

“Tender for Supply, Installation, Testing and Commissioning of 06 All - in -One (AIO) Personal Computer at National Bank for Agriculture & Rural Development, Haryana Regional Office, Plot No. 03, Sector 34- A, Chandigarh- 160022 (UT)”

“नाबार्ड हरियाणा क्षेत्रीय कार्यालय, सेक्टर-34ए, चंडीगढ़ में 06 ऑल-इन-वन (एआईओ) पर्सनल कंप्यूटर की आपूर्ति, स्थापना, परीक्षण और कमीशन के लिए निविदा)”



राष्ट्रीय कृषि और ग्रामीण विकास बैंक
सूचना प्रौद्योगिकी विभाग (डीआईटी)
हरियाणा क्षेत्रीय कार्यालय, प्लॉट नो. 3, सेक्टर 34-ए, चंडीगढ़ – 160 022
ई-मेल – dit.haryana@nabard.org

National Bank for Agriculture & Rural Development, Haryana Regional Office, Plot No. 03, Sector 34- A, Chandigarh- 160022 (UT)

E-Mail – dit.haryana@nabard.org

Date of Issue of Tender Document	22 February 2022
Last date of submission	Upto 1500 hrs on 28 February 2022
Date & Time of Opening of Bid	1530 hrs on 28 February 2022

Contents**Technical Bid**

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Price Bid

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NOTICE INVITING TENDER

Ref.No. NB. HR.DIT/ AIO Purchase / 2361 / 21-22

Dated 22 February, 2022

Nine empanelled agencies

1. Spectra Computech Pvt. Ltd.
2. eNet Work Soutlions
3. Infres Methodix Pvt. Ltd.
4. H&H Technologies
5. FORE Solutions
6. Independent Business Machines Pvt. Ltd.
7. Adroit Infoways
8. OST
9. Megaster Electronics

Dear Sir/Madam

Supply, Installation, Testing and Commissioning of 6 All-in- One (AIO) Personal Computer (PC)

National Bank for Agriculture and Rural Development [NABARD] invites sealed tenders for supply, installation, testing and commissioning of **06 AIO PC** as per detailed specifications and schedule of quantities specified in the tender document.

2. You may contact us for any clarification directly by sending email to dpsp.haryana@nabard.org, dit.haryana@nabard.org till 10 AM on 25/02/2022 or telephonically from 0172- 5116839 (Sh. Rajat Verma).

3. Sealed offers should be submitted in one envelope indicating clearly writing "Bid for Supply of 06 AIO PC " on this envelope. The envelope should be addressed to "The Chief General Manager, National Bank for Agriculture & Rural Development, Haryana Regional Office, Plot No. 03, Sector 34- A, Chandigarh- 160022 (UT)" and super-scribed Tender for "**Supply, Installation, Testing, Commissioning of 06 AIO PC for NABARD Haryana RO, Chandigarh**". The tender should be submitted not later than **1500 hrs. 28 February 2022**.

4. The Bid offer shall contain

a) Counterfoil/Transaction Details of interest free Earnest Money Deposit (EMD) of **Rs. 10,000/- (Rupees Ten Thousand Only) to be submitted electronically.**

b) OEM authorisation

c) All the pages signed by empanelled as token of acceptance.

d) Technical specification compliance sheet as per the proforma indicated in bid/tender as Annexure II.

e) Any other information called which the vendor/Bidder would like to submit along with his 'Quotation'.

f) Duly filled Price Bid

5. Every page of the tender, should be filled-up wherever required and duly signed for acceptance to the tender conditions.

6. Before filling up the tenders, the bidders may note the following:

a) The bid shall remain valid and open for acceptance for 03 months from the date of opening of the bid.

b) Time of Completion - The work shall be completed within the One month from date of work order.

c) All documents that comprise the offer should be signed and sealed by the firm, as a token of acceptance to the terms and conditions specified in tender.

d) Liquidated damages for delay in completion of the work will be levied at 0.25 % of the value of accepted tender for every week of delay or part thereof, subject to maximum of 5% of value of the accepted tender.

e) NABARD reserve the right to accept or reject any/all tender/s in part or whole of any firm/firms without any reasons for doing so.

f) Must have inspected the sites and other conditions.

7. No conditional offer will be accepted. The offer without EMD will be rejected. However, Micro and Small Enterprises are exempted from EMD payment and requisite registration certificate is to be submitted as IT supplier. EMD will be refunded along with the final bill amount settlement. In case of vendor fails to supply the items after allocation of order, NABARD will forfeit the EMD and debar / blacklist the agency.

8 Late tender will not be accepted.

9. The sealed tender shall be dropped in Tender Box kept at the entry of Annexe Building.

10. Tender document is provided free of cost.

Regards

Yours faithfully

(Jasbir Singh)
Asstt. Manager

Terms and Conditions

2.0 Scope of work:

The estimated cost of the tender is around Rs. 5.40 Lakh (Rupees Five Lakh and forty thousand only) including all taxes .

The successful bidder needs to provide the following elements:

2.0.1 Supply of 05 AIO PC with:

- a) License for all the Hardware, Software Components (wherever applicable).
- b) Manuals of the Hardware and Software (wherever applicable).
- c) Media in the form of CD, DVD etc. (wherever applicable).

2.0.2 Installation:

Installation, Commissioning & Configuration of the supplied equipment at NABARD's Regional Office at Haryana.

2.0.3 Warranty support:

The successful bidder has to provide Comprehensive Post-installation warranty support for all the hardware, software, Installed & commissioned by him, for a period of 3 (three) years, on site. In case where the bidder might have to source full or part of the components or services from the OEM, the bidder shall stay responsible for the entire solution.

2.1 Conditions of the TENDER:

2.1.1. NABARD will normally deal with a single bidder who can provide comprehensive support and is in a position to provide every element of the solution. Specific authorization from the original manufacturer of the Hardware and Software (wherever applicable) would be required for this project. NABARD also reserves the right to negotiate or partly accept any or all, in part or in whole the tenders received without assigning any reasons thereof. The tenderers may have to furnish Rate Analysis for the scrutiny of rates by NABARD, if required. The Tenderers may please note that NABARD also reserves the right to divide and distribute the work to more than one contractor. In such cases the decision will be solely at the discretion of NABARD including that of assignment of works.

2.1.2 Complete specifications of all the products and services recommended in the proposal inclusive of make/manufacturer/ developer shall have to be provided along with the technical bid.

2.1.3 The bidder has to submit supporting documents along with the Technical bid that the bidder is authorized to bid the Hardware and Software (wherever applicable) recommended by him in the proposal.

2.1.4 Submission of proposal in response to the Tender enquiry does not bind NABARD to award a purchase order for any service or product. NABARD would only deal with the successful bidder in matters related to Technical, Commercial and Legal aspects.

2.1.5 NABARD reserves the right to reject any particular bid or all the bids without assigning any reason whatsoever. Failure to select a bidder by NABARD shall not make NABARD liable to pay any claim.

2.1.6 The bidder acknowledges the responsibility to respond promptly in contract with NABARD by submitting the proposal against this Tender enquiry. Failure to do so shall relieve NABARD of any contractual obligation to the bidder and

NABARD reserves the right to select any other bidder for the awarded work.

2.1.7 Any additional/different terms & conditions proposed by the bidder shall be treated as rejected unless expressly assented in writing by NABARD.

2.1.8 The bidder explicitly acknowledges that they are experts and fully competent in executing the work involved in the provision of the tendered job and accepts the responsibilities for the performance of all provisions and terms and conditions of the tendered job.

2.1.9 Any response or Communications whatsoever from the bidder received after the last date/time shall be strictly treated as invalid unless called for by NABARD.

2.1.10 No expense incurred by the bidder in the preparation of the quotation against the present tender enquiry shall be borne by NABARD. The submitted bids once opened shall not be returned to the bidder.

2.1.11 The price quoted for all components/ products/ services in the proposed solution should be competitive and inclusive of all taxes , delivery and installation charges. NABARD reserves the right to verify the same independently and rejects bids not complying with this criterion.

2.1.12 The technical & functional specifications of all the items should comply with the criterion given under the relevant section of this tender. NABARD reserves the right to accept or reject any tender based on deviations (as per the discretion of NABARD), if any, from the technical specifications.

2.1.13 Any corruption in the software or media (wherever applicable) provided by the bidder shall be rectified during the full warranty period of the contract at no extra cost to NABARD.

2.1.14 The hardware, software and the overall system shall be supported by the successful bidder for the entire period of warranty. The bidder is required to submit an undertaking to this effect along with the technical offer. Absence of the undertaking shall make the offer liable for rejection.

2.1.15 The bidder shall be responsible for installation, commissioning & configurations of the hardware and software and related activities (unpacking, un-crating, inspection etc.). They shall ensure physical availability of all items as per the packing list.

2.1.16 The successful bidder shall provide Machine Installation Reports, Supply Completion Report and Performance Guarantee Certificate after completion of work.

2.2 Other Requirements :

2.2.1 The product offered should comply with the certifications indicated in detailed specifications of the hardware/software. The bidder should submit supporting documents along with the Offer.

2.2.2 **The bidder should be direct channel partner of the OEM**, preferably highest level channel partner and should be the one-point contact for the entire project.

2.2.3 The bidder should provide proper authentication from the manufacturer/OEM as per the proforma available with bidder. Offers without proper authentication/authorisation from the manufacturer/OEM shall be treated as incomplete and shall be rejected.

2.2.4 The bidder or its authorized representative should have a dedicated comprehensive support service center at Chandigarh/ tricity.

2.4 Signatory:

Each page of the 'Quotation' document / bid Offer should be signed by the person or persons submitting the 'Quotation' in token of Vendor/Bidder having acquainted himself with the General Conditions of Contract, Specifications, etc., as laid down.

2.5 Opening of Quotation

Offer/ Quotation / Bid will be opened at 15:30 hours on 28th February, 2022 at NABARD, Haryana Regional office, Chandigarh, in the presence of the Vendors/Bidders/Their representatives who choose to remain present..

2.6 Earnest Money Deposit (EMD):

The Vendor/Bidder shall furnish an EMD for **Rs. 10,000/- (Rupees Ten Thousand Only)**. Offer without EMD in the proper form will be rejected. Details of Account -

Name of the A/c Holder : National Bank for Agriculture and Rural Development

Bank Name : NABARD

Branch Name : Head Office, Mumbai

IFSC : NBRD0000002

A/C No : NABADMN40

Details to be submitted by Bidder:

Name of the Firm / Agency	
Name of the Bank	
Amount (Rs)	
UTR No.	
Date	

The EMD of unsuccessful Vendors/Bidders shall be returned within four weeks, of the successful completion of the Bid Process. No interest is payable on such amount. The EMD of successful Vendor/Bidder will be returned only after submission of performance guarantee by the successful Vendor/Bidder as detailed in the tender. No interest would be payable on this EMD amount. The EMD shall be forfeited if a Vendor/Bidder withdraws his offer during the period of validity of the bid. NABARD's decision in the above cases will be final.

2.7 Warranty period:

During the warranty period the main company shall provide on-site free maintenance services for trouble shooting of hardware and related software problems and replacement of parts free of charge.

2.9 Performance:

2.9.1 Response Time to errors:

The vendor undertakes and guarantees that all the Critical Errors will be resolved within twenty-four hours of the NABARD intimating the same through e-mail, telephone or fax.

2.9.2 Spare parts:

The vendor will make the arrangement of spare parts for the Hardware and accessories available for a minimum period of three years (warranty period) from the time of acceptance of the system. If any of the peripherals/components are not available during the warranty period, the substitution shall be carried out with peripherals/components of equivalent or higher capacity/ speed /performance.

2.10 Price Composition:

The price offered to NABARD must be in Indian Rupees. The prices quoted for the work shall be deemed to have included all taxes/GST/Custom Duty or any other taxes/duties imposed by /State Government/ Local Bodies/ Central Government, charges for labour, transport, insurance charges for transit, shipment, packing, freight from the factory to the destination site, handling, clearing, installation, commissioning charges, comprehensive on-site maintenance services under warranty and any other charges/taxes etc. as may be applicable. If the tenderer fails to include such taxes and duties in the tender, no claim thereof will be entertained by NABARD afterwards. As

per Indian laws, TDS/GST/Other Taxes as applicable for the firm will deducted at source and a certificate for the same will be issued to the vendor. The photocopies of the requisite documents, issued by the respective competent authority, showing proof of having paid the required Excise/Custom duty/GST amount duly authenticated shall be submitted to NABARD. For any adjustment required to be carried out due to changes in the rate of Excise/ Custom duty /GST etc., the vendor shall furnish required documents/ working of the revised duty amount and financial impact. All statutory variations in the rate of the taxes/duties will be taken into account by NABARD on submission of documentary proof.

Terms like "rates as applicable" in the financial bid will not be accepted and such bids will be rejected without assigning any reason whatsoever.

The Vendors/Bidders should quote prices strictly as per the price composition stated above failing which the offers are likely to be rejected.

2.11 No Price Variations:

The tendered rates shall be firm and shall not be subject to any variations, on account of fluctuations in the market rate or any other source.

2.12 Import Obligations:

In the event of it being necessary to import any materials of foreign manufacture, the Vendor/Bidder should obtain the same against his own normal license quota and should not look to NABARD for any assistance whatsoever for their procurement.

2.13 Terms of Payment:

Payment will be made from NABARD according to the procedure and schedule mentioned below:

2.13.1 Supply of Hardware & Software Components:

Total cost of Hardware & Software Components shall be paid on supply and installation of the listed Hardware & Software Components and on submission of the Machine Installation Report (MIR) issued by the competent authority of NABARD.

2.14 Term of execution of work:

The overall time limit for satisfactory Supply, Installation, Testing and Commissioning of Hardware/Software shall be four weeks from the day of the issue of Purchase Order. Time shall be the essence of the contract.

2.15 Timely completion and Liquidated Damages:

If the Vendor/Bidder fails to effect and complete the work within the time as stipulated under the Section: "Term of execution of work", the Vendor/Bidder shall be liable to pay NABARD liquidated damages and not by way of penalty, a sum of 0.5% of the

contract price for each completed week of delay in completion of work. The Vendor's/Bidder's such liability for the delay in completing the work shall not in any case exceed 5% of the contract price.

2.16 Agreement:

The issue of letter of award of work by NABARD shall be construed as a binding contract and shall be accepted by bidder.

.2.17 Confidentiality:

The details of the proposed service shall be treated as confidential information between NABARD and Vendor/Bidder. Any such information shall not be passed on in part or in full to any third party without NABARD's prior written approval.

2.18 Settlement of disputes by Arbitration:

a) The bid and any contract resulting there from shall be governed by and construed according to the Indian Laws.

b) All settlement of disputes or differences whatsoever, arising between NABARD and the Bidder out of or in connection to the construction, meaning and operation or effect of this bid or in the discharge of any obligation arising under this bid whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between the NABARD's representative and the Bidder's representative.

c) In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then such unsettled dispute or difference shall be referred to arbitration by sole arbitrator mutually agreed in accordance with the Arbitration and Conciliation Act, 1996. If no agreement is arrived at within 30 days from the date of notice as to who shall be the sole arbitrator, NABARD shall send to the Bidder a panel of five names of persons who shall be presently unconnected with NABARD or the Bidder.

The Bidder shall on receipt of the names as aforesaid, select any one of persons so named to be appointed as sole arbitrator and communicate his name to NABARD within 30 days of receipt of the names. NABARD shall there upon without delay appoint the said person as the sole arbitrator. If the Bidder fails to select the person as sole arbitrator within 30 days of receipt of the notice from panel and inform NABARD accordingly, NABARD shall be entitled to appoint one of the person from the panel as sole arbitrator and communicate his name to the Bidder. If the person so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever; another person shall be appointed by NABARD from the above list of persons.

d) The venue of the arbitration shall be at Chandigarh and the language of arbitration shall be English.

e) The award of Arbitration shall be final and binding on both the parties.

f) Work under the contract shall be continued by the Bidder during the arbitration Proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due or payable by NABARD to the Bidder shall be withheld on account of the ongoing arbitration proceedings. If any, unless it is the subject matter, or one of the subject matters thereof.

2.19 Order cancellation:

NABARD reserves its right to cancel the entire/unexecuted part of the work contract at any time by assigning appropriate reasons in the event of one or more of the following conditions:

a) Delay in delivery of the ordered equipment, etc., within the scheduled time as mentioned in the tender document (except with written permission from NABARD).

b) Delay in installation and commissioning of the system beyond three weeks from the date of acceptance/receipt of the work order (except with written permission from NABARD).

c) Any other appropriate reason in view of NABARD.

In addition to the cancellation of the work contract, NABARD reserves the right to foreclose the Bank guarantee given by the Vendor/Bidder towards performance of the contract to appropriate the damages.

2.20 Right to Accept or Reject the Quotation:

NABARD does not bind itself to accept the lowest bid or any or all Quotations and Reserves to itself the right to accept or reject any or all the 'Quotations', either in whole or in part without assigning any reasons for doing so. If any conditions are stipulated at the time of submission of tender, they will be summarily rejected.

2.21 Right to alter quantities:

NABARD reserves the right to alter quantities to be purchased on the same terms and conditions.

2.22 Force Majeure:

a) The parties shall not be liable for default or non-performance of the obligations under the contract, if such default or non-performance of the obligations under this contract is caused by Force Majeure.

b) For the purpose of this clause. "Force Majeure" shall mean an event beyond the control of the parties, due to or as a result of or caused by acts of God, wars, insurrections, riots, earthquake and fire, events not foreseeable but does not include any fault or negligence or carelessness on the part of the parties, resulting in such a situation.

c) In the event of any such intervening Force Majeure, each party shall notify the other party in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the other party, the party pleading Force Majeure shall continue to perform/render/discharge other obligations as far as they can reasonably be attended/fulfilled and shall seek all reasonable alternative means for performance affected by the Event of Force Majeure

d) In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, the parties shall hold consultations with each other in an endeavour to find a solution to the problem.

e) Notwithstanding above, the decision of NABARD shall be final and binding on the Bidder.

2.23 Evaluation Process:

Only Quotations received on or before the stipulated date and time for responding to the Tender will be considered for further evaluation. The evaluation process will Least Cost Method.

Accepted all terms and condition as well as Annexure I & II.

Signature of the Authorized Signatories

Name -

Designation –

Seal with address

Date & Place

FORM OF TENDER SUBMISSION

Ref.No. _____

Date:

The Chief General Manager,
National Bank for Agriculture and Rural Development,
Haryana Regional Office,
Plot No. 03, Sector 34-A,
Chandigarh- 160022

Dear Sir,

1. Having examined the specifications and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance in all respects with the specifications and instructions in writing referred to in the Terms and Conditions of Contract, Schedule of Quantities and with such materials as are provided for, and in all other respects and in accordance with such conditions so far as they may be applicable.

MEMORANDUM

Sr. No.	Contents	Details
[a]	Description of works	Supply, Installation, Testing and Commissioning of 06 AIO PC
[b]	Estimated Cost	Rs. 5,40,000/- [Rupees Five Lakh and forty thousand only]
[c]	Earnest Money Deposit	Rs. 10,000/- [Rupees Ten Thousand Only].
[d]	Percentage, if any, to be deducted from bills	Nil
[e]	Time allowed for completion of the works	04 weeks from the date of purchase/ work order.

2. Should this tender be accepted, I / We hereby agree to abide by the terms and provisions of the said conditions of contract annexed hereto so far as they may be applicable and in default thereof to forfeit and pay to NABARD, HARYANA Regional Office the amount mentioned in the said conditions.

3. I / We have deposited a sum of **Rs. 10000/-** [Rupees Ten Thousand Only] as Earnest Money with NABARD, HARYANA Regional Office, Chandigarh, which is not to bear any interest.

4. Should I / We fail to execute the contract when called upon to do so, I / We do hereby agree that this sum shall be forfeited by me / us to NABARD, HARYANA Regional Office, Chandigarh.

5. Our bankers are :

i	
ii	
iii	

6. The names of partners of our firm are:

7. Name of the partner of the firm authorised to sign:

OR

Name of person having Power of Attorney to sign the contract:
[Certified true copy of the Power of Attorney should be attached]

Yours faithfully,

[Signature of authorised representative of
Vendor / Supplier with company seal]

ANNEXURE - I**Machine Installation Report [MIR]
For 06 AIO PC**

Name of the Office : NABARD, HARYANA RO,
CHANDIGARH

Name of the Vendor :

Make & Model of Network Laser Printers supplied :

Date of Installation :

Machine Serial. Nos. :

1.

2.

3.

4.

5.

6.

Name & Signature of vendor :

Date and Seal :

Name and Signature of NABARD Officer :

Date and seal :

Annexure - II**1. Specifications of All in one PCs (Windows)- 06 Nos.**

Sr. No	Component	Specifications of All in one PCs (Windows)
1	CPU	11 th Gen Intel core i5 or equivalent or above
2	Memory	16GB (DDR4)
3	Chipset	Intel Chipset Motherboard with onboard/discrete Graphics sound card and Ethernet port
4	Display	Monitor 21.5" or higher IPS LED backlit widescreen Without Touch Display with Anti-Glare and FHD resolution (1920 * 1080)
5	SSD/ HDD	512 GB M.2 PCI NVMe 2400 MBps (Solid State Drive) preferably
6	Optical Drive	Not required
7	Ports	At least two USB 3.0 ports, HDMI out or Display Port, 10/100/1000 Gigabit Ethernet Port
8	Keyboard & Mouse	Wired Keyboard (1 No.) and wired Laser Scroll Mouse (1 No.)
9	Connectivity	10/100/1000 Gigabit Ethernet Card, 802.11b/g/n, Bluetooth® 4.0
10	Operating System	Windows 10 Pro preloaded (No volume based license allowed)
11	Compliance	Energy Star Compliant or EPEAT registered, ROHS, TPM 2.0 or equivalent
12	Multimedia	HD Audio, Inbuilt Stereo Speakers, Integrated Microphone and integrated HD camera
13	Warranty	Three-years Comprehensive On-site warranty including on Keyboard and Mouse from the OEM

Note – The vendor has to supply AIO PC to meet the above minimum prescribed specifications . It is responsibility of vendor / bidder to ensure it or quote for higher specifications. The SSD shall be provided as per specifications mentioned above.

Mention the details of Quoted AIO PC with wired keyboard & mouse

a) Company Name –

b)Model No .

b) Brochure of product, if any

PRICE BID

Schedule of Quantities

S.No.	Particular	Qty & Unit	Rate(Rs.)	Amount (Rs.)
1.	Supplying, installation, testing and commissioning of All-in-One Personal Computer (AIO PC) As per minimum Technical Specifications mentioned in Annexure – II.	06 nos.		
	Rate in words			

Total amount in words

Accepted terms and conditions of tender

Name

Sign and seal of authorised person

Date