



**भारतीय सूचना प्रौद्योगिकी संस्थान गुवाहाटी**  
**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY GUWAHATI**

आमबारी, गोपीनाथ बोरदोलोई (जी.एन.बी.)मार्ग, गुवाहाटी-781001, भारत  
Ambari, Gopinath Bordoloi (G.N.B.) Road, Guwahati-781001, India

**NIQ No:- IIITG/S&P/NIQ/65/2017/3455**

**Date:- 23.06.2017**

**Notice Inviting Quotation (NIQ)**  
**for supply and installation of Work Station, Printer, Scanner & Computer Accessories**

**Introduction**

Quotations are invited in Two Bid System for supply and installation of Work Station, Printer, Scanner & Computer Accessories as per details mentioned in the **ANNEXURE-I**, attached herewith. The quotation is due on or before **13-07-2017 by 1700 Hrs.**

Please note:

- i)** Tender document is divided into three parts i.e. (1) Instruction to Bidders, (2) Terms & Conditions, (3) Annexure I to IV.
- ii)** There is no Tender fee and Tender document is to be downloaded from our official website i.e. [www.iiitg.ac.in](http://www.iiitg.ac.in)
- iii)** Duly filled, signed and sealed quotation along with the related documents as directed in the instruction, Annexure-II and Terms & Conditions is to be submitted.
- iv)** The bid documents are not transferable and the seal and signature of the authorized official of firms must appear on all the papers and envelopes submitted.
- v)** Corrigendum/ Addendum in regards to terms and condition and technical specification, if any, will be published/ intimated in the IIITG website only at [www.iiitg.ac.in](http://www.iiitg.ac.in).

Kindly read both the Instructions and Terms & Conditions properly and see that instructions and terms are fully understood and complied. No correspondence shall be entertained in case your quotation is rejected on ground of not complying with our instructions, terms & conditions.

## **INSTRUCTION TO BIDDERS**

### **A) Important date, time and place:**

- (a) Last date & time of submission:** 13-07-2017, 1700 HRS
- (b) Date & time of opening of Technical Bid:** -13-07-2017, 1700 HRS
- (c) Place of opening quotations:** Conference Room, IIIT Guwahati
- (d) Late and delayed tender:** Late and delayed tender will not be accepted.
- (e) Unscheduled Holiday:** In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.

### **B)** The address of the firm submitting the quotation and the Officer to whom the quotation is addressed must appear distinctly on sealed covers. Further, on sealed cover, the following are to be written:

<b>QUOTATION FOR SUPPLY OF WORK STATION , PRINTER, SCANNER &amp; COMPUTER ACCESSORIES</b>	
NIQ Ref. No. ....	
<b>LAST DATE OF SUBMISSION: 13-07-2017(1700 HRS)</b>	
India.  From: M/s _____  Phone No. : _____  Email ID : _____	To,  Director  IIIT Guwahati  Assam Textile Institute Campus  Ambari, GNB Road  Guwahati 781 001, Assam,

C)

01. Quotations will have to be submitted in TWO PARTS i.e. (a) Technical Bid (for all the quoted item) and (b) Price Bid (**Separately for each and every item quoted**) , in two separate properly sealed envelopes and both these covers will have to be again put in to a single sealed cover.

02. In the part relating to Technical Bid, the vendor must provide the followings:

- (a) Details of the technical features of the offered equipment vis-à-vis NIQ specification;(b)
- (b) Up-to-date Authorized Dealership Certificate on the offered products in case of dealer/s;
- (c) List of reputed organizations/Institutions, where similar orders have been executed, if any (copies of the purchase/ work orders will have to be enclosed);
- (d) Details of nature and maximum period of **warranty** offered by the vendor.
- (e) After Sales Service: The name & address of the nearest available authorized service centre to IIIT Guwahati, must be stated in the quotation.
- (f) List of quoted items as per Annexure-II and duly filled Compliance Certificate as per Annexure-III

03. In the part relating to Price Bid, the vendor must provide the followings:

The Quotes must be in INR (₹) as per format given in ANNEXURE IV.

- A) Submission of Compliance Certificate: Duly filled and signed Compliance Certificate (as per format at ANNEXURE -III) must be enclosed.
- B) Bid not transferable: The bid documents are not transferable and the seal and signature of the authorized official of the firm's must appear on all the papers and envelopes submitted.

## **TERMS & CONDITIONS**

01. **Rates:** Rates quoted must be in INR (₹) and should be on **FOR IIIT Guwahati, on DOOR DELIVERY basis, :-**

***Note:** Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected. Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail.*

02. **Validity of Quotation:** Quoted rates must be valid for **60 days** from the last date of submission of quotation.

03. **Warranty:** The quoted equipment and components must have warranty for **three year**.

04. **Literature a must:** All the quotations must be supported by the printed technical leaflet/literature and the specifications mentioned in the quotation must be reflected/supported by such printed technical leaflet/literature. The model and specifications quoted should **invariably be highlighted** in the leaflet/literature for easy reference.

05. **After Sales Service:** Bidder shall have fully equipped and manned service centre in Guwahati (details to be provided) or provide details of how warranty service will be provided if it is by a third party. The third party must be authorised to provide service by the OEM and a letter from the third party that it is going to provide the warranty service will be required.

06. **Dealership Certificate:** Bidder shall be an OEM (Original Equipment Manufacturer) or an authorized Dealer / authorized partner of the OEM. The bidder shall furnish an authorization letter from the OEM.

07. **Earnest Money:** There will be no Earnest Money.

08. **Genuine Pricing:** Vendor is to ensure that quoted price is not more than the price offered to any other customer in India to whom this particular item has been sold, particularly to IIIT/Institutes and other Government Organization.

09. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Printed conditions mentioned in the tender bids submitted by vendors will not be binding on IIITG.

10. **Entry Tax:** Assam Govt. Entry Tax – usually @4%, wherever applicable, **will be added** while evaluating cost status of the concerned equipment to be supplied by vendors from outside the State of Assam.

11. **Goods and Service Tax:**

All the bidders/tenders should ensure that they are GST compliant and their quoted tax structure /rates are as per GST Law.

13. **Delivery:**

**a) Time Limit:** Maximum within 45 (forty five) days from the date of issue of purchase order.

**b) Safe Delivery:** All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination site, the package will be opened only in the presence of IIIT user/representative and vendor's representative. The intact condition of the package and the seal/indicators for not being tampered with shall form the basis for certifying the receipt in good condition.

**c) Insurance:** The supplier is to establish 'All Risk Transit Insurance' coverage till door delivery at IIIT Guwahati.

**d) Part Delivery:** Part delivery is not allowed.

**e) Delay in delivery:** In case of delayed delivery, the Institute reserves the right to cancel the order and to not accept delivery in part or full.

14. **Payment:** 100% Payment within 30 days from the date of delivery, successful installation and commissioning/ acceptance of ordered goods at IIIT Guwahati, generally through A/c payee cheque.

15. **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.

16. **Tender Evaluation Method:** The technical bid envelopes will be opened right after the time and last date of tender submission. These bids will be examined for compliance with the requirements of the tender. Bids that are substantially responsive to the tender will be shortlisted and the price bids of only the shortlisted bidders will be opened at a date and time to be notified later. The bidder with the lowest price among the opened tenders will be awarded the contract.

17. **Enquiry during the course of evaluation not allowed:** No enquiry shall be made by the bidder(s) during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative (IIIT Guwahati) can make any enquiry/seek clarification

from the bidders. In such a situation, the agency shall extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period notice, as such the bidders have to be ready for the same.

**18. Acceptance of quotations: Tenders will be evaluated for all the items as a whole.**

All items must be quoted. Bids quoting for only some of the items will be rejected. Conditional discounts shall not be taken into account for price comparison. The acceptance of the quotation will rest solely with the Director, IIITG, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.

**19. Force Majeure:**

If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:

- I) Any law, statute or ordinance, order action or regulations of the Government of India,
- II) Any kind of natural disaster, and
- III) Strikes acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

**20. Termination for default:** Default is said to have occurred:

- (a)** If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- (b)** If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by IIIT.
- (c)** If the supplier fails to perform any other obligation(s) under the contract.
- (d)** Under the above circumstances IIIT may terminate the contract / purchase order in whole or in part and forfeit the EMD as applicable. In addition to above, IIIT may at its discretion also take the following actions: IIIT may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IIIT for any extra expenditure involved towards goods and services obtained.

**21. Applicable Law:**

- (a)** The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Guwahati or India only.
- (b)** Any dispute arising out of this purchase shall be referred to the Director IIIT Guwahati, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

## **ANNEXURE –I**

### **List of Items required and Specification details**

<b>Sl. No.</b>	<b>Item Name and Technical Details</b>	<b>Qty.</b>
1.	<p><b>Item Name: Workstation</b></p> <p>Form Factor - Desktop Processor Make - Intel No. Of Processors - 1 No. Processor Configuration - Intel Xeon E5-2630 v4 (10 Core, 2.2 GHz, 25 MB L3Cache, 85 Watt) Chipset - Intel C612 Type Of Graphics - Discrete Graphic Card (Nvidia TitanX) RAM Type - DDR4 RAM Size - 16 GB RAM Expandibility - 64 GB Type Of Hard Disk Drive SATA No. Of Hard Disk Drives - 1 No. No. Of DIMM Slots - 4 No. No. Of PCIe Slots Gen 3.0 (x 1) - 1 No. No. Of PCIe Slots Gen 3.0 (x 16) - 1 No. Operating System - Win10Pro OS Certifications - Windows, Redhat Linux, Suse Linux, Linux Applications - DME, Autocad, Catia, Esri, Hexagon, Adobe Networking Interface - Integrated Gigabit 10/100/1000 No. Of USB 2.0 Port - 4 No. No. Of USB 3.0 Port - 6 No. No. Of Internal Bays - 3 No. No. Of External Bays - 3 No. Optical Drive - DVD WRITER Display - (antiglare, LED-backlit) Display Size - 60.47 cm Display Resolution (Full HD Or Better) - 1920x1080 Pixel Security - Integrated panel lock Warranty - 3 Year Hard Disk Drive Size - 1000 GB Power Management Unit - Advanced Configuration and Power Interface (ACPI) Maximum Power Consumption - 1125 Watt Availability Of Bundled Softwares - System Health monitoring Tool with H/W box TCO Compliance (for Monitors) - TCO-06 Applications Certification From OEM Manufacturing Workstation RAM Speed - 2133 MHz Power – 1125</p>	01

Sl. No.	Item Name and Technical Details	Qty.
2.	<p><b>Item Name: Rack Server</b></p> <p>Processor: Intel® Xeon® E5-2620v4  Number of processors: 1  Processor core available: 8  Processor cache: 20MB LLC  Processor speed: 2.1GHz  Form factor: 2U  Form factor chassis: Rack  Power supply type 900W AC 240V  Expansion slots  PCIe 3 Standard (1-FL/FH, 2-FH/HL)  Memory: 16GB (1x16GB) Dual Rank x4 DDR4-2400 CAS-17-17-17 Registered Memory Kit  Memory slots: 8 DIMM slots  Memory protection features: Memory Online Spare Mode  Included hard drives: 4TB SAS 12G Midline 7.2K LFF (3.5in)  Optical drive type: SATA DVD-RW JackBlack G9 Optical Drive  System fan features: Hot Swap  Network controller:</p> <ul style="list-style-type: none"> <li>1Gb Ethernet Adapter 2 Ports per controller</li> <li>Ethernet 10Gb 2-port 562SFP+ Adapter</li> </ul> <p>Storage controller: Smart ArrayP440/2G + Smart Storage Battery or suitable as per vendor  Infrastructure management  <b>Warranty 3 Year</b></p>	01
3.	<p><b>Item Name:</b></p> <p><b>A. 23.8-inch Display Monitor</b></p> <p>Display colors Up to 16.7 million colors supported (through FRC technology)  Pixel pitch 0.274 mm  Tilt and swivel angle Tilt: -5 to +25°  Display type IPS w/ LED backlight  Input connector 1 VGA; 1 HDMI (with HDCP support)  Brightness 250 cd/m²  Display features Anti-glare; In plane switching; Language selection; LED Backlights; On-screen controls; Plug and Play; User programmable  Contrast ratio 1000:1 static; 1000000:1 dynamic  Display scan frequency (horizontal) Up to 80 kHz  Aspect ratio 16:9  Onscreen controls Menu/ok; Information/"-"; Input/"+" ; Auto/QV/Exit; Power  Resolution (native) 1920 x 1080 @ 60 Hz  Display scan frequency (vertical) Up to 60 Hz  Response time 14 ms gray to gray  Display size (diagonal) 23.8"  <b>GENERAL</b>  Color Natural silver (front and stand) and black (rear)  <b>MACHINE DIMENSIONS &amp; WEIGHT</b>  Minimum dimensions (WxDxH) 53.98 x 18.35 x 40.88 cm (with stand); 53.98 x 3.57 x 32.29 cm (without stand)  Minimum dimensions (WxDxH) 21.25 x 7.23 x 16.10 in (with stand); 21.25 x 1.41 x 12.72 in (without stand)  Weight 6.7 lb (with stand); 5.84 lb (without stand)  Weight 3.04 kg (with stand); 2.65 kg (without stand)  <b>POWER</b>  Power supply type Input voltage: 100-240 VAC at 50 - 60 Hz; Power consumption: 25W maximum, 21W typical; Standby mode: &lt; 0.3W</p>	01



Sl. No.	Item Name and Technical Details	Qty.
3.	<p><b>B. Keyboard and Mouse Combo</b></p> <p><b>Keyboard and Mouse Combo</b>  Minimum system requirements  Connects USB port; Compatible with Microsoft® Windows® Linux and MAC</p> <p><b>Warranty            3 Year</b></p>	01
4.	<p><b>Item Name: Desktop with Win 10 Pro</b></p> <p>Processor Make Intel  Hard Disk 500 GB  Power Supply 180 Watt  Hard Disk - 500 GB  Power Supply - 180 Watt  Internal Bays - 2 No.  USB Port 2.0 - 6 No.  Power Efficiency - 85 %  Other Specifications  Internal Bays 2 No.  Cabinet Tower  USB Port 2.0 6 No.  Type Of RAM DDR 4  RAM Speed 2133 MHz  Power Efficiency 85 %  External Bays 1 No.  USB Port 3.0 2 No.  Processor Intel Core i7-6700 (3.4 GHz, 8 MB Cache, 4 Cores)  Chipset Intel H110  Graphics Type Integrated  Graphics Intel HD Graphics 530  Operating System (Pre-Loaded) Windows 10 Professional  RAM Size 4 GB  RAM Expandability 32 GB  DIMM Slots 2 No.  Optical Drive DVD Writer No.  Cabinet Volume 21.65 Litres  Network Connectivity 10/100/1000 on board Integrated Gigabit Port  Expansion Slots (PCIe X 1) 1 No.  Expansion Slots (PCIe X 16) 1 No.  Monitor Resolution 1440 x 900 PIXELS  Standard Keyboard  Mouse Optical  Warranty 3 YEAR  Monitor Size 24 INCHES  Processor Generation 6th  VGA port</p>	04

Sl. No.	Item Name and Technical Details	Qty.
5.	<b>Item Name: Laptop</b> Processor Make Intel Processor Generation 7th Processor Intel Core i3-7100U (2.4 GHz, 3 MB cache, 2 cores) Graphics Type Integrated Operating System Windows 10 Professional Type Of Hard Disk Drive SATA Hard Disk Drive Size 500 GB Hard Disk Drive Speed 7200 rpm Type Of RAM DDR 4 RAM Speed 2400 MHz RAM Size 4 GB Expandable RAM 16 Wi-fi Connectivity 802.11 a/b/g/n Bluetooth 4.0 or higher USB 2.0 1 No. USB 3.0 Or Higher 1 No. USB Type C, VGA Port, HDMI Port Display Size 14 Inch Display Resolution 1366 x 768 Pixel Display Type Non Touch Keyboard Standard Optical Drive External Certification Energy Star Trusted Platform Enabled Yes Finger Print Reader Battery (Li-Ion/Li-Polymer) Bulit-In Battery Back-up 8 Hours Weight (With Battery) 1.8 Kg Battery Warranty 1 Year Warranty 3 Year Carry Case Included	04
6.	<b>Item Name: Network Printer</b> Cartridge Technology Composite Print Speed (A4)- Mono 38 PPM Network Capability Yes Simplex Yes Duplex Yes Resolution 1200x1200 dpi Paper Size A4 Paper Tray Capacity 250 Sheets Number Of Paper Trays 2 Memory 128 MB Print Language Postscript Level 3 emulation Warranty 3 Year(s)	02

Sl. No.	Item Name and Technical Details	Qty.
7.	<b>Item Name: Feed Scanner</b>  Scanner Type     Sheet Fed Scanning Technology     CIS Document Size     A4 Scan Size (Max.) 216 mm Document Thickness (Max.)     120 mm Scan Length     3100 cm Optical Resolution     600 Dpi Maximum Resolution     600 Dpi Monochrome Scan Speed 20 Colour Scan Speed     20 Scan Accuracy     100 % Colour Depth     24 Bits Paper Weight Handling Capacity     105 GSM Scanning Feature     Duplex Paper Path     Straight Multi Fed Detection Feature Automatic Document Feeder (ADF) ADF Tray Capacity     50 No. of sheets USB Interface     2.0 OS Compatibility     WINDOW,MAC ,LINUX Scan File Formats     PDF,PDF Searchable,PDF/A,RTF,JPEG,TEXT,TIFF Bundled Scanning Softwares Type Of Mountng     Desktop Warranty     3 Year	01

## **ANNEXURE-II**

### **List of items quoted**

<b>SNo</b>	<b>Equipment/Item</b>	<b>Whether quoted or not quoted (Yes/No)</b>
<b>1</b>	<b>Workstation</b>	
<b>2</b>	<b>Rack Server</b>	
<b>3</b>	<b>A. 23.8-inch Display B. Keyboard and Mouse Combo</b>	
<b>4</b>	<b>Desktop with Win 10 Pro</b>	
<b>5</b>	<b>Laptop</b>	
<b>6</b>	<b>Network Printer</b>	
<b>7</b>	<b>Feed Scanner</b>	

Signature: .....

Name & Full Address M/s .....  
of Vendor:

Phone Nos.: .....

E-mail: .....

Official seal of the vendor

### **ANNEXURE -III**

#### **COMPLIANCE CERTIFICATE**

**(A certificate of compliance to NIQ term to be enclosed in the Technical bid)**

<b>Sl. No.</b>	<b>NIQ Terms and Conditions</b>	<b>Yes / No</b>
01	<b>Rate</b> quoted as per instruction	
02	<b>Validity</b> of quoted rate for 60 days agreed	
03	<b>Payment</b> term agreed	
04	<b>Delivery terms</b> agreed	
05	<b>Warranty period</b> agreed	
06	<b>Dealership</b> / distributorship certificate (in case of dealers/agents) provided	
07	<b>Sales Service</b> :address of after Sales Service nearest available authorized service centre to IIIT Guwahati to be provided	
08	<b>Applicable law</b> terms agreed	

Signature: .....

Name & Full Address M/s .....  
of Vendor:

Phone Nos.: .....

E-mail: .....

Official seal of the vendor

### **ANNEXURE -IV**

Sl No	Name of Item	Price in ₹ (Per unit)	Taxes and other charges (Tax, insurance, freight, etc) (per Unit )	Total Price (door delivery) (per Unit)	Quantity	Total Price
		A	B	C=A+B	D	E=C*D

*Note:- Prices should be given component/item wise to enable the Institute to decide the final configuration.*

Name & Full Address    M/s .....

of Vendor: