

(A Government of India Enterprise)
27, RAJENDRA NATH MUKHERJEE ROAD
KOLKATA – 700 001 (WEST BENGAL)
TEL: (033) 2248 5841-44; FAX: (033) 2210 3961
E-MAIL: bbjproj@vsnl.net ; info@bbjconst.com
Website: www.bbjconst.com

Tender No.	NIT/DGM(P-V)/SERVER-UPGRADE/2018/GS&OE	Date:	13.04.2018
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NOTICE INVITING TENDER

Tender under **two-bid system** (i.e. “Techno-Commercial Part” & “Price Part”) are invited from eligible Kolkata based vendors to carrying out upgradation of existing Server at our Registered Office (27 R.N. Mukherjee Road,Kolkata-700 001) as per details hereunder:

01.	SCOPE OF WORK	Upgradation of existing Server located at BBJ’s Registered Office, Kolkata	
02.	COST OF TENDER DOCUMENT (NON-REFUNDABLE)	Nil	
03.	EARNEST MONEY DEPOSIT	Rs.5,000/- (Rupees five thousand only) in the form of Demand Draft/ Pay Order/ Banker’s Cheque in favour of “ The Braithwaite Burn And Jessop Construction Co. Ltd. ”, payable at Kolkata. MSME/ SSI/NSIC registration are exempted from submitting EMD subject to submission of declaration of their UAM number on CPPP.	
04.	MODE OF SUBMISSION	Offline	
05.	PLACE OF SUBMISSION	The Braithwaite Burn And Jessop Construction Co. Ltd. 27, R. N. Mukherjee Road, Kolkata – 700 001	
06.	Date & Time Schedule:	Date of Publishing NIT & Tender Documents	13.04.2018
		Start Date of Bid Submission	16.04.2018 at 10:00 Hrs.
		End Date for Bid Submission	27.04.2018 at 15:00 Hrs.
		Date of opening of Technical Bid	27.04.2018 at 16:00 Hrs.
		Date of opening of Financial Bid	To be notified later.

(A. Neogi)
DGM (P-V)

INSTRUCTION TO THE BIDDERS

1.0 SUBMISSION OF BID -

All the pages of the tender document to be signed with Company's seal by the bidders. The rates in the appropriate space in the BOQ should be properly filled, both in figures and words. No overwriting, using of correction fluid will be allowed. Any correction will be done by scoring out the incorrect entry and inserting the new entry in a legible manner. Both the correction and new entry to be signed and sealed with Company's seal. In the event of any difference between figure & words of the quoted rates, the rate in word shall be considered for evaluating the tender. Tenders to be submitted in two parts:-

a) **TECHNO-COMMERCIAL PART:** The Techno-Commercial part will consist of -

i) **PRE QUALIFICATION CRITERIA OF THE BIDDER**

Documentary evidence satisfying the Pre-Qualification Criteria (PQC) should be provided as part of Technical Bid. Any bidder not qualifying PQC criteria will be rejected and price bid will not be opened.

- a) The bidder company should have office in Kolkata with adequate manpower for carrying the contract. Address proof of Kolkata office required to submit. If the bidder changes address within the period of contract, then the bidder / vendor should inform the same with proof of address.
- b) The bidder company should be registered in India.
- c) Copy of PAN, GST Registration should be submitted.
- d) The bidder company should have provided similar nature of work to other Companies during last five (05) years.
- e) Signed copy of tender documents as a token of acceptance.

b) **PRICE-PART -**

Properly filled up BILL OF QUANTITY (BOQ-1) duly sealed and signed to be put in a sealed envelope superscribing "TENDER NOTICE NO." and "PRICE PART".

c) The above 'Techno-Commercial Part' and 'Price-Part' to be put in a sealed envelope superscribing "TENDER NOTICE NO./SCOPE OF WORK" to be submitted to BBJ.

2.0 **DECLARATION OF UDYOG AADHAR MEMORANDUM (UAM) BY MICRO, SMALL AND MEDIUM ENTERPRISES (MSME) VENDORS ON CENTRAL PUBLIC PROCUREMENT PORTAL (CPPP)**

MSME bidder(s) are required to submit declaration of their UAM number on CPPP. Copy of the UAM number alongwith the declaration submitted to CPPP to be submitted alongwith the technical bid, failing which such bidders will not be able to enjoy the exemptions for the tenders invited.

2.0 **Conditional tenders may be rejected and no additional clause will be entertained.**

3.0 The successful bidder shall not sub-contract the selling and support procedure for the entire duration in BBJ.

4.0 "Goods & Service Tax" registration certificate should be submitted. All duties, taxes, fees and other levies payable by the Bidder under the contract or any other cause shall be included in the quoted prices.

5.0 The bidder should provide all the papers related to service and product warranty. The

product should cover 03 (three) years' onsite comprehensive warranty and support service free for all the Hardware and Software installation at our office. Any hardware become unusable / not functioning properly, required to replace immediately, without any cost.

- 5.0 **VALIDITY OF TENDER:** – **90 (ninety)** days from the date of opening of tender or for a further period if mutually accepted.

SPECIAL CONDITION OF CONTRACT

1. DEFINITIONS AND INTERPRETATION:

In this Tender Document, as hereinafter defined, the following words and expressions shall have the meaning as under:

- a) "**BBJ**" shall mean The Braithwaite Burn And Jessop Construction Company Limited having its registered Office at 27, R. N. Mukherjee Road, Kolkata- 700 001.
- b) The "**TENDER**" shall mean the proposal submitted by the Tenderer/ Bidder/ Supplier/ Dealer/ Agency in response to BBJ's Notice of Invitation to this Tender Document.
- c) The "**ORDER**" shall mean a written Purchase Order issued by BBJ.
- d) The "**TENDERER/ BIDDER**" shall mean the firm or Company (hereinafter called Tenderer) whose Tender has been accepted by BBJ.

2. DETAILED SCOPE OF WORK

2.1 Make, model and other configuration of existing Server is as below:

- (a) Make & Model - IBM Server x3100 M4
- (b) Processor – 1 x Intel Xeon E3-1200 series (quad-core) 3.0 GHz/8MB.
- (c) RAM – 4 GB,
- (d) HDD – 3 x 500 GB with RAID C100
- (e) Integrated ServeRAID-C100 software RAID controller.

2.2 Hardware required to upgrade as below:

- (a) Require to install two **(02) new SATA/ NLSAS HDD** with capacity of **1 TB** each or above. Two existing HDD of 500 GB will also added on this server. Total capacity will be 2 x 500 GB (existing) + 2 x 1TB (new) with RAID controller. **Cashing for HDD's are also required to install for fixing all four HDD's, as per server cashing space.**
- (b) Require to install two (02) nos. DDR3 RAM of 16 GB each or one (1) no. DDR3 RAM of 32 GB or three (3) nos. DDR3 RAM of 8GB each. One existing RAM of 4 GB will also added on this server. Configuration of existing RAM is as below:

4GB 2Rx8 PC3 – 12800E-11-12-E3, HMT351U7EFR8C-PB TO AD 1346



For detail configuration of server with RAM & HDD, bidders may contact AM(IT) at BBJ's Registered Office.

- 2.3 Require to install existing licensed Microsoft Windows 2008 Server (R2 Standard) operating system.
- 2.4 Required to install existing licensed Microsoft Office 2013 Home & Business edition.
- 2.5 Required to install existing licensed Quick Heal Total Security antivirus (server edition).

- 2.6 May require to configure the server as file server.
- 2.7 Require to install existing licensed Tally.ERP 9 server edition (latest version).
- 2.8 Require to install and configure all other software's as currently running and configured.
- 2.9 All hardware and software require to install, in presents of BBJ representative and on the date as specified by BBJ.
- 2.10 Bidders are requested to quote firm price. No cost escalation will be accepted for the rates quoted.
- 2.11 All tendered items (HDD, RAM etc.) shall be under one **(01) years on-site comprehensive warranty support** from the date of installation including free spare parts, kits etc.
- 2.12 Any item found defective more than three times in three months after installation, will be replaced by the vendor at his cost and risk within 30 days, from the date of last failure.
3. **COMPLETION PERIOD**
The entire upgradation work as per above scope of work to be completed within **21 (twenty one) working days** from the date of Order and your quoted rates shall also be valid for entire period of contract.
4. **PAYMENT TERMS**
Payment will be made within **30 (thirty) days** from the date of submission of clear bill subject to certification by the respective department. No advance payment will be made at any circumstances. Statutory Deductions shall be made at source.
5. **SECURITY DEPOSIT CUM PERFORMANCE GUARANTEE**
- 5.1 The successful bidder will be required to furnish the Security Deposit cum Performance Guarantee for **10% (ten percent)** of the order value for items mentioned in "BOQ-1" after adjustment of EMD. The total amount of SD-PG may be deposited within 15 (fifteen) days from the date of LOA (Letter of Acceptance) in the form of Demand Draft/ Pay Order/ Banker's Cheque in favour of "The Braithwaite Burn And Jessop Construction Co. Ltd.", payable at Kolkata or shall be shall be deducted from the bill submitted during release of payment.
- 5.2 This SD-PG shall be released after completion of Warranty Period.
6. **PENALTY FOR DELAY**
For any delay to completing the work within stipulated period, BBJ will charge penalty @0.5% (zero decimal five percent) of the order value per week or part thereof, subject to a maximum of 5% (five percent).
7. **FIRM PRICE**
Rates shall remain firm & shall not attract escalation due to any reason in pursuance of this contract from the date of order.
8. **TAXES & DUTIES:**
The contractor shall be exclusively responsible for payment of all Taxes, Royalties etc. (except Goods and Service Tax) that may be levied from time to time according to the

Laws & regulation now in force & also hereafter to be imposed, increased or modified from time to time. Nothing will be payable extra by the Company in respect of any duties/ taxes to be imposed on procurement of materials for execution of contract.

8.1 **Goods and Service Tax (GST)**

Without prejudice to stipulation in General Conditions of Contract, the quoted price shall be exclusive of **Goods and Service Tax**. The GST as legally leviable & payable by the bidder under the provisions of applicable law/ act shall be paid extra by BBJ as per bidder's bill. Bidder shall quote their rate after considering the input tax credit on their input materials and services.

The bidder shall get registered with the GST authorities and the registration certificate shall be submitted along the bid documents (techno commercial). Bid without GST number shall be cancelled.

At present no GST-TDS is applicable. If the same is applicable in future, deduction of GST-TDS at source would be enforced from the running bills at the rates prescribed. The GST (i.e. SGST, CGST or IGST) amount shall be shown separately in invoice and also submit proper **Tax Invoice as per section 31 of CGST Act, and Rule 46 of CGST Rules, 2017 to get Input Tax Credit by BBJ.**

Bidder shall raise their tax invoice in regular interval as per contract condition and uploaded their supply invoice in GSTN Portal through GSTR-1 return with 10th of next month. Mismatch in return of BBJ due to any reason attributable to bidder, the same shall be recovered from Bidder's bill.

8.2 **New Levies / Taxes**

In case Government imposes any new levy / tax after award of the work during the tenure of the contract, BBJ shall reimburse the same at actual on submission of documentary proof of payment subject to the satisfaction of BBJ that such new levy/tax is applicable to this contract.

9. **TERMINATION OF CONTRACT**

In case the successful bidder fails to comply any of its respective Contractual obligation within stipulated time frame, for reasons solely attributable to the breaching party, the non-breaching party reserves the right to terminate the contract by giving 10 days' notice, provided the failure is not cured within such 10 days' notice period, without any valid reason provided by the breaching party within 7 days of end of stipulated time frame. In the event of either party terminating the Agreement, BBJ will make payments of all dues to the successful bidder for all services rendered as of and up to the date of termination, as per contracted terms. SD-PG shall be forfeited.

10. **JURISTICIION OF COURT**

The Courts at Kolkata shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

11. **IMPORTANT NOTES;**

(A) BBJ reserves the right to:

- (i) Accept or reject any bid received at its discretion without assigning any reasons whatsoever.
- (ii) Increase/ decrease/ alter the job description/ scope of work with corresponding change in the value of contract.
- (iii) Postpone or extend the above mentioned date, split and distribute the work among more than one bidder without assigning any reason what so ever.

- (iv) May ask for further qualification during techno commercial scrutiny of bids received.
- (v) BBJ shall not be responsible for any delay, loss, damage for bids sent by post.
- (vi) BBJ shall not be liable for any expenses incurred by bidder for delivery of materials or during preparation of bid irrespective of whether it is accepted or not.
- (vii) Canvassing i.e. soliciting favour, seeking advantage etc. in any form is strictly prohibited and any bidder found to have engaged in canvassing shall be liable to have his bid rejected summarily.
- (viii) If the bidder deliberately gives any wrong information in his tender to create circumstances for the acceptance to his bid, BBJ reserves the right to reject such application.

BOQ-1

BILL OF QUANTITIES

Sl. No.	Name of Equipment	Units	Amount (Rs.)
1	Upgradation of existing Server located at BBJ's Registered Office, Kolkata (all complete as per Scope of Work at Clause No.2)	Lumpsum	
	TOTAL		
	Amount in Words:		

(A NEOGI)
Dy. General Manager (P-V)