

**Indira Gandhi Institute of Development Research**  
**An Advanced Research Institute established by the Reserve Bank of India**  
**(Deemed to be University)**



Telephone : 022 – 2841 6548  
FAX : 022 – 2840 2752

Address : Gen.A.K.Vaidya Marg  
Film City Road, Goregaon ( E )  
Mumbai : 400 065

Email : [lingaraj@igidr.ac.in](mailto:lingaraj@igidr.ac.in)

Website : <http://www.igidr.ac.in>

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TENDER FOR

**PROCUREMENT FOR**  
**COMPUTER SERVER**  
**IN IGIDR CAMPUS MUMBAI**

Tender No. IGIDR/Tender/ 2018-2019/CC/02

TENDER DOCUMENT

AT

**Indira Gandhi Institute of Development Research**  
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**Gen .A.K.Vaidya Marg, Film City Road, Mumbai : 400 065.**

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**NOTICE INVITING TENDER (NIT)**

**FOR**

**COMUTER SERVER**

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Sealed Tenders are invited by IGIDR (in two bid Systems) from Original Equipment Manufacturers (OEM) or their Authorized distributors / Re-sellers for the Computer Server.

Sr No.	Description of Items	Qty	EMD
1.	<b>SUPPLY, INSTALLATION and COMMISSIONING of COMPUTER SERVER</b>	1 Nos	Rs.45,000/-

I. Tender Documents with detail terms & conditions can be downloaded from our website: <http://www.igidr.ac.in/igidr-tenders/>

II. All the details/document pertaining to the tender such as tender document, corrigendum and any further updates will be available only on our website.

III. Bids/Quotations may be submitted directly by the OEM or their Authorized distributors/Dealers/Resellers/Channel Partners with proof of authorization from OEM.

IGIDR shall not be responsible for non-receipt bid due any other reasons.

*For any issues related to tender please contact Computer Center, Tel: 022 – 2841 6548 / 580 [Email:lingaraj@igidr.ac.in](mailto:lingaraj@igidr.ac.in)*

**Registrar**

NIT No.: IGIDR/Tender/ 2018-2019/CC/02

Signature with date, stamp/seal of tenderer

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BIDDING DOCUMENTS FOR PROCURMENT OF COMPUTER SERVER

Chapter 1	Schedule of Tendering
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Chapter 5	Technical Bid
Chapter 6	Price Bid
Chapter 7	Acceptance Certificate
Chapter 8	Annexure I Technical Specification

**CHAPTER- 1**  
**Schedule of Tendering:**

Sl. No.	Event	Date and Time/ Remarks
01	Down loading of Tender document from website	<a href="http://www.igidr.ac.in/igidr-tenders/">http://www.igidr.ac.in/igidr-tenders/</a>
02	Last date & Time of Submission of Bids (Technical and Price Bid)	<b>March 11, 2019 up to 03.00PM(IST)</b> Please refer tender Terms at IGIDR
03	Opening of Technical and Price Bids	<b>March 11, 2019 at 03.30 PM, (IST)</b> Please refer tender Terms at IGIDR
04	All the communications with respect to the tender shall be addressed to:	Registrar, Indira Gandhi Institute of Development and Research, Gen.A.K.Vaidya Marg, Film City Road, Santosh Nagar, Goregaon (East), Mumbai : 400 065.
05	FOR TAKING ASSISTANCE, IF ANY	Website: <a href="http://www.igidr.ac.in/igidr-tenders/">http://www.igidr.ac.in/igidr-tenders/</a> Contact Computer Center, Tel: 022 – 2841 6548 / 580 <a href="mailto:lingaraj@igidr.ac.in">Email:lingaraj@igidr.ac.in</a>

## CHAPTER- 2

### INSTRUCTIONS TO THE TENDERERS

The tender shall be submitted in accordance with these instructions and any tender not confirming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract.

1. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any tenderer stipulate any condition of his own, such conditional tender is liable to be rejected.
2. IGIDR reserves the right to reject any tender/bid wholly or partly without assigning any reason.
3. The Technical Committee constituted by the IGIDR shall have the right to verify the particulars furnished by the bidder independently.
4. Tenderer shall take into account all costs including installation, commissioning, etc. for giving delivery of material at site i.e. IGIDR Mumbai before quoting the rates. In this regard no claim for any extra payment for any reason shall be entertained.
5. The item should be delivered at IGIDR, Mumbai and the supplier shall be responsible for any damage during the transit of goods.
6. In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time. The IGIDR reserves the right to accept or reject any or all the tenders.
7. The bidders may submit duly filled and completed bidding document as per instruction contained in the bidding documents. Incomplete bid shall be rejected. The conditions of tender shall be governed by the details contained in complete bid document.

**CHAPTER - 3**

**Check List and LIST OF DOCUMENT TO BE SUBMITTED WITH TECHNICAL BID:**

1. Manufacturer's Authorization Form.
- a) The intending Tenderer, in case of Original Equipment Manufacturers shall submit a self-declaration on their letter-head, along with the tender documents, confirming that they are regularly manufacturing, supplying, installing, testing & commissioning of the similar equipment.
- b) The intending tenderer, in case of Authorized Distributor/ Authorized Dealer shall possess valid authorized Distributorship /Dealership certificate/letter from Original Equipment Manufacturers(OEM). The tenderer shall enclose the copy of the same as while submitting the tender.

2. GST NO : Please submit copy of your GST

3. PAN NO: Please submit copy of your PAN

4. Copy of Registration or certificate of incorporation of the firm/Company

5. Firm should submit EMD submission in the TECHNICAL BID.

- a) DD  DD Number :
- b) BG  Bank Name:
- c) Others

6. Submit CA Certified **Balance sheets & Income & Expenditure account**, for the **last 3 (three) years**.

Year			
Turn Over			
Profit/Loss Amount (indicate figure with + or -)			

Email Id:

Contact Number:

Contact person:

7. The bidder should have experience in successful execution of similar works in last 3 years in Government Department/PSU/Autonomous Body or any reputed organization. References order copy along with proof of completion certificate for the project should be provided.

1. Name of the Organization      PO Date      PO Value.

8. **You must Attach BOM of the server with the configuration, quantity and preferably with part numbers including server operating systems**

## CHAPTER - 4

### Instructions for Bid Submission

Sealed Tenders should be addressed to The Registrar, Indira Gandhi Institute of Development Research, Goregaon (East), Mumbai-400065 and superscripted "**Tender for Procurement of Computer Server**" at Indira Gandhi Institute of Development Research, Gen. A.K.Vaidya Marg, Santosh Nagar, Goregaon (E) Mumbai-400065.

1. The tender to reach his office not later than **3:00 PM on March 11, 2019** along with an Earnest Money of deposit **Rs. 45,000.00** by Demand Draft/Bank Guarantee drawn in favour of Indira Gandhi Institute of Development Research, of a Scheduled Bank.
2. Tender in sealed envelope, supported by prescribed annexure; EMD, Technical bid & financial bid shall be placed in separate sealed envelopes each marked as "**Envelope-1: EMD**", "**Envelope-2: Pre-qualification & Technical Bid**", "**Envelope-3: Financial bid**" respectively. All three envelopes shall be submitted together in another sealed envelope endorsed "**Tender for Procurement of Computer Server**". The bid will be received up to **3:00 PM on March 11, 2019**. No tender will be accepted after **3:00 PM on March 11, 2019** under any circumstances whatsoever.
3. The envelopes Marked "EMD, Pre-qualification & Technical Bid" of tender shall be opened at 3:30 PM on the same date at the office of the Registrar, Indira Gandhi Institute of Development Research, Goregaon, Mumbai, or his authorized representative in his office in the presence of the tenderer's or their representatives should they choose to be present.
4. Financial bid will be opened for the Pre-qualified bidders only. The date of opening of financial bid shall be informed by institute later on.
5. Tender shall remain valid for acceptance by the Institute for a period of **Four months** from the date of opening of the tender which period may be extended by mutual agreement and the tenderer shall not cancel or withdraw the tender during this period.
6. The bidder must use only the forms issued by the Institute to fill in the rates. Any addition/alteration in the text of the tender form made by the bidder shall not be valid and shall be treated as null and void.
7. Rates should be quoted both in figures and in words in columns specified. All erasures and alterations made while filling the tender must be attested by initials of the bidder. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender void at the Institute's option. No advice whatsoever especially on any change in rate specifications after the opening of the tender will be entertained.
8. Each Page of the Tender Document should be signed by the person or persons of the company submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of contract. General specifications, Special Conditions, etc. as laid down. Any tender with any of the documents not so signed will be rejected.
9. The Earnest Money deposit of **Rs. 45,000.00** by a Demand Draft/ Bank Guarantee issued by a Schedule Bank drawn in favor of Indira Gandhi Institute of Development Research, Mumbai



shall only be accepted by the Institute. A tender which is not accompanied by EMD i.e. demand draft/ Bank Guarantee will not be considered. The EMD will be returned to the bidder if his tender is not accepted by the Institute but without Interest. The EMD paid by the successful bidder shall be held/enchased by the IGIDR as security for execution and fulfillment of the contract. No interest shall be paid on this deposit. **The successful bidder shall submit Performance Security Deposit (SD) for 5% of the total order value with the Institute in form of DD/BG and** the same will held by the Institute for the warranty period without paying any interest.

10. Indira Gandhi Institute of Development Research reserves to itself the right to accept or reject any or all the tenders, either in whole or in part, without assigning any reasons for doing so. Indira Gandhi Institute of Development Research also reserves the right to divide the order between two or more bidders and the Vendor shall carry out even the part orders for various items.
11. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
12. Bidder is advised to go through the tender advertisement and the tender document carefully to understand the documents required to be submitted was the part of the bid.
13. Period of validity of the tender will be for 120 days.
14. The rates quoted shall include all charges for packing, transport, loading, unloading and for delivery at site. The rates shall also be firm and shall not be subject to exchange variations, labour conditions, fluctuations in railway freights or any conditions whatsoever. Bidders must include in their rates, applicable taxes, excise duty and any other tax and duty or other levy whether existing or future, levied by the Central Government or any State Government or Local Authority, if applicable. No claim in respect of applicable taxes, excise duty or other tax, duty or levy whether existing or future, shall be entertained by the Employer.
15. Time allowed for supply of **Computer Server** will be **2 weeks.**, which shall be strictly observed by the Vendor and it shall be reckoned from the date of receiving of P.O.

#### 16. DEFECT LIABILITY PERIOD

The defect liability period will be for a period of **60 months** from the date of supply and installation of the equipment. Any defect arising in the defect liability period should be replaced/repared without any additional cost by the vendor in the stipulated time as mentioned in the bid document. In case of frequent failures/repairs within the warranty period Vendor/OEM will have to replace the equipment with new one.

Time shall be considered as the essence of the contract. Indira Gandhi Institute of Development Research reserves the right to terminate the Contract if the Vendor fails to supply the equipment within the specified period and his security deposit will be forfeited.

17. **Guarantee/ Warranty:** The equipment should be covered comprehensive on-site warranty against any manufacturing defect for a period of **05 Years** from the date of successful installation and acceptance. In case any part or whole of the equipment is found to be defective during the guarantee period, then the same will have to be

replaced/repared free of cost at our premises. Warranty certificate should be submitted with the bill(s).

- 18. Insurance:** The date of delivery should be strictly adhered to failing which the purchase order is liable to be cancelled. Penalty may be imposed as per P.O. terms & conditions. Goods should be securely, safely and adequately packed & dispatched and delivered at the risk of supplier. In case of damage consignment the same should be replaced without any cost to the Buyer and the supplier can collect the damaged consignment after satisfactory replacement.
- 19. Right of Acceptance:** This office does not pledge itself and reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity offered and the firm shall supply the same at the rate quoted. The firm shall be at liberty to tender for the whole or any portion or to state in the tender that the rate quoted shall apply only if the entire quantity is taken from the firm.
20. Items supplied are subject to inspection and acceptance and the supplier should collect/ replace the rejected items at his cost and risk.
- 21. Proof of Registration OR OEM Certificate/Letter OR Sole Distributorship Certificate MUST be attached.**
- 22. Liquidated Damages:-** As Time is the essence of an order, the date of delivery should be strictly adhered to, otherwise the delivery in full or in part may not be accepted and penalty for late delivery will be imposed @ 0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order & beyond 10% subject to approval of IGIDR. In case of delay in installation and Commissioning, Inspection, Certification etc. also the same rate of penalty shall be leviable.
- 23. Cancellation:** IGIDR reserves the right to accept or reject or cancel any or all enquiries or quotations at any stage without assigning any reason thereof. In case of cancellation of order due to Non-compliance of the Terms and Conditions and Breach of the Contract, No compensation will be paid towards progress of order/procurement.
- 24. Governing Law:** The order placed will be contract between the supplier and the buyer and shall be governed by the LAWS of India and under the contract shall be taken by the parties only in Mumbai, India to competent jurisdiction.
25. For any dispute, the place of jurisdiction shall be Mumbai, India only.
- Note – Non-compliance of the above may disqualify your offer for consideration

S/d  
**Registrar, IGIDR**

## CHAPTER- 5

### TECHNICAL BID

Item details and technical specification as mentioned below:

Sl.No	Description	Technical Specification	Qty.	Compliance Yes/No	Deviations, if any
1.	<b>SUPPLY, INSTALLATION and COMMISSIONING of COMPUTER SERVER</b>	Attached as Annexure- I	<b>1 Nos</b>	<b>Bidder should submit compliance matrix</b>	<b>To be mentioned a long with the compliance matrix</b>
2.	Warranty: <b>Five Years on-site Comprehensive warranty</b> from the date of installation acceptance.				
3.	Installation: Firm should install the equipment at IGIDR Mumbai within two weeks from the date of delivery.				
4.	OEM must have capability for uninterrupted supply of spares, accessories for a period of <b>07 years (84 months)</b> from the date of acceptance to avoid any operational problem due to obsolesce or/ any other reasons.				
5.	INSTALLATION: Firm will install and commission the equipment free of cost.				
6.	DELIVERY: Within <b>02 weeks</b> from the date of order.				
7.	TRAINING, DEMO & TESTING: Firm will impart training, demo and testing to all lab staff and students if required.				
8.	1 set of comprehensive user manuals should be supplied along with each equipment.				
9.	The bidder should have their presence in <b>Mumbai</b> . Valid proof should be submitted along with the bid.				

## CONDITIONS FOR COMMERCIAL BIDS

1. Payment will be released through wire transfer/bank RTGS transfer as follows :-  
  
100% after delivery, testing, inspection, installation of the item(s) and if found satisfactory with regard to quality, quantity and specifications ordered.  
  
The payment will be released after statutory deductions. For the payment, the firm has to submit bill(s), challans(s), warranty certificate, bank details/cancelled cheque, installation report, performance bank guarantee (if required) etc. to the Registrar IGIDR, Mumbai.
2. Delivery desired is within 02 weeks from the date of releasing the supply order. Specify your delivery period (before 31<sup>st</sup> march 2019). Items should be delivered only on Working Days (Monday to Friday) during office Hours only i.e. between 10.00am to 04.00pm.
3. In case of delayed supplies, liquidated damages at the rate of 0.5 percent per week of delay with a maximum of 10 percent of contract/order value will be levied.
4. Indicate mode of dispatch. Rail/Road/ Air/ Sea/Multimode.

Please note clearly that faxed, mailed and opened quotations are liable to be rejected.

## CHAPTER- 6 PRICE BID

PRICE BID - Schedule of price bid in the form of BOQ format:

1. The below mentioned Financial Proposal/Commercial bid format is provided as BoQ along with this tender document :

**(The price is included with 5 years onsite support & warranty)**

	Item Description	Brand and model of the SERVER	Qty	Unit Rate	Total Rate	Taxes	Total Price (inclusive of all taxes, duties, freight etc)
1	SUPPLY, INSTALLATION and COMMISSIONING of COMPUTER SERVER as per the Technical specification Annexure-I		1 Nos				
	<b>GRAND TOTAL</b>						

**Total price in Words:**

3. The tender shall remain valid for acceptance for 120 days, from the date of tender opening.

### OTHER CONDITIONS FOR PRICE BIDS

1. No unilateral revision in price will be admissible.
2. Rates must be quoted clearly on free delivery basis at IGIDR Mumbai and total value is also indicated in words.
3. In case spares/accessories are applicable, their list and price should be clearly indicated separately.

Signature of Tenderer

**CHAPTER-7**  
**Acceptance Certificate**

To,  
IGIDR Mumbai

I/We agree to all the terms & conditions, technical specification of the item and the entire NIT terms.

I/We agree to hold this offer open until 120 days and shall be bound to supply/commission/install the equipment and dispatch the same within the specified period.

I/We agree to supply and commission/install the equipment and complete the whole of the work and hand over to the purchaser within the stipulated period, after receipt of intimation regarding acceptance of this tender/receipt of supply/service order.

**I/We agree that in case if we fail to deliver the goods/complete the work within the specified period, then institute shall be liable to claim liquidated damages from me/us by invoking EMD/SD.**

Signature of Tenderer  
With Office Stamp

Station :

Date :

Name :

Address :

## CHAPTER- 8

### Annexure – I ( Technical Specifications)

Server following minimum specifications:

Sr. No.	Parameters	Technical Specifications	Compliance (Y/N)	Deviation if any
1.	Processor	2 x latest Intel Xeon Gold 6130 2.1GHz, 16C/32T, 10.4GT/s , Turbo, HT (125W) DDR4-2666		
2.	Form factor	1 RU		
3.	Memory	256 GB ( 32 GB RDIMM 2666MHz DDR4 ,Dual rankx 8 nos)		
4.	Network interface	2 x 10GbE ports standard RJ45		
5.	Ports	1 HDMI/VGA; 2 USB		
6.	Hard drive	1.2TB 10K RPM SAS 12Gbps 512n 2.5in Hot plug Hard Drive x <b>3Nos</b>		
7.	Raid Controller	Standard RAID controller ( minimum RAID levels 0/1/10/5/50 ) with battery backup		
8.	Operating system	<b>Windows Datacenter edition 2016 (Academic version) for both the processors considering all the cores supplied with this server.</b>		
9.	Optical drive	DVD-RW (internal/External)		
10	Input Device	USB wired standard Keyboard and Mouse of same make		
11	POWER	<b>RPS hot swappable</b>		
12	Accessories	All other default items/configuration, rail kit, riser kit , Indian power cable etc should be supplied with the system. All rrequired Connectors and cables.		
13	Warranty	5 years Onsite warranty24x7x365		
14	BRAND as given below. <b>(DELL/HP/LENOVO/ FUJISTU/)</b> MODEL :			

**15. You must Attach BOM of the server with the configuration, quantity and preferably with part numbers including server operating systems.**

### **Warranty and SLA**

1. Computer Server should carry a minimum 5 year warranty on site **24x7 4 Hour** Response from the date of Installation of the machines.

### **Scope of Work:**

1. Please note that we are educational institute so please quote the academic price of Microsoft Windows Server Datacenter 2016 default license.
2. Installation of server in the existing RACK. The OS disk (2 SAS HDD) will be in RAID 1 level and third SAS disk will be used for Data.
3. As we are going to have the shared desktop on this server you need to enable the terminal services on this server with our existing RDP license.