

COMPUTER CENTRE, ISI-Delhi Centre

New Delhi-110016

Gram: STATISTICA, NEW DELHI
Phone: 011-41493 903, 41493 909
FAX: 011-41493 981
E-mail: ccsupport@isid.ac.in

7, S.J.S. SANSANWAL MARG
Opposite: Katwaria Sarai Bus Stop
(Near Qutab Hotel)
NEW DELHI – 110 016 (INDIA)

Ref: ISID/CC/LT/2024-25/02

July 25th, 2024

Sealed Quotations are invited for the purchase of a Laptop including Accessory
(Quantity: 01 No. ea).

(Last date for submission of the sealed quotation is August 2nd, 2024 latest by 12:00 p.m.)

Sealed quotations are invited for the purchase of items (Quantity: 01 No. ea). Sealed Quotes mentioned shall remain valid for 45 days from the last date of submission of the sealed quotation.

The sealed quotations for the purchase of a laptop including accessory (Quantity: 01 No. ea) should be provided as per Technical details given with Price Schedule format (Annexure-I) given on page no. 3.

Any tenders which are incomplete or not as per the prescribed Technical details with Price Schedule format given at Page No. 3 (Annexure-I) will be summarily rejected.

The sealed envelope to be marked as “Supply of a Laptop (Quantity: 01 No. ea)” Ref: ISID/CC/LT/2024-25/02 and should also contain the name and address of the Bidder. **The sealed quotations should reach us on or before August 2nd, 2024 latest by 12:00 p.m.** Sealed Quotations received after the date and time mentioned above will be rejected.

The sealed quotations will be opened at 12:30 pm on August 2nd, 2024 in the Office of Computer Committee members in the presence of such of the tenderers or their authorized representatives who may be present at that time following COVID protocols/ guidelines.

ISI-Delhi Centre may at its discretion extend deadline for submission of the sealed quotation.

The envelopes shall be addressed to ISI-Delhi Centre at the following address

**Indian Statistical Institute,
Tender Box (Room No. 109),
Computer Centre,
Faculty Block-Ground Floor,
7 S. J. S. Sansanwal Marg,
New Delhi-110016.**

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वस्तुओं की खरीद के लिए सीलबंद कोटेशन आमंत्रित किए जाते हैं (मात्रा: 01 नं. ईए)।

(सीलबंद कोटेशन जमा करने की अंतिम तिथि 2 अगस्त, 2024 को दोपहर 12:00 बजे तक है)

वस्तुओं की खरीद के लिए सीलबंद कोटेशन आमंत्रित किए जाते हैं (मात्रा: 01 नं. ईए)। उल्लिखित सीलबंद कोटेशन सीलबंद कोटेशन जमा करने की अंतिम तिथि से 45 दिनों तक वैध रहेंगे।

वस्तुओं की खरीद के लिए सीलबंद कोटेशन (मात्रा: 01 नं. ईए) पृष्ठ संख्या 3 पर दिए गए मूल्य अनुसूची प्रारूप (अनुलग्नक-I) के साथ दिए गए तकनीकी विवरण के अनुसार प्रदान किए जाने चाहिए।

कोई भी निविदा जो अधूरी है या पृष्ठ संख्या 3 (अनुलग्नक-I) पर दिए गए मूल्य अनुसूची प्रारूप के साथ निर्धारित तकनीकी विवरण के अनुसार नहीं है, उसे सरसरी तौर पर खारिज कर दिया जाएगा।

सीलबंद लिफाफे पर "सामगरी की आपूर्ति (मात्रा: 01 नं. ईए)" लिखा होना चाहिए। संदर्भ: ISID/CC/LT/2024-25/02 और इसमें बोलीदाता का नाम और पता भी होना चाहिए। सीलबंद कोटेशन हमें 2 अगस्त, 2024 को दोपहर 12:00 बजे तक या उससे पहले लिम जाना चाहिए। ऊपर बताई गई तिथि और समय के बाद पराप्त सीलबंद कोटेशन को अस्वीकार कर दिया जाएगा।

सीलबंद कोटेशन 2 अगस्त, 2024 को दोपहर 12:30 बजे कंप्यूटर समिति के सदस्य के कार्यालय में ऐसे निविदाकर्ताओं या उनके अधिकृत प्रतिनिधियों की उपस्थिति में खोले जाएंगे जो उस समय कोविड प्रोटोकॉल/दिशानिर्देशों का पालन करते हुए मौजूद हो सकते हैं। आईएसआई-दिल्ली केंद्र अपने विवेक से सीलबंद कोटेशन जमा करने की समय सीमा बढ़ा सकता है।

लिफाफों को निम्नलिखित पते पर आईएसआई-दिल्ली केंद्र को संबोधित किया जाएगा:

भारतीय सांख्यिकी संस्थान,
टेंडर बॉक्स (कमरा नंबर 109),
कंप्यूटर केंद्र,
फैकल्टी ब्लॉक-ग्राउंड फ्लोर,
7 एस.जे.एस.संसनवाल मार्ग,
नई दिल्ली-110016.

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Annexure-I

Price Schedule cum Technical details cum Specification/ Configuration of Laptop including Accessories (Better or Equivalent):

Item	Product name / Item Description	QTY.	Quoted Tablet Computer with Accessories OEM Product Model	GST	Total Unit Price Inclusive GST
1.	Laptop with following Specifications (Better or Equivalent): ☐ Screen Size: 13.3-inch with 1920x1200 Resolution ☐ Display Type: Touch Screen Display ☐ OS: Windows 11 ☐ RAM Size & Type: 16GB LPDDR4x, Storage: 512GB SSD ☐ CPU: intel i5 12th Gen with intel EVO ☐ True Vision 5MP IR Camera ☐ B&O Speakers ☐ Backlit Keyboard ☐ Backlit Magic Keyboard with Touch ID ☐ Warranty: 3 Years onsite Warranty	01 No.			
1b	Wireless Headphone with Bluetooth 5.0 with High Quality Audio, Noise Cancellation, inbuilt Battery with Battery Life>24 Hrs, inbuilt Mic, Warranty: 1 Year, Compatible with Multiple devices like Smartphones, Tablet Computer, Laptop, Desktop etc.	01			

The Price Schedule cum Technical details along with duly filled in Technical details should be on Vendor/Company's Letter Head in above given format only.

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Annexure-II

PRICE REASONABILITY CERTIFICATE **(To be given on Company Letter Head)**

This is to certify that we have offered the maximum possible discount to you in our Quotation No. _____ dated _____ for (Currency) _____

We would like to certify that the quoted unit prices are the minimum and we have not quoted/offered the same item on lesser rates than those being offered to Indian Statistical Institute, Delhi Centre to any other Government Organisation, Research & Development/Educational Institute nor they will do so till the validity of offer or execution of purchase order/during the period of contract, whichever is later. Further we accept all other terms & conditions as mentioned in the Tender documents.

Signature of authorized person

Full Name: _____

Seal: _____

Date:

Place:

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Annexure-III

Undertaking regd. Non-Blacklisting DECLARATION

1. _____ Son/Daughter/Wife of Shri ----- signatory of the agency/firm mentioned above is competent to sign this declaration and execute this tender document:
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:
3. **Our company/firm has not been blacklisted by Central/State Govt./Autonomous body/PSU from participation in tendering process.**
4. This is further to undertake that we have not been debarred from bidding: -
 - (a). under the Prevention of Corruption Act, 1988; or
 - (b). the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
5. The information/documents furnished along with the above application are true authentic to the best of my knowledge and belief. I/We am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law:

Signature of authorized person

Full Name: _____

Seal: _____

Date:

Place:

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Annexure-IV

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date: _____

To,

The Head,
Indian Statistical Institute, Delhi Centre
New Delhi - 110016

Subject: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: _____

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like technical descriptions, annexure(s), schedule(s), appendix(s) etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

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Annexure-V

Certificate for Tender

(To be given on Company Letter Head)

Date: _____

To,

The Head,
Indian Statistical Institute, Delhi Centre
New Delhi - 110016

Subject: Certificate of compliance as per Rule 144 (xi) GFR's 2017

Tender Reference No: _____

Name of Tender / Work: - _____

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

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Annexure-VI

Bid Securing Declaration Form **(To be given on Company Letter Head)**

Date: _____

Tender No. _____

TO

The Head,
Indian Statistical Institute, Delhi Centre
New Delhi - 110016

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) forty-five days after the expiration of the validity of my/our Bid.

Signed: _____ (insert signature of person whose name and capacity are shown)
in the capacity of _____ (insert legal capacity of person signing the Bid Securing Declaration)

Name: _____ (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

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Terms and Conditions: -

1. Sealed Quotations are invited from the reputed firms who fulfil the qualifying requirements.
2. Single Bid System: Bids are invited in Single Bid System. The tender/bid documents may be downloaded from the web site: <https://www.isid.ac.in/~compcentre/>.
3. The scope of work covers supplies and installation, integration, testing and commission of Items as per Annexure-I.
4. The quoted OEM shall have service office or branch in Delhi/NCR. Supportive documents must be attached.
5. All relevant technical details pertain to items quoted with full specifications (as per Annexure-I), information about the products quoted, including brochures if any should accompany the quotation.
6. OEM Products: Quality material, Quantity, Authenticity, Genuineness of the items/ products, safety, proper packing and transportation shall be the responsibility of the contract award holder/supplier.
7. The Bidder should not be currently black listed or have been blacklisted with any Government of India Agency /PSU, any State Government department. The bidder shall furnish a written declaration (Annexure-III) in this regard.
Agency should have Permanent Account Number (PAN) under the Income Tax Act, 1961. A copy of the PAN card along with GST No. should be enclosed with sealed Quotation only.
8. Standard Support: To be provided by the quoted OEM which includes product & technical support as per Technical details (Annexure-I).
9. Warranty Period: Warranty shall commence from the date of installation and acceptance of the complete equipment's as per Annexure-I, supplied under the Purchase Order / Contract.
10. For any of the Technical query contact 011-41493909/906/903 or mail at ccsupport@isid.ac.in
11. The bids must be valid for acceptance for a period of 45 days from the date of opening of the bids. However, this may be extended for the period approved by the Institute with consent of the bidder.
12. Period of Delivery: Items should be delivered within 30 days from the date of issue of Purchase Order.
13. The mentioned Total Unit Price should be inclusive with installation services, GST and delivery charges if Any.
14. Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regard. GST reimbursement will be as per actuals or as per applicable rates (whichever is lower), subject to the maximum of quoted GST %.
15. The successful bidders shall be responsible for supply of the equipment at ISI-Delhi Centre at their own cost.
16. Total Unit Prices should be quoted in Indian Rupees only with no conditions attached.
17. Payment will be made through NEFT/RTGS within four weeks after successful delivery and installation of the item.
18. The quantity/items mentioned above is only indicative but not exhaustive, actual quantity/items may vary as per actual needs.
19. The firm must quote item wise separately. L-1 will be assessed item wise.

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20. Clear understanding: When a Bidder submits his/her tender in response to these tender, he/she will be deemed to have understood fully about requirements including fully functional of the items after SITC and maintenance support terms and conditions. No claim from Bidder shall be entertained whatsoever on the plea that the Bidder did not have a clear idea on any particular problem/ issue related to any items listed above and or a clause of the tender.
21. ISI-Delhi Centre reserves the right to place a single contract comprising all items or divided into separate contracts for each item of procurement.
22. ISI-Delhi Centre reserves the right to accept/reject any or all the tenders/quotations without assigning any reasons.

Jurisdiction: The contract shall be deemed to have been entered into at Indian Statistical Institute-Delhi Centre, New Delhi and all suits in respect of the contract shall be subject to the jurisdiction of the Courts at Delhi only.

ORDER FOR ARRANGEMENT OF DOCUMENTS WITH THE SEALED BID:

- i. Copy of filled Price Schedule cum Technical details - Annexure-I duly signed and sealed by the bidder in token of having understood and agreed to the same with bid.
- ii. PRICE REASONABILITY CERTIFICATE – Annexure-II
- iii. Undertaking regd. Non-Blacklisting DECLARATION – Annexure-III
- iv. TENDER ACCEPTANCE LETTER – Annexure-IV
- v. Certificate for Tender – Annexure-V
- vi. Bid Securing Declaration Form – Annexure-VI
- vi. Attested copy of PAN Card and GST certificate.

Important: If a Vendor/Firm violates any of these terms and conditions, it shall be blacklisted.

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नियम और शर्तें :-

- योग्य आवश्यकताओं को पूरा करने वाली प्रतिष्ठित फर्मों से मुहरबंद कोटेशन आमंत्रित किए जाते हैं।
 - एकल बोली प्रणाली: एकल बोली प्रणाली में बोलियां आमंत्रित की जाती हैं। निविदा/बोली दस्तावेज वेब साइट: <https://www.isid.ac.in/~compcentre/> से डाउनलोड किए जा सकते हैं।
 - कार्य के दायरे में अनुबंध-I के अनुसार वस्तुओं की आपूर्ति और स्थापना, एकीकरण, परीक्षण और कमीशन शामिल हैं।
 - उद्धृत आईएम का सेवा कार्यालय या शाखा दिल्ली/एनसीआर में होगी। सहायक दस्तावेज संलग्न करने होंगे।
 - सभी प्रासंगिक तकनीकी विवरण पूर्ण विनिर्देशों के साथ उद्धृत वस्तुओं से संबंधित हैं (अनुलग्नक-I के अनुसार), उद्धृत उत्पादों के बारे में जानकारी, ब्रोशर सहित यदि कोई उद्धरण के साथ होना चाहिए।
 - आईएम उत्पाद: गुणवत्ता सामग्री, मात्रा, प्रामाणिकता, वस्तुओं / उत्पादों की प्रामाणिकता, सुरक्षा, उचित पैकिंग और परिवहन की जिम्मेदारी अनुबंध पुरस्कार धारक / आपूर्तिकर्ता की होगी।
 - बोलीदाता वर्तमान में ब्लैक लिस्टेड नहीं होना चाहिए या भारत सरकार की किसी एजेंसी/पीएसयू, किसी राज्य सरकार के विभाग के साथ ब्लैक लिस्टेड नहीं होना चाहिए। बोलीदाता इस संबंध में एक लिखित घोषणा (अनुलग्नक-III) प्रस्तुत करेगा।
एजेंसी के पास आकर अधिनियम, 1961 के तहत स्थायी खाता संख्या (पैन) होनी चाहिए। जीएसटी संख्या के साथ पैन कार्ड की एक प्रति केवल सीलबंद कोटेशन के साथ संलग्न की जानी चाहिए।
 - मानक समर्थन: उद्धृत आईएम द्वारा प्रदान किया जाना है जिसमें तकनीकी विवरण (अनुबंध- I) के अनुसार उत्पाद और तकनीकी सहायता शामिल है।
 - वारंटी अवधि: खरीद आदेश / अनुबंध के तहत आपूर्ति किए गए अनुलग्नक- I के अनुसार पूर्ण उपकरण की स्थापना और स्वीकृति की तारीख से वारंटी शुरू होगी।
 - किसी भी तकनीकी पूछताछ के लिए 011-41493909/906/903 पर संपर्क करें या ccsupport@isid.ac.in पर मेल करें।
 - बोलियां खुलने की तारीख से 45 दिनों की अवधि के लिए स्वीकृति के लिए वैध होनी चाहिए। तथापि, इसे बोलीदाता की सहमति से संस्थान द्वारा अनुमोदित अवधि के लिए बढ़ाया जा सकता है।
 - सुपुर्दगी की अवधि: क्रय आदेश जारी होने की तारीख से 30 दिनों के भीतर वस्तुओं की सुपुर्दगी कर दी जानी चाहिए।
 - उल्लिखित कुल इकाई मूल्य में स्थापना सेवाओं, जीएसटी और वितरण शुल्क यदि कोई हो तो शामिल होना चाहिए।
 - बोलीदाताओं को सलाह दी जाती है कि वे बोली लगाने से पहले स्वयं लागू जीएसटी की जांच कर लें। खरीदार इस संबंध में कोई जिम्मेदारी नहीं लेगा। जीएसटी प्रतिपूर्ति वास्तविक या लागू दरों (जो भी कम हो) के अनुसार होगी, जो अधिकतम उद्धृत जीएसटी% के अधीन होगी।
 - सफल बोलीदाता आईएसआई-दिल्ली केंद्र में उपकरणों की आपूर्ति के लिए अपनी लागत पर जिम्मेदार होंगे।
 - कुल यूनिट मूल्य केवल भारतीय रुपए में उद्धृत किया जाना चाहिए, जिसमें कोई शर्त संलग्न नहीं है।
 - आइटम की सफलतापूर्वक सुपुर्दगी और स्थापना के चार सप्ताह के भीतर एनईएफटी/आरटीजीएस के माध्यम से भुगतान किया जाएगा।
 - ऊपर उल्लिखित मात्रा/वस्तुएं केवल सांकेतिक हैं लेकिन संपूर्ण नहीं हैं, वास्तविक मात्रा/वस्तुएं वास्तविक जरूरतों के अनुसार भिन्न हो सकती हैं।
 - फर्म को मदवार अलग से कोट करना होगा। एल-1 का मूल्यांकन मदवार किया जाएगा।
 - स्पष्ट समझ: जब कोई बोलीदाता इन निविदाओं के जवाब में अपनी निविदा प्रस्तुत करता है, तो यह माना जाएगा कि वह एसआईटीसी के बाद पूरी तरह कार्यात्मक वस्तुओं और रखरखाव समर्थन नियमों और शर्तों सहित आवश्यकताओं के बारे में पूरी तरह से समझ गया है। बोलीदाता के किसी भी दावे पर इस दलील पर विचार नहीं किया जाएगा कि बोलीदाता को ऊपर सूचीबद्ध किसी भी वस्तु और या निविदा के एक खंड से संबंधित किसी विशेष समस्या / मुद्दे पर स्पष्ट विचार नहीं था।
 - आईएसआई-दिल्ली केंद्र खरीद के प्रत्येक आइटम के लिए सभी वस्तुओं को शामिल करने या अलग-अलग संपर्कों में विभाजित एक एकल अनुबंध करने का अधिकार सुरक्षित रखता है।
 - आईएसआई-दिल्ली केंद्र बिना कोई कारण बताए किसी या सभी निविदाओं/उद्धरणों को स्वीकार/अस्वीकार करने का अधिकार सुरक्षित रखता है।
- क्षेत्राधिकार: अनुबंध भारतीय सांख्यिकी संस्थान-दिल्ली केंद्र, नई दिल्ली में किया गया माना जाएगा और अनुबंध के संबंध में सभी मुकदमे केवल दिल्ली में न्यायालयों के अधिकार क्षेत्र के अधीन होंगे।

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Ref: ISID/CC/LT/2024-25/02

July 25th, 2024

मुहरबंद बोली के साथ दस्तावेजों की व्यवस्था के लिए आदेश:

- i. भरे हुए मूल्य अनुसूची सह तकनीकी विवरण की प्रति - अनुबंध-I को बोलीदाता द्वारा विधिवत हस्ताक्षरित और मुहरबंद करके बोली के साथ समझ लिया गया है और उस पर सहमति व्यक्त की गई है।
- ii. मूल्य औचित्य प्रमाण पत्र - अनुलग्नक- II
- iii. अंडरटेकिंग रजि. गैर-ब्लैकलिस्टिंग घोषणा-अनुलग्नक-III
- iv. निविदा स्वीकृति पत्र - अनुलग्नक- IV और निविदा के लिए प्रमाण पत्र - अनुलग्नक- V।
- v. बिड सिक्योरिंग डिक्लेरेशन फॉर्म - अनुलग्नक-VI
- vi. पैन कार्ड और जीएसटी प्रमाणपत्र की सत्यापित प्रति।

महत्वपूर्ण: यदि कोई विक्रेता/फर्म इनमें से किसी भी नियम और शर्तों का उल्लंघन करता है, तो उसे काली सूची में डाल दिया जाएगा।

Sd/-

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