



Notice Inviting E-Tender

E-Tender No.: ADM:STR:3169: Core i5 Desktops:2023-24

Date-16/02/2024

C.I.R.T., Bhosari, Pune invites E-Tender in Two Bid Systems (Technical and Financial) from Authorised Distributors for Supply and Installation of Core i5 Desktops at C.I.R.T., Bhosari, Pune.

Sr. No	Description	Form Fee	Last Date for Online Submission	Technical Bid Opening
01	To Supply and Installation of Core i5 Desktops / Workstations	Rs.1000/- plus GST	01/03/2024 Time- 1600 Hrs.	04/03/2024 Time-1100 Hrs.

Interested Authorised Distributors and Resellers for Supply and Installation of Core i5 Desktops / Workstations, with valid authorisation letter of Original Equipment Manufacturer may view and download detailed tender documents from

C.I.R.T.'s e-Tender portal.

www.cirtindia.com/tendernotice.html or <https://tenderwizard.com/CIRT>

All Bids must be submitted through the Online portal.

I. Salient information about the E-Tender:

1] **Who can participate in this e-Tender:** The bidders who have registered with C.I.R.T.'s e-Tender portal can only participate in this tender process.

2] **How to Register:**

a) The prospective bidders must register to CIRT e-tender portal by paying **Annual Registration Charge of Rs. 2,000/- (+) G.S.T.** (as applicable) through E-Tender portal by online payment mode. On completion of the registration process, the bidders will be provided user ID and Password. After receipt of User ID and Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.

b) **Tender Processing Fee (Non-Refundable) with G.S.T.** (as applicable) is payable online on the portal of CIRT e-tendering website for applying the tender online.

Note: Banking Transactions charges are applicable for online payment

3] **Device requirement for participation in e-Tender** : Bidder should have valid Class III Digital Signature Certificate (DSC) device for participating in e-Tender. For integrity of data, its authenticity /non-repudiation of electronic records shall be in compliance with IT Act 2000 as amended from time to time. It is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class III issued by a Licensed Certifying Authority (CA). The contact details for e-Tendering are furnished below:-

Details of the Service Provider:

Contact Persons Mr. Sanjay Chandak	Telephone / Email Mobile: 9665721619 Email :sanjay.kc@etenderwizard.com twregdelhi@etenderwizard.com	For vendor Registration / DSC/Any other issue regarding e- Tender Process, Please contact Tenderwizard
Mr. Arijeet Kumar	Contact No : 8800445981 Email: arijeet@etenderwizard.com	
Tenderwizard Helpdesk :	Contact No : 080-45811365, 080-45982100	

Note: Above contact details are only related to technical queries pertaining to submission / upload of E-Tender, for any other queries please email to stores@cirtindia.com or contact Stores officer on 020 – 67345300.

4] **Availability of Tender Documents:** All bid documents (Technical and Commercial) are available ONLINE at CIRT’s e-Tender portal. The registered bidders can download the Bid from these websites. If tender form fee of Rs.2000/- plus GST is not received along with physical technical bid submission, the bid will be disqualified.

5] **Mode of Submission:** The Tender Document should be submitted in two parts:

PART-A TECHNICAL BID – Technical Bid shall be submitted **online** (all documents to be signed and scanned) and a hard copy of the same to be submitted by the bidder, in the envelope superscribed as Technical Bid for “Supply and Installation of Core i5 Desktops / Workstations”.

Note : 1. Bidder should clearly mention the Tender No. and Title of the tender which is submitted.

2. Technical bid must be compulsorily submitted both online and hard copy within stipulated date and time, failing which the bid would stand disqualified.

Part –B COMMERCIAL BID – Commercial Bid to be submitted **online only**. Commercial bid sent through hard copy will not be accepted and shall be disqualified. **The bidder should submit the Commercial Bid online only. Sample Financial bid sheet attached at Annexure A .**

While uploading / submitting the documents, it should be ensured that the correct tender no. and tender title is mentioned.

6] All pages of Tender documents and Addenda / Corrigenda (if any) must be signed with proper official stamp and date by the authorized signatory of the Bidder / or authorized power of Attorney holder (relevant authorization document to be enclosed) at the lower right-hand corner.

7] Bidders are advised to visit CIRT’s e-Tender portal regularly for any Addenda / Corrigenda.

CENTRAL INSTITUTE OF ROAD TRANSPORT

Post Box No.1897, Bhosari, PUNE – 411 026 (INDIA)

Tel. (91) 20 67345300 (30 Channels)

Fax : (91) 20 67345403

Website : www.cirtindia.com

II. Notice Inviting Tender (NIT)

Sr. No.	Particulars	Details
1.	Tender Reference No.	ADM:STR:3169:Core i5 Desktops:2023-24
2.	Tender Publication Date	16-Feb-2024
3.	Tender Title	To Supply and Installation of Core i5 Desktops / Workstation
4.	Tender Issuing Authority	Central Institute of Road Transport, Pune
5.	Equipment Installation Location	Central Institute of Road Transport, Pune
6.	Tender Form Fee	Rs.1000/- (Rupees One thousand only) Plus GST to be paid through Demand Draft in favour of "Director CIRT"
7.	Submission of Pre-bid queries (For Pre-Bid Query Format Refer Annexure B)	<ul style="list-style-type: none">• On or before 1700 hrs on 21/02/2024 by email• Email to be sent to stores@cirtindia.com
8.	Pre-bid meeting Date, Time, and Mode	On 22/02/2024 at 1100 hrs. in Online & Offline mode.
9.	Pre-bid meeting Venue	Central Institute of Road Transport Conference Hall Pune Nasik Road, Pune 411 026 For online Link will be sent upon receipt of request to stores@cirtindia.com The request should be received on or before 1700 hrs on 21/02/2024 by email.
10.	Last Date of submission of online bids Technical & Financial	01/03/2024 at 1600 hrs.
11.	Physical Submission of only Technical Bid	01/03/2024 at 1600 hrs.
12.	Technical Bid Opening	04/03/2024 at 1100 hrs @ CIRT, Pune
13.	Commercial Bid Opening	Date will be finalized on conclusion of technical bid evaluation.
14.	Address for Communication and Submission of Technical bids	DIRECTOR Central Institute of Road Transport Post Box. 1897, Pune Nasik Road, Pune 411026. Tel: 020-67345300
15.	Download Request for Proposal & Upload e-tender	A copy of the tender document should be downloaded from www.cirtindia.com/tenderNotice.html or https://tenderwizard.com/CIRT

Head-ASD

III. Scope of Work

1. Technical Specifications (Supply & Installation) Compliance Sheet

Sr. No.	Parameter	Description (Minimum Specification)	Compliance Yes or No
1	Make		
2	Model		
3	Form Factor	Tower	
4	Processor	13 th Gen i5-13500	
5	RAM	<ul style="list-style-type: none"> • 1 x16 GB DDR5 • 4 DIMM slots up to 128 GB (4 x 32GB) Non ECC DDR5 	
6	Storage	1 x 512 GB PCIe NVMe M.2 along with additional 1 x 1 TB SATA 6 Gb/s, 7200 RPM 3.5" SATA HDD	
7	Audio	High Definition (HD) Audio	
8	Chipset	W680	
9	Graphics	Intel UHD 770 Graphics.	
10	External Port	Front: <ul style="list-style-type: none"> • 1x USB-C 3.2 Gen 2 • 2x USB 3.2 Gen 1 • 2x USB 3.2 Gen 2 • 1x headphone / microphone combo jack Rear: <ul style="list-style-type: none"> • 3x USB 3.2 Gen 1 • 1x HDMI 1.4 • 1x DisplayPort 1.4 • 1x Gigabit Ethernet (RJ-45) supports Wake-on-LAN • 1x Line Out 	
11	Internal Slots	<ul style="list-style-type: none"> • Minimum one M.2 slots each for SSD and WLAN • Minimum Two SATA 6 ports • One PCIe x16 Gen 4 / 5 full-height, half-length • One PCIe x1 Gen 3 / 4 / 5 full-height, half-length 	
12	Operating System	Genuine Windows 11 Pro preloaded. OS activation key to be embedded in BIOS.	
13	Keyboard & Mouse	Std. OEM USB keyboard and mouse with same Make (Sr. No. 1)	
14	Monitor	24" LED IPS OEM Monitor of same Make (Sr. No. 1) 3/3/3 onsite warranty	
15	Warranty	5/5/5 Next Business Day onsite warranty	
16	Certifications	CE /UL /RoHS /ISO	

Sr. No.	Parameter	Description (Minimum Specification)	Compliance Yes or No
17	Multimedia	<ul style="list-style-type: none"> • One pair of USB external desktop speaker with minimum 6W RMS (3W x 2) • USB microphone 	
18	Delivery	Within 2 weeks from the date of release of Purchase Order	

Preferred Brand: Dell / HP / Lenovo

2. Additional Notes for New Core i5 Desktops / Workstations

- (i) Preferred Brand Dell / HP / Lenovo.
- (ii) OEM must have inbuilt system hardware diagnostics facility.
- (iii) OEM must have facility to download updates of pre-installed software's, device drivers, and firmware on its website.
- (iv) OEM must support recovery of the operating system during reinstallation when required and bring the computer back to its original factory condition as configured by the OEM.
- (v) Windows 11 Pro should be preinstalled, and windows activation key should be embedded in the BIOS.

* Bidders offering must comply with the additional notes mentioned above.

IV. Minimum Eligibility Requirement:

- 1 Bidder should be Distributor/Reseller/Dealer of the OEM. Distributor/Reseller/Dealer of the OEM should submit a valid certificate (MAF) enclosed along with the technical bid. Bidder should also submit Technical Compliance as mentioned in "Scope of Work" page No. 4 on Letterhead with sign and stamp with the Technical Bid.
- 2 OEM/Bidder should have service and support office in Pune. A self-certified document in support of this must be enclosed.
- 3 The bidder shall provide the Registration number of the firm along with the valid GST number with PAN Number allotted by the competent authorities.
- 4 The bidder must not be blacklisted by Central Government, State Government or Government of Corporations in India. A self-attested certificate or undertaking to this effect must be submitted as mentioned in Annexure C.
- 5 The bidder will be responsible for Supply, Installation, and Support of the Core i5 Desktops / Workstations.
- 6 Bidder should have executed the Desktop / Workstation Purchases in last 3 financial years (2020-21, 2021-22, 2022-23) as below:
 - a) One Purchase Order amounting to Rs.16 Lakh for the Desktop / Workstation
OR
 - b) Two Purchase Orders amounting to Rs.10 Lakh Desktop / Workstation
OR
 - c) Three Purchase Orders amounting to Rs.8 Lakh Desktop / Workstation

Copy of purchase order of the above-mentioned to be provided.

V. Check List of mandatory documents for Technical Bid

Following information must accompany the Technical Bid (Check List):

1.	Company Profile with inclusion of contact person, contact details (mobile/telephone number etc.) and telephone number of the firm/company.
2.	Self-attested document mentioning OEM/Bidder should have service and support office in Pune
3.	PAN & GSTIN (duly stamped & signed copy)
4.	Copy of Partnership Deed/ Certificate of registration of company or any other document evidencing registration of the bidder
5.	Number of Years of Experience
6.	Details of Tender Form fee
7.	OEM Authorization Letter (MAF).
8.	Provide the previous PO of supply of Desktops / Workstations executed during last three years (attested copies of the Purchase Orders to be enclosed. Purchase Order value can be masked for privacy).
9.	Turnover of the bidder in the financial years: 2020-21, 2021-22 and 2022-23. Please attach CA certified copy of the turnover.
10.	Self-Attested anti-blacklist letter. Refer Annexure C

I /We hereby certify that the information furnished above is full and correct to the best of my/our knowledge.

(Signature of the authorized Signatory)
Name:
Office Seal.

Note

- 1) It is mandatory to submit the above specified documents in support of the above Technical Eligibility Criteria and the Bidder shall be disqualified, if the bidder fails to provide any of the above specified documents.
- 2) CIRT at its sole discretion may seek clarifications from any Bidder on the Technical Eligibility Criteria and any information submitted in his Bid.
- 3) Any Bidder submitting any information regarding price/financial quote in his Technical Bid shall be disqualified from the Bidding Process.
- 4) The documents under Eligibility Criteria will be verified before evaluating technical specifications. In case bidder does not meet the criteria then the bid will not be considered for further evaluation and shall be rejected.



VI. TERMS AND CONDITIONS

- 1) The financial bid should be valid for a period of not less than 90 days from the date of opening of bid.
- 2) The product to be supplied within a maximum period of 2 weeks from the date of the Purchase Order by the Institute. In case of delay, penalty @0.50% of the item cost per week or part thereof shall be levied, subject to the maximum of 10% of the order value.
- 3) Bids will be opened in the presence of bidder's representatives, who choose to attend on the specified date and time. Only one representative shall be allowed to attend.
- 4) Only sealed technical bid can be sent either by post or courier. The responsibility of delivery of the bid lies entirely with the bidder.

- 5) Physical submission of technical bids after due date will result in disqualification. Submission of Financial bid hard copy will result in disqualification of bidder.
- 6) Schedule of Payment:
 - a) 10% advance along with Purchase Order on submission of Bank Guarantee for equivalent amount of validity of 12 months.
 - b) 20 % against delivery and post preliminary inspection at CIRT, Pune.
 - c) 70 % after successful installation, commissioning, training, and satisfactory inspection report of the desktop and after receipt of Performance Bank Guarantee valid for 1½ years to ensure the fulfilment of warranty obligation. (for 10 % Value of the total cost of purchase order)
- 7) CIRT does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
- 8) The bidder should be authorized Distributor/Reseller/Dealer of the OEM (attach documentary proof). The authorization issued by the OEM must be valid and enclosed.
- 9) Bidder must submit the technical bid with company stamp copy on every page of the tender.
- 10) In case of dispute between both the parties, same will be referred to the sole Arbitrator as per the Arbitration and Conciliation Act 1946 as amended by Arbitration and conciliation (Amendment) Act 2015. The Arbitrator will be appointed by CIRT at their discretion. The venue of the arbitration proceeding will be at Pune and the cost of the arbitration proceeding will be borne by each of the parties as to 50%. The language of the arbitration proceeding will be in English.
- 11) **Pre-Bid Meeting:**
 - a) Bidders are requested to send their pre bid queries as per Annexure A to CIRT by email at id: stores@cirtindia.com The time schedule for receipt of queries and date and time of pre-bidding is instructed in Notice inviting Tender (NIT), page no. 3.
 - b) If a bidder does not participate or submit any query, then no subsequent representations from them regarding the technical specifications and terms and conditions shall be entertained.
 - c) CIRT, if required, shall issue Addendum / Corrigendum to Tender documents which, if issued, will be considered as part of Tender documents. Bidders will have to take cognizance of these Addendum / Corrigendum issued and submit Addendum / Corrigendum duly signed by Authorised Signatory of Bidder and stamped with Company Seal along with original Tender document. In case Bidder fails to do so, his tender will be outrightly rejected.
- 12) **CIRT's Right to Accept Any Bid and to Reject Any or All Bids:**
 - a) The Director, C.I.R.T. reserves the right to reject any or all the tenders or partially accept or reject any or all the tenders without assigning any reasons.
 - b) The Director, CIRT reserves the right to reject any or all tenders in case the tenderers have put in their own terms & conditions.
 - c) The Director, CIRT reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids at any time prior to placing purchase order/ contract award, without thereby incurring any liability to Bidders.
 - d) In case of any dispute, on any account related to the said tender & or any activity related thereto, the Director, CIRT's decision will be final and binding on the tenderers.

VII. Illustration of Price Schedule for bidders

Annexure – ‘A’

 									
CIRT									
NIT No. ADM:STR:3169:Core i5 Desktops:2023-24									
Name of Work: - Supply, Installation of Core i5 Desktops / Workstations									
SCHEDULE OF QUANTITY									
Name of the Contractor									
S.No	Description of Items	Brand & Model No.	Qty	Unit	Quoted rates are negative or positive	Unit Rate Without Tax	Total Without Tax	Add Tax (%)	Total Inclusive of all Taxes
1	Supply & installation of Core i5 Desktops / Workstations Meeting the requirement as specified in the Technical specification		20	NOS	Normal Item		0.00		0.00
Total Cost							0.00		0.00
Inclusive of GST in words (Rupees Only)									

1. Commercial bids are to be submitted online only.
2. Hardcopy not to be submitted.
3. Please enter the values in yellow cell only.

VIII. Prebid Queries format

Annexure - 'B'

Name of Organization: _____ Date: _____

Tender Title : Supply, installation of core i5 Desktops / Workstations

Tender No.: ADM:STR:3169: Core i5 Desktops:2023-24

Query No.	Page No.	Sr. No.	Clause No.	Clause Description	Suggestion / Query

- Email to be sent to stores@cirtindia.com in pdf format on or before dates specified in NIT.

IX. ANTI-BLACKLISTING CERTIFICATE

Annexure – 'C'

(To be Submitted on the letterhead of the Authorized Distributor/Reseller/Dealer as the case may be)

I / We hereby certify and confirm that M/s. (Name of the Bidder) that the company/ any of the promoter/s / director/s are not blacklisted or barred by Government of India (GOI) / any other entity of GOI or any state government/ department / local government / agency in India or from abroad from participating in Project/s, either individually or as member of a Consortium as on the (Bid Due Date).

We further confirm that we are aware that our tender will be liable for rejection and EMD will be forfeited in case any material misrepresentation is made or discovered with regards to the requirements of this tender at any stage of the Bidding Process or thereafter during the agreement period.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

For and on behalf of