

**National Institute of Technology Meghalaya
Bijni Complex, Laitumkhrach, Shillong 793 003
Meghalaya, India**

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Ref: NITMGH/ES/SERB-DST/CS/142/2021-22/

Date: 13.04.2021

**NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY & INSTALLATION OF EQUIPMENTS,
DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING, NIT MEGHALAYA**

NIT Meghalaya invites sealed tenders in a two bid system for supply and installation of equipments, as per details at ANNEXURE-III. The first part is the **Technical Bid** which consists of technical requirements and general terms & conditions and the second part is the **Financial Bid**.

Prescribed Tender document, detailed fees and specifications, bid instructions and Terms & Conditions can be downloaded from the Institute website and should reach the undersigned on or before **1:00 PM on 28.04.2021**.

BID INSTRUCTIONS:

01. For submitting Technical and Financial bid, two separate sealed covers should be used with superscription clearly on the top of the Envelope. If two separate sealed covers are not used, the tender shall be cancelled as not conforming to the technical requirement. Both the sealed covers should be placed in the main sealed Envelope distinctly superscribed with the address of the Agency submitting the quotation and the Officer to whom the quotation is addressed to. Further, on the sealed cover, the following are to be written:

**NOTICE INVITING QUOTATION (NIQ) FOR SUPPLY & INSTALLATION OF EQUIPMENTS,
DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING, NIT MEGHALAYA**

Ref: NITMGH/ES/SERB-DST/CS/142/2021-22/

Date: 13.04.2021

LAST DATE OF SUBMISSION:- **1:00 PM on 28.04.2021** Technical bids will be opened on the same day at 3:00 p.m. After evaluation of technical bids, financial bids of the successful bidders will be opened on a later date which will be duly notified.

02. **Submission of Compliance Certificate:** Duly filled and signed Compliance Certificates (as per formats at Annexure-I A & B) are must with the Technical bid.
03. **Bid not transferable:** The bid documents are not transferable and the seal and signature of the authorized official of the firms must appear on all the papers and envelopes submitted.
04. The quantity mentioned for each item in the Annexure-III may vary depending on requirements.
05. GST Registration Certificate should be enclosed along with the tender documents.
06. Relevant catalogue of the items (if any) must be enclosed.
07. **Considering feasibility of integration, participating vendor must quote for all the items.**
08. **Participated vendors may interact with Dr. Diptendu Sinha Roy any queries.**
10. **If required, the vendor may arrange in-depth training program for research scholars at NIT Meghalaya campus.**
11. For e-waybill the successful vendor has to apply online via <https://ewaybill.nic.in/ewb.html>.

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NIQ TERMS & CONDITIONS:

01. **Rates:** Rates quoted in the Price Bid should be on DOOR DELIVERY NIT Meghalaya basis, as per details below:

Group:	Item Sl. No.	Item name	
Sl. No.	Particulars		Rate
I	Basic Price (per unit)		
	Discount if any		
	Total		
	GST (pl. break up CGST/SGST/IGST)		
	Total (per unit)		
	Grand total for the item		
II	Transportation charge up to NIT Meghalaya premises (if applicable)		
III	Transit Insurance covering all risk up to 10 days after delivery (if applicable)		
	Grand total on door delivery at NIT Meghalaya		
IV	Annual Maintenance Contract rate (after expiry of warranty period)		

Note: Vague terms like “packing, forwarding, transportation etc. extra” without mentioning the specific amount will not be accepted. Such offers shall be treated as incomplete and rejected.

Bidders shall indicate their rates in clear/visible figures as well as in words and shall not alter/overwrite/make cutting in the quotation. In case of a mismatch, the rates written in words will prevail. Usage of “White ink” to erase and then rewrite the rates will not be accepted. Bidders are advised to strike out wrong entries and rewrite clearly beside them. In such cases, the bidder shall have to sign and place their official seal for every corrected entry.

02. Quotations have to be submitted in Indian Rupees only. If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery upto NIT Meghalaya, Shillong, Meghalaya.

NIT Meghalaya has a valid registration with the Department of Scientific and Industrial Research (DSIR), Ministry of Science & Technology, Government of India for availing Customs/Central Excise Duty exemption. NIT Meghalaya will provide all necessary certificates, authorizations and documents required for clearing the consignment and for onward transportation upto Shillong.

03. All documents submitted should be self-attested with seal of the bidder.
04. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
05. **Validity of Quotation:** Quoted rates must be valid for 120 days from the date of quotation.
06. **Warranty:** The quoted equipment and components must be warranted for a minimum of one Year.
07. **Literature must:** All the quotations must be supported by the printed technical data sheet/ literature and the specifications mentioned in the quotation must be reflected/ supported by such printed

SIGNATURE OF BIDDER

technical data sheet/ literature. The model no. and specifications quoted should invariably be highlighted in the data sheets/ literature for easy reference.

08. **Details of supply** of similar items to Institutes of National Importance (preferably those located in the Northeastern region) must be provided.
09. **Presentation:** Technically qualified bidders may be called upon to give full presentation of the quoted equipment at NIT Meghalaya campus before opening of Price bid as a support of their Technical Quotations and for any clarifications.
10. **Equipment breakdown:** Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
11. **Training:** If required, free training is to be provided to NIT Meghalaya personnel on the operation, maintenance and trouble shooting of the supplied items.
12. **After Sales Service:** Vendor should clearly state the available nearest after sales service facilities in the North Eastern region, without which the offer will be rejected.
13. **Dealership Certificate:** The bidder/tenderer should be either a manufacturer or authorized agent of the foreign/Indian manufacturer. Dealers or Agents quoting on behalf of Manufacturer must enclose valid dealership certificate.
14. **EMD:- As per OM No. F9/4/2020-PPD issued by the Department of Expenditure, Ministry of Finance, Government of India dated 12.11.2020 vendors are exempted from submission of EMD/Bid Security. However, in lieu of Bid Security, the vendor must submit a “Bid Security Declaration” accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.**
15. **Performance Bank Guarantee (PBG):** The successful bidder shall furnish an unconditional PBG (as per format at Annexure II) for 3 % of the Purchase Order value from a Nationalized/Scheduled Bank of India, before release of the payment. Else 3 % of the billed amount will be deducted as security deposit. Where the PBG is obtained by a foreign bank, it shall be endorsed by a Nationalized/Scheduled Indian bank and shall be governed by Indian Laws and be subject to the jurisdiction of courts at Shillong. The PBG shall guarantee that,
 - a) The Vendor guarantees satisfactory operation of the Equipment & components against poor workmanship, bad quality of materials used, faulty designs and poor performance.
 - b) The Vendor shall, at his own cost, rectify the defects/replace the items supplied, for defects identified during the period of guarantee.The PBG shall remain valid for period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
16. **TDS @ 2% shall be deducted by the Institute under Section 51 of the GST Act, 2017 as the value of your supply exceeds Rs. 2.5 Lakhs. The GST-TDS registration of NIT Meghalaya is “17SHLN01494DIDQ”, for your reference.**
17. **Delivery:**
 - a. Time Limit: Maximum within 60 (Sixty) days from the date of issue of purchase order.
 - b. Safe Delivery: All aspects of safe delivery shall be the exclusive responsibility of the vendor. At the destination site, the package will be opened only in the presence of NIT user/representative and vendor’s representative. The intact condition of the package and the

seal/indicators for not being tampered with, shall form the basis for certifying the receipt in good condition.

- c. Insurance: The supplier is to establish 'All Risk Transit Insurance' coverage till door delivery at NIT Meghalaya.
 - d. Part Delivery: Acceptance of part delivery shall be a prerogative of the Institute.
 - e. Penalty for delay in delivery: The date of delivery should be strictly adhered to otherwise the Director, NIT Meghalaya reserves the right not to accept delivery in part or full. The Director, NIT Meghalaya also reserves the right to impose penalty, as deemed fit, for delay in delivery of the equipments. The decision of the Director shall be binding to all.
18. **Genuine Pricing:** Vendor is to ensure that quoted price for the particular item is not more than the price quoted to any other customer in India, particularly to IITs/NITs and other Government Organization. Copy of the latest price list for the quoted item, applicable in India, must be enclosed with the offer.
19. **Conditional tenders not acceptable:** All the terms and conditions mentioned herein must be strictly adhered to by all the vendors. Conditional tenders shall not be accepted on any ground and shall be rejected straightway. Conditions mentioned in the tender bids submitted by vendors will not be binding on NIT Meghalaya.
20. **Late and delayed tender:** Late and delayed tender will not be considered. In case any unscheduled holiday occurs on the prescribed closing/opening date the next working day shall be the prescribed date of closing/opening.
21. **Payment: Release of payment will be made within 30 days subject to completion of integration and demonstration to the satisfaction of the Project Investigator.**
22. **Enquiry during the course of evaluation not allowed:** After opening the Technical Bid, no enquiry from the bidder(s) shall be entertained during the course of evaluation of the tender till final decision is conveyed to the successful bidder(s). However, the Purchase Committee or its authorized representative may make enquiries/seek clarification from the bidders. In such a case, the bidder must extend full co-operation. The bidders may also be asked to arrange demonstration of the offered items, in a short period of notice.
23. At any time prior to the date of submission of bid, NIT Meghalaya may, for any reason, either of its own or in response to a clarification from a prospective bidder, modify the bidding documents by an amendment / corrigendum. **Any such amendment / corrigendum will be duly notified through the Institute's website only.** Prospective bidders are advised to check the Institute's website every now and then for any amendment / corrigendum. In order to provide reasonable time to take the amendment into account in preparing the bid, NIT Meghalaya may extend the date and time for submission of bids.
24. The acceptance of the quotation will rest solely with the Director, NIT Meghalaya, who in the interest of the Institute is not bound to accept the lowest quotation and reserves the right to himself to reject or partially accept any or all the quotations received without assigning any reasons.
25. **Force Majeure:**
If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned that party shall be under no obligation to perform the agreement

under order after giving notice of 15 days from the date of such an event in writing to the other party, and the events referred to are as follows:

- (a) Any law, statute or ordinance, order action or regulations of the Government of India,
- (b) Any kind of natural disaster, and
- (c) Strikes, acts of the Public enemy, war, insurrections, riots, lockouts, sabotage.

26. Termination for default: Default is said to have occurred

- (a) If the equipment or any of its component is found having poor workmanship, faulty designs, poor performance and bad quality of materials used.
- (b) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by NIT Meghalaya.
- (c) If the supplier fails to perform any other obligation(s) under the contract.

Under the above circumstances NIT Meghalaya may terminate the contract / purchase order in whole or in part and forfeit the EMD/PBG as applicable. In addition to above, NIT Meghalaya may at its discretion also take the following actions: NIT Meghalaya may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate NIT Meghalaya for any extra expenditure involved towards goods and services obtained.

27. Applicable Law:

- (a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Shillong / India only.
- (b) Any dispute arising out of this purchase shall be referred to the Director, NIT Meghalaya, and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Director of the Institute. The decision of such Arbitrator shall be final and binding on both the parties.

Registrar

Encl.: ANNEXURE-I, ANNEXURE-II, ANNEXURE-III.

SIGNATURE OF BIDDER

Annexure –I

A. COMPLIANCE CERTIFICATE FOR NIQ TERMS
(To be enclosed in the Technical bid)

Sl. No.	NIQ Terms and Conditions	Yes/No
01	Rate quoted as per instruction	
02	AMC rate after warranty provided	
03	Validity of quoted rate for 120 days agreed	
04	PBG term agreed	
05	Payment term agreed	
06	Delivery terms agreed	
07	Warranty period agreed	
08	Literature: Printed Literature provided	
09	Dealership / distributorship certificate (in case of dealers/agents) provided	
10	Details of supply to other Institutes of National Importance provided	
11	Equipment breakdown clause agreed	
12	After Sales Service: address of nearest after Sales Service centre in the region provided	
13	Manufacturer certificate provided	
14	Applicable law terms agreed	

Signature with Seal:.....
Vendor: M/s.....

Annexure -I

B. COMPLIANCE CERTIFICATE FOR SPECIFICATIONS
(One for each item must be enclosed in the Technical bid)

Item Sl. No.		Item Name:	
Quoted Product:	Make:	Model No:	
Specifications as per Annexure-III		Quoted Item Specifications*	Complied/ Deviation
Parameter	Specification		

Signature with Seal:

Vendor: M/S

*** Vendor must quote the parameter specification of the quoted product in this column and not just copy the specification from the tender call document. Failure to do so will lead to rejection of the tender.**

Annexure -II

PERFORMANCE BANK GUARANTEE

To:
The Director,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkrah, Shillong-793 003
Meghalaya

WHEREAS (Name of Supplier)
hereinafter called "the Supplier" has undertaken, in pursuance of Contract No..... dated,.....
20... to supply..... (Description of Goods and Services)
hereinafter called "the order".

AND WHEREAS it has been stipulated by you in the said order that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the order.

AND WHEREAS we have agreed to give the Supplier a Guarantee:
THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the order and without cavil or argument, any sum or sums within the limit of (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....20.....

Signature and Seal of Guarantors
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Date.....20....
Address:.....
.....
.....

All correspondence with reference to this guarantee shall be made at the following address:

The Director,
National Institute of Technology Meghalaya
Bijni Complex, Laitumkrah, Shillong-793 003
Meghalaya

ANNEXURE-III
(DETAILED TECHNICAL SPECIFICATIONS)

Sl. No.	Item Description	Qty.
1.	<p>Computer Workstation (Tower):</p> <p>Dual Intel Xeon Silver 4215R 3.2GHz, (4.0GHz Turbo, 8C, 9.6GT/s 2UPI, 11MB Cache, HT (130W)</p> <p>DDR4-24</p> <p>Intel C620 Series Chipset or higher</p> <p>Minimum 128GB ECC expandable up to 3TB, Minimum 24 DIMM Slots (12 DIMMs per CPU).</p> <p>RAID controller 0,1,5,10</p> <p>Minimum 2x 1TB 7200rpm SATA Hard Drive and 2x M.2 512GB PCIe NVMe Solid State Drive</p> <p>Internal DVD Writer</p> <p>Minimum Nvidia Quadro RTX4000, 8GB, 3DP</p> <p>Minimum 6 x PCIe Gen 3 Slots</p> <p>Trusted Platform Module 2.0 and chassis Intrusion switch. Workstation Auto performance tuning software from same workstation OEM. Self-Healing BIOS.</p> <p>Integrated dual Gigabit Ethernet controllers with Intel Remote Wake UP and PXE support.</p> <p>Front - 2x USB 3.1 Gen 1, 2x USB 3.1 Gen 2 Type C Rear - 6 x USB 3.1 Gen1, 2 x RJ45 Network 1x Serial, 1xAudio Line-in, 1x Audio Line-Out</p> <p>High-Definition Integrated Audio with internal speaker</p> <p>System should have easy tool less access mechanism to replace or upgrade components at site.</p> <p>1400W or higher 90% efficient (80PLUS Gold Certified)</p> <p>USB Wired Keyboard and USB optical Mouse (It should be of the same make as the manufacturer and should be verifiable over internet)</p> <p>Factory preloaded Windows 10 Pro for Workstations English with recovery media.</p> <p>Energy star, FCC, UL, Epeat India</p> <p>Professional Workstation class 23.8" IPS LED Display with Maximum resolution of 1920 x 1080. Specify the model with Part Number. (It should be of the same make as the manufacturer and should be verifiable over internet)</p> <p>Minimum 10 Years presence in India. OEM should have their own Service Network across India including Guwahati. OEM Authorization specific to the tender to be submitted by bidder.3 years On-site service warranty on hardware support. Post supply, 3-year warranty of the product should reflect in the support web site of the OEM from the date of installation.</p>	2

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2.	<p>Computer Laptop :</p> <p>Processor: 10th Generation Intel Core i7-10510U or higher</p> <p>Standard memory: Standard 8GB DDR4 SDRAM upgradable to atleast 32GB.</p> <p>Display: (diagonal) 14" diagonal HD anti-glare non-touch flat LED-backlit (1366 x 768 resolution) or higher.</p> <p>Camera: HD Webcam</p> <p>Internal HD Drives: 1TB 2.5" 5400RPM or better</p> <p>Graphics: Intel UHD Graphics 620.</p> <p>Network interface: Realtek Ethernet (10/100/1000) NIC.</p> <p>Wireless Connectivity: Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1 or better</p> <p>Expansion slots: Expansion slots 1 multi-format digital media reader.</p> <p>External I/O Ports: Minimum Ports 2USB 3.0; 1 type C; 1HDMI; 1 headphone/microphone combo jack; 1 AC power; 1RJ-45; 1x Micro SD Card Reader</p> <p>Keyboard: Full-size spill resistant keyboard</p> <p>Pointing device: Touchpad with multi-touch gestures enabled, taps enabled as default, default on for 2-finger scroll and pinch.</p> <p>Operating system: Preloaded Microsoft Windows 10 professional 64bit with supply of preactivated OEM recovery media and device driver media separately for each of the machines (One OEM recovery media for one machine).</p> <p>Power Battery type: 3 Cell, 40Whr Li-ion; 65W adapter AC adapter (Indian 3 pin) or better</p> <p>Carry case: Good quality Executive OEM Carry case (Same make as the Laptop).</p> <p>Weight: Not exceeding 1.7Kg including battery.</p> <p>Compliance & Certification: BEE or Energy Star or Equivalent Energy Efficiency Certification issued by Govt. Agency/Authority in India (Copy of certificate to be produced).</p> <p>Authorization: OEM Authorization specific to the tender to be submitted by bidder.</p> <p>Warranty: 3 Years comprehensive onsite warranty including battery.</p>	1
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