



INDIAN INSTITUTE OF TECHNOLOGY  
KHARAGPUR - 721 302, INDIA

Enquiry No. IIT/MME/PLAN/Workstation/GGR/2017-18/11,

Date: 01-09-2017

**LAST DATE FOR SUBMISSION OF QUOTATION before or on 25-09-2017 at 3.30 P.M.**

We intend the purchase a **medium range Work station specified below** and invite Quotations in accordance with the terms and conditions of the Institute. If you are interested, kindly send your offer to Prof. G.G.Roy, Metallurgical and Materials Engineering Department, IIT Kharagpur with precise and complete terms within the date and time mentioned above.

ITEM NO.	DESCRIPTION	UNIT	QUANTITY
1.	<b>Medium range Work Station Specification below</b>  1) <b>Processor:</b> Intel Xeon Processor E5-2667 V4 2) <b>RAM:</b> 32 GB (Upgradable up to <b>128GB</b> ) 3) <b>Hard Drive :</b> ITB x 2 (Enterprise Edition) 4) <b>Gtsphics Card:</b> Nvidia Quadro K2200 4GB RAM 5) <b>Communication :</b> Gigabit Ethernet x 2 6) <b>Operating System:</b> DOS 7) <b>LED :</b> 24"full HD 8) <b>DVD Writer:</b> 9) <b>USB Keyboard and USB Mouse</b> 10) <b>WARRANTY : Minimum 3 years onsite with parts &amp; solve the problem within 7 working days</b>	Each	1

**Interested vendor may visit the site before submission of the tender.** In that case, vendor may contact with Prof. G. G. Roy, Metallurgical and Materials Engineering Department, IIT Kharagpur.

**Guarantee/Warranty: The guarantee/warranty for the above Workstation should be three years.**

**Instruction to the Tenderer;**

Note: 1. Delivery: **Free at site to the Met. & Mat. Engg. Dept., IIT, Kharagpur – 721302.**

2. Quantity mentioned is only indicative. The same may vary at the time of actual purchase.

3. No part supply shall be accepted or part payment /advance payment shall be made. Payment shall be made on receipt of complete supply duly certified by the concerned Head, of the Department. Please note all payments are made by e-payment mode by this Institute. Vender shall submit the following details along with the tender: (i) Name of the Vendor with address, (ii) PAN

(with Xerox copy) (iii) Name of the Bank with address (Photocopy of the Pass Book, if any), (iv) CBS Bank Account No. of the Vendor, (v) IFSC Code of the Bank, (vi) Contact No

### **TERMS & CONDITIONS FOR SUBMISSION OF QUOTATION FOR SUPPLY OF STORES**

1.(a) **Rate** : The **rate quoted must be inclusive of installation and all admissible taxes.**All the charges like installation charges, Excise Duty, Packing & Forwarding, Sales Tax, Freight, Insurance, Handling charges, etc., as applicable must be shown separately. The stores are required to be dispatched on F.O.R. Met. & Mat. Engg. Dept., IIT Kharagpur. The risk of damage or loss in transit if any will be that of the suppliers. Manufacturer's price list, Technical leaflet, samples, catalogue whenever applicable, should invariably be submitted.

(b) (i) **Excise Duty**: It may please be noted that Institute is exempted from the payment of Excise Duty for scientific instrument/ equipments for which necessary certificate shall be provided by the institute, on request.

(ii) **G.S.T** : Inclusive

(iii) **Way Bill**: This is issued only against Consignment Note and copy of Invoice, Institute does not issue any C or D form.

2. **Delivery Period**: The stores are required to be delivered/dispatched within the delivery period mentioned in the purchase order. **No mobilization advance is payable against the Purchase Order.**

3. **Quality & Specification of Stores**: The stores offered should be of best quality available, unless otherwise specified, conforming strictly to the National/International specification. The Institute reserves the right to reject such stores if found unacceptable on these grounds. The guarantee and warranty offered be specifically mentioned.

4. **Liquidated Damages** : In the event of failure to deliver the stores beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the vendor.

5. **Submission of Quotation**: All quotations must be forwarded in sealed cover addressed to Prof. G. G. Roy, Metallurgical and Materials Engineering Department, IIT Kharagpur so as to reach within **25-09-2017 at 3.30p.m.** The reference to the Enquiry No. and the last date of submission must clearly be superscribed on the sealed envelope.

6. **Opening of Quotation**: All the quotations will be **Opened on 25-09-2017 at 4.00p.m** in the Met. & Mat. Engg. Dept.

7.**Period of Validity**: A quotation shall remain valid for acceptance at least for a period of 90 days from the date of opening.

8. **Payment**: Payment will be made after successful supply and installation within 45 days from the date of receipt of bill of the stores in good order and condition.

9. **Guarantee/Warranty:** The above machine should be guarantee/warranty for five years after the installation.

10. **Rejection of Offers:** The institute reserves the right to ignores or reject any offer including the lowest without assigning any reason. The Institute does not bind itself to accept the lowest offer.

11. **Dispute:** In case of dispute, the matter shall be settled mutually, failing which the decision of the Director, IIT Kharagpur will be the final.