Tender for Supply of Desktops at NIELIT Shillong

National Institute of Electronics and Information Technology (NIELIT) Shillong
[An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Govt. of India]

Tender No: NIELIT/SHL/Tura EC/HW Procurement/268/2017/973 dated: 14th July’2017

Notice Inviting Tender

Sealed tenders are invited from Government registered firms fulfilling all terms and conditions for supply of Desktops at National Institute of Electronics and Information Technology (NIELIT) Shillong. The estimated cost of Desktop is Rs 4,80,000/- (Rupees Four Lakhs Eighty Thousand Only).

Interested bidders may visit our website: www.nielit.gov.in/shillong for details or may contact NIELIT Shillong located at 2nd Floor, MSHFCS Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya, Ph. no: 0364-2520166/2520177, FAX No: 0364-2520163 during office hours (9:00 AM to 5:30 PM on all working days).

Sd/-
Director-in-Charge
NIELIT Shillong
# Tender for Supply of Desktops at NIELIT Shillong

## General Information

Tender No: NIELIT/SHL/Tura EC/HW Procurement/268/2017/973 dated: 14th July'2017

<table>
<thead>
<tr>
<th>Name of Work</th>
<th>Supply 10 (ten) nos. of Desktop at National Institute of Electronics and Information Technology (NIELIT) Shillong (Details as at Annexure-I).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Place of work</td>
<td>National Institute of Electronics and Information Technology (NIELIT) Shillong, 2nd Floor, MSHFCS Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya; Ph. no: 0364-2520166/2520177, FAX No: 0364-2520163</td>
</tr>
<tr>
<td>Estimated Cost of work</td>
<td>Rs 4,80,000/- (Rupees Four Lakhs Eighty Thousand Only)</td>
</tr>
<tr>
<td>Time of completion of works</td>
<td>5 (five) days</td>
</tr>
<tr>
<td>Opening date of tender</td>
<td>18th July'2017</td>
</tr>
<tr>
<td>Last date of submission of Tender documents</td>
<td>9th August'2017 till 3:00 PM</td>
</tr>
<tr>
<td>Date, Time and Venue of opening of tender</td>
<td>9th August'2017 till 4:00 PM National Institute of Electronics and Information Technology (NIELIT) Shillong, 2nd Floor, MSHFCS Ltd. Building, Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya. The date and time may change in case of unavoidable circumstances.</td>
</tr>
<tr>
<td>Tender documents to be submitted to</td>
<td>Director-in-Charge, National Institute of Electronics and Information Technology (NIELIT) Shillong, 2nd Floor, Meghalaya State Housing Financing Cooperative Society Ltd. Building (Behind Bethany Hospital), Nongrim Hills, Shillong-793003, Meghalaya.</td>
</tr>
<tr>
<td>Tender document fees</td>
<td>NIL</td>
</tr>
<tr>
<td>Earnest Money Deposit (EMD)</td>
<td>Rs 24,000/- (Rupees Twenty Four Thousand Only) to be submitted in form of Demand Draft (DD) in favour of “NIELIT Shillong-Main A/c” and the same to be enclosed technical bid.</td>
</tr>
<tr>
<td>Clarification</td>
<td>For clarification of issues and clearing doubts, if any about specification etc. the bidders may visit to NIELIT Shillong on or before 4th August'2017.</td>
</tr>
</tbody>
</table>

Signature of the tenderer with seal
Tender for Supply of Desktops at NIELIT Shillong

TERMS & CONDITIONS

Tender No: NIELIT/SHL/Tura EC/HW Procurement/268/2017/973 dated: 14th July 2017

1. The bidders should have registration no. of firm.

2. The bidders should have Goods and Service Tax (GST) no. of firm.

3. The bidders should possess PAN Card number.

4. The bidder should have Bank Account in the name of the firm.

5. The bidders are required to submit two types of sealed bids along with necessary and supportive documents. They are:
   a. TECHNICAL BID – It should contain EMD and all necessary mandatory and supportive documents. The format of ‘Technical Bid’ to be submitted on the letterhead of the bidder is given as at ANNEXURES-II.
   b. FINANCIAL BID – It should contain the price to be charged for supply of desktops. The format of Financial Bid to be submitted on the letterhead of the bidder is given as at ANNEXURES-III.

The Technical and Financial bids should be placed in a large sealed envelope which should be superscripted with “Tender for supply of desktops at NIELIT Shillong”.

6. Quotation with overwriting, alternations will not be considered.

7. The rate should be quoted in Indian Rupees only and it should be valid throughout the period of contract. The rate shall be inclusive of all.

8. No quotation will be accepted by fax, e-mail, or any other such means.

9. The work order shall be issued to the selected bidder only. The number of quantities to be ordered may vary as per requirement.

10. The works has to be completed within 7 (seven) days from the date of issue of work order.

11. The bidder will raise Bill/Invoice after completion of work. The payment will normally be released within 5 (five) days from the date of receipt of invoice subject to necessary deduction at source if any.

12. The competent authority of NIELIT Shillong reserves all the rights for the amendment & withdrawal of the tender documents without assigning any reason thereof.

Signature of the tenderer with seal
**ANNEXURE-I (Detailed specifications of Desktop)**

Tender No: NIELIT/SHL/Tura EC/HW Procurement/268/2017/973 dated: 14th July 2017

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Configuration / Specification of Desktop</th>
<th>Quantity (in nos.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Desktop</strong>&lt;br&gt;Operating System: Pre-loaded windows 10 pro 64, Chipset: Intel® H110, Processor: Intel core i3 (3.7 GHz, 3 MB cache, 2 core), RAM: 4 GB DDR4, Hard Disk: SATA 500 GB, Power supply 180 Wattage upto 85% efficient, USB Ports: 2 USB 3.0; 1 Microphone/Headphone combo, 6 USB 2.0; 1 audio line in, 1 audio line out; 1 HDMI; 1 VGA; 1 RJ-45 Graphics Integrated, Expansion Slot: 1 PCIe x1; 1 PCIe x16, Network interface: Integrated Realtek RTL8111HSH-CG GbE, USB Keyboard, USB mouse, 46.99 cms(18.5) Screen machine dimension and weight: (Weight: 3.66 kg, Dimension: 270 x 290 x 100 mm), Warranty 3 years.</td>
<td>10 nos.</td>
</tr>
<tr>
<td></td>
<td><strong>Grand Total (ten only)</strong></td>
<td>10 nos.</td>
</tr>
</tbody>
</table>

Signature of the tenderer with seal

Page 4
Tender for Supply of Desktops at NIELIT Shillong

Annexure – II (FORMAT OF TECHNICAL BID)
(To be submitted on letterhead of the firm)

To: The Director-in-Charge,
National Institute of Electronics and Information Technology (NIELIT) Shillong
2nd Floor, Meghalaya State Housing Financing and Cooperative Society Ltd. Building
Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya

Sub: Submission of technical bid for supply of Desktops at NIELIT Shillong.

Sir,

With response to your tender mentioned above, our firm is pleased to supply desktops at NIELIT Shillong. Our price for supply of Laptop is given as under:-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of documents submitted</th>
<th>Whether Submitted [YES / NO]</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Registration no. of firms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Goods and Service Tax no.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>PAN Card copy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Bank Account details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Earnest Money Deposit (EMD) details</td>
<td>DD No.:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Date:</td>
<td>In Favour of : NIELIT Shillong-Main A/c</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Amount: Rs 24,000/-</td>
</tr>
<tr>
<td>6.</td>
<td>Financial bids submitted</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[Name and Signature of authorized signatory]
Date:

[Seal of the firm]

Signature of the tenderer with seal
# ANNEXURE - II (FORMAT OF FINANCIAL BID)

(To be submitted on letterhead of the firm)

To: The Director-in-Charge,
National Institute of Electronics and Information Technology (NIELIT) Shillong
2nd Floor, Meghalaya State Housing Financing and Cooperative Society Ltd. Building Behind Bethany Hospital, Nongrim Hills, Shillong-793003, Meghalaya

Sub: Submission of financial bid for supply of Desktops at NIELIT Shillong.

Ref: Tender No: NIELIT/SHL/Tura EC/HW Procurement/268/2017/973 dated: 14th July’2017

Sir,

With response to your short tender mentioned above, our firm is pleased to supply Laptop at NIELIT Shillong. Our price for supply of Laptop is given as under:-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Configuration / Specification</th>
<th>Quantity (In nos.)</th>
<th>Rate (In Rs.)</th>
<th>Total Amount (In Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Desktop</td>
<td>10 nos.</td>
<td></td>
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Operating System: Pre-loaded windows 10 pro 64, Chipset: Intel® H110, Processor: Intel core i3 (3.7 GHz, 3 MB cache, 2 core), RAM: 4 GB DDR4, Hard Disk: SATA 500 GB, Power supply 180 Wattage upto 85% efficient, USB Ports: 2 USB 3.0; 1 Microphone/Headphone combo, 6 USB 2.0; 1 audio line in, 1 audio line out; 1 HDMI; 1 VGA; 1 RJ-45 Graphics Integrated, Expansion Slot: 1 PCIe x1; 1 PCIe x16, Network interface: Integrated Realtek RTL8111HSH-CG GbE, USB Keyboard, USB mouse, 46.99 cms(18.5) Screen machine dimension and weight: (Weight: 3.66 kg. Dimension: 270 x 290 x 100 mm), Warranty 3 years.

Grand Total (Rupees……………………………………………………………… Only) 10 nos.

Thanking you,

Yours faithfully,

Name and Signature of authorized signatory

Date:

Phone / Mobile No.

(Seal of the firm)

Signature of the tenderer with seal