



Karimpur Pannadevi College

Estd - 1968

P.O.-Karimpur, Dist- Nadia, Pin-741152, W.B.

Email ID: pannadevi_college@rediffmail.com, pannadevicollege@gmail.com Website: <http://www.karimpurpannadevicollege.ac.in>

NOTICE INVITING E-TENDER

Tender Notice No: Equipment/23-24/DST-SERB (CRG/2022/002813)/Math/02

Date: 15/12/2023

Online E-Tender is invited from authorized vendors to quote their lowest possible rate for the supply of the under-mentioned items in a **DST-SERB** funded project (file no. **CRG/2022/00283**) under the Principal Investigator (PI) **Dr Joydeb Bhattacharyya, Department of Mathematics, Karimpur Pannadevi College** by the eligible vendors. Interested vendors may follow the instructions given below for submission of their tenders under online mode:

Name of Work: Supply and installation of HP Z4 Workstation in Department of Mathematics under Karimpur Pannadevi College.

Technical Specifications of HP Z4 Workstation:

Item			Quantity
Base	Model	HP Z4 Tower Workstation	01
Processor	Processor Make	Intel	
	Number of Cores Per Processor	Minimum 6 cores	
	Processor Description	Intel Xeon or better	
	Cache (MB)	15 or higher	
Motherboard	Chipset Series	Intel W Series or equivalent	
	Chipset Number	Intel W790 Chipset or better	
Graphics	Graphics Type	NVIDIA 4 GB with 3mDP	
Operating System	Operating System (pre-loaded)	Windows 11 Pro 64	
Memory	RAM	Minimum 16 GB or higher	
	RAM Expandibility	512 GB	
	Total DIMM Slot	8	
	Memory Type	DDR5 ECC	
	RAM Frequency	4800 MHz	
Storage	SSD	Minimum 512 GB M.2 SSD or higher	
	HDD	1TB 7200RPM SATA or higher	
Cabinet	Weight	Not more than 20 Kg	
Ports	USB Ports Front	Minimum 4 USB Type-A	
	USB Ports Rear	Minimum 6 USB Type-A	
	Audio Ports	Headphone/microphone combo (front) & (rear)	
	Video Ports	3 DP ports (Adapters also accepted)	
Connectivity	Network Port	1 RJ-45 Port	
	Transfer rate of ethernet	10/100/1000 Mbps	
Power	Power Supply	Internal	

	Power Supply Capacity	Minimum 525W (80 Plus Gold)	
	Efficiency %	85 to 90%	
Warranty	Onsite OEM Warranty (years)	3	

Dates & Information:

Sl. No.	Activities	Date & Time
1	Date of uploading of N.I.T. Documents in the e-tender portal of NIC: https://wbtenders.gov.in	15 th December, 2023
2	Documents download (online)	15 th December 2023 (from 16.00 p.m.)
3	Bid Submission Start Date (online)	15 th December 2023 (from 16.00 p.m.)
4	Bid Submission Closing Date (Online)	30 th December 2023 (up to 10.15 a.m.)
5	Bid Opening Date (Online) – Technical Bid	2 nd January 2024 (from 11.00 a.m.)
6	Date of uploading list for technically qualified bidder (online)	To be notified
7	Date of opening of Financial Bid	To be notified
8	Date of uploading of list of bidders along with the approved Rate	To be notified

1. General Instructions:

In the event of e-tendering, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC).

2. Submission of bids:

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed by the Company personnel in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

3. Time Schedules for the e-tender:

The Time Schedule for obtaining the Bid Documents, Pre-Bid meetings, the submission of bids and other documents etc. will be as per information provided in the tender.

4. Eligibility for Quoting:

Manufacturers or Dealers/Distributors/Agents who are able to supply the assured quantities as per requirement & have the requisite qualifications for meeting the requirements as per this tender are only eligible for quoting.

5. Annual Turnover Requirements:

Bidder should have IT Returns for three financial years in India for the year 2019-20, 2020-21, and 2021-22

6. Submission of Tenders

6.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 1. All the documents uploaded by the Tender Inviting Authority are integral to the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time: one is Technical Bid, and the other is Financial Bid. The tenderer shall carefully go through the documents, prepare the required documents, and upload the scanned original documents in Portable Document Format (PDF) to the portal in the designated locations/folders of Technical Bid. He needs to fill out the BOQ in the designated cell and upload the same to the designated location of the Financial Bid. The documents uploaded are virus-scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should especially take note of all the addendum/corrigendum related to the tender till the bid

submission ends. Tenderers should, in general, upload the latest documents as part of the tender; however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents, including addendum/corrigendum if published till the bid submission ends.

6.2 Technical Bid

The Technical Bid should contain scanned copies and/or declarations in the following.

standardised formats in two covers (folders):

I. Technical File (Statutory Cover) containing:

1. Annexure –

- a) Basic Information (Vide Annexure I) *(to be submitted in “Annexure” folder)*
 - b) Application for Tender - (Vide Annexure II) *(to be submitted in “Annexure” folder)*
 - c) Authorization letter - - (Vide Annexure III) *(to be submitted in “Annexure” folder)*
 - d) Affidavit Proforma - (Vide Annexure IV) *(to be submitted in “Annexure” folder)*
 - e) DECLARATION ON NIT - (Vide Annexure V) *(to be submitted in “Annexure” folder)*
2. Technical details of the Items Quoted (Bidders must submit technical specifications of the item quoted in the “**Technical Details**” Folders.
 3. Audited Annual Accounts for the last three years: 2019-20, 2020-21 & 2021-22 or during the period since the formation of the Firm, if it was set up in less than such a 3-year period. **(to be submitted in the “Accounts” folder)**

II. My Document (Non-Statutory Cover) contains as follows:

Sl.No.	Category	Sub-Category	Sub-Category Description
1	Certificates	Certificates	PAN Card of the Bidder
			GST Registration Certificate
			Enrolment Certificate issued by Profession Tax Authority
	Company Details	Company Details	Trade Licence/Enlistment Certificate
3	Credential	Credential 1	a) Copy of the purchase order for supplying Similar nature of items at least for the last 3 years, 2020-21, 2021-22 & 2022-23
4	Financial Information	Payment Certificate 1	Income Tax Returns submitted for the Assessment year 2020-21
			Income Tax Returns submitted for the Assessment year 2021-22
			Income Tax Returns submitted for the Assessment year 2022-23
			GST Return for January 2023, February 2023, and March 2023

NOTE:

1. If the company was set up less than three years ago, an audited balance sheet for the no. of years since inception may be submitted)
2. Addenda/Corrigenda: if published, Contractors are to keep track of all the Addendum/Corrigendum issued with a particular NIT till the bid submission ends and in general upload the downloaded copies of the above documents and merge the Addenda/Corrigenda with respective NIT in the NIT folder. , however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents, including addendum/corrigendum, if published till the bid submission ends, overriding any other terms/conditions if mentioned anywhere else in the concerned NIT.
3. Bidder must submit their documents through the appropriate folders as stated above. Submitting a document not through the proper folder(s) may be considered non-submission. If the Authority fails to identify the document because of such wrong submission or due to the submission of documents not readable visibly or for any technical issue like not opening the files, etc., it would be deemed that the bidder did not submit that particular document(s).
4. Others: Any other documents found necessary

6.3 Financial Bid

The Financial Bid should contain the following document in one cover (folder):

Bill of Quantities (BOQ): The tenderer should fill out the designated cell marked by the College on the BOQ sheet.

7. The tenderers are not required to submit hard copies of the Technical File (Statutory) or My documents (non-statutory). Submission of a hard copy of the Financial Bid is strictly prohibited and can only be submitted online through the NIC portal.

8. Evaluation of the tenders

The “Technical Bid” will be opened during the tender evaluation process. Those Bidders who have qualified for the essential & other requirements in “Technical Bid” will be identified, and their financial bid will be opened. The financial bid of those Tenderers failing to meet the technical & other requirements in the tender will not be opened and rejected. The Tenderer offering the item found suitable, and as per the tender, specifications will only be selected. The final selection of the bidder in respect of the Financial Bid is subject to further verification of several parameters allied with the Financial Bid Evaluation. The Financial Bids of only those tenderers considered Technically Qualified will be opened.

9. Bidder must have adequate infrastructure to resolve any kind of LAN-related problems.

10. TERMS & CONDITIONS REGARDING PURCHASE POLICY OF TENDERING AUTHORITY:

10.1 Bid Information:

- a) **Bidder may quote in INR in the BOQ Sheet.**
- b) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- c) **Bidder must follow the instructions for filling up BOQ as per Clause 6.3.**
- d) **Partial Quotation/Incomplete Quotation, both for technical and commercial aspects, may be subject to tender cancellation. However, the College Authority will define the Partial Quotation/Incomplete Quotation based on the tender evaluation status.**

- 10.2 Evaluation of Quotation:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive stage wise. Firstly, a Technical Bid will be evaluated and thereafter a Price Bid for technically qualified bidders will be evaluated for selection of vendor.
- 10.3 Award of Contract:** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially technically and commercially responsive to both the equipment. The purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.
- 10.4** Authority enjoys the discretion to select vendors either in full or in part (item-wise) for the betterment of the pursuit of tender objectives.
- 10.5 Warranty:** **The equipment covered under the purchase order when installed, shall be warranted for the quality, workmanship, trouble-free operation and performance for a period as stated in the technical specification from the date of putting the system into operation at the Department of Mathematics, Karimpur Pannadevi College.**
- 10.6** Bidder must provide Technical Compliance Sheet as per the Tender Specification. Any non-compliance will lead to the rejection of the tender.
- 10.7** Bidder should submit copy of updated Trade License, GST, IT and P. Tax Return submission document.
- 10.8 Credentials:** Documents of supplying similar items in the last 3 years (2020-21, 2021-22 & 2022-23) must be submitted along with the tender. The bidder must submit a User List with a copy of the Purchase Order ensuring the sale of similar items at least three times in the last three years.
- 10.9** Statutory deduction for GST and other Government taxes will be made as per the law in force.
- 10.10 Make & Model:** Bidder must mention Make and Model in the Information Sheet as given vide Annexure-I and must send the product details/catalogue/brochure in the “**Technical Details**” folder along with the Technical Compliance Sheet for each item component.
- 10.11 Time Schedule:** The supply work must be completed within **30 days** from receipt of the work order.
- 10.12 Validity of offer:** A bidder should spell out in the tender that it shall remain valid for a minimum period of three months from the date of opening of the tender and during this period, the bidder shall not have been titled to revoke or cancel its offer.
- 10.13** Authority reserves the discretion to issue work orders either in full or phase wise depending upon the requirement, and selected vendors will not charge any extra amount for such supply and delivery.
- 10.14 Place of Work:** **Department of Mathematics, Karimpur Pannadevi College, Nadia -741152.**
- 10.15 Payment Schedule:** Payment will be made after the successful delivery and installation of the items.
- 10.16 Requisite Documents to be submitted:** Bidder must have adequate documents relating to Trade License and updated returns for Income Tax, GST, Audited Statement of Accounts and other documents.
- 10.17 Instruction Made with Item Specification:** Bidder must comply with the instructions as provided with Item Specification.
- 10.23 Disposal of Disputes:** In case of any dispute, the Authority’s decision will be treated as final and conclusive.
- 11.** Opening the financial bid as scheduled will BE NOTIFIED later.
- Financial bids can be seen & accessed by the bidder through the NIC Portal online after the opening of the financial bid online. No objections raised by any Bidder in this respect will be entertained by the Authority. No informal tender will be entertained in the Bid further.
- 12.** During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not be allowed to participate in the tender, and that application will be rejected outright without any prejudice.
- 13.** The Tender Selection Committee reserves the right to cancel the N.I.T. due to unavoidable Circumstances, and no claim in this respect will be entertained.

Annexure I

FURNISHING BASIC INFORMATION

1.	Name of the Bidder	
2	Address for Communication	
3	Contact Number(s)	
4	E-mail ID	
5	Trade License No. (Please enclose a copy of the Trade License)	
6	PAN (Please enclose a copy of PAN Card)	
7	GST No. (Please enclose a copy of GST)	
8	Do you have previous experience in supplying similar nature of Items? (Please enclose a copy of the Purchase order & user list if yes)	Yes/No (Please put a tick mark)
9	Status of the bidder (Please enclose copy authenticating your status)	Manufacturer/Dealer/Distributor/Selling Agent/Stockiest (Please put a tick mark)

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision made by the College.

Signature of the Bidder
(With Seal)

Annexure II

APPLICATION FOR TENDER

(To be furnished in the Company's official letter pad with full address and contact no, E mail address etc)

To
The Principal Investigator
Department of Mathematics
Karimpur College,
Pin-741152,
Nadia, West Bengal

Sub: Supply and Installation of HP Z4 Workstation to the Department of Mathematics, Karimpur Pannadevi College, Nadia, WB-741152

Ref: - Equipment/23-24/DST-SERB (CRG/2022/002813)/Math/02 dated: 15/12/2023

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me/us on behalf ofin the capacity duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the tender document via Clause 9 and declare that we shall abide by them throughout the tender period, including its extensions, if any.
3. We have gone through the Tender Document thoroughly and quoted the tendered items keeping in mind all sorts of information as furnished in the tender document, including Corrigendum/Addendum as published from time to time
4. We are offering a rate for the following items/items with manufacturing capacity and assured supply to the Karimpur College.

Sl. No.	Description of Items	Make	Model No.	Quantity	Offer Validity	Mode of Transport (AIR/RAILWAY/SHIP/ROAD)

5. In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.

Date: -

Signature of applicant including title and capacity in which application is made.

Contact no:

E-mail address:

Annexure III

(Authorization letter in favour of the applicant (other than Managing Director/ Proprietor/Partner)
from the competent authority.)

FORMAT

(To be furnished in the Company's official letter pad with full address and contact no, E mail
Address etc)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr. (Name), Employee of this
Organisation as..... (Official Designation) is Hereby authorised to submit tender
online, Vide NIT No....., Dated on behalf of the Organisation.

Signature of the competent authority with Seal

.....

(Signature of the Authorized Person)

Signature of Mr.....

.....is hereby attested.

Signature of the competent authority with Seal

ANNEXURE IV

(Affidavit Proforma)

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

I, Sri/Smt..... The

Managing Director/Proprietor (etc.) of the Firm.

..... (Name of the firm)

At (address)..... Do hereby

solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of Equipment /other items to any Govt. or Govt. Undertaking Organization /Institution in the State of West Bengal or other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to supply Equipment and other items to the Govt. or Govt. Undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
3. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per the law of the country.
4. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by RBI nor has it been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.
5. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent(s).

ANNEXURE V

DECLARATION ON NIT



(To be typed in company letter pad, scanned and uploaded)

I, the undersigned, do hereby declare that in respect of Tender Ref. No. **Equipment/23-24/DST-SERB (CRG/2022/002813)/Math/02 dated 15/12/2023.**

- On behalf of my organization, I will comply with all the formalities that are required to be complied with as per NIT and I will observe all clauses of the NIT (including Terms & conditions).
- I shall comply with the formalities on Warranty as laid down in the above Tender after accepting the Work Order for the tendered work.
- In case of any non-observance of any clause(s) of NIT, my organization will be bound to follow the decisions taken by Karimpur Pannadevi College for taking decisions related to the tender for which the said NIT was uploaded.

Date: Place:

Full signature of the Person

 West Bengal Tenders		eProcurement System of Government of West Bengal			
Tender Details					
			Date : 15-Dec-2023 01:59 PM		
 Print					
Basic Details					
Organisation Chain	DEPARTMENT OF HIGHER EDUCATION KARIMPUR PANNADEVI COLLEGE				
Tender Reference Number	Equipment/23-24/DST-SERB (CRG/2022/002813)/Math/02				
Tender ID	2023_DHE_623823_1	Withdrawal Allowed	Yes		
Tender Type	Open Tender	Form of contract	Item Wise		
Tender Category	Goods	No. of Covers	2		
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No		
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No		
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No		
Cover Details, No. Of Covers - 2					
Cover No	Cover	Document Type	Description		
1	Fee/PreQual/Technical	.pdf	Tender Notice		
		.pdf	Affidavit, declaration, application, authorization and basic information etc.		
2	Finance	.xls	BOQ		
Other Important Documents					
S.No	Category	Sub Category	Sub Category Description	Format/File	
1	CERTIFICATES	CERTIFICATES	VAT/SALES TAX REGISTRATION CERTIFICATE ALONG WITH ACKNOWLEDGEMENT , PAN, LATEST IT ACKNOWLEDGEMENT, PTAX,LABOUR LICENCE		
2	CERTIFICATES	GST Registration Certificate	GST Registration Certificate		
3	CERTIFICATES	Permanent Account Number	Permanent Account Number		
4	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA,TRADE LICENCE,COMPANY REGISTRATION CERTIFICATE		
5	COMPANY DETAILS	COMPANY DETAILS 2	COMPANY DETAILS 2		
6	CREDENTIAL	CREDENTIAL 1	CREDENTIAL 1		
7	CREDENTIAL	CREDENTIAL 2	COMPLETION CERTIFICATES		
8	FINANCIAL INFO	P/L AND BALANCE SHEET 2018-19	P/L AND BALANCE SHEET 2018-19		
9	FINANCIAL INFO	P/L AND BALANCE SHEET 2019-20	P/L AND BALANCE SHEET 2019-20		
Tender Fee Details, [Total Fee in ₹ * - 0.00]		EMD Fee Details			
Tender Fee in ₹	0.00	EMD Amount in ₹	0.00	EMD through BG/ST or EMD Exemption Allowed	No
Fee Payable To	Nil	Fee Payable At	Nil	EMD Fee Type	fixed
Tender Fee Exemption Allowed	No			EMD Percentage	NA
				EMD Payable To	Nil
				EMD Payable At	Nil

[Click to view modification history](#)

Work /Item(s)					
Title	Equipment/23-24/DST-SERB (CRG/2022/002813)/Math/02				
Work Description	DST-SERB funded project (file no. CRG/2022/00283)				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	Yes				
Tender Value in ₹	0.00	Product Category	Equipments	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	120	Period Of Work(Days)	15
Location	KPC	Pincode	741152	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	KPC
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	15-Dec-2023 04:00 PM	Bid Opening Date	02-Jan-2024 11:00 AM
Document Download / Sale Start Date	15-Dec-2023 05:00 PM	Document Download / Sale End Date	30-Dec-2023 10:15 AM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	15-Dec-2023 05:00 PM	Bid Submission End Date	30-Dec-2023 10:15 AM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)
		1	Tendernotice_1.pdf	Tender Notice

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
		1	BOQ	BOQ_1331376.xls	BOQ

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	pannadevi_college@rediffmail.com	KAUSTAV BHATTACHARYYA	Kaustav Bhattacharyya
2.	samitpl@gmail.com	Samit Paul	Samit Paul
3.	b.joydeb@gmail.com	Joydeb Bhattacharyya	JOYDEB BHATTACHARYYA

Tender Properties

Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Show Bids Details	No
BoQ Comparative Chart model	Normal	BoQ Compative chart decimal places	3
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No
Show Bid Details in Public Domain stage	Technical Bid Opening		

Tender Inviting Authority

Name	The Principal Insvestigater
Address	KPC

Tender Creator Details

Created By	KAUSTAV BHATTACHARYYA
Designation	ASSOCIATE PROFESSOR
Created Date	15-Dec-2023 12:40 PM