

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA



P.O: Engineering College Burla (Siddhi Vihar), Dist: Sambalpur
Odisha– 768018, India

Ref: VSSUT/ LIB/ 59/2019

Date: 13/06/2019

TENDER CALL NOTICE

Sealed tenders are invited from Company/Firm/Agency for Supplying of **HP** hard disk (**10TB SAS**) to **Central Library**, VSSUT, Burla, Sambalpur, Odisha. The tenders shall reach the office of the undersigned through **Speed/Registered** post only **on or before 28.06.2019 up to 12.00 PM**.

For more details, please visit our university website www.vssut.ac.in. The authority reserves the right to accept or reject all the tenders without assigning any reason thereof.

Sd/-

REGISTRAR

No. VSSUT/LIB/60 (6) /2019

Dtd. 13.06.2019

Copy to:

1. M/s Display Lines, 219, Saheed Nagar, Bhubaneswar-751007 with request to publish the above advertisement in one issue of the all Odisha daily edition of **THE SAMAJ** (All Edition) and English daily **TIMES OF INDIA (Odisha Edition)** at the I&PR approved /lowest rate. The bill may be sent in triplicate along with a copy of the paper in which the publication is made.
2. University Notice Board of VSSUT, Burla.
3. Comptroller of Finance for information and necessary action.
4. PA to Vice Chancellor for information of the Honøble Vice Chancellor.
5. PA to Registrar for information and necessary action.
6. The Dean F&P with a request to display the advertisement in University website.

Sd/-

Registrar

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA



Engineering College Burla (Siddhi Vihar), Dist: Sambalpur
768018, India

Website : www.vssut.ac.in, E-mail: registrar@vssut.ac.in, Ph:(0663)2430573, Fax-2430592

Ref: No: VSSUT/ LIB/ 59 /2019

Date: 13.06.2019

TENDER CALL NOTICE

Sealed Bids (Properly stitched separately) in two separate covers (**Technical Bid and Price Bid**) are invited by “**The Registrar, Veer Surendra Sai University Of Technology, Odisha**” from the Company/Firm/Agency for supplying of **HP hard disk (10TB SAS)** to the Central Library, VSSUT Burla, Odisha.

SI No	Item Description	Quantity
1	HPE 10TB SAS 12G Midline 7.2KLFF(3.5 in) SC 1yr Warranty Helium 512e Digitally Signed firmware HDD	7nos.

The Bidders may download the **Tender Documents** directly from the website <http://www.vssut.ac.in>. The Tender cost fee of Rs. 500/- (Non-refundable) by way of Demand Draft drawn in favour of “**The Registrar, Veer Surendra Sai University of Technology, Burla**” payable at **SBI, Burla** should be enclosed along with the Bid. The Tender cost fee and the EMD amount should be submitted separately in Demand Draft. In case of any bid clarification, responsibility lies with the bidders to collect the same from the website and the University shall have no responsibility for any delay/ omission on part of the bidder.

TIME SCHEDULE:

- Date of commencement of downloading bidding document: 13.06.2019
- Last Date and Time for Receipt of bids: 28.06.2019 by 12.00 pm
- Date and Time of opening of Tender & technical bid: 02.07.2019 by 03.30 pm
- Date and Time of opening of Price bid: 03.07.2019 by 03.30 pm

Place of opening of tender and address for communication and receipt of bid documents

THE REGISTRAR

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA
At- Burla, Po-Burla Engineering College, Dist-Sambalpur-768018,
Tel. No-0663-2430211 Fax No-0663-2430204

(i) General guidelines for submission of Tender

1. Document Establishing Bidder's Eligibility & Qualification

The Bidders shall furnish as part of the Bid the following Documents establishing Bidder's eligibility and qualification to the Purchaser's satisfaction.

- a. Manufacturer / Authorized Distributor / Dealer having valid license / certificates for the quoted item and the direct Importers holding valid Import License Manufacturer / Authorized Distributor / Dealer of the product are eligible to participate in the Bid.
- b. Bidders should have ISI or equivalent certification for quoted instruments and equipment. However, the Purchaser shall have the right to consider the items where ISI or equivalent certification is not applicable.
- c. The Bidder whether manufacturer/ distributor/ dealer must have experience of supply and installation of the quoted items in reputed Government Institutions / Public Undertakings / reputed Private Institutions within India during last preceding 3(Three) years reckoned from the date of bid opening and the details must be submitted along with documentary proof.
- d. Authorized Distributor/Dealer/Suppliers have to submit Manufacture authorization.

2. Documents Establishing Good Eligibility:

- a. The documentary evidence establishing the brand and the model may be in the form of literature, pamphlets, manuals etc.
- b. Detailed description of hardwares with essential technical and performance characteristics may also be furnished.
- c. The Bidders should clearly mention in their bid regarding the compatibility of the equipment or the individual units.

3. Technical Bid(COVER - A)

The following document should be submitted in cover-A.

- a. Earnest Money Deposit.
- b. Technical details of the hardwares.
- c. Copy of the manufacturing license/ import license/ Authorized Distributor/ Dealer certificates.
- d. Copy of the authorization from the Manufacturing Company in case of Authorized Distributor/Dealer in along with Manufacturer Industry Registration and Tax Registration Certificate.

- e. VAT/GST clearance certificate up to date where applicable.
- f. Performance/ Market standing certificate establishing that the Bidders have executed supply of similar items as mentioned in Schedule of Requirement of hardware and software to different Govt. Organizations/ Government PSUs / reputed Private Institutions.(proof of documents)
- g. The Bidder shall submit warranty certificate, installation note, PAN, GST and Income tax clearance certificate (self attested) along with the bill before release payment.
- h. Detail name, address, telephone no. fax, e-mail of the firm and of the Director/ Managing Director/ Proprietor of the firm. (As per Annexure I)
- i. Address, Telephone No., e-mail, Fax of the Branch Office/ Contact Person/ Liaisoning Office in Odisha. (As per Annexure II)
- j. Power of Attorney/ Authorization to a person for liaisoning and monitoring the business on behalf of the manufacturer / bidder but not entitled to raise the bills.
- k. **The original bid document signed & sealed by authorized person in each page as a token of acceptance of all terms and conditions of the quotation with original receipt.**
- l. Documentary evidence establishing that the hardware, software and ancillary services to be supplied by the Bidders shall confirm to the Bidding Document.
- m. Any deviation in the specification of the item should be marked in bold letters.
- n. Details of hardwares, if any, should be provided.

4. Price Bid (Cover-B)

- a. The hard copy of price bid giving the rates for the equipment should be submitted along with sealed soft copy of **price bid in Excel format** both in separate sealed cover hereinafter called **Cover B (Price Bid)**. **Price Bid (Cover - B)** of the bidders who qualify in **Technical Bid (Cover – A)** will only be opened and will be communicated through E-mail/Fax.
- b. The price of the item shall be quoted as per the prescribed Price Schedule Format at **Annexure-III** along with price break up of custom duty, Excise Duty, CST, Packing, Forwarding and Handling charges, Insurance charges, ET, VAT, commissioning including testing with total price per item.
- c. Each quoted item and all accessories should cover the warranty / guarantee for 1(One) years from the date of commissioning.
- d. The Cover B of the technically qualifying bidders shall be only opened at the Office of the **The Registrar, Veer Surendra Sai University of Technology,**

Burla on the date and time to be communicated to them after technical evaluation of **CoverA by E-mail/Fax**.

5. Bid Conditions

- i. The quoted rate shall not vary with the quantum of order placed or destination point.
- ii. A copy of the original bid conditions and the schedules should be signed by the bidder at the bottom of each page with the office seal duly affixed and returned along with the bid. Bid schedule should be duly filled in with an index and page number for the documents, enclosures & EMD etc. Paging must be done for all the documents submitted.
- iii. Bids should be type written or Computerized and every correction/ over writing in the bid should invariably be attested with signature of the bidder with date before submission of the bids to the authorities concerned. No revision of price upward or downward will be allowed once the bid is opened. However the purchaser shall have the right for considering the exchange rate of foreign currencies on verification of documents.

6. Language of Bid

The Bid prepared by the bidders and all correspondence and document relating to the bid exchanged by the Bidders and the Purchaser, shall be written in the English language. Supporting document and printed literature furnished by the Bidders may be written in another language provided they are accompanied by an accurate translation of the relevant passages in the English language in which case, for purposes of interpretation of the Bid, the English translation shall govern.

7. Bid Price

- All duties, taxes, and other levies payable shall be included in the total price.
- VAT in connection with the sale shall be shown separately.
- The rates quoted by the bidders shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The price shall be quoted in Indian Rupees only.

8. EMD

All bidders are required to submit EMD **not less than 2% of the quoted** amount in shape of **Demand draft** drawn in favour of **“The Registrar, Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla** only. The EMD shall be in Indian Rupees.

NOTE: Non-submission of EMD or submission of less EMD than the desired one shall result in rejection of Bid. No interest is payable on EMD.

9. Cost of Tender:

The Bidder is required to deposit DD for Rs. 500.00 (Non-refundable after finalization of the quotation process) towards EMD in favour of VSSUT, Burla payable at SBI, Burla or Syndicate Bank, VSSUT, Burla along with quotation.

10. SUBMISSION OF BIDS

Sealing and Marking of Bids

Bid should be submitted in two Bid system containing two parts as detailed below.

Sealed Cover-A: Technical Bid.

Sealed Cover-B: Price Bid (hardcopy & sealed soft copy)

Both the sealed envelopes should then be put in one outer cover and each cover should have the following indication:

- i. Name of Dept: _____
- ii. Reference No of Bid: _____
- iii. Bid regarding: _____
- iv. Due date & time for submission of the Bid : _____
- v. Due date & time for opening of the Bid : _____
- vi. Name of the Firm: _____

NOTE:

Bids submitted without following two Bid system procedures as mentioned above will be summarily rejected.

- i. Please Note that prices should not be indicated in the Technical Bid. The Prequalification document including EMD as required in the Bid document should invariably be accompanied with the Technical Bid (Cover A).
- ii. The outer envelope shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is declared late. If the cover containing the outer envelope is not sealed and marked as required, Purchaser will assume no responsibility for the bid's misplacement or premature opening.

The above procedure shall be adopted both for the Technical bid and price bid separately. Telex, cable, email or facsimile bids will be rejected.

11. Deadline for Submission of Bids:

Bids must be received by the Purchaser at the address specified not later than the time and date specified in the Invitation of Bids. In the event of the specified date for the submission of bids being declared a holiday for the Purchaser, the bids will be received up to the appointed time on the next working day.

The **Purchaser** may, at its discretion, extend this deadline for submission of bids by amending the bid document, in which case all previous rights and obligations of the purchasers and bidders will remain same till the extended date.

Modification and Withdrawal of Bids

No Modification and Withdrawal of Bids is allowed between the interval of time of submission and the last date and time of the bids.

No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidders on the bid form.

12. BID OPENING

13. The University will open all bids, in the presence of bidder's representatives who choose to attend at **03.30 pm on dated 02.07.2019** at the Office of the **“The Registrar, Veer Surendra Sai University of Technology, Burla”**.

- i. The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for the Purchaser, the bids shall be opened at the appointed time and location on the next working day.
- ii. The bidder's names, and the presence or absence of the requisite EMD and such other details as the Purchaser, at its discretion, may consider appropriate will be announced at the opening.

14. Acceptance of the Bid:

- Bidders submitting bids would be considered who have considered and accepted all terms and conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the bid.
- Genuine equipments should be supplied. Bidders should indicate the source of supply i.e. name and address of the manufacturers from whom the items are to be sourced.
- Supply of equipment means ó Installation and Commissioning (except civil works), Demonstration as well as Training at site. No separate charges will be paid on this account.

15. Rejection of the Bid

The Bid document shall be out-rightly rejected under following stipulation and no correspondence will be entertained whatsoever.

- If the Bidders has not furnished the required quotation paper cost and EMD or EMD exemption certificate from competent authority.
- If the Bidders has not submitted the Price as per the prescribed format **Annexure-I**
- Manufacturing Authorization Annexure-III and in case of Authorized Distributor / Dealer/Suppliers have to submit Manufacture authorization along with copy of above documents of Manufacture Industry.
- Photo copy of the up-to-date valid manufacturing license/ import license (if it is imported)/dealership certificate/Distributor certificate of the product along with Tax registration Certificate of Manufacturer issued from competent authority.
- The tender is liable to cancelled for non submission of EMD and tender fees.

16. Purchaser's Right to Accept any Bid and to Reject any Bid

The Purchaser reserves the right to accept or reject any bid and to annul the bidding process and reject all the bids without assigning any reason thereof at any time prior to award of Contract, without thereby incurring any liability to the affected Bidders or Bidders on the grounds of such action of the purchaser. In case no bidder qualifies as per qualifying criteria and standards, purchaser may at his discretion relax qualification criteria for award of contract.

17. Evaluation and Comparison of Bids

The comparison shall be of FOR destination price basis including the price of all costs wherever applicable as well as duties and taxes (**but excluding VAT**) paid or payable on instruments & equipment incorporated or to be incorporated in the items including the warrantee/guarantee period from the date of installation.

- The Purchaser's evaluation of a bid will take into account, in addition to the bid price and the price of incidental services.
- The purpose of bid evaluation is to determine substantially responsive bid with the lowest evaluated cost, but not necessarily the lowest submitted price, which should be recommended for award.

- Evaluation of bids should be made strictly in terms of the provisions in the bid document to ensure compliance with the commercial and technical aspects.
- The past performance of the suppliers will be taken into account while evaluating the bids.
- Cost of the inland transportation, insurance and other costs within the Purchaser's Country incidental to delivery of the goods to their final destination.
- Delivery schedule offered in the bid
- The performance and productivity of the equipment/ goods offered.
- The quality and adaptability of the equipment/ goods offered.
- Any other point as deemed proper to be incorporated by the evaluation committee.
- Alternative options of offer shall not be allowed
- Each Bidder shall submit only one quotation with one make & model.
- The quotation would be evaluated separately for each item.
- Sales Tax in connection with sale of goods shall not be taken into account in evaluation.
- Negotiation shall be made with the lowest evaluated bidder.
- Lowest evaluated price shall be taken into consideration, but not the lowest quoted price.

18. Delivery of Product

The delivery of Product shall be made by the supplier to the Consignee in accordance to the order placed as shall be detailed in the Schedule of requirements & technical specifications.

19. Instruments, Equipment Demonstration cum Inspection

Purchaser reserves the right to ask for demonstration cum inspection of the equipment where ever applicable.

- **Inspection/ Test/Training**

The supplier shall get each equipment inspected in manufacturer's works and submit a test certificate (New & Unused) and also guarantee/warranty certificate that the equipment conforms to laid down specifications.

The supplier shall invite the purchaser for pre-dispatch inspection. The Purchaser or his representative shall have the right to inspect/ examine/ test the goods in conformity with the contract awarded/supply order during the production or before dispatch from the manufacturer's premises. Such inspection and clearance will not

prejudice the right of the consignee to inspect and test the equipment on receipt at destination.

The inspection/examination/ test may be conducted in the premises of the Supplier or at the goods final destination or at the premises of the consignee, as will be decided by the Purchaser.

The purchaser's right to inspect/ examine/test & where necessary to reject the instruments after the arrival of the goods at the final destination, shall in no way be limited or waived by the reason of the goods having been inspected and tested by the manufacturer previously. In case of rejection of the goods at the final destination after inspection and test as stipulated above and in case any inspected/ tested goods fail to confirm to the specification/ working condition, the purchaser may reject them and the supplier shall replace/ repair the same free of cost.

20. Warrantee Period (comprehensive)

The Bidders must quote for a minimum period of 1(One) years of comprehensive warranty from the date of completion of the satisfactory commissioning.

21. Payment Terms

No advance payment will be made by the Purchaser to the supplier for performance of the contract. 100% of the contract price shall be paid within 30 (thirty) days after satisfactory supply, installation, demonstration, Commissioning and stock entry of bills of the goods within due date of delivery.

22. Transportation

The Supplier shall be required to meet all transport charges until commissioning of the item

23. Taxes and Duties:

The Supplier shall be entirely responsible for payment of all Taxes, Duties etc. incurred until delivery of the contract goods to the Consignee subject to recovery afterwards in the bill as claimed in the Bid offer.

VAT as applicable is payable, to the suppliers of the State of Odisha if claimed in the Bid offer

VAT/ CST will be paid to the Suppliers of the outside State other than Odisha, if claimed in the Bid offer. Any revision of VAT/ CST shall automatically be taken into account.

24. Incidental Services

The Supplier shall be required to provide any or all of the following services: (The cost should be included in the quoted Price). Performance or supervision of on-site assembly and the supplied goods.

25. Period of Validity of Bids

- The bid rates should be kept open/ valid for a period of 180 days from the date the Bids are opened.
- A bid valid for a shorter period i.e. less than 180 days shall be rejected, as nonresponsive.
- In absence of any indication of the date of validity in the bid, it will be presumed that the offer will remain valid for the minimum period i.e. 180 days as prescribed above.
- In exceptional circumstances the purchaser may solicit the bidders consent for extension of the period of validity. If agreed upon, the bid security so deposited shall also be suitably extended.

26. Commissioning Period

Maximum commissioning period is **30 days** from the date of supply OR **120 days from the date of issue of Purchase Order** failing which the purchaser will have the right to impose penalty for the delay period @ **0.5% per week of the contract value of item/items excluding taxes from the bill amount subject to maximum of 10%**. However, Registrar has right to extend the delivery period/commissioning period in special cases.

27. Penalty against Non Supply

In case of non-supply of Stores within the due date i.e. within the date of delivery the EMD deposited by the bidder shall be forfeited.

28. Rejected items:

No payment shall be made for rejected supplied items. Rejected items must be removed by the bidders within two weeks of the date of rejection at their own cost and replace immediately. In case these are not removed these will be auctioned by the purchaser (at the risk and responsibility of the suppliers) without any further notice.

29. Jurisdiction of the Court

The Purchaser and the Supplier shall agree that the competent Court at Sambalpur shall have the jurisdiction to try and decide anything between the parties and they may approach the Competent Court at Sambalpur if required at any time.

Technical Specifications

Capacity	10 TB
Interface	SAS
Form factor	LFF
Minimum dimensions (H x W x D)	2.68 x 10.58 x 17.0 cm (h x w x d)
Warranty	Midline Hard Drives have a 1-year limited warranty regardless of the warranty period for the system in which they are installed.
Height	1.06 in 26.8 mm
Format type	512e
Carrier type	Smart Carrier (SC)
Workload	Midline
Drive Rotation Speed (RPM)	7.2K
Drive Technology (Fill)	He

ANNEXURE-I

DETAILS OF THE BIDDERS

Bid Reference No.

SL No	Description	To be filled by the Supplier
1	Name of the Supplier/ Agency/ Dealer	
2	Pan No & TIN No	
3	Address with Phone No./ E-mail/FAX	
4	Contact Person(s) Phone No./ Mobile No.	
5	Total annual turn-over (Value in Rupees)	
6	Test Certificate held (Type test, BIS/ISO certification)	
7	Name of the OEM/ Brand	
8	Quoted Model No.	
9	Certificate w.r.t Authorized dealer	
10	Details of Bank draft towards the cost of Tender documents	
11	Details of Bank Draft towards EMD	
12	GST Registration details	
13	Experience Details (with proof of orders from organization to which supplied earlier)	

DECLARATION: We hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the Tender is liable to be rejected.

ANNEXURE-II

BIDDERS' AUTHORIZATION FORM

No. _____/Date _____/

To

The Registrar
VSSUT ODISHA
Burla, Sambalpur

Dear Sir, Bid No. _____

We _____ who are established and reputed company/Firm _____ having factories at _____ (Address of Factory) do there by authorize M/s. _____ (Name and address of Agent) to submit a bid and sign the contract with you against the above bid.

*No company or firm or individual other than M/s. _____ are authorized to bid and conclude the contract in regard to this business against this specific invitation for bid.

We hereby extend our full guaranty and warranty as per general conditions of contract for the goods and services offered by the above firm against this bid.

Yours faithfully
(Signature for and on behalf of Manufacturers)

Note: This letter of authority should be on the letterhead of the company/firm should be signed by a Person competent and having the power of attorney to bind the manufacturer. It should be included original by the Bidders in its bid.

- The Managing Director of the Company/Firm or the Power of Attorney Holder having specific power to sign the contract can only sign the contract/execute the agreement.

ANNEXURE-(III)

Financial Bid Performa

The Financial bid may be submitted as per the Technical Specification covering all requirements for the installation and commission of the item.

Name of the OEM/Business partner of OEM/Authorized Dealer:

Name Of Product with model number :

SI No.	Item	Unit Price
1	Base Price	
2	GST	
3	Other Tax (if any)	
	Total (1+2+3)	
In Rupees-		

Authorized Signature with Seal