



**Tender No.  
GERMI/PRWDIC/2016/005**

**GUJARAT ENERGY RESEARCH & MANAGEMENT  
INSTITUTE (GERMI)**

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**GUJARAT ENERGY RESEARCH AND MANAGEMENT INSTITUTE INVITES  
BIDS FROM SUPPLIERS FOR PURCHASE OF NEW LAPTOPS AND  
DESKTOPS**



**Date of Issue:  
7<sup>th</sup> May, 2016**

**Last date for submission of bids:  
20<sup>th</sup> May, 2016**

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## 1. INTRODUCTION

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### 1.1 Background of the GERMI

- 1.1.1 Gujarat Energy Research & Management Institute (hereinafter referred to as “GERMI”), is promoted by Gujarat State Petroleum Corporation Ltd. (GSPC), a fully integrated energy company.
- 1.1.2 GERMI is a centre of excellence in industry learning and has been set up to develop human resource assets to cater to the petroleum and allied energy sectors, improve knowledge base of policy makers and technologists and provide a competitive edge to leaders to compete in the global arena. GERMI has already established Pandit Deendayal Petroleum University (PDPU) which is actively pursuing initiatives in the areas of education and research in alternative energy resources.
- 1.1.3 GERMI plans to develop a World-Class Research Centre with all the high-tech state-of-the-art facilities. The research centre is currently at a very nascent stage and needs a long way to go. To begin this journey, it's very essential to be updated with technology and thus, Bids are invited for procurement of Laptops and Desktops for its Data Interpretation Centre working under Petroleum Research Wing as per the minimum desired specifications mentioned in the Bid.

### 1.2 List of items to be purchased

- 1.2.1 Bids are invited from authorized distributors/ Agents/ suppliers in India for the following:
- Laptops: (GPU Card)           Quantity – 01 No.
  - Normal Desktops:           Quantity – 02 No.
  - Desktops: (GPU Card)       Quantity – 02 No.

### 1.3 Submission of bids

- 1.3.1 Last date for submission of bids is 20<sup>th</sup> May, 2016 before 1500 Hrs.
- 1.3.2 Envelop should be properly sealed, clearly mentioning on the top of it **“Bids for supply of laptops and desktops for DIC, tender no. GERMI/PRWDIC/2016/005”**.
- 1.3.3 Bids should be submitted to:

**The Director**  
**Gujarat Energy Research and Management Institute,**  
1<sup>st</sup> Floor, Energy Building, Pandit Deendayal Petroleum University Campus,  
Raisan Village, Gandhinagar, Gujarat – 382007, India  
Phone: +91 79 23275367  
Fax: +91 79 23275380

Any queries related to the procurement may be addressed to Mr. Bhavyajit Hada, on [bhavyajit@germi.res.in](mailto:bhavyajit@germi.res.in).

#### **1.4 Earnest Money Deposit**

- 1.4.1 Suppliers quoting their prices for laptops and desktops will be required to submit a Demand Draft along with their bids as Earnest Money Deposit.
- 1.4.2 Bidder shall be required to submit Earnest Money Deposit (EMD) of Rs.8000/- (Eight Thousand) in the form of a Demand Draft in favour of Gujarat Energy Research and Management Institute payable at Gandhinagar, valid for a period of ninety (90) days from the last date of submission of Bid.
- 1.4.3 The EMD should be from any Nationalised bank in India.
- 1.4.4 EMD of all the bidders shall be returned once the successful selected bidders accepts the purchase order unconditionally.

#### **1.5 Opening and Evaluation of Bids**

- 1.5.1 The techno-commercial bids shall be opened on **21.05.2016 at 1530 Hrs.**
- 1.5.2 All the bidders shall be requested to be present in the bid opening meeting. Absence of bidders shall mean that they have given their consent to open the bids in their absence.
- 1.5.3 The committee will evaluate all the technical bids and if the specifications provided by supplier matched our requirement, the supplier with lowest price shall be considered as L1 supplier.

#### **1.6 Negotiation and Award of Contract:**

- 1.6.1 Director GERMI reserves the right to call the bidders for negotiation before award of contract and it could be financial or technical negotiation, based on the bids received.
- 1.6.2 Director GERMI reserves the right to select the final successful bidder. However, GERMI may or may not be liable to select the L1 bidder only as the successful bidder.
- 1.6.3 The contract shall be then awarded to the successful bidder and a purchase order shall be issued immediately after completing the internal process.

#### **1.7 Schedule of fiscal aspects**

- 1.7.1 Date of commencement or order: Immediately upon issuance of Purchase Order.
- 1.7.2 Period of completion: 30 days or less from the date of issue of Purchase Order.
- 1.7.3 Liquidated damages: 0.5 % of the Purchase Order value per week of delay to a maximum of 5.0% of Purchase Order value.
- 1.7.4 Terms of payment: 100% after supply and installation of the items.

## 2. TECHNICAL SPECIFICATIONS

### 2.1 Minimum Desired Specifications

2.1.1 Given below are the minimum desired specifications for all the items which are to be purchased. Supplier should at least fulfill these specifications. Anything above these specifications is invited.

	<b>Desktops</b>	<b>Desktops (GPU Card)</b>	<b>Laptops (GPU Card)</b>
<b>Qty</b>	<b>02</b>	<b>02</b>	<b>01</b>
Processor	i5	i7	i5/i7
Memory	8GB	16 GB	16 GB
Hard disk	1 TB SATA-II min. 7200 RPM	1 TB SATA-II min. 7200 RPM	1 TB SATA-II min. 5400 RPM
Graphic Card	1 GB integrated Graphic	*Nvidia Graphic Card (GPU) with CUDA Compatibility equal or greater than 3.0, 2 GB RAM and dual monitor system	*Nvidia Graphic Card (GPU) with CUDA Compatibility equal or greater than 3.0, 2 GB RAM
Ethernet	1 GBPS	1/10 GBPS	1/10 GBPS
DVD Slot	DVD	DVD	DVD
Screen	22 Inch	27 Inch	15.6
Operating System	Windows 8.1 64 bit	Window8.1 64 bit and Red Hat Enterprise Linux 6	Window8.1 64 bit and Red Hat Enterprise Linux 6
Others	<ul style="list-style-type: none"> <li>• 3 Years NBD onsite service warranty</li> <li>• 1 year license Quick Heal Total Security Anti-Virus</li> </ul>	<ul style="list-style-type: none"> <li>• 3 Years NBD onsite service warranty</li> <li>• 1 year license Quick Heal Total Security Anti-Virus</li> </ul>	<ul style="list-style-type: none"> <li>• 3 Years NBD onsite service warranty</li> <li>• 1 year license Quick Heal Total Security Anti-Virus</li> <li>• Laptop Carry bag</li> </ul>

\*<https://developer.nvidia.com/cuda-gpus> (Please follow the link to find out the required graphic card for incorporation in configuration)

Note: (a) Detailed technical configuration of the items along with original catalogue is required to be submitted.

(b) Both operating systems ( Windows and Linux) must be licenced version.

### **3. ELIGIBILITY AND OTHER TERMS AND CONDITIONS**

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#### **3.1 Eligible Suppliers**

3.1.1 The Supplier should be selling agent/ authorized distributor/ authorized dealer/ authorized supply house.

#### **3.2 Experience**

3.2.1 The Supplier should have minimum 5 years of experience in supplying the required items in India or worldwide.

#### **3.3 General terms:**

3.3.1 GERMI reserves the right to reject the bids or part of it, without assigning any reason thereof.

3.3.2 The supply shall be carried out strictly in accordance with the specifications or as directed by GERMI.

3.3.3 The time allowed for delivery shall be **30 days or less**, which shall be reckoned from the date of issue of Purchase Order.

3.3.4 The Bids should be valid for **at least 40 days**.

3.3.5 Income tax and other statutory dues shall be deducted from the Supplier's bill as per Govt. of India rules.

3.3.6 Time allowed for completion of work shall be strictly followed; otherwise the Supplier shall be liable to pay compensation at the rate of 0.5 % of the contract value of the job undone per week of delay on the part of the Supplier subject to a maximum of 5% of the total contract value.

3.3.7 All or any Claim(s), dispute(s) or difference(s) arising out of or in with connection with this agreement shall be subject to the jurisdiction of the Courts at Gandhinagar only.

#### **3.4 Warranty/Guarantee**

3.4.1 The Supplier should transfer the original warranty received from the manufacturer to GERMI.

3.4.2 The Supplier must ensure that the items supplied under the contract are new, unused and of most recent or current models and incorporate all recent improvements.

#### **3.5 Terms of Payment**

3.5.1 The normal terms of payment are 100% of the payable amount shall be paid within 30 days time after receipt of invoice and acceptance of the items in good condition and its satisfactory installation.

3.5.2 Subject to any deduction which GERMI may be authorized to make, the Supplier shall be entitled to payment as follows:

a) All payments shall be made in Indian Rupees.

b) The Supplier shall submit the bill / invoice for the work executed showing separately VAT, Service Taxes and any other statutory levies in the bill / invoice.

3.5.3 The terms of payment shall be as stipulated in main body of the purchase order.

3.5.4 Purchases should normally be made on firm prices and statutory variation on account of change in customs duty, excise duty, could not be allowed to Suppliers.

## 4. PRICE FORMAT

### 4.1 The Supplier shall have to provide Financial Bid as per the format given below for purchase of New Laptops:

(To be submitted on Company's Letter Head)

Supplier's Name: \_\_\_\_\_

Quotation no: \_\_\_\_\_ Validity of Quotation: \_\_\_\_\_

Date: \_\_\_\_\_

Sr. No.	Item Description	Qty	Unit price (In Rs.)	Total price (Unit price x Qty)
1.	<b>Laptops (GPU Card)</b> - ..... - ..... - ..... <b>(Please provide the detailed minimum specification mentioned in the tender)</b>			
2.	<b>Desktops</b> ..... - ..... - .....			
3.	<b>Desktops (GPU Card)</b> - ..... - ..... - .....			
<b>TOTAL PRICE OF ALL THE ITEMS</b>				
4.	Duties, taxes (please elaborate on applicable taxes and duties including excise separately here), transportation cost, insurance etc.			
<b>TOTAL PURCHASE PRICE (1 + 2 + 3)</b>				
<b>Total Price in Words:</b> _____				

#### Notes:

- Supplier must furnish prices of each items and components separately.
- Total Purchase Price should be inclusive of all direct and indirect costs till installation at GERMI premise including duties, levies, insurance, freight, installation charges etc. GERMI shall not make any payment over and above Total Purchase Price.
- Sales tax should be quoted without Form 'C'. GERMI will not issue Form 'C' to the Supplier.