

# **INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI**

## **BID NOTICE**

(No. IIITD/MM./Vendor Empanelment/35/2013)

### **Rate Running Contract for Supply of I.T. Items for the period of - 2016-17**

Sealed competitive bids are invited from reputed firms in Delhi NCR for the selection of vendor for supply of IT items for an initial period of one year under Rate Running Contract (RRC). The bidder should have minimum three years' of experience in the supply of IT items. The items required are mentioned in the Annexure attached to this Notice. The sealed bids as per prescribed format should reach this office on or before 14<sup>th</sup> March , 2016 3:00 P.M. along with EMD of Rs.10,000/- (Rupees Ten Thousand only) in the form of demand draft in favor of IIIT Delhi payable at New Delhi drawn on nationalized / scheduled bank. The bids received shall be opened on the same day at 3:30 P.M. in the presence of present bidders. The cover containing the quotation should be super scribed as "Bid for Rate Running Contract for Supply of IT Items".

**The Institute reserves the right to accept or reject any bid including the lowest in part or full without any reason what so ever.**

Attached: as above.

## **INSTRUCTIONS TO BIDDERS**

1. Period of Supply of Items : One year from April 1<sup>st</sup>, 2016
2. Last Date & Time of Submission of Bid : 14.03. 2016, 3:00 PM
3. Date and Time of Opening of Bids : 14.03. 2016, 3:30 PM
4. Bids will be accepted only if accompanied with EMD of Rs.10,000/- (Rupees Ten Thousand only) in the form of demand draft drawn after the date of issue of this notification on any nationalized / scheduled bank in favor of IIIT Delhi. If exempted from EMD, necessary documents may be produced along with the bid. Bids without D/D shall be rejected.
5. The bid documents should accompany the copies of necessary documents regarding registration certificates and experience in supplying similar items preferably to Govt. departments.
6. If the date of opening bids specified in the notice happens to be a holiday to the office of calling bids, the bids shall be opened on the next working day at the same time without any further notice.
7. The D/D towards the EMD will be returned to those whose bids are not accepted.
8. The defect noticed in the items supplied by selected bidder during the Contract period will have to be replaced with items of similar make at no additional cost.
9. If the successful bidder is not able to undertake the supply, the EMD submitted by them will not be returned under any circumstance.
10. The bidder shall hold their offer valid for a minimum period of 60 days from the date of submission.
11. The rate running contract will be for an initial period of one year from April 1<sup>st</sup>, 2016. The same can be extended on mutual consent. The selected bidder will have to supply the consumables at the offered rate for a period of one year from the said date.
12. Unit rate & make/specification/quality, if any, for each item has been specified in the enclosed format. While submitting the bid, the bidder shall submit the details in the prescribed format duly signed on each and every page of the quote.
13. The rate quoted should be inclusive of all taxes, duties, freight etc. Only the attached format should be used for quoting unit wise rates.
14. Payment will be effected after satisfactory supply of the items corresponding to each supply order.
15. If the quality of Items is found bad during the usage, the items should be replaced with similar quality one immediately.
16. Items should be of original make only.

17. The Institute reserves the right to award RRC to multiple agencies for the items found to be lowest in value.

18. In the event of maximum items being quoted lowest by a single bidder, the Institute at its discretion may request the L1 bidder to match the rate for remaining items at a price quoted lowest by other bidders.

19. For clarification on make/quality etc. of item the bidder may contact Sh. Ajay Kumar, DM (MM&D) at 011-26907561 or visit the Institute during the working days (Monday to Friday) between 9:30 AM and 5:00 PM.

20. The actual requirement of items specified in the format may increase or decrease. In addition to items specified, the Institute may request for some other items not mentioned in the format. Supply of such items shall be at the market determined rate.

**FORMAT FOR QUOTING UNIT PRICE OF I.T. ITEMS**

<b>S. No.</b>	<b>Name of the Items</b>	<b>Make</b>	<b>Estimated no of Qty. Per Year</b>	<b>Rate (all inclusive) Rs.</b>
1	CD - R	Moserbare	200	
2	CD - RW	Moserbare	50	
3	DVD R	Moserbare	50	
4	DVD RW	Moserbare	50	
5	Keyboard USB	Logitech	100	
6	Mouse Optical USB	Logitech	100	
7	Pen Drive 8 GB	San Disk	100	
8	Pen Drive 16 GB	San Disk	100	
9	Pen Drive 32 GB	San Disk	25	
10	Toner Cartridge HP 05 A Black	HP	20	
11	Toner Cartridge HP 16 A Black	HP	3	
12	Toner Cartridge HP 36 A Black	HP	30	
13	Toner Cartridge HP 78 A Black	HP	30	
14	Toner Cartridge HP 88 A Black	HP	200	
15	CF 350A (Black)	HP	2	
16	CF 351A (Cyan)	HP	2	
17	CF 352A (Magenta)	HP	2	
18	CF 353A (Yellow)	HP	2	
19	Toner 932 XL CN053A	HP	2	
20	Toner 932 XL CN054A	HP	2	
21	Toner 932 XL CN055A	HP	2	
22	Toner 932 XL CN056A	HP	2	
23	Toner 80A	HP	2	
24	Toner 902 Black	HP	2	
25	Toner 902 Color	HP	2	
26	Toner 950 XL (Black)	HP	2	
27	Toner 950 XL (Color)	HP	2	

28	Toner 951 XL (Color)	HP	2	
29	Toner 932 XL ( Black)	HP	2	
30	Toner 933 XL ( Color)	HP	2	
31	Toner 940XL ( Color)	HP	2	
32	Toner 940XL ( Black)	HP	2	
33	Samsung X Press M2876ND	Samsung	4	
34	Toner 531	HP	2	
35	Toner 530	HP	2	
36	Cartridge LW-400 18MM		2	
37	Toner 83 A	HP	2	
38	LC Tape Cartridge (LC-5WBN)	EPSON	2	
39	POE Injector	TP Link	20	
40	Cable Tai	Best Quality	25pkt	
41	Toner Cartridge HP inkjet 901 Black	HP	5	
42	Toner Cartridge HP inkjet 901 Color	HP	5	
43	Toner Cartridge Canon 418 Black	Canon	5	
44	Toner Cartridge Canon 418 Color	Canon	5	
45	Toner Cartridge Canon 328 Black	Canon	25	
46	Toner Cartridge Canon NGP 56 Black	Canon	10	
47	Toner Cartridge Toshiba E-207 Black	Toshiba	5	
48	Toner Cartridge Toshiba E-452 Black	Toshiba	5	
49	Toner Cartridge Kyocera TK-1144	Kyocera	3	
50	RC to VGA converter	Best Quality	20	
51	LC-LC Patch cable single mode-15 Meter	Tyco	5	
52	LC-LC Patch cable multi mode-15 Meter	Tyco	5	
53	SC-LC Patch cable single mode-15 Meter	Tyco	5	
54	SC-LC Patch cable multi mode-15 Meter	Tyco	5	
55	SC-SC Patch cable single mode-15 Meter	Tyco	5	
56	SC-SC Patch cable multi mode-15 Meter	Tyco	5	
57	HDMI Cable 15 Meter	Belkin	10	
58	VGA Cable 15 Meter	Belkin	10	
59	Power Cable 15 Meter	Best Quality	10	
60	Desktop Power Cable	Best Quality	10	
61	Crimping Tool	Digi link	2	
62	IO Punching Tool	D-Link	2	
63	Jack Panel 24 Port	Tyco	5	

64	Lan Cable Tester	D-Link	2	
65	RJ 11 Cable	Best Quality	100	
66	RJ -45 Connector Cat 6	D-Link	1000	
67	Screw Driver Tool Kit for Laptop & Desktop	Best Quality	2	
68	Switch 8 Port / 5 Port 1000 MBPS	D-Link	50	
69	Patch Panel Rack Mountable	Tyco	2	
70	MAC to VGA converter	Best Quality	10	
71	HDMI to VGA converter	Best Quality	10	
72	VGA to HDMI converter	Best Quality	10	
73	4 Port VGA splitter	Best Quality	2	
74	2:1 VGA selector	Best Quality	2	
75	4 Port HDMI splitter	Best Quality	2	
76	HDMI selector	Best Quality	2	
77	Patch Cable CAT6 ---5 meters	D link	2	
78	DVI to VGA converter	Best Quality	2	
79	Cable Cat-6	D-Link	5	
80	Cat 5e cable box	D-Link	2	
81	I/O Cat- 6	Tyco	100	
82	HDMI Cable 5 Meter	Belkin	10	
83	HDMI Cable 10 Meter	Belkin	10	
84	HDMI Cable 15 Meter	Belkin	10	
85	HDMI Cable 20 Meter	Belkin	10	
86	HDMI Cable 25 Meter	Belkin	10	
87	HDMI Cable 30 Meter	Belkin	10	
88	VGA Cable 5 Meter	Belkin	10	
89	VGA Cable 10 Meter	Belkin	10	
90	VGA Cable 15 Meter	Belkin	10	
91	VGA Cable 20 Meter	Belkin	10	
92	VGA Cable 25 Meter	Belkin	10	
93	DAC Cable	Dell	2	
94	VGA Cable 30 Meter	Belkin	2	
95	Micro USB to HDMI Converter	Apple	5	
96	Mac to HDMI Converter	Apple	5	
97	VGA Jointer	Best Quality	50	

98	HDMI Jointer	Best Quality	50	
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We agree to supply the IT items at the unit rates quoted above for the duration of the Rate Running Contract i.e. for the period April 1<sup>st</sup>, 2016 to 31<sup>st</sup> March, 2017. In case our bid is found to be lowest on maximum number of items, we agree to match the rate for remaining items at a price quoted lowest by other bidders. We also agree to supply the items not mentioned in the format above at the market determined rate to the satisfaction of the IIITD.

(Name and Signature of Authorized Signatory with  
Seal of the Vendor)

Date: