

# भारतीय प्रबंध संस्थान इंदौर

INDIAN INSTITUTE OF MANAGEMENT INDORE

प्रबंध शिखर, राऊ-पीथमपुर रोड, इंदौर - 453 556

PRABANDH SHIKHAR, RAU-PITHAMPUR ROAD, INDORE – 453 556

फ़ोन PHONE: +91-731-2439630-33; फ़ैक्स FAX: +91-731-2439800; ईमेल EMAIL: [stores@iimidr.ac.in](mailto:stores@iimidr.ac.in)

निविदा क्रमांक/Tender No: IIMI/2021-22/09



दिनांक/ Date: October 1, 2021

## NOTICE INVITING TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF DESKTOP COMPUTER, LAPTOP, DOCUMENT CAMERA AND WEBCAM

(E-PROCUREMENT MODE ONLY)

भारतीय प्रबंध संस्थान इंदौर (आईआईएम इंदौर) दो बोली प्रणालियों में निम्नलिखित मदों के लिए मूल निर्माता या अधिकृत वितरकों / अधिकृत विक्रेताओं से ऑनलाइन बोली (ई- टेंडर) आमंत्रित करता है।

Indian Institute of Management Indore (IIM Indore) invites online bids (e-tender) in two bid system from Original Equipment Manufacturer (OEM) / Authorized Distributors / Authorized Dealers for the following: :

निविदा का संक्षिप्त विवरण Brief Details of Tender:

| मद का विवरण<br>Item Description   | निविदा की अनुमानित<br>कीमत<br>Estimated Cost of<br>Tender | अग्रिम जमा<br>EMD | निविदा फीस सभी टैक्स<br>मिलाकर<br>Tender Fee<br>(Inclusive of all taxes) |
|---|---|-------------------|--|
| Supply, Installation, Testing & Commissioning of Desktop Computer with Preloaded Operating System, Laptop, Document Camera and Webcam | ₹ 8,76,000/-  | ₹ 18,000/-        | ₹ 500/-  |

निविदा दस्तावेज <http://eprocure.gov.in/eprocure/app> से डाउनलोड किया जा सकता है और केवल इसी पोर्टल के माध्यम से ऑनलाइन जमा किये जाने की अंतिम तिथि और समय तक प्रस्तुत किया जाना चाहिए।

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app> and bid is to be submitted online only through the same portal up to the last date and time of submission of tender.

निविदा की महत्वपूर्ण तिथियाँ Critical Dates of Tender:

| क्रमांक<br>S. No. | विवरण Particulars  | दिनांक<br>Date | समय<br>Time |
|-------------------|--|----------------|-------------|
| 01                | निविदा के ऑनलाइन प्रकाशन / डाउनलोड की तिथि एवं समय<br>Date & Time of Online Publication/Download of Tender               | 01-10-2021     | 1500 Hrs.   |
| 02                | बोली जमा करने की प्रारंभ तिथि एवं समय<br>Bid Submission Start Date & Time  | 01-10-2021     | 1500 Hrs.   |
| 03                | बोली जमा करने की अंतिम तिथि एवं समय<br>Bid Submission Close Date & Time  | 20-10-2021     | 1500 Hrs.   |
| 04                | अग्रिम जमा राशि और निविदा शुल्क जमा करने की अंतिम तिथि एवं समय<br>Closing date & time for Submission of EMD & Tender Fee | 20-10-2021     | 1500 Hrs.   |
| 05                | तकनीकी बोलियों एवं वित्तीय बोलियों का खोला जाना<br>Opening of Technical Bids and Financial Bids                          | 21-10-2021     | 1500 Hrs.   |

**विषय सूची**  
**TABLE OF CONTENTS**

| S.No. | Description   | Page no. |
|-------|---|----------|
| 01    | आईआईएम इंदौर के बारे में <a href="#">ABOUT IIM INDORE</a>                                       | 3        |
| 02    | तकनीकी विनिर्देश <a href="#">TECHNICAL SPECIFICATION</a>  | 3-5      |
| 03    | निविदा शुल्क एवं बयाना जमा विवरण <a href="#">TENDER FEE &amp; EARNEST MONEY DEPOSIT DETAILS</a> | 5-6      |
| 04    | पात्रता मानदंड <a href="#">ELIGIBILITY CRITERIA</a>   | 6-7      |
| 05    | वित्तीय बोली विवरण <a href="#">FINANCIAL BID DETAILS</a>  | 7        |
| 06    | समय सारणी <a href="#">TIME SCHEDULE</a>   | 7        |
| 07    | निविदा की उपलब्धता <a href="#">AVAILABILITY OF TENDER</a>                                       | 7        |
| 08    | बोली वैधता <a href="#">BID VALIDITY PERIOD</a>  | 7        |
| 09    | बोली प्रस्तुत करना <a href="#">BID SUBMISSION</a>   | 8-9      |
| 10    | बोली का खोला जाना <a href="#">BID OPENING</a>   | 9        |
| 11    | बोली का मूल्यांकन <a href="#">BID EVALUATION</a>  | 9        |
| 12    | भुगतान की शर्तें <a href="#">PAYMENT TERMS</a>  | 9-10     |
| 13    | गुणवत्ता और मात्रा की वारंटी <a href="#">WARRANTY OF QUALITY AND QUANTITY</a>                   | 10       |
| 14    | जुर्माना खंड <a href="#">PENALTY CLAUSE</a>   | 10       |
| 15    | कार्य निष्पादन सुरक्षा विवरण <a href="#">PERFORMANCE SECURITY DETAILS</a>                       | 10       |
| 16    | वितरण कार्यक्रम <a href="#">DELIVERY SCHEDULE</a>   | 11       |
| 17    | नियम और शर्तें <a href="#">TERMS AND CONDITIONS</a>   | 11-12    |
| 18    | अनुलग्नक-I <a href="#">ANNEXURE – I</a>   | 13       |
| 19    | अनुलग्नक-II <a href="#">ANNEXURE – II</a>   | 14       |
| 20    | अनुलग्नक-III <a href="#">ANNEXURE – III</a>   | 15-19    |
| 21    | अनुलग्नक-IV <a href="#">ANNEXURE – IV</a>   | 20       |

## 1. ABOUT IIM INDORE

Indian Institute of Management Indore is an institution of national importance under the Indian Institutes of Management Act, 2017.

## 2. TECHNICAL SPECIFICATION (Schedule of Requirement):

| Item no. 1 - SITC of Desktop Computer |   |   |
|---------------------------------------|---|---|
| Sr.No.                                | Minimum Required Specification : Required Qty 03 Nos. |   |
| 1                                     | Processor   | 10th Generation Intel® Core™ i7-10700 (8-Core, 16MB Cache, 2.9GHz to 4.8GHz, 65W) |
| 2                                     | Chipset   | Latest compatible chipset with the mentioned processor                            |
| 3                                     | Cabinet   | Tower   |
| 4                                     | RAM   | 8 GB DDR 4  |
| 5                                     | RAM Expandability                                     | 32 GB   |
| 6                                     | Hard Disk( SSD)                                       | 512 GB, M.2 PCIe NVMe Solid State Drive   |
| 7                                     | Internal Bays   | 1 No.   |
| 8                                     | USB Port (2.0 & 3.0 )                                 | 8 ( 4 USB Type A Superspeed and 4 Port USB 2.0 Type A)                            |
| 9                                     | Graphics Type   | Integrated  |
| 10                                    | Graphics  | HD  |
| 11                                    | other Ports   | 1 Audio line-in, 1 Audio line-out, HDMI , VGA                                     |
| 12                                    | Optical Drive   | RW DVD Drive  |
| 13                                    | Network Connectivity                                  | 10/100/1000 on board Integrated RJ 45 Gigabit Port                                |
| 14                                    | Wi-Fi Connectivity                                    | Inbuilt   |
| 15                                    | Speakers  | Internal  |
| 16                                    | Keyboard  | USB Wired Keyboard  |
| 17                                    | Mouse   | USB wired Optical Scroll Mouse  |
| 18                                    | Monitor   | Not required  |
| 19                                    | Operating System (Pre- Loaded)                        | Windows 10 Professional   |
| 20                                    | ROHS Compliance                                       | Yes   |
| 21                                    | Energy Star   | Certificate required for the offered model  |
| 22                                    | Warranty  | 3 Year Onsite comprehensive OEM warranty  |

| Item No. 2 - SITC of Laptops |   |  |
|------------------------------|---|--|
| Sr.No                        | Minimum Required Specification : Required Qty 07 Nos. |  |
| 1                            | Processor   | Intel i7 4 Core 10th Generation, 2.2 Ghz upto 4.8 GHz with turbo |
| 2                            | Cache   | L3 8 MB  |
| 3                            | Memory  | 8 GB DDR 4, 3200 Mhz   |
| 4                            | Hard disk   | 512 GB PCIe® NVMe™ M.2 SSD                                       |
| 5                            | Screen  | 14", Non touch, FHD, 1920x1200                                   |

|    |                                     |  |
|----|-------------------------------------|--|
| 6  | Sound                               | Integrated sound with inbuilt speaker  |
| 7  | Ports                               | 2 USB Port Type 1A, 1 USB port type C, 1 HDMI port,1 RJ45 100/1000 MBPS port ,1 Audio-Jack |
| 8  | Network                             | Integrated ethernet 100/1000 MBPS  |
| 9  | Keyboard                            | full size Keyboard with back light   |
| 10 | Camera                              | Inbuilt with integrated Microphone   |
| 11 | Graphics                            | Integrated Intel® UHD Graphics   |
| 12 | Battery Backup                      | Upto 6 hours   |
| 13 | Pointing device                     | touch pad, multi-touch gesture support   |
| 14 | Weight                              | 1.5 Kg ~ 1.95 Kg   |
| 15 | OS                                  | Windows 10 Pro 64 bit  |
| 16 | Wireless                            | Intel® Wi-Fi 6 AX201 (2x2) and Bluetooth® 5 combo  |
| 17 | Power                               | 3 PIN Adopter India  |
| 18 | Carry Case                          | Carry bag  |
| 19 | Warranty                            | 3 year onsite OEM warranty   |
| 20 | ROHS Compliance                     | Yes  |
| 21 | Certification                       | BEE / Energy Star ( Proof must be attached for given model )                               |
| 22 | BIS Registration under CRS of Meity | Yes  |

| <b>Item No. 3 -SITC of Full HD Webcam</b> |  |   |
|---|--|---|
| <b>S.No.</b>                              | <b>Minimum Required Specification : Required Qty 03 Nos.</b> |   |
| 1   | Max Resolution:  | Supports multiple resolutions, including 1080p (Full HD) @30 fps, and 720p (HD) @ 30fps to best support the quality                             |
| 2   | Camera mega pixel:   | 3   |
| 3   | Focus type:  | Autofocus   |
| 4   | Auto Light Correction  | RightLight™ 2 auto light correction for clear image in various lighting environments ranging from low light to direct sunlight                  |
| 5   | Digital zoom   | 1.2x digital zoom (Full HD)   |
| 6   | Lens type:   | Full HD Glass   |
| 7   | Built-in mic:  | Stereo  |
| 8   | Mic range:   | Up to 1 meter   |
| 9   | Dual Microphones   | The two-microphone system on this HD webcam - one on each side of the lens - captures natural stereo audio while filtering out background noise |
| 10  | Privacy Shutter  | Switch to privacy mode in an instant with the attachable privacy  |
| 11  | Mounting Options U   | Universal clip and 1/4" thread for tripod mounting  |
| 12  | Diagonal field of view (dFoV):                               | 78°   |
| 13  | Tripod   | Portable light weight aluminium, Height Adjustable 5.5 feet with 360 degree ball head   |

|    |                  |  |
|----|------------------|--|
| 14 | Compatibility    | Works with Windows, Mac, or Chrome based computer via USB-A and with common calling applications such as Microsoft®Teams, Skype for Business, Google Meet and Voice™, Zoom™, Cisco Jabber™ and others to ensure compatibility and seamless integration in the workplace. |
| 15 | Noise Cancelling | 2 omni-directional mics  |
| 16 | Connectivity     | connects via USB-A; cable length of 5 ft (1.5 m), Plug-and-play  |
| 17 | Warranty         | 3 years on site  |

| Item No.4 - SITC of Portable Adjustable 5 Megapixel USB Document Camera |   |   |
|---|---|---|
| S.No  | Minimum Required Specification : Required Qty 03 Nos.           |   |
| 1   | HD image sensor   | 5 Mega-Pixel HD High-Definition                   |
| 2   | Scanning Size   | Scan size is up to A3, A4                         |
| 3   | LED Light   | Yes   |
| 4   | adjustable height   | Yes   |
| 5   | Supports PDF creating function and combining multiple PDF files | Yes   |
| 6   | Scan Speed:   | about 1 second                                    |
| 7   | Image Control:  | brightness, saturation, contrast, sharpness, etc. |
| 8   | Picture Format:   | JPG, PNG, BMP, TIFF, PDF                          |
| 9   | Interface:  | USB 2.0   |
| 10  | USB cable length  | 1.8 M   |
| 11  | OS Support  | Windows WIN 8/ WIN 10                             |
| 12  | Storage Memory  | 512 MB or above                                   |
| 13  | Scanner Type  | Document  |
| 14  | Support Languages   | multiple languages support                        |
| 15  | Scanning Document   | Automatic   |
| 16  | Light Source Type   | LED   |
| 17  | Warranty  | 3 Year Onsite warranty                            |

### 3. TENDER FEE & EARNEST MONEY DEPOSIT DETAILS

- a) **Tender Fee of ₹500/- (Rupees Five Hundred only)** inclusive of all taxes should be submitted through NEFT or RTGS or Bank Transfer or Direct Credit in favor of Indian Institute of Management Indore.
- b) **EMD of ₹18,000/- (Rupees Eighteen Thousand only)** should be submitted through NEFT or RTGS Bank Transfer or Direct Credit in favour of Indian Institute of Management Indore.
- c) Micro and Small Enterprises (MSEs) firms as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or the firms registered with the Central Purchase Organisation or the concerned Ministry or Department or Startups as recognized by Department of Industrial Policy & Promotion (DIPP) for **all these items only**, are exempted from Tender fee/EMD. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect.

- d) **The bidders who seeks exemption from Tender fee/EMD as per clause no. 3(c) above, 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 three years or as decided by the competent authority from being eligible to submit bids for contracts with the entity that invited the bids.**
- e) EMD of all unsuccessful bidders (if any) will be returned after finalization of the tender. EMD of the successful bidder will be returned only after receipt of Security Deposit towards Performance Guarantee as per Sl. No. 15 (a).
- f) In case of successful tenderer, the EMD (if any) may be adjusted towards the Performance Security deposit on request.
- g) The amount of EMD (if any) is liable to be forfeited, if the tenderer withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Security Deposit.
- h) No interest will be paid on the EMD (if any) / Performance Security deposited / remitted.

#### **4. ELIGIBILITY CRITERIA**

##### **4.1 OID (Other Important Documents):**

OID viz. Firm Incorporation Certificate, PAN details, GST details are to be provided.

##### **4.2 Statutory Documents:**

- a) The Bidder should give self-declaration certificate for acceptance of all terms & conditions of tender documents. A duly completed certificate to this effect is to be submitted as per the **Annexure-I**.
- b) The firm should be neither blacklisted by any Central / State Government / Public Undertaking / Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India. A duly completed certificate to this effect is to be submitted as per **Annexure-II**.
- c) The bidder should be OEM / OEM Authorized Distributors / Authorized Dealers for the tender items (Desktop Compute, Laptop, Document Camera and Webcam) having authorization for sales and after sales support. Authorization letter from all OEMs is required to be submitted to participate in this tender.
- d) OEM should have 24x7 support centre services to register the complaint through a toll-free numbers and an online portal. Details of the same w.r.t toll free numbers, address, contact details, online portal etc. to be provided by the OEM. Copy of the same is to be submitted.

- e) The bidder should have a full functional service centre with spare stock for the quoted make desktop, laptop, webcam and document camera in Indore from the last five years. Copy of proof issued by OEM and local registration certificate should be submitted.

#### 4.3 Technical Criteria:

- a) Bidders should comply the minimum specification of the tendered items in all respect. The detailed format is attached at **Annexure-III**. The bidder is to complete the same in all respect and submit accordingly with brochures of all items mentioning detailed specifications of the product.
- b) Queries / Clarifications (if any) w.r.t. Technical Specification of items may be addressed: IT Department, IIM Indore, Tel: 0731-2439642, Email: [itdept@iimidr.ac.in](mailto:itdept@iimidr.ac.in)

#### 5. FINANCIAL BID DETAILS

Financial bid i.e. BOQ given with tender to be uploaded after filling all relevant information. The priced BOQ should be uploaded strictly as per the format available with the tender failing which the offer is liable for rejection (renaming or changing format of BOQ sheet (file) will not be accepted by system). Kindly quote your offer on FOR IIM INDORE (exclusive of all applicable taxes and inclusive of all other charges).

**Vendor should quote prices in BOQ only, offers indicating rates anywhere else shall be liable for rejection.**

#### 6. TIME SCHEDULE

| S. No. | Particulars  | Date       | Time      |
|--------|--|------------|-----------|
| a.     | Date of Online Publication of Tender                   | 01-10-2021 | 1500 Hrs. |
| b.     | Bid Submission Start Date                              | 01-10-2021 | 1500 Hrs. |
| c.     | Bid Submission Close Date                              | 20-10-2021 | 1500 Hrs. |
| d.     | Closing Date & Time for Submission of EMD & Tender Fee | 20-10-2021 | 1500 Hrs. |
| e.     | Opening of Technical Bids and Financial Bids           | 21-10-2021 | 1500 Hrs. |

#### 7. AVAILABILITY OF TENDER

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and Institute website <https://www.iimidr.ac.in/tenders/> and be submitted only through <http://eprocure.gov.in/eprocure/app>.

#### 8. BID VALIDITY PERIOD

The bid will remain valid for 90 days from the date of opening as prescribed by IIM Indore. A bid valid for a shorter period shall be rejected, being non-responsive.

## 9. BID SUBMISSION

### 9.1 Instruction to Bidder

Bidders are required to enrol on the e-Procurement module of the **Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>)** by clicking on the link "**Online Bidder Enrolment**" on the CPP Portal. **The registration is completely free of charge.**

Possession of a valid Class II/III DSC in the form of smart card / e-token is a prerequisite for registration and participating in the bid submission activities. DSCs can be obtained from the authorised certifying agencies recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc).

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

The Bidders are required to log in to the site through the secured log-in by entering their respective user ID / password and the password of the DSC.

The CPP portal also has user manuals with detailed guidelines on enrollment and participation in the online bidding process. The user manuals can be downloaded for reference.

Any queries related to process of online bid submission or queries related to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The **Toll Free** contact numbers for the helpdesk are 1800 3070 2232, 7878007972 and 7878007973.

### 9.2 Online Bid Submission Procedure

**Other Important Documents (OID):** The file should be saved in a PDF version and should comprise of the following items:

1. [Packet-1](#): Duly Completed Scanned PDF of PAN Card.
2. [Packet-2](#): Duly Completed Scanned PDF of Registration Certificate Details.
3. [Packet-3](#): Duly Completed Scanned PDF of GST.

**Cover-1:** The file should be saved in a PDF version and should comprise of the following items:

1. [Packet-1](#): Duly Completed Scanned PDF copy of **Annexure-I** with transaction details for Tender Fee & EMD.
2. [Packet-2](#): Duly Completed Scanned PDF copy of **Annexure-II**.
3. [Packet-3](#): Duly Completed Scanned PDF copy of OEM / OEM Authorized Distributors / Authorized Dealers certificate.



4. [Packet- 4](#): Supporting documents as per tender clause 4.2(d).
5. [Packet- 5](#): Supporting documents as per tender clause 4.2(e).
6. [Packet-6](#): Duly Completed Scanned PDF copy of **Annexure-III** with brochures mentioning detailed specifications of the product.
7. [Packet-7](#): Duly Completed Scanned PDF copy of **Annexure-IV**

**Cover-2:** The BOQ should be downloaded from the website and should comprise of the following items.

1. [Packet-1](#): Financial Bids in XLS version Filled with all relevant information.

### 9.3 Online Submission of Tender Fee & Earnest Money Deposit (EMD)

It is also required to submit Tender Fee & EMD through NEFT or RTGS or Bank Transfer or Direct Credit at the following account before 20-10-2021 at 1500 hrs.

Name of beneficiary: Indian Institute of Management Indore

Address: Rau-Pithampur Road, Indore-453556, M.P.

Account No.: 53018623445

Name of the Bank: State Bank of India

Branch Address: IIM Indore Campus

IFSC Code: SBIN0030525

### 10. BID OPENING

- a) Technical Bids and Financial Bids will be opened on 21-10-2021 at 1500 Hrs.
- b) **Bids should be summarily rejected, if tender is submitted other than through online or original EMD & tender fee are not submitted within stipulated date / time.**

### 11. BID EVALUATION

Based on results of the Technical evaluation IIM Indore evaluates the Commercial Bid of those Bidders who qualify in the Technical evaluation. **The Commercial Bid with the overall lowest price will be the highest evaluated bid.**

### 12. PAYMENT TERMS

- a) No advance payment will be made in any case. Bills in Duplicate should be sent and the payment shall be released generally within 30 days, only after it is ensured that the items / quality of the items supplied are to the entire satisfaction of IIM Indore and completed the entire work within the stipulated delivery schedule. If any item is found defective, or not of the desired quality etc., the same should be replaced by the firm(s) immediately for which no extra payment shall be made.

- b) No part payment will be made against the part supply. In case of the undelivered items till due date of Supply & Testing, the penalty of 10% of the cost of undelivered item will be imposed and deducted from the bill of the item supplied or recovered from the security deposit.

### **13. WARRANTY OF QUALITY AND QUANTITY**

- a) The awardee shall give minimum three years onsite warranty for all the all items from the date of successful installation.
- b) The awardee shall give warranty that all items are as per specification(s), conforming to the specified design and there are no defects in the process of manufacturing, packaging, transportation and delivery.
- c) Upon receipt of notice from IIM Indore for defective material, the firm shall **within 15 days** of receipt of the notice, replace the defective material, free of cost at the destination. The firm shall take over the defective material at the time of their replacement. No claim whatsoever shall lie on IIM Indore for the replaced goods thereafter. If the firm fails to replace the defective goods within a reasonable period, IIM Indore may proceed to take such remedial actions as may be necessary, at the company's risk and expense.

### **14. PENALTY CLAUSE**

As Time is the essence of an order, the date of Installation should be strictly adhered to, otherwise the delivery in full or in part may not be accepted and penalty for late delivery & Installation will be imposed @ 0.5% (Half Percent) per week subject to a maximum of 10% of the total value of supply order.

### **15. PERFORMANCE SECURITY DETAILS**

- a) The successful tenderer will have to deposit the performance security valid for **15 Months** in the form of DD / TDR / FDR / Bank Guarantee @10% of the total value of order (if greater than Rs.2,50,000/-) at the earliest from the date of issue of the award letter. No interest will be paid by IIM Indore on the deposit.
- b) Performance Security will be refunded to the supplier, after it duly performs and completes the contract/warranty period in all respect.
- c) Performance Security will be forfeited if the firm fails to perform/abide by any of the terms or conditions of the contract.
- d) In case, the firm fails to execute the order successfully, within specified delivery period, the same goods/items will be procured from open market and the difference of cost, if any, will be recovered from Performance Security or from pending bill(s) of the defaulting firm or from both in case the recoverable amount exceeds the amount of Performance Security.
- e) In case of non-receipt of Security Deposit within the stipulated time, EMD will be converted into Security Deposit and the balance amount will be recovered from the bill submitted for the payment.

## 16. DELIVERY SCHEDULE

The successful bidder should execute the order i.e. Supply, Installation, Testing & Commissioning of Desktop Computer with Preloaded Operating System, Laptop, Documents Camera and Webcam within **30 days** from the receipt of the purchase order. In case of any damage found, the item(s) should be replaced **within 15 days** at IIM Indore. The bidder has to make own arrangement for unloading of the items.

## 17. TERMS AND CONDITIONS

### 17.1 Termination for Insolvency

- a) The IIM Indore may at any time terminate the Contract by giving a written notice to the awarding firm, without compensation to the firm, if the firm becomes bankrupt or otherwise insolvent as declared by the competent Court, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the department.
- b) The courts of Indore alone will have the jurisdiction to try any matter, dispute or reference between the parties arising out of this purchase. It is specifically agreed that no court outside and other than Indore Court shall have jurisdiction in the matter

### 17.2 Force Majeure

- a) Should any force majeure circumstances arise, each of the contracting parties be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form the other party.
- b) Force Majeure shall mean fire, flood, natural disaster or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.

### 17.3. Arbitration

In the event of any dispute or difference arising under this supply, the Director, IIM Indore or his nominee is the arbitrator and the decision of the arbitration will be binding on both parties.

### 17.4. Other Conditions

- a) **The bidder has to upload the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.**
- b) IIM Indore reserves the right to accept or reject any or all the tenders in part or in full or may cancel the tender, without assigning any reason thereof.
- c) IIM Indore reserves the right to relax / amend / withdraw any of the terms and conditions contained in the Tender Document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
- d) IIM Indore reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
- e) IIM Indore reserves the right to increase the quantities prior to issue of purchase order.

- f) In case the bidders/successful bidder(s) are found in breach of any condition(s) at any stage of the tender, Earnest Money/Performance Security shall be forfeited.
- g) False declaration/documents will be in breach of the Code of Integrity under Rule 175(1) (i) (h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law..
- h) Conditional tenders will not be considered in any case.
- i) In case of doubt in material, the expenditure on testing of equipment will be borne by the tenderer.
- j) Institute reserve the right to increase/decrease the order quantity at any period of times.
- k) IIM Indore shall not be responsible for any transaction delay i.e. non-receipt of the EMD & Tender Fee amount.
- l) Tender fees will not be refunded if the bidder does not submit the online bid on CPP portal by due date and time
- m) **IIM Indore reserves the right to place the order to overall lowest bidder or split the order to more than one bidder at the respective lowest price.**
- n) **IIM Indore may issue amendment/corrigendum to tender documents before due date of submission of bid. Any amendment/corrigendum to the tender document if any, issued by IIM Indore will be posted on CPP Portal. For the bidders, submitting bids on downloaded tender document, it is 'bidders' responsibility to check for any amendment/corrigendum on the website of IIM Indore or check for the same CPP Portal before submitting their duly completed bids.**

## ANNEXURE – I

### Undertaking

To  
**Officer (Stores, Purchase and Contracts)**  
Indian Institute of Management Indore  
Prabandh Shikhar,  
Rau – Pithampur Road  
Indore

Tender No. IIMI/2021-22/09 dated 01-10-2021  
(Notice Inviting Tender for Supply, Installation, Testing & Commissioning of Desktop Computer with Preloaded Operating System, Laptop, Document Camera and Webcam)

Sir,

1. I /we hereby submit our tender for Supply, Installation, Testing & Commissioning of Desktop Computer with Preloaded Operating System, Laptop, Document Camera and Webcam.
2. I/ We enclosed herewith the following in favor of Indian Institute of Management Indore towards EMD & Tender Fee.

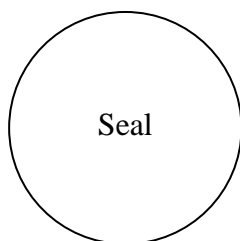
| Particular                    | Amount    | Transaction No. & Date | Bank Name | Supporting documents are to be attached along with the Annexure-I |
|-------------------------------|-----------|------------------------|-----------|---|
| Tender Fee<br>(Including Tax) | ₹500/-    |                        |           |   |
| EMD                           | ₹18,000/- |                        |           |   |

3. I / We hereby reconfirm and declare that I / We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, scope of work, schedule of quantities and all the contents stated therein. I / We also confirm that the rates quoted by me / us are inclusive of all taxes, duties etc., applicable as on date.
4. I /we have gone through all terms and conditions of the tender document before submitting the same.

Date:

Place:

Designation:



Authorized Signatory

Name:

Contact No.:

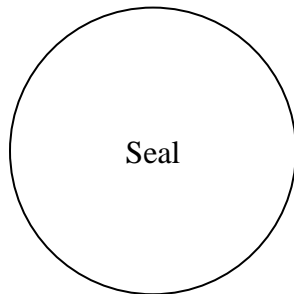
**ANNEXURE – II**

**CERTIFICATE  
(to be provided on letter head of the firm)**

I hereby certify that the above firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

**Date:**



**Place:**

**Authorized Signatory**

**Name:**

**Designation:**

**Contact No.:**

## TECHNICAL BID

| Item No. | S. No. | Minimum Required Specification for SITC of Desktop Computer with Pre-Loaded Operating System Qty-03 Nos. |   | Complied (Yes / No) | Offered Make and Model (to be mentioned)  |
|----------|--------|--|---|---------------------|---|
| 1        | 1      | Processor  | 10th Generation Intel® Core™ i7-10700 (8-Core, 16MB Cache, 2.9GHz to 4.8GHz, 65W) |                     | <p style="text-align: center;"><b>Offered Make:</b></p> <hr/> <p style="text-align: center;"><b>Offered Model:.</b></p> <hr/> |
|          | 2      | Chipset  | Latest compatible chipset with the mentioned processor                            |                     |   |
|          | 3      | Cabinet  | Tower   |                     |   |
|          | 4      | RAM  | 8 GB DDR 4  |                     |   |
|          | 5      | RAM Expandability  | 32 GB   |                     |   |
|          | 6      | Hard Disk( SSD)  | 512 GB, M.2 PCIe NVMe Solid State Drive   |                     |   |
|          | 7      | Internal Bays  | 1 No.   |                     |   |
|          | 8      | USB Port (2.0 & 3.0 )  | 8 ( 4 USB Type A Superspeed and 4 Port USB 2.0 Type A)                            |                     |   |
|          | 9      | Graphics Type  | Integrated  |                     |   |
|          | 10     | Graphics   | HD  |                     |   |
|          | 11     | other Ports  | 1 Audio line-in, 1 Audio line-out, HDMI , VGA                                     |                     |   |
|          | 12     | Optical Drive  | RW DVD Drive  |                     |   |
|          | 13     | Network Connectivity   | 10/100/1000 on board Integrated RJ 45 Gigabit Port                                |                     |   |
|          | 14     | Wi-Fi Connectivity   | Inbuilt   |                     |   |
|          | 15     | Speakers   | Internal  |                     |   |
|          | 16     | Keyboard   | USB Wired Keyboard  |                     |   |
|          | 17     | Mouse  | USB wired Optical Scroll Mouse  |                     |   |
|          | 18     | Monitor  | Not required  |                     |   |

|                 |               |   |  |                            |   |
|-----------------|---------------|---|--|----------------------------|---|
|                 | 19            | Operating System (Pre- Loaded)  | Windows 10 Professional  |                            |   |
|                 | 20            | ROHS Compliance   | Yes  |                            |   |
|                 | 21            | Energy Star   | Certificate required for the offered model   |                            |   |
|                 | 22            | Warranty  | 3 Year Onsite comprehensive OEM warranty   |                            |   |
| <b>Item No.</b> | <b>S. No.</b> | <b>Minimum Required Specification for SITC of Laptops Qty.- 07 Nos.</b> |  | <b>Complied (Yes / No)</b> | <b>Offered Make and Model (to be mentioned)</b> |
| 2               | 1             | Processor   | Intel i7 4 Core 10th Generation, 2.2 Ghz upto 4.8 GHz with turbo                             |                            | <b>Offered Make:</b><br><br>_____               |
|                 | 2             | Cache   | L3 8 MB  |                            |   |
|                 | 3             | Memory  | 8 GB DDR 4, 3200 Mhz   |                            | <b>Offered Model:</b><br><br>_____              |
|                 | 4             | Hard disk   | 512 GB PCIe® NVMe™ M.2 SSD   |                            |   |
|                 | 5             | Screen  | 14", Non touch, FHD, 1920x1200   |                            |   |
|                 | 6             | Sound   | Integrated sound with inbuilt speaker  |                            |   |
|                 | 7             | Ports   | 2 USB Port Type 1A, 1 USB port type C, 1 HDMI port, 1 RJ45 100/1000 MBPS port , 1 Audio-Jack |                            |   |
|                 | 8             | Network   | Integrated ethernet 100/1000 MBPS  |                            |   |
|                 | 9             | Keyboard  | full size Keyboard with back light   |                            |   |
|                 | 10            | Camera  | Inbuilt with integrated Microphone   |                            |   |
|                 | 11            | Graphics  | Integrated Intel® UHD Graphics   |                            |   |
|                 | 12            | Battery Backup  | Upto 6 hours   |                            |   |
|                 | 13            | Pointing device   | touch pad, multi-touch gesture support   |                            |   |
|                 | 14            | Weight  | 1.5 Kg ~ 1.95 Kg   |                            |   |
|                 | 15            | OS  | Windows 10 Pro 64 bit  |                            |   |

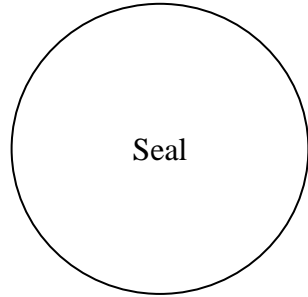


|          | 16     | Wireless  | Intel® Wi-Fi 6 AX201 (2x2) and Bluetooth® 5 combo   |                     |  |
|----------|--------|---|---|---------------------|--|
|          | 17     | Power   | 3 PIN Adopter India   |                     |  |
|          | 18     | Carry Case  | Carry bag   |                     |  |
|          | 19     | Warranty  | 3 year onsite OEM warranty  |                     |  |
|          | 20     | ROHS Compliance   | Yes   |                     |  |
|          | 21     | Certification   | BEE / Energy Star ( Proof must be attached for given model )  |                     |  |
|          | 22     | BIS Registration under CRS of Meity                                   | Yes   |                     |  |
| Item No. | S. No. | Minimum Required Specification for SITC of Full HD Webcam Qty-03 Nos. |   | Complied (Yes / No) | Offered Make and Model (to be mentioned)                             |
| 3        | 1      | Max Resolution:   | Supports multiple resolutions, including 1080p (Full HD) @30 fps, and 720p (HD) @ 30fps to best support the quality                             |                     | <b>Offered Make:</b><br><br><hr/> <b>Offered Model:</b><br><br><hr/> |
|          | 2      | Camera mega pixel:  | 3   |                     |  |
|          | 3      | Focus type:   | Autofocus   |                     |  |
|          | 4      | Auto Light Correction   | RightLight™ 2 auto light correction for clear image in various lighting   |                     |  |
|          | 5      | Digital zoom  | 1.2x digital zoom (Full HD)   |                     |  |
|          | 6      | Lens type:  | Full HD Glass   |                     |  |
|          | 7      | Built-in mic:   | Stereo  |                     |  |
|          | 8      | Mic range:  | Up to 1 meter   |                     |  |
|          | 9      | Dual Microphones  | The two-microphone system on this HD webcam - one on each side of the lens - captures natural stereo audio while filtering out background noise |                     |  |
|          | 10     | Privacy Shutter   | Switch to privacy mode in an instant with the attachable privacy shade  |                     |  |
|          | 11     | Mounting Options U  | Universal clip and 1/4" thread for tripod mounting  |                     |  |

|          | 12     | Diagonal field of view (dFoV):   | 78°   |                     |  |
|----------|--------|--|---|---------------------|--|
|          | 13     | Tripod   | Portable light weight aluminium, Height Adjustable 5.5 feet with 360 degree ball head   |                     |  |
|          | 14     | Compatibility  | Works with Windows, Mac, or Chrome based computer via USB-A and with common calling applications such as Microsoft®Teams, Skype for Business, Google Meet and Voice™, Zoom™, Cisco Jabber™ and others to ensure compatibility |                     |  |
|          | 15     | Noise Cancelling Mic(s)  | 2 omni-directional mics   |                     |  |
|          | 16     | Connectivity   | connects via USB-A; cable length of 5 ft (1.5 m), Plug-and-play   |                     |  |
|          | 17     | Warranty   | 3 years on site   |                     |  |
| Item No. | S. No. | Minimum Required Specification for SITC of Portable Adjustable 5 Megapixel USB Document Camera Qty-03 Nos. |   | Complied (Yes / No) | Offered Make and Model (to be mentioned)                             |
| 4        | 1      | HD image sensor  | 5 Mega-Pixel HD High-Definition   |                     | <b>Offered Make:</b><br><br><hr/> <b>Offered Model:</b><br><br><hr/> |
|          | 2      | Scanning Size  | Scan size is up to A3, A4   |                     |  |
|          | 3      | LED Light  | Yes   |                     |  |
|          | 4      | adjustable height  | Yes   |                     |  |
|          | 5      | Supports PDF creating function   | Yes   |                     |  |
|          | 6      | Scan Speed:  | about 1 second  |                     |  |
|          | 7      | Image Control:   | brightness, saturation, contrast, sharpness, etc.   |                     |  |
|          | 8      | Picture Format:  | JPG, PNG, BMP, TIFF, PDF  |                     |  |
|          | 9      | Interface:   | USB 2.0   |                     |  |
|          | 10     | USB cable length   | 1.8 M   |                     |  |
|          | 11     | OS Support   | Windows WIN 8/ WIN 10   |                     |  |

|    |                   |                            |  |
|----|-------------------|----------------------------|--|
| 12 | Storage Memory    | 512 MB or above            |  |
| 13 | Scanner Type      | Document                   |  |
| 14 | Support Languages | multiple languages support |  |
| 15 | Scanning Document | Automatic                  |  |
| 16 | Light Source Type | LED                        |  |
| 17 | Warranty          | 3 Year Onsite warranty     |  |

Date:



Place:

Authorized Signatory:

Name:

Designation:

Contact No.:

## COMPANY DETAILS

|   |                       |  |
|---|-----------------------|--|
| <b>Name of the Party</b>                                  |                       |  |
| <b>Date of Incorporation / Establishment</b>              |                       |  |
| <b>PAN Number</b>   |                       |  |
| <b>GST Registration Number</b>                            |                       |  |
| <b>Bank Details</b>                                       | <b>Account Number</b> |  |
|   | <b>IFS Code</b>       |  |
|   | <b>Bank Name</b>      |  |
|   | <b>Branch Name</b>    |  |
| <b>Office Address for Postal Communication</b>            |                       |  |
| <b>Authorized Signatory Details</b>                       | <b>Name</b>           |  |
|   | <b>Designation</b>    |  |
|   | <b>Email</b>          |  |
|   | <b>Phone</b>          |  |
| <b>Details of Contact other than Authorized Signatory</b> | <b>Name</b>           |  |
|   | <b>Designation</b>    |  |
|   | <b>Email</b>          |  |
|   | <b>Phone</b>          |  |

**Signature and Seal of the Tenderer:**

**Name in Block Letter:**

**Designation:**

**Contact no.**

**Date:**