



SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi – 110007
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March 10, 2016

REQUEST FOR PROPOSALS (RfP) FOR PROCUREMENT OF DESKTOP COMPUTERS, LAPTOP & SERVER

Shri Ram College of Commerce (SRCC) invites sealed quotations (in two bid system) for supply and installation of Desktop Computers, Laptop & Server of the following configuration:

S. No.	Specifications/ Configuration	Quantity Required
1	Desktop Computer OS- Windows 10 Pro with media Processor: 4th Generation Intel® Core™ i3-4170 Processor (3M Cache, 3.70 GHz) RAM- 2GB HDD: 500 GB DVD Writer In-built Wi-Fi Display: 19" Monitor 3 years on-site warranty	20
2	Desktop Computer OS- Windows 10 Pro with media Processor: 4th Generation Intel® Core™ i5-4460S Processor (6M Cache, up to 3.40 GHz) RAM- 4GB HDD: 500 GB DVD Writer In-built Wi-Fi Display: 19" Monitor 3 years on-site warranty	9
3	Desktop Computer OS- Windows 10 Pro with media Processor: 4th Generation Intel® Core™ i5-4460S Processor (6M Cache, up to 3.40 GHz) RAM- 8GB HDD: 1 TB DVD Writer In-built Wi-Fi Display: 19" Monitor 3 years on-site warranty	1
4	Laptop Processor : 6th Generation Intel® Core™ i5-6200U Processor (3M Cache, up to 2.80 GHz) Memory : 8GB Dual Channel DDR3L 1600MHz	1



	Graphics : Integrated Intel HD Graphics 520 Hard Drive: 1TB 5400 rpm SATA Hard Drive Display : 15.6-inch HD (1366 x 768) Truelife LED-Backlit Display (Non-touch) Keyboard: English keyboard Camera : HD Camera Battery Life : Up to 5 hours NIC/Wireless/BT : Wireless Dual band 2.4 Ghz/5 Ghz 802.11 a/g/n + Bluetooth 4.1 LE ; Gigabit Ethernet OS : Windows 10 pro (64 bit) English Minimum Ports & Slots : Gigabit Ethernet (RJ-45);2 USB 3.0, HDMI, VGA, Card Reader, Integrated High Quality Speakers, Universal Headphone Jack, Integrated digital array microphone. Weight : less than or equal to 2 Kg Warranty : 3 years onsite (Battery with 1 year warranty) Carry Case : Backpack	
5	Server (Detailed specifications given in Annexure-E)	1

Technical and Financial bids (separately as per prescribed proformas in *Annexure-A & B, respectively*) along with the following documents must be submitted in non-window sealed envelopes superscribing '**Technical/ Financial Quotation- RfP for Procurement of Desktop Computers, Laptop & Server**':

1. Certificate with respect to being the Authorized Distributor/ Reseller of the brand for which bid is to be submitted.
2. Certificate with respect to registration of the firm/ organization under the relevant law.
3. Valid Sales Tax/ VAT Registration certificate.
4. Documents in support of supplies made to Govt. Research/ Academic Institutions/ Departments/ Ministries/ Delhi University or its colleges during the last 5 years.
5. EMD (to be remitted as detailed in Bid Information Sheet).
6. Details with respect to PAN/ TIN of the bidder.
7. Undertaking (as per prescribed proforma in *Annexure-C*)

Interested agencies/manufacturers who fulfill the terms and conditions as stated in *Annexure-D* may submit proposals complete in all respect as stated above to The Principal, Shri Ram College of Commerce (University of Delhi), Maurice Nagar, Delhi - 110007, latest by 1700 hrs on March 31, 2016.




PRINCIPAL

TECHNICAL BID

1	Name of the firm/ company	
2	Address for communication	
3	Registration Number	
4	Name of authorized representative	
5	Specimen signature of the authorized representative/ signatory	
6	Contact number	
7	Email	
8	Details of government departments/ institutions/ PSU/ University/ colleges served during the last 5 years (documents/ certificates in support to be provided)	
9	List of documents enclosed	

Date: _____

Place: _____



(Signature of the authorized representative)

Name _____

Designation _____

Address _____



ANNEXURE - B

FINANCIAL BID

Name of the firm/ company _____

Name of the authorized representative _____

Specimen signature of the authorized representative _____

S. No.	Configuration	Make/ Brand	Quantity	Unit Price	Total Price	Remarks

Date: _____

Place: _____

(Signature of the authorized representative)

Name _____

Designation _____

Address _____

Seal



UNDERTAKING

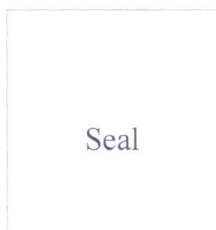
The Principal
Shri Ram College of Commerce,
Maurice Nagar,
Delhi-110 007

Sir,

I/We, the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender document and hereby undertake to agree and comply with them.

Date: _____

Place: _____



Signature of the Bidder _____

Name _____

Designation _____

Address _____



TERMS & CONDITIONS

1. Bids should be properly sealed and marked '**Technical/ Financial Quotation- RfP for Procurement of Desktop Computers, Laptop & Server**' and should be addressed to The Principal, Shri Ram College of Commerce.
2. The college wishes to procure desktops, laptop and server of **only established and reputed brand/ make. Bids for assembled machines will be summarily rejected.**
3. The quoted rates/ cost should be inclusive of all levies/taxes/ charges etc. VAT/taxes should, however, be specifically stated.
4. An **Earnest Money Deposit (EMD)** of 5% of the total cost or Rs. 25,000/- (Rs. Twenty Five Thousand Only), whichever is lower, is required to be submitted along with the Bid in the form of Demand Draft/Bankers' Cheque/Pay Order from any nationalized bank payable at Delhi, drawn in favour of the **Principal, Shri Ram College of Commerce.**
5. EMD will be adjusted against the full & final payment of the successful bidder and will be refunded (without interest) to the unsuccessful bidder within 90 days from the last date of receipt of tender document. **Bids without the EMD, will be summarily rejected.**
6. EMD will be forfeited if the successful bidder fails to comply with the terms and conditions of the agreement.
7. The successful bidder will have to deposit a sum of **5% of the amount of bid as Performance Security** to the college after the award of order. The Earnest Money paid by the bidder will be adjusted towards the performance security.
8. The Performance Security may be **FORFEITED** in case the performance of the product is unsatisfactory or does not meet the specifications mentioned at the time of the bidding.
9. The successful bidder will have to complete the delivery and installation of goods within three weeks' time of the award of order. The college reserves the right to impose penalty in case of delayed delivery and installation of the goods ordered.
10. Products shall be supplied in a ready to use condition along with all Cables, Connectors, Software Drivers, Manuals and Media etc.
11. The successful bidder shall integrate the hardware with the existing LAN/WAN infrastructure of the college.
12. Payment will be released by the college on raising of invoice by the successful bidder and on completion of delivery and installation to the satisfaction of the college.
13. Bid must be accompanied with an Undertaking (*as per prescribed proforma in Annexure-C*).
14. The models of products referred to in the bid must strictly confirm to the specifications/ configuration mentioned in the tender document, as also should be covered under warranty for a period of atleast two to three years.
15. Warranty must be on-site and comprehensive in nature.
16. Free **on-site maintenance** services shall be provided by the Supplier during the period of warranty. In case an equipment, peripheral or components (such as CPU, SMPS, Circuit Boards, monitors, etc.) are taken away for repairs, the successful bidder will be required to provide a similar standby equipment so that the equipment can be put to use in the absence of the originals/ replacements without disrupting the college's regular work.
17. If any additional/ enhanced configuration is suggested in view of technological changes, it may be furnished as an optional feature with/without extra cost duly explaining the additional utility of the offered model in both the technical as well as financial bids.
18. Vendors should submit the bids strictly in accordance with the information given in Bid Information Sheet.



19. Bids received within the stipulated time shall be opened as per schedule given in the Bid Information Sheet. The bidders may send their representatives on the stipulated date and time.
20. **Period of validity of bids (Date till which the bids should be valid)** – The bids will remain valid for 120 days from the last date of submission of tender document and shall be binding on the bidder, if the college chooses to place the purchase order (PO) or repeat order(s), on or before that date. The college, however, reserves the right to call for fresh quotes at any time during the period, if considered necessary.
21. The college reserves the right to cancel the award of order in the event of happening of one or more of the following events/ conditions:
 - (a) Failure of the successful bidder to accept the contract and furnish the Performance Security within the specified period as stated in the Purchase order;
 - (b) Delay in delivery and installation beyond the specified period;
 - (c) Serious discrepancies being noticed in hardware in the delivered goods
22. The college reserves the right to impose penalty and claim damages from the successful bidder in any of the conditions stated above.
23. The college reserves the right to reject any or all bids without assigning any reasons thereof. The college will not be obliged to meet and have discussions with any vendor, and/ or to listen any representations.
24. Conditional bids are liable to be rejected.
25. The college reserves the right at the time of award of order to increase or decrease the quantity of goods required.
26. All disputes shall be subject to Delhi jurisdiction.

BID INFORMATION SHEET

1.	Bid reference	Request for Proposals for procurement of Desktop Computers, Laptop & Server
2.	No. of envelopes/ bid format	Two – Technical and Financial Bids in separate covers
3.	EMD	An Earnest Money Deposit (EMD) of 5% of the total cost or Rs. 25,000/- (Rs. Twenty Five Thousand Only), whichever is lower, is required to be submitted along with the Bid in the form of Demand Draft/ Bankers' Cheque/ Pay Order from any nationalized bank payable at Delhi, drawn in favour of the <i>Principal, Shri Ram College of Commerce</i> .
4.	Bid Submission starts	March 11, 2016
5.	Last date for submission of bid	March 31, 2016
6.	Venue, date and time for opening of bids	Committee Room of the college April 4, 2016 (1100 Hrs.)
7.	Bid validity period	120 days from the last date of submission
8.	Address for submission of bids	The Principal Shri Ram College of Commerce (University of Delhi) Maurice Nagar, Delhi – 110007



Server Configuration

1	CPU	Two Processor Intel Xeon E5 2630 v2 or E5 2650 v2 (2.60 GHZ, 15MB cache, 64 bit, 7.2 GT/s, six core) processor or higher
2	CHIPSET	Intel C604 Chipset or higher
3	PCI slots	PCI express slots (3*X16+2*X8+1*X4)
4	Memory	32 GB RAM 1866 MHz DDR3 ECC REG
5	Storage	2X300 GB SAS HDD (10K/15K RPM)
6	RAID Controller	SAS controller with minimum 4 ports supporting RAID level 0,1 & 5, Raid Card with 1GB DDR3 Cache
7	Ethernet	Two (nos.) dual port server, Ethernet on separate controllers (2 integrated port & 2 port through Ethernet card)
8	Graphics	Integrated graphic controller
9	Optical drive	Internal DVD ROM drive
10	Ports	8X USB(4F+4R),1XVGA, 1XManagement port, 1Xserial port, 4XRJ45
11	Monitor	18.5" or higher TFT monitor
12	Keyboard and Mouse	Keyboard and optical mouse
13	Chassis and power supply	Server chasis having redundant hot swap power supply with 5 hot swap drive bays for HDD
14	Remote management	Management of the server over LAN,WAN with SSL Encryption.
15	Accessories	The server should be supplied along with software utilities for system configuration ,OS installation and system information, cables, user manual, Driver software for all the adapters as per the configuration and required operating system
16	Operating System	RHEL 6 or above
17	Warranty	Five years on-site comprehensive

