Document as an outcome of the deliberations in the Pre-Bid meeting.
- (vii). It may not be possible to answer queries that are received late at the Pre-Bid Conference.
- (viii). A maximum of 2 representatives per bidder, duly authorized, may be allowed to attend the meeting.
- (ix). Once the pre-bid meeting is over and issues are clarified, no query or objection or complain shall be entertained in connection with the tender. Absence of any vendors in pre-bid conference shall not be considered as justification for making query or objection thereto. Also, non-attendance in the pre-bid meeting is not a disqualification for participating in the tender process.

### 6. Opening and Evaluation of Tender

#### A. Technical Bid

- i) Technical bid will be opened by the designated tender opener (generally, the head or his/her representative) of the procuring unit or section.
- ii) Cutting/overwriting/insertions must be accounted for by marking and putting initials.
- iii) During technical evaluation, the tender opener, on behalf of the procuring unit or

section may summon bidders and seek clarification/ information or additional documents or original hardcopy of any of the documents already submitted. If these are not produced within the stipulated period, the bid may be liable for rejection.

- iv) The procuring unit/section will summarize the evaluation of technical bids in the specified format (<https://www.isical.ac.in/~cpc/nit.php>) and will send the summary sheet along with all technical bids to CPC for further processing.

#### **B. Financial Bid**

- i) Financial bid of technically eligible vendors will be opened in a meeting (date and time will be intimated to the vendors well in advance) of the Central Purchase Committee.
- ii) At most two duly-authorized representatives of each technically eligible bidder may remain present during the opening of the price bid.
- iii) Cutting/overwriting/insertions must be accounted for by marking and putting initials.
- iv) For CVC rules regarding negotiation with L1, please referred to [circular number 4/3/07 \(OM No. 005/CRD/012\) Dated the 3rd March, 2007](#).

#### **7. Way Bill/Road Permit**

In case of requirement of Way Bill at the time of delivery, the institute will arrange for obtaining the necessary Way Bill/ Road Permit in the name of the vendor awarded this tender. However, the prescribed entry tax shall be borne by the vendor.

It is to be noted that the Indian Statistical Institute has Customs Duty Exemption Certificate and reduced GST rates, and the Vendor should make appropriate use of them.

#### **8. Liquidated Damage Clause**

The schedules of delivery and installation, commissioning and testing as per Purchase Order are to be strictly adhered to. In case there is delay either in the delivery or successful completion, the vendor shall be liable to pay liquidated damages @ 0.5% of the total value of the purchase order per week or part of a week during which the delivery of such goods is delayed. Where delivery thereof is accepted after expiry of the period mentioned in purchase order the total damages so claimed shall not exceed 5% of the total contract price. Any variation in statutory levies and taxes within the contractual delivery period shall be borne by the Indian Statistical Institute. Beyond the delivery period, the upward variation of levies and taxes shall be borne by the vendor.

#### **9. Arbitration Clause**

In the event of any dispute or difference arising out of or in connection with the tender, the same shall be settled amicably by mutual consultation. If such resolution is not possible then the unresolved disputes or differences shall be referred to Arbitration as per the *Indian Arbitration and Conciliation Act, 1996*. It shall be subject to Kolkata (Calcutta) Jurisdiction only.

#### **10. Any other terms and conditions specific to the procurement (to be specified by procurer)**

*Technical Bid will be submitted only in the prescribed format as provided in the page where "Technical Specifications" is described.*

#### **11. The Central Purchase Committee, Indian Statistical Institute, Kolkata, reserves the right to cancel the tender at any time without assigning any reasons whatsoever thereof. While rejecting/recalling tenders, the authority must record clear, logical reasons for any such action on the file.**

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## FORMAT OF BIDS

### A. TECHNICAL BID

As mentioned in clause 10

### B. PRICE BID

- i) The rate is to be quoted in INR only.
- ii) Any overwriting will make the quotation liable to be rejected.
- iii) The bidder shall submit rate in the following format:

Tender Enquiry No. _____				Date of Tender Notice: _____			
Sl.No.	Item Name (including model name)	Quantity	Unit Price (exclusive of GST)	GST	Excise Duty (if any)	Unit Price (all-inclusive)	Total Price (all-inclusive)
1							

**UNDERTAKING BY THE TENDERER  
FOR  
ACCEPTANCE OF TERMS AND CONDITIONS OF TENDER**

(On the letterhead of the Bidder)

**Ref: e-Tender ID No:** \_\_\_\_\_ **dated** \_\_\_\_\_

**Date:** \_\_\_\_\_

I/We undertake that I/we have carefully gone through the Notice Inviting Tender, other tender documents mentioned therein, and I/we will abide by them. We also agree to accept corrigendum/corrigenda that may be published in future. My/our tender is offered taking due consideration of all factors, and if the same is accepted, I/we promise to abide by the stipulation of the tender documents, and complete the work to the total satisfaction of the \_\_\_\_\_ <Name of the Indenting Unit/Section>, Indian Statistical Institute, Kolkata - 700108.

My/our offer will remain valid for 30 days from the date of opening of tender.

I/we further undertake that the information submitted in this tender is true and correct in all respects and I/we hold my/our responsibility for the same.

I/We also certify that the price being quoted is lower than Maximum Retail Price (MRP) / Original Equipment Manufacturer (OEM) Price, whichever is applicable.

I/we shall be responsible for rejection and/or cancellation of contract if the goods supplied are not up to the mark. I/we shall be liable for legal proceedings if the material supplied is found sub-standard or not in accordance with the specification published in the tender.

**Signature of the Tenderer with seal & date**

**Name of the Tenderer:**

**Postal Address:**

**Mobile Number:**

**Landline Number:**

**Email ID:**

# Technical Specifications of Desktop Computer (Mini Tower/SFF)

## (Format for submitting Technical Bid)

Serial No	Description	Requirement	Please Put Yes/No only
1.	Type	Desktop Computer Mini Tower / Small Form Factor (SFF)	
2.	Processor	Intel Core i5-9600 (6 Cores/9MB/6T/3.1GHz to 4.6GHz/65W); supports Windows 10/Linux	
3.	Chipset	Intel Q370 Chipset	
4.	Graphics	Integrated Intel UHD Graphics 610/630	
5.	Power Supply	200-260W typical 85%-92% Efficient PSU (80 PLUS Bronze/Platinum); ENERGY STAR compliant, Active PFC	
6.	Memory	8GB (2x4GB) 2666MHz DDR4 Memory Extendable up to 64 GB) with M.2 Intel Optane memory 16GB	
7.	Hard Disk	3.5 inch 1TB 7200rpm SATA Hard Disk Drive	
8.	Networking	Integrated Intel I219-V Ethernet LAN 10/100/1000	
9.	I/O Ports	SFF 10 External USB : 5 x 3.1 Gen 1 (1 Type-A front, 4 Type-A rear), 1 USB Type-C x 3.1 Gen 2 (front), and 4 x 2.0 (2 Type-A front - 1 front with Power Share, 2 Type A rear - 2 Smart Power On)	
10.	Removable Media	DVD+/-RW	
11.	Monitors	Ultra Sharp, Professional and E series monitors	
12.	Keyboards	Wired keyboard with multimedia functionality	
13.	Audio Speakers	Internal Business audio speaker, stereo speaker systems	
14.	Operating System	Microsoft® Windows 10 Pro (64-bit)	
15.	Installation	To be installed/augmented by the vendor	
16.	Warranty	3 (Three) years onsite	