TENDER FOR

SUPPLY AND INSTALLATION
OF DESKTOP COMPUTERS & PRINTER.

1. SCHEDULE OF TENDER

<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Description</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the Tender issuer</td>
<td>Institute of Banking Personnel Selection</td>
</tr>
<tr>
<td>3</td>
<td>Last date and time for Submission of Bids</td>
<td>22nd Aug 2019 till 5.00 pm</td>
</tr>
<tr>
<td>4</td>
<td>Date of Technical Bid Opening &amp; Date of Commercial Bid Opening.</td>
<td>Will be communicated.</td>
</tr>
<tr>
<td>5</td>
<td>Place of Bid Submission and opening of Bids</td>
<td>Institute of Banking Personnel Selection (IBPS)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>IBPS House, Plot No. 166,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Behind Thakur Polytechnic,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Off. Western Express Highway,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kandivali (E), Mumbai – 400101.</td>
</tr>
</tbody>
</table>

2. INTRODUCTION

The Institute was established in 1984 as Autonomous body, registered as a Public Trust. Governing Board is constituted by members elected among Chairmen of Public Sector Banks, nominees from RBI, Govt. Of India, NIBM and those selected from financial sector, IT and academics. It is conducting online test for direct recruitment and promotions for various cadres of participating PSBs and other organization’s through all India Test (Turn Key Basis).
3. SUBMISSION OF BIDS

The bid must be prepared covering the following information and submitted to IBPS on or before the closing date.

3.1 Submission Format

The proposal will be submitted as per details mentioned below:

A) Content of sealed Envelope-1 (Technical Bid)

1) Eligibility information as requested in Annexure – A
2) Technical bid information as requested in Annexure – B
3) Acceptance certificate as requested in Annexure – C

To be submitted in sealed envelope (Envelope-1) super scribed as “Technical bid for Desktop Computers & printer” (RFP No.: IBPS/RFP/08/2019/TSS/DESKTOPS_PRINTER).

NOTE: Please note that the content of sealed Envelope-1 (Technical Bid) must not contain quoted price of Hardware items anywhere.
If the cost figures are mentioned anywhere in the content of Envelope-1 (Technical Bid):
1) The proposal will be disqualified and will not be evaluated.
2) Terms & Condition if any should be indicated in the content of Envelope-1 only.

B) Content of sealed Envelope-2 (Commercial Bid)

The commercial bid as per Annexure D will be submitted in a separate sealed envelope (Envelope-2) super scribed as “Commercial bid for Desktop Computers & printer” (RFP No.: IBPS/RFP/08/2019/TSS/DESKTOPS_PRINTER).
The proposal enclosed in envelope-2 must be unconditional.

C) Both the above mentioned Envelop- 1 & Envelop - 2 will be placed in a bigger envelope super scribed as “Quotes for Desktop Computers & Printer” (RFP No. : IBPS/RFP/08/2019/TSS/DESKTOPS_PRINTER Dated 09th Aug 2019.)

The bid must be submitted in the sealed envelopes as above mentioned format to the below address:

(DGM-TSS)
Institute of Banking Personnel Selection,
IBPS House, Plot No. 166,
Behind Thakur Polytechnic,
Off. Western Express Highway,
Kandivali (E),
Mumbai – 400101.
4. TERMS & CONDITIONS

Eligibility Criteria:

1) Bidder should be a registered company with an established setup in India under appropriate laws of Government since last 3 years. (Bidder to submit documentary proof)

2) Minimum annual turnover of Bidder should be Rs.3 Crore in last 3 financial years 2015-16, 2016-17 and 2017-18. (Provide photo copy of audited balance sheet)

3) Existence in core IT Hardware sales and services experience for the last 3 years. (Bidder to submit documentary proof)

4) Original Equipment Manufacturers (OEM) / Authorized Dealer (AUD) / Reseller of OEM / Distributors of OEM. (Bidder to submit documentary proof)

5) Head Office/Corporate office and support office at Mumbai.

6) Bidder should not have been blacklisted by any Govt. organizations/PSU/PSB during the last three years.

7) Bidder should be the prime bidder and no consortium is allowed.

General Terms and Conditions:

1) Cost Details:
   The price should be mention as per Annexure-D.

2) Terms of Delivery:
   All Hardware items should be delivered within 1-2 weeks from the date of purchase order at IBPS Mumbai office.

3) Warranty:
   The vendor to provide comprehensive 3 year on-site warranty as per the above Desktop Computers & printer from the date of invoice.

4) Quotation Validity:
   Validity period for quotation should be 30 days from the last date of submission of bids documents.

5) Payment Terms:
   Full Payment will be done after Supply, successful installation of Windows OS & basic software installation i.e. MS office, adobe reader etc. In Desktops & installation of printer, warranty should be from date of invoice and it should also reflect on OEM Website.

6) Right to reject, accept/cancel the Bid:
   IBPS reserves the right to accept or reject in full or in part, any or all the offers without assigning any reason whatsoever.
ANNEXURE A
Eligibility Information
(To be submitted in Envelope-1)

Note: If any bidder is not qualify in eligibility, further evaluation of the bid will not be done.

<table>
<thead>
<tr>
<th>PARTICULARS</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of the Bidder</td>
<td></td>
</tr>
<tr>
<td>Address of the Bidder</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
</tr>
<tr>
<td>Telephone No. (with STD Code)</td>
<td></td>
</tr>
<tr>
<td>E-Mail of the contact person:</td>
<td></td>
</tr>
<tr>
<td>Fax No. (with STD Code)</td>
<td></td>
</tr>
<tr>
<td>Company Website</td>
<td></td>
</tr>
<tr>
<td>Constitution of the Company (Public Ltd/ Pvt. Ltd / Partnership / Proprietorship)</td>
<td></td>
</tr>
</tbody>
</table>

Relevant Documents must be enclosed for Sr. No. 1 to 9.

1. Company registration Certificate No. :
3. Valid GST registration No. (Mandatory) :
4. Permanent Account Number (PAN) :
5. IT Hardware Provided 3 clients reference :
   a)                                           
   b)                                           
   c)                                           
   Technical bid & Commercial bid duly sealed & signed enclosed in separate envelopes as instructed.
6. Eligibility Information as per Annexure A enclosed with technical bid.
7. Technical Bid details as per Annexure B enclosed with technical bid.
8. Acceptance certificate as per Annexure C enclosed with technical bid.
9. Commercial bid as per Annexure D enclosed with Commercial bid.

Seal, Signature of bidder with date
ANNEXURE B
Technical Bid
(To be submitted in Envelope-1)

Below Specification should be available for Desktop Systems & Printer.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Technical Specification</th>
</tr>
</thead>
</table>
| 1       | Desktop System (10 nos.) | Brand: HP/DELL/LENOVO.  
Processor : Intel® Core™ i5-7500 Processor(3.4GHz base frequency, 6 MB cache, 4 cores, 4 threads), Chipset Intel, Memory standard: 8GB DDR4-2400 DIMM (1x8GB)  
Hard drive description : 1 TB SATA, Operating system : FreeDOS 2.0  
Network interface : Integrated, Optical Drive : DVD-RW  
Ports : 4 USB 2.0; 1 HDMI; 1 VGA; 1 RJ-45; Ports : 2 USB 3.0;  
Keyboard & mouse : USB Mouse & Business Slim Keyboard  
Supported OS: Windows 7/8/10 (The Product Should have Compatible Drivers on OEM Website).  
Monitor: 18.5" LED  
Warranty: 3 Years from Date of invoice and should also reflect on OEM website. |
| 2       | Printer (1 nos.)         | HP LaserJet Pro MFP M226dw - Sku- C6N23A  
with ADF Black and white, copy/print speed :26 ppm, scan speed 15 ppm, 250-sheet input tray, 10-sheet priority tray, 35-sheet Automatic Document Feeder (ADF), Duty cycle (monthly) Up to 30,000 pages, Two-sided printing, Media sizes supported Letter; Legal; A4; B5, Envelopes.  
Warranty: 3 Years from Date of invoice and should also reflect on OEM website. |

Company Name:  
Signature & Date:  
Name:  
Designation:  
Phone No:  
Fax and Email Address:  

**Note:** If any bidder is not qualify in Technical bid, further evaluation of the bid will not be done.
ANNEXURE C
Acceptance Certificate
(To be submitted in Envelope-1)

ACCEPTANCE CERTIFICATE

I………………………………………………………………………. (Designation)…………………………………………of
(Name of the Company) ……………………………………………………………………………………………

Hereby accept the Terms & Conditions as mentioned in the Tender document

RFP_No. IBPS/RFP/08/2019/TSS/DESKTOPS_PRINTER Dated 09th Aug 2019 for


Signature:

Name:

Designation:

Date:

Company Seal
ANNEXURE D
Commercial Bid
(To be submitted in Envelope-2)

COMPANY NAME: _____________________________________________________________________________________

ADDRESS: ___________________________________________________________________________________________

____________________________________________________________________________________________________

CONTACT PERSON: ___________________ PHONE NUMBER: __________________________________________________

EMAIL: _____________________________ WEB SITE: ________________________________________________________

Commercial Price description for Desktop Computers and Printer:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Brand Name &amp; Model</th>
<th>Quantity</th>
<th>Price/Unit</th>
<th>Taxes</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Desktop Computers</td>
<td></td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Printer</td>
<td>HP LaserJet Pro MFP M226dw - Sku- C6N23A</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Grand Total including all taxes

Signature & Date:
Name:
Designation:
Phone No:
Fax and Email Address: