

**NOTICE INVITING RE-E-TENDER
FOR**

SUPPLY, INSTALLATION AND COMMISSIONING OF DESKTOP COMPUTERS, ALL-IN-ONE PC AND LAPTOPS WITH WINDOWS 8.1 PROFESSIONAL PRELOADED WITH RECOVERY CD/DVD, RELEVANT LICENSE WITH MEDIA, LASER PRINTERS, SCANNERS AND SOFTWARE AT THE HEADQUARTER OF TECHNICAL EDUCATION AND TRAINING DEPARTMENT, ITS DIRECTORATES AND DIFFERENT GOVT POLYTECHNICS & ITI'S SITUATED IN DIFFERENT DISTRICTS OF WEST BENGAL

**NIT NO: WBTET/NIT-02/IT/2014-15
DATE: 07.01.2015**

**TENDER INVITING AUTHORITY:
SRI BIDYUT BHATTACHARYYA, IAS
JOINT SECRETARY TO THE
GOVERNMENT OF WEST BENGAL
DEPARTMENT OF TECHNICAL EDUCATION & TRAINING**

**VOCATIONAL TRAINING INSTITUTE
3RD FLOOR, PLOT B/7, ACTION AREA III, NEW TOWN, RAJARHAT
KOLKATA 700 156
Ph: 33 2324 8848, Fax: 33 2324 7888
E-mail: dtet_wb@yahoo.co.in**

Joint Secretary to the Govt of West Bengal, Dept of Technical Education & Training on behalf of the Department of Technical Education & Training, WB, invites re-e-tender for “Supply, Installation And Commissioning Of Desktop Computers, All-In-One Pc And Laptops With Windows 8.1 Professional Preloaded with Recovery CD/DVD, Relevant License with Media, Laser Printers, Scanners And Software at the Headquarter of Technical Education and Training Department, its Directorates and Different Govt Polytechnics & ITI’s Situated in different districts of West Bengal”. Brief description of items is given below:

Table: 1

Sl.	Category	Item	Tentative Quantity
1	A	Desktop PC (Type I) with preloaded OS and Antivirus with 3 years’ license	1400
2		Desktop PC (Type II) with preloaded OS and Antivirus with 3 years’ license	550
3		Desktop PC (Type III) with preloaded OS and Antivirus with 3 years’ license	80
4		Desktop Computer System (All-in-One) Type I with preloaded OS and Antivirus with 3 years’ license	50
5		Desktop Computer System (All-in-One) Type II with preloaded OS and Antivirus with 3 years’ license	20
6		Laptop Type I with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years’ license	60
7		Laptop Type II with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years’ license	30
8	B	Printer Laser Jet (Type I)	250
9		Printer Laser Jet (Type II)	20
10		Scanner (Flatbed)	100

Table: 2**Details of Earnest Money Deposit**

Category of Work	Earnest Money Deposit (EMD) [Refundable]
Category ‘A’ of Table 1	Rs 10,00,000.00
Category ‘B’ of Table 1	Rs 25,000.00
Last Date & Time for Submission of Tender	31.01.2015 at 16.00 hrs
Date of Opening of Technical Bid	02.02.2015 at 12.30 hr
EMD to be submitted in the form of DD from a scheduled Bank duly pledged in favour of the Joint Secretary, Department of Technical Edn & Trg, West Bengal	
Bid Opening Venue: Department of T E & T, 3 rd floor, DepartmPlot B/7, Action Area III, New Town, Rajarhat, Kolkata 700 156	

Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. The earnest money is to be remitted through Demand Draft/ Banker’s Cheque drawn on any nationalized bank payable at Kolkata in favour of **Joint Secretary of Technical Education & Training, West Bengal**, scanned copy of which to be uploaded online at the time submission of bid. The L1 bidders shall have to submit the hard copy of instruments (Demand Draft/ Banker’s Cheque etc.) to this office along with his acceptance letter of the LOI within seven days from the date of issue of LOI. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder. Any bidder who have submitted DD in our earlier tender No WBTET/NIT-01/ IT/2014, may use the same DD if it is valid at least till 31.03.2015.

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1. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>.
2. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Clause 5 of this Tender Document.
3. The **FINANCIAL OFFER** of the prospective tenderer/Bidder will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Tender Evaluation Committee' of the Department of T E & T. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

4. **Eligibility criteria for participation in the tender**

- i) The Bids shall be submitted by only the OEM (Original Equipment Manufacturer) or Single Authorized Business Partner of OEM in case OEM is not participating. Declaration in this regard needs to be submitted.

[Statutory Documents]

- ii) The Bidder shall be an established Information Technology company registered under the Companies Act, 1956 involved in IT & Network related business having operations in India for the last three years as on 31.03.2014 (Certificate of Incorporation). The bidder should be a profit (Net Profit) making company for last three years (Necessary documents should be enclosed) and shall have their registered offices in India and submit valid documentary proof of:
 - Certificate of incorporation
 - Certificate of Commencement
 - Certificate consequent to change of name, if applicable has to be submitted.

[Non-Statutory Documents]

- iii) The Bidder shall have Company Registration Certificate under the Company's Act, valid PAN, PF, PT, ESI, Sales Tax Registration Certificate, valid Income Tax Registration Certificate, Trade License and valid Service Tax Registration Certificate. Copies of all the above certificates must be submitted as evidences. Income Tax returns for the Financial years 2011-2012, 2012-2013, and 2013-2014 has to be submitted.

[Non Statutory Documents]

- iv) The Bidder's average annual turnover shall be at least **INR 100 Crores** for Category 'A' & 'C' and INR 5.0 crore for Category 'B' in each of the last three financial years viz; 2011-2012, 2012-2013, and 2013-2014. The Bidder shall have positive net worth as on 31st March 2014, and shall have a positive net worth in each of the following years 2011-2012, 2012-2013, and 2013-2014. A certified document by the Chartered Accountant stating the net worth and average annual turnover of the Bidder has to be submitted.

Note:

The turnover refers to the Bidder's firm and not the composite turnover of its subsidiaries/sister concerns etc. Copy of audited profit and loss account/ balance sheet/annual report of the last three financial years viz 2011-2012, 2012-2013, and 2013-2014 has to be submitted.

[Non-Statutory Documents]

- v) The Bidder must submit copies of Balance Sheets/Profit & Loss Accounts/Annual Reports of the last three financial years – audited accounts for 2011-2012, 2012-2013, and 2013-2014, as evidences. In case the Bidder's turnover includes businesses other than sale of IT Infrastructure (Server, UPS, Desktop, Software Development etc), an appropriate certificate from a registered Chartered Accountant must be submitted to support the turnover figures in the desired area of IT hardware.

[Non Statutory Documents]

- vi) The Bidder quoting for Category 'A' & 'C' should have executed (completed) at least **3 single orders each of Rs. 1.50 Crore or two orders of 2.50 crore each or One Single Order of Rs. 5.00 Crores** or more with job completion certificate for

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supply, installation and Commissioning of IT Hardware, Software other items mentioned in this tender document) at any Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization, in the last three financial years (i.e., 2011-2012, 2012-2013, and 2013-2014). The above figures will be Rs 10.00 lakh, Rs 25.00 lakh and Rs 40.00 lakh for bidders quoting Category 'B' only.

[Statutory Documents]

vii) Copies of suitable documents like Purchase Orders, etc. for verification of the order values and work completion / customer satisfaction certificates (or similar documents) from customers against the same orders for verifying successful completion of the orders must be submitted as evidences. Evidences for such orders that are still in progress will be copies of the orders plus current-dated satisfaction certificates from customers on order-specific progress of the jobs. Department reserves the right to verify, if it so desires, the correctness of documentary evidences furnished by the Bidder.

[Statutory Documents]

viii) The Bidder must have on its roll at least **10 Technically qualified professionals** (deployed across Kolkata & districts of West Bengal) with system integration of computer network and experience in implementing & maintaining/support of computer network as on 31.03.2014. Certificate from Bidder's HR Department for the number of Technically qualified professionals employed by the company with their skill set has to be submitted. (List of centres with Senior-most engineer and phone number details to be enclosed).

A copy of the valid Trade License as a proof of operation in West Bengal for the last 5 years must be submitted. In case of service support through OEM for a particular District or Area, OEM service centre Address with centre Head and Phone Number should be submitted in OEM letter head.

[Statutory Documents]

ix) The Bidder shall be required to give a declaration in their letter head that they have not been banned by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization banned the Bidder in the past, this fact must be clearly stated.

However, this Department reserves the right at its own discretion to evaluate the Bidder's performance through reports from any Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization or ask the Bidder to produce service satisfaction certificate from the customer base mentioned above.

[Non Statutory Documents]

x) Any Bidder, who was banned in the past by Government of India / any organization under Government of India / any State Government / any organization under any State, shall not be eligible to participate in the tender unless they produce current-dated clearance certificate from the respective authority addressed to the bid inviting authority, in order to be able to participate in the tender process.

[Non Statutory Documents]

- a. The OEM shall submit a letter confirming that the products quoted are not "end of life or end of sale products" as on Bid Submission date. If in case the support for the product quoted has been stopped/ withdrawn till the time of delivery of equipment, the same will be changed with the superior product at no extra cost.
- b. Undertake that the support including spares, patches, upgrades for the quoted products shall be available for the period of 6 years from the date of acceptance.

Relevant documentary evidences like Authorization letters, MAF (Manufacturers Authorization Form, etc. from all Vendors whose products are being quoted by the Bidder need to be attached in the proposal in the event OEM is not directly participating) are to be submitted with the bid.

[Statutory Documents]

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- xii) The Bidder shall furnish, as part of its Bid, an Earnest Money Deposit (EMD) of as mentioned in Table 2 of this document. No Bank Guarantee would be entertained for the same. The EMD shall be denominated in Indian Rupees.

[Statutory Documents]

- xiii) All hardware items must be quoted with 5 years (For UPS : 3 years for battery and 5 years for others) on site comprehensive manufacturer's warranty. All the Bidders should produce a certificate regarding their acceptance of responsibility of supply, installation and comprehensive maintenance of services during warranty period as per format given in Section – F.

[Statutory Documents]

- xiv) The Bidder must be an ISO 9001-2008 certificate holder in the specified area of the job mentioned in this tender. This certificate should be valid at the date of opening of the Techno-commercial bids.

[Non Statutory Documents]

- xv) Tender document must be submitted along with all the relevant documents. This is required to show that the bidder had accepted all the terms and conditions mentioned in this tender document.

[Statutory Documents]

- xvi) The OEM must have registration with D G S & D of the Govt. of India for hardware for Category 'A', 'B' & 'C'. Document relating to this is to be submitted in the tender.

[Statutory Documents]

- xvii) The bidder shall be required to give a declaration in their letterhead that they have successfully & timely completed earlier projects of Govt. of West Bengal offered on them (If any) in last three years. Successful completion certificate of such projects from the concerned authorities are to be attached with the bid document.

However, Department of T E & T preserves the right to evaluate the Bidder's performance through the report from any Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization at their own discretion or ask the bidder to produce service satisfaction certificate from the customer base mentioned as per above criteria. Any bidder failure to implement any earlier project of the Govt of WB, is not eligible to participate in this Tender. If such type of information arrived to the Tender Committee of this Department even after opening of the Tender, The Tender Committee reserves the right to cancel its Bid at any time.

[Non-Statutory Documents]

- xvii) Bid Form duly filled and signed as per format (Section – B) on the letterhead of the Bidder.

[Statutory Documents]

- xviii) Original tender document (this document) to be submitted with digitally signed as an indication of acceptance of all terms and conditions laid down in this tender document.

[Statutory Documents]

- xx) Technical Brochures of items quoted. Printed and published Brochure and / or Web site reference essential.

[Statutory Documents]

- xxi) Details of service arrangement at all districts of West Bengal.

[Non-Statutory Documents]

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- xxii) Un-priced B.O.Q. with Make & Model is to be submitted in company letterhead mentioning the name, make and model no. of all the items, strictly in our format given in this Tender.

[Statutory Documents]

Sl No	OEM Pre-Qualification Criteria	Compliance with Documentary Proof
		YES/NO
a)	Must be a manufacturer of Desktop/Server/UPS/Printer etc mentioned in the Tender. Must submit a self certificate to this effect from the company's authorized signatory.	
b)	The OEM should have a toll free number and should provide direct Telephonic TAC Support (Monday to Saturday 8a.m. to 8 p.m.) to the customer. The OEM should give an undertaking on their letterhead.	
c)	The OEM shall have a registered office in India. A documentary proof with complete Address details and contact person details shall be submitted along with the offer.	
d)	The OEM should have been present in India for at least last 3 years. A documentary proof shall be submitted along with the offer.	
e)	The OEM should have their own warehouse in India for giving Next Business day replacement to the customer/bidder in case of any hardware failure.	
f)	The OEM should have a technical assistance Centre in India for any call logging and troubleshooting by the customer/bidder The OEM should guarantee against product obsolescence regarding sales for at least next 2 years and support for at least next 6 years.	
g)	The OEM shall provide warranty support and services with for the entire solution for 5 years with regard to service and spares.	
h)	The OEM should have positive net worth for the last 3 consecutive years from the date of Bidding	
i)	The OEM should be ISO 9001 or ISO 20000 certified	

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5. Date and Time Schedule:

SN	Items	Publishing date(s)
1.	Date of uploading of N.I.T. Documents (online)	07.01.2015
2.	Documents download start date (Online)	08.01.2015 at 9.00 A.M.
5.	Bid Submission start date (On line)	08.01.2015 at 9.00 A.M.
6.	Bid Submission closing (On line)	31.01.2015 up to 4.00 P.M.
8.	Bid opening date for Technical Proposals (Online) (Bid A)	02.02.2015 at 12.30 P.M.
9.	Date of uploading list for Technically Qualified Bidder (online)	To be notified later
10.	Bid opening date for Financial Proposals (Online)(Bid B)	To be notified later

6. Project Background and Scope of Work**Background**

Department of Technical Education & Training, Government of West Bengal intends to procure Desktop and other IT related equipments during the current financial year for use in their offices and in different Govt. Polytechnics and ITI's in West Bengal.

Scope of the Project

The list of Hardware including Desktop, Printer, UPS and software are to be supplied at the headquarter of T E & T and different Polytechnics & ITI's throughout West Bengal. The detailed plan of delivery will be communicated to successful bidder in due course of time.

Warranty Support:

Warranty for Desktops, UPS & Printer with spares will be for 60 months (For Battery of UPS : 36 months) from the date of delivery or date of installation whichever is later. Successful bidder requires to keep ready spares stock of at least 5% to ensure support within 24 hours (NBD).

7. Amendment of Invitation

Department of T E & T, West Bengal reserves the right to waive specific terms and conditions contained in this tender document. It shall be understood by the Bidders that the proposal is predicated upon acceptance of all terms and conditions contained in this tender, unless the Bidder has obtained such a waiver in writing or through corrigenda in Govt e-tender portal, from T E & T Department, prior to submission of the proposal. Such waivers, if granted, will be granted to all prospective Bidders.

Besides the Corrigenda/Addenda that may be issued by T E & T Department in response to the queries submitted by the Bidders, at any time 3 days prior to the deadline for submission of proposals, this Department reserves the right to add/modify/delete any portion of this tender document by issuance of Corrigenda/Addenda, which will be published on the website. All prospective bidders should keep track of any publication of such corrigenda/addenda. Such modification once published in our website will be binding on all prospective Bidders and will form part of the bid documents (Techno-Commercial as well as Price Bid).

8. Earnest Money Deposit (EMD)

The firm shall furnish an EMD as per Table 1 of this document. This is to be documented through e-filing. The original DD is to be submitted to this Department after having LOI from Department. Earnest money will be refunded

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to the unsuccessful bidders after receiving application from them on completion of tender process. In case of successful bidders Earnest Money will be retained till security deposit of 5% of the total value of the job is deposited in the form of Bank Guarantee (format given) for a validity period of 60 days more than the 5 years comprehensive warranty period.

9. Forfeiture of Earnest Money

The EMD may be forfeited either in full or in part, at the discretion of T E & T Department, on account of one or more of the following reasons:

The Bidder withdraws their bid during the period of bid validity specified by him on the Bid Form.

The Bidder fails to co-operate in the bid evaluation process.

If the bid or its submission is not in conformity with the instructions mentioned herein.

If the Bidder violates any of the provisions of the terms and conditions of this tender.

The successful Bidder fails to (i) accept award of work, (ii) sign the Contract Agreement with T E & T Department after acceptance of communication on placement of award, (iii) furnish performance security, (iv) sign the Contract Agreement in time, (v) comply with any important conditions of this tender document.

If any Bidder indulges on any such activities as would jeopardize the interest of Dept. of Tech Edn & Trg, Government of West Bengal, or would prevent timely finalization of this tender.

The decision of Department regarding forfeiture of bid security shall be final and shall not be called upon question under any circumstances. A default in such a case may involve black-listing of the bidder by the Department of T E & T, Government of West Bengal.

Earnest money of the Bidder is also liable to be forfeited in case of any false submission/statement. In case of any refusal to abide by terms and conditions of our LOI/PO or refusal to enter into a written agreement as per prefixed terms and conditions, the authority is at liberty to forfeit earnest money and take lawful actions.

10. Clarification Regarding Tender Document

A prospective Bidder requiring any clarification about the tender document and scope of work may contact Sri Jayanta Banerjee, Joint Director of Tech Edn & Trg through e-mail: dtet_wb@yahoo.co.in or Sri Nilanjan Kundu, ADIT through e-mail: nil.1986@gmail.com or the query may be submitted in the Pre-bid meeting on scheduled date and time.

11. Awarding of Contract

Department of T E & T will award the contract to the successful Bidder whose bid has been valued as per Price and Other criteria (Techno-Commercial Evaluation Chart, Section – E). Department of T E & T reserves the right not to accept the Lowest Price bid without assigning any reason whatsoever and the Bidder will not challenge such decision in any forum whatsoever. Department of T E & T also reserves the right to split the order and/or drop any line item as per direction of the GoWB.

Department of T E & T reserves the right to negotiate with the Bidder whose proposal has been ranked first on the basis of best value.

The successful Bidder(s) will have to provide a security deposit of 5% of the value of the LOI awarded to them, in the form of a Bank Guarantee for a period of 60 days plus the maximum warranty period among the items quoted. After receiving the PBG, P.O. will be issued.

12. Amendment of Proposals

In order to afford prospective Bidder reasonable time to make amendment in their proposals, Department of T E & T may, at its discretion, extend the deadline for the submission of proposals. However, no such request in this regard

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shall be binding on Department of T E & T.

13. Language of Proposal & Correspondence

The proposal submitted by the Bidder should be in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & Department of T E & T will be in English language only. A duly signed formal copy must subsequently confirm the correspondence by fax / e-mail.

14. Proposal Currency

Prices shall be quoted in **Indian Rupees**, inclusive of all prevailing taxes, levies, duties, etc.

15. Period of Validity of Proposals

The quoted offer and/or rates must be valid for a minimum period of **180 Days** from the date of opening the Techno-Commercial bids. The tender inviting authority reserves the right for seeking extension of validity of offered rates from the qualified Bidder(s).

Acceptance of such request during actual offer is however optional to the Bidder.

16. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in the tender document before tendering the bids.

17. Conditional / Incomplete tender will not be accepted under an circumstances.

18. The intending tenderers are required to submit all documents and quote the rate *online only*.

19. If there be any objection regarding prequalifying the Agency that should be lodged on line to Department of T E & T within 2 (*two*) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by Department of T E & T.

20. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false, work order will not be issued in favour of the said Tenderer under any circumstances.

21. If any discrepancy arises between two similar clauses on different notification the clause as stated in later notification will supersede former one in following sequence:

N.I.T.

Special Terms & Conditions

Technical Bid

Financial Bid

22. Qualification criteria:

The Tender Inviting and Accepting Authority through "Tender Selection Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

Financial Capacity

Technical Capability comprising of personnel & equipment capability

Experience / Credential

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The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above. If any document submitted by a bidder is either manufactured or false, the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.

Joint Secretary to the
Govt of West Bengal

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SECTION – A**INSTRUCTION TO BIDDERS****General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the Bidders to participate in e-Tendering.

i. Registration of Bidder:

Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in>. The Bidder is to click on the link for e-Tendering site as given on the web portal.

ii. Digital Signature Certificate (DSC):

Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tender from a Certifying Authority which is approved of Controller of Certifying Authority [SIFY, eMudra, GNFC (HR Infracom Ltd., Kolkata), NICSII] on payment of requisite amount. Details are available at the Web Site stated in Clause A.(i) above. DSC is given as a USB e-Token.

iii. The Bidder can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.(i) using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

iv. Participation in more than one work:

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.

v. Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A.(i). in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers (folders).

a) Statutory Cover Containing the following documents:**1> Prequalification doc:**

- Prequalification Application (Bid Form) details in Section-B, Form – I.
- Structure & Organisation details as per Section-B, Form – II.
- Experience Profile as per Section-B, Form – III.
- Demand Draft towards EMD. Bidders who are registered with **NSIC, UNDER SINGLE POINT REGISTRATION SCHEME** for the **TENDERED ITEMS** are exempted from payment of bid security and Tender Fees up to the amount equal to their monetary limit. A proof regarding current registration with NSIC for the **TENDERED ITEMS**

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will have to be attached and documented through e-filing, otherwise the Bid will be treated as cancelled.

2> Technical Doc:

- Bidders must submit declaration from OEM for the supply, installation and comprehensive maintenance of quoted items during Warranty period with tender specific authorization from OEM, strictly in our format given in Section- F, (for all the items except cables) are only eligible to quote.
- Un-priced B.O.Q. with Make & Model is to be submitted in company letterhead mentioning the name, make and model no. of all the items, strictly in our format given in Section- D.
- All products to be quoted with a 5 years on-site comprehensive manufacturer’s warranty including battery (Battery for 3 years) of UPS. All the bidders should produce a certificate from the OEM regarding their acceptance of responsibility of supply, installation and comprehensive maintenance of services during warranty period as per Section - F.

3> TENDER DOCUMENT

- Upload the Tender Document Digitally Signed (Do not fill the details)

b) Non-statutory Cover Containing the following documents:

- i. Professional Tax (PT) deposit receipt challan for the financial year 2013-14, PAN Card, IT, Saral for the Assessment year 2014-15, VAT Registration Certificate and challans for all for the financial year 2013-2014.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm / Article of Association & Memorandum.
- iv. Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- v. Audited Balance Sheet & Profit & Loss A/c. for the last 3 (three) years.

N.B.: Failure to submit any of the above mentioned documents as stated in Sl. Nos. Section-A, v(a) and Section-A, v(b) will render the tenderer liable to be rejected for both statutory & non statutory cover.

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER:

Click the check boxes beside the necessary documents in the My Document list and then click the tab “ Submit Non Statutory Documents’ to send the selected documents to Non-Statutory folder.

Next Click the tab “ Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

Sl No	Category Name	Sub-Category Description	Detail(s)
A	Certificate(s)	Certificate(s)	VAT Registration Certificate PAN/PF & ESI Certificate Professional Tax Challan, Service Tax IT receipt for A. Y. 2014-15 Balance Sheet & Profit & Loss A/c. Statement ISO 9001-2008 certificate Return for PAN, VAT, S. TAX, PF & ESI Non-ban Certificate Factory & Shop Establishment Certificate
B	Company Details	Company Details 1	Proprietorship Firm (Trade Licence) Partnership Firm (Partnership Deed, Trade Certificate) Ltd Company (Certification of Incorporation, Trade License)

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			Society (Society registration document, trade license) Power of Attorney
C	Credential	Credential 1 Credential 2	Similar nature of work done & completion certificate which is applicable for eligibility in this tender. Details of Service Centres
D	Financial	E4. P/L BALANCE SHEET 2011-12	P/L & BALANCE SHEET 2011-12
		E5. P/L & BALANCE SHEET 2012-13	P/L & BALANCE SHEET 2012-13
		E6. P/L & BALANCE SHEET 2013-14	P/L & BALANCE SHEET 2013-14

1. Tender Selection Committee (TSC)

- i. Tender Evaluation Committee of this Department T E & T, Government of West Bengal will function for Opening & evaluation of tender:

If any Bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

- ii. Opening of Technical Proposal:

Technical proposals will be opened by the Tender Selection Committee electronically from the website using their Digital Signature Certificate (DSC).

- iii. Intending tenderers may remain present if they so desire.

- iv. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the bid will be treated as non-responsive and Tender Selection Committee will have the right to decide accordingly.

- v. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Selection Committee.

- vi. Summary list of technically qualified tenderers will be uploaded online.

- viii. Pursuant to scrutiny & decision of the Tender Selection Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

- ix. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

2. Financial Proposal

- i. The financial proposal should contain all items mentioned in the Price Bid. The Bidder is to quote the rate online through computer in the space marked for quoting rate in the Price Bid.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the Bidder.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - A.

iii. Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates of earlier projects as stated in Cl 4 (vi) and any other documents on demand of the Tender Selection Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

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iv. Rejection of Bid

Department of T E & T reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for such action.

v. Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Intent (LOI). The notification of award will constitute the formation of the Contract. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Intent, the successful bidder shall have to submit a PBG from a scheduled bank amounting to 5% of LOI value (format attached with this tender document).

Joint Secretary to the
Govt of West Bengal

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SECTION – B

FORM – I

BID FORM

(Bidders are requested to furnish the Bid Form in the Format given in this section, fill in the entire form and submit on their respective Letterheads)

Ref.No:(Mandatory)

Date: (Mandatory)

The Joint Secretary to the
Govt of West Bengal
New Town, Rajarhat, Kolkata 700156

Dear Sir,

Having examined the tender documents together with the corrigenda, subsequently issued, we, the undersigned, offer to undertake the job of “SUPPLY, INSTALLATION AND COMMISSIONING OF DESKTOP COMPUTERS, ALL-IN-ONE PC AND LAPTOPS WITH WINDOWS 8.1 PROFESSIONAL PRELOADED WITH RECOVERY CD/DVD, RELEVANT LICENSE WITH MEDIA, LASER PRINTERS, SCANNERS AND SOFTWARE AT THE HEADQUARTER OF TECHNICAL EDUCATION AND TRAINING DEPARTMENT, ITS DIRECTORATES AND DIFFERENT GOVT POLYTECHNICS & ITI’S SITUATED IN DIFFERENT DISTRICTS OF WEST BENGAL” as per the Tender No. WBTET/NIT-01/IT/2014.

We agree to abide by this bid for a period of 180 days from the date fixed for Techno-Commercial bid opening and it shall remain binding upon us for acceptance at any time before the expiry of this period.

This bid, together with your written acceptance thereof and your order (PO)/notification of award (LOI), shall constitute a binding contract between us.

We understand that the Department of T E & T reserves the right to accept in full/part or reject any or all the bids received or split the order among the successful Bidders without any explanation to Bidders and its decision on the subject will be final and binding on Bidders. We also understand that he Department of T E & T is not bound to accept the lowest bid for placement of order.

We have given an EMD of Rs. _____ (DD No _____ dated _____ on _____/A Bank Guarantee Ref. _____) along with our Techno-Commercial bid.

In the event that we are awarded the LOI, we shall provide a bank Guarantee of 5 % of the job value as Performance Bank Guarantee valid for 62 months from the last date of acceptance of the hardware/ (Total system).

Dated, thisday of (month), 20.....

Signature

..... (In the capacity of)

Duly authorised to sign the bid for and on behalf of (Name and Address of the Bidding Company)

(Affix Official Seal/Stamp)

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FORM – II**STRUCTURE AND ORGANISATION**

1) Name of Applicant	
2) Office Address	
Telephone No.	
Fax No.	
3) Name and Address of Banker	
Attach an organization chart showing the structure of the company with names of key personnels and technical staff with bio-data	
4) E-mail ID of the applicant	

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

Signature of applicant including title and capacity in which application is made.

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SECTION – B**FORM – III****EXPERIENCE PROFILE**

Name of the Firm:

List of projects completed that are similar in nature to the works executed during the last 3 (three) years, i.e., (2011-12), (2012-13) and (2013-14).

Sl. No.	Customer's Name	PO No. and Date	Value in Rs.	Date of Successful Completion of the job	Completion Certificate Date issued by Customer

Note:

- i. Certificate from the Customers to be attached
- ii. Non-disclosure of any information in the Schedule will result in disqualification of the firm

Signature of applicant including title and capacity in which application is made.

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SECTION – C

SPECIAL TERMS AND CONDITIONS

PART-I

1) Interpretation of documents

If any bidder find discrepancies or omission in the specifications or other tender documents, or if he be in doubt as to the true meaning of any part thereof, he shall make a written request to the tender inviting authority for correction / clarification or interpretation before 7 days of opening of the bid.

2) Splitting of the Contract and Curtailment & Increment of Work

The Department of T E & T., WB reserves the right to split up and distribute the work among the qualified Bidders. In case the work is decided to be split between two Bidders, approximately 60% of total job value will be awarded to the 1st winning Bidder (B-1) and the balance to B-2; both orders will be awarded at the lower rates between the ones offered by B-1 and B-2. In case the work is decided to be split among 3 Bidders, approximately 45% of the total job value will be awarded to B-1, approximately 35% to B-2 and the balance to B-3; all three orders will be awarded at the least rates among the ones offered by B-1, B-2 and B-3. The process of making the panel is described below:

1. To have a panel of bidders for each equipment/ item L2, L3,.. so on sequentially will be asked to match L1 price of equipment. Thus by way of successive opportunity a panel of bidders will be formed for each technically qualified configuration. The decision of T E & T arrived at, as above, will be final for empanelment and no representation of any kind shall be entertained. To be eligible to match the L1 price, other bidder's bid value must be within 120% of the L1 value, however if no other bidder quote fall within 120% of L1 bidder, then to have a panel of minimum two bidders for each annexe.
2. If none of the bidders L2, L3 agree to match L1 rates then L1 alone shall be on the panel. The maximum period allowed for matching the L1 rates by any Bidder will not be more than 7 working days from the date of issuance of offer letter from the Dept of T E & T. If the Bidder fails to match the L1 rates within stipulated time as stated above, the offer will be treated as withdrawn and will then be extended to next Bidder in the order of their bids.
3. The above process of financial evaluation and empanelment will be followed for each of the listed items put in tender.

3) Payment Terms

The supply, installation, commissioning and implementation job to be done for Technical Education & Training Department, Government of West Bengal.

- a) Payment will be made on submission of bills in quadruplicate along with the successful completion / implementation certificate from the authority and immediately on receipt of payment from the Govt. Department (within 60 days from the submission of bills).
- b) Deduction of all statutory and necessary taxes from each bill will be made as per Government Rules prevailing at the time of payment. Necessary tax deduction certificate will be issued in due course of time.
- c) All payments will be made by A/C payee cheques only.
- d) The security deposit(s) of an amount equivalent to 5% of the value of the LOI(s) awarded to the successful Bidder(s) are to be deposited in the form of a bank guarantee valid for a period of 60 days + the maximum warranty period among the items quoted, from any Scheduled Bank before the release of any payment.

4) Withdrawal from Tender

Any Bidder may withdraw his bid by written request at any time prior to the scheduled closing time for receipt of bids and not thereafter. If any Bidder(s), however, withdraw their bids before acceptance or refusal within a reasonable time without giving any satisfactory explanation for their withdrawal, they may be disqualified from participation in any tender of this organization for a minimum period of 2 (two) years.

5) Opening of Tender

The bids shall be opened at the time set forth in the document. Bidders or their authorized representatives are invited

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to be present and to put their signatures on the records of tender opening as each tender is opened.

6) Tax Registration Certificate

Bidders submitting their bids shall produce up to date VAT, Service Tax, Income Tax and Professional Tax registration as well as copy of latest returns submitted in the standard form from the Tax Authority or a Certificate that the assessment is under consideration. All such clearance certificates shall remain valid on the date of opening of Techno-Commercial bids and copies thereof submitted should be attested by a gazetted officer. In case if it is not possible for attestation, the original certificates have to be produced before the evaluation committee during evaluation, otherwise the bid will be treated as nonresponsive and in that case the Tender Selection Committee will have the right to decide accordingly.

7) Canvassing

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any Bidder doing so will be liable to penalties, which may include removal of this name from the register of approved Vendors.

8) Warranty

The Bidder will warranty that products supplied under the contract are newly made and are free from defects in the design, engineering and workmanship. The Bidder would be responsible for the upkeep and maintenance of the infrastructure with a resolution time of NBD during the entire on-site warranty period of 5 **(Five) Years (For UPS Battery: 03 Years) with NBD support from the date of issue of Acceptance Certificates.**

The Bidder shall not, without the express prior written consent of the Department of T E & T, assign to any third party of the contract or part thereof. Service support for the entire warranty period will be on site, comprehensive and completely free of cost.

9) Warranty Support

- a. The equipment supplied will be warranted against bad workmanship and manufacturing defects for 60 months from the date of acceptance of the system whole or part.
- b. The Bidder should have a call center working from Monday to Saturday 8 a.m. to 8 p.m. in Kolkata / West Bengal. The contact details (Toll Free Number) of the call center must be furnished along with the bid. Bidders not having such facility must furnish an undertaking to open such a call centre in Kolkata/West Bengal within 15 days in the event of theirs being awarded the LOI. Any call logged with the service center must be given a running docket number to the person reporting the call.
- c. The call log as well as resolution details have to be submitted to the Department of T E & T on a quarterly **basis not later than 10th instant** of the next quarter. Non-receipt of report within the specific date in any quarter would be treated as non-performance of the service obligation for the previous quarter and subsequent extension of warranty.
- d. The Bidder should locate his service personnel at strategic location so that any call report is attended within the response time specified. The service escalation matrix with the names and mobile nos. of the concerned personnel of the OEM or the Vendors are to be attached. In absence of which, **the bid will be considered as non-responsive.**
- e. If the uptime goes below the prescribed limit in any quarter, the same will be noted. At the scheduled end of the warranty period, the total of such deviation will be done and the contractor will have to extend the warranty support by the defaulted days in addition to the penalties payable to the Department.

The Bidder should provide a detailed maintenance plan specifying the service arrangement location wise with existing manpower and their contact numbers. The spare management should also be given in detailed.

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10) Service Level (APPLICABLE TO SUPPLIES TO ALL OVER WEST BENGAL)

The average uptime averaged over each quarter should be as follows: -

Uptime Requirement	Machine Location	Resolution Time Requirement	Penalty
99.5%	Kolkata, Howrah, Salt lake, New Town	Within 4-6 hours	Penalty of 0.5% of the cost of the particular hardware/software beyond one working day but within 2 working days and 1% thereafter per working day up to a maximum of 5% of the cost of the particular hardware / software
99.0%	Anywhere in West Bengal	NBD	Penalty of 0.5% of the cost of the particular hardware/software beyond one working day but within 2 working days and 1% thereafter per working day up to a maximum of 5% of the cost of the particular hardware / software

Penalties will be deducted from the subsequent payments due to the vendors. PBG will be revoked only if penalty amount is more than vendor's due and they (vendor) fail to pay up the balance penalty within 7 days after a demand is raised by this Department.

THE ITEMS MENTIONED IN THIS TENDER DOCUMENT SHOULD BE QUOTED WITH ALL NECESSARY CABLES & ACCESSORIES.

11) Liquidated Damage

The job includes the supply and installation of materials mentioned in the tender document. In the event of failure to meet the job completion in stipulated date/time liquidated damage may be imposed on the Vendor(s) for sum equivalent to 1% of the hardware & software contract value for each week or part thereof, subject to a ceiling of 2% of the contract value (including all taxes & duties and other charges). In the event of LD exceeds 2% of the order value, Department of T E & T reserves the right to terminate the contract and this Department will get the job completed by any other competent party. The difference of cost incurred by Department of T E & T will be recovered from the earnest money deposited by the vendor. EMD for successful bidder will be on hold till the project execution is completed and installation certificate is submitted to Department of T E & T .

12) Delivery

All materials to be tested, delivered, installed and commissioned in different places of West Bengal as mentioned in the scope of work within 4 weeks from the date of confirmed order placed on the successful Bidder.

13) Security Deposit

Successful Bidder(s) will have to submit a performance bank guarantee (PBG) within 14 days of issuance of LOI, amounting 5 % of ordered value (inclusive of all taxes) in the format given in the tender document for a validity period of 60 days more than the maximum warranty period of the quoted items. Failure to submit the said PBG will result in termination of any claim of the Bidders and forfeiture of earnest money. The LOI placed on the Bidder will then automatically be cancelled and the Bidder will be debarred from taking part in any tender of Department of T E & T for two years from the date of issuance of LOI.

14) Acceptance of Tender

The acceptance of the bids will lie with the accepting authority who is not bound to accept the lowest bid and reserves the right to reject in part or in full any or all bids(s) received and to split the work among participants without assigning any reason thereof.

15) Non escalation of Price

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.

16) Price Validity

The quoted offer and/or rates must be valid for a minimum period of 180 Days from the date of opening the Techno-

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Commercial bids. The tender inviting authority reserves the right for seeking extension of validity of offered rates from the qualified Bidder(s). Acceptance of such request during actual offer is however optional to the Bidder.

17) Quantity or Place variation

The Vendor will be asked to supply the same products at the same rate at different places and / or at the same places within this price validity period, which they are bound to accept. The quantity may also vary from the indicative quantity. Bidders should be capable to supply up to double the indicative quantity within the validity period in the same price.

18) Price

- a. Price should be quoted in the Price Bid format (On -Line) only.
- b. No deviation in any form in the Price Bid sheet is acceptable.
- c. Price quoted should be firm, inclusive of packing, forwarding, insurance and freight charges. Both Transit Insurance and Insurance (valid during the warranty period) at the sites against theft, burglary, fire, etc. will have to be arranged by the winning Bidder(s) in the name of Department of T E & T and premium paid for by them (winning Bidders). Should an unfortunate occasion arise when one or more items supplied need to be replaced, for which an insurance claim is lodged, and the replacement cost incurred by the winning Bidder(s) is more than the amount received from the Insurance Company, Department of T E & T will under no circumstances be liable to compensate the winning Bidder(s).
- d. Percentage / specified amount of taxes & duties should be clearly mentioned otherwise Department of T E & T reserves the right to reject such vague offer.
- e. Price to be quoted inclusive of integration, installation, commissioning & implementation charges.
- f. The total cost of the entire job should be inclusive of all prices as mentioned in the enclosed Price Bid format.
- g. No extra cost, other than that mentioned in Price Bid would be taken into account.

20) Discrepancies and Adjustment thereof

Discrepancy between description in words and figures, the rate, which corresponds to the words quoted by the Bidder, shall be taken as correct. Discrepancy in the amount quoted by the Bidder due to calculation mistake of the unit rate, the unit rate shall be regarded as firm. Discrepancy in totaling or carrying forward the amount quoted by the Bidder shall be corrected.

21) Disputes and Arbitrations

In case of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of the Joint Secretary of Technical Education & Training, WB or any other person appointed by him. The award of the arbitrator shall be final and binding on both sides. In the event of such arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever, the Joint Secretary shall appoint another person as arbitrator in the place of outgoing arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor. The Vendor will have no objection in any such appointment so long as the arbitrator so appointed is an employee of the Department of T E & T. The adjudication of such arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. The arbitration shall be held in Kolkata only.

22) Governing Laws

This Tender Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract.

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23) Force Majeure Condition

If the execution of the contract/supply order is delayed beyond the period stipulated in the supply order as result of outbreak of hostilities, declaration of an embargo or blockade of fire, flood, acts of nature, then Department of T E & T may allow such additional time by extending the project execution timeframe as considered to be justified by the circumstances of the case and its decision will be final. If additional time is granted by the Department, the supply order shall be read and understood as if it had contained from its inception the execution date as extended

OEM WILL FURNISH A WARRANTY CERTIFICATE ENLISTING ALL NUMBERS ALLOTTED FOR TAGGING OF PC, LATOPS, ALL-IN-ONE PC, SERVER, PRINTERS, SCANNER AND UPS.

24) Project Implementation Schedule

Sl. No.	Project Mile Stone	Timeline
1.	Issue of Letter of Intent (LoI) to successful Bidder	T
2.	Submission of PBG	T + 10 days
3.	Delivery of Materials	T + 25 days
4.	Installation of Materials including Acceptance of the System	T + 30 Days = P

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SPECIAL TERMS & CONDITIONS
(PART-II)

1. The bid and all correspondence and document relating to the bid shall be written in English language only.
2. All the documents to be submitted by the bidder along with their offer should not be manipulated and if at any point of time during procurement process or subsequently it is detected that documents submitted are forged / tampered / manipulated in any way, the total responsibility lies with the bidder and Department of T E & T reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.
3. Overwriting and erasures may make the tender liable for rejection if the authorized signatory of the bidder does not sign on each of such overwriting/erasing/ manuscript. All overwriting should be separately written and signed by the authorized signatory of the bidder.
4. Details of the enclosures should be clearly mentioned in the forwarding letter in bidder's letterhead along with the bid.
5. The bidder shall be required to give a declaration that they have not been banned by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization has banned the bidder but lifted the ban afterwards, the fact must be clearly stated.

If this declaration is not given the bid will be rejected as non-responsive and in that case The Tender Committee will have the right to decide accordingly.

6. No Technical / Commercial clarifications generated from the vendors will be entertained after opening of the tender. However, if tender committee feels, they may ask supporting documents in respect of the claim of the bidder and the bidder has to submit supporting document as well as written clarifications required by the tender committee within three days.
7. Item, if any other than specified in BOM, felt necessary to complete the installation are to be supplied by the bidder free of cost.
8. Quantity mentioned in the tender document is indicative only and orders shall be placed subject to actual requirement. Department of T E & T reserves the right to increase or decrease the quantity specified in the tender.
9. Department of T E & T reserve the right to reject or accept or withdraw the tender in full or part as the case may be without assigning the reasons thereof. No dispute of any kind can be raised the right of buyer in any court of law or elsewhere.
10. Bidder must enclose authorization Certificate from reputed OEMs to quote their product against this tender.
11. Supporting technical brochures / catalogues indicating each feature in respect of offered model and make must be submitted along with the offer, in absence of which the offer is liable to be ignored.
12. Bidders may be asked for a random testing of at best Five percent equipments at their own cost, at any reputed testing house, to ascertain the authenticity of their claim regarding the technical aspects, which they have to abide by.
13. Bidder through OEM should give an undertaking for sales and FIVE years onsite comprehensive warranty support as mentioned in the tender document against supply of all the items.
14. The bidders (small scale units) who are registered with National Small Scale Industries Corporation, i.e, **NSIC, UNDER SINGLE POINT REGISTRATION SCHEME** for the **TENDERED ITEMS** are exempted from payment of bid security & Tender Fees up to the amount equal to their monetary limit. A proof regarding current registration with NSIC for the **TENDERED ITEMS** will have to be attached along with the bid. Registration other than NSIC (& Under Single Point Registration Scheme) will not be entertained.

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SPECIAL TERMS & CONDITIONS

(PART – III)

1. Evaluation Committee, at its discretion, may call for additional information / clarifications from the Bidder regarding the bids submitted by them. Such information, clarifications should be provided within the stipulated period. Delay in providing information / clarification will not be entertained and the committee will presume that the Bidder has no such information / clarification to provide and evaluate the bid with the available information only.
2. Termination for default:
 - a) Department of T E & T may without prejudice, to any other remedy for breach of contract, by written notice of default sent to the Bidder(s), terminate the purchase order in whole or part thereof:
 - i. If the Bidder(s) fail to deliver any or all of the obligations within the time period specified in the LOI / PO.
 - ii. If the Bidder(s) fail to perform any other obligations under the contract.
 - b) The Bidder(s) shall be given maximum of two opportunities of 30 days each to improve their service level and meet the obligations as per the Tender/LOI/PO/SLA.
3. The Department of T E & T Limited may at any time terminate the contract by serving written notice to the bidding firm(s) without compensation to the firm(s), if the bidding firm(s) become bankrupt or otherwise insolvent, provided such termination will not prejudice or effect any right of action or remedy, which has accrued thereafter to the client.
4. Preventive maintenance visit to each SITE once in a quarter is to be evidenced by a certificate from the Authority. These certificates should be submitted by the successful Bidder(s) to the Joint Secretary of T E & T quarterly. This is must to get back the security deposit after completion of warranty period.

OEM WILL FURNISH A WARRANTY CERTIFICATE UNLISTING ALL NUMBERS ALLOTTED FOR TAGGING OF PC, PRINTERS, SCANNER AND UPS.

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SECTION – D**BOQ & TECHNICAL SPECIFICATIONS**

ALL TECHNICAL PARAMETERS OF HARDWARES ARE MANDATORY. NO DOWNWARD DEVIATION IS ALLOWED. IN CASE OF ANY DEVIATIONS IN SPECIFICATION OF THESE ITEMS, THE BID WILL BE SUMMARILY REJECTED.

TABLE-I
BILL OF QUANTITY

Sl.	Category	Item	Tentative Quantity
1	A	Desktop PC (Type I) with preloaded OS and Antivirus with 3 years' license	1400
2		Desktop PC (Type II) with preloaded OS and Antivirus with 3 years' license	550
3		Desktop PC (Type III) with preloaded OS and Antivirus with 3 years' license	80
4		Desktop Computer System (All-in-One) Type I with preloaded OS and Antivirus with 3 years' license	50
5		Desktop Computer System (All-in-One) Type II with preloaded OS and Antivirus with 3 years' license	20
6		Laptop Type I with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years' license	60
7		Laptop Type II with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years' license	30
8	B	Printer Laser Jet (Type I)	250
9		Printer Laser Jet (Type II)	20
10		Scanner (Flatbed)	100

The bidder has to fill in the UNPRICED BOQ in the following format

Sl.	Item	Make	Model
1	Desktop PC (Type I) with preloaded OS and Antivirus with 3 years' license		
2	Desktop PC (Type II) with preloaded OS and Antivirus with 3 years' license		
3	Desktop PC (Type III) with preloaded OS and Antivirus with 3 years' license		
4	Desktop Computer System (All-in-One) Type I with preloaded OS and Antivirus with 3 years' license		
5	Desktop Computer System (All-in-One) Type II with preloaded OS and Antivirus with 3 years' license		
6	Laptop Type I with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years' license		
7	Laptop Type II with preloaded OS & Microsoft Office Professional Plus 2013 SNGL OLP NL Academic and Antivirus with 3 years' license		
8	Printer Laser Jet (Type I)		
9	Printer Laser Jet (Type II)		
10	Scanner (Flatbed)		

All the above stated quantities are tentative and are likely to vary. Actual quantity of purchase may be reduced or increased on indicated quantities if the Dept of T E & T so desires and the selected bidder agree to supply in the quoted price even up to the double of the indicative quantity within the validity period of the tender. Supply order may also be placed in a phased manner.

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TABLE-II**DETAILED TECHNICAL SPECIFICATIONS FOR MATERIALS**

Sl No	Item	Parameter	Specifications Required
1	Desktop PC Type -I	Make	Must be specified.
		Model	SFF Model. All the relevant product brochures and manuals must be submitted.
		Processor	X86 architecture, 64 Bit computing, 32 bit execution support, 3.1 GHz , Dual core multi-threads, 3 MB total cache. The Processor should have SYSmark 2014 rating score 1240-1250 or higher and / or PC Mark 8 Work 2.0 Accelerated Score 3820-3830 or higher
		Motherboard	OEM Motherboard from PC manufacturer
		Chipset	Intel Q85/ AMD A75 or higher
		Memory	4 GB DDR3 1333 MHz or higher with minimum 1 Free DIMM Slots ; expandable upto 16GB
		PCI/ PCI-E Slots	4 PCI / PCI express slots or higher
		Network	Integrated 10/100/1 000BaseT Network Controller with Ethernet RJ-45 Port (Support WOL / PXE, ASF)
		Disk Controller	Support minimum two 500-GB SATA 3.0-Gb/s Hard Disks
		Hard Disk Drive	500 GB SATA 3.0, 6Gb/s Hard Drive with 7,200 RPM (or higher) SMART-III or higher
		Display Controller	Integrated HD graphics
		Ports	Front : 2 x USB Ports and minimum 2 x USB 3.0 ports in the rear; Internal PC speaker
		Mouse	2-Button Scroll Optical USB Mouse (same make as OEM)
		Key-board	104 Keys English USB Keyboard (same make as OEM)
		Power Supply	240-watt +/- 10%, with atleast 90% efficient, Active Power Factor Correction (PFC) with Energy Star 5.0, UL/ CE Mark
		Operating System	Windows 8.1 professional preloaded with recovery CD, relevant license with media
		Other Software	Backup and Recovery Manager
		PC Management Software	Management features includes: PC Management & Prior failure alert for HDD
		Certification	For PC : Windows7, Windows 8, Linux, ISO 9001: 2000 and ISO 14000 Certificates with current validity for OEM. UL, FCC, ROHS, Energy Star & EPEAT Gold Certification for PC(Should be valid on the date of bid submission).
		Monitor	Minimum 18.5" or higher TFT. User Programmable Display Certification Required - Energy Star, TCO 06 or higher (Same make as OEM).
		Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 6 years, and PC manufacturer undertaking is to be submitted.
		Security	Flash BIOS , Serial, parallel, USB enable/disable ,Removable media write/boot control , Power-On password , Setup password
		Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)
2	Desktop PC Type -II	Parameter	Specifications Required
		Make	Must be specified.
		Model	SFF Model . All the relevant product brochures and manuals must be submitted.
		Processor	X86 architecture, 64 Bit computing , 32 bit execution support, 3.4 GHz , Quad core multi-threads, 4 MB total cache. The Processor should have SYSmark 2014 rating score 1530-1540 or higher and / or PC Mark 8 Work 2.0 Accelerated Score 4020 - 4030 or higher
		Motherboard	OEM Motherboard from PC manufacturer
		Chipset	Intel Q85/ AMD A75 or higher
		Memory	4 GB DDR3 1333 MHz or higher with minimum 2 Free DIMM Slots ; expandable upto 32GB
		PCI/ PCI-E Slots	4 PCI / PCI express slots or higher
		Network	Integrated 10/100/1 000BaseT Network Controller with Ethernet RJ-45 Port (Support WOL / PXE, ASF)
		Disk Controller	Support minimum two 500-GB SATA 3.0-Gb/s Hard Disks
		Hard Disk Drive	500 GB SATA 3.0, 6Gb/s Hard Drive with 7,200 RPM (or higher) SMART-III or

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			higher
		Display Controller	Integrated HD graphics
		Ports	Front : 2 x USB Ports and minimum 2 x USB 3.0 ports in the rear; Internal PC speaker
		Mouse	2-Button Scroll Optical USB Mouse (same make as OEM)
		Key-board	104 Keys English USB Keyboard (same make as OEM)
		Power Supply	240-watt +/- 10%, with atleast90% efficient,Active Power Factor Correction (PFC) with Energy Star 5.0, UL/ CE Mark
		Operating System	Windows 8.1 professional preloaded with recovery CD, relevant license with media
		Other Software	Backup and Recovery Manager
		PC Management Software	Management features includes: PC Management & Prior failure alert for HDD
		Certification	For PC : Windows7, Windows 8, Linux, ISO 9001: 2000 and ISO 14000 Certificates with current validity for OEM. UL, FCC, ROHS, Energy Star & EPEAT Gold Certification for PC(Should be valid on the date of bid submission).
		Monitor	Minimum 18.5" or higher TFT. User Programmable Display Certification Required - Energy Star, TCO 06 or higher (Same make as OEM).
		Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
		Security	Flash BIOS , Serial, parallel, USB enable/disable ,Removable media write/boot control , Power-On password , Setup password
		Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)
3	Desktop PC TYPE -III	Parameter	Specifications Required
		Make	Must be specified.
		Model	SFF Model. All the relevant product brochures and manuals must be submitted.
		Processor	X86 architecture, 64 Bit computing , 32 bit execution support, 3.5 GHz , Six core multi-threads, 8 MB total cache. The Processor should have SYSmark 2014 rating score 1770 or higher
		Motherboard	Intel Q85/ AMD A75 or higher
		Chipset	Intel Q85 or higher
		Memory	8 GB DDR3 1333 MHz or higher with minimum 2 Free DIMM Slots ; expandable upto 32GB
		PCI/ PCI-E Slots	4 PCI / PCI express slots or higher
		Network	Integrated 10/100/1 000BaseT Network Controller with Ethernet RJ-45 Port (Support WOL / PXE, ASF)
		Disk Controller	Support minimum two 500-GB SATA 3.0-Gb/s Hard Disks
		Hard Disk Drive	500 GB SATA 3.0, 6Gb/s Hard Drive with 7,200 RPM (or higher) SMART-III or higher
		Display Controller	Integrated HD graphics
		Ports	Front : 2 x USB Ports and minimum 2 x USB 3.0 ports in the rear; Internal PC speaker
		Mouse	2-Button Scroll Optical USB Mouse (same make as OEM)
		Key-board	104 Keys English USB Keyboard (same make as OEM)
		Power Supply	240-watt +/- 10%, with atleast90% efficient,Active Power Factor Correction (PFC) with Energy Star 5.0, UL/ CE Mark
		Operating System	Windows 8.1 professional preloaded with recovery CD, relevant license with media
		Other Software	Backup and Recovery Manager
		PC Management Software	Management features includes: PC Management & Prior failure alert for HDD
		Certification	For PC : Windows7, Windows 8, Linux, ISO 9001: 2000 and ISO 14000 Certificates with current validity for OEM. UL, FCC, ROHS, Energy Star & EPEAT Gold Certification for PC(Should be valid on the date of bid submission).
		Monitor	Minimum 18.5" or higher TFT. User Programmable Display Certification Required - Energy Star, TCO 06 or higher (Same make as OEM).
		Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
		Security	Flash BIOS , Serial, parallel, USB enable/disable, Removable media write/boot control , Power-On password , Setup password
		Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years'

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			license (latest version)
4	Desktop Computer System (All-in-One) Type-I Integrated within 21" or higher TFT screen	Parameter	Specifications Required
		Processor	The desktop should have latest generation (launched year 2014) single Quad Core or more core 64-bit x86 processor. The processor should be fully binary compatible to 32-bit applications. A Quad Core or more cores on a single die/socket will be treated as a single processor. The Processor should be SYSMARK 2014 benchmarked with Overall score in the range of at least (1500-1550) or higher with 8GB or The Processor should be PCMark 8 work 2.0 benchmarked for Work accelerated performance for Validated Score in range of at least (3900 - 4000) or higher with 8GB memory.
		Motherboard & Chipset	Intel Q85/ AMD A75 or higher chipset with OEM motherboard
		Video	Integrated Graphic controller
		Network	Integrated Gigabit Ethernet controller
		WiFi & Bluetooth	Integrated WiFi & Bluetooth enabled
		Ports	2x USB 2.0 or higher ports, 1xKeyboard port, 1xMouse port, 1xRJ45
		HDD Controller	Integrated dual port SATA-III or higher controller
		Sound Controller	Integrated sound controller
		Memory	8GB DDR3 1600MHz or higher upgradable to 16GB
		Storage	500GB SATA 6Gbps or higher HDD (7200 or higher RPM)
		Optical Drive	DVD WRITER
		Keyboard & Mouse	Wireless (Keyboard& optical scroll mouse with pad) with heavy duty batteries
		Display	21" or higher TFT display with inbuilt webcam of minimum 1.3MP or better resolution & stereo speakers of at least 1W each.
		Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
		Power Management & DMI	System with Power management features & Desktop Management Interface implementation
		OS Support & Certification	Windows 8.1 professional preloaded with recovery CD, relevant license with media
		Accessories	System user manual and all other necessary accessories
		Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)
5	Desktop Computer System (All-in-One) Type-II Integrated within 21" or higher TFT screen	Parameter	Specifications Required
		Processor	The desktop should have latest generation (launched year 2014) single Quad Core with Multi Thread per core / Eight Core or more core 64-bit x86 processor. The processor should be fully binary compatible to 32-bit applications. A Quad Core with Multi Thread / Eight Core or more cores on a single die/socket will be treated as a single processor. The Processor should be SYSMARK 2014 benchmarked with Overall score in the range of at least (1750-1800) or higher with 8GB or The Processor should be PC Mark 8 2.0 benchmarked for Work accelerated performance for Validated Score in range of at least (4200 - 4300) or higher with 8GB memory

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	Motherboard & Chipset	Intel Q85/ AMD A75 or higher chipset with OEM motherboard
	Video	Professional Graphic controller with 2GB DDR3 1333MHz or higher dedicated graphics memory
	Network	Integrated Gigabit Ethernet controller
	WiFi & Bluetooth	Integrated WiFi & Bluetooth enabled
	Ports	3xUSB 2.0 or higher ports, Headphone & mic out
	HDD Controller	Integrated dual port SATA-III (6Gbps or higher) controller
	Sound Controller	Integrated sound controller
	Memory Storage	8GB DDR3 1600MHz or higher expandable up to 16GB 500GB SATA 6Gbps or higher HDD 7200 RPM
	Optical Drive	DVD WRITER
	Keyboard & Mouse	Wireless (Keyboard & optical scroll mouse with pad) with heavy duty batteries
	Display	21" or higher TFT display supporting a resolution 2520x1440 and with inbuilt webcam (2MP or higher) supporting 30fps, built in stereo speakers of 1.5W each and mic
	Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
	Power Management & DMI	System with Power management features & Desktop Management Interface implementation
	OS Support & Certification	Windows 8.1 professional preloaded with recovery CD (Windows 7 & Windows 8 both), relevant license with media
	Accessories	System user manual and all other necessary accessories
	Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)
6	Laptop Computer Type -I	Parameter Specifications Required
	Processor	Latest Generation X86 multi core with multithread Processor clock speed 1.8 GHz or higher (Intel i5 or equivalent)
	Chipset	Intel HM87 series or equivalent(Built in)
	System Memory	4 GB DDR3 SDRAM (1600 MHz) - expandable upto 16 GB
	Graphics	Integrated Graphics
	Hard Drive	500GB 5400 rpm with Hard Drive Protection System
	Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
	Removable Storage	DVD Super Multi Drive
	Display	14-inch diagonal LED-backlit HD wide screen (1366 x 768 resolution)
	Audio/Visual	Stereo Sound
		Integrated stereo speakers
		Integrated microphone
		Stereo headphone/line out / Stereo microphone in
		Integrated HD webcam
	Communications	Integrated Ethernet (10/100/1000)
	Integrated Wireless	Integrated 802.11 b/g/n
	Bluetooth	Bluetooth v4.0
	Keyboard	101 Keys Keyboard
	Pointing Device	Touchpad
	Battery Life	upto 7 hours
	Power	External 65-watt AC adapter
	Interfaces / Ports	Media Card Reader - One (1)
		VGA - One(1)
		HDMI- One(1)
		Stereo microphone in -One(1)
		Stereo headphone/line out -One(1)

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		Power connector -One(1)	
		RJ-45/Ethernet -One(1)	
		USB 3.0- Two (2)	
		USB 2.0- One(1)	
	Operating System	Genuine Windows 8.1 Professional	
	Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)	
	Software	Microsoft Office Professional Plus 2013 SNGL OLP NL Academic	
	Certification	FCC,UL,ROHS,EPEAT GOLD(should be valid on the date of bid submission)	
	Weight	Within 2.5 Kg	
7	Laptop Computer Type –II	Parameter	Specifications Required
		Processor	Latest Generation X86 multi core with multithread Processor clock speed 2.0 GHz or higher (Intel i7 or equivalent)
		Chipset	Intel HM87 series or equivalent (Builtin)
		System Memory	4 GB DDR3 SDRAM (1600 MHz) - expandable upto 16 GB
		Graphics	Integrated Graphics
		Hard Drive	500GB 5400 rpm with Hard Drive Protection System
		Warranty	5 Yrs onsite warranty. The supplied model should be supported for atleast 5 years, and PC manufacturer undertaking is to be submitted.
		Removable Storage	DVD SuperMulti Drive(Optional)
		Display	13.3-inch or lower diagonal LED-backlit HD wide screen .
		Audio/Visual	Stereo Sound
			Integrated stereo speakers
			Integrated microphone
			Stereo headphone/line out / Stereo microphone in
			Integrated HD webcam
		Communications	Integrated Ethernet (10/100/1000)
		Integrated Wireless	Integrated 802.11 b/g/n
		Bluetooth	Bluetooth v4.0
		Keyboard	101 Keys Keyboard
		Pointing Device	Touchpad
		Battery Life	upto 7 hrs hours
		Power	External 65-watt AC adapter
		Interfaces / Ports	Media Card Reader - One (1)
			VGA - One(1)
			HDMI- One(1)
			Stereo microphone in -One(1)
			Stereo headphone/line out -One(1)
			Power connector -One(1)
			RJ-45/Ethernet -One(1)
			USB 3.0- Two (2)
			USB 2.0- One(1)
		Operating System	Genuine Windows 8.1 Professional
		Antivirus	Quickheal Total Security/Symantech/Trend Micro Antivirus with 3 years' license (latest version)
		Software	Microsoft Office Professional Plus 2013 SNGL OLP NL Academic
		Certification	FCC,UL,ROHS,EPEAT GOLD(should be valid on the date of bid submission)
		Weight	Below 1.8 Kg
8	Printer (Monochrome Laser Simplex)	Description	Specification Requirement
		Function	Print
		Technology	Laser
		Print speed black:	Normal: Up to 14 ppm
		First page out (ready)	Black: As fast as 10 sec
		Print quality black (best)	Up to 600 x 600 dpi (1200 dpi effective output)
		Duty cycle (monthly, A4)	Up to 5000 pages

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		Print technology	Laser
		Processor speed	230 MHz or higher
		Connectivity, standard	1 Hi-Speed USB 2.0
		Memory	2 MB
		Paper handling input	150-sheet input tray
		Paper handling output	100-sheet face-down bin
		Maximum output capacity (sheets)	Up to 100 sheets
		Duplex Printing	Manual (driver support provided)
		Media sizes supported	A4, A5, A6, B5, C5, DL, postcards
		Toner Capacity	Minimum 2000 sheet capacity toner to be bundled inbuilt in the printer. Starter toner of less capacity will not be accepted.
		Power consumption	270 Watts or less while printing
		Warranty	Five-years limited warranty
9	PRINTER : MONOCHROME LASER AUTO DUPLEX	Description	Specification Requirement
		Functions	Print
		Print speed, black (normal)	Up to 26 ppm
		First page out (ready) black	As fast as 9 sec
		Resolution (black)	Up to 600 x 600 x 2 dpi (1200 dpi effective output)
		Monthly duty cycle	Up to 8000 pages
		Print Technology	Laser
		Processor speed	400 MHz
		Print languages	Host-based printing
		ePrint capability	Yes
		Connectivity, standard	1 Hi-Speed USB 2.0; 1 Fast Ethernet 10/100
		Network ready	Standard (built-in Ethernet)
		Memory, standard	128 MB
		Supported network protocols	Built-in Ethernet networking
		Paper handling input, standard	250-sheet input tray
		Paper handling output, standard	150-sheet face-down bin
		Duplex printing	Automatic (standard)
		Finished output handling	Sheetfed
		Media sizes supported	A4; A5; A6; B5; postcards; envelopes (C5, DL, B5)
		Toner Capacity	Minimum 1500 sheet capacity toner to be bundled inbuilt in the printer. Starter toner of less capacity will not be accepted.
		Warranty	Five-years limited warranty
10	Flatbed Scanner	Scan resolution, optical	Up to 2400 dpi
		Duty cycle (daily)	26,000 scan minimum life time
		Bit depth	48-bit
		Task Speed	10 x 15 cm (4 x 6 in) color photo to file (200 dpi, 24-bit, tiff): about 21 sec for single image scan
			OCR A4 (8.5 x 11 in) text page to Microsoft Word: about 30 sec for single image scan
			10 x 15 cm (4 x 6 in) color photo to share/e-mail (150 dpi, 24-bit): about 37 sec for single image scan
			A4 (8.5 x 11 in) PDF to e-mail (300 dpi, 24-bit): about 37 sec for single image scan
		Scan size (flatbed), maximum	216 x 297 mm (restricted by scan image file size of 2 GB for Windows, 1 GB for Mac and 1 GB for Linux)

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Media types	Paper (plain, inkjet, photo, newsprint, magazine articles)
Scan file format	Windows & Linux: BMP, JPEG, GIF, TIFF, TIFF Compressed, PNG, PCX, FlashPix (FPX), PDF, PDF searchable, RTF, HTM, TXT; Macintosh: TIFF, PICT, JPEG, GIF, FlashPix, Plain Text, PDF, HTML, Rich Text. Mac HP Scan supports : TIFF, PNG, JPEG, JPEG 2000, PDF, PDF-Searchable, RTF, TXT: TIFF, PNG, JPEG, JPEG 2000, PDF, PDF-Searchable, RTF, TXT. Mac Image Capture supports: TIFF, PNG, JPEG, JPEG 2000, GIF, BMP, PDF
Scan input modes	Four front panel button (Scan, Copy, Scan to PDF, Scan to Email);
Control panel	Four front panel button (Scan, Copy, Scan to PDF, Scan to Email)
Automatic document feeder capacity	NA
Compatible operating systems	Windows 8, Windows 7, Windows Vista, Windows XP Service Pack 2 or higher (32-bit only), Mac OS X 10.6.8, OS X Lion, OS X Mountain Lion or later
Mac compatible	Yes
Connectivity, standard	1 Hi-Speed USB
Twain version	Version 1.9
Power	USB powered
Power consumption	2.5 watts (maximum), 0.5 watts (standby), 0.0125 watts (manual-off)
Energy efficiency	ENERGY STAR® qualified
Warranty	Five Years

Note : **DESKTOP, SERVER, LAPTOP, UPS , PRINTER, SCANNER ETC HAS TO BE PROVIDED WITH ALL NECESSARY CABLES.**

COMPLIANCE SHEET

Format for the Compliance Statement is provided below: (Compliance sheet is given in the tender document separately with two blank columns left for bidder to mention the offered specification which should be submitted complete in all respect.

Sl. No.	Required Specifications	Offered Specification	Compliance (Yes/No) / Deviation (if any)
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N.B.

1. All the Hardware should be with 5 years (For battery of UPS : 03 years) onsite comprehensive warranty from the date of final acceptance of the system.
2. Bidders must provide the MAFs (Manufacturer’s Authorization Form) for all the equipments quoted in the proposal, in case OEM is not participating
3. All the OEMs of the offered product/solution of the bidders must have their owned or authorized service/support centre operational for at least last 3 years in Kolkata. Bidders are required to submit their undertaking supported with confirmation of OEM with details of such service centers in Kolkata with contact person, mobile no, address, years of operation of the service centre, supported credentials/orders/customers satisfactory certificate. Any non-compliance of the above service/support centre of the OEMs or its authorized partner shall make the proposal as being unresponsive and may lead to disqualification of the proposal. Department of T E & T reserve the right to take appropriate action in this regard.

Joint Secretary to the
Govt. of West Bengal

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Note :

- b. The overall bid document submitted to be evaluated on the presentability of the bid based on criteria indicated
- c. Up to date and valid copies of following documents to be submitted
 - 1. PAN card
 - 2. VAT registration certificate.
 - 3. S.Tax registration certificate.
 - 4. Company registration certificate
 - 5. Un-priced BOQ
- d. Printed (not certificate on letterhead) brochure/ OEM website reference
- e. Last 3 year's audited balance sheet (F.Y.: 11-12, 12-13 & 13-14) copy to be submitted with **a top sheet summarizing the turn over for the last 3 years**
- f. Satisfactory job completion certificate clearly stating the nature of job with broad supply details with Gross value has to be mentioned.
A top sheet should be supplied summarizing all credential supplied to be mentioned individually indicating name of customer and job value
- g. Write up indicating the call centre details with Phone/contact number of the call centre

Note for Technical Evaluation:

1. While including brochures/ or mentioning website details, highlight the compliance parameter using different colour highlighter. Any parameter exceeding stated details also should be highlighted. For mutual benefits a summary sheet indicating the feature exceeding stated spec should be distinctly mentioned.
2. Normally a bidder is required to quote products meeting all aspects of the detailed technical specifications quoted. However in the event of minor deviations, the tender evaluation committee is to ascertain whether such deviation is likely to have no functional handicap due to the deviations. In such cases 1 point will be deducted for each such deviation.
3. In the event the deviation is considered major the tender committee reserves the right to ask the bidder to rectify with out affecting the commercial /price bid. However this is not mandatory and the bid may also get rejected, if decided by the committee

B. PRICE BID

Bidders have to submit the Price Bid (ON-LINE) in the format uploaded in the Website.

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SECTION - F
MANUFACTURER'S AUTHORISATION FORM (IF OEM DOES NOT PARTICIPATE)

(TO BE SUBMITTED ON OEM LETTERHEAD, SIGNED BY A PERSON COMPETENT AND HAVING THE POWER OF ATTORNEY [Notarized copy to be attached] TO BIND THE PRODUCER) Without this MAF, the bid is liable to be rejected.

Joint Secretary of Technical Education & Training
West Bengal
New Town, Rajarhat
Kolkata 700 156

Tender No.: WBTET/NIT-01/IT/2014 DATED 29/09/2014 FOR SUPPLY, INSTALLATION AND COMMISSIONING OF DESKTOP COMPUTERS, ALL-IN-ONE PC AND LAPTOPS WITH WINDOWS 8.1 PROFESSIONAL PRELOADED WITH RECOVERY CD/DVD, RELEVANT LICENSE WITH MEDIA, LASER PRINTERS, SCANNERS AND SOFTWARE AT THE HEADQUARTER OF TECHNICAL EDUCATION AND TRAINING DEPARTMENT, ITS DIRECTORATES AND DIFFERENT GOVT POLYTECHNICS & ITI'S SITUATED IN DIFFERENT DISTRICTS OF WEST BENGAL

WHEREAS, we _____ (manufacturing company), who are official manufacturers of _____ and having production facilities at _____,do hereby authorize _____ (hereinafter, the "Bidder") located at _____ to submit a bid of the following Products manufactured by us, for the Supply Requirements associated with the above Tender. **The Bidder _____ is the only authorized party to submit quotation on behalf of us.**

[Please Specify the Product Name(s) & Model No(s) here]

When resold by _____ (the Bidder) these products are subject to applicable warranty terms of this Tender. We assure you that in the event of _____ (the Bidder) not being able to fulfill its obligation as our Sales & Service Provider in respect of this Tender, we would continue to meet our obligation to meet the supply and service terms stated in the abovementioned Tender through alternate arrangements. We also confirm that _____ (the Bidder) is our authorized service provider / system integrator and can hence provide maintenance and upgrade support for our products. We also undertake to supply the materials in the event of the non-supply of the materials by _____ (the Bidder) as per the Tender.

Name In the capacity of Signed

Note: This letter of authority must be on the letterhead of the Manufacturer, must be signed by a person competent and having the power of attorney (Notarized copy to be attached) to bind the Manufacturer, and must be included by the Bidder in their bid as specified in the Instructions to Bidders.

OEM WILL FURNISH A WARRANTY CERTIFICATE ENLISTING ALL NUMBERS ALLOTTED FOR TAGGING OF PC, LAPTOPS, PRINTERS & SCANNERS.

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SECTION - G

UNDERTAKING FOR AUTHENTICITY FOR ----- (items name)

(TO BE SUBMITTED ON LETTERHEAD BY THE SUCCESSFULL BIDDER)

Sub: -“SUPPLY, INSTALLATION AND COMMISSIONING OF DESKTOP COMPUTERS, ALL-IN-ONE PC AND LAPTOPS WITH WINDOWS 8.1 PROFESSIONAL PRELOADED WITH RECOVERY CD/DVD, RELEVANT LICENSE WITH MEDIA, LASER PRINTERS, SCANNERS AND SOFTWARE AT THE HEADQUARTER OF TECHNICAL EDUCATION AND TRAINING DEPARTMENT, ITS DIRECTORATES AND DIFFERENT GOVT POLYTECHNICS & ITI’S SITUATED IN DIFFERENT DISTRICTS OF WEST BENGAL”.

Ref: - **1. Your Purchase Order No.** _____ **dated** _____
2. Our Invoice No. / Quotation No. _____ **dated** _____

With reference to the Hardware/ Software items etc. being supplied / quoted to you vide our Invoice No. / Quotation No. / Order No. cited above, we hereby undertake that all the components / parts / assembly / software used in the Hardware under the above like Hard disk, Monitors, Memory etc. shall be original new components / parts / assembly / software only, from respective OEMs of the products and that no refurbished / duplicate / second hand components / parts / assembly / software are being used or shall be used.

We also undertake that in respect of licensed operating system if asked for by you in the purchase order, the same shall be supplied along with the authorized license certificate and also that it shall be sourced from the authorize source.

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery / installation. It will be our responsibility to produce such letters from our OEM supplier’s at the time of delivery.

In case of default and our inability to comply with the above at the time of delivery or during installation, for the IT hardware / software already billed, we agree to take back the desktops without demur, if already supplied and return the money if any paid to us by you in this regard.

We (system OEM name) also take full responsibility of full parts & service SLA as per the content even if there is no defect by our authorized service center / Reseller / SI etc.

Authorised Signatory with seal

Name:

Designation:

Place:

Date:

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SECTION – H
PERFORMANCE SECURITY GUARANTEE BOND

1. In consideration of the Department of T E & T (hereinafter called ‘Department of T E & T’) having agreed to exempt _____ (hereinafter called ‘the said contractor(s)’) from the demand under the terms and conditions of an agreement/Advance Purchase Order No _____ dated _____ made between _____ and _____ for the supply of _____ (hereinafter called “the said agreement ”), of security deposit for the due fulfillment by the said contractor (s) of the terms and conditions contained in the said Agreement, on production of the bank guarantee for _____

We, (name of the bank) _____ (hereinafter refer to as “the bank”) at the request of _____ (contractor(s)) do hereby undertake to pay to the Department of T E & T an amount not exceeding _____ against any loss or damage caused to or suffered or would be caused to or suffered by Department of T E & T by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.
2. We (name of the bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the Department of T E & T by reason of breach by the said contractor(s)’ of any of the terms or conditions contained in the said Agreement or by reason of the contractors(s)’ failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of Department of T E & T in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding _____.
3. We undertake to pay to the Department of T E & T any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s)/supplier(s) shall have no claim against us for making such payment.
4. We (name of the bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Department of T E & T under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till _____ (office/Department) of Department of T E & T certifies that the terms and conditions of the said Agreement have been fully or properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the expiry of SIXTY TWO MONTHS from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.
4. We (name of the bank) _____ further agree with the Department of T E & T that the Department of T E & T shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Department of T E & T against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the Department of T E & T or any indulgence by the Department of T E & T to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
5. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/supplier(s).
6. We (name of the bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Department of T E & T in writing.

Dated the _____ day of _____

for _____

(Indicate the name of bank with Tel. No)

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