



JANUARY / 2013 / CSG

Tender Notification No. January/2013/CSG

COMPUTER SUPPORT GROUP

Item No. 5 : COMPUTER COMPONENTS, ACCESSORIES AND PERIPHERALS

INSTRUCTIONS TO BIDDERS

BIDDER'S COPY

1. This document set contains the following:

a) Terms and conditions of the Tender	-	Pages 2 & 3
b) Details of the Firm offering this Quote	-	Page 4
c) Technical Compliance & Quotation form (Price Bid)	-	Page 5 to 9
d) NIT-T's check list copy	-	Page 10
2. The bidder's copy is for your future records. Please fill in and return only NIT-T's copy.
3. Read through the terms and conditions given and affix your signature and seal if you find them acceptable. Any deviations may be recorded. Read carefully the list of specifications that we have enclosed.
4. Fill in the questionnaire regarding the Firm.
5. The downloaded documents '**Technical Compliance Form**' and '**Quotation Form (Price Bid)**' should be **TYPE WRITTEN USING CAPITAL LETTERS ONLY**. At the time of filling the "**Quotation Form (Price Bid)**" make sure that you have not missed anything. Specify the model number & specification for each item. The form should be filled in item-wise. Do not leave blank fields. If you are not quoting for a specific item, you should specify "**NOT QUOTING**".
6. **Do not use** ambiguous terms like "**yes**", "**complied**" or "**available**". Specifically mention the matching specification of the product offered by you. Make sure that you have affixed your signature with date and seal on all the documents.
7. Please send the tenders in a sealed envelope superscribed as "**QUOTATIONS AGAINST TENDER NOTIFICATION NO: JANUARY/2013/CSG Item No. 5: COMPUTER COMPONENTS, ACCESSORIES AND PERIPHERALS**" so as to reach "The Head, Computer Support Group, CSG, National Institute of Technology, Tiruchirappalli - 620 015, India" on or before **January 30, 2013 at 2.30 p.m. along with a Softcopy of the Technical Compliance form and Quotation Forms in MS-Excel or MS-Word file format in a CD/DVD or USB drive.**
8. For any further clarifications, contact by E-Mail: purchase@nitt.edu or by written request to "The Head, Computer Support Group, National Institute of Technology, Tiruchirappalli - 620 015"
9. **DO NOT VISIT US WITHOUT OUR CONCURRENCE.**

Last Date for receipt of tender at NIT-T : January 30, 2013 at 2.30 PM

Opening Date for Tender : January 30, 2013 at 3.30 PM

CHECKLIST TO BE FILLED IN BY BIDDER

List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's Quotation form (Technical & Price Bid)	YES / NO
4. Other technical specifications & pamphlets	YES / NO

Note: 1. "Cover" should contain the following:

- a. Form of "**Acceptance of Terms and Conditions**".
 - b. Form of "**Firms details**"
 - c. Pamphlets, if any.
2. Quotation Form (Technical & Price Bid)

Please retain this page with you for your future reference.

BIDDER'S COPY



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“TERMS AND CONDITIONS FORM”

**IMPORTANT : READ ALL THE FOLLOWING TERMS AND CONDITIONS AND
SIGN THE ACCEPTANCE CLAUSE FOLLOWING IT**

1. The offers should be addressed to “The Head, Computer Support Group, National Institute of Technology, Tiruchirappalli 620015, India” and should be sent in a sealed envelope superscribed **“QUOTATIONS AGAINST TENDER NOTIFICATION No.: JANUARY/2013/CSG Item No. 5: COMPUTER COMPONENTS, ACCESSORIES AND PERIPHERALS”** so as to reach us on or before **2.30 p.m. on January 30, 2013 along with a Softcopy of the Technical Compliance form and Quotation Forms in MS-Excel or MS-Word file format in a CD/DVD or USB drive. However, if there is any dispute between Hard copy and Soft copy, Hard copy will be taken.**
2. Each offer should be sent in a sealed cover with the tender documents. Tenders received through email or FAX will not be considered.
3. The tenders will be opened on **January 30, 2013 at 3:30 p.m.** in the presence of the vendors present with authorization letter from the respective companies / firms. Suppliers intending to attend the tender opening should intimate us in advance.
4. Full technical specifications and pamphlets should be sent along with the tenders. **Offers without proper technical specifications will be rejected.**
5. All offers should indicate the taxes and duties applicable, if any. Additional charges for packing, forwarding, freight, insurance etc., if any, should be clearly mentioned. Clearance at Customs will be arranged by us.
6. NIT-T is paying concessional Customs & Excise duty under Government of India Notification No.51/96 for Central Customs and 10/97 for Central Excise Duty vide Certificate No.TU/V/RG-CDE(183)/2011 dt.10.10.11. Currently the purchaser is paying 5% Basic Customs Duty, 2% Educational Cess on Basic Customs Duty, 1% Higher Education Cess on Educational Cess, and 4% Import Additional Duty.
7. The Institute is not authorized to issue C and D forms of Sales tax certificate.
8. In case the offered items are to be imported, the rates should be quoted in foreign currency on C & F Chennai Airport, Insurance Cover should be up to National Institute of Technology, Tiruchirappalli (i.e. The Cost and Freight is up to Chennai airport and the insurance cover should be up to National Institute of Technology, Tiruchirappalli). NIT-T shall pay Customs duty if any.
9. If the price quoted is in foreign currency and if the order value is more than US\$10,000 then 100% payment will be made through **Letter of Credit (LC) at sight on acceptance.** If the order value is less than US\$10,000 , then 100% payment will be through a Telegraphic Transfer (TT). **The bank charges outside India should be borne by the Supplier / Beneficiary. Part shipment not allowed.** If the price quoted is in Indian Rupees, then 100% payment will be made only after installation and commissioning. **No advance payment will be made.**
10. No revision of the price bid will be allowed once the price bids are opened.
11. No increase in price will be allowed after our firm orders are placed.
12. The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned.
13. Quote should come from authorized dealer or distributor or reseller for each of the product quoted. An authorization letter from OEM should accompany your quote for each product quoted, otherwise it may lead to rejection.
14. The delivery period and other terms should be clearly mentioned.
15. Eligibility: Quotation from registered firms/company's / manufacturer under TNGST/CST / other statutory bodies alone be considered. Any Manufacturer / Supplier / Dealer who has been declared ineligible by World Bank/government of India shall not be eligible to participate in this bid. Any fraudulent practices including concealing of facts at the time of submission of bid and there after shall lead to disqualification. List of beneficiaries especially from Educational Institutions / R & D Institutions should also be enclosed with the quotations.

SIGNATURE WITH DATE

SEAL OF THE FIRM



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16. Complete user, technical and service documentation, and spare parts catalogue are to be provided along with the supply of the item.
17. The vendors are informed that they should not call us over phone or contact us in person. All clarifications can be obtained through E-Mail/FAX/Post. Vendors shall not make attempts to establish unsolicited and unauthorised contact with us after the opening of the offers and prior to the notification of the award. Any attempt by any vendor to bring to bear extraneous pressures on us shall be sufficient reason to disqualify the vendor.
18. Delay / loss in postal transit or due to other reasons will not be NIT-T's responsibility.
19. We are not responsible for accidental opening of the covers that are not properly superscribed and sealed before the time scheduled for opening.
20. The tender should be made only on the "Technical compliance form" & "Quotation form" which is available in our website, otherwise it shall lead to rejection. The technical compliance form & Quotation form should be duly filled up (preferably **TYPE WRITTEN IN CAPITAL LETTERS**) and should clearly mention the features offered by the bidder against each specification.
21. Authorized signatory should sign on all the pages. Bids without authorized signatures will be rejected.
22. The manufacturers of the quoted make of the product must be of national / international repute and having ISO certificate.
23. **Liquidated damages:** If the bidder/supplier, after accepting the Purchase Order, fails to deliver any or all of the Goods within the period specified in the Order, NIT-T shall, without prejudice to its other remedies under the Rules of Purchase, proceed to cancel the order or agree to accept a delayed delivery on the condition of payment of liquidated damages by the bidder / supplier a sum equivalent to 0.50% of the total cost as indicated in the Purchase Order (which will be deemed as agreed price) for each week or part thereof of delay until actual delivery or performance is completed and such penal charges shall be limited to a maximum of 5% of the total cost. Once the maximum is reached NIT-T may proceed on its own to consider the termination / cancellation of the order.
24. **The vendors are informed that they should sign a stamp paper agreement with us, for Warranty, AMC, etc. as per our terms & conditions. 5% of purchase order value should be provided in the form of bank guarantee towards performance security if the order value exceeds rupees five lakhs within the rate contract period of one year. The bank guarantee will be returned to the supplier after the successful completion of supply, installation, and the warranty period.**
25. No Earnest Money Deposit (EMD) or processing fee is required for submitting this rate contract.
26. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
27. Vendors are informed that once the companies are shortlisted based on the technical specification, only then the price bids of the firms that meet NIT-T's Technical specification / requirements would be compared.
28. The rate contract period should be valid till February 28, 2014. This is for new requirements / expansion as and when it arises. The vendors participated in the tender are expected to renew their offers whenever requested. The quoted prices should be valid for the entire rate contract period.
29. NIT-T reserves the right to modify or alter the specifications after short listing of tenderers.
30. NIT-T reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason(s) whatsoever.
31. NIT-T reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
32. Apart from the above General Terms and Conditions, item-wise terms and conditions are enlisted in the Technical compliance form and Quotation form.

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

NAME OF THE VENDOR:

ADDRESS :

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“DETAILS OF THE FIRM OFFERING THIS QUOTE”

(Write or print or type in block letters and please answer all the questions)

- Name of the firm:
- Date of incorporation:
- Nature of the company - Government / Public / Private Company / Partnership / Proprietorship:
- Specify the number of years in this line of activity by the company:
- Quantity of sales in the last three years for the Computer Components, Accessories and Peripherals, UPS, Invertors, Battery (on rate contract basis):

2009-2010	2010-2011	2011-2012
<input type="text"/>	<input type="text"/>	<input type="text"/>

- Turn over in the last three years (Figures should be in Indian Rupees in Lakhs):

2009-2010	2010-2011	2011-2012
<input type="text"/>	<input type="text"/>	<input type="text"/>

- Provide the postal address, telephone & fax numbers, and email address of the nearest service center:

- What would be the delivery period in days from the date of placement of an official purchase order:

- Are you the authorized dealer or distributor or reseller for the products quoted:

- Have you supplied any “Computer Components, Accessories and Peripherals” to National Institute of Technology, Tiruchirappalli in the last 3 years?

- Was there any elapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products ordered by NIT-T with your firm? If yes, provide details.

- On Manufacturer’s Side to whom NITT have to contact in case of delayed supply and other issues committed by the authorized dealer / distributor / reseller :

Contact Person Name :	
Address :	
E-mail ID :	Telephone / Cell Phone :

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TECHNICAL COMPLIANCE & QUOTATION FORM (PRICE BID)

FIRM'S NAME & ADDRESS:

FIRM'S REF:

DATE :

Item No.	N.I.T.'S SPECIFICATION	Make, Model & Warranty	Unit Price
I. Internal Hard Disk Drive : IDE / PATA / SATA / SAS			
1.	160GB Hard Disk 7200rpm, ATA/100 with 2 Years warranty (Seagate / Samsung / Western Digital / Hitatchi)		
2.	500GB Hard Disk 7200rpm, SATA-II/300 with 2 Years warranty (Seagate / Samsung / Western Digital / Hitatchi)		
3.	1TB Hard Disk 7200rpm, SATA-II/300 with 2 Years warranty (Seagate / Samsung / Western Digital / Hitatchi)		
4.	2TB Hard Disk 7200rpm, SATA-II/300 with 2 Years warranty (Seagate / Samsung / Western Digital / Hitatchi)		
5.	600 GB 15K rpm SAS Hard disk 3.5" Drives (hot-pluggable) (Seagate / Samsung / Western Digital / Hitatchi) with 3 Years warranty		
6.	600 GB 10K rpm SAS Hard disk 2.5" Drives (hot-pluggable) (Seagate / Samsung / Western Digital / Hitatchi) with 3 Years warranty		
II. External Portable Slim Hard disk with USB 2.0 interface (Don't quote for Regular Hard disk with External casing)			
7.	500GB External 2.5" Slim Hard Disk with USB Interface & 3 Years warranty		
8.	1TB External 2.5" Slim Hard Disk with USB Interface & 3 Years warranty		
9.	2TB External 2.5" Slim Hard Disk with USB Interface & 3 Years warranty		
III. RAM: DDR3			
10.	2 GB DDR3 SDRAM Non-ECC (1066 MHz) for Computers		
11.	2 GB DDR3 SDRAM Non-ECC (1333 MHz) for Computers		
12.	2 GB DDR3 SDRAM Non-ECC (1600 MHz) for Computers		
IV. Keyboard / Mouse / USB Pen Drive			
13.	USB Wired Keyboard		
14.	USB Optical Wired Mouse		
15.	USB Wireless Keyboard and Mouse		
16.	16 GB USB 2.0 pen drive		
17.	32 GB USB 2.0 pen drive		

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Item No.	N.I.T.T'S SPECIFICATION	Make, Model & Warranty	Unit Price
V. DVD Drive / Blu-ray Drive			
18.	16x DVD +R/W Drive (Internal) – with IDE interface		
19.	16x DVD +R/W Drive (Internal) – with SATA interface		
20.	16x DVD +R/W Drive (External) – Slim with USB Interface		
21.	4x Blu-ray Drive (Internal) – SATA		
22.	4x Blu-ray Drive (External) with USB Interface		
VI. Headphone / Speakers / Graphics Card			
23.	Stereo Headset		
24.	Headphone with Microphone		
25.	Wireless Headset		
26.	Compact Speakers 2.0		
27.	External Speakers 2.1		
28.	1 GB Graphics Card ATI / Nvidia, with Dual Interface both DVI and VGA		
29.	1GB nVidia Quadro 2000, with 2 Display port and 1 DVI interface		
VII. Fingerprint scanners / Barcode scanner / Label Printer / Document Camera			
30.	Biometric fingerprint scanners with USB 2.0 interface along with required software & drivers		
31.	Barcode Scanners with USB 2.0 interface along with required software & drivers		
32.	Epson Label Works LW-900P Printer or equivalent Desktop electronic label Printing system Should accept 6, 9, 12, 18, 24 and 36 mm tape widths with asset tagging and barcode printing capability with USB 2.0 interface along with required software		
33.	Epson WorkForce DS-30 Portable Scanner or equivalent, 600 DPI, Auto skew correction, Auto punch hole remover, Auto document size detection		
34.	Epson Desktop Document Camera ELPDC11 or equivalent, Resolution XGA, 90 degree vertical and horizontal rotation, 5 Mega pixel sensor, with remote control, with built-in microphone, USB, VGA & Composite, built-in SD Card slot connectivity		

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Item No.	N.I.T.T'S SPECIFICATION	Make, Model & Warranty	Unit Price
VIII. Web Cameras			
35.	Microsoft Life Cam Studio Hi-speed USB 2.0, CMOS sensor technology, Sensor Resolution: 1920 X 1080, 5 megapixel still image, 75° diagonal field of view, Automatic face tracking, Digital pan, digital tilt, and 3x digital zoom, 30 fps, omni-directional super wideband microphone		
36.	Logitech HD Pro Webcam C920 UVC H.264 video compression, Carl Zeiss glass lens, Autofocus system, 78-degree wide-angle field of view, Full HD1080p or 720p widescreen mode, Color depth: 24-bit true color, 30 fps streaming video at HD 1080p or 720p and VGA mode, USB cable (6 feet/1.83m), Built-in omni-directional mics, Hi-Speed USB 2.0 certified, Universal clip fits laptops, LCD or CRT monitors plus tripod thread Rightlight 2 technology on board, with 3 years warranty		
37.	Logitech BCC950 ConferenceCam Motorized pan, tilt and zoom, Integrated full duplex omni-directional speakerphone, On-board H.264 encoding, Full HD 1080p, 30fps video calling, remote control Volume, Audio mute, Answer/Hang up, Carl Zeiss Optics with 9 point auto focus, 78-degree field of view, 180-degree pan, 55-degree tilt, 3.5mm analog headset jack, USB 2.0 compliant, 8-foot USB cable, 8-foot universal power adapter 9" extender stem for elevation / eye level camera angle, 2 years warranty		
38.	Creative Live cam in person HD Video resolution: Full HD 1080p (1920 x 1080) image sensor, Picture resolution: 12 mega pixels, 30 fps, Quad microphones with beam forming and noise cancellation, built-in H.264 compression, Auto focus lens, USB 2.0 Hi-Speed		
39.	iBall Face2Face HD C12.0 web camera 1MP CMOS sensor, 12.0MP Still Image resolution 2.0MP Video resolution, HD 720p (1280 x 720) 5G Wide angle lense, Built-in USB microphone, Auto face tracking & Digital zoom, High-speed USB 2.0 interface, Video Resolution: 1600x1200, Image, 30 fps, Resolution:4000x3000, 24-Bit Colour, with 2 years warranty		
40.	USB based Webcamera, any brand		

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Item No.	N.I.T.T'S SPECIFICATION	Make, Model & Warranty	Unit Price
IX. CD / DVD Medias / Blu-ray Medias			
41.	700MB CD-R Media, 48x with slim case (10 pack)		
42.	4.7GB DVD+R Media, 16x with slim case (10 Pack)		
43.	Blu-ray Media 50GB 4x (write once) (10 Pack)		
44.	Blu-ray Media 50GB 4x (rewritable) (10 Pack)		
45.	18.5" LCD/TFT Color Monitor (Wide) Contrast ratio 500:1, Brightness 275 nits (cd/m2), with DVI-D (digital) & VGA DB-15 (analog) Interface, 3 years warranty Should be TCO 05 compliant		
46.	19" LCD/TFT Color Monitor (Square) Contrast ratio 500:1, Brightness 275 nits (cd/m2), with DVI-D (digital) & VGA DB-15 (analog) Interface, 3 years warranty, Should be TCO 05 compliant		
47.	19" LED/TFT Color Monitor (Square) Contrast ratio 500:1, Brightness 275 nits (cd/m2), with DVI-D (digital) & VGA DB-15 (analog) Interface, 3 years warranty, Should be TCO 05 compliant		
48.	24" LCD/TFT Color Monitor (Wide) Contrast ratio 500:1, Brightness 275 nits (cd/m2), with DVI-D (digital) & VGA DB-15 (analog) Interface 3 years warranty Should be TCO 05 compliant		
49.	24" LED/TFT Color Monitor (Wide) Contrast ratio 500:1, Brightness 275 nits (cd/m2), with DVI-D (digital) & VGA DB-15 (analog) Interface 3 years warranty Should be TCO 05 compliant		
X. USB Wi-Fi Adapter			
50.	Wireless-N USB Wi-Fi Adapter for PC/Laptop It should support 802.11b/g/n wireless standards; 150 Mbps data transfer rates, 2.4 Ghz		
51.	Wireless-N USB Wi-Fi Adapter for PC/Laptop It should support 802.11b/g/n wireless standards; 300 Mbps data transfer rates, 2.4 Ghz		
XI. Laptop Battery			
52.	6-Cell Spare Laptop battery for Dell Laptops (Dell Latitude E6520 / Dell Latitude 6320 / Dell Latitude 5520 / Dell Mini 2120 / Dell 1014 / Dell Latitude D830)		
53.	6-Cell Spare Laptop battery for HP Laptops (HP Elite Book 2740P / HP Elite Book 2540P / HP ProBook 6450b / HP 2510P / HP 8510W / HP 6530S)		

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Item No.	N.I.T.T'S SPECIFICATION	Make, Model & Warranty	Unit Price
XII. Others			
54.	CMOS Battery, 3V		
55.	SATA Data Cable		
56.	IDE Data Cable (80 wire)		
57.	IDE to SATA Power Converter		
58.	Ethernet 10/100/1000Mbps NIC with PCI Interface		
59.	P4 SMPS: Input (50 Hz) : 200-240V~/2A Output: +5V dc/13A, +5V AUX dc/2A, +12V dc/8.75A, -12V dc/0.2A, +3.3V dc/10A , With P1 and P5 connectors (IDE)		
60.	SMPS for Small Form Factor (SFF) based computers, 240W, Input (50 Hz) : 100-240V, 5A: Output: +5.08V dc/17A, +5V AUX dc/3A, +12V dc/7.5A, -12V dc/0.15A, +3.33V dc/15A, +12Vcpu dc/11.5A, With P1,P2,P3,P4 and P5 connectors (SATA)		
61.	Mobile Note Taker / Digital Pen (Make: Echo Smartpen / Pluse smartpen / LogiPEN / IRISnotes 2, or equivalent) along with the required drivers and software, should be able to convert handwritten notes into editable text		

Note :

1. The order will be based on the actual requirement at the time of ordering.
2. Incase if any specific make or model is specified by NIT-T then in that case quote should be for the same.
3. One sample product with the same specification as quoted should be supplied for testing and benchmarking, if requested at your cost.
4. The make, model and the warranty period should be clearly specified.
5. The rates should be quoted on Door Delivery (F.O.R. N.I.T.T.) Basis. The items should be delivered at the NITT department address specified in the purchase order.
6. The items should be supplied as per our indent as and when the demand arises.
7. The rate should be valid till February 28, 2014.
8. The delivery should be at N.I.T.T. within a week from the date of Indent.

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NIT-T'S COPY (To be filled in and submitted)

Last Date for receipt of tender at NIT-T

: January 30, 2013 at 2.30 PM

Opening Date

: January 30, 2013 at 3.30 PM

CHECKLIST TO BE FILLED IN BY BIDDER

(Please make sure that these pages are filled and send duly signed)

List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's quotation form (Price Bid)	YES / NO
4. Other technical specifications & pamphlets	YES / NO

FOR NIT-T USE ONLY

Name of the Vendor Address (Location):

1. Terms and Conditions form duly signed	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's quotation form (Price Bid)	YES / NO
4. Other technical specifications & pamphlets	YES / NO
6. No. of enclosures	
7. Status of tender	Accepted for evaluation / Rejected
	REGISTRAR

SIGNATURE WITH DATE

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