



# TENDER DOCUMENT

---

## **SUPPLY, INSTALLATION OF DESKTOPS**

**Issue Of Tender – 11.3.2020 , 10.00 am onwards**  
**Last Date of Submission of Tender- 26.3.2020, 3.00 pm**  
**Opening of Technical Bid – 26.3.2020, 3.30 pm**  
**Opening of Financial Bid- 27.3.2020, 3.30 pm**

**NATIONAL INSTITUTE OF PUBLIC FINANCE AND POLICY**  
**18/2, Satsang Vihar Marg, Special Institutional Area (Nr JNU)**  
**New Delhi – 110 067**

## NIPFP

National Institute of Public Finance and Policy (NIPFP) an autonomous body under Ministry of Finance, Government of India, invites sealed bid for the items whose details are mentioned as below.

<b>GENERAL</b>			
1.	Equipment		
	<b>Sl.#</b>	<b>Equipment as per specification in Annexure – I</b>	<b>Nos.</b>
	<b>1</b>	<b>HP/Dell Desktops</b>	<b>3</b>
	<b>2</b>	<b>Monitor HP</b>	<b>1</b>
	<b>3</b>	<b>Monitor Acer</b>	<b>1</b>

2. The company shall submit the following details along with bid in the sequence.

1	Company Profile	Encl:
2	Company Registration Number	Encl.:
3	GST Number	Encl.:
4	PAN Number	Encl:
5	Item wise specification filled as per Annexure – I	Encl:
6	Customer list as per Annexure II along with documentary proofs.	Encl:
7	Financial Bid in separate sealed envelope as per Annexure – III	Encl:
8	Terms and Conditions duly sealed and signed with date Annexure IV	Encl:

3. The important date regarding tender are as below.

**Issue Of Tender – 11.3.2020 , 10.00 am onwards**  
**Last Date of Submission of Tender- 26.3.2020, 3.00 pm**  
**Opening of Technical Bid – 26.3.2020, 3.30 pm**  
**Opening of Financial Bid- 27.3.2020, 3.30 pm**

SAO, NIPFP

**Annexure-I**

***Item-wise Detailed Specification***

<b>Sl.No</b>	<b>HP/Dell Desktop</b>	
<b>1</b>	Make – HP /Dell Desktops Model No.	Make..... Model No.....
		<b>Compliance(Yes/No)</b>
<b>2</b>	Core i7-8700, 16GB DDR4 RAM, AMD Radeon R7 430 2GB Gfx Dedicated, 2TB HDD with 7200 RPM, Win 10 Pro, DVD RW,USB wired optical Mouse,USB Keyboard, 18.5 inch TFT,3 years warranty.	

<b>Sl.No</b>	<b>Make – HP/Acer Monitor</b>	
<b>2</b>	TFT 28 inch 4K Monitor with AMD Free Sync Technology, Stereo Speakers	Make..... Model No.....

<b>Sl.No</b>	<b>HP/Dell- Monitor</b>	
<b>2</b>	TFT 23.8 inch Edge LED Backlit Computer Monitor, Full HD, IPS Panel with VGA,HDMI ports.	Make..... Model No.....

**LIST OF 3 IMPORTANT CUSTOMERS IN DELHI**

<b>1. Name of Company and Contact Person</b>	
<b>Address</b>	
<b>Number of system supplied to them</b>	
<b>Telephone No.</b>	
<b>Email Address</b>	
<b>Fax No.</b>	
<b>2. Name of Company and Contact Person</b>	
<b>Number of system supplied to them</b>	
<b>Telephone No.</b>	
<b>Email Address</b>	
<b>Fax No.</b>	
<b>3. Name of Company and Contact Person</b>	
<b>Number of system supplied to them</b>	
<b>Telephone No.</b>	
<b>Email Address</b>	
<b>Fax No.</b>	

To be put in Separate Sealed Envelope

NATIONAL INSTITUTE OF PUBLIC FINANCE AND POLICY

FINANCIAL BID

Specifications	Brand/Model	Qty (No)	Unit price (Rs)	Total unit price (Rs)	GST	Total Price+tax (Rs)
Core i7-8700, 16GB DDR4 RAM, AMD Radeon R7 430 2GB Gfx Dedicated, 2TB HDD with 7200 RPM, Win 10 Pro, DVD RW, USB wired optical Mouse, USB Keyboard, 18.5 inch TFT,3 years warranty.	HP/Dell	3				
TFT 28 inch 4K Monitor with AMD Free Sync Technology, Stereo Speakers	HP/Acer	1				
TFT 23.8 inch Edge LED Backlit Computer Monitor, Full HD, IPS Panel with VGA,HDMI ports .	HP/Dell	1				
Grand Total						

Signature

Name of the Firm

Address

Tel. No., Mobile No.

Fax No.

Seal of the firm

Dated

**TERMS AND CONDITIONS (TAC)**  
**FOR THE SUPPLY AND INSTALLATION OF COMPUTER EQUIPMENT**

---

- 1 Sealed quotations are invited for Supply, Installation, of Desktops and Monitor.
- 2 Performance Bank Guarantee (10% of the total cost) will be deposited by the bidder within 7 days from the date of award of the work order.
- 3 The equipment shall be supplied and installed at the Institute's premises within a period of 4 weeks from the date of award of the work order.
- 4 EMD of Rs. 10,000/- in favour of National Institute of Public Finance and Policy, New Delhi may be put in a separate cover and shall be enclosed along with the tender.
- 5 Quotations received, without EMD will not be considered, and the same will be rejected. Financial bid shall be submitted in a separate sealed envelope. Financial Bid of only those Tenderers will be opened whose Technical Bid qualifies.
- 6 In case the supplier fails to execute the order within the stipulated period, the EMD shall stand forfeited. The EMD of other bidders will be returned within 15 days.
- 7 In the event of non-execution of the order, the Institute reserves its right to procure the same quantity of items from any other source at the risk and cost of the contractor.
- 8 No advance payment shall be allowed. Payment will be made within three weeks after certification from the competent authority of the Institute regarding satisfactory installation and commissioning of the systems at the cost of the vendor.
- 9 The vendor will have to provide the standby arrangements against faulty devices -- complete system or part(s) of it till the expiry of comprehensive warranty period for server.
- 10 Tenderers not complying with any of the provisions stated in this tender document are liable to be rejected. Institute, reserves the right to accept or reject any tender without assigning any reason and does not bind him to accept the lowest tender.
- 11 Decision of Institutes in regard to interpretation of the terms and conditions and the Agreement shall be final and binding on Company.
- 12 Company should take extra precaution to ensure that there is absolutely no damage of the facility/ equipment's/surrounding structure/existing system etc.
- 13 If any damage is made by company, it will be got repaired/replaced/rectified by Company itself at no extra cost.
- 14 Company has to give an undertaking that they are not blacklisted during last three years by any department.
- 15 Company shall ensure compliance of all statutory laws of the Central Govt./State Govt./Municipal Authorities related to the employment of their staff and all obligations under Minimum Wage Act & Contract labour Act 1970 etc. and NIPFP will not be responsible for such purposes in anyway.
- 16 Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitration to be appointed by Director, NIPFP.
- 17 The award of the Arbitrator shall be final and binding upon the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitration proceedings shall be governed by the Arbitration and Conciliation Ordinance dated 26<sup>th</sup> March, 1996 and shall be conducted in Delhi. The agreement drawn shall be subjected to the jurisdiction of the courts at Delhi.

