



GUSHKARA MAHAVIDYALAYA

P.O. GUSHKARA, DIST. PURBA BARDHAMAN, PIN 713128, W.B.
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Tender Reference No.: GM/RUSA/P/NIT-28/2019

E-tenders are invited from reputed Manufacturer/Authorized Dealers/Suppliers for purchase of **Computer, Printer, UPS, Digital Display Board, HD Video Recorder, LED Projector, Bar Code Scanner, Paper Perforator and Photocopier**. Rate should be quoted in the prescribed format (standardized BOQ format).

All the relevant documents, **Specification (Annexure-“A”)** etc. should be downloaded by the interested bidders from the website: <https://wbtenders.gov.in>. Any addendum/corrigendum/Extension of validity period will be notified at the aforesaid e-Tendering portal: <https://wbtenders.gov.in>. Bidders are requested to go through the following very carefully before submission of bids. When a tendering firm submits their tender in response to this N.I.T., they will be deemed to have understood fully the contents, the requirements, terms& conditions of this tender.

A. COMPUTER, PRINTER, UPS, DIGITAL DISPLAY BOARD, HD VIDEO RECORDER, LED PROJECTOR, BAR CODE SCANNER, PAPER PERFORATOR AND PHOTOCOPIER

- ✓ **Login by bidder:** A bidder desirous of taking part in an e-tender invited by a State Government shall login to the e-Procurement portal of the Government of West Bengal using their login ID and password using valid DSC.

B. Eligibility of Bidder:

- ✓ The bidder must be a Manufacturer or authorized representative of manufacturer. Certificates/Authorization must be submitted online in support of the claim.

C. Validity of Bid & Warranty: - The tendered rate shall be valid till 1 year from the date of acceptance. The items must be covered under On-site Warranty for 3 years.

D. Documents: - Bidders shall submit their Valid Trade License, GST Registration Certificates, Income Tax, P. Tax for the last financial year, PAN and Bank Account No., Credentials in support of supplying the items from any Govt./Govt. Aided undertaking valued at not less than Rs. 4 lakhs.

E. Others: -

- i. **The bid price must be final price inclusive of supply, installation charges and required accessories.**
- ii. The prospective bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during the contract period. If any deficiency / damage is found during the period as mentioned above, the Bidder shall be held responsible. The bidder may quote his rate considering the above aspect. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the College.
- iii. The College authority does neither bind itself to accept the lowest rates of any tender nor to assign any reason thereto for non-acceptance of the tender.

- iv. The college authority has the full right to check/verify the original copy of documents submitted by the bidder at any point during the e-tendering process.

It is obligatory for the bidder that to maintain delivery schedule for supply of the ordered item and its accessories. In case of delay successful bidder will be held responsible & action will be taken as per condition of tender as laid down herein without prejudice. Any sort of plea for Part Performance / No Performance / Defective Performance against work order, will not be considered and this will include incidents occurring due to acts of God.

F. Payment:

✓ Tax Invoice and the Challan against the work/supply is/are to be sent in DUPLICATE and should invariably be submitted along with supplies.

✓ Payment shall be made after executing the order satisfactorily in all respects. However, no interest shall be paid to the firm if the payment is delayed due to whatever reasons. In no circumstances, delivery schedule should be affected & or linked with the payment of outstanding bills. The payment of bills shall be withheld, in case of violation of any tender terms & conditions.

Date & Time Schedule

Sl.No.	Particulars	Date	Time
1.	NIT publication date	09.07.2019	17.00 p.m.
2.	Bidding starts	09.07.2019	17.00 p.m.
3.	Bidding closing	24.07.2019	18:00p.m.
4.	Bid opening date	27.07.2019	13:00 p.m.

Bid Opening Location: Gushkara Mahavidyalaya, P.O. Gushkara, Dist. Purba Bardhaman, PIN 713128, W.B.

Sd/- Dr. S.K.Pan
Principal
Gushkara Mahavidyalaya

Instructions to Bidders

General guidance for E-Tendering:

The following are the instructions / guidelines for electronic submission of the tenders for assisting the Manufacturer/Authorized Dealers/Suppliers to participate in E-Tendering:

- I. **Registration:** Any Manufacturer/Authorized Dealers/Suppliers willing to take part in the process of E-Tendering will have to be enrolled & registered with the Government e-procurement system, through logging on to <https://wbtenders.gov.in>.
- II. **Digital Signature Certificated (DSC):** Each Manufacturer/Authorized Dealer/Supplier is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders for the approval service of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the website stated in Clause-I above. DSC is given as a USB e-Token.
- III. The Manufacturer/Authorized Dealers/Suppliers can search and download the NIT and Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause-I using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- IV. **Submission of Tenders:** Tenders are to be submitted online to the website stated in Clause-I in two folders, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). Virus scanned and digitally signed copies of the documents are to be uploaded. The documents will get encrypted (transformed into non-readable formats).
- V. **Technical Proposal:** The Technical Proposal should contain scanned copies of the following cover (folder):

a) **Statutory Cover** Containing the following documents –

i. NIT (Online)

b) **Non-Statutory Cover** Containing the following documents –

Sl.No.	Category	Sub-Category	Details
1.	Certificates	Certificates	<ul style="list-style-type: none">• Manufacturer/Authorized Dealer• GST Registration• PAN• P.Tax (Challan)• IT receipt• Credentials of supplying previously the same to the Govt./Govt. Aided undertaking
2.	Company Details	Company details	<ul style="list-style-type: none">• Trade License
3.	Catalogue	Brochure	<ul style="list-style-type: none">• Brochure of the manufacturer for each quoted item with specifications

VI. Financial Proposal:

- a) **BOQ:** The Financial Proposal should contain Bill of Quantities (BOQ) in one cover (folder). The contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ after downloading the prescribed format from the website.

Opening & Evaluation of Tender:

- I. **Opening of Bid Proposal: Nodal Officer and Procurement Officers** will open the bids of the Tender in presence of the **Coordinator of the RUSA & Members of the Purchase & Tender Sub-Committee**.
- II. **Intending tenderers may remain present if they so desire.**
- III. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
- IV. Decrypted (transformed into readable formats) documents of the Non-Statutory cover will be downloaded and handed over to the **Coordinator of the RUSA & Members of the Purchase & Tender Sub-Committee**.
- V. Summary list of technically qualified tenderers will be uploaded online.
- VI. Pursuant to scrutiny and decision of the **Coordinator of the RUSA & Members of the Purchase & Tender Sub-Committee** the Summary List of eligible tenderers and the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- VII. During evaluation the committee may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

Sd/- Dr. S.K.Pan
Principal
Gushkara Mahavidyalaya

Please see Annexure A for details.

Annexure – “A”

SPECIFICATION AND STANDARD SCOPE

I. COMPUTER:

ITEM	Specification
(i) DESKTOP	Processor - Intel i5 8 th Generation or above; Motherboard - OEM Motherboard (no sticker); HDD - 1 TB – 7200 RPM or above, SATA III 6 Gbps with pre-failure alert indication; RAM - 4 GB DDR4, expandable 32 GB; Optical Drive - 8x DVD writer; Ethernet - Integrated Gigabyte (10/100/1000 NIC) LAN; Inbuilt WiFi; Ports & Slots - Minimum 8 USB ports (Audio, VGA, HDMI, RJ-45 etc.); LED Screen - 18” or above; Keyboard & Mouse - USB Keyboard, USB optical mouse (same make as PC); Operating System - Original Windows 10 (64 bit); Compliance and Certification - High Energy Star, ISO 9001, 14001, 20001, 27001 for OEM; On-site warranty - 3 years or above; UPS – 600 VA and above
(ii) DESKTOP	Processor - Intel i5 8 th Generation or above; Motherboard - OEM Motherboard (no sticker); HDD - 2 TB – 7200 RPM or above, SATA III 6 Gbps with pre-failure alert indication; RAM - 8 GB DDR4, expandable 64 GB; Optical Drive - 8x DVD writer; Inbuilt WiFi; Ethernet - Integrated Gigabyte (10/100/1000 NIC) LAN; Ports & Slots - Minimum 8 USB ports (Audio, VGA, HDMI, RJ-45 etc.); LED Screen - 21” or above; Keyboard & Mouse - USB Keyboard, USB optical mouse (same make as PC); Operating System - Original Windows 10 (64 bit); Compliance and Certification - High Energy Star, ISO 9001, 14001, 20001, 27001 for OEM; On-site warranty - 3 years or above, UPS – 600 VA and above
(iii) LAPTOP	Processor - Intel i5 8 th Generation or above; Motherboard - OEM Motherboard (no sticker); HDD - 1 TB – 7200 RPM or above, Smart III enabled 2D/3D drive guard protection; RAM - 8 GB DDR4, expandable 64 GB; Optical Drive - 8x DVD writer; Ethernet - Integrated Gigabyte (10/100/1000 NIC) LAN; Inbuilt WiFi; Ports & Slots - Minimum 8 USB ports (Audio, VGA, HDMI, RJ-45 etc.); LED Screen – 15.6” or above; Keyboard & Touchpad; External 65 watt smart pin design AC adapter; 4 Cell (41 WHr) battery: upto 7.30 hrs. or higher; Operating System - Original Windows 10 (64 bit); Compliance and Certification - High Energy Star, ISO 9001, 14001, 20001, 27001 for OEM; On-site warranty - 3 years or above
(iv) UPS	1 KVA

II. PRINTER:

ITEM	Specification
(i) B/W PRINTER	Print tech – Laser, Print speed – 18 ppm and above, Copy speed – 18 cpm and above, Power consumption – 1 watt, Duty cycle – upto 8000 per month, Function – Print/Scan/Copy, Energy Efficiency compliance – Energy Star qualified, Processor speed – 400 MHz, Scan resolution – 1200x1200 dpi, Print quality – 600x600 dpi, Scanner type - flatbed
(ii) COLOUR PRINTER	Print tech – Inkjet, Print speed – upto 33 ppm, Print resolution – 5760x1440 dpi, Connectivity – USB 2.0 high speed, Wifi direct, Duty cycle – upto 8000 per month, Function – Print/Scan/Copy, Energy Efficiency compliance – Energy Star qualified

III. Photocopier:

ITEM	Specification
(i) PHOTOCOPIER (Printer-cum-Scanner)	Print Speed - 30-45 ppm for A4 and 10 ppm for A3, Copy Size - A4/A3, Memory - 512 MB and above, Toner Yield - Approx 10,000 sheets - Drum Yield, Approx 60,000 Sheets , Print – Resolution - Minimum 600x600 dpi, Copy Resolution - Minimum 600x600 dpi, Magnification 25% to 400%, Push & Pull scan - BW 300x300 dpi and above, Paper Input Capacity - Cassette 1 – 550 sheets(80 gsm), Multipurpose Tray - Automatic Document Feeder, Desired automatic document feeder, Type of Photocopier – DADF, Connectivity - 3 Port USB
(ii) PHOTOCOPIER (Printer-cum-Scanner)	Print Speed - 20-30 ppm for A4 and 10 ppm for A3, Copy Size - A4/A3, Memory - 256 MB and above, Toner Yield - Approx 10,000 sheets, Drum Yield - Approx 40,000 Sheets, Print Resolution - Minimum 600x600 dpi, Copy Resolution, Minimum 600x600 dpi, Magnification 25% to 400%, Push & Pull scan - BW 300x300 dpi and above, Paper Input Capacity - Multipurpose Tray, Automatic Document Feeder - Desired automatic document feeder - Type of Photocopier, ADF, Connectivity - USB/Ethernet/WiFi enabled

IV. LED PROJECTOR:

ITEM	Specification
LED PROJECTOR	Full HD, Ports: HDMI, VGA, Short Throw, Screen Resolution: 1920 x 1080, Display Resolution: 1080p, USB supported, Lumens: 3000 and above, On-site warranty: Minimum 2 years, Accessories: Wall Mounting Bracket

V. LED DISPLAY BOARD:

ITEM	Specification
LED DISPLAY BOARD	Full HD, Size: 40-50 inch, Ports: HDMI, VGA, CAT6, Remote Controlled, Screen Resolution: 1920 x 1080, USB supported, Functionality: Web Browsing, Connectivity: LAN, Wifi, On-site warranty: Minimum 5 years, Accessories: Wall Mounting Bracket

VI. LED MONITOR

ITEM	Specification
LED MONITOR	Size: 16.5 inch, Ports: HDMI, VGA, CAT6, Connectivity: LAN, Wifi, On-site warranty: Minimum 5 years, Accessories

VII. HD VIDEO CAMERA:

ITEM	Specification
HD VIDEO CAMERA	Back illuminated CMOS/MOS/ BSI MOS sensor, Optical Zoom Lens – at least 20x; focal length around 20 to 600mm, Lens from a reputed company such as Leica, Zeiss etc., Optical Stabilizer, 4K and HD Recording, SD/SDHC/SDXC Card recording, Flip up view finder, Wind shield microphone, 20 MP or more Still photo shooting facility

VIII. PAPER PERFORATOR

IX. BAR CODE SCANNER - Scan 1D Codes, Decoding Speed : 260 lines/sec, Depth of Field 3.3-1000mm