Sub: Procurement of Desktop PC on Rate Contract

Indian Institute of Technology Kharagpur, an Institute of Eminence (IoE), invites two part bids in sealed envelope from reputed Domestic Manufacturers and their Authorized bidders having registered office in India, for procurement of quality PC Desktops with FCC or equivalent certification, under the Rate Contract initially for a period of six months from the date of acceptance of offer to meet the regular demand of PC Desktops. The computers are required for usual teaching, research, project and administrative work, in reference to the indents being received from the Faculty members and Officers of the Departments /Centers/Schools/Sections etc. The rate contract may be extended for another six months or more on satisfactory performance and on mutual consent.

Interested bidders are requested to send their sealed bids as per the Technical Specifications (Annexure-I) along with details in the Minimum Qualification required for bidding as per Annexure-II(A) & Fill up the Technical Bid Document at par with Annexure–II(B) and signed Declaration (Annexure–III), General Terms & Conditions (Annexure-IV), Solvency Certificate Format as per Annexure V and format of Price bid (Annexure – VI) under a Two-Bid System. A checklist and compliance statement, fulfilling all requirements on the product along with the profile and capability of the bidder shall also be submitted. The complete tender documents may be downloaded from www.iitkgp.ac.in (Link: Tenders), and the same is also available on Central Public Procurement Portal (https://eprocure.gov.in/eprocure/app).

Indian Institute of Technology Kharagpur will hold Pre-Bid Conference with all interested bidders for technical/scope of work and commercial discussions/ clarifications. This conference will be held through ONLINE Mode on 17.02.2021 at 11.30AM. All interested bidders should forward the names to attend the pre-bid conference. The online link will be provided only to those bidders who are interested to participate in the pre-bid meeting. They may also send their queries at email id: sankar.reddy@eoffice.iitkgp.ac.in/ amondal@adm.iitkgp.ac.in by 5:00 pm on 16.02.2021.

Interested parties may submit their bids online under Two-Bids system as per the General Terms & Conditions and other formats given in the tender in the website https://eprocure.gov.in/eprocure/app on or before 01.03.2021 at 4.00PM. Technical Bids will be opened on 02.03.2021 at 5.00PM.

Deputy Registrar (P)
for Director, IIT Kharagpur

Copy to:
1. Institute website
2. CPPP
3. Notice Board
**IMPORTANT INFORMATION RELATED TO TENDER**

<table>
<thead>
<tr>
<th>Tender No and date</th>
<th>IIT/SP/PC/RC/2021 date: 08.02.2021</th>
</tr>
</thead>
</table>

**Tender Fee or Bid Document fee (Non refundable)**

- Rs. 2,000/-
  - i. Demand Draft to be drawn infavour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur.
  - ii. IIT Kharagpur will give exemption for submission of Tender Fee to the bidderswho are registered with MSME or Central Purchase Organization or startups as recognized by DIPP as per revised rule 170 of GFR-2017 only. However, proper and valid documents in this regard must be submitted by the bidders in support of their claim.

**Note:**

1. Scan copy of DD (drawn on or before the last date) / document of exemption for submission of Tender Fee should be uploaded on [https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app).

Bidders should submit the original DD within 7 days from the last date of bid submission at the Office of Deputy Registrar (Purchase Section), IIT Kharagpur, Kharagpur - 721302, West Bengal.

**Bid Security Declaration (No EMD)**

EMD: Nil

(Bidders should submit the Bid Security Declaration as per the Annexure VII)

**Pre-bid Meeting**

Through ONLINE mode 17.02.2021 at 11.30 AM.

Interested bidders should forward the names to attend the pre-bid conference. The online link will be provided only to those bidders to participate in the pre-bid meeting.

The addendum/corrigendum if any shall only be published on Institute’s website and CPP Portal.

**Last date for submission of sealed tenders/quotations**

01.03.2021, 4.00PM

**Pre-qualification & Technical Bid opening date/time**

02.03.2021 at 5.00PM.

**Bid Validity**

90 days from the opening of price bid

**Contact person**

1. The Head, Computer & Informatics Centre
   Indian Institute of Technology Kharagpur,
   Kharagpur-721 302
   [Ph.: 03222-282361, 283506, 282362]

2. Deputy Registrar (P)
   Indian Institute of Technology Kharagpur, Kharagpur-721 302 [Ph: 03222-282216, 282210]

**Note:**

1. If the day falls on any Holiday, the date of any of the events mentioned above shall be on the next working day.
2. The Director, IIT Kharagpur reserves the right to reject any or all the quotations in full or part without assigning any reason thereof and without giving any compensation. The decision of the Director in this regard shall be final and binding to all.
3. The addendum/ corrigendum if any shall only be published on Institute’s website and CPP Portal.
## Technical Specification for Desktop PC

<table>
<thead>
<tr>
<th>SN</th>
<th>COMPONENT</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Processor</td>
<td>Intel 10th Generation Core i5-10500 Processor or higher, 6 Core, 3.10 GHz (Base frequency) and 12 MB Cache or higher</td>
</tr>
<tr>
<td>2</td>
<td>Chipset</td>
<td>Intel Q470 Chipset</td>
</tr>
<tr>
<td>3</td>
<td>Motherboard</td>
<td>OEM Motherboard with all necessary component</td>
</tr>
<tr>
<td>4</td>
<td>Memory</td>
<td>8 GB DDR4 2666 MHz SDRAM or higher</td>
</tr>
<tr>
<td>5</td>
<td>Memory Expandable</td>
<td>128 GB at least 4 DIMM slots of which 2 slots should be free</td>
</tr>
<tr>
<td>6</td>
<td>Hard Disk</td>
<td>1TB SATA, 7200 RPM or higher</td>
</tr>
<tr>
<td>7</td>
<td>Monitor</td>
<td>21.5” LED Monitor (Same OEM Make as the PC). Monitor Must be TCO 8.0 certified</td>
</tr>
<tr>
<td>8</td>
<td>Ethernet Network Interface</td>
<td>Integrated Gigabit Ethernet (10/100/1000) with PXE and Boot ROM, 802.11a/b/g/n/ac/ax Wi-Fi card without any extension wire</td>
</tr>
<tr>
<td>9</td>
<td>Wi-Fi Card</td>
<td>802.11a/b/g/n/ac/ax Wi-Fi (Antenna should connect to the Wi-Fi card without any extension wire)</td>
</tr>
<tr>
<td>10</td>
<td>Mouse</td>
<td>2 Button USB Optical Scroll Mouse (Same OEM make)</td>
</tr>
<tr>
<td>11</td>
<td>Keyboard</td>
<td>104 Keys USB keyboard (Same OEM make)</td>
</tr>
<tr>
<td>12</td>
<td>Optical Drive</td>
<td>Internal SATA 8 X or higher DVD +/- R/W Drive</td>
</tr>
<tr>
<td>13</td>
<td>Graphics</td>
<td>Intel Integrated HD Graphics</td>
</tr>
<tr>
<td>14</td>
<td>Audio</td>
<td>Internal audio Speaker</td>
</tr>
<tr>
<td>15</td>
<td>I/O Ports</td>
<td>At list 6 USB port of which at list two USB 3.0 and one USB 2.0 ports should be in the front</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 (RJ45) Gigabit Ethernet 10/100/1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 VGA / Display Port out, 1 HDMI, 1 Stereo line in/out</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 Microphone Line in, 1 Headphone (front)</td>
</tr>
<tr>
<td>16</td>
<td>Expansion Slots</td>
<td>At list 1 or more PCIe x16 Slot</td>
</tr>
<tr>
<td></td>
<td></td>
<td>At list 2 or more PCI/PCIe Slot</td>
</tr>
<tr>
<td>17</td>
<td>Power Supply</td>
<td>Input voltage 100-250 VAC, 50 Hz, 240 watt or higher, 90% or higher efficient power supply with Energy Star 8.0 compliant, Active PFC</td>
</tr>
<tr>
<td>18</td>
<td>Bays</td>
<td>Internal: 2.5 inch or 3.5 inch drive bays, total at least 2 nos. External: One Optical Drive Bay</td>
</tr>
<tr>
<td>19</td>
<td>Operating System &amp; Media</td>
<td>Genuine Windows 10 Pro 64 Bit with latest Service Packs Preloaded, Original OEM Media in form of DVD/CD containing OS and drivers</td>
</tr>
<tr>
<td>20</td>
<td>OS Certifications</td>
<td>The hardware must be fully compatible with latest versions of Linux and Windows 10 Professional (certification to be included)</td>
</tr>
<tr>
<td>21</td>
<td>Certification</td>
<td>For OEM: ISO 9001 and 14001. For Quoted Model: UL, FCC/ERTL (STQC) for safety, EPEAT GOLD, RoHS. Desktop and Monitor must be TCO 8 certified</td>
</tr>
<tr>
<td>22</td>
<td>Warranty</td>
<td>5 years On-site Comprehensive OEM Warranty</td>
</tr>
</tbody>
</table>

*Price for 24" LED monitor in lieu of 21.5" LED Monitor of the same OEM make as the PC must be quoted. Monitor must be TCO 8.0 certified. Determination of L1 bidder will be done based on the price of the base model with 21.5" LED Monitor.*
Information for Bidder on e-Procurement

2.1. Help for Service Providers, FAQ, Information about DSC and Bidders Manual Kit containing the detailed guidelines for e-Procurement system are also available on Central Public Procurement Portal.[https://eprocure.gov.in/eprocure/app]

2.2. It is mandatory for all the bidders to have a valid Class-II/Class-III Digital Signature Certificate (in the name of person having power of attorney to sign the Bid) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA’s from the link www.cca.gov.in) to participate in e-Procurement of IIT Kharagpur.

2.3. It is mandatory for the bidders to get their firm /company registered with e-procurement portal https://eprocure.gov.in/eprocure/app to have user ID & password.

2.4. Tender documents will be available online on website https://eprocure.gov.in/eprocure/app which can be downloaded free of cost.


2.6. The tender documents shall be submitted online in the prescribed format given on the websites and technical bids received online shall be opened as per NIT or Corrigendum thereof. No other mode of submission is acceptable. Detailed credentials as per the requirement of eligibility criteria and all tender papers except Bill of Quantities are to be submitted in “Technical Bid”.

2.7. Bill of Quantities with rates duly filled in are to be submitted in the format provided online in the name of “Financial Bid”. Hence, physical submission of the documents is limited to submission of original Tender Fee Deposit in the form of Pay Order/ Demand Draft / Bank Guarantee/MSME registration certificate.

2.8. Representative of the bidder, who chooses to attend, may attend the online opening of the technical bids on the scheduled date and time of Bid opening. However, such representatives shall be allowed to attend the opening of the Technical Bids, only, if such person presents the letter of authority issued in his name by the bidder on his letter head.

2.9. Bidders cannot submit the tender after the due date and time of e-bid submission. Time being displayed on Central Public Procurement Portal https://eprocure.gov.in/eprocure/app (“Server System Clock Time”) shall be final and binding on the bidder. e-Bids are required to be submitted by bidders, only as per the Indian Standard Time (IST) and not the time as per their location/country.

2.10. The bidders are advised to submit their e-bids well before the e-bid due date. IIT Kharagpur shall not be responsible for any delay in submission of e-bids for any reason including server and technical problems.

2.11. The Technical and Financial Bid shall be digitally signed by the Authorized Signatory of the bidder & submitted “on-line” only. The authorized signatory of the bidder must be in possession of Power of Attorney before submitting the digitally signed bid. Scanned copies of various documents can be prepared in .pdf file format.

2.12. Any tender received without original Tender Fee of tender documents shall not be considered and shall be summarily rejected.

2.13. IIT Kharagpur reserves the right to cancel the tenders before submission/opening of tenders, postpone the tender submission/opening date and to accept/reject any or all tenders without assigning any reasons thereof. IIT Kharagpur’s assessment of suitability as per eligibility criteria shall be final and binding.
2.14. Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. The decision of IIT Kharagpur in this regard shall be final and binding.

2.15. The Tender fee shall be received at the Office of

   Deputy Registrar
   Purchase Section
   Indian Institute of Technology Kharagpur,
   IIT Kharagpur-721302, West Bengal (State)
MINIMUM QUALIFICATION REQUIRED FOR BIDDING

1. Original Equipment Manufacturers (OEM) and their Authorized Bidder shall have a minimum 5 (five) years of experience in supplying quality PC Desktops in an organization of repute (at state or national level) as on tender submission deadline. Name, address/ contact details of the present and past satisfactory clients to be provided.

2. Original Equipment Manufacturers (OEM) and their Authorized Bidder shall have experience of supply of 200 PCs of the same OEM in a single organization in any Government/Autonomous Bodies/Public Sector Undertakings during the last 02 (two) years or Experience of having successful supply of 200 PCs of the same OEM in more than one organization in any Government/Autonomous Bodies/Public Sector Undertakings out of which each PO should be for 100 PCs of the same OEM or more during last 02 (two) years as on the tender submission deadline. Signed Purchase Order copy from the clients to whom such supplies have been made must be enclosed.

3. The bidder must have a minimum annual average turnover of Rs. 100 Lakh during the last three financial years. All bidders shall submit copies of audited Statement of Accounts /CA Certificate for last three years.

4. Solvency certificate minimum of Rs. 50 Lakh in a prescribe format (Enclosed herewith the format at par with ANNEXURE – V) is required from any scheduled/nationalized banks.

5. Proof of Registration of the bidder under relevant law, such as Companies Act, and / or Shops & Establishment Act etc. For partnership firms, full name and address of each partner along with certified copy of registered partnership deed, copy of trade license. For proprietorship firms, full name and address of proprietor along with certified copy of trade license must be submitted.

6. All bidders should submit along with their tender, copies of PAN Card and GST registration no.

7. A certificate (Affidavit) to be signed by MD / CEO of the company that they haven’t been debarred or blacklisted for any services, supplies or products dealing in, by any organizations or educational institute/ university or state/ central government departments.

8. The bidder must submit copy of acknowledgement of Income Tax return for last three financial years.

9. Warranty/Guarantee & On-site skill support: 5 years onsite comprehensive OEM warranty.

NOTE: Bidders must submit the documentary proof in support of meeting the minimum qualification criteria. Simply an undertaking by the bidder for any item of the criteria shall not suffice the purpose. All documentary proof must be listed on the letterhead of the company.
TECHNICAL BID DOCUMENT

FORMAT TO BE FILLED BY THE OEM OR AUTHORIZED BIDDERS FOR SUBMITTING TENDER FOR PROCUREMENT OF DESKTOP PC ON RATE CONTRACT

1. Name of the Tenderer : 

2. Status of the Tenderer
   (attach documents, if registered company/partnership/propriety ship) :

3. Whether OEM/ Authorized bidder
   (in case of authorized bidder, OEM should authorize specifically to participate in this tender no: IIT/SP/PC/RC/2021 dated: 08.02.2021) :

4. Details of Address of the bidder
   (Attach details) :

5. Details of tie-ups for supply, if any
   (Attach details) :

6. Minimum 5 (five) years of experience in supply of Desktop PC. (Attach documents to support as per annexure II A clause 1) :

7. Experience of having supply of 200 pcs in last two years
   (Attach PO copies as per Annexure – II A clause 2) :

8. Annual average turnover of Rs. 100 Lakh during the last three years (Attach audited statement of accounts) :

9. Solvency certificate minimum of Rs.50 Lakh (attach copy as per the format provided at Annexure – V) :

10. Proof of Registration or trade license (attach copies as per Annexure- II A clause 5) :
11. PAN and GST registration no (attach copies) : 

12. A certificate (Affidavit) of not debarred / blacklisted (Attach as per Annexure – II A clause 7) : 

13. Income Tax returns for last three financial years (Attach as per Annexure – II A clause 8) : 

14. Warranty / Guarantee & on – site skill support: 5 years Comprehensive OEM Warranty : 

15. Details of Tender Fee : 

16. Bid Security Declaration : 

17. Make & Model of the quoted PC for Rate contract : 

18. Point wise Technical Compliance Statement (Attach a separate detailed sheet as per Annexure I) : 

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

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Dated signature & seal of the OEM/Bidder
DECLARATION

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

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

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

4. 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 appropriate law.

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

   --------------------------------- 
   Signature of the Authorized Person

   Date: ------------------------- Full Name: ------------------------ Place:

   ------------------------- Company Seal: ----------------------
GENERAL TERMS AND CONDITIONS

1. **Submission of Bids**: The tender documents shall be submitted online in the prescribed format given on the websites as per tender document and Corrigendum (if any). No other mode of submission is acceptable.

2. **Payment Terms**: 90% Payment shall be made after successful installation and commissioning duly certified by the concerned Head of the Department. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 3% of the total purchase order value. The Performance Bank Guarantee shall be issued from any Nationalized Bank / commercial bank, validity of which shall be five years plus 60 days drawn on any Nationalized Bank / commercial bank.

No advance/mobilization support, is payable against supply of stores.

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 bidder.

3. **Warranty/Guarantee & On-site skill support**: 5 years onsite comprehensive OEM Warranty. Any PC Desktop shall be attended and repaired within 24 hours from the date and time of complaint received from the user. In the event, any PC Desktop is found defective or non-operative, in terms of its components and features, then the machines should be replaced (with same technical specifications or higher) within 72 hours from the date and time of initial complaint from the user. This is applicable from the date of installation to the tenure of the warranty/guarantee period. The OEMs/Authorized Certificate Holder must attach certificate about their after sales and service facilities, escalation support for on-call service or station engineer etc.

4. **Delivery of Stores**: The stores to be supplied within 45 days from the date of issue of the Purchase Order.

5. **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 Bank/ Commercial Bank and paid in favour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur.

6. **Bid Security Declaration**: No EMD shall be deposited, however the bidder should submit the Bid Security Declaration as per Annexure – VII with the Technical bid, without which the bid shall be straightway rejected. If a successful bidder fails to act on the offer made by the Institute and/or the bidder withdraws/amends his bids after opening of the tender, the bidder shall be suspended from being eligible for bidding in any contract with IIT.
Kharagpur for a period equal to the duration of the contract for tender related to ‘Services’ and/or 01 to 03 years in case of ‘Procurement of Goods’ from the date of notification of the Tender document

7. **Price:** The price shall be **quoted in Indian Rupees only**, on free delivery, installation and commissioning at IIT Kharagpur as per the .xls price bid format only (Annexure – VI). L1 bidder will be decided based on the all inclusive total price of the Desktop PC as per table A without any consideration of the optional items. IIT Kharagpur reserve right to decide whether to include the additional items in the rate contract or not.

   - **IIT Kharagpur may provide Concessional GST Certificate i.e GST 5% (in terms of Notification no. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017 and Notification No. 45/2017 – Central Tax (Rate) dt: 14.11.2017).**

8. **Bid:** Technical Bid and Price Bid should be submitted through ONLINE Only. **The OEMs may submit their bid directly, in case of authorized bidder, OEM should authorize specifically to participate in this tender.**

9. **Acceptance of Tender:** The Authority of IIT Kharagpur reserves the right to reject any or the entire tender bids received without assigning any reason thereof.

10. **Extra Features:** If the bidder provides any other extra features on the Hardware or Software which are not mentioned in the product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.

11. **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.

12. **Service:** Response time should be less than 3 (three) hours on the same business day. Minimum 95% annualized uptime is to be maintained throughout the warranty period. For every 300 PCs there must be at least one resident engineer to be posted 24 x 7 at IIT Kharagpur. To ensure quality of services, the deputed Engineer from the OEM/Bidder shall have a minimum of 3 years of experience in the relevant field and must be in the payroll of the OEM/Bidder.

13. **Installation and Commissioning:** Free of cost at IIT Kharagpur. The OEM must ensure timely installation of the PC Desktops with necessary support to the indenters, as per details and lists to be made available by the Stores & Purchase Section or the indenting Departments/Centers/Schools **within Seven (07) days from the date of supply** of the PC Desktop or request from the concerned indenting departments.

14. **Validity of licenses:** Software like OS, compilers and other software’s licensing policy (if any) shall be clearly mentioned.
   (a) All licenses should be perpetual.
   (b) All the accessories like Keyboard, Mouse, Monitor etc., shall be from the same OEM.
15. The OEM should be an ISO-9000 and ISO-14001 certified company with due credits to energy conservation and green earth compliance. The Bidder should also have an ISO-9001 certificate. Valid certificates must be produced along with the bid.

16. Relevant documents in connection with FCC or equivalent certificate of the OEM shall be enclosed, along with the Technical Bid. Any explanation on this account shall be supported with documentary evidence from the principals.

17. Conditional Offer will not be accepted.

18. Period of Validity: Bids shall remain valid for acceptance for a period of 90 days from the date of opening of the price bid.

19. The benefit of downward prices (revision on account of budget/financial policy, tax revision, EPZ etc.) should be given to IIT Kharagpur by the selected OEM/bidder.

20. Past Performance of the Bidders will be judged at the time of Technical Evaluation.

21. The Institute does not bind itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.

22. All tenders are to be submitted through ONLINE Only. Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration must be uploaded.

23. The person/officer signing the tender/bid documents should be delegated with an appropriate Power of Attorney by the Chief Executive Office/Managing Director of the Company to sign such documents.

24. Opening of Price Bids: The Price Bid(s) of only those bidder(s) who are found technically qualified will be opened and the same will be opened before the technically qualified bidder(s). The date for opening of price bids will be intimated separately only to the technically qualified bidders.

25. Tenderer or his/her authorized representative (with proper authorization letter for opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.

26. The technical proposals submitted by the OEM/Bidders will be evaluated first by a technical committee and the price bids submitted by only the technically qualified OEMs/bidders will be opened for price comparison.
(27) IMPORTANT

1. A bid submitted with false information will not only be rejected but also the OEM/bidder will be debarred from participation in future tendering process.

2. The OEMs/Bidders need to submit a certificate that they are not currently debarred or blacklisted in IIT Kharagpur for any supplies, products or services, or at present in any national organization or educational institute/university.

3. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.

4. For any query pertaining to this bid document, correspondence be addressed to:
   (a) The Head, Computer & Informatics Centre
       Indian Institute of Technology Kharagpur, Kharagpur-721 302
       [Ph.: 03222-282361, 283506, 282362; Fax: 282361, 255303]

   (b) Deputy Registrar (P)
       Indian Institute of Technology Kharagpur, Kharagpur-721 302
       [Ph: 03222-282216, 282210]

5. In case the due date for submission of the tender happens to be a holiday, the same will be accepted on the next working day. The timings will however remain unchanged. Please Note that the Institute remains closed during Saturdays & Sundays.

6. The Authority of IIT, Kharagpur reserves the right to reject any or the entire tender bids received without assigning any reason thereof.

7. If there is any corrigendum/addendum, it shall only be published on Institute’s Website and Central Public Procurement Portal.

8. The Bidders are requested to submit the bids after issue of corrigendum / addendum only considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, in their bid.

9. The technical bid will be evaluated first and price bids will be opened in respect of those OEMs/Bidders, who are found technically qualified after evaluation of Technical bids. Date for opening price bids will be intimated later.

10. Bidder should submit the tender document, duly signed and stamped on every page in token of accepted all the terms and conditions of the tender.
Solvency Certificate
[Format for Solvency Certificate]

To
The Registrar
Indian Institute of Technology Kharagpur
Kharagpur 721302
West Bengal

Solvency Certificate

This is to certify that to the best of our knowledge and information, M/s ...........................................
(Address) .................. a customer of our bank is respectable and be treated as good for an engagement up to a
sum of Rs............................... (Solvency amount) ........................ only as on..........
(Date of Certificate).

This Certificate has been issued without any risk and responsibility on the part of the Bank or any of its officers. This certificate is issued at the specific request of the customer.

Yours faithfully,

For................................ Bank
Bank Officer with designation
FORMAT FOR PRICE BID

Tender No: IIT/SP/ PC/RC/2021 date: 08.02.2021

1. Name of Tender: **Procurement of Desktop PC on Rate Contract**

A)

<table>
<thead>
<tr>
<th>SL. NO</th>
<th>Description</th>
<th>Unit Basic Price (in Rs.)</th>
<th>GST (in Rs.)</th>
<th>Total (All Inclusive) (in Rs.) (e = c+d)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>Desktop PC</td>
<td>(b)</td>
<td>(c)</td>
<td>(d)</td>
</tr>
<tr>
<td>1</td>
<td>Desktop PC (Specifications as per Annexure – I)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Make:</td>
<td>_______________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Model:</td>
<td>_______________</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Optional item:

B)

<table>
<thead>
<tr>
<th>SL. NO</th>
<th>Description</th>
<th>Unit Basic Price (in Rs.)</th>
<th>GST (in Rs.)</th>
<th>Total (All Inclusive) (in Rs.) (e = c+d)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td></td>
<td>(b)</td>
<td>(c)</td>
<td>(d)</td>
</tr>
<tr>
<td>1</td>
<td>Additional cost for 24” LED Monitor in lieu of 21.5” LED Monitor</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:**

1. L1 bidder will be decided based on the all inclusive total price of the Desktop PC as per table A without any consideration of the optional items.
2. IIT Kharagpur reserve right to decide whether to include the additional items in the rate contract or not.
3. If the optional items are included in the rate contract, price of the optional item will be added to the price of Desktop PC (table A). The bidder shall be responsible to supply the same.
4. IIT Kharagpur may provide Concessional GST Certificate i.e GST 5% (in terms of Notification no. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017 and Notification No. 45/2017 – Central Tax (Rate) dt: 14.11.2017).

**Signature of the bidder with seal**
ANNEXURE - VII

BID SECURITY DECLARATION

1. I, -----------------------------------Son /Daughter of Shri -----------------------------------
-----------------------------------Proprietor/Partner/CEO/MD/Director/Authorized Signatory of
M/s.-----------------------------------am competent to sign this Bid Security Declaration and execute this tender document and hereby declare that;

2. I understand that, according to your conditions, bid must be supported by a Bid Securing Declaration.

3. I accept that I will automatically be suspended from being eligible for bidding in any contract with IIT Kharagpur for a period equal to the duration of the contract for tender related to ‘Services’ and/or 01 to 03 years in case of ‘Procurement of Goods’ from the date of notification, if I am in a breach of any obligation(s) under the bid conditions, because I;

a. have withdrawn/modified/amended, impairs or derogates from the tender during the period of bid validity specified in the bid document, or

b. having been notified of the acceptance of our Bid by IIT Kharagpur during the period of bid validity, (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the General terms and conditions & Instructions to Bidders.

4. I understand this Bid Securing Declaration shall cease to be valid if I am not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) 45 (forty-five) days after the expiry of the validity of my Bid.

Signature of the Authorized Person

Date: ------------------------

Full Name: ------------------------

Place: ------------------------

Company Seal: ------------------------