



**SURVEYOR GENERAL'S OFFICE
SURVEY OF INDIA
DEHRA DUN – 248001.**

TENDER DOCUMENT

FOR

PROCUREMENT OF

WORKSTATION

TENDER NO. S- 3568 / 752-COMPUTERS DATED 10 -12-2014

LAST DATE TO SUBMIT TENDER	-	24-12-2014 (1100 hrs.)
OPENING OF TECHNICAL BID	-	24-12-2014 (1130 hrs.)
OPENING OF COMMERCIAL BID	-	26-12-2014 (1100 hrs.)

PRICE – ₹ 500/- (₹ Five Hundred only)

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**SURVEYOR GENERAL'S OFFICE
SURVEY OF INDIA,
HATHIBARKALA, DEHRA DUN – 248001.**

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PURCHASE OF WORKSTATION

TENDER NO. S-3568 / 752-COMPUTERS DATED 10-12-2014

1. Designation and address of the Officer Incharge, GISTC, Survey of India, inviting the tender on behalf of Surveyor General of India Hathibarkala Estate, Dehradun
2. Total No. of Pages in this Tender Document 14 pages
3. Last date & time of receiving the Tender 24-12-2014 (1100 hrs.)
4. Date and time of opening of TECHNICAL BID 24-12-2014 (1130 hrs.)
5. Date and time of Opening COMMERCIAL BID 26-12-2014 (1100 hrs.)
6. Detailed Specification of Stores :

Sl. No.	DESCRIPTION	QUANTITY (APPROX.)	REMARKS
1.	<p>Workstation Intel Xeon Dual Processor as per specification :</p> <p>(i) CPU : Dual Intel ® Xeon® E5-2650 v2 Processor 8 Cores, 2.6 GHz, 20 MB L3 Cache 1866 GHz Clock Speed</p> <p>(ii) Chipset & Motherboard : Intel C602 chipset or better</p> <p>(iii) Memory : 16 GB DDR3ECC @ 1866 MHz expandable upto 192 GB</p> <p>(iv) HDD : 2x 500 GB SATA at 7200 rpm</p> <p>(v) Graphic Card : (a) Nvidia Quadro K2000 with 2 GB memory alongwith its tool to monitor graphics card utilisation . (b) Nvidia Quadro K4000 (<i>separate rates to be quoted for both the graphic cards</i>)</p> <p>(vi) Keyboard : Standard USB Keyboard</p> <p>(vii) Mouse : Standard USB Optical Mouse</p> <p>(viii) Slots : Minimum 5 PCI Express slots including PCIe Gen 3x16 and PCIe Gen 3x8</p> <p>(ix) Bays : Minimum 4 (2 internal and 2 external)</p> <p>(x) Ports : Front – 2 USB 3.0, 1 USB 2.0, Mic, Headphone ; Back – 2 USB 3.0, 2 USB 2.0, Audio in and out , LAN (RJ 45) , Serial .</p> <p>(xi) Optical Drive : DVD RW Supermulti and Slot Load .</p> <p>(xii) Drive Controller : Onboard 6-Channel SATA</p>	05 nos.	

	(RAID 0,1,5,10) out of which 2 x 6Gbps + 4 x 3Gbps onboard 8-Channel SAS 6Gbps controller (xiii) Power Supply : 800W 90% Efficient, EPEAT Gold, 80 Plus Gold Power supply . (xiv) OS : Windows 8.1 Professional 64 Bit (xv) OS Certification : Windows 8.1 (xvi) Certification : System Software Manager should be available and a complete Offline Diagnostics and Asset Discovery software suite should be supplied along with the system. (xvii) Warranty : 3 yrs. Onsite comprehensive		
2	TFT Monitor 24" High Resolution Graphics 1920 x 1200 TCO-05 Compliance with 3 yrs. Onsite comprehensive warranty	02	

The competent authority may increase or decrease the quantity of the Workstation at the time of placing supply order.

7. The tender (in English language only) for the above item is to be submitted along with detailed specifications and operational conditions and limits.

8. Eligibility Criteria :- The tenderer must possess minimum eligibility criteria mentioned here under to participate in the tender :-

- (a) Should possess minimum 5 years experience in the relevant field of marketing in the Workstation.
- (b) Should have sold the similar product to any Government Organization/ PSU .
- (c) Should have facility to organize after sales service support in Dehradun.

9. The tenderer may please note that the tender once submitted will not be altered after expiry of the dead line for receipt of tender till the date of validity of tenders and if they do so, their Earnest Money Deposit (Bid Security) will be forfeited. Completed Tender Document should not have any scope of ambiguity, cutting or overwriting. For inadvertent mistake, if any, the tenderer must strike through erroneous figure/ word and legibly write the correct figure / word and must be authenticated with dated signature of the tenderer.

10. No consortium or joint venture is allowed.

11. The bidder has to submit a Authority Letter from the OEM against this tender .

12. TENDERING SYSTEM - The tenders / bids are to be submitted in two Parts, i.e. **Part – I** titled as TECHNICAL BID shall contain the complete technical qualifications and Commercial package with terms and conditions of supply etc. (except Price Schedule). **Part – II** titled as FINANCIAL BID shall contain the Price Schedule. Any deviation will render the financial bid as UNRESPONSIVE.

The TECHNICAL BID AND FINANCIAL BID shall be placed in separate sealed envelopes. Each of these two sealed Envelopes containing the respective Bids shall indicate on the face of it, the Tender No. and the Type of bid i.e. Technical or Financial Bid as the case may be along with the Name and Address of the Bidder / Tenderer. These two sealed envelopes / covers shall be put into Outer Cover and sealed. The Outer Cover shall only indicate the Tender No. and last date and time of receiving the tenders prominently along with the Address of Purchaser i.e. The Surveyor General of India, Survey of India, Hathibarkala Estate, Dehradun-248001.

13. VALIDITY OF RATES - The rates quoted in the tender must remain valid for 90 days from the date of opening of **Technical Bid**. Rates will not be changed under any circumstances.

14. OPENING OF TENDERS -

- (i) The Technical Bid will be opened on 24 December 2014 at 11:30 hrs in the O/O Incharge , GISTC, SGO, Survey of India, Hathibarkala, Dehra Dun.- 248001.
- (ii) The representatives of the tenderers / bidders may attend the opening of tenders along with letter of authority from the respective tenderer / bidder. Only one authorized representative from each participating vendor will be allowed to attend.
- (iii) The Commercial Bid will be opened on 26 December 2014 at 11:00 hrs in O/O Incharge , GISTC, SGO, Survey of India, Hathibarkala, Dehra Dun.- 248001.

15. INSPECTION - Inspection of the stores will be carried out by the supplier at the factory before dispatch. The final inspection will be carried out at the consignee's site after receipt of the consignment. In case of defective supply due to latent manufacturing defects/ transit damage, the same has to be removed and replaced at the supplier's cost.

16. DELIVERY PERIOD - Please state the minimum delivery period required by you from the date of receipt of Firm Supply Order. However the stores will have to be supplied latest within 4 weeks from the date of firm supply order.

17. COMPREHENSIVE WARRANTY - The supplier will replace the defective material, free of cost, if noticed within the Guarantee / Warranty period. The Warranty Certificate, as per specimen enclosed as **Appendix-I**, is also to be submitted duly signed along with the tender. The warranty will be valid for a period of 3 years after the date of final acceptance. In case of any break down during the warranty, the period of warranty shall get extended for the period for which the machine remained out of service. The successful bidder has to submit the OEM Warranty certificate with the machines at the time of supply.

18. AGREEMENT – The successful Tenderers / Suppliers will be required to sign an agreement on non-judicial stamp paper of appropriate value as per specimen as **Appendix II** at their own cost.

19. The tender document can be downloaded from our website: www.surveyofindia.gov.in. Tenderers shall attach a separate Demand Draft of ₹ 500/- (Non refundable) of any Commercial Bank in favour of the **“E&AO, SGO, Survey of India” payable at Dehra Dun** along with the Technical Bid towards the cost of tender document in addition to separate Bank Guarantee towards earnest money deposit, failing which the **offer will be rejected**.

20. EARNEST MONEY DEPOSIT (BID SECURITY) - Earnest Money Deposit of fixed amount of ₹ 40,000 (₹ Forty Thousand only) in the shape of Bank Guarantee/FDR valid for three months (validity may require further extension) from the date of submission of the tender of any Commercial Bank in favour of the **“E&AO, SGO, Survey of India”, payable at Dehra Dun**, should be submitted along with the TECHNICAL BID. Shortfall in amount of Earnest Money Deposit, if any, will result in rejection of the Tender. In case of Bank Guarantee/FDR submitted by the Tenderer it should be unconditional in all cases.

EMD of the unsuccessful bidder would be refunded within 30 days of the award of contract & EMD of the successful bidder would be released only after the submission of performance security.

21. PERFORMANCE SECURITY - Successful tenderer will have to furnish Security Deposit @ 10% value of the order / contract in the shape of Bank Guarantee/FDR as per **Appendix-III** of any Commercial Bank valid for 3 years and 2 months from the date of acceptance of the equipments/ after training with a provision of further extension in favour of the **E&AO, SGO, Survey of India**, **payable at Dehra Dun**. In case of Bank Guarantee/FDR submitted by the Tenderer it should be unconditional in all cases. Bank Guarantee/FDR should be submitted along with the bill for release of payment towards delivery of goods.

22. Please note that Incomplete Tenders/ Late Tenders / Delayed Tenders or Postal Delayed Tenders will not be considered at all. Any bid received by the Addressee after the dead line for submission of tender will be returned to the bidder un-opened.

23. CORRUPT OR FRAUDULENT PRACTICES - The Board will reject a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question during the bidding process or in executing the contract.

24. BLACKLISTING THE FIRM - If a firm which is awarded the contract violates any of the terms & conditions, it shall be black listed & its EMD / Performance Security shall be forfeited.

25. TERMINATION FOR INSOLVENCY - The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser

26. The inner envelopes should be Technical Bid (along with Tender Fee & Bid Security) and Commercial Bid separately sealed and properly super scribed (Technical Bid/ Commercial Bid). Outer envelope containing inner envelopes should be addressed as below and NOT to any individual by name.

<p>TENDER FOR WORKSTATION</p> <p>(Last Date and Time of Receiving of Tender: 24 December 2014 (11:00 hrs.))</p> <p>Addressed to : The Chairman, Procurement Board, O/o Incharge , GISTC Surveyor General's Office, Survey of India, Hathibarkala , Dehra Dun – 248001, Uttarakhand (INDIA)</p>

27. This Tendering Process and Procurement is subject to the provisions of General Financial Rule 2005, Manual on Policies and Procedure for Purchase of Goods published by Ministry of Finance, Department of Expenditure and related Guidelines issued by CVC.

28. All categories of tenderers must quote the price for delivery at Survey of India Office, Dehradun including all applicable taxes/ duties.

29. No extra cost should be included over and above the quoted price in the commercial bid by the vendor after opening of tender under any circumstances.

30. Chairman, Procurement Board reserves the right to reject / cancel all or any tender without assigning any reason thereof.

31. ARBITRATION CLAUSE - In the event of any dispute arising out of or relating to this tender, it should be referred to sole arbitration of Surveyor General of India or any other person nominated by him whose decision will be final binding.

**CHAIRMAN, PROCUREMENT BOARD,
INCHARGE , GISTC,
SURVEYOR GENERAL'S OFFICE, SURVEY OF INDIA
HATHIBARKALA , DEHRA DUN – 248001**

INFORMATION ABOUT THE TENDERER
(TO BE SUBMITTED ALONG WITH THE TENDER)

1	Name of the Firm/ Company	
2	Year of Establishment	
3	Status of the Firm/ Company (Partnership. Limited etc)	
4	Postal Address Telephone numbers Fax e-mail Website Address (If Applicable)	
5	Bank Account Detail for e-payment	Account No Account Type Name of Account Holder Address of Account Holder Name of Branch Address of Branch IFSC Code
6	Any authorized branches of the Firm/ Company, if so give details	
7	Name of the proprietor/ partner/ Managing Director etc.	
8	Nature of your Firm/ Company/ Manufacturer/ Stockiest/ Dealer/ Distributor/ Agent etc.	
9	Details of products you are dealing in (catalogues for products may be enclosed, if available)	
10	Turnover for the last three years in ₹ (Year Wise)	
11	List of Existing Clients (Govt./ PSU/Major Client)	
12	If already doing business with SOI give details	
(a)	Item	
(b)	Since when	
13	If you are registered with DGS&D or any other Govt./PSU/Authorized body Please give details	
(a)	Name and address of organization registered with	
(b)	Registration No.	
(c)	Date of Registration	
(d)	Date till which Registration is valid	
(e)	Whether registered for items for which tender has been submitted	
14	Whether enlisted with Central Procurement Organization (e.g. DGS&D) (For Indian Agents representing Foreign Principal).	

15	Has your firm ever been black listed by the Govt. or any other authority? Please give details and reasons thereof	
16	If black listed & revoked give details of the same	
17	Are you income tax payee, if so please furnish following details	
(a)	PAN/TAN	
(b)	TDS Accounts if any	
(c)	Central Sale Tax Registration No./ Service Tax Registration No.	

Declaration

I/We do hereby declare that the entries made in the application are true to the best of my / our knowledge and belief. I/We do also confirm that I/ We have read and understood General conditions of Contract as contained in this tender documents and agree to abide by the same in all respect.

I/We undertake to communicate promptly to SOI all the subsequent changes in condition affecting the accuracy of the details given above. Further I/We undertake that in case the facts/ information furnished, as above is/ has been found false, the SOI may be its absolute discretion reject/ cancel any assignment, if any, awarded / agreed to be awarded to me / us and in such case I / We shall not be entitled to claim any damages/ whatsoever in regard to that assignment

Signature of Proprietor/ Director/ Managing Director/ Constituted authority.

Place:

Name:

Date:

Designation

WARRANTY CERTIFICATE

We warrant that everything to be supplied by us hereunder shall be brand new, free from all defects and faults in material workmanship and manufacture and shall be of the highest grade and quality and consistent with the established and generally accepted standards for material of the type ordered, shall be in full conformity with the specifications/drawings of samples if any and shall operate properly. We shall be fully responsible for its efficient operation.

In case of any latent defect or inconsistency due to poor manufacturing/repair & overhaul of the equipment or defective supply not conforming to the specifications if observed at the time of final inspection and thereafter within 3 years from the date of acceptance, we undertake the guarantee to repair/supply free of cost the defective items up to the final destination and the inland expenses borne by the indenter, will be at our cost.

This warranty shall survive inspection and payment for and acceptance of the goods but shall expire (Except in respect of complaints of which the contractor has been notified prior to such date) 36 months after their successful acceptance by the purchaser.

SEAL of manufacturer/supplier Enterprises.

Signature

Name & Address of Manufacturer / Supplier

Dated _____

AGREEMENT

An agreement made _____ day of _____ between _____ (hereinafter called the contractor which expression shall include his legal representatives) of the one part and, Additional Surveyor General, Surveyor General's Office, Survey of India, Dehra Dun, on behalf of the Surveyor General of India (hereinafter called purchaser) as the other part for the purchase of the under mentioned articles at cost mentioned against them viz.:-

Name of Articles	Qty.	Rate (Rs.)	Total Cost (Rs.)
Workstation	05 (Four) Nos.		
Monitors	02 (Two) nos.		

And on the terms and conditions hereinafter mentioned viz.:-

That all stores shall be delivered free of cost at consignee's address.

- (a) That all stores supplied shall be new and of good quality and in exact accordance with the sample submitted/equipment quoted and demo given. That the inspection of the stores shall be carried out by the Surveyor General of India, Survey of India, Dehra Dun – 248001, himself or by a team of Officers deputed by him at the place mentioned in Para above. The stores rejected must be removed by the contractor within a week from the date of rejection. All stores not accepted shall lie at the risk of the contractor. If not removed within the period specified above, The Addl. SG, Survey of India, Dehra Dun – 248001, shall have the right to dispose of such stores as he thinks fit at the risk of the contractor and on his account or if he prefers to charge him rent for the space occupied by same.
- (b) That the time for delivery stated above shall be of the essence of the contract and should the contractor fail to deliver the whole/any part of the stores within the period specified in clause (a) and up to sample the Addl.S.G., Surveyor General's Office, Survey of India, Dehra Dun – 248001, shall have the right to forfeit the deposit mentioned in clause (1) and to purchase the stores elsewhere which the contractor has failed to deliver as aforesaid at the expenses of the contractor and the contractor will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rates tendered and those at which the purchases are actually made should they be higher. This is without prejudice to action being taken under clause (h) hereof.
- (c) That the Addl.S.G., Surveyor General's Office, Survey of India, Dehra Dun – 248001, shall have full power to reject the whole or any part of the stores which to the true intent and meaning is not in exact accordance with the approved sample and that his decision shall be final.

- (d) That the contractor will deposit a sum of ₹ _____ (₹ _____ only) (10% value of order) as Performance Security for compliance with the terms and conditions of this contract in the shape of Bank Guarantee /Fixed Deposit Receipt etc.
- (e) That the contractor will be entirely responsible for the execution of this contract and shall not assign or sub-let the same.
- (f) If the contractor becomes insolvent or he or his Agent offers any bribe in connection with their contract or the contractor fails to observe or perform any condition of this contract then notwithstanding any previous waiver of such default or action being taken under any other clause hereof the Addl. S.G., Surveyor General's Office, Survey of India, Dehra Dun – 248001, may on behalf of the Government terminate the contract and forfeit the said deposit and recover from the contractor any loss suffered by the Government on account of the contract being terminated.
- (g) The rates approved by the purchaser are final and no further payment will be done irrespective of any increase in Taxes etc. the contractor will have to bear the cost at his own. The purchaser will not be held responsible for such obligation.
- (h) The rates approved are inclusive of all prevailing taxes which are to be levied, any, non-inclusion of such amount/Tax will be the liability of contractor.
- (i) The goods received will be accepted only after receiving the satisfactory performance certificate from the joint inspection committee. (comprising representative of contractor and purchaser).
- (j) The Contractor will be full responsible for efficient operation of equipment for a period of 36 months of warranty from the date of acceptance. However, incase of equipment not working for maximum of 2 weeks from the time of reporting to the contractor by the Addl.S.G, Surveyor General's Office, Survey of India, Dehra Dun – 248001, or his authorized representative he will be held responsible and equipment will be replaced by new one at the cost of contractor.
- (k) Incase of any latent defect, which is noticed later on within a period of 36 months from the date of acceptance of equipment, the contractor will be responsible to undertake such repair/supply free of cost the defective part, at the final destination and inland expenses will also be borne by contractor.

- (l) If any dispute or difference shall arise including this contract, the settlement of which is not hereinbefore provided for the same, shall be referred to the arbitration of the Surveyor General of India (or any other person nominated by him) whose decision will be final and binding for both the parties.

Signed by the said contractor.....

In the presence of

**1st Witness
Address**

**2nd Witness
Address**

**Signed by the said for and on behalf of the
President of India in the presence of**

**1st Witness
Address**

**2nd Witness
Address**

BANK GUARANTEE FOR PERFORMANCE SECURITY

In consideration of the President of India (hereinafter called “ the Government”) having agreed to exempt _____(hereinafter called “the said Contractor(s)” from the demand, under the terms and conditions of an Agreement dated _____ made between _____ and _____ for supply of Workstation (hereinafter called “the said Agreement”) of security deposit for the due fulfillment by the said contractors of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for ₹. _____ (₹ _____ only). We, (indicate the name of the bank) _____(hereinafter referred to as “the Bank”) at the request of _____ Contractor (s) do hereby undertake to pay to the Government an amount not exceeding ₹ _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said contractors) of any of the terms or conditions contained in the said Agreement.

2. We (indicate the name of the Bank) _____ do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of breach by the said Contractor’s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability, under this Guarantee shall be restricted to an amount not exceeding ₹ _____.

3. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto: our liability under this Guarantee being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment there under and the contractors) shall have no claim against us for making such payment.

4. We, (indicate the name of the Bank) _____ further, agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till _____ office/Department/Ministry of _____ certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharge this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the _____ we shall be discharged from all liability under this Guarantee thereafter.

5. We, (indicate the name of the Bank) _____ further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for anytime or form time to time any of the powers

exercisable by the Government against the said contractors) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or commission on the part of the Government or any indulgency by the Government to the said contractor(s) or by such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s).

7. We, (indicate the name of the Bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing:

8. This Bank Guarantee submitted by the Tenderer is unconditional in all cases. The Bank Guarantee / Security Deposit is valid for a period of 3 years from the date of acceptance of the equipments/ after training/ signing the contract.

Dated the _____ day of _____ for (indicate the name of the Bank)