

**Tender Document**

**For**

**Supply, installation and Commissioning of**

**Desktop Computers**

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**Principal, Chandigarh College of Architecture, Chandigarh-160012  
Ph. No. 0172-2740558**

**PUBLIC NOTICE****e-Tender for Supply, of 18 Nos Desktop Computers**

The Principal, Chandigarh College of Architecture, Chandigarh invites e-tender from established, reputed firms with base in India for Supply 18 Nos Computers(No.of Computers may be increased according to requirement) at Chandigarh College of Architecture, Chandigarh as per terms and conditions of tender document:-

- I. Supply and installation of requisite resources including hardware and related peripherals as per the below given table:

Sr. No.	Item Description	Total
1	Desktop Computers	18

The tender document complete in all respects should reach in the office of the Principal, Chandigarh College of Architecture, Chandigarh, as per schedule given below:-

I	Downloading of e-tender document	Start date:06.02.2017 at 10.00 AM
II	Date of submission of e-tender	Start date: 06.02.2017 at 12.00 PM End Date:20.02.2017 at 4.00 PM
III	Clarification , if any	Start date:06.02.2017 at 11.00 AM End Date:15.02.2017 at 4.00 PM
IV	Physical submission of EARNEST MONEY DEPOSITED (EMD) ,Eligibility documents and other necessary documents as mentioned in tender document.	Start date:06.02.2017 at 11.00 AM End Date:20.02.2017 at 1.00 PM
V	Opening of Technical Bid(online)	21.02.2017 at 11.00 A.M
VI	Opening of Price Bid	To be intimated to all eligible bidders separately

1. The e-tender received after the due date & time and without documents required in physical form will not be considered/entertained under any circumstances.
  - The Bid Document can be downloaded from the Chandigarh Administration <http://etender.chd.nic.in> However, for general information, guidance and reference ,the Bid document can also be viewed and downloaded from website <http://cca.nic.in>
1. All other terms and conditions, instructions to bidder regarding e-tender process etc may kindly be seen from the detailed Notice inviting tender(DNIT)available/downloaded on the above noted websites of Chandigarh College of Architecture, Chandigarh

**Additional information to bidders regarding e-tendering process**

1. The Bidders shall have to submit their Bids online in Electronic Format Digital Signatures. For participation in the e-tender process, the Bidders need to register themselves on <http://etenders.chd.nic.in> On registration, they will be provided with a user ID and a system generated password enabling them to submit their Bids online using Digital System Certificates(DSC).
2. E-tenders without digital signatures will not be accepted by the Electronic tender System. No tender will be accepted in physical form and in case, it has been submitted in the physical form without E-tender, it shall be rejected summarily.
3. Bids will be opened online as per time schedule mentioned above.
4. Before submission of online Bids, Bidders must ensure that scanned copies of all the necessary documents have been uploaded with the Bid well before the due date.
5. Chandigarh College of Architecture will not be responsible for any delay in online submission of the Bids due to any reason whatsoever.
6. It will be mandatory for all the Bidders to upload all the documents mentioned under 'Tender Details' template read under 'Cover Details'.
7. The details of cost of Bid Document, EARNEST MONEYDEPOSIT(EMD) specified in the Tender Documents should be the same as submitted online (scanned copies) otherwise tender will be rejected summarily.
8. The conditional bids shall not be considered and may be outrightly rejected at very first instance.
9. The bidders are required to upload self attested copies of the relevant documents required as per Terms & Conditions, failing which their bids may be summarily/out-rightly rejected and will not be considered any further.

**Terms & conditions:-**

1. Bidders are advised to study the e-tender carefully. Submission of Bids shall be deemed to have been done after careful study and examination of the Bid Document with full understanding of its implications.
2. This Bid document is not transferable.
3. The Principal, Chandigarh College of Architecture, Chandigarh reserves the rights to reject any bid or all the bids without assigning any reasons and revising quantity, fine-tuning specifications as per requirement of Chandigarh Administration before opening the commercial bids.
4. The bidder will accept all conditions of the Bid Document unconditionally or depending upon the decisions of the Tender Evaluation Committee.
5. In any case where no provisions exist in the tender document, GFR will be prevailed.

**6. Schedule for Invitation to Bid:**

- a) Name of the concern by whom the bids are called on behalf of the Principal, Chandigarh College of Architecture, Chandigarh is:

**Principal, Chandigarh College of Architecture, Sector 12 Chandigarh.**

- b) Addressee and Address at which Bids are to be submitted:  
**Principal, Chandigarh College of Architecture, Sector 12 Chandigarh.**

Note: The Principal, Chandigarh College of Architecture, Sector 12 Chandigarh. shall not be responsible for any postal delays about non-receipt/non-delivery of the documents. All late bids/incomplete bids would be rejected out rightly.

7. Downloading and submission of tender will be done by e-tendering process through the website of Chandigarh Administration <http://etenders.chd.nic.in>. However, for general information, guidance and reference, the Bid document can also be viewed and downloaded from Principal, Chandigarh College of Architecture, Sector 12 Chandigarh. Web <http://cca.nic.in>. The **Technical** bid and financial bid are to be submitted online only at above said Chandigarh Administration website. The documents of tender in physical form should be submitted as under:-

- (i) Envelope **superscribed titled as 'Pre-qualification bid, Opening date and last submission date of e-tender for supplying of desktop computers'** should contain EARNEST MONEY DEPOSIT (EMD), Solvency Certificate & Non-Black-Listing affidavit i.e.: Annexure-"A",

**Please note that commercial aspects (prices, cost, charges, etc.) should not be indicated in the Pre-qualification Bid or the Technical Bid and should be quoted only in the online Financial Bid.** Infringement of this condition or any conditional tender shall render the tender liable for rejection without assigning any reason.

8. The tender shall be submitted online in two parts, viz., technical bid and price bid:-

- (i) Technical Bid –The following documents are to be furnished by the bidder along with Technical Bid as per the tender document:

- a) Scanned copy of the valid Service Tax Registration No. of the bidder from Service Tax Department, scanned copy of the valid registration number of the firm along with the CST/VAT No. allotted by the sales tax department, as well as PAN number of the firm allotted by the income tax department and the complete e-tender documents duly signed by the firm one each page in token of having read and agreed to all terms and conditions failing which bidder's bid may be rejected.

- b) Scanned copy of technical specifications of the items offered along with the supporting literature, brochures, drawings, names of the supplier/manufacturer, standard warranty period and commercial terms, etc.
  - c) Scanned copy of documents like copies of Earnest Money Deposit, Solvency Certificate and Non Blacklisting Affidavit etc. should be uploaded on the portal.
  - d) Audited Financial Statements for the last three years i.e. 2013-14,2014-15 and 2015-16.
- (ii) PRICE BID –Schedule of price bid in the form of BOQ\_NP . xls

The Financial Proposal/Commercial bid format is provided as BoQ\_NP.xls along in this only tender. Bidders are advised to download this BoQ\_NP.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited.

9. Any tender submitted through e-tendering process but without physical submission of documents in hardcopies as mentioned above and without the acknowledgement of the Chandigarh College of Architecture office will be treated as invalid and shall be rejected without opening. There will not be any liability of this office on this account.
10. EARNEST MONEY DEPOSIT(EMD):
  - i) TENDER SHOULD BE ACCOMPANIED WITH EARNEST MONEY OF Rs.50,000/- of the estimated value TO BE PAID IN THE SHAPE OF ACCOUNT PAYEE DEMAND DRAFT, FIXED DEPOSIT. RECEIPT, BANKER'S CHEQUE OR BANK GUARANTEE from any of The Commercial Banks in acceptable form in favour of Principal, Chandigarh College of Architecture, Chandigarh which shall be valid for one year accompanied with a original Solvency Certificate amounting to Rs.23 Lakh issued by any Nationalised Bank particular for this tender. No firm will be exempted from submission of EARNEST MONEY DEPOSIT(EMD) & Solvency certificate. The EARNEST MONEY DEPOSIT(EMD) deposited by the firm in respect of another similar tender will not be considered against this tender. **Scanned copy of EARNEST MONEY DEPOSIT(EMD), & Original Solvency Certificate issued by Bank and non blacklisting affidavit shall be uploaded with the tender by 20.02.2017 upto 4.00 p.m.**
  - ii) Small Scale Industrial Units registered with the DGS&D or NSIC shall also be exempted from the deposit of earnest money along with the tenders for such items for which they are registered with the DGS&D or N.S.I.C.
11. The EARNEST MONEY(EMD) of unsuccessful vendors will be refunded immediately after finalization of the Tender. No interest will be payable on EARNEST MONEY DEPOSIT(EMD). The EARNEST MONEY DEPOSIT (EMD) will be forfeited, if the firm withdraws his/her tender after submission. No tender without EARNEST MONEY DEPOSIT(EMD) shall be considered.
12. **Company Financial Status:** The Bidder, who are in the business of same field with an annual turnover of minimum Rs 40 lakhs for the preceeding last three financial years 2013-14, 2014-15 and 2015-16 are eligible to participate in the tender.
13. The Bidder must have valid State Sales Tax and CST Number.

14. Equipment Make & Model/Software Version must be clearly stated by the bidder in the technical bid.
15. The licenses for any Software should be procured by the qualified bidder in the name of Chandigarh College of Architecture and relevant document(s) for the same is also required to be delivered to CCA alongwith the media with installable software.
16. The qualified bidder shall supply all the spares and accessories for installation,as may be required during erection,initial operation of the facility till successful commissioning at the designated sites. The bidder will have to arrange/provide for all the testing equipment & tools required for successful installation, testing & acceptance, maintenance etc.
17. Deviation on lower side of specifications will not be considered. No deviations in terms & conditions of the tender document will be accepted in any case. Complete Technical literature for each of the quoted item with make, model number, specifications, configurations, product brochures, etc.of the systems/software/equipment highlighting the special features of their offer should be supplied by the bidder along with the technical bid.
18. The bidder should have adequate facilities,trained manpower and staff for installation and providing maintenance support service after the sales of the equipment in Chandigarh.
19. The Bidder will deploy their own manpower for the installation and should not be outsourced to any third party.
20. For a bidder, who has participated in the tender bids,it will be automatically assumed that he had accepted all the terms and conditions of the tender. A statement specifying that the quotations are strictly as conditions of the tender, should been closed with the bidder. No request for deviation in the terms and conditions of the tender will be entertained. If there is any deviation from the terms and conditions of the tender or the tenderer has uploaded conditional bids, the bid will be summarily rejected.
21. Bids should be valid for a minimum period of 180 days after the closing of the submission of bids. In case of untoward delay (if any), bidders may be requested by DSE to submit their willingness in writing to extend the validity of the bids for the requested period.
22. Taxes if any shall be paid as applicable.
23. The tender will be opened in two parts/stages i.e. firstly, Pre-qualification bid will be opened and if documents therein are found as per the terms and conditions of tender document, then only Technical Bid will be opened online . The technically qualified firms will be eligible for opening of the Financial Bid.
24. **INSTALLATION PERIOD :**  
The Supply and Installation period would be 15 days from the date of issue of supply order.
25. **PENALTY:-**  
The competent authority reserves the right to impose penalties in the following exigencies:
  - (i) In case the printer fails to complete the supply within time period as given in order, then penalty @ 0.5% per week or part thereof subject to maximum limit of 10%,on the value of delayed portion of supply will be levied. However competent authority may relax the penalty clause if it is satisfied that reasons for the delay were largely due to circumstances beyond the control of vendor.

26. The delivery period should be adhered to as will be mentioned in the Award of Contract. The supply shall actually be deemed to have been complete on the actual date of entire installation of all components/items.
27. DSE reserves the right to accept or reject any bid or cancel tender proceedings without assigning any reason whatsoever
28. **TECHNICAL BID:** The firms should submit documentary proof of his/her annual sale of Rs. 40 lakh (Rs. Forty lakh only) in respect of I.T. equipment only duly certified by the Chartered Accountant in the Technical Bid.
29. The rates quoted by the vendor should be F.O.R destination within the territorial limits of UT, Chandigarh including all taxes, freight etc.
30. The acceptance of tender will have the binding effect on the firms and will have to supply the required items/ordered items within the period stipulated in supply order. Subletting of Contracts shall not be allowed under any circumstances.
31. Incase,L1 vendor fails to make supply as per terms and conditions of the tender document, the difference of excess in cost thus incurred shall be received from the vendor in a suitable manner and even from this pending bills, earnest money of security whichever is available.
32. **Performance Security:** The successful bidder will have to deposit performance security @ 5% of the total value of the order in the form of an account payee fixed deposit receipt from a commercial bank, bank guarantee from a commercial bank, in an acceptable form within 7 days of issuance of letter of intent by the Principal, Chandigarh College of Architecture, Chandigarh and the security deposited in connection with any other similar tender will not be considered against this tender. Thereafter, the supply orders will be issued for the supply of Goods/Material. The performance security shall remain valid for a period of 60 days beyond the date of completion of all contractual obligations. If the successful vendor fails to submit requisite security deposit within prescribed 7 days, the Earnest Money will be forfeited.
33. **Inspection:** The Departmental Technical Committee will inspect the material supplied by the firm in response to the purchase order/intent at the designated site. The Chandigarh College of Architecture, Chandigarh Administration reserves all rights to reject the material supplied if same are not found in accordance with the required description/specifications.
34. The timely deliver/dispatch as stipulated in the supply order has to be strictly adhered to by the firm and in case of any request for extension of time made by the said firm in writing, the same may considered by the competent authority i.e. Principal, Chandigarh College of Architecture as per rules.
35. **SCHEDULE OF PAYMENT:-**  
The payment terms shall be as per follows:-
  - 100% payment will be released to the bidder after successful delivery and installation of all items and satisfactory inspection report by the technical committee.

36. **WARRANTY PERIOD:-**

- (ii) **Hardware and system software products:** The Bidder will be responsible for a comprehensive warranty of minimum Three years for all hardware items including operating system and for operation & maintenance of all software/ hardware products.
- ii) The vendor will do preventive maintenance(PM) once in three months for hardware Systems running. The PM may generally be done on Non-working days/Beyond General Shift Hours with the prior permission of the person or officer concerned.

37. **PRICE FALL:**

- i)The prices charged for the Hardware items supplied under the contract by the bidder shall in no event exceed the lowest price at which Hardware Provider sells the Hardware or offers to sell Hardware of identical description to the Department of the Central or State Government or any Statutory undertaking of the central or State Government, as the case may be, before the supply of IT resources.

38. **TAXES AND DUTIES:**

The bidder shall be entirely responsible for all taxes, leveies,cess,Octroi,duties,license fees,etc.incurred until delivery of the contracted hardware to the purchaser.

39. **Schedule of e-Tender document:** The schedule for submitting tender through e-tender will be as under:-

**Milestone dates of E-Tender document**

I	Downloading of e-tender document	Start date:06.02.2017 at 10.00 AM
II	Date of submission of e-tender	Start date: 06.02.2017 at 12.00 PM End Date:20.02.2017 at 4.00 PM
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VI	Opening of Price Bid	To be intimated to all eligible bidders separately

40. The tender received through e-tendering & physical documents shall be opened on **21.02.2017 at 11.00 AM** in the office room of the Chandigarh College of Architecture, Sector 12.Chandigarh. In the event of the date of receipt or opening of tender being declared a holiday, **the due date of receipt/opening of the tender will be the next working day at the same hours.**

41. **FORCE MAJEURE:** If the performance in whole/part by the vendors is prevented/delayed by anyone or more of the force majeure events including but not limited toward, hostilities, civic commotion, acts of public enemy, sabotage,fire,floods and other natural causes, explosion, epidemics or non-availability of government controlled raw material under order/instruction of Central/StateGovt.regulations,strikes,lockouts,agitations,embargo,act of civic or limitary authorities, the party shall not be made liable for the loss of damaged ue to delay or failure to perform during the currency of force majeure vent provided that the happening is notified in writing(with documentary proof) within 7 days from the date of occurrence. The work shall be resumed as soon as practicable after the force majeure event ceases to exist.



42. **Jurisdiction:**All disputes arising over these terms and conditions shall be in the exclusive jurisdiction of courts in Chandigarh.
43. **BLACKLISTING OF Applicant/Firms:** The firms participating in the tender and shortlisted after due processing of tender can be blacklisted, as per the Finance Department, Chandigarh Administration Notification No.1927-F&PO(3)-2009/1170 dated 27<sup>th</sup> February, 2009 for non fulfilling the requisite requirements of the tender documents/supply order or for concealing any information or for furnishing any false documents/statements in the tender.
44. **ARBITRATION:-**In the event of any dispute or difference the same shall be referred to the sole arbitrator i.e Education Secretary, Chandigarh Administration whose decision shall be final and binding on the parties there to. The provision of Arbitration & Conciliation Act, 1966, shall apply to the said Arbitration proceedings. The "Secretary Technical Education, Chandigarh Administration" shall include an acting/officiating the Secretary Technical Education, Chandigarh Administration.

Principal, Chandigarh College of Architecture

It is certified that I have gone through all the terms & conditions of the tender document and I/We further undertake to abide by all terms and conditions to be announced/mentioned at the time of opening of tender document or at the time of placing of supply order.

Date \_\_\_\_\_ Designation

Time : \_\_\_\_\_

Signatures of the Applicant/Firm with seal and

**DETAILED TECHNICAL SPECIFICATIONS****Detailed technical configurations**

<b>Detailed technical configurations</b>	
Processor	– Quad core 3.6 GHz or Above Processor – i7 (4 cores and 8 threads)
CPU Heat Sink	Low Noise Air cooled heat sink for Processor with 120 mm fan and copper base
CABINET	Professional CPU Cabinet with 2 front USB 3 ports, ventilated with Mesh Frame and three 120 mm fans
MOTHER BOARD	Z-170 or Higher chipset with PCI express 3.0 and 6 USB 3 ports(2front)
Graphics Card	PCI- Express 3.0 based High performance Graphics card with minimum 4 GB DDR5 Ram – GeForce GTX 1060
Power Supply	750 Watt certified Bronze power supply
Hard Disk	1) 250GB+High performance SSD 2) 1TB 7200 RPM HDD
RAM	16GB DDR4 High Performance RAM with heat sink
Monitor	HD 1920x1080*AH-IPS Panel – 27 inch Monitor
OPERATING SYSTEM	WINDOWS 10 PROFESSIONAL (FOR EDUCATIONAL INSTITUTE)

**Note**

- The department reserves the right to vary the quantity of the equipment at the time of awarding the contract.

**Proforma**  
**CHECKLIST & ORDER IN WHICH DOCUMENTS ARE SUBMITTED**

Name of bidder: \_\_\_\_\_

Sr. No.	Condition/Item			
1.	<b>EMD amounting to Rs. 50,000/-</b>	<b>Yes/No</b>		
2.	<b>Solvency Certificate</b>	<b>Yes/No</b>		
3.	<b>Non Blacklisting Affidavit</b>	<b>Yes/No</b>		
4.	<b>Company Financial Status:</b> The Bidder must have an average annual turnover of minimum Rs 40 lakh for the preceding last three financial years audited financial statements. The Bidder should have been making profit for last two years.	Financial Year	Turn-over	Profit
		2013-14		
		2014-15		
		2015-16		
5.	The firms should submit documentary proof of his/her annual sale of Rs 40 lakhs (Rs. Forty lakhs only) in respect of I.T.equipment only duly certified by the Chartered Accountant in the Technical Bid.	<b>Yes/No</b>		
6.	Copy of valid Service Tax Registration No. of the bidder from Service Tax Department	<b>Yes/No</b>		
7.	Copy of valid registration number of the firm	<b>Yes/No</b>		
8.	CST/VAT No.allotted by the sales tax department	<b>Yes/No</b>		
9.	The Bidder must have valid PAN issued by Income Tax Authorities, India.	<b>Yes/No</b>		
10.	Tender document duly signed by the firm	<b>Yes/No</b>		

**ANNEXURE 'A'**

**(To be furnished on non judicial stamp paper duly attested by the Notary).**

I/we M/s \_\_\_\_\_ are  
 registered as Manufacturer/Distributor/Supplier of  
 \_\_\_\_\_ as per Sale Tax Registration Certificate No. issued by \_\_\_\_\_  
 \_\_\_\_\_ having registered office at  
 \_\_\_\_\_ and  
 manufacturing/supply base at  
 \_\_\_\_\_ do hereby declare and  
 solemnly affirm that I/We have not been Black-listed, nor mine/our Tenders or Supply Orders  
 have ever been cancelled by any State/UT/Central Government or any partner or shareholder  
 either directly or in directly connected with or has any subsisting interest in the business of  
 my/our firm nor any legal proceedings have ever been initiated/pending or any penalty has  
 ever been levied due to delay of non completion of supply order by any State/UT/Central  
 Government or by any authority.

**Place:** \_\_\_\_\_

**DEPONENT**

**Dated:** \_\_\_\_\_

**Verification**

I/we do here by solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

**Place:** \_\_\_\_\_

**DEPONENT**

**Dated:** \_\_\_\_\_

**PRICESCHEDULE(InRs.)****Unit cost**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Unit Price with taxes</b>	<b>Total price</b>
1)	Desktop Computers	18		

**Bid would be evaluated on the overall cost of all items.**

**DETAILED TECHNICAL SPECIFICATIONS****Detailed Technical Configurations**

<b>Detailed technical configurations</b>	
Processor	– Quad core 3.6 GHz or Above Processor – i7 (4 cores and 8 threads)
CPU Heat Sink	Low Noise Air cooled heat sink for Processor with 120 mm fan and copper base
CABINET	Professional CPU Cabinet with 2 front USB 3 ports, ventilated with Mesh Frame and three 120 mm fans
MOTHER BOARD	Z-170 or Higher chipset with PCI express 3.0 and 6 USB 3 ports(2front)
Graphics Card	PCI- Express 3.0 based High performance Graphics card with minimum 4 GB DDR5 Ram – GeForce GTX 1060
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RAM	16GB DDR4 High Performance RAM with heat sink
Monitor	HD 1920x1080*AH-IPS Panel – 27 inch Monitor
OPERATING SYSTEM	WINDOWS 10 PROFESSIONAL (FOR EDUCATIONAL INSTITUTE)

**Note**

- The department reserves the right to vary the quantity of the equipment at the time of awarding the contract.

**(Signature)/Seal**

- **Format of BOQ to be filled online**