

To

Subject: Enquiry for Sealed Tenders for Supply & Installation of Server

Dear Sir,

As you may be aware that the DOEACC Society is an Autonomous Scientific Society of Department of Information Technology, Ministry of Communications and Information Technology, Government of India mandated with carrying out Human Resource Development and related activities in the area of Information Technology, Electronics and Telecommunication Technologies (IET). In execution of its mandate the Society conducts various courses through its own Centres as also through accredited institutes. Various DOEACC Centres have been assigned the responsibilities of overall coordination and functioning as nodal centre for different courses. The DOEACC headquarters located at Electronics Niketan, 6 CGO Complex besides performing the role of headquarters, is also functioning as nodal centre for implementation of DOEACC Scheme.

The Society wishes to procure a Server and the required operating system as per the tender document available on our website. You are requested to furnish your proposal strictly as per terms and conditions stipulated in the Tender Document and as such you are requested to kindly go through the same before submitting your proposal. As per the terms of Tender, you have to submit your bid by the closing date and time given on the Tender document and to supply the Server within 15 days from the date of placing the purchase order. Needless to say that the requirement is urgent.

Your proposal (bids) must reach the undersigned in sealed cover superscribed with **“Tender for the supply and Installation of Server & Software”** and addressed to the Asstt. Director (Admn.), DOEACC Society, Electronics Niketan, 6 CGO Complex, New Delhi – 110 003 at or before 1500 hrs on 28/8/2009.

Yours faithfully,

(S.C. Dhyani)
Asstt. Director (Admn.)
Ph.- 24365592

TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF SERVER AND SOFTWARE

Terms and Conditions

- a) Last date of receiving Quotation : 28thAugust at 1500 hrs
b) Date of opening the Quotation at DOEACC SOCIETY : 28thAugust at 1530 hrs

The DOEACC Society is an autonomous Scientific Society under the administrative control of Department of Information Technology, Ministry of Communications and Information Technology, Government of India mandated with carrying out Human Resource Development and related activities in the area of Information Technology, Electronics and Telecommunication Technology (IET). In execution of its mandate the Society conducts various courses through its own centres as also through accredited institutes. Various DOEACC Centres have been assigned the responsibilities of overall coordination and functioning as nodal centre for different courses. The DOEACC headquarters located at Electronics Niketan, 6 CGO Complex besides performing the role of headquarters, is also functioning as nodal centre for implementation of DOEACC Scheme. The DOEACC scheme consists of 4 levels of courses namely 'O', 'A', 'B' and 'C' levels. Under the DOEACC scheme Computer training institutions in non-formal sector meeting well-defined criteria are granted accreditation for conducting different levels of courses and examinations are conducted for the students undergoing these courses.

2) The activities pertaining to the implementation of the DOEACC scheme have been computerized and for the purpose Information System has been set up in the Society, which runs on SUN Solaris Servers with Oracle 9i based database and D2K based application. The Society proposes to procure a server to host its website. The present proposal seeks quotes for supply and installation of Server and Software as per specifications provided in Appendix A to this document. The proposal is to procure only one Server, however, the quotes are being invited separately for Rack Mountable and non-rack mountable system.

3) The bidder should be a manufacturer of the servers offered or an authorised Dealer / Agent / Partners of the manufacturer. In case the bidder is not a manufacturer, a copy of authorisation / agency / dealership / partnership certificate from the manufacturer should be furnished along with technical bid.

4) Rates offered should be valid for a minimum period of 180 days from the date of opening of Tenders. If there is any deviation in the prices written in figures and words the price indicated in words shall be considered as final.

5) The vendors shall supply the Server within 15 days of the date of placing firm Purchase Order. Delivery period shall be specifically indicated in the Tenders and strictly adhered to. If no delivery period is stated in the Tender, it will be taken for granted that the supply will be arranged to us within 15 days of the issue of Supply Order and the time required for the installation of the systems in office should also be shown separately in the tenders. Any extension in the delivery period after the supply order is placed may result in the cancellation of the Purchase Order.

6) Tenders (Technical Bid) shall invariably be accompanied by manufacturer's catalogues and leaf-lets giving full technical specification and complete details of the system. The Technical Bid must also contain a check sheet clearly indicating as to how each parameter / specification in Appendix 'A' is met by the product offered. In the absence of full details and specification, the Tenders shall be summarily rejected.

7) If you need to add any item to your system in order to meet our specification requirements, you are required to quote for your basic system separately and also to quote the total value of the system including the option required to suit our requirements. Otherwise, your tender will not be considered at all.

8) Wherever applicable you are required to clearly indicate the Part No./Model No./Brand Name etc. If such details are not included, it will be presumed that your offer is not for branded item, but for generic only, and compared accordingly. You should quote your rate only for our specification requirements in the format given.

9) Bidder must state categorically whether or not his offer is exact to tender specification and indicate deviations if any failing which his offer will be ignored.

10) All items offered shall conform, in all respects, to the relevant Indian Standard specifications with up to date amendments, wherever applicable. All the hardware supplied must be accompanied with all restore CDs, drivers, cables and manuals.

11) Warrantee : The equipment supplied shall be free of all manufacturing defects and under warrantee for a period of minimum three years expandable to 5 years from the date of installation.

12) The DOEACC does not bind himself to accept the lowest or any tender and reserves with itself the right of accepting the whole or any part of the Tender and the Bidder shall be bound to supply the accepted items at the rates quoted.

13) On taxable items of supply, Sales Tax shall be shown separately. The DOEACC would be eligible for concession rates as applicable to educational institutions run without profit motives. Necessary and relevant certificates will be issued in this regard at the time of supply.

14) No advance payment will be made. Quotation of tenders demanding advance payment and clearance through Banks will not be accepted.

15) Tenders shall be preferably been typed and should be free from typographical errors.

16) **PAYMENT TERMS:**

100% payment shall be made on installation and successful testing of the equipment by the consignee. For claiming the payment the following documents would be produced before paying authority.

- i) Invoice
- ii) Delivery Challan
- iii) Receipt from the consignee
- iv) Satisfactory Installation certificate by the suppliers duly signed by the user
- v) No payment will be made for goods rejected at site on testing

17) The last date of receipt of tender document and the date of opening of Technical Bids are indicated on top of this document. The bidders can depute their personnel for Technical Bid opening.

18) The Bidder shall sign the tender at the space provided in the tender form and affix his office seal and indicate the date, otherwise the tender is liable to be rejected.

19) The tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the tender are not fully filled in or not duly signed/ authenticated. Each page of the tender documents required to be signed and bear the official seal of the Bidder.

- 20) Bidder should have PAN No. in the name of firm/proprietor. Sales tax registration number may be quoted in all cases.
- 21) The rate quoted by the Bidder shall be final and no enhancement shall be allowed under any circumstances.
- 22) The Bidder will have to give extended warranty of the equipment for a minimum of 2 years after normal warranty period is over. The same can be by the manufacturers or the authorised Service Centre / Partner etc. Rates for extended warranty should be quoted in this Quotation itself.
- 23) The DOEACC reserves the right to reduce / enhance the quantity of the equipment for which quotations are being invited.
- 24) A copy of this document duly signed by authorized signatory (who has signed the Tenders) in token of acceptance of the terms and conditions stipulated herein should be submitted with the Performa for furnishing the Technical Bid without which the Quotation shall be treated as incomplete and hence summarily rejected and the Financial Bid of the Bidder will not be opened.
- 25) Licences as required for software in original must be supplied.
- 26) EMD: The Bidder should pay Earnest Money Deposit (EMD) of Rs.25,000/-(Rupees Twenty Five Thousand Only) by Demand Draft drawn in favour of the DOEACC Society payable at New Delhi. DD towards EMD must be attached with the Technical Bid. In case the offer is accepted, and the vendor does not honour its obligations, the EMD shall be forfeited. The EMD will also be forfeited if the Bidder withdraws his offer before finalisation of the tender.
- 27) The Earnest Money Deposit shall not bear any interest. While the DDs of the other Bidders shall be returned / refunded by DOEACC immediately after identifying the vendor, the amount of EMD remitted by successful Bidder shall be refunded only after submission of Security Deposit as per clause 28 of this document.
- 28) The successful Bidder shall be required to furnish a security deposit of a value equal to 10% of the cost of equipment in the form of a Demand Draft in favour of DOEACC Society payable at New Delhi. Security deposit can also be submitted in the Form of a Bank Guarantee (form can be obtained from DOEACC) valid for a period of three year from the date of installation of the equipment. In case the equipments are installed in phases, the Bank Guarantee should be valid for one year from the date of successful installation of equipment installed the last. The amount of Bank guarantee shall be released by DOEACC on completion of one year from the date of installation of the equipment.
The DOEACC reserves the right to reduce / enhance the quantity of the equipment for which quotations are being invited.
- 29) Submission of Bid: Technical Bid as per Performa at **Performa I** and Financial Bid as per Performa at **Performa II** are to be sealed in separate covers appropriately superscribed the statement "Technical Bid" and "Commercial Bid" as the case may be and then both these covers should be sealed in a cover superscribed with "TENDER FOR THE SUPPLY AND INSTALLATION OF SERVER AND SOFTWARE" and addressed to the Asstt. Director (Admin), DOEACC Society, 6, C.G.O. Complex, Lodhi Road, New Delhi-110003. If submitted by post the bids should be posted well in advance so as to reach DOEACC on or before closing date and time prescribed. The commercial bid would be opened only after the technical bid is found satisfactory. Tender received after the prescribed cut off date and time will be rejected forthwith.

PROFORMA FOR TECHNICAL BID

(Please go through the terms and conditions stipulated in Tender Document before filling up this Proforma)

1. Name of the Organisation :
Address & Tele. No.
Email Id

2. Date of commencement of Business :

3. Status of the organisation :
(i.e. whether proprietorship, Partnership,
Pvt. Ltd., / Public Ltd. Company, Regd.
Under Societies Regn. Act etc.)

4. Regn. No. of the Organisation. Please :
attach Certificate of Regn / Incorporation)

5. Name of the CEO / Proprietor :

6. Business of the Organisation
(i.e whether manufacturer, Dealer, Agent)
(Enclose a copy of dealership / partnership
Certificate in case the bidder is not a manufacturer)

7. Annual Turnover : 2004-05 2005-06 2006-07
(attach photostat copies of Income-
Expenditure Statement / IT Returns /
CA's certificate) for last 3 years

8. CST No., if any :

Service Tax no. if any :

PAN No. of the Organisation :

9. Details of EMD (Enclosed DD) : DD no. _____ dated _____

for Rs. 25,000/- drawn on _____

_____ Bank in favour

of DOEACC payable at New Delhi

10. Name & address of three prominent Organisations provided similar services in
the recent past (please also furnish copies of the supply orders)

1)	2)	3)
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Contd.

- 11(a) Do you agree with the terms and conditions stipulated in Tender Document :
- 11(b) Please list out any points of disagreements with proposed solution (attach a separate sheet in case space provided is insufficient) :
- 12) Have your attached a check sheet indicating matching of all parameters / specifications / features given in Specification Sheet (Appendix A) :

Declaration:

- a) It is certified that the information furnished above is correct.
- b) We have gone through the terms and conditions stipulated in Tender Document and confirm to abide by the same. Disagreement and solution proposed has been listed in a separate sheet and being attached with this Bid. A copy of the Terms and Conditions with its each page signed, in token of acceptance of the same is enclosed.
- c) We understand that the decision of the DOEACC to accept / reject "the points of disagreements and proposed solution provided by us" would be final and binding;
- d) The signatory to this bid is authorised to sign such bids on behalf of the organisation.

Signature

Name

Date.....

Designation

PROFORMA FOR FINANCIAL BID

(Please go through the terms and conditions stipulated in Tender Document before filling up this Performa)

- 1. Name of the Organisation :
- Address & Tele. No. :
- Email ID :
- Service Tax no. :
- Sales Tax no. :
- PAN No. :

2. Rates offered :

All products as per specifications given in Appendix 'A'

S.No	Description	Qty	Make & Model No.	Rate per quantity		Rates for AMC after expiry of Warrantee
				In figure	In words	
1	Server as per specification at Appendix 'A' with 2/3 U Rack mountable	01				
2	Server as per specification at Appendix 'A' without Rack (mountable)	01				
3	Operating System Red Hat ^(R) Linux ^(R) Enterprise v5 Server with 3 years Basic Software subscription.	01				
4	Charges for extended warranty					

Note:

- a) The company will have to quote for all of the above items
- b) Quantity of equipment listed above may vary slightly when final order is placed.
- c) All taxes – sales tax, octroi, service tax etc. (if applicable) should be specified separately.
- d) DOEACC Society reserves the right to accept or reject any offer without assigning any reason whatsoever.
- e) Successful bidder shall not be allowed to transfer the order in the name of some other company or it's principal.
- f) DOEACC reserves the right to cancel this tender in case no satisfactory proposal is received.

Declaration:

- a) It is certified that the information furnished above is correct.
- b) We have gone through the terms and conditions stipulated in the Tender Document and confirm to abide by the same.
- c) The signatory to this bid is authorised to sign such bids on behalf of the organisation

Place:.....

Signature

Date:.....

Name

Designation

Configuration of Web Server

Hardware Component	Configuration
Processor	Quad-Core Intel® Xeon® 3.0GHz or above 8MB L2 cache or above
Motherboard	Compatible Intel Server Board
DDR2 Memory	8 GB DDR2 RAM, With high availability features including memory, sparing and mirroring. Expandable up to 16GB.
Front Side Bus (FSB)	At least 1333 MHz FSB or above
Keyboard	USB 104-key Standard Cherry Type Keyboard
Mouse	USB Optical Mouse (2- Buttons With Scroll)
Optical Drive	16x or Higher DVD+RW Drive
Display	17" TFT High Resolution Monitor
Communication	Dual Port Multifunction Gigabit Ethernet Adapter
Ports	<ul style="list-style-type: none"> ➤ Rear: Two Universal Serial Bus (USB) 2.0, 9-pin serial, video, GbE connection for DRAC, ID push button with blue/amber LED ➤ Front: Two Universal Serial Bus (USB) 2.0, LCD Panel with system alert scrolling display, 15-pin video, system power on/off button ➤ Internal: One Universal Serial Bus (USB) 2.0
Maximum Internal Storage	Hot-plug SAS (3x 150 GB)(15k RPM)
Power Supply	Redundant Power supply
cooling	Hot-plug, redundant cooling fans
Warranty	3 years comprehensive warranty Expandable up to 5 years
Rack	<ul style="list-style-type: none"> ➤ 2/3 U Rack mountable ➤ Without Rack mountable

Software Configuration

Software component	Description
Operating System	Red Hat® Linux® Enterprise v5 Server with 3 years Basic Software subscription.