



राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR
(An Institute of National Importance)
G.E. Road, Raipur – 492010 (CG)

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Fax: (0771) 2253104
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Website: www.nitrr.ac.in

Limited Tender Enquiry for Laptops, Desktops, Printer & Camera (Single Bid System)

Department: **Computer Applications (MCA)**

Enquiry NITRR/Central Store/MCA/LT/**2017/804**

Date: **06/07/2017**

To

Important Dates

Event	Date	Time
Last Date of submission of quotation	24/07/2017	Up to 03:00 PM
Bid Opening date	24/07/2017	At 03:30 PM

Dear Sir,

We intend to purchase the commodities specified in this document and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

Please send your quotation to:

REGISTRAR
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR
G. E. ROAD, RAIPUR – 492 010, CHHATTISGARH

Yours sincerely,

Registrar
National Institute of Technology,
Raipur

Enclosed:

- (1) Instruction to bidder - containing General terms and conditions.
- (2) List of Items with the specification - Annexure 1
- (3) Bidder information & check list – Annexure 2
- (4) Price Bid Format- Annexure 3

General Terms & Conditions of The BID Enquiry

1. Please go through the instruction contained in this document carefully for bidding instructions.
2. For clarifications if any, please mail to asstreg.str@nitrr.ac.in
3. The bid should remain valid for a period of **120 days** from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation. Validity period may also be extended without change in bid prices, if required on mutually agreed basis only.
4. **The price of the goods quoted should be FOR NIT RAIPUR** inclusive of all taxes(Custom duty/Excise duty, VAT/ST, etc), packing ,forwarding , insurance and other local services required for delivering the goods at NIT Raipur.
5. **Bid in sealed envelop should be addressed to Registrar NIT RAIPUR and top of the envelop should be super scribed with (Tender No/ Department and due date of opening.)**
6. Drop the quotation/bid in the Tender Box kept in the office of Registrar, NIT Raipur in normal working day that is Monday to Friday (working hours 10 AM to 5 PM) of the Institute. Please do not hand over the quotation to any person by hand.
7. **Excise Duty/Custom duty:** The NIT Raipur have Excise Duty/Custom duty exemption certificate.
8. **VAT/CST:** The Institute is not authorized to give C or D form. CST or VAT should be charged according to applicable rates.
9. **Entry Tax:** The State of Chhattisgarh may charges entry tax on all goods entering the State. Please include it in your quotation as a separate item. Entry Tax will be reimbursed on production of proof of payment.
10. **Bid Security (BS)/(Earnest Money, EMD)** The Bidder/Tenderer shall furnish, as part of its bid, a bid security (BS) of ***the amount 3 % of gross value of offered items*** only. The bid security shall be in Indian Rupees. The bid security shall be in one of the following forms at the Bidder/Tenderers' option:
 - a. A Banker's cheque or demand draft in favour of the Director, NIT Raipur.
 - b. FDR in favour of the Director, NIT Raipur
11. The bid security should be submitted in its original form. Copies shall not be accepted.
12. *Any bid without EMD or bid not secured in accordance with above will be rejected by the Institute as non- responsive.*
13. The bidders should quote their offer / rates in clear terms without ambiguity.
14. The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible.
15. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
16. Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
17. The bidder has to sign in full at all pages of the bidding document
18. The Bidder/Tenderer shall indicate **unit prices in the prescribed format only**,

19. The bid security of unsuccessful Bidder/Tenderer will be discharged /returned as promptly as possible but not later than 30 days after the expiration of the period of bid validity or placement of order whichever is later
20. The successful Bidder/Tenderer's bid security will be discharged normally within 30 days after the completion supply order.
21. **Delivery period:** Delivery should be made within **60 days** from the date of placement of the order of goods.
22. **Delayed delivery:** In case of delayed delivery of the goods a penalty **4% per month or part there of subject to maximum of 5 % will be recovered from the firm of the value of undelivered goods. Request for extension in delivery period should be made before the last date of supply as mentioned in Purchase Order.**
23. **Non delivery beyond extended period:** If the bidder fails to execute the order within the delivery period as mentioned above the order will be cancelled and EMD will be forfeited by the institute. In case of incomplete supply of items even in extended period, EMD will be forfeited and payment of the supplied items will be released after recovering the penalty for delay in delivery of goods.
24. The bidder need to submit the following certificates along with the Tender Documents to confirm their eligibility in this part :
 - i. Proof of establishment of Firms/shop/business/ manufacturing unit etc.
 - ii. The Sales Tax/Commercial Tax/Service tax certificate should be enclosed as per the applicability.
 - iii. The bidder should enclose Photocopy of PAN card issued in the name of the bidder's firm/ in the name of proprietor in case of proprietorship firm.
25. All damaged or unapproved goods shall be returned at suppliers cost and risk and the incidental expenses incurred thereon shall be recovered from the supplier. Damaged or unapproved goods, if found shall be replaced within 45 days on receipt of the intimation from this office at the cost and risk of supplier including all other charges.
26. *Payment for Goods shall normally be made in Indian Rupees, as follows: 100% payment will be made through account payee cheque or Draft/ online Transfer using RTGS to the Supplier normally within thirty (30) days after the complete supply of goods as per the terms & conditions contained in these documents.*
27. Any disputes arising out of this enquiry shall be dealt in the Raipur jurisdiction.
28. Bidder has to sign all the pages of this tender and enclose it with the bid.

Registrar
NIT-Raipur

List of items to be procured

Sr. No.	Name of Item	Quantity	Unit Rate In Rs.(Including all Taxes & F.O.R. Basis)	Total Amount
1.	Desktop ¹	01		
2.	Desktop ²	01		
3.	Laptop ¹	01		
4.	Laptop ²	01		
5.	Digital Camera	01		
6.	All in one Printer	01		

Specification :

Desktop¹

CPU : Intel Xeon E5-1607v3 2.8 or better.
 Ram: 16GB (2x8GB) (should support upto 64GB or more)
 Memory Slots: 8 DIMM or more
 HDD : 1TB or higher
 Graphic Card : NVIDIA Quadro K620 or higher
 Optical drive: Slim DVD-ROM SATA
 Key Board: USB Keyboard
 Mouse : USB Optical 3-Button Mouse
 Network Interface Card (NIC) – PCIe
 OS: Windows 8.1 or higher
 Monitor: 21 inch or Higher.
 UPS & Other essential accessories.

Desktop²

CPU : Intel core i5 , 6th generation or higher or better.
 Ram: 8GB or more
 HDD : 1TB
 Graphic Card : NVIDIA Graphics Card (4GB or more)
 Optical drive: DVD-Writer
 Key Board: USB Keyboard
 Mouse : USB Optical 3-Button Mouse
 Network Interface Card (NIC)
 OS: Windows 10
 Monitor: 21 inch or Higher.
 UPS & Other essential accessories.

Laptop¹

Screen : 15.6 inch FHD
 CPU: Core i7- 6700HQ or better
 Ram: 16 GB
 Graphics: NVIDIA GPU with 4gb ram
 HDD: 1TB or higher
 SSD: 128 GB or higher
 OS: Windows 10
 Carry Case and other essential accessories.

Laptop²

Screen : 14 inch FHD
 CPU: Core i7- 7500U or better
 Ram: 8 GB or higher
 Graphics: NVIDIA GPU with 2gb ram or more
 SSD: 256 GB or higher
 OS: Windows 10
 Carry Case and other essential accessories.
Weight: Should be less than 2kg. Carry Case and other essential accessories.

Digital Camera

Type : SLR

Image sensor type : CMOS

Sensor size: 23.5mm x 15.6mm or higher

Pixels: 24MP or higher

File format : RAW, JPEG

Card slot: 2 Secure Digital (SD)

Mode : Should Support Manual mode + other modes.

ISO sensitivity :100-25000 or higher.

VIDEO: Should Support FHD (1920 x 1080) or higher

Monitor size : 8cm (diagonal) or higher.

HDMI output connector : Type C HDMI connector.

Battery : Rechargeable Li-ion battery

Lens : 18-105mm VR Kit Lens or better.

SD Card: 32GB or higher.

Carry Bag & other essential accessories.

All in one printer:

TYPE: Print, Copy, Scan

Printer:

Print speed (black) : 30 ppm or higher

Print technology : Laser

Print quality (black): upto 1200 X 1200 dpi

Automatic Duplex Support.

Connectivity: USB and/or Ethernet

OS: Windows, UBUNTU, FEDORA

Paper Size: Letter, Legal, Executive, A4, A5, A6.

Paper Type : Plain, Transparencies + other

Scanner:

Scanner type : Flatbed, ADF

Scan resolution, optical : Up to 1200 x 1200 dpi

Scan speed (normal, A4) :20 ppm (b&w) or higher + (color) :15 ppm or higher

Copier Specification:

Speed : 30 cpm or higher

Copy resolution : 600 x 600 dpi

Other essential accessories

- 1. Proof of registration of the firm:**
- 2. Authorisation certificate of delership:**
- 3. PAN card in Firm's name:** (Incase of Propritership firm ,PAN of Propriter will be valid)
- 4. Sales tax certificate:**
- 5. Commercial tax certificate:**
- 6. Service tax certificate:**
- 7. Proof of registration with any central govt . organisation :**

Signature of Bidder

Annexure-3

Price Bid Format: Price Schedule for Goods Being Offered in INR
(Separate form to be used for each item offered)

Name of the Bidder/Tenderer:

Name & Model No of offered good:

Tender No.:

S. No.	Details	Price per Unit in INR
1	Ex-works, Ex-warehouse, Ex-show room off the shelf price (inclusive of all taxes already paid)	
2	VAT & other taxes like excise duty* payable, if contract is awarded	
3	Packing & forwarding up to station of dispatch, if any	
4	Charges for inland transportation, insurance to ultimate destination i.e. NIT, Raipur, if any	
5	Installation, Commissioning and training Charges, If any	
6.	Any other charges (Please specify)	
Total Price (Sum of S. No 1 to 5) FOR NIT RAIPUR		

**** NIT Raipur have custom/exsices exemption certificate.**

Total Bid price in Indian currency_____

In words:_____

Name_____

Business Address

Note:

(a) The cost of optional items shall be indicated separately.

Signature of Bidder