

Ref No.: IPE/Desktop Workstations and Laptops/2020-21/17

DATE: 17.07.2020

**NOTICE INVITING TENDERS**

(Box Tenders/Open Tenders)

**FOR SUPPLY AND INSTALLATION OF DESKTOP WORKSTATION COMPUTERS AND  
LAPTOPS CONTRACT AT IPE VISAKHAPATNAM, ANDHRA PRADESH.**



**Indian Institute of Petroleum & Energy,**

Temporary Campus, 2<sup>nd</sup> Floor, AU Engineering College,  
Andhra University, Visakhapatnam,  
Andhra Pradesh – 530 003.

Phone No: 0891-2585152, Email [registrar@iipe.ac.in](mailto:registrar@iipe.ac.in) & [procurement@iipe.ac.in](mailto:procurement@iipe.ac.in)

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**Time Schedule of various tender relate events****[For Supply and Installation of Desktop Workstation Computers and Laptops at IPE VISAKHAPATNAM]**

Bid Document downloading Start date/ Time	17.07.2020 at 10.00 A.M.
Bid Document downloading End Date/ Time	14.08.2020 at 05.00 P.M.
Prebid meeting	07.08.2020 at 11.00 AM. (Virtual Meeting Online)
Last Date and Time for the receipt of Bids	17.08.2020 at 11.00 A.M.
Technical Bid Opening Date /Time	17.08.2020 at 03.00 P.M.
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Registrar, IPE Visakhapatnam.
Reference No:	IPE/Desktop Workstations and Laptops/2020-21/17

Signature of the Bidder with stamp

**CLARIFICATIONS**

Queries, if any, can be made through e-mail only to [registrar@iipe.ac.in](mailto:registrar@iipe.ac.in)

On or before 07-08-2020. Queries received via any mode other than through the e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letterhead of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

If there is any addendum/corrigendum related to tender, it shall only be published on IPE Visakhapatnam website ([www.iipe.ac.in](http://www.iipe.ac.in)). The Bidders are advised to check IPE Visakhapatnam, Andhra Pradesh website regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying with the changes/ amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

**The Technical Bid along with the relevant documents should be attached with original EMD and Tender processing fee. Physical submission of Price bid only shall be considered.**

-Sd/-

**REGISTRAR  
IPE VISAKHAPATNAM**

For any clarification and further details on the above tender, please contact. 0891-2856000

Website: [www.iipe.ac.in](http://www.iipe.ac.in)

Also Contact,

For Technical queries: [helpdesk@iipe.ac.in](mailto:helpdesk@iipe.ac.in)

For Non-Technical queries: [procurement@iipe.ac.in](mailto:procurement@iipe.ac.in)

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, ANDHRA PRADESH  
Visakhapatnam – 530 003

NOTICE INVITING TENDER FOR SUPPLY AND INSTALLATION OF WORKSTATION COMPUTERS  
AND LAPTOPS

Ref No.: IPE/Desktop Workstations and Laptops/2020-21/17

Date: 17-07-2020

The Indian Institute of Petroleum and Energy (IPE) is an autonomous institute under the Ministry of Petroleum & Natural Gas, Govt. of India and backed by public sector Oil and Gas giant viz. HPCL, IOCL, ONGC, GAIL, OIL whose CEOs are on the Board of IPE. All Faculty of the Institute are continuously striving for bringing excellence in the teaching-learning process as well as in the research activities.

Tenders are invited for the **supply and installation of Desktop Workstation-Computers and Laptops** in our Institute.

Sealed Quotations under two cover systems (1. Technical and 2. Financial) are invited from reputed Organizations / Industries for the Supply and Installation of Workstation Computers & Laptops (which includes Equipment / Hardware / Software and other related items) at IPE Visakhapatnam, Andhra Pradesh as per the specifications, terms and conditions given in the Annexure-I and summary sheets respectively, so as to reach the Office of the Registrar on or before the scheduled date and time.

Interested eligible bidders may download the set of bidding documents i.e., specifications, Terms and Conditions and format for Financial Bid etc., from our website [www.iipe.ac.in](http://www.iipe.ac.in). The payment towards the cost of the tender documents shall be made in the form of TWO separate Demand Drafts obtained from any **Nationalized Bank** in favor of IPE payable at "**Visakhapatnam**". The Offer without Tender document cost and EMD will be rejected summarily.

The bidder shall be required to deposit the Earnest Money Deposit (EMD) for an amount of Rs. 1,00,000/- (Rupees One Lakh only) by the way of Demand Draft, which is refundable. The Demand Draft shall be drawn in favor of IPE payable at Visakhapatnam. **The Demand Draft for Earnest Money Deposit and the original receipt of the Tender Document Fee must be enclosed in the envelope containing the technical bid.**

The tender documents shall be submitted in a sealed envelope bearing the following reference on the top left corner: **Ref No.:** IPE/Desktop Workstations and Laptops/2020-21/17 addressed to:

**The Tender Box,  
C/o Registrar,  
Indian Institute of Petroleum and Energy, 2<sup>nd</sup> Floor, AU Engineering College,  
Andhra University, Visakhapatnam – 530 003.**

Bid(s) received beyond the due date and time of submission will be rejected. No tender document will be entertained by E-mail / FAX. The Institute shall not be responsible for any postal delay about non- receipt / non-delivery of the tender documents.

The bidders are invited to attend the pre-bid meeting scheduled on 07.08.2020 at 11.00 AM. (Virtual Meeting Online)

Technical bid(s) will be opened on 17.08.2020 at 03.00 P.M. At Indian Institute of Petroleum and Energy, 2<sup>nd</sup> Floor, AU Engineering, Andhra University, Visakhapatnam – 530 003 in the presence of the bidder(s) or their authorized representative(s) who are present at the scheduled time. **The opening of the price bids will be intimated later to the technically qualified bidder(s).**

In the event of the due date of receipt and opening of the tender being declared as holiday for the Institute, then due date of receipt / opening of the tender will be the next working day at the same time.

The tender documents duly signed and stamped on each page shall be submitted in original with the Technical bid as a proof to confirm the acceptance of the entire terms and conditions of the tender. Any amendment and / or addition made to the tender documents are not permissible after opening of the tender. Incomplete tenders will be summarily rejected.

The Institute reserves the right to reject any or all tenders, wholly or partly or close, the tender at any stage prior to the award of contract without assigning any reason whatsoever.

The complete requirements specified in the tender document should be quoted by a single vendor. Partially quoted tender documents will not be accepted. A single solution provider is required to complete the supply and installation of workstation-computers and laptops required for our Institute.

Sl. No	Item	Qty	Operating System
1	Desktop Workstation Computers	02 No's	Ubuntu 18.04LTS OR Better
2	Desktop Workstation Computer	01 No	Windows 10 & Ubuntu (Dual Boot)
3	Desktop Workstation Computers	25 No's	Windows 10
4	Desktop Workstation (Tower model)	03 No's	Ubuntu
5	All in one PC's	25 No's	Windows 10
6	Laptop	01 No	Mac OS
7	Laptops	10 No's	Windows 10

**Note:**

\* The number may slightly vary (Increase or decrease) depending on the requirement of the Institute.

**Qualification Criteria for Bidders for supply and installation of Desktop Workstation-Computers & Laptops.**

1. The bidder(s) should have carried out at least three works in supply of Desktops/ Laptops in any Central / State Government Educational / Research Institute or Institute of National Repute / any Organization of National Repute.
2. The Equipment supplier must be a principal/reputed company (Original Equipment Manufacturer).  
  
For non – manufacturing products, bidder should enclose an Authorization letter from OEM. They must have after sales service and training centers at all the metros and important cities in the Southern Region especially in Andhra Pradesh/ Telangana (for past ten years in running condition)
3. The bidder(s) should produce back up documents like purchase orders, work completion certificates for the above-mentioned work.
4. **Bidder should have crossed a turnover of at least 3 crores in one of the last three financial years. Audited Statements of accounts should be enclosed.**
5. The manufacturer should assure the availability and supply of spares for the next 5 years for the materials to be supplied. Self-declaration should be enclosed.
6. The proposed supply products should be ISO certified; the necessary copy of ISO certificate should be enclosed.
7. Bidder(s) should submit self-attested hard copies of the above relevant documents or else the bid shall be treated as unresponsive & invalid



### INSTRUCTIONS TO BIDDERS

Tender should be submitted in two covers, Cover-I (Technical Bid) and Cover- II (Financial Bid). Envelopes of technical bid and financial bid should be individually sealed and then placed in a common outer cover which shall also be sealed and super scribed with the tender reference no. and due date of submission.

#### **Cover-I: Technical Bid (Cover-I should be super scribed as Technical Bid and indicating the Tender Reference No.)**

1. The bidder shall be required to deposit the Earnest Money Deposit (EMD) for an amount **Rs. 1,00,000/- (Rupees One Lakh only)**, which is refundable and a Tender Document Fee for an amount of Rs. 1,000/- (Rupees One Thousand only), which is non-refundable by way of Demand Draft only. The Demand Draft shall be drawn in favor of IPE payable at Visakhapatnam. **The Demand Draft for Earnest Money Deposit and Original Receipt for the Tender Document fee must be enclosed in the envelope containing the Technical Bid.**
2. Any technical bid without the Demand Draft for Earnest Money Deposit and original receipt of tender document fee is liable to be rejected. The Institute is not responsible to pay any interest on such amount. Earnest Money Deposit shall be forfeited, if the tenderer withdraws its bid during the period of tender validity.
3. The Earnest Money Deposit of the successful bidder shall be refunded after the completion of contract / order / entire work. For unsuccessful bidder(s) it will be refunded after award of the contract.
4. The organization should furnish Income Tax PAN number and GST number.
5. Bid must be quoted with **Three-year on-site warranty** and it will be started from the date of the satisfactory Supply and Installation of Equipment / Hardware / Software and other items in the Faculty & Staff room being setup.
6. The rate quoted should be valid for a minimum period of 90 days. No claim for escalation of the rate will be considered after opening the tender.
7. The Institute reserves the right to accept in part or in full any quotation(s) or reject any or more quotation(s) without assigning any reason or to cancel the tendering process and reject all quotation(s) at any time prior to the award of contract, without incurring any liability, whatsoever to the affected bidder(s).
8. The items should be delivered and installed within **08 weeks** of time from the date of issue of the purchase order.
9. The safe delivery shall be the sole responsibility of the supplier.

10. A prospective bidder requiring any clarification of the tender document may do so during the pre-bid meeting.
11. At any time prior to the last date of receipt of bids, Institute may for any reason, at its own initiative, modify the tender document by an amendment.
12. The items to be delivered must strictly adhere to the specifications and the items are subject to test by the Institute / authorities concerned. The items must be delivered and installed in a good condition.
13. Training for operation and maintenance of the equipment / hardware / software in each Computer Laboratory should be provided separately.
14. Successful bidder should provide service and maintenance for three years at no extra cost at IPE Visakhapatnam, Andhra Pradesh
15. The bidder should quote for all of the items in the tender inquiry and the financial bid considered would be a cumulative total of all of the quoted items. Bidders not quoting for one / more items of the tender inquiry will be rejected.

**SUMMARY SHEET I**

**Sealed Technical Bid (Cover-I) should contain the following enclosures in serial order:**

- a. Original Receipt of the Tender Document Fee of Rs. 1,000/- issued by IPE Visakhapatnam, Andhra Pradesh.
- b. Earnest Money Deposit of Rs. 1, 00, 000/- in the form of Demand Draft.
- c. A clear Technical Specification sheet with an unambiguous and exact mentioning of make, model, brands of the proposed equipment / items and other accessories should be submitted. Product Datasheet of each of the products offered must be enclosed in the Technical BID.
- d. Compliance statement for each of the product offered against the Technical Billing of Quality (BOQ) along with cross reference is to be submitted. Compliance statement as enclosed in the Annexure I (Technical Specification documents) should be filled-in and submitted.
- e. Valid copy of Trade License, GST and Income Tax Registration Certificates
- f. Company PAN No. and GST No.
- g. Audited statement of accounts for the last 3 financial years and IT returns for the last 3 financial years.**
- h. Documents like purchase orders, work completion certificates from end users as a proof of having successfully carried out similar works are to be enclosed.
- i. Complete tender document duly stamped and signed by the bidders on each page.**
- j. Corrigendum(s), if any, duly stamped and signed by the bidders on each page.
- k. For each product / item compiled, the appropriate document / brochure should be attached.

**Cover-II: Financial Bid (Cover-II should be super-scribed as Financial Bid and indicating the Tender Reference No. and shall contain Price only)**

1. Financial bid should be enclosed in a separate sealed cover and should be written in the format (Annexure II) given in the tender document. Failure to provide price bid in a sealed separate cover will result in invalidation of the offer.
2. The bid should be clearly filled or typed and signed in ink legibly, giving full address of the bidder. The rate should be quoted both in words and figures.
3. The rates should be quoted in Indian Rupees including all taxes and Freight charges at Freight on Road (FOR) destination at Indian Institute of Petroleum and Energy, 2<sup>nd</sup> Floor, AU Engineering College, Andhra University, Visakhapatnam – 530 003 on Door Delivery Basis.
4. The rate quoted should be inclusive of commissioning, installation and training.
5. Bid must be quoted with **Three-year on-site warranty** and it will be started from the date of the satisfactory Supply and Installation of Equipment / Hardware / Software and other items in the Computer Laboratories being setup.
6. All the pages of the bid should be duly signed by the authorized person affixing the seal. All corrections and overwriting should be initialed otherwise the tender shall be invalidated.
7. Certificate of Undertaking (Annexure III).

**Summary Sheet II**

**List of documents to be attached with the Financial Bid:**

- Financial Bid document (Annexure II), duly filled in, stamped and signed by the bidders in a separate sealed cover.
- Contract Form / Certificate of Undertaking (Annexure III)

**Vendors shall submit the Summary Sheet I appended to the tender, duly filled in and shall be put in the technical bid cover and the Summary Sheet II duly filled in shall be put in the commercial bid cover.**

**OTHER GENERAL INSTRUCTIONS TO BIDDERS**

**1. Delivery of Materials**

- a. The delivery of materials should be completed within 08 weeks and installation of all the equipment should be completed within 09 weeks from the date of issue of the purchase order.
- b. The safe delivery shall be the sole responsibility of the supplier.
- c. The items to be delivered must strictly adhere to the specifications and the items are subject to test by the Institute / authorities concerned. The items must be delivered and installed in good condition.

**2.** This TENDER document is non-transferable.

**3.** The bidders are expected to examine all instructions, forms, requirements and other information in the TENDER document. Failure to furnish all information required in the TENDER document or submission of a proposal not substantially responsive to the TENDER document in every respect will be at the Bidder's risk and may result in rejection of the proposal.

**4.** Bidders are advised to go through the entire tender document to understand the requirements. Appropriate certificates or other documents are to be attached to prove the claims, wherever mentioned.

**5. Cost of Bidding:** The bidder shall bear all the cost incurred for preparation and submission of the proposal including expenses of travel and lodging that may be required including collecting information from the Institute and other communication required with the Institute regardless of the outcome of the bidding process. IPE Visakhapatnam will in no case be responsible or liable for those costs.

6. The successful bidder's EMD shall be returned after 30 days from the date of successful completion of installation.
7. **Acceptance or Rejection of Proposals:** IPE Visakhapatnam, Andhra Pradesh reserves the right to accept or reject any proposal, and to annul the bidding process and reject all bids at any time prior to the award of contract, without incurring any liability. Any bid containing conditional offers shall be summarily rejected.
8. **BID VALIDITY:** All bids remain valid for a period of three months after the date of opening of the commercial bid by IPE Visakhapatnam, Andhra Pradesh and the institute reserves the right to reject a bid when validity is shorter than 3 months, considering the bid as non-responsive without any correspondence. In special circumstances, IPE Visakhapatnam, Andhra Pradesh may solicit extension of the period of validity from a bidder. The request and the response thereto shall be made in writing. Extension of validity period by the bidder shall be unconditional. The EMD provided shall also be sufficiently extended. However, a bidder may refuse the request for extension without forfeiting the EMD. Bidder(s) granting extension of validity will not be permitted to modify the technical or financial bids.
9. **PERFORMANCE BANK GUARANTEE:**
  - a. IPE Visakhapatnam, Andhra Pradesh will retain 5% of the total project value awarded to the successful bidder as Performance Security from the final payment till the completion of all contractual obligations of the supplier including installation and warranty obligations. This amount will be returned within 60 days from the completion of all contractual obligations of the supplier including installation and warranty obligations.
  - b. The Institute shall have the right to forfeit the Performance Security if successful bidder exits or terminates the Contract at any time during the implementation or operation and maintenance period of contract or fails to perform timely maintenance during the operation and maintenance period.
10. **Intellectual property Rights:** All intellectual property rights for the work performed under this TENDER as far as data / equipment is concerned shall lie with IPE Visakhapatnam, Andhra Pradesh This clause is applicable to all data / equipment in any form or format designed and developed for IPE Visakhapatnam, Andhra Pradesh under this TENDER by the vendor.
11. **Guarantee:** The goods ordered for supply / delivery must be new and should be from the manufacturer's current product line. The vendor should guarantee that the Goods supplied are new, unused and conform to technical specifications of design, materials and workmanship mentioned

in the quotation. The Supplier should also guarantee that the Goods supplied should perform satisfactorily as per the requirements mentioned in the specification during implementation and operation and maintenance period.

**12. Force Majeure:** Notwithstanding the provisions of the tender, the vendor shall not be liable for forfeiture of his performance guarantee, liquidated damages or termination for default; if and to the extent that, it is delays in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure.

For purposes of the above Clause, "Force Majeure" means an event beyond the control (such as natural calamity etc.,) of the vendor and not involving the vendor and not involving the vendor's fault or negligence and not foreseeable. If a Force Majeure situation arises, the vendor shall promptly notify IPE Visakhapatnam, Andhra Pradesh in writing within a period of seven (7) days from the date of happening of such an event requiring invocation of this force majeure article. Unless otherwise directed by IPE Visakhapatnam, Andhra Pradesh in writing, the vendor will continue to perform its obligations under this supply order as far as is reasonably practical and shall seek all reasonable alternative means for performances of this contract.

**13. Termination of Contract:**

- a. **Termination for Default:** If the vendor fails to carry out the award / work order in terms of this document within the stipulated period or any extension thereof, as may be allowed by IPE Visakhapatnam, Andhra Pradesh, without any valid reasons acceptable to IPE Visakhapatnam, Andhra Pradesh, the Institute may terminate the contract after giving one-month notice, and the decision of IPE Visakhapatnam, Andhra Pradesh on the matter shall be final and binding on the vendor. Upon termination of the contract, IPE Visakhapatnam, Andhra Pradesh shall be at liberty to get the work done at the risk and expense of the vendor through any other agency, and to recover from the bidder compensation or damages.
- b. **Termination for Insolvency:** IPE Visakhapatnam, Andhra Pradesh can terminate the contract if the vendor becomes bankrupt and/or losses the desired state of insolvency with a notice of 15 days. IPE Visakhapatnam, Andhra Pradesh, in such cases of termination, will not be responsible for any loss or financial damage to the vendor resulted due to the termination. The Institute will also, in such cases have the right to recover any pending dues by invoking the performance bank guarantee or any such instrument available with IPE Visakhapatnam, Andhra Pradesh.

**14. Resolution of Disputes and Arbitration:**

- a. IPE Visakhapatnam, Andhra Pradesh and the selected bidder shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- b. If, after thirty (30) days from the commencement of such informal negotiations, IPE Visakhapatnam, Andhra Pradesh and the selected Bidder have been unable to amicably resolve dispute, either party may require that the dispute be referred for resolution to the formal mechanisms, which may include, but are not restricted to, conciliation mediated by a third party acceptable to both, or in accordance with the Arbitration and Conciliation Act, 1996.
- c. All Arbitration proceedings shall be held at IPE Visakhapatnam, Andhra Pradesh, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.

**15. Evaluation of Bids:**

- a. All bids shall be evaluated and the recommendations of the Technical Evaluation Committee will be notified. IPE Visakhapatnam, Andhra Pradesh will review the technical bids of the short-listed bidders to determine whether the technical bids are substantially responsive. Bids that are not substantially responsive are liable to be disqualified. IPE Visakhapatnam, Andhra Pradesh may seek inputs from their professional, external experts in the technical and commercial evaluation process. At any time during the process of evaluation the Institute may also seek specific clarifications as may be necessary from any or all Bidders.
- b. The commercial bids for the technically qualified bidders will be opened and reviewed to determine whether the commercial bids are substantially responsive.

At the end of the warranty period, IPE Visakhapatnam, Andhra Pradesh may exercise its option to renew the Annual Maintenance Contract (AMC) with the existing vendor or may invite fresh bids for subsequent AMC. If handover is required to any other firm other than the vendor, at the end of the existing AMC or otherwise, the vendor would be responsible for handing over the complete know-how documentation records that may be necessary for the transition process.



**Tie Breaking Procedure:**

1. The Gross Total Amount quoted in Rupees in the Financial bid for 56 desktop workstation computers and 11 laptops (includes the divisions given in the price bid), shall be the first criteria for deciding the lowest Bidder.
2. In case of a tie in the least quoted price, the following tie-breaking procedure shall be applicable. The contract will be awarded to Bidder, who gets highest points in total by considering the below aspects.

SL. No	Description	Points	Total (30 Points)
1.	No. of years of work experience only in Educational Institutions (Government). (From 26AS must be submitted for the period of Experience claimed)	1 point per each running year	Max. 15 points
2.	Average turnover during the last two Financial Years.	1 Point for each crore	Max. 15 points

Note: The Bidders must submit the hardcopies of documentary proofs for the above 2 items.

I / we accept all the terms and conditions of the tender notice. Date:

.....

Place: .....

Name and Signature of Bidder with Seal

### General Requirements

- Each of the equipment is to have permanently attached to it, a rating plate of non-corrosive material in a conspicuous position, upon which the total specifications along with the manufacturer's name, address, etc. are to be engraved.
- Each of the equipment is to be suitably protected, covered in water-proof packing and crated to prevent damage or deterioration during transit and storage till the time of installation. The supplier shall be responsible for any loss or damage caused during transportation, handling or storage till their successful installation.
- All materials / equipment shall be inspected and tested for completeness, proper assembly, operation, cleanliness and state of physical condition and performance as per quoted specification at the site of installation.
- The test shall be conducted, reported and certifications to be provided by the tenderer.
- The tenderer shall provide all test and measuring equipment / tools required for inspection / testing.
- The cost of all such tests shall be borne by the Tenderer.
- The Institute reserves the right to reject any equipment if it does not comply with specifications during site testing, installation and commissioning stage.
- Inspection and testing would be conducted, jointly, at various stages as applicable during unpacking, installation and commissioning of respective equipment / components at the manufacturing site.
- All the equipment supplied shall be rugged and should operate without any deviation in quality or degradation of equipment performance. All the specification / parameters shall be guaranteed over the following environmental conditions:
  - \* Storage Temperature                      0 to 70 degree Celsius
  - \* Operating Temperature                    0 to 50 degree Celsius
  - \* Humidity                                        95% RH (non-condensing)

Each of the equipment is intended to operate under 220 V/ 440V +/- 10 %, 50 Hz power supply.

- The equipment should conform to the latest relevant National/International standards and shall be completed in all respect.
- Any component, fitting etc., which may not have been specifically mentioned in the specifications but which are usual and necessary for the equipment, shall be supplied by the tenderer at no extra cost.
- The equipment shall be delivered and installed at site at the cost of the tenderer.

- All taxes, levies, surcharges including the customs clearance and handling freight and insurance (till installation at the site) should be paid and handled by the tenderer.

**Installation and Commissioning:**

Installation and Commissioning shall include the following:

- Installation and Testing of the Equipment, Machineries etc. should be supplied by the tenderer.
- It will be the responsibility of the tenderer to provide all necessary spares and consumables, which may be required during installation and commissioning, at no extra cost to purchaser.
- The tenderer is to bring their own testing and measuring instruments required for installation, testing, commissioning, which can be taken back after completion.
- Installation must complete within 1 week after delivery on site.
- The tenderer should provide all necessary raw materials for running of the machine during commissioning.

**Documentation:**

- Detailed technical manuals, handbooks, drawings, **Warranty card** and Factory Quality Assurance checklist, test results and any other certifications mentioned in the Technical specifications shall be supplied along with the consignment.
- Supplied manuals / handbooks must cover detailed technical specifications and installation, operation, maintenance and System Safety procedures.
- For Experimental setups details of theory, procedure and methods of taking measurements etc. should be provided in the form of hand books for each experiment.
- The receipts for taxes paid, if any, for the supplied materials should also be submitted

**Payment Terms**

The payment of 90 percent of the order value shall be released after receipt of item(s) in good condition, inspection of the goods jointly by representative from Bidder and IPE Visakhapatnam Andhra Pradesh, and after successful installation and commissioning of the equipment with expected requirements and proper wiring/ cabling and 5 percent shall be released after completion of total project with proper training.

The balance 5% of the total project value awarded to the successful bidder as Performance Security from the final payment till the completion of all contractual obligations of the supplier including installation and warranty obligations. This amount will be returned within 60 days from the completion of all contractual obligations of the supplier including installation and warranty obligations.

**ANNEXURE-I**  
**SUPPLY AND INSTALLATION OF DESKTOP WORKSTATION COMPUTERS (56 No's) AND LAPTOPS (11 No's) TECHNICAL SPECIFICATIONS'S**

SL. NO	SPECIFICATION – (SPE-I)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
<b>1</b>	<b>Desktop Workstation (Standard)</b>		2 No's		
	Operating System	Ubuntu workstation 18.04LTS OR Better			
	Processor	Intel® Xeon® Gold Scalable processor 16 Cores OR Better			
	Memory / RAM	32 GB DDR4 ECC Register DIMMs minimum operating frequency of 2666 MHz 32GB x 6 for Total capacity of 192 GB OR Better			
	Graphic Card	NVidia 2 GB Graphic Card OR Better			
	Storage	Intel® Optane™ SSD 900P Series 480 GB OR Better			
	Network	1) RJ45 port 2) RJ45 Remote management port OR Better			
	Power supply	900 Watts 80plus Efficiency Power supply OR 500 Watts (N+N) Redundant Power supply OR Better			
	Monitor	24'' 1080p IPS OR Better			
	Peripherals	Wireless Keyboard and Mouse			
	Warranty	Three years OEM ONSITE warranty with Next Business Day resolution			

SL.NO	SPECIFICATION –(SPE-II)	QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
2	<b>Desktop Workstation (Tower Model)</b>		1	No
	Operating System	Windows Professional 64 bit, MS OFFICE Professional & Ubuntu (Dual Boot)		
	Processor	Intel Xeon E-2146G, 6 core/12 threads, 12 MB cache, 3.5 GHz, 4.5Ghz max turbo frequency		
	Memory / RAM	16 GB; 2 *8GB DDR4 2666 GHz ECC memory		
	Graphic Card	NVIDIA Quadro P1000, 4GB or higher		
	Storage	3 * 1TB SATA, Internal 8* DVD writer, at least 1 free HDD bays for future expansion		
	Monitor	67.5-69.5 cm (Diagonal) ; LED Backlit; Full HD (1080p) 1920 x 1080; Aspect Ratio: 16:9, Panel Type: In Plane Switching (IPS).		
	PCI/ PCI-E	Minimum 1 x PCIe Gen3 x16, 2 x PCIe Gen3 x4, 1 x PCI slots, all slots should be Full Height		
	Network	Intel Gigabit Ethernet LAN 10/100/1000		
	Wi-Fi Card	Wi-Fi Card 802.11a/b/g/n/ac Wi-Fi (Antenna should connect to the Wi-Fi card) + Bluetooth 5		
	Storage Controller	Integrated Intel® Chipset SATA controller (6Gb/s) controller supports SATA software RAID 0 1, 5, 10.		
	Power Supply	460W or higher for maximum performance with compatibility- 90% efficient PSU (80PLUS Gold Certified);		
	Audio	Internal Speaker		
	I/O Ports	Minimum 6 USB Ports (including 4 USB 3.1), One serial port, One Universal Audio		
	Key-board & Mouse	Wireless Keyboard and Mouse (International English) ; Minimum 2.4 GHz wireless connectivity		
Warranty	Three years OEM ONSITE warranty with Next Business Day resolution			

SL.NO	SPECIFICATION –(SPE-III)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
3	<b>Desktop Workstation (Tower Model)</b>		25 No's		
	Operating System	Window 10 Professional 64 bit & MS Office Professional			
	Processor	Intel Xeon E-2146G, 6 core/12 threads, 12 MB cache, 3.5 GHz, 4.5Ghz max turbo frequency			
	Memory / RAM	16 GB; 2 *8GB DDR4 2666 GHz ECC memory			
	Graphic Card	NVIDIA Quadro P1000, 4GB or higher			
	Storage	3 * 1TB SATA, Internal 8* DVD writer, at least 1 free HDD bays for future expansion			
	Monitor	67.5-69.5 cm (Diagonal) ; LED Backlit; Full HD (1080p) 1920 x 1080; Aspect Ratio: 16:9, Panel Type: In Plane Switching (IPS).			
	PCI/ PCI-E	Minimum 1 x PCIe Gen3 x16, 2 x PCIe Gen3 x4, 1 x PCI slots, all slots should be Full Height			
	Network	Intel Gigabit Ethernet LAN 10/100/1000			
	Wi-Fi Card	Wi-Fi Card 802.11a/b/g/n/ac Wi-Fi (Antenna should connect to the Wi-Fi card) + Bluetooth 5			
	Storage Controller	Integrated Intel® Chipset SATA controller (6Gb/s) controller supports SATA software RAID 0 1, 5, 10.			
	Power Supply	460W or higher for maximum performance with compatibility- 90% efficient PSU (80PLUS Gold Certified);			
	Audio	Internal Speaker			
	I/O Ports	Minimum 6 USB Ports (including 4 USB 3.1), One serial port, One Universal Audio			
	Key-board & Mouse	Wireless Keyboard and Mouse (International English) ; Minimum 2.4 GHz wireless connectivity			
Warranty	Three years OEM ONSITE warranty with Next Business Day resolution				

SL.NO	SPECIFICATION –(SPE-IV)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
4	<b>Desktop Workstation (Tower Model)</b>		3 No's		
	Operating System	Ubuntu 18.04LTS OR Better			
	Processor	Intel Xeon E-2146G, 6 core/12 threads, 12 MB cache, 3.5 GHz, 4.5Ghz max turbo frequency			
	Memory / RAM	16 GB; 2 *8GB DDR4 2666 GHz ECC memory			
	Graphic Card	NVIDIA Quadro P1000, 4GB or higher			
	Storage	3 * 1TB SATA, Internal 8* DVD writer, at least 1 free HDD bays for future expansion			
	Monitor	67.5-69.5 cm (Diagonal) ; LED Backlit; Full HD (1080p) 1920 x 1080; Aspect Ratio: 16:9, Panel Type: In Plane Switching (IPS).			
	PCI/ PCI-E	Minimum 1 x PCIe Gen3 x16, 2 x PCIe Gen3 x4, 1 x PCI slots, all slots should be Full Height			
	Network	Intel Gigabit Ethernet LAN 10/100/1000			
	Wi-Fi Card	Wi-Fi Card 802.11a/b/g/n/ac Wi-Fi (Antenna should connect to the Wi-Fi card) + Bluetooth 5			
	Storage Controller	Integrated Intel® Chipset SATA controller (6Gb/s) controller supports SATA software RAID 0 1, 5, 10.			
	Power Supply	460W or higher for maximum performance with compatibility- 90% efficient PSU (80PLUS Gold Certified);			
	Audio	Internal Speaker			
	I/O Ports	Minimum 6 USB Ports (including 4 USB 3.1), One serial port, One Universal Audio			
	Key-board & Mouse	Wireless Keyboard and Mouse (International English) ; Minimum 2.4 GHz wireless connectivity			
Warranty	Three years OEM ONSITE warranty with Next Business Day resolution				

SL.NO	SPECIFICATION –(SPE-V)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
5	<b>All in One PC'S</b>		25 No's		
	Operating System	Window 10 Professional 64 bit & MS Office Professional			
	Processor	Intel Core i5 – 10 <sup>th</sup> Gen,			
	Memory / RAM	8 GB; DDR4			
	Storage	1TB SATA, DVD writer			
	Monitor	HD Display Non touch with Web Cam- /Adjustable height stand.			
	Network	Intel Gigabit Ethernet LAN 10/100/1000			
	Wi-Fi Card	Wi-Fi Card 802.11a/b/g/n/ac Wi-Fi (Antenna should connect to the Wi-Fi card) + Bluetooth 5			
	Audio	Internal Speaker			
	I/O Ports	Minimum 6 USB Ports (including 4 USB 3.1), One serial port, One Universal Audio			
	Key-board & Mouse	Wired Keyboard and Mouse (International English) ; Minimum 2.4 GHz wireless connectivity			
	Warranty	Three years OEM ONSITE warranty with Next Business Day resolution.			



SL.NO	SPECIFICATION –(SPE-VI)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
6	<b>Laptop</b>		01 No		
	Operating system	Mac OS software			
	Processor	Intel Core i7, 2.6GHz 6-core, Turbo Boost up to 4.5GHz, with 12MB shared L3 cache			
	Memory / RAM	16GB of 2666MHz DDR4 onboard memory			
	Inbuilt Graphic Card	AMD Radeon Pro 5300M with 4GB of GDDR6 memory and automatic graphics switching, Intel UHD Graphics 630.			
	Storage	2TB SSD			
	Display	16 inches			
	Warranty	Three years OEM ONSITE warranty with Next Business Day resolution			

SL.NO	SPECIFICATION –(SPE-VII)		QTY	COMPLIANCE (Yes/No)	DEVIATION/REMARKS
7	<b>Laptop</b>		10 No's		
	Operating system	Window 10 Professional 64 bit & MS Office Professional			
	Processor	Intel Core i7-10th Gen			
	Memory / RAM	8GB DDR4 RAM			
	Inbuilt Graphic Card	4GB GDDR5 Graphic Memory			
	Storage	1TB SATA HDD/512 GB SSD			
	Display	15.6" or larger HD non touch display with web cam,wifi, blue tooth			
	Key-board & Mouse	External Wireless keyboard Mouse Combo			
Warranty	Three years OEM ONSITE warranty with Next Business Day resolution				

**ANNEXURE-II: FINANCIAL BID****Price Bid to be submitted in this format only and as per the details given in Summary Sheet-I**

(Refer to Annexure I for detailed Technical Specifications / requirements for all experimental set up)

Name and Description of the Item: \_\_\_\_\_

Specification	Basic Price	Discount	Packing and Forwarding	Freight	Taxes and Duties	Insurance	Any Other cost*	Total Amount for Qty. ONE (inclusive of all) in INR
								Figures and words
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
SPE-I								
SPE-II								
SPE-III								
SPE-IV								
SPE-V								
SPE-VI								
SPE-VII								
Rupees _____								

\*cost towards Optional items or AMC

Gross Total (Inclusive of all): (Qty × price for each one): in Figures: Rs. \_\_\_\_\_

In words: Rupees: \_\_\_\_\_

Date and seal :

Name and Signature of the competent authority of the firm

**ANNEXURE III**

**CONTRACT FORM / CERTIFICATE OF UNDERTAKING**

(This certificate should be placed along with Summary Sheet II in the Commercial Bid Cover)

1. (Name of the Supplier's Firm) hereby abide to deliver / establish the ..... by the delivery schedule / completion time as mentioned in the tender document for supply of the items if the purchase order is awarded.
2. The items will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
3. Warranty will be given for the period mentioned in the tender document and service will be rendered to the satisfaction of NIT Andhra Pradesh during this period.
4. Having gone through the bid document we do hereby agree to undertake the work for the total cost of Rs. \_ (in words.....) towards completion of the total project as per the terms and conditions stated.
5. This is to state and affirm that M/s.....shall not stake any claim in case National Institute of Technology Andhra Pradesh changes / orders for subsequent change in the worksite / location for providing services based on this contract. I (undersigned) am authorized to make this undertaking.

**Authorized Signatory**

on behalf of:

.....  
..... (In Block capital letters)

Place:

Date:

Name and Signature of the Bidder Seal of the Bidder's Firm