

**Center for Development of Advanced Computing (C-DAC)**  
A Scientific Society under the Department of Information Technology,  
Ministry of Communications and IT, Govt. of India  
Anusandhan Bhawan, C-56/1, Sector- 62, Noida

C-DAC Noida, an Autonomous Scientific Society under the Department of Information Technology, Ministry of Communications & Information Technology, Govt. of India, invites sealed offers in Two-Bid form towards supply, installation, commissioning, testing & maintenance of WORKSTATIONS, DESKTOPS, PRINTERS etc.

Interested parties may obtain the tender document from MMG Deptt, C-DAC Noida, as per following schedule: The tender document can also be down loaded from [www.cdacnoida.in](http://www.cdacnoida.in) / [www.tenders.gov.in](http://www.tenders.gov.in)

1. Issue of Tender Document : 01<sup>st</sup> Dec, 2011 to 26<sup>th</sup> Dec, 2011 up to 11:00 am
2. Submission of Bids : By 3:00 PM on 26<sup>th</sup> Dec, 2011
3. Technical Bid Opening : At 3:30 PM on 26<sup>th</sup> Dec, 2011
4. Tender fee (Non- Refundable) : Rs. 500/- (Rs. Five Hundred only) in the form of a DD/Pay Order favoring C-DAC payable at Noida. In case documents are down loaded from the website, DD / Pay Order of Rs.500/- favoring C-DAC payable at Noida must be enclosed with the Technical Bid.
5. EMD (Refundable) : Rs. 20,000/- (Rs. Twenty Thousand only) should be in the form of DD / Pay Order favoring C-DAC payable at Noida.

**Head (MMG)**

**SECTION I: INVITATION FOR BIDS (IFB)**

**Sub: Tender for Supply, Installation, Commissioning, Testing & Maintenance of WORKSTATIONS, DESKTOPS, PRINTERS etc.**

- (A) **Scope of Work:** Supply, Installation, Commissioning, Testing & Maintenance of WORKSTATIONS, DESKTOPS, PRINTERS etc. as per detailed given in enclosed **Annexure "A"**.
- (B) **Eligibility Criteria** pre-qualification of bidders are as under: -
- Should be an authorized distributor / dealer of OEM or OEM itself. An Undertaking should be furnished, clearly stating that the Bidder is an authorized dealer of OEM as well as they (OEM) would facilitate the bidder on regular basis with technology / products updates & extend support for the entire warranty period as desired in the tender document. In absence of such certificate, the Bid is liable to be rejected.
  - Should have an Average Annual Turnover of Rs. 50.00 Lakh during last three financial years and an audited Balance Sheet / Annual Turnover Certificate should be enclosed. In absence of valid proof, the Bid is liable to be rejected.
  - Should have a Branch Office / Service Centre in Delhi (NCR) preferentially in Delhi / Noida from where after sales support can be obtained.
  - Should be a resourceful supplier with minimum three years of experience in similar type of works. The vendor must have executed two separate orders of minimum 80% value each of the estimated price quoted during the last one year. Enclose documentary proof in support of satisfactory completion of similar works. Enclose work order copies. In absence of valid proof, the Bid is liable to be rejected.
  - Should have all the necessary registrations like TIN, VAT, Service Tax etc. Enclose copies of supporting documents. In absence of valid documents, the Bid is liable to be rejected.

Before submission of the tender, please verify the eligibility criteria and ensure fulfilling all the terms and conditions.

- (C) **In case of any technical clarification please contact:**

Mr. Gour Mohan  
Centre for Development of Advanced Computing (C-DAC)  
Anusandhan Bhawan  
C-56/1, Institutional Area, Sector-62  
Noida-201307 (Uttar Pradesh), India  
Tel No. +91-120-2402551-60 Ext: 410  
Fax No. +91-120-2402568-69

- (D) **Bid Submission:**

The offer must be submitted in two parts sealed separately as **Part-I (Technical Bid)** and **Part-II (Price Bid)** in separate sealed envelopes. Both the bids shall be enclosed in another sealed envelope super scribing:

Sub : Offer for Supply, Installation, Commissioning, Testing & Maintenance of **WORKSTATIONS, DESKTOPS, PRINTERS etc**  
Tender No : 5(15)/2011/IS/Pur  
Due date & time : By 3:00 PM on 26<sup>th</sup> Dec 2011

- (E) **Part – I (Technical Bid)** shall contain:
- (i) Technical bid with full details including description of make & model of materials so as to enable technical assessment of the proposal.
  - (ii) **An Undertaking** as mentioned under Eligibility Criteria.
  - (iii) Company Profile (as per Performa I & II) along with all the supporting documents as desired.
  - (iv) Non-Refundable Tender fee of **Rs. 500/- (Rs. Five Hundred Only)** in the form of DD / Pay Order favoring C-DAC payable at Noida. (In case the tender document is down loaded from the website). Offers without Tender Fee shall be rejected.
  - (v) Refundable Earnest Money Deposit (EMD): **Rs. 20,000/- (Rs. Twenty Thousand Only)** in the form of DD / Pay Order favoring C-DAC payable at Noida. Offers without Earnest Money Deposit will be rejected.
  - (vi) The warranty services are required at CDAC Noida. The bidder must provide the plan / arrangement, for installation and warranty services to be provided at CDAC Noida.
  - (vii) The detailed technical specifications with Make, Model and part number in the form of a Compliance Statement to the technical specifications (as per Annexure-A) along with relevant product brochure etc. Without proper Compliance Statement the bid is liable to be rejected.
  - (viii) Contact details of technical staff for after – sales service support at CDAC Noida.
  - (ix) Acceptance to the terms and conditions laid down in the tender document. Any deviation in the general terms and condition will lead to the rejection of the bid.

**If the technical offer contains any price information the offer will be summarily rejected.**

- (F) Part –II (**Price Bid**) should contain **Only Price Details** in the prescribed format as per **Annexure-B** with proper seal and signature of authorized person. Prices should be given in INR in both figures and words.

(G) **Opening of Technical & Price Bid**

Only the technical bids will be opened on 26<sup>th</sup> Dec 2011 at 3:30 pm. Interested bidders may attend the technical bid opening as per the schedule. Price Bids of only the short-listed / technically qualified bidders will be opened. Bidders may like to attend the Price Bid opening in or through their authorized representative at the **time & date**, to be informed later.

The outer cover in which these sealed covers (i.e. **Part I & II**) are to be placed should be addressed and reach to the

Head (MMG)  
Centre for Development of Advanced Computing (C-DAC),  
Anusandhan Bhawan, C-56/1, Institutional Area, Sector-62  
Noida-201 307  
Ph: 0120-2402551-60

**END OF SECTION I**

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**SECTION II: INSTRUCTION TO BIDDERS (ITB)**

- (A) **Offer Validity:** Offers shall remain valid for minimum Sixty (60) Days from the date of opening of Price Bid. A bid valid for a shorter period shall not be considered. C-DAC, Noida may ask bidders to extend the period of validity.
- (B) **Delivery & Installation:** The delivery, installation, commissioning and testing as per our present requirement, to be done at CDAC Noida, should be completed within Four Weeks from the date of Purchase Order. C-DAC Noida reserves the right to increase or decrease the Bill of Material as per the requirement without any change in the rates quoted, within the bid validity period.
- (C) **Product Specifications & Compliance Statement:** The bidder should quote the products strictly as per the tender specifications and only of desired / preferred brands. Complete technical details along with brand, specification, technical literature etc. highlighting the specifications must be supplied along with the technical bid. A Compliance statement in the form of 'Complied' or 'Not Complied' shall be given against each item in the prescribed format given in Annexure A. The compliance statements should be supported by authentic documents. Each page of the bid and cuttings / corrections shall be duly signed and stamped by the authorized signatory. Failure to comply with this requirement may result in the bid being rejected.
- (D) In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
- (E) Materials must be properly packed against any damage and insured up to the destination. The material should directly be supplied to CDAC Noida. All the expenses involved in shipping the equipment to CDAC Noida shall be borne by the Bidder. All aspects of safe delivery shall be the exclusive responsibility of the Bidder. C-DAC Noida will have the right to reject the component / equipments supplied, if it does not comply with the specifications at any point of installation / inspection.
- (F) C-DAC, Noida reserves the right to divide / split the order between more than one technically qualified bidders to meet the Technical Requirements and Delivery Schedule.
- (G) Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraw or amends, impairs or derogates from the tender in any respect within the validity period of the tender.
- (H) The Earnest Money of all the unsuccessful bidders shall be returned as early as possible within the Bid Validity period but not before 30 days from the date of Purchase Order. No interest will be payable by C-DAC on the Earnest Money Deposit. The Earnest Money of successful bidder shall be returned along with 90% payment as per special conditions of contract.
- (I) If any equipment or part thereof is lost or rendered defective during transit, the supplier shall immediately arrange for the supply of the equipment or part thereof, as the case may be, at no extra cost.
- (J) The rates should be quoted in **Indian Rupees**, for the entire work to be done at site, BOTH IN FIGURES & WORDS. All the prices shall be fixed and shall not be subject to escalation of any description during the bid validity period.
- (K) Govt. Levies like Service Tax; VAT, etc. shall be paid at actual rates applicable on the date of submission. Rates should be quoted accordingly giving the basic price, VAT, Service Tax etc.

- (L) Charges towards Entry Tax / Octroi, etc. will be paid extra subject to actual. Rates may be quoted without involving the component of Entry Tax / Octroi, etc. Supporting vouchers for duties or taxes paid should be attached with the bill. No surcharge will be acceptable in support of claim unless valid documents or Certificates support it.
- (M) C-DAC, Noida reserves the right to accept / reject the offers or cancel the whole tender proceedings without assigning any reason whatsoever. Offers through Email / Fax, etc and open offers shall not be accepted. Late / Delayed offers shall not be accepted under any circumstances. Incomplete offers shall be rejected outright. In case the specified date for the submission of offers being a closed holiday or declared holiday for C-DAC, the bid-closing deadline shall stand extended to the next working day up to the same time.
- (N) Any attempt of negotiation direct or indirect on the part of the tenderer with the authority to whom he has submitted the tender or authority who is competent finally to accept it after he has submitted his tender or any endeavor to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the tender liable to be rejected.
- (O) The bidders requiring any clarification about the contents detailed in the tender document may notify to C-DAC in writing at the mailing address (give at Page 2 of the tender document). Clarifications received till 72 hours before the closing date / time of receipt of bids will be responded. Clarification sought by the bidders along with C-DAC's response will be posted on C-DAC's website [www.cdacnoida.in](http://www.cdacnoida.in) till 48 hours before the closing date/time of receipt of bids. Accordingly, all the bidders must refer C-DAC's website for the clarification, if any, before submission of their bids on the due date / time.
- (P) The equipment must be supported by the bidder's technical support engineers certified by OEM. The support must be available 24 hours in a day, seven days a week and 365 days a year. Also provide toll free number / web / email so that it should be possible to contact the Principal Bidder's (OEM's) support Centre.
- (Q) **Unsatisfactory Performance:** The Parties herein agree that C-DAC Noida shall have the sole and discretionary right to assess the performance(s) of the Bidder component(s), either primary and or final, and C-DAC Noida, without any liability whatsoever, either direct or indirect, may reject the system(s) component(s) provided by the Bidder, in part or in its entirety, without any explanation to the Bidder, either during the pre and or post test period should the same be unsatisfactory and not be to the acceptance of C-DAC Noida. The Bidder covenants to be bound by the decision of C-DAC Noida without any demur in such an eventuality.
- (R) **Disclaimer:** This Tender / Request for Proposal (RFP) is not an offer by C-DAC Noida, but an invitation for bidder's response. No contractual obligation whatsoever shall arise from the RFP process.
- (S) **Declaration:**

The bidder would be required to give certificate as below in his commercial bid.

**"I/We UNDERSTAND THAT THE DETAILS OF THE SERVICES AS PROVIDED ABOVE ARE SUBJECT TO CHANGE. I/WE AGREE THAT IN CASE OF ANY CHANGE IN THE QUANTITIES REQUIRED FOR ANY OF SERVICES, I / WE WOULD BE SUPPLYING THE SAME AT THE RATES AS SPECIFIED IN COMMERCIAL BID. I /WE AGREE TO ADHERE TO THE PRICES GIVEN ABOVE EVEN IF THE QUANTITIES UNDERGO A CHANGE".**

**SIGNATURE OF THE BIDDER WITH STAMP**

**END OF SECTION II**

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**SECTION III: SPECIAL CONDITIONS OF CONTRACT (SCC)**

- (A) **Price Basis:** Price basis should be F.O.R CDAC Noida in INR only. Price quoted should be in the prescribed format as per Annexure B i.e. No "Form C / D shall be issued. However the Form 38 will be provided by CDAC in case the supply is from outside UP. The quoted price will be considered firm and no price escalation will be permitted during the bid validity period.
- (B) **Billing** is to be done in the name of Centre for Development of Advanced Computing, C-56/1, Institutional Area, Sector-62, Noida –201307. The payment would be on the basis of the actual bill of material supplied and duly certified by our authorized representative at CDAC Noida. The payment shall be made on actual measurement basis.
- (C) **Payment:** 90% of invoice value after delivery, acknowledgement of confirmed delivery report and submission of invoice duly signed by our representative at site. Balance 10% after submission of Performance Bank Guarantee (valid till Warranty Period) from a nationalized bank towards 10% of the Order value. This Bank Guarantee should remain valid till the warranty period, which shall be commencing after the completion of entire job. The payment shall be made on the basis of actual material supplied.
- (D) **Penalty for Delay:** Penalty will be charged @ 0.5% of the contract value per week subject to maximum of 5% of total order value, in case of delay / non-completion of work within the stipulated time period.
- (E) **Warranty:** All the items covered in the schedule of the requirements, shall carry minimum **Three Years Onsite Comprehensive Warranty** commencing from the date of completion of entire work i.e. 3 Years Same day within 4Hour (24x7) Onsite Response (Parts + Labor). The bidder must undertake to provide the installation and warranty service at CDAC Noida. The repairing / rectification, if any of the items under warranty must be done at site only. The bidder should submit along with the technical bid, the detailed plan for providing installation and warranty services at site. Prompt and efficient after sales service must be free within the warranty period.

**END OF SECTION III**

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Annexure A

**Technical Specifications cum Compliance Statement**

**Workstation**

Component	Required / Minimum Specification	Quoted Specifications	Compliance (Yes/No)
<b>Make &amp; Model</b>	<b>Preferred Make: HP/DELL/IBM Mention the Make &amp; Model</b>		
<b>Processor</b>	Intel® Xeon® E3-1245 (3.30 GHz, 8 MB cache, 4 cores) / 2nd Generation Intel® Core™ i7-2600 (3.40 GHz, 8 MB cache, 4 cores)		
<b>Monitor</b>	17" Flat Panel LCD		
<b>Memory</b>	16GB (4x4GB) DDR3 SDRAM ,1333MHz, support upto 32GB		
<b>Hard Drives</b>	1TB 7200 RPM 3.5" 6.0Gb/s SATA		
<b>Optical Drive</b>	16X SATA DVD+/-RW with Dual Layer Write		
<b>Video Card</b>	Integrated Intel HD Graphics		
<b>Network</b>	Integrated Intel(R) Gigabit Ethernet Controller		
<b>Chipset</b>	Intel(R) Chipset		
<b>Keyboard</b>	Standard		
<b>Mouse</b>	Optical 2 Button & Scroll		
<b>Warranty</b>	3 Years on-site NBD		

**Personal Computer (8GB) – Type I**

Component	Required / Minimum Specification	Quoted Specifications	Compliance (Yes/No)
<b>Make &amp; Model</b>	<b>Preferred Make: HP/DELL/IBM Mention the Make &amp; Model</b>		
<b>Processor</b>	2nd Generation Intel® Core™ i5-2500 Processor (3.30GHz,6MB)		
<b>Monitor</b>	17 " Flat Panel LCD		
<b>Memory</b>	8GB (2x4GB) DDR3 SDRAM , 1333MHz		
<b>Hard Drives</b>	2 x 500GB / 1TB 7200 RPM 2.5"/3.5" SATA		
<b>Optical Drive</b>	8X DVD+/-RW		
<b>Video Card</b>	Integrated Graphics		
<b>Chipset</b>	Intel(R) Express Chipset		
<b>Network</b>	Integrated Intel(R) Gigabit Ethernet LAN 10/100/1000		
<b>Keyboard</b>	Standard		
<b>Mouse</b>	Optical 2 Button & Scroll		
<b>Warranty</b>	3 Years on-site NBD		

**Personal Computer (4GB) – Type II**

Component	Required / Minimum Specification	Quoted Specifications	Compliance (Yes/No)
<b>Make &amp; Model</b>	<b>Preferred Make: HP/DELL/IBM Mention the Make &amp; Model</b>		
<b>Processor</b>	2nd Generation Intel® Core™ i5-2500 Processor (3.30GHz,6MB)		
<b>Monitor</b>	17 " Flat Panel LCD		
<b>Memory</b>	4GB (2x2GB) DDR3 SDRAM , 1333MHz		
<b>Hard Drives</b>	2 x 500GB / 1TB 7200 RPM 2.5"/3.5" SATA		
<b>Optical Drive</b>	8X DVD+/-RW		
<b>Video Card</b>	Integrated Graphics		
<b>Chipset</b>	Intel(R) Express Chipset		
<b>Network</b>	Integrated Intel(R) Gigabit Ethernet LAN 10/100/1000		
<b>Keyboard</b>	Standard		
<b>Mouse</b>	Optical 2 Button & Scroll		
<b>Warranty</b>	3 Years on-site NBD		

**Printer**

<b>Make &amp; Model</b>	<b>Preferred Make: HP Mention the Make &amp; Model</b>	<b>Quoted Specifications</b>	<b>Compliance (Yes/No)</b>
<b>Processor speed</b>	600 MHz		
<b>Memory, standard</b>	128 MB		
<b>Duplex printing</b>	Automatic		
<b>Print speed black (normal, A4)</b>	Up to 33 ppm		
<b>Print quality black (best)</b>	Up to 1200 x 1200 dpi		
<b>Print technology</b>	Laser		
<b>Connectivity, standard</b>	Fast Ethernet 10/100/1000, Hi-Speed USB 2.0		
<b>Warranty</b>	3 Years on-site NBD		

**Annexure B  
Price Bid**

<b>S No.</b>	<b>Description</b>	<b>Qty (no)</b>	<b>Unit Rate (in Rs.)</b>	<b>Tax</b>	<b>Total Rate (in Rs.)</b>
1.	Workstation (As per the technical specifications mentioned in Annexure A)	02			
2.	Personal Computer (8GB) – Type I (As per the technical specifications mentioned in Annexure A)	04			
3.	Personal Computer (4GB) – Type II (As per the technical specifications mentioned in Annexure A)	04			
4.	Printer (As per the technical specifications mentioned in Annexure A)	04			
5.	External Hard Disk 1 TB External HDD	04			

**PRE-QUALIFICATION – PROFORMA-I**

PARTICULARS OF THE BIDDERS TO BE FURNISHED FOR THE PURPOSE OF PRE-QUALIFICATION

1.	Name of Organization /firm/company	
2.	Address & Telephone Numbers	
3.	Year of establishment	
4.	Status of the firm (Company/ Firm/ Proprietary) enclose the supporting document	
5.	Whether registered with the registrar of companies /registrar of firms. If so, mention number and date.	
6.	a) Name & Mobile Numbers of Directors / Partners / Proprietor	i) ii) iii)
7.	Whether registered for sales tax purposes. If so, mention number and date. Furnish also copies of sales tax clearance certificate. Mention the VAT / LST / CST enclose the relevant copies	
8.	Whether an assessee of income tax. If so, mention permanent account number. Furnish copy of PAN	
9.	State Annual turnover of the company. Furnish copies of audited balance sheet and profit & loss account (audited) for the last three years.	
10.	Specify the maximum value of single work executed in the year in the country.	
11.	Status and details of disputes/ litigation/ arbitration, if any.	i) ii) iii)

Place:

Date :

Signature of the Contractor

**PRE-QUALIFICATION PROFORMA – II**

**PARTICULARS IN RESPECT OF 3 MAJOR WORKS EXECUTED IN LAST 3 YEARS**

S.No	Name of work and project with address	Short Description of work executed	Name and address of owner	Value of work executed	Stipulated time of completion	Actual time of completion	Name of architect/consulting Engineer

Place:

Date:

Signature of the contractor