



**INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR – 721302, W.B.**

**NOTICE INVITING TENDER**

**Sub : Procurement of MAC Pro Workstation**

Sealed tender offers are invited in a two bid system (technical and commercial offers) from the OEM/Authorized direct sales and service support partners for the supply of 10 Nos. Apple MAC Pro Workstations along with the accessories in the Centre for Educational Technology, IIT Kharagpur.

The bids complying the following documents are to be submitted in the two bid system:

- a) Annexure-I : Technical Specifications
- b) Annexure-II : Eligibility Criteria
- c) Annexure-III : Technical Bid Documents
- d) Annexure-IV : Signed and Stamped Declaration
- e) Annexure-V : General Terms and Conditions
- f) Annexure-VI : Price Bid Format

Interested vendors are requested to submit three sealed envelopes containing the tender fee of Rs. 2000/- & EMD amount of Rs. 75,000/- (Envelope-I), Technical Bid (Envelope-II) and Commercial Bid (Envelope-III) placed in a larger sealed envelope super-scribing with the reference No. to the Office of Head, Centre for Educational Technology, IIT Kharagpur on or before 17<sup>th</sup> January 2018 by 1:00 PM.

Technical bids received without the required tender fee and EMD will be summarily rejected. The Technical Bids will be evaluated first by the technical bid evaluation committee and the Price Bids (as per Annexure-VI) of the technically qualified bidders will be opened for price comparison as per the schedule mentioned below:

1.	Tender reference No.	IIT/SRIC/CET/CCC/MAC/2017-18, Date : 26 <sup>th</sup> December 2017
2.	Cost of tender document	Rs. 2000/- (Rupees two thousand only)
3.	Earnest Money Deposit (EMD)	Rs. 75,000/- (Rupees seventy five thousand only)
4.	Last date and time of submitting the tender document	Up to 1:00 PM on 17 <sup>th</sup> January 2018
5.	Place of submission and opening of tender	Office of the Head, Centre for Educational Technology, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN – 72102, West Bengal
6.	Date and time of opening the Technical Bid	At 3:00 PM on 17 <sup>th</sup> January 2018
7.	Date and time of opening of Commercial Bid	Will be informed to the technically qualified bidders later.
8.	Mode of payment : Tender fee and EMD	By Demand Draft from any Nationalized Bank/Commercial Bank and paid in favour of "Indian Institute of Technology Kharagpur" payable at Kharagpur.

Prof. Bani Bhattacharya  
Principal Investigator (CCC) & Head, CET

- To
1. Institute Website
  2. CPP Portal
  3. Internal Notice Board

**TECHNICAL SPECIFICATIONS FOR THE MAC PRO WORKSTATION**

Sl. No.	Description	Unit	Quantity
1.	Mac Pro 6 Core Intel Xeon E5 3.5 GHz Processor with	Each	10 Nos.
	(a) 12 MB L3 Cache and Turbo Boost up to 3.9 GB		
	(b) 64 GB 1866 MHz DDR3 ECC RAM		
	(c) Dual AMD FirePro D500 Graphics Processor with 3 GB of GDDR5 VRAM each		
	(d) Storage – 256 GB PCIe based SSD		
	(e) Display support – Up to 6 displays with varying resolutions and max resolution up to 5K		
	(f) Connections and expansions :		
	(i) 4x USB 3.0		
	(ii) 2x Thunderbolt 2		
	(iii) 1x HDMI 1.4 Ultra HD		
	(iv) Dual Gigabit Ethernet		
	(g) Audio : Built-in Speaker, 3.5 mm headphone		
	(h) Wireless : 802.11ac wireless networking		
(i) Form Factor : Mac Pro (Gray Cylinder)			
(j) OS : MacOS Pre-installed (latest version)			
2.	Apple Magic Mouse (MLA02ZM/A)	Each	10 Nos.
3.	Apple Keyboard with Numeric Keypad (MLA22HN/A)	Each	10 Nos.
4.	Apple Care Protection Plan (APP) for Mac Pro	Each	10 Nos.
5.	LaCie 8TB 2big Thunderbolt 2/ USB 3.0 Hard Drive (STEY8000300) with cable	Each	10 Nos.
6.	27 inch Ultra HD LED Flat Panel Display Unit	Each	10 Nos.
	(a) Aspect Ratio 16:9		
	(b) Resolution 4K or better		
	(c) Connectivity : HDMI		
	(d) Compatible with Mac Pro System		
7.	Adobe Creative Cloud Per Named User License (University) – All App – 3 Years	Each	10 Nos.

The bidder is required to include all other cables and accessories that are required for successful installation and commissioning.

Warranty : 3 Years comprehensive onsite.

Delivery and installation : At the Centre for Educational Technology, IIT Kharagpur

**MINIMUM ELIGIBILITY CRITERIA**

1. The bidder shall have a minimum 5 (five) years of experience in supplying and commissioning of the similar workstations in any Educational Institute/Government/ Semi Government/Autonomous Institute or reputed Media houses as on the tender submission date. Relevant documentary evidence are to be provided in support of this.
2. The bidder must be either OEM or OEM authorized direct sales and service partner and produce the tender specific original authorization letter from the OEMs:
  - a) M/S Apple for MAC Pro system and
  - b) M/S LaCie for Thunderbolt Hard Disks
  - c) M/S Adobe for the Adobe Creative Cloud LicenseAuthorization from Reseller will not be accepted.
3. The bidder must have supplied at least 5 or more Mac Pro Systems during the past 3 years. Copy of the Purchase Orders clearly showing the supplied quantity and value, satisfactory installation certificate, contact information (email ID and phone numbers) of the clients are to be provided in support of the credential.
4. The bidder should have OEM authorized service centre at Kolkata/Kharagpur with at least 4 or more M/S Apple trained service engineers. Details of the trained Service Engineers are to be provided along with the technical bid.
5. The bidder should have the required after sales support infrastructure to attend to any fault at site on the next business day. Necessary service escalation matrix is to be provided along with the technical bid documents.
6. Proof of Registration of the bidder under the relevant laws, such as Companies Act, and/or Shops & Establishment Act or Trade License from the appropriate authority.

**TECHNICAL BID DOCUMENT****FORMAT TO BE FILLED UP BY THE BIDDER FOR SUBMITTING THE TENDER FOR PROCUREMENT OF MAC PRO WORKSTATIONS**

<b>Sl. No.</b>	<b>Item</b>	<b>Response</b>
1.	Name of the Tenderer (Copy of Registration Certificate/Trade License)	:
2.	Status of the Tenderer (attach documents, if Registered Company/ partnership/propriety ship)	:
3.	Whether OEM/representing foreign principle (attach copy of certificate/ authorization)	:
4.	Details of top official/authorized official with telephone Number (attach details)	:
5.	Copies of PAN Card, GST Registration Certificate, IT Return for the last three financial years	:
6.	Copy of product literature for which prices have been quoted	:
7.	Unpriced Bill of materials	:
8.	Signed copy of the tender document with company seal	:
9.	Details of tender fee/EMD – Bank Demand Draft No. and Date	:
10.	Compliance statement clearly showing the Make & Model No. and deviation, if any	:
11.	Original Tender specific authorization from M/S Apple, M/S LaCie and M/S Adobe	:
12.	After sales support infrastructure (with trained manpower details)	:
13.	Service support escalation matrix	:
14.	Credentials (with copies of PO, installation certificates, and contact information of clients)	:
15.	Self-declaration that the bidder is not blacklisted by any Govt. organization	:
16.	All documents have been serially numbered and indexed.	:

Certified that all the above information are correct to the best of my/our information, knowledge and belief.

\_\_\_\_\_  
Dated Signature & Seal of the Bidder

**NOTE : This must be submitted in the TECHNICAL BID.**

**DECLARATION**

I, ..... Son/Daughter of Shri .....  
..... Proprietor/Partner/CEO/MD/Director/Authorized  
Signatory of M/S ..... am competent to sign  
this declaration and execute the tender document.

I have carefully read and understood all the terms and conditions of the tender and  
hereby convey my acceptance of the same.

The information/documents furnished along with the above application are true and  
authentic to the best of my knowledge and belief.

I/We am/are well aware of the fact that furnishing of any false information/ fabricated  
document would lead to rejection of my tender at any stage besides liabilities  
towards prosecution under the appropriate law.

Each page of the tender document and papers submitted by my Company is  
authentic, sealed and signed, and I take full responsibility for the entire documents  
submitted.

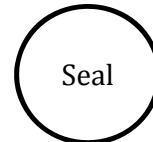
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Signature of the Authorized Person

Date : .....

Full Name : .....

Place : .....

Company Seal :



## TECHNICAL SPECIFICATIONS COMPLIANCE STATEMENT

Sl. No.	Description	Make and Model No.	Compliance	Deviation, if any	
1.	Mac Pro 6 Core Intel Xeon E5 3.5 GHz Processor with		Yes / No		
	(a) 12 MB L3 Cache and Turbo Boost up to 3.9 GB		Yes / No		
	(b) 64 GB 1866 MHz DDR3 ECC RAM		Yes / No		
	(c) Dual AMD FirePro D500 Graphics Processor with 3 GB of GDDR5 VRAM each		Yes / No		
	(d) Storage – 256 GB PCIe based SSD		Yes / No		
	(e) Display support – Up to 6 displays with varying resolutions and max resolution up to 5K		Yes / No		
	(f) Connections and expansions:			Yes / No	
		(i) 4x USB 3.0		Yes / No	
		(ii) 2x Thunderbolt 2		Yes / No	
		(iii) 1x HDMI 1.4 Ultra HD		Yes / No	
	(iv) Dual Gigabit Ethernet		Yes / No		
	(g) Audio : Built-in Speaker, 3.5 mm headphone		Yes / No		
	(h) Wireless : 802.11ac wireless networking		Yes / No		
(i) Form Factor : Mac Pro (Gray Cylinder)		Yes / No			
(j) OS : MacOS Pre-installed (latest version)		Yes / No			
2.	Apple Magic Mouse (MLA02ZM/A)		Yes / No		
3.	Apple Keyboard with Numeric Keypad (MLA22HN/A)		Yes / No		
4.	Apple Care Protection Plan (APP) for Mac Pro		Yes / No		
5.	LaCie 8TB 2big Thunderbolt 2/ USB 3.0 Hard Drive (STEY8000300) with cable		Yes / No		
6.	27 inch Ultra HD LED Flat Panel Display Unit		Yes / No		
	(a) Aspect Ratio 16:9		Yes / No		
	(b) Resolution 4K or better		Yes / No		
	(c) Connectivity : HDMI		Yes / No		
(d) Compatible with Mac Pro System		Yes / No			
7.	Adobe Creative Cloud Per Named User License (University) – All App – 3 Years		Yes / No		
8.	Onsite comprehensive warranty for Mac Pro Workstations and LaCie Hard Drive – 3 years		Yes/No		

**GENERAL TERMS AND CONDITIONS**

Please read carefully the general terms and conditions of supplying stores and submit your offer complying the terms as mentioned hereunder.

1. Tenders complying the Institute requirement as detailed in the Tender document are to be submitted in the Company's / Firm's letterhead neatly printed/typed and duly signed by the authorized person with the seal of the bidder. All envelopes containing the tender should be properly sealed. Separate envelopes should be used for technical and price bids and indication to their effect may please be super scribed on the envelope.
2. The following documents are required for the Indian agents of the foreign firms:
  - 2.1 Foreign Principal's proforma invoice indicating the commission payable to the Indian agent and the nature of the after sales service to be rendered by the Indian agent.
  - 2.2 Copy of the agency agreement with the foreign principal indicating the nature of the after sales services, precise relationship between them and their mutual interest in the business.
  - 2.3 Please enclose the document(s) related to the enlistment of the Indian agent with the Director General of Supplies & Disposal (DGS&D) under the compulsory registration of the Ministry of Finance.
3. Technical catalogue/leaflet of the proposed equipment and point wise technical specifications compliance statement in tabular form must be enclosed with the tender.
4. Please confirm whether you are authorized to quote on behalf of your OEM, and if so, please enclose the original tender specific authorization from the OEM(s).
5. **Price bids of foreign firms** : Prices are to be quoted on "Ex Works" basis duly packed or on "FCA/FOB International Port" basis. Also mention the agency commission payable to your Indian agent, if any, showing clearly showing the following breakup:
  - 5.1 Ex-works price
  - 5.2 Packaging and forwarding
  - 5.3 Freight
  - 5.4 Any other relevant expenses
  - 5.5 Taxes payable by the instituteInsurance will be paid by our Institute separately and should not form part of the quoted price.

Please mention the address of the Indian agent and the percentage of the agency commission included in the FOB/Ex-works price. The agency commission will be paid to the Indian agents in Indian Rupees only and not in FE.

6. **Price bids of Indian firms** : Prices are to the quoted on F.O.R., IIT Kharagpur on door delivery basis clearly showing the breakup.
7. **Period of validity** : The bids shall remain valid for acceptance for a period of 90 days from the date of opening.

8. **Tender Fee** : An amount of Rs. 2,000.00 (Rupees two thousand only) as tender fee (non-refundable) is to be paid. The payment shall be made by Demand Draft from any Nationalized / Commercial Bank and drawn in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur. Bids without Tender fee will not be accepted. This should be enclosed separately in an envelope and stapled with the Technical Bid document.
9. **Earnest Money Deposit (EMD)** : An amount of Rs. 75,000.00 (Rupees seventy five thousand only) in the form of Demand draft is to be enclosed along with the Technical Bid. The EMD shall be from any scheduled bank and to be drawn in favour of "Indian Institute of Technology Kharagpur", payable at Kharagpur. The validity of EMD should be 2 (two) months from the date of issue. Any bid without EMD will not be considered. This will be refunded to the unsuccessful bidders once the process of technical and price bid opening is complete. No interest is payable on refunds. EMD shall be forfeited if the selected vendor accepts the supply order, but is unable to execute the same. EMD should be enclosed separately in an envelope and stapled with the Technical Bid documents.
10. **Measurement/Weight** : Please mention net/gross weight of the consignment. Air worthy package is to be used (as applicable) duly certified with documents – Phytosanitary certificate (as per quarantine order 2003)
11. **Scope of supply** : Should include free installation and commissioning.
12. **Payment terms : for foreign firms -**
  - (a) 90% payment through sight draft/ foreign demand draft/ LC (exceptional cases)/ Swift tele transfer after receipt of stores in good order and condition and the remaining 10% after successful installation and commissioning.
  - (b) Bank charges on LC/SD will be on applicant account within India and on beneficiary account outside India.

**Payment terms : for Indian firms -**

  - (a) 90% payment through crossed payee cheque/ electronic transfer after receipt of the stores in good order and condition and its successful installation. Remaining 10% will be released against submission of performance bank guarantee (PBG) of the same amount valid up to 60 days beyond the warranty period.
  - (b) Ensure to mention:
    - (i) Bank details of the beneficiary, VAT No., Service Tax No. and PAN
    - (ii) Full name and address of the beneficiary on whom the order has to be placed.

No advance/mobilization support, is payable against supply of stores/works.
13. **Quality and Specification of Stores** : The stores offered should be of best quality available, unless otherwise specified, conforming to the National/ International specifications. The Institute reserves the right to reject such stores, if found unacceptable on these grounds.
14. Whether any export license is required from your Government, if so, please confirm with details.
15. Country of origin of the goods is to be mentioned.
16. The Institute shall provide the concessional customs duty and excise duty exemption certificate as per Govt. notification No. 51/96 Customs, dated 23/07/1996 and Central Excise Duty exemption in terms of Govt. notification No. 10/97 Central Excise, dated 01/03/1997 as amended from time to time.



17. **Liquidated damages** : The stores should be delivered / despatched to the destination and ready for operation not later than the delivery date specified. If the supplier fails to deliver any or all of the stores or perform the service by the specified date, liquidated damages @1% per month or part thereof in respect of the value of the stores will be deducted from the contract price subject to a maximum of 5%. Alternatively, the order will be cancelled and the undelivered and stores purchased from elsewhere at the risk and expense of the supplier.
18. **Patent rights**: The supplier shall indemnify the purchase against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the goods or any part thereof in India.
19. Only those bidders whose bids have been technically found acceptable will only be invited for participation in the price bid.
- 20.. Those bidders who do not receive any communication for participation in Price Bid opening meeting, may presume that their bid has not been accepted by the Institute.
21. Conditional offer will not be accepted.
22. **Late tenders**, i.e. the tenders received after the due date and time of submission as mentioned above shall not be accepted.
23. **Bidders are required to enclose the following documents:**
  - (a) Current income tax and sales tax clearance certificates (VAT No.), Service Tax No. and PAN.
  - (b) Banker's Solvency Certificate
  - (c) Summary of Audited Statement of accounts for the last 3 years highlighting the key financial performance of the company during the last three quarters as per the given format:

**Company's Key Performance**

Description	Jan to March	April – June	July – Sept
Gross revenue			
Profit before tax			
Profit after tax			
Return on invested capital (ROIC)			

24. Customer satisfaction certificate with the name, address and contact details are to be furnished from at least 3 organizations where similar stores have been supplied.
25. The institute does not bind itself to offer any explanation to those bidders whose technical bid has not been found acceptable by the evaluation committee of the Institute.
26. The tender addressed to Prof. Bani Bhattacharya, Principal Investigator (CCC), Centre for Educational Technology, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN – 721302, West Bengal is to be submitted/handed over to the Office of Head, Centre for Educational Technology and acknowledgement may be obtained.

## **IMPORTANT**

1. IIT Kharagpur authority may accept or reject any or all the bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid. The Institute at its discretion may change the quantity / upgrade the criteria/ drop any item or part thereof at any time before placing the Purchase Order.
2. Promptly make arrangements for the repair/replacement of any damaged item(s) irrespective of settlement of claim.
3. In case of any dispute, the decision of the Institute authority shall be final and binding on all the bidders.
4. For any query pertaining to this bid document, correspondence may be addressed to Mr. Shib Sankar Das, Network Engineer (VC) at email ID : [ssdas@cet.iitkgp.ernet.in](mailto:ssdas@cet.iitkgp.ernet.in)

### **LAST DATE FOR SUBMISSION OF SEALED BIDS : 17<sup>th</sup> January 2018**

1. Please note that the Institute remains closed during Saturdays and Sundays and all specified Government holidays.
2. Submission of tender through Fax/ email will not be accepted.
3. The General Terms and Conditions as stated above relate to the supply of stores / equipment/ assets etc. and for specific service, other terms and conditions of the Institute will apply.

**FORMAT FOR SUBMISSION OF PRICE BID**

Sl. No.	Description	Make & Model	Qty (Nos.)	Unit Price	GST	Total Price
1.	Mac Pro 6 Core Intel Xeon E5 3.5 GHz Processor with (a) 12 MB L3 Cache and Turbo Boost up to 3.9 GB (b) 64 GB 1866 MHz DDR3 ECC RAM (c) Dual AMD FirePro D500 Graphics Processor with 3 GB of GDDR5 VRAM each (d) Storage – 256 GB PCIe based SSD (e) Display support – Up to 6 displays with varying resolutions and max resolution up to 5K (f) Connections and expansions : (i) 4x USB 3.0 (ii) 2x Thunderbolt 2 (iii) 1x HDMI 1.4 Ultra HD (iv) Dual Gigabit Ethernet (g) Audio : Built-in Speaker, 3.5 mm headphone (h) Wireless : 802.11ac wireless networking (i) Form Factor : Mac Pro (Gray Cylinder) (j) OS : MacOS Pre-installed (latest version)		10			
2.	Apple Magic Mouse (MLA02ZM/A)		10			
3.	Apple Keyboard with Numeric Keypad (MLA22HN/A)		10			
4.	Apple Care Protection Plan (APP) for Mac Pro		10			
5.	LaCie 8TB 2big Thunderbolt 2/ USB 3.0 Hard Drive (STEY8000300) with cable		10			
6.	27 inch Ultra HD LED Flat Panel Display Unit (a) Aspect Ratio 16:9 (b) Resolution 4K or better (c) Connectivity : HDMI (d) Compatible with Mac Pro System		10			
7.	Adobe Creative Cloud Per Named User License (University) – All App – 3 Years		10			
8.	Delivery Charges	---				
9.	Installation and Training Charges	---				
<b>GRAND TOTAL</b>						

**NOTE :**

- The bidder is assumed to have taken into account any other interface devices/accessories required to complete the installation and commissioning.
- Price comparison will be made on the total cost (Supply + Delivery + Installation and Training Charges) and the selected bidder will have to supply, install and commission the complete stores.

**CHECKLIST**

Please ensure that the following documents/information have been provided:

1. The pages of the tender document are serially numbered and indexed;
2. Tender fee and Earnest Money Deposit have been included.
3. Proof of registration of the bidder's Company under relevant laws.
4. Evidence that the bidder has 5 years or more experience in supplying similar equipment in Govt. organizations/ reputed media houses.
5. Signed copy of the tender document with the company seal;
6. Original tender specific authorization from the OEMs (for Mac Pro Workstation, LaCie and Adobe software) enclosed;
7. Details of after sales support infrastructure including OEM trained manpower details provided;
8. Service escalation matrix included.
9. Photocopy of the Purchase Orders (duly signed and sealed by the bidder), installation certificates, and contact information of the clients where the bidder has supplied the MAC Pro workstations and are working satisfactorily.
10. Technical Compliance statement in the enclosed format.
11. Unpriced Bill of Materials included in the technical bid.
12. Self-declaration that the bidder is not blacklisted by any Government organization.
13. Following financial documents included :
  - a) Banker's solvency certificate
  - b) GST Registration
  - c) PAN
  - d) IT return documents for the past 3 financial years.
14. Contact information (email ID and phone number) of the responsible person from Bidder's organization who should be contacted for any information.
15. Full name and address of the beneficiary on whom the order has to be placed.
16. Bank details of the beneficiary.