



THE WBSCARD BANK LTD.

THE WEST BENGAL STATE CO-OPERATIVE AGRICULTURE & RURAL DEVELOPMENT BANK LTD.

25D, Shakespeare Sarani, Kolkata- 700 017

PBX : 033-2287 1786 /1787 / 1788, 033-2280 6681

FAX : 033-2287 7128

Email : wbscardb@gmail.com, wbscardb@dataone.in

No. 1677/C/Admn./1810

Date: 23.12.2019

NOTICE INVITING TENDER

Sealed Tenders are invited for supply & installation of Desktop Computers & Multifunctional Laser Printers as specified in Annexure – I (Commercial Bid Format) from reputed Companies / Firms having sufficient experience and other credentials for successful completion of similar nature of assignment, preferably in Banking Sector or other Government / Semi Government Organizations.

1.1 Schedule of activities and events

The details are as under:

Tender Notice No.	1677/C/Admn./1810 Dated 23.12.2019
Date of issue of the Tender	23/12/2019
Last Date and time for submission of Complete Proposal: Technical Bid including Eligibility Criteria and Financial Bid	08/01/2020 upto 3.00 P.M.
Website for Uploading Proposals	wbtenders.gov.in
Date and Time of Opening of Technical Bids / Proposals	10/01/2020 at 3.00 P.M.
Date for opening of Financial Bids / Proposals	13/01/2020 at 12.00 Noon

The complete Tender Notice may be downloaded from wbtenders.gov.in and from our website under the 'Tender & Advertisements' Section. The link to The WBSCARDB Ltd. website is <https://www.icmard.org/wbscard-Bank/tender-notices/>.

Brief Description of Assignment

1. Supply & Installation of Desktop Computers (21 Nos) and Multifunctional Laser Printer (3 Nos) for Computer Lab at ICMARD, Ultadanga, Kolkata – 700 067.
2. Supply & installation 4 Nos of Desktop Computers two each for Purulia and Darjeeling District Office of the Bank respectively and 2 Nos of Multifunctional Laser Printers one each for Purulia and Darjeeling District Office of the Bank at Purulia and Siliguri respectively.



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Bank Guarantee / Earnest Money Deposit (EMD) for successful Bidder

10% of the total value of Supply Order in the form of Fixed Deposit/ Bank Guarantee in favour of “The West Bengal State Co-operative Agriculture & Rural Development Bank Ltd.”

Scope of Work:

The successful Bidder [hereinafter referred to as the Vendor] has to supply & install the prescribed specified Desktop Computers at each location as mentioned above and has to provide on-site Comprehensive SBD (Same Business Day) Warranty support for 3 years from the date of installation. The Desktop Computers should conform to the detailed technical specifications mentioned in Annexure-I. Warranty Support should be provided directly by the Original Equipment Manufacturer (OEM).

The selected Bidder will provide the first level support services including formatting of the Computer and / or other Hardware/Software including Operating System (OS) related issues within 2 working hours from the time of call logging by Bank in either Telephone or Email to the selected Bidder. If any Spare/ Hardware related issue, the Vendor will be responsible to register the call to the OEM directly on behalf of the Bank and also for monitoring the said Call. The Vendor will provide the Call Ticket Number to the Bank and also provide the call escalation matrix of the Organization at the time of Bid submission.

Tender Validity

- a) The Tender shall be valid for a period of 45 days from the last date of submission of Tenders or any extended date as indicated below;
- b) In exceptional circumstances, the Bank may solicit the Bidder's consent for extension of the bid validity period. The request and the responses shall be made in writing. When the validity period is extended by the Bidder, the same is to be done without any modification to the Bid proposal by the Bidder;
- c) All prices quoted must be firm and valid during bid validity period and extended periods, if any. All prices quoted shall not be affected by any escalation in prices of labour or materials, machineries, equipment etc. or in rupee exchange rate during the bid validity period whatsoever.

Eligibility Criteria for Participation in the Tender

1. Bidder should be Profit making Company for consecutive last 3 years.



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2. The Bidder should be a IT Company for last 10 years and also Service Centre with call logging facility at Kolkata. Supporting documents for existence of Service Centre with phone numbers has to be attached.
3. The Bidder shall be required to give a declaration in their Letter Head that it has not ever been banned by any Govt. Agency/ Govt. Deptt., Semi-Govt./Quasi-Govt. Deptt./ PSU/ Board/ Council or if similar Organizations had banned the Bidder and later on had lifted the ban, the fact must clearly be stated.
4. Bidder should have executed at least 1 similar project of Rs. 10 Lakh or more involving supply and installation of the said Desktop Computers at any Govt. Deptt./Quasi-Govt. Deptt./ PSU/ Board/ Council or similar Organization in the last Financial Year [2018-19].
5. The Bidder should have an Audited Annual Turnover of Rs. 100.00 Lakh or above in the Financial Years [2018-2019].
6. The OEM vendor should have positive net worth for the last three years.
7. Commercial partner must carry a tender specific authorization from Zonal OEM office to participate in the Tender, signed by authorized signatory of the Manufacturer.
8. Hardware & Software Drivers should be available for download from OEM sites for at least 3 years from the date of installation.
9. OEM should have TCO'08 for TFT, ISO 14001, 9001 and 270001.

Details of Submitted BID:

(A) Bid Format:

The Vendor should submit the technical and financial bid separately. All the items mentioned under specification requirement should be quoted in the Financial Bid. Bank will not pay any Delivery/ Installation charges separately for supply of the said accessories at locations mentioned in **Brief Description of Assignment** above.

The Financial Bid should be inclusive of all taxes, levies, cost of freight, delivery and installation charges etc. Bank will not provide any delivery and Installation charges separately for the same.

Technical Bid containing the details of eligibility criteria shall have to be submitted separately.

(B) Bid Evaluation Process:

1. Compliance Against Eligibility Criteria



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The Tender Committee of the Bank will decide whether the Bidder's response satisfies the stated eligibility criteria specified in the Tender Documents. Any shortcomings or deficiencies [including omissions & variations] will be recorded. If any Bid does not satisfy the eligibility criteria, it shall be rejected and cannot be made eligible by correction or amendment. Once the examination of the Technical Bids are completed, the Financial Bids of only those Bidders whose Technical Bids are acceptable will be opened.

2. Examination of Short-listed Financial Bids

The Bank will determine whether the Financial Bids, opened, are complete, i.e. whether the Bidder has included all components as per the Tender Document. If not, the Bank may reject the Bid as non-responsive.

Financial Bids shall be compared for the complete Scope of Work as per the Price Proposal Schedule inclusive of all taxes and duties. The Price Schedule shall also have the indicative price break-up.

3. Other Terms and Conditions of Tender Documents

1. The successful Bidder will supply and install Desktop Computers and Printers mentioned in **Annexure I** and other accessories at different sites already mentioned. The Purchaser Bank also reserves the right to place order for extra number of any or all the hardware items at the accepted Tender rates if so required;

2. That the vendor will be allowed two (02) weeks time to deliver and install the hardware at site after official intimation;

3. That the vendor shall pay liquidated damages @ 2% (two per cent) of the total unexecuted contract value per week subject to a maximum of 10% of the unexecuted contract value in case of delay of installation as per the time frame indicated above. However, when the amount of the liquidated damages is equivalent to 10% of the contract value, the Purchaser Bank will have the discretion to terminate the contract without any further reference;

4. That the Hardware delivered by vendor to the Purchaser must be covered by a Comprehensive SBD (Same Business Day) Warranty for a minimum period of three (03) years for Desktop Computers and Printers from the date of installation.



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4. Clause of Bank Guarantee/EMD Value

That the selected vendor shall furnish a Bank Guarantee (BG) or EMD in the form of Fixed Deposit (FD) for 3 (three) years for a minimum amount of 10% of hardware cost before issue of the work-order. The said BG OR FD will be forfeited and realized by the Bank in the following cases:

- i) If at any time, the vendor's performances are considered not satisfactory by the Purchaser in regard to maintenance of service or supply of spares or any related matter affecting operational efficiency of the computer operation, the Purchaser Bank shall be at liberty to terminate the contract after issuing 10 days' notice on the vendor and the Purchaser Bank shall be at liberty to invoke the Bank Guarantee /EMD furnished by the vendor for liquidated damage @ 2% per day subject to maximum of 10% of the contract value.
- ii) In case of break-down or glitches or snags of the Computers and Printers vendor will be under obligation to restore the services of the computer system as mentioned under Clause No.3 above within 2 working hours in the specified locations after receiving intimation from the Purchaser Bank either in writing or by Fax or telephonically or email during the period of warranty as well as during the subsistence of the maintenance period failing which the vendor firm shall pay liquidated damages @ 2% per day of the contract value in respect of the projects where such recurring snags or glitches take place per day subject to a maximum 10% of the cost of work order value executed by the vendor;
- iii) That Vendor have to provide / maintain an extensive service support network for ICMARD at Kolkata, Purulia and Darjeeling District Offices of the Bank at Purulia and Siliguri respectively.
- iv) That vendor will bear all expenses for repair/replacement of the Computers and Printers installed by the vendor instantly and this Bank will not make any separate payment for any such expenses to be incurred by the vendor within the comprehensive warranty period for Desktop Computers & Printers (provided the breakdown is not due to negligence, faulty electrical points, act of nature & others including unprepared/ unclean site);
- v) That this Bank may like to arrange for independent / outside and/or in-house team for testing and certification of hardware;



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- vi) That the vendor will transfer ownership of the equipments in favour of the Bank and the same will be effected as soon as the equipments are brought to the sites of the Bank's premises, installed thereafter and accepted by the Bank;
- vii) That the vendor to supply technologically higher configured product after taking written consent from the Bank if the ordered produce is withdrawn from the market in due course;
- viii) That the vendor to provide details of contact persons, telephone numbers, email Id, for providing service support in the respective sites during warranty period;
- ix) That the vendor to furnish Letter of Acceptance signed by its authorized signatory by mentioning the acceptance of order and abide by all the clauses during the time of warranty period in black and white;
- x) That the delivery of hardware will start in respective places/sites in a phased manner after getting official intimation from time to time;
- xi) Any Dispute between Vendor & Purchaser Bank in the matter of interpretation of any or all clauses of the terms and conditions shall be adjudicated at Kolkata as per the provision of Section 102 of the West Bengal Cooperative Societies Act, 2006.

Payment Terms

- 1) On successful supply & installation of the Computers and Printers, an Onsite Installation Report has to be submitted duly certified by the District Manager of Darjeeling & Purulia Branch and authorized person at ICMARD. The bill is to be submitted to Head Office of The WBSCARDB Ltd. situated at 25D, Shakespeare Sarani, Kolkata- 700 017.
- 2) Payment will be released on successful supply & onsite installation of the Computers at the respective offices and on receipt of Onsite Installation Report and on production of bill in duplicate.
- 3) Statutory deductions at applicable rates will be made from the billed amount as per prevailing rules.

Managing Director



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ANNEXURE – I

Item No.	Description	Quantity (No.)	Rate per Unit (Rs.) including all taxes and duties	Total Amount (Rs.) including all taxes and duties	Supply & Installation to be made at
1.	<u>Desktop Computers</u> Configuration:- Processor: Intel core i3-8100 or higher, Chipset: Intel H370 or higher with OEM logo embossed on Motherboard, Memory: 4GB RAM, ODD: DVDRW, HDD: 1TB, Display: 19.5" wide LED Monitor with Res: 1600 x 900 or higher, Graphics: Integrated, Connectivity: Ethernet LAN 10/100/1000, OS : Microsoft Windows10 Professional Preloaded, Internet Security: Quick Heal Antivirus with 3 years validity preloaded – Power Supply: 310W or higher with 90% or higher efficiency, Certifications: TCO'08 for TFT, ISO 14001, 9001 & 270001, I/O: USB Keyboard & Mouse, Min 8 USB ports, 1xPCI, 2xM.2 slots for storage & WIFI, UPS: 0.6 KVA, Warranty: 3 Yrs Onsite.	21			ICMARD, Ultadanga, Kolkata – 700 067
		02			Darjeeling District Office of The WBSCARD Bank Ltd. 3, Sarat Bose Road, Hakimpara, Siliguri, West Bengal – 734 001
		02			Purulia District Office, The WBSCARDB Ltd., Collectorate Compound, Purulia- 723101.
2	<u>Multifunctional Laser Printer</u> Functions: Print, Copy, Scan Color output: Black & White Replacement Cartridge: Single black print toner cartridge Port: one high speed 2.0 Connectivity: high speed usb 2.0, Memory: 8mb Scan resolution: upto 1200 dpi, Copy speed black: upto 18 cpm, Print speed black: upto 18 ppm, Display and panel: Dual digit numeric LED display with 5 buttons & 6 indicator lights, Wireless capability: No.	03			ICMARD, Ultadanga, Kolkata – 700 067
		01			Darjeeling District Office of The WBSCARD Bank Ltd. 3, Sarat Bose Road, Hakimpara, Siliguri, West Bengal – 734 001
		01			Purulia District Office, The WBSCARDB Ltd., Collectorate Compound, Purulia- 723101.

Signature of the Authorized Person