

UNIVERSITY OF KALYANI



Central Library

NOTICE INVITING TENDER

Tender Ref. No. KU/NIT/CL/ETD LAB/2017-18/02

Date: 13/11/2017

(2nd Call of KU/NIT/CL/ETD LAB/2017-18/01)

Sealed tenders are invited for **supply of different** IT equipments for the ETD Lab of the Central Library, University of Kalyani from reputed vendors having valid up to date **Trade Licence**, I.T., GST and Professional Tax clearance certificate and experience for at least two years for supplying similar type of items. Interested bidder must submit the tender with all relevant documents addressing the undersigned with a **DD of Rs. 1,000/-** for cost of tender. Such DD is not refundable and it should be drawn in favour of “University of Kalyani” payable at Kalyani/Kolkata on any branch having service in Kalyani. **Those who have already submitted DD against the previous tender, they need not submit the DD once again. If they do not submit any bid against the above tender, their previously submitted sealed bid will be treated as bid for this tender also.**

Last date of receiving tender document either by hand or by post: 21/11/2017 (up to 4.30 P.M.). Submission will be made from 11.00 A.M to 4.30 P.M on any working days except Saturday, Sunday and other University Holidays.

- For specifications of the above items please refer **Annexure-A** of the Tender Documents.
- For furnishing basic information about the bidder, please refer **Annexure- B** of the Tender Document
- For submission of Quotation, Bidder must follow the Price Bid Format vide **Annexure – C** of the Tender Document.
- Bidders must comply the Terms and Conditions as mentioned in the **Annexure-D** of the Tender Document.
- Bidder must submit Undertaking form as mentioned in the **Annexure-E** of the Tender Document.

Sd/

Dr. Asitabha Das, Librarian
University of Kalyani, Kalyani -74123

UNIVERSITY OF KALYANI

Annexure – A

Specification of Scanner: 1 No.

Feature	Description
Type	A3 Desktop Type Sheet Fed Scanner
Scanning sensor unit	CMOS CIS 1 Line Sensor
Optical resolution	600 dpi
Light source	RGB LED
Scanning side	Front/Back/Duplex
Interface	High Speed USB 2.0
Power consumption	AC100-240V (50/60Hz); Scanning: 32.5W or less, Sleep mode: 2.5W or less, Power turned off: 0.5W or less
Environmental compliance	RoHS and ENERGY STAR
Speed	<ul style="list-style-type: none"> ✓ Black and White : 60ppm / 120ipm - Landscape speed ✓ Colour : 60ppm / 120ipm - Landscape speed
Output resolution	100 x 100dpi, 150 x 150dpi, 200 x 200dpi, 240 x 240dpi, 300 x 300dpi, 400 x 400dpi, 600 x 600dpi
Colour mode	Binary: Black & White, Error Diffusion, Advanced Text Enhancement I, Advanced Text Enhancement II, Auto Colour Detection, 8-bit Greyscale:(256-Level), 24-bit colour Suggested Daily Duty Cycle
Suggested Daily Duty Cycle	Approx. 7,500 scans/day Width : 50.8 - 300mm; Length :70 - 432mm;Thickness:U-turn: 0.04 - 0.15mm (27 - 128g/m ²) ;Straight Through: 0.04 - 0.3mm (27 - 255g/m ²)
Long document mode	3000mm max. (Supported by Straight Feeding)
Card scanning	86 x 54 x 1.4mm (Embossed card scanning is supported)
Paper separation	Retard Roller and Pre-separation method
Feeder capacity	A4: 60 Sheets (80g/m ²) Automatic Page Size Detection, Deskew, 3- Dimensional Colour Correction, Colour Dropout (RGB), Auto Colour Detection, Text Enhancement, MultiStream, Preset Gamma Curve, Prescan, Patch Code, Image Rotation, Skip Blank Page, Folio Mode, Scan Area Setting, Text Orientation, Edge Enhancement, Moire Removal, Prevent Bleed Through/Remove Background, Character Emphasis, Background Smoothing, Shadow Removal, Double Feed Release (DFR), Double Feed Detection (Ultrasonic Sensor / By Length)

Specifications of Flatbed Scanner Unit: 1No.

Feature	Description
Type	Desktop flatbed scanner
Scanning Document Size	Width: 297.4mm; Length: 431.8mm
Scanning Sensor	CCD
Light Source	LED
Scanning Side	Simplex
Scanning Modes	Black and White, Error Diffusion, 256-level Grayscale, Advanced Text Enhancement II, 24-bit Colour
Scanning Resolution (Primary Scan Lines x Secondary Scan Lines)	100 x 100dpi / 150 x 150dpi / 200 x 200dpi / 240 x 240dpi / 300 x 300dpi / 400 x 400dpi / 600 x 600dpi
Scanning Speed*	Actual speed may differ depending on the performance and function settings of your computer
24-bit Colour	600dpi: 9.0secs. ; 300 dpi: 3.5secs. 200dpi: 3.5secs. 150dpi: 3.5secs.;
B&W / Grayscale	600dpi: 4.5secs. ; 300dpi: 3.0secs. ; 200dpi: 3.0secs. ; 150dpi: 3.0secs.
Interface	Hi-Speed USB 2.0
Weight (Without AC Adapter)	Approximately 8.5kg
Power Supply (Using AC Adapter)	DC 24V, 2.2A
Power Consumption	Scanning: Maximum 21W; Sleep Mode: Maximum 3.1W ; Power Off: Maximum 0.3W

Specification of Online UPS with 30 Minutes Backup: 1No.

Feature	Description
Output power capacity	2.4 KWatts / 3.0 kVA
Max Configurable Power (Watts)	2.4 KWatts / 3.0 kVA
Nominal Output Voltage	230V
Output Voltage Note	Configurable for 220 : 230 or 240 nominal output voltage
Efficiency at Full Load	93.0 %
Output Voltage Distortion	Less than 3%
Output Frequency (sync to mains)	50/60Hz +/- 3 Hz
Output Frequency (not synced)	60Hz +/- 0.1% for 60Hz nominal, 50Hz +/- 0.1% for 50Hz nominal
Waveform type	Sine wave
Load Crest Factor	3 : 1
Bypass	Built-in Bypass
Nominal Input Voltage	230V
Input frequency	40 - 70 Hz
Input Connections	Hard Wire 3 wire (1PH+N+G)
Input voltage range for main operations	140 - 280V
Efficiency at Full Load	93.0 %
Battery type	No internal battery - uses external battery system
Replacement battery cartridge note	72V, SMF or Flooded battery compatible, internal charger 2A - 13A programmable

Specification of Tower Server: 1 No.

Feature	Description
Processor	Intel® Xeon® E5-2609v4
Number of Processors	One
Memory	8GB (1x8GB Registered DIMMs, 2400 MHz)
Network Controller	Embedded 1Gb Ethernet 4-port 331i Adapter
Storage Controller	Dynamic Smart Array B140i
Hard Drive	1TB HDD
Internal Storage	1 TB ,8 LFF HDD Bays (upgradable to 24)
Optical Drive Bay	Optional LFF Media Cage Kit (726561-B21)
Optical Drive	Optional Slim Optical Bay (SATA DVD-RW/ROM Optical Drive)
Monitor	18 inch LED Monitor
Keyboard	USB Wired Keyboard
Mouse	USB Wired Mouse
PCI-Express Slots	9 PCIe slots
Power Supply	(1) 500W Flex Slot Platinum Power Supply
Fans	3 hot swap fans, non-redundant
Management	iLO Management (standard), Intelligent Provisioning (standard), iLO Advanced (optional), Insight Control (optional), HPE OneView (optional)
Form Factor	Tower (5U)
Warranty	Server Warranty includes 3-Year Parts, 3-Year Labor, 3-Year Onsite support with next business day response

BASIC INFORMATION ABOUT THE BIDDER

1.	Name of the Bidder	
2.	Address with telephone/ Mobile No.	
3.	Type of the Organisation (whether sole Proprietorship/ Partnership/ Private Limited for Cooperative body/ Welfare Trust etc.) (attach proof)	
4.	Name, Address & Phone Number of the Proprietor/ Partners/ Directors of the Agency with whom communication (if required) shall be made	
5.	PAN Number (a copy of PAN Card must be enclosed)	
6.	GST Registration Number (a copy of Registration certificate must be enclosed):	
10.	Trade License number (a copy of supportive document must be enclosed)	
11.	Experience a. Total number of years in the similar type of business. b. User list with annual volume of work.	
12.	Particulars of bank draft of Rs.1,000/- (a) Bank Draft Number: (b) date: (c) Drawn on:	
13	Average Annual Turnover for last 3 years(Please enclose Audited P/L Account for 2013-14,2014-15 & 2015- 16)	2013-14: Rs. 2014-15: Rs. 2015-16 : Rs.

Declaration

I solemnly declare that the information furnished above by me are true in the best of my knowledge and if subsequently it is found wrong the University will have every right to reject my tender/ terminate the contract.

Further, I undertake that I must follow the terms and conditions as per Annexure- D thoroughly and in case of any non-observance, I shall be bound to accept the decision of the University of Kalyani.

**Signature of the Bidder
(With Seal)**

Annexure-C

PRICE BID FORMAT (To be prepared in Letter Head/Official Pad of the bidder)

Sl. No	Item Description	Name of the manufacturing Company	Brand Name (if any)	Basic Cost (Rs.)	GST (if any) to be charged (Rs.)	Other Charges & duty(Rs.) (if any)	Discount offered(if any) (Rs.)	Total quoted price (Rs.)

Note: The above format must be used while submission of Price Bid.

Signature of the Bidder (With Seal)

Annexure-D
TERMS AND CONDITIONS

1. **Bid Information:**
 - b) **Bidder must quote item wise. Partial Quotation/Incomplete Quotation within the item will not be considered and the tender will be rejected in that case.**
 - c) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price but should be indicated separately in the price bid.
 - d) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
2. **Bid should be submitted to the said department within sealed envelope, mentioning the Tender Ref. No. and Date for the quoted items on the face of the envelope.**
3. **Bidder must mention the make and model distinctly along with relevant documents in support of the technical specification of the item quoted.**
4. **Cost of tender paper:** Cost of tender paper @ Rs.1,000/- will be met by the bidder through Bank draft on any Bank having Service Branch at Kalyani/Kolkata drawn in favor of “**University of Kalyani**” payable at Kalyani/Kolkata . Such costs are non-refundable. **Those who have already submitted DD against the previous tender, they need not submit the DD once again.**
5. **Evaluation of Quotation:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive.
6. **Award of Contract:** The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive both technically and commercially. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.
7. Average turnover per year for the last three years (2013-14, 2014-15 and 2015-16) of the manufacturer should be at least Rs. 1 crore.
8. The bidder should have experience of supplying similar kind of items during last three years (2013-14, 2014-15 and 2015-16). Relevant documents for supplying similar kind of items in several organizations preferably at Educational Institutions of higher learning must be submitted along with tender.
9. **Bidder must submit Catalogues/ Brochure in support of their quoted items so that University can evaluate their tenders technically in respect of the given specification in the NIT. Any ambiguity in the above may lead to the non-compliance of the technical formalities as per NIT.**
10. Documents of previous experience of the job, at least 2 years, must be submitted along with the tender.
11. Bidder must have adequate documents relating to Trade License and updated returns for Income Tax, Professional Tax and GST.

12. The manufacturer should be a reputed concern, having global presence in multiple countries.
13. Manufacturer must have working office at Kolkata and have a toll free number in the brochure. Manufacturer should have ISO certifications.
14. Service dealer must have working office / service center in Nadia District (Preferably at Kalyani) and/or in Kolkata .
15. Authorization: Sales / Service dealer must have produced a case basis manufacturer authorization with the tender.
16. Time Schedule: The supply and installation work must be completed within 30 days from the date of receipt of the purchase order.
17. Validity of offer: A bidder should spell out in the tender that it shall remain valid for a minimum period of three months from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.
18. Place of delivery: Central Library, University of Kalyani, Kalyani -741235, West Bengal.
19. Payment will be made after successful delivery and installation of the items.
20. The quotation documents shall be addressed and submitted to: Dr. Asitabha Das, Librarian, Central Library, University of Kalyani, Kalyani -741235, West Bengal.
21. Last date of receiving quotations: 21/11/2017
22. No Tender Document will be received by the department after the above date irrespective of the mode of submission of tender document.
23. Bidder must sign on every pages of the tender document along with the seal.
24. Quotation must be submitted through official pad of the bidder duly signed with seal and contact numbers of the respective person of the bidder concern.
25. Quantity as stated herein above may subject to change at the time of issuing purchase order due to the fund crunch or for other valid reasons.
26. In case of any dispute, University decision be taken as granted and all disputes are subject to Kolkata Jurisdiction only.
27. University may take decision about non-purchase of the said equipment even after selection of vendor due to its fund constraints.
28. University may issue purchase order either to the single vendor or to the multiple vendors depending upon the bid evaluation status.
29. Other Terms and Conditions as mentioned in the Technical Specification will also be applicable to the bidders.

- 30.** University also possesses the right to take decision on relaxation of any clause as stated above in case of need for selecting suitable and responsive vender without compromising the quality of the items as mentioned above.
- 31.** Bidder must submit Undertaking as per Annexure- E in support of observance the Terms & Conditions as stated hereinabove.

UNDERTAKING FOR OBSERVING TERMS & CONDITIONS

(To be submitted by the bidder in their official pad/letter head duly signed with seal)

I/We, the undersigned, agree with the following Terms and Conditions:

1. That Bid will be valid at least for 3 months from the last date of submission of this tender.
2. That I/We will follow the guidelines framed by the University of Kalyani for Technical and Financial Bid Evaluation as well as the process of selection of vender.
3. That having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation and in case of non-submission of any document, the decision taken by the University of Kalyani will be considered as Final.
4. That I have not ever been convicted of any offence making myself liable to be disqualified for entering into a Contract to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
5. That no case is pending against me or against my firm in any criminal court of law in connection with any contracts in relation thereto to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
6. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by neither RBI nor it has been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.
7. That I/We declare that all the information and documents as we furnished and submitted are true and proper to the best of my knowledge and belief. I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
8. That after completion of all sorts of evaluation of this tendering process, If my concern is selected, I will agree to enter into a contract with the University for the period as to be determined by the University at the time of awarding contract to my/our organisation.
9. That I agree with all terms & conditions that have been mentioned in the NIT.

Signature of the Bidder with seal (if any)