



# **NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS**

(An autonomous Institute of Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)

## **TENDER DOCUMENT**

**NIT No. NIBMG/ICT Equipment/2023-24/004**

**Date: 06-04-2023**

**Supply and installation of 5 nos Laptop**

**06 April, 2023**

**CRITICAL DATE SHEET**

**NIT No. NIBMG/ICT Equipment/2023-24/004**

**Date: 06-04-2023**

<b>Published Date</b>	<b>06-04-2023 (06.00 PM)</b>
<b>Bid Document Download / Sale Start Date</b>	<b>07-04-2023 (09:00 AM)</b>
<b>Clarification Start Date</b>	<b>07-04-2023 (09.00 AM)</b>
<b>Clarification End Date</b>	<b>20-04-2023 (02.00 PM)</b>
<b>Bid Submission Start Date</b>	<b>07-04-2023 (09.00 AM)</b>
<b>Bid Submission End Date</b>	<b>26-04-2023 (04.00 PM)</b>
<b>Bid Opening Date</b>	<b>27-04-2023 (03.00 PM)</b>



# NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS

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## Tender Notice

NIT No. NIBMG/ICT Equipment/2023-24/004

Date: 06-04-2023

### (I) INSTRUCTION TO BIDDERS

#### 1. SCOPE OF WORK

Online (e-procurement mode) bids in item rate are invited under two-part system from experienced and resourceful suppliers who fulfil the eligibility criteria for participation in the tender process for the following work.

SL. No.	Name of the work	Estimated Cost (₹) [Including GST]	Delivery & Installation to be completed Weeks / days	Earnest Money (₹)
1.	Supply and installation of 05 nos Laptop with accessories	4,72,000.00	30 days	9,500.00

Earnest Money will be accepted in the form of Bank Draft drawn in favour of the 'NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS', payable at Kolkata from any Nationalized Bank. EMD of the successful bidders will be released after finalization of the tender.

Earnest Money Deposit (EMD) must reach in original at National Institute of Biomedical Genomics within the stipulated time, i.e., the deadline time and date for submission of the bid online.

Or

Details of earnest money deposit may be deposited by e-transfer directly to the Institute Account No-0579050053288, AC/ Name: NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS, Bank: Punjab National Bank, Branch: Kalyani, IFS Code: PUNB0057920, proof of transaction advice should be enclosed in technical bid. Failure to deposit Earnest Money will lead to rejection of tender.

*(Note: As per Rule 170 of GFR "Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation." are exempt from submission of EMD (Bid security). Bidders claiming exemption of EMD under this rule (170 of GFR) are however required to submit a signed Bid Securing Declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of 3 years from being eligible to submit Bids for tenders with National Institute of Biomedical Genomics.)*

Bid shall remain valid for a **period of 90 days** after the deadline date specified for submission.

Intending Bidders may visit the Institute website [www.nibmg.ac.in](http://www.nibmg.ac.in) as well as e-procurement portal [www.eprocure.gov.in](http://www.eprocure.gov.in) for downloading the tender document, other details and any revisions or corrigendum.

Key dates: - As mentioned in the NIBMG Website and e-procurement portal.

Incomplete bids are liable to be rejected. National Institute of Biomedical Genomics (NIBMG) reserves the right to reject the tender without assigning any reason.

## 2. Eligibility Criteria

Intending bidders should fulfill the eligibility criteria laid down hereunder and they should satisfy themselves about their eligibility before submitting the tender. The bidders should submit the documents/credentials in **Part-I** of the bid against all the criteria to substantiate their eligibility to participate in the tenders.

- a) Minimum 5 (five) years' experience of having successfully completed similar jobs in any Reputed Organization during last 5 (Five) years ending last day of month previous to the one in which tenders are invited.
- b) Minimum turnover of Rs. 165 lakh is required in every year during last 3 years.
- c) Authorization letter for this tender from respective OEMs of the proposed product must be submitted.
- d) Following Particulars of the Bidder are also required to be furnished in a separate sheet (format enclosed in technical bid part) & submitted along with the relevant documentary evidence in Part-1 of the bid including EMD.
  - i) Name of the Organization
  - ii) Address
  - iii) Year of Establishment
  - iv) Status of the firm — whether Company/Firm/Proprietary
  - v) Whether registered with the Registrar of Company/ Registrar of Firms. If so, mention number and date
  - vi) Details of similar work and its value of work done with completion certificate during last 5 years.
  - vii) Bidders are requested to mention the model & part no of proposed items to be supplied.
- e) The bidders should also submit the photocopies of following documents in Part- 1 of the bid:
  - i) Valid GST Registration Certificate
  - ii) PAN Card
  - iii) Valid Trade License Certificate
  - iv) Power of Attorney for the authorized signatory

## 3. Bid Price

- a) The purchase contract shall be for the whole works as described in the Bill of Quantities, and technical specifications. Lowest bidder will be selected based on the total price quoted for all items mentioned in BOQ, unit-wise pricing will not be considered.
- b) For Item Rate Tender the bidder must ensure to quote rate of each item. No cell for price can be left blank. However, if a bidder quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest bidder.
- c) All duties, taxes, other levies payable by the contractor under the contract shall be included in the total price, including the GST. New imposition of taxes and variations, (after award of contract) if any, will be borne by the supplier, except for the GST, which will be paid as per actual.
- d) The rates should be quoted in Indian Rupees only.

**4. Terms and Conditions:**

1. Unit price of each Laptop must not exceed Rs. 94,400/- inclusive of all taxes and duties.
2. Authorization letter for this tender from respective OEMs of the proposed product must be submitted.
3. Delivery and installation must be completed within 4 weeks of issuance of PO.
4. Payment will be made only after successful completion of delivery, installation, and commissioning of the ordered items.
5. The installation and commissioning need to be completed by the supplied vendor which includes:
  - Unboxing/unpacking of the items.
  - Demonstrating about the functionality of the equipment.
  - Showing the hardware/software specifications and warranty information at the OEM portal of the delivered items which are needed to be exactly same as per the purchase order.
 In case of any discrepancy, the vendor will be responsible for taking back the materials from NIBMG, Kalyani including transportation charges (if needed).

<b>2.</b>	<p><b><u>Technical specifications of Laptop:</u></b></p> <ol style="list-style-type: none"> <li>1. Processor – latest generation of i5 processor with 10 core, 12M Cache, up to 4.40 GHz or higher</li> <li>2. RAM – 16 Gb or higher, expandable upto 32 GB</li> <li>3. Display - 14 inches HD</li> <li>4. Storage - M.2 1TB PCIe NVMe Gen 4 Class 40 SSD or higher</li> <li>5. Ports: USB 2.0, HDMI, display over USB Type-C port supported, Network port</li> <li>6. Backlit with spill resistant Keyboard</li> <li>7. Windows 11 Pro English, Antivirus, and other necessary software</li> <li>8. Inbuilt Camera &amp; Microphone</li> <li>9. Stereo Speaker with Headphone Jack</li> <li>10. Inbuilt Wi-Fi and Bluetooth</li> <li>11. Battery Charger</li> <li>12. Comprehensive OEM warranty for 5 years.</li> <li>13. Standard carry case</li> <li>14. Weight: ≤ 1.6 Kg including batteries</li> <li>15. Laptop should be EPEAT India gold, MIL, Windows, and Ubuntu Linux certified.</li> </ol>	5		
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