



Ref.No.NB.UPRO/DIT/ 85 /DIT-6/2006-07  
12 February 2007

**Dear Sir,**

**Invitation to Bid for Supply and Installation of Personal Computers, Laptops, Server, Switches, Printers and USB Pen/Flash Drives at National Bank for Agriculture & Rural Development, 11, Vipin Khand, Gomti Nagar, Lucknow - 226010**

Sealed tenders are invited for purchase of Personal Computers and Peripherals meeting the minimum specifications as detailed in Anneuxre I. The General Terms and Conditions governing the contract are given in Annexure II. The tenders in sealed envelopes must be clearly superscribed "**TENDER FOR SUPPLY OF PERSONAL COMPUTER & PERIPHERALS**" and forwarded to "**THE CHIEF GENERAL MANAGER, NATIONAL BANK FOR AGRICULTURE & RURAL DEVELOPMENT (NABARD), 11 VIPIN KHAND, GOMTI NAGAR, LUCKNOW - 266 010**" so as to reach latest by **1500 hours on 22 February 2007**. Tenders received after the due date / time will be summarily rejected. The tenders may be forwarded by Post or alternatively dropped in the Tender Box at GAD-Estate (2nd Floor) at the above address. NABARD will not be responsible for postal / other delays in receipt of tenders and no claims would be entertained on this account.

The tender may also be downloaded from NABARD's website [www.nabard.org](http://www.nabard.org).

NABARD reserves the right to accept/reject tenders or change related parameters without assigning any reason thereof whatsoever.

Yours faithfully,

*(N P Narasimhan)*  
*Deputy General Manager*



**NATIONAL BANK FOR AGRICULTURE  
AND RURAL DEVELOPMENT**

**NATIONAL BANK FOR AGRICULTURE & RURAL DEVELOPMENT (NABARD)**

**Uttar Pradesh Regional Office - Lucknow**

**Tenders Invited for Computer Hardware and Peripherals**

Sealed tenders are invited from reputed and experienced vendors for supply of computer hardware and peripherals. For further details, contact NABARD, Uttar Pradesh Regional Office, 11, Vipin Khand, Gomti Nagar, Lucknow - 226010. The details are also available at our website <http://www.nabard.org>. The tenders may be submitted latest by 3.00 PM on 22 February 2007.

The bank reserves the right to accept or reject, in part or full, all or any tender received without assigning any reason.

**Sukhbir Singh**  
**Chief General Manager**  
Tel.: (0522) 2304530



**Annexure I**

**Desktop PCs - Minimum Configuration**

<b>Sr No.</b>	<b>Component</b>	<b>Minimum Specification</b>
1	CPU	Pentium D 820 2.8 Ghz Dual Core Processor with 800 MHz FSB and 2 MB L2 Cache (533 MHz or above)
2	Memory	512 MB DDR2 SDRAM RAM expandable to 4 GB
3	Mother Board	945G Chipset
4	Monitor	15" TFT Colour
5	Display Controller	Integrated Intel Extreme Graphics 2
6	Hard Disk	80 GB SATA (7200 rpm or above)
7	Floppy Disk	1.44 MB FDD
8	CD ROM	52X or above
9	Bays	Minimum 4
10	Ports	1 Serial + 1 Parallel + 2 PS/2 and 8 USB (4 Onboard and support for 4 additional ports on front side)
11	Key Board	(Tactile Type) 104 Keys (compatible with MS Windows or XP)
12	Mouse	Two Button, Optical Scroll Mouse and Mouse Pad
13	Ethernet	Integrated (OR/Intel 32 10/100 /1000 Gigabit Ethernet Card with Necessary Drivers)
14	Operating System	Windows XP Professional preloaded with Recovery CD Media with Service Pack 2.0 or higher
15	Cabinet	Tower / ATX Cabinet with 4 Bays / OEM specific
16	Power Management	Energy Star Compliance, Screen Blanking, Hard Disk and System Idle Mode in Power On, Set up Password. Power Supply Surge Protected
17	Manageability Software	Manageability features like Asset Tracking (BIOS, HDD, Memory O/S Information, BIOS, Serial Number, Model and Manufacturer), pre-failure alert, etc.
18	DMI	DMI 2.0 Compliance
19	Compliance	Certified to preload Windows OS, Red Hat Ready Certification
20	Software	Lotus Smartsuite Millenium (OEM Version 9.8)
21	Warranty	Three Years Comprehensive Onsite
22	Certification	
		Are Systems from OEM
		Does the Manufacturer have ISO 9000 or Similar Certification
		Are Full Details of Bundled Manageability Software Provided
		Is the company certified by Microsoft to preload Windows OS on their machines - If Yes certificate for the same should be provided
		Does the model offered have certification from Energy Star for Low Energy consumption
		Does the model quoted have certification from NSTL and EMI



		(Desktop Management Interface)
		Is the model offered Certified by Microsoft, Novel and Red Hat ready
		Do the systems have UL and FCC Certification
23	Other Details, if any	

**Laptops - Minimum Configuration**

Sr No.	Component	Minimum Specification
1	Processor	Intel Centrino Core Duo with 2 MB L2 Cache 667 MHz Support on 945 GM chipset
2	Memory	512 DIM DDR2 533 MHz Upgradable upto 1 GB
3	Display	14.1 " colour display supporting 1400 x 1050 resolution
4	Graphics Controller	Graphics controller with minimum dedicated 32 MB RAM or ATI Mobility Radeon with 32 MB or higher dedicated VRAM
5	Hard Disk Drive	80 GB Mobile IDE HDD
6	Floppy / Pen Drive	1 GB USB
7	DVD / CD ROM Drive	DVD / CD-RW + 8X ROM Combo Multibay
8	Keyboard	85 key full size standard keyboard and dual pointing device (track point and touch pad)
9	Modem / NIC	PCMCIA 10/100/1000 Mbps internal Ethernet card with 56 kbps PCMCIA Fax/ Data Modem COMBO card integrated
10	LAN Card	Integrated LAN card with necessary driver and software
11	Ports	1 Infrared, 1 external Monitor and 2 or more USB ports
12	Mouse	Integrated touch pad and track point
13	Operating System	Microsoft Windows XP Professional (licensed software with Recovery CD media / disk to disk recovery and manuals)
14	Other Software	Hardware Diagnostic Utility for faster fault diagnostic, local data recovery software (optional)
15	Multimedia	Integrated audio with sound blaster pro support or better with inbuilt stereo speakers and microphone
16	Power supply and battery	Lithium Ion Battery backup for atleast 4 hours duration and external AC adaptor
17	Carrying Case	Executive Carry Bag
18	Weight	Less than 2.5 kg
19	Additional Units	Security cable lock (optional)
20	Certifications	Microsoft certified for running Windows XP Professional. The system should be from OEM having ISO 9000 or similar certification
21	Software	Lotus Smartsuite Millenium (OEM Version 9.8)
22	Warranty	Three Years Comprehensive Onsite
23	Slots	Atleast 1 free type II / I Type III PCMCIA slot
24	External Keyboard	USB keyboard



25	External Mouse	USB Mouse
26	Others	Jacks for microphone / mike / speaker / headphone connectivity. Integrated smart card reader / biometric security (fingerprint reader), scratch resistant, spill resistant keyboard
27	Certifications	Please State Yes / No
		Are Systems from OEM
		Does the Manufacturer have ISO 9000 or Similar Certification
		Are Full Details of Bundled Manageability Software Provided
		Is the company certified by Microsoft to preload Windows OS on their machines - If Yes certificate for the same should be provided
		Does the model offered have certification from Energy Star for Low Energy consumption
		Does the model quoted have certification from NSTL and EMI (Desktop Management Interface)
		Is the model offered Certified by Microsoft, Novel and Red Hat ready
		Do the systems have UL and FCC Certification
28	Other Details, if any	

**A4 Network Laser Printer - Minimum Configuration**

Sr No.	Component	Minimum Specification
1	Resolution	1200 x 1200 dots per inch (dpi)
2	Print Speed	Upto 21 pages per minute
3	Duplex Printing Facility	Automatic two sided printing
4	Memory	16 MB
5	Duty Cycle	10000 pages per month
6	Input Tray	250 sheets with priority input of minimum 100 sheets
7	Connectivity	Parallel and 10/100 Ethernet
8	Other Details, if any	The agency may provide here any additional information related to the product offered.

**A3 Network Laser Printer- Minimum Configuration**

Sr No.	Component	Minimum Specification
1	Resolution	1200 x 1200 dots per inch (dpi)
2	Print Speed	Upto 21 pages per minute
3	Duplex Printing Facility	Automatic two sided printing
4	Processor Speed	300 Mhz
4	Memory	32 MB (should be extendable)
5	Duty Cycle	10000 pages per month



6	Print Feature	Upto 12.28" x 18.5"
6	Input Tray	850 sheets
7	Connectivity	Parallel and 10/100 Ethernet
8	Other Details, if any	The agency may provide here any additional information related to the product offered.

#### **USB Flash Drives - Minimum Configuration**

<b>Sr No.</b>	<b>Component</b>	<b>Minimum Specification</b>	
1	Memory	256 MB	1 GB
2	Other Details, if any	The agency may provide here any additional information related to the product offered.	

#### **600 VA Line Interactive UPS**

<b>Sr No.</b>	<b>Component</b>	<b>Minimum Specification</b>
1	Capacity	600 VA
2	Other Details, if any	The agency may provide here any additional information related to the product offered.

#### **Unmanaged Switches**

<b>Sr No.</b>	<b>Component</b>	<b>Minimum Specification</b>
1	24 Port Unmanaged Switches	24 Port Unmanaged Switches
2	Other Details, if any	The agency may provide here any additional information related to the product offered.

#### **Server - Minimum Configuration**

<b>Sr No.</b>	<b>Component</b>	<b>Minimum Specification</b>
1	Type	Tower Model
2	Processor / Speed	Intel Xeon Processor 3.2 Ghz, 533 MHz FSB, Dual CPU Capable, 512 KB L2 Cache
3	RAM	2 GB EEC DRR SDRAM DIMM
4	HDD	3 x 72 or 73 or 80 GB
5	Controller	Dual Channel Ultra 320 SCSI Controller



6	FDD	1.44 MB
7	CD ROM	CD R/W
8	Ethernet Cards	Gigabit Ethernet Card - 1
9	Ports	Serial Port -1, USB - 2
10	Power Supply	Redundant Power Supply
11	Keyboard	Standard 101 Keys
12	Mouse	Standard 2 Button Scroll Mouse
13	Monitor	15" TFT Colour Monitor
14	Operating System	Windows 2003 Standard OEM Server Pack
15	Software	Lotus Smartsuite Millenium (OEM Version 9.8)
16	Warranty	Three Years Comprehensive Onsite
17	Certification	Please State Yes / No
		Are Systems from OEM
		Does the Manufacturer have ISO 9000 or Similar Certification
		Are Full Details of Bundled Manageability Software Provided
		Is the company certified by Microsoft to preload Windows OS on their machines - If Yes certificate for the same should be provided
		Does the model offered have certification from Energy Star for Low Energy consumption
		Does the model quoted have certification from NSTL and EMI (Desktop Management Interface)
		Is the model offered Certified by Microsoft, Novel and Red Hat ready
		Do the systems have UL and FCC Certification
18	Other Details, if any	The agency may provide here any additional information related to the product offered.

## Annexure II

### Cost of Tender Document

- |      |  |        |
|------|--|--------|
| i)   | Estimated Cost less than Rs.1.0 lakh           | Rs.Nil |
| ii)  | Estimated Cost between Rs.1.0 and Rs.10.0 lakh | Rs.250 |
| iii) | Estimated Cost above Rs.10.0 lakh              | Rs.500 |

Sr No.	Component	Quantity (No.)	Estimated Cost	EMD Amount (Rs.)
1	Server	1	125,000	2,500
2	Desktop PCs	19	760,000	15,200
3	Laptops	6	450,000	9,000
4	A4 Network printers	10	250,000	5,000
5	A3 Network Printer	1	85,000	1,700
6	USB Pen / Flash Drives	40	48,000	1,000
7	Unmanaged 24 Port Switches	3	30,000	600
8	600 VA UPS	19	38,000	800
	<b>Total</b>	<b>99</b>	<b>1,786,000</b>	<b>35,800</b>

A vendor / supplier quoting for any particular item would be deemed to be quoting for the entire quantity prescribed under that particular item and the tender cost would be payable accordingly. For example,

- i) a vendor / supplier wishing to quote only for Desktop PCs would have to pay Tender amount of Rs.250/- on estimated value of Rs.760000/-
- ii) a vendor / supplier wishing to quote for Desktop PCs & Laptops would have to pay Tender amount of Rs.500/- on estimated value of Rs.1210000/-
- iii) a vendor / supplier wishing to quote only for USB Pen / Flash Drives would not have to pay any Tender amount, the estimated value being Rs.48000/-

### Terms and Conditions

#### General

- 1.Estimated cost of tender Rs.1786000/- (Rupees Seventeen lakh eighty six thousand only)
- 2.The rates quoted should be all inclusive and include delivery, installation charges, warranty charges, all taxes, local levies, etc., and no further amount would be paid by NABARD on any account.
- 3.The offer should be for systems of reputed manufacturers having all India service capabilities. The manufacturer's service network available across the country and especially in Uttar Pradesh State should be properly enumerated.

4.The offer should remain valid for a minimum period of 30 days from the date of opening of the tenders by NABARD. The supplier would not be entitled to cancel or withdraw the offer during this period.

5.NABARD reserves the right to reject any or all tenders without assigning any reasons for such rejection.

6.The supplier would be entitled to verify and satisfy themselves of the site conditions prevailing which would be done at their own cost, responsibility and risk.

7.Copy of Machine Installation Report, Performance Bank Guarantee and Letter of Indemnity as applicable and enumerated in future paragraphs are enclosed as Annexure III, IV and V respectively.

**8.The tender documents are also available on NABARD’s website [www.nabard.org](http://www.nabard.org).**

9.The proforma provided in Annexure I should be strictly used for submission of quotes. In case the agency desires to submit any additional information on the products / service, etc. , the same may be furnished under head “Other Details”.

10.It may be noted that submission of the quote would imply explicit acceptance by the supplier of the terms and conditions listed hereunder.

11.A supplier may offer more than one model / make of product provided he is authorised to quote for the same.

12.The supplier will ensure that the tender reaches the bank on or before the due date and time. Applications received after the due date and time or incomplete in any respect or not as per the proforma prescribed are liable to be rejected.

13.All tenders should be accompanied by a demand draft for Earnest Money Deposit (EMD) amounts as under :

Sr No.	Component	Quantity (No.)	Estimated Cost	EMD Amount (Rs.)
1	Server	1	125,000	2,500
2	Desktop PCs	19	760,000	15,200
3	Laptops	6	450,000	9,000
4	A4 Network printers	10	250,000	5,000
5	A3 Network Printer	1	85,000	1,700
6	USB Pen / Flash Drives	40	48,000	1,000
7	Unmanaged 24 Port Switches	3	30,000	600
8	600 VA UPS	19	38,000	800
	<b>Total</b>	<b>99</b>	<b>1,786,000</b>	<b>35,800</b>



- 1.The offerer must obtain for himself at his own responsibility and at his own expense all the information which may be necessary for the purpose of submission of offer.
- 2.The rates quoted in the offer shall be for the complete item including supply, installation, testing, commissioning etc. The rate shall be firm and shall not be subject to exchange variations, labour conditions, fluctuation in railway/road freights or any other conditions whatsoever. The offerer must include in his rates sales tax, excise duty, octroi and any other tax and duty or other levy charged by central government or any state government or local authority, if applicable. No claim in respect of sales tax, excise duty, octroi or other tax, duty or levy whether existing or future shall be entertained by the Bank. The rates shall also include transportation, loading, unloading, packing, carting, forwarding, freight charges, transit insurance cover and any other payment/taxes towards transporting the materials from other State/s. The Bank is also offering under buyback PCs, laptops and printers, specifications of which are indicated in Annexure VI). The offer for buyback may also be indicated therein.
- 3.Quantities indicated in the order under individual heads are to be supplied as a single lot.
- 4.All disputes arising out of or in any way connected with this contract shall be deemed to have arisen in Lucknow and only courts in Lucknow would have jurisdiction to determine the same.
- 5.The suppliers may get themselves acquainted with the proposed work and study the specifications of the contract, site conditions, prevailing laws, regulations, other related issues, etc., carefully before tendering. The same shall be done at their own expense, responsibility and risk. No request for change of tendering conditions for want of information on any particular issue will be entertained by NABARD
- 6.All the pages of the tender document should be signed togetherwith seal of the authorised representative of the supplier.

#### **Eligibility of Bidder**

- 1.Suppliers should be registered in India
- 2.The supplier should have atleast 3 (three) years experience in the field of supply of computer hardware and peripherals
- 3.The supplier should have OEM presence in India or channel partners / service providers, authorised distributors / dealers / resellers.
- 4.The supplier should have sufficient experience and proper infrastructure to provide requisite after sales service and support. In case repair of a particular equipment / system takes more than 2 working days, the supplier should be able to provide an alternative arrangement to ensure that there is no interruption in bank's functioning.
- 5.The supplier have experience of similar works, i.e., atleast 3 works not less than Rs.6.60 lakh or atleast 2 works amounting to not less than Rs.8.25 lakh or 1 work amounting to not less than Rs.13.15 lakh in the past three years. Details in this regard should be furnished by the supplier.



6.The supplier's clientele should include banks, financial institutions, government undertakings and other reputed concerns, references which should be made available in case the same is sought for by NABARD.

7.The suppliers' should be system integrators so that hardware installation and software configuration are done smoothly.

8.The supplying agency should be a profit making entity for the past 3 (three) years. Details of the same need to be provided.

### **Acceptance of Tenders / Bids**

1.The offers made should be unqualified failing which the offer shall be liable to the rejected.

2.The supplier shall pass on to NABARD any benefit under any promotional scheme / offers on the product /s offered. Also all items / parts included by the OEM would be supplied alongwith the equipment. The supplier would not be entitled to debundle any such item / part. The make / model of the equipment offered should be clearly indicated in the quote.

3.Copy of the valid "dealer/distributor" certificate of the product proposed to be supplied should be enclosed along with the offer. It may also be noted that licenses of all softwares loaded in PCs and all certifications specified under the technical stipulations will have to be supplied failing which the Bank reserves the right to reject the goods even after delivery of goods. Details relating to certifications specified in technical details must be clearly mentioned in the offer.

4.Rates should be quoted both in figures and words in columns provided for. All erasures and alterations made in the offer must be attested by initials of the offerer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the offer void at the Bank' option. No change in rate or conditions after opening the offer will be entertained

5.The offerer should note that unless otherwise stated, the offer is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. The quantities in the schedule of quantities approximately indicate the total extent of work but may vary and even may be omitted thus altering the aggregate value of contract. No claim for any compensation shall be entertained in this regard.

6.NABARD reserves the right to accept or reject any tender in part or in full without assigning any reasons whatsoever.

7.Any correction / alteration should be properly authenticated with signature and date by the authorised representative of the supplier. Corrections using fluid and overwriting will not be permitted.

8.Rates should be quoted both in figures and in words. In case of difference between figures and words the following procedure will be followed : (a) when there is a difference between the rates in figures and words, the rates which correspond to the amount worked out by the supplier will be taken as correct ; (b) When the amount of items is not worked out by the supplier or it does not correspond with the rate written either in figures or words, then the rate quoted by the supplier in words shall be taken as correct ; (c) When the rate quoted by the supplier in figures

and words tallies but the amount is not worked out correctly, the rate quoted by the supplier shall be taken as the correct and not the amount.

### **Opening of Bids**

1.The tenders may be supplied in two parts, one part containing the technical specifications (as per proforma), Earnest Money Deposit (EMD), Acceptance of the Terms and Conditions of Contact and the other part containing the financial bids. Separate sealed envelopes may be used for each part.

2.Envelope 1 will be opened in the presence of authorised representatives of the individual bidding firms who chose to be present at the time of opening.

3.After opening of the tenders under Envelope 1 and assessing the conditions, NABARD will, if they so decide, inform all the tenderers regarding any modification in the tender conditions. Bidders who agree to the changed conditions, alongwith the original in totality and agree to the same in writing would be allowed to make modifications if they so wish, in their tender prices by means of a letter to be submitted in a sealed envelope.

4.The envelope 2 of only those tenderers would be opened who after discussion agree to bring their tenders in line with the requirements of the tender document and if the tenders are acceptable to NABARD. The decision of NABARD would be binding in such case. The date and time of opening of envelope 2 would be intimated after opening of envelope 1.

5.Any correction / alteration should be properly authenticated with signature and date by the authorised representative of the supplier. Corrections using fluid and overwriting will not be permitted.

### **Award of Contract**

1.NABARD reserves the right to inspect the premises / facilities of the supplier to ensure the claims made by the supplier are in conformity with the details provided in the bid.

2.NABARD does not bind itself to accept the lowest or any other offer and reserves to itself the right to accept/reject any or all the offers, without assigning any reasons, therefor.

### **Undertaking of Works**

1.The successful supplier would be required to complete the delivery and installation at site within 3 weeks of NABARD's acceptance of the offer and placing of Purchase Order.

2.The supplier would also have to provide a bond certifying that the software/s supplied by them is licensed and genuine and indemnifying NABARD in case their claims are proved otherwise.

3.The laptops are proposed to be provided at the offices of our District Development Managers (DDMs) in various districts of Uttar Pradesh. Tenderers shall deliver the machines to specified locations and ensure services. The details of the allocation would be intimated by NABARD in due course.



4.NABARD reserves the right to shift the machines between its various offices in the State of Uttar Pradesh and the supplier / manufacturer would be liable to provide service for the machines / systems at such locations.

5.The equipments would be made available for testing / inspection by NABARD representative/s and the supplier would ensure all necessary assistance for the same. The supplier would also ensure proper testing of the equipments and connected paraphernalia and ensure that the products meet the criterion as listed out in the offer made by NABARD and to the satisfaction of NABARD.

6.In case the model offered by the supplier at the time of quote is out of date, the supplier should agree to provide at no extra cost, an equipment of such higher configuration than prescribed in the offer and acceptable to NABARD.

7.Subsequent to installation of the equipment at NABARD's site (to be indicated in the offer letter by NABARD), togetherwith all related software, the supplier will handover to NABARD all the related media, manuals, etc., and fill in a Machine Installation Report (as per proforma at Annexure III) in triplicate. A System Information (SI) printout will also be generated at site. The SI would be attached to the MIR and both the documents would be signed by the representatives of the supplier and NABARD. Whereas one copy of the MIR and SI would be provided to NABARD immediately, the supplier would retain the other two copies of the documents. One copy of the same would be attached to the Invoice to be submitted by the supplier.

8.The offerer shall not be entitled to any compensation for any loss suffered by him on account of delays in commissioning or executing the work, whatever be the cause of delays, including delays arising out of modifications to the work entrusted to him or any other reasons whatsoever and the Bank shall not be liable for any claim in respect thereof. Bank does not accept liability for any sum besides the offer amount, as mentioned in the schedule of quantities.

9.The successful offerer is bound to carry out all items of work necessary for the completion of the job even though such items are not included in quantities and rates.

10.The successful offerer should make his own arrangements to obtain all materials required for the work. Detailed brochures, illustrations, if any, with descriptive literature etc. have to be accompanied with the offer. The details and the literature so submitted by the successful offerer shall be retained by the Bank.

11.The conditions, specifications and schedule of quantities forming contract document are explanatory and are complementary to each other, representing together the work/installation to be carried out. In case of doubt, the matter shall be discussed with the Bank' Officials and necessary clarifications obtained. If neither the specifications nor the schedule of quantities include any provision specifically but if such provisions are absolutely necessary to complete the work, the offerer shall provide the same without any extra cost to the Bank. Anything contained in any one viz. (i) the specifications and/or (ii) the schedule of quantities but not specifically appearing in the other parts of the documents shall be deemed to have been stipulated under all such parts of the document and the work shall be carried out accordingly.

12.The works shall not be considered as completed until the Bank' officials have certified in writing that the same have been virtually completed as per the order. The warranty period shall commence from the date of such certificate.

13.The installations shall be completed as per the working days / hours of the bank and no request for extension of such facilities beyond the normal working hours / days will be entertained.

14.A list indicating the product serial numbers of each instrument (CPU, keyboard, mouse, monitor, printer etc.) installed under the contract has to be furnished at the time of completion of the Work.

15.NABARD would not be liable for any compensation for injury or loss of life caused to the supplier's workmen / contract staff / others or property during execution of work prescribed under the contract. The contractor is advised to take all necessary precautions / adequate insurance measures to prevent / protect itself from any such liability.

### **Payment**

1.90% of the value of the purchase order on installation and submission of certificate of satisfactory installation. The balance 10% of the purchase value would be released on submission of Bank Guarantee for performance by the supplier as cited under Warranty below.

2.Payment would be made by NABARD only on satisfactory completion of all report and handing over of all such related media, manuals, etc., and submission of MIR and SI.

3.All the payments of bills in respect of the offer shall be made only by the Chief General Manager, National Bank for Agriculture and Rural Development, Uttar Pradesh Regional Office, Lucknow at his office by cheque. All payments shall be subject to statutory deductions such as Trade Tax, Income Tax, etc., as applicable.

4.All payments will be made at Lucknow only

5.Payment will be made only on completion of all works specified under the contract and on satisfaction of other conditions of the contract. Under no circumstances would part / advance payment be allowed.

6.The payments made by NABARD would be subject to deduction of all taxes together with surcharge, etc., as applicable under the extant laws prevailing at the time of payment.

### **Warranty**

1.The tender should clearly specify the period and type of warranty. In case, the product offered carries a lower warranty term, rates for an upgrade to the minimum prescribed warranty period should be provided. However, the bank reserves the right to award such maintenance post warranty period to a third party for AMC.

2.Warranty would mean that prompt after sales service (within a span of 1 working day of filing a complaint) is made available by the supplier / manufacturer. Warranty items would cover all



manufacturing defects without exclusion. No charges would be payable by NABARD for adherence to warranty terms by the supplier / manufacturer.

3.The selected supplier would be required to provide performance bank guarantee from their banker as per the proforma to be supplied by us for an amount equivalent to 10% of the equipment cost for the warranty period.

4.The offerer shall not assign the contract to someone else. He/they shall not subcontract any portion of contract except with the written consent of NABARD.

5.Defect liability/Warranty period for Maintenance of machines shall be a minimum period of 03 years on-site from the virtual Completion date. The defect liability/warranty period covers total comprehensive contract. Any defect or fault which may appear within the warranty Period of 03 years after the virtual completion of the work, arising in the opinion of the Bank' Officials from materials or workmanship not in accordance with the offer, shall upon the directions in writing of the Bank' officials, and within such reasonable time as shall be specified therein, be amended and made good by the offerer, at his own cost and in case of default, the Bank may employ and pay other persons to amend and make good such defects, or faults, and all damages, loss and expenses consequent thereon or incidental thereto shall be made good and borne by the offerer and such damage, loss and expenses shall be recoverable from him by the Bank or may be deducted by the Bank, upon the Bank Officials' Certificate in writing, from any money due or that may become due to the offerer, or the Bank may in lieu of such amending and making good by the offerer deduct from any moneys due to the offerer a sum equal to the cost of amending such work and in the event of the amount retained being insufficient, recover the balance from the offerer, together with any expenses the Bank may have incurred in connection therewith. The offerer shall remain liable under the provisions of this clause notwithstanding the signing of any certificate or the passing of any amounts, by the Bank' Officials.

6.Warranty should cover parts replacement, free labour, on-site / off-site visit etc. No extra claims are applicable during the warranty period. In case of repair of machines during the period, a substitute machine shall be provided by the firm in the event of the repairs exceeding 24 hours.

### **Penalties**

1.In the event of failure of the supplier to deliver and install the machines within the stipulated period of time, NABARD reserves the right to award the supply to an alternative supplier. All damages on this account would directly rest with the supplier originally awarded the contract. The EMD provided by the supplier would stand forfeited in such case. Also NABARD would be entitled to claim compensation for any excess payments / damages incurred by NABARD in this connection.

2.Liquidated damages shall be 0.25% (zero point two five per cent or twenty five per cent of one percent) of the accepted cost of tender per week of delay beyond the stipulated period of completion subject to a maximum of 5% of the contract cost. Any part of week beyond seven days will be construed as full week for the purpose.



**Annexure III**

**Machine Installation Report**

**Location :**

**Details of Hardware :**

Machine Serial Number	
Monitor Serial Number	
Keyboard Serial Number	
Mouse Serial Number	

Date of Installation		
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<b>1</b>	CPU CO-PROCESSOR CACHE MEMORY (KB)	
<b>2</b>	MEMORY (MB) MEMORY TYPE	
<b>3</b>	HDD (CAPACITY) HDD TYPE HDD MAKE	
<b>4</b>	FDD (CAPACITY) FDD MAKE	
<b>5</b>	DISPLAY	
<b>6</b>	CD-ROM SPEED AND MAKE	
<b>7</b>	KEYBOARD	
<b>8</b>	SERIAL, PARALLEL, USB PORTS	
<b>9</b>	MOUSE	
<b>10</b>	OTHER HARDWARE	

**Details of Software Received with (To be filled in by NABARD Representative)**

<b>Sr No.</b>	<b>Software</b>	<b>Version Number</b>	<b>Licence Number</b>	<b>No. Of CDs / Floppies</b>	<b>Pre-Loaded on PC (Y/N)</b>	<b>Remarks</b>



<b>Vendor's Engineer / Representative</b>		<b>NABARD Representative</b>	
<b>Name</b>		<b>Name</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Date</b>		<b>Date</b>	



#### Annexure IV

#### **PERFORMANCE BANK GUARANTEE**

National Bank for Agriculture and Rural Development, Uttar Pradesh Regional Office, 11 Vipin Khand, Gomti Nagar, Lucknow - 226 010

This deed of guarantee made on this day of by (*Name of Bank giving guarantee*) having its registered office at and amongst all places a branch at (*address of bank branch giving guarantee*) and wherever the context so require includes its successors and assigns (hereinafter called the "Surety") for the favour of National Bank for Agriculture and Rural Development, Uttar Pradesh Regional Office and wherever the context so requires includes its successors and assigns (hereinafter called the "Purchaser").

1. The purchaser has placed an order no. dated (hereinafter called the "Said Order") with (*Name of Vendor*) a Company having its registered office at (*Address*) and wherever the context so requires includes its successors and assigns (hereinafter called or referred to as "The Supplier").
2. Under the terms of order, the supplier is required to furnish the purchaser at his own cost a Bank Guarantee for an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) for fulfilling the conditions of technical delivery in the purchaser order towards guarantee against all manufacturing defects for a period upto \_\_\_\_\_ in lieu of retention of an amount of 10% of the value of the order towards satisfactory fulfillment of the order and for defects, if any, noticed during the warranty period of three years from date of satisfactory installation.
3. The Surety at the request of the Supplier who are constituents of surety agreed to issue a Bank guarantee in terms of the said order on behalf of the supplier and the purchaser has agreed that the supplier shall repair or replace free of cost, equipment, machinery, its parts and components found defective on account of bad workmanship or defective materials or inferior manufacture as mentioned in the warranty and guarantee clause of the said order.
4. The Surety binds himself to pay to the purchaser to the extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) in case of failure on the part of the supplier to perform this guarantee provided the purchaser informs the surety in writing to this effect. The surety binds himself to pay the amount immediately pursuant to the said demand notice notwithstanding any dispute that may exist or arise between the purchaser and supplier or any other person.
5. Notwithstanding anything contained herein above, the liability of the surety in respect of this guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_); in case of failure on the part of the supplier to perform this guarantee provided, the purchaser informs the surety in writing to this effect.
6. This guarantee shall remain in force upto (date)
7. The guarantee shall not be discharged or released from the guarantee by any arrangement between the Purchaser and the Supplier with or without consent of the Surety or by any alteration in the Obligations of the Parties or by any indulgence, forbearance whether as to payment, time, performance or otherwise.



8. This guarantee shall not be affected by any change in the constitution of the supplier by absorption with any other body or corporation or any other and this guarantee will be available to or enforceable by such body or corporation.

9. Unless a claim under this guarantee is made by the purchaser against the bank on or before **(6 months after end of warranty period)** all the rights of the purchaser under this guarantee shall be forfeited and the bank shall be relieved and discharged from all liability under this guarantee.

10. And this bank guarantee after shall cease to exist if there is no claim on or before **(6 months after end of warranty period)**. Notwithstanding anything contained herein above, the liability under this guarantee is restricted to an amount not exceeding Rs. \_\_\_\_\_(Rupees \_\_\_\_\_) and the guarantee shall remain in full force and effect until . Unless action to enforce the claim is filed on or before **(6 months after end of warranty period)** all rights under the said guarantee shall be forfeited and Bank shall be relieved and discharged from all liabilities thereunder.

DATED AT LUCKNOW THIS \_\_\_\_\_ DAY OF \_\_\_\_\_



**Annexure V**

**LETTER OF INDEMNITY**

The Chief General Manager  
National Bank for Agriculture and Rural Development  
Uttar Pradesh Regional Office  
11 Vipin Khand  
Gomti Nagar  
LUCKNOW - 226 012

Dear Sir,

**Sale of Systems Software, Compilers and Utilities to be used on Personal Computers / Servers**

WHEREAS the National Bank for Agriculture and Rural Development, a corporation established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'the Bank') has expressed desire to purchase Systems software, compilers and utilities to be used on Personal Computers for the various functions as per the Schedule hereunder written and which are hereinafter for brevity sake referred to as ' the said systems package', subject to our furnishing declarations and indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OF INDEMNITY WITNESS THAT:

We, the \_\_\_\_\_ hereby declare and certify that we are the rightful owners/ licences of the said systems package offered for sale to the Bank and that the sale of the said systems package to the National Bank does not infringe the property or copy rights of any other person and that the same does not infringe the Copy of Rights Act, 1957 or any other Act for the time being in force. We, the said \_\_\_\_\_ hereby agree to indemnify and keep indemnified and harmless the Bank, servants, agents and other authorised persons against any action that may be brought against them for infringement of the right of property or other intellectual property or copy rights in respect of the said systems package supplied by us to the Bank and will defend the same at our cost and consequences, and will pay or reimburse the Bank, its officers, servants, agents and other authorised persons from all the costs and other expenses that may be put to or incur in that connection.

SCHEDULE

Yours faithfully

**(Name and Designation of Authorised Official)**



**NATIONAL BANK FOR AGRICULTURE  
AND RURAL DEVELOPMENT**

**Annexure VI**

**Desktop PCs - Offered Under Backup on an As and Where Is Basis**

Pentium II Compaq Desk Pro EP with Colour Monitor - 10 Nos.

**Quote:**

I / We have read and fully understood the terms and conditions of the tender and quote the following rates:

Sr. No	Item	Number of units	Per/unit		Total cost
			(In figures)	(In words)	
1	Server				
2	Desktop PCs	19			
3	Laptop PCs	6			
4	A4 Network printers	10			
5	A3 Network printer	1			
6	USB Pen/Flash drive	40			
7	Unmanaged 24 Port Switches				
8	600 VA UPS	19			

Name and Signature of the person authorised to quote:

Company/Firm/Supplier stamp and seal: