



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)  
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No : 3359/NKDA/Admn-581/2015

Date :17/06/2016

NIT NO : 26/NKDA/Admn of 2016-17

**Subject: Notice Inviting Tender (NIT) for Supply installation and maintenance of Server and different software**

1. Sealed Tenders invited under two bid system (i.e Technical Bid and Financial Bid) , from reputed manufacturers/companies/organizations/firms and/or authorized dealers/sales partners for supply and installation of One Computer Server and software for this office. The method of submission of tender, amount of Earnest Money/Security Deposit and General Terms and Conditions applicable to supply has been mentioned in the NIT. The supply and installation is to be made strictly as per parameters/technical specifications given in Annexure. The format for submission of tender has been given in Technical Bid and Financial Bid to this Notice Inviting Tender.
2. **Schedule**

**Last date & time for receipt of tenders:** 24.06.2016 (Time: 14:00 Hrs.)

**Date & time for opening of Bid:** 24.06.2016 (Time: 15:00 hrs.)

**Place of opening the Tenders:** Office of the New Town Kolkata Development Authority, 03 MAR, New Town Kolkata.

**Validity of Tenders:** 90 days from the date of opening of tender.

4. The tender documents may be downloaded from the website [www.nkdamar.org](http://www.nkdamar.org). The downloaded bid documents shall be submitted along with a bank Demand Draft / banker's cheque towards Earnest Money Deposit (EMD) to the office of NKDA, failing which the bid will be rejected.
5. EMD of Rs.5,000 (Rs. Five thousand only) in the form of account payee DD/Banker's Cheque in favour of in favor of "**New Town Kolkata Development Authority**" payable at Kolkata.
6. The NKDA reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without assigning any reason.
7. The tenders completed in all respects must reach this office by Registered or speed post or dropped in the tender box up to prescribe date and time schedule as mentioned in a schedule. The tenders received after the scheduled date and time will not be accepted.

## **GENERAL CONDITIONS OF CONTRACT**

### **1. Receipt and opening of Tenders**

Tenders duly filled in will be received and opened on the same date and time indicated in the Notice inviting tenders in presence of tenderers / their authorized representatives who wish to be present.

### **2. Preparation of Tender**

**2.1.** The bidders are required to submit the tender documents completed in all respects after satisfying each and every condition laid down in the tender document.

**2.2.** All rates shall be written both in figures and in words.

### **3. Submission of Tenders**

**3.1.** NIT ,Earnest Money Deposit along with duly filled in Annexure I, II with requisite enclosures should **be duly signed and stamped on each page** for having accepted the General and Special Terms and Conditions and kept in a sealed envelope (**Envelope 1**) super-scribed as '**Technical Bid**'. Annexure VI (Financial Bid) should **be duly signed and stamped** and kept in a sealed envelope (**Envelope 2**) super-scribed as '**Financial Bid**'.

**3.2.** Both the sealed envelopes i.e. Technical Bid & Financial Bid are to be placed in another big cover super-scribing the same as '**Supply installation and maintenance of Server and different software**' addressed to Administrative Officer- I, New Town Kolkata Development Authority, New Town Kolkata- 700156.

**3.3.** Only tenders complete in all respects and received on or before the due date and time shall be considered.

**3.4.** NKDA reserves the right to reject any or all tenders without assigning any reasons whatsoever.

**3.5.** The tender shall be valid for a period of at least 3(three) calendar months from the date of opening of the tenders.

### **4. Cost**

Bidders are requested to quote firm price. No cost escalation will be accepted for the rates quoted. The rate should be inclusive of all taxes and other duties.

### **5. Deviation:**

The contractor must comply with the tender specification and all terms and conditions of contract. No deviation and exceptions will be permitted.

### **6. Termination of Contract:**

**6.1.** In case of any default by the bidder and in case of any violation of the terms and conditions of this contract, NKDA may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or in part, by giving 07 days notice in writing to the Contractor, EMD will be forfeited.

**7. DELIVERY SCHEDULE & INSTALLATION:**

The Supply and installation of Computer Server must be made within 07(seven) days from the date of issue of supply order. The supply should be effected as per specifications furnished in **Annexure**. The ordered Server should be supplied and installed, in as desired location of NKDA. For proprietary software license bidder will be submit a letter for time for supplying requisite software.

**8. Payment terms:**

Payment for the servers and software will be made on satisfactorily acceptance of work.

**9. Onsite Warranty maintenance & penalty**

9.1. All tendered items shall be under three years on-site comprehensive warranty support from the date of installation including free spare parts, kits etc excluding the consumable items.

9.2. The vendor should fulfill the following conditions during warranty period if any of the system is down beyond 48 hours.

**10. Item Details:**

Sr.No	Name of Item	Quantity required	Compliance
1	Server	1	
2	Win SvrStd 2012 R2	1	
3	Win Svr CAL 2012 Dvc CAL	6	
4	Office Standard 2016	5	
5	SQL Server – Standard 2016	1	

  
**Administrative Officer – I**  
**New Town Kolkata Development Authority**

**Memo No : 3359(4)/NKDA/Admn-581/2015**

**Date :17/06/2016**

Copy forwarded for information to:

1. The Finance Officer, New Town Kolkata Development Authority.
2. P.A to the Chairman, New Town Kolkata Development Authority.
3. Office Notice Board.
4. NKDA official website( [www.nkdamar.org](http://www.nkdamar.org))

**Administrative Officer – I**  
**New Town Kolkata Development Authority**

## Technical Bid

1	Name of the firm, Address and Telephone Number	
2	Name of the Contact Person, Telephone/Mobile Number	
3	Name of the bank (With full	
4	PAN No. (photocopy of PAN Card is to be enclosed)	
5	Latest Income Tax assessment form issued by the IT Dept. is to be enclosed.	
6	Trade License	
11	Particulars of DD/Banker's Cheque towards EMD of Rs.5,000.	
12	Details of work orders executed during last two years [attested copy of at-least one supply order to be enclosed].	
	Sl. No	Duration
	Details of client (address telephone and fax No.)	Value of annual contract
		from
		to

### Financial Bid

Sr.No	Name of Item	Quantity required	Unit Price	Duties and Taxes	Total Price
1	<b>Server</b> Processor- E5 2609V3 (1.9GHz, 6 Core, 15MB Cache, 85W) Memory- 8 GB DDR4 HDD- 5 x 500GB 6G SAS 7.2K 2.5in SC MDL HDD RAID- H240 Smart HBA Dual port 1GB Ethernet 1 x 800/900 W Gold Hot Plug Power Supply	1			
2	Win SvrStd 2012 R2	1			
3	Win Svr CAL 2012 Dvc CAL	6			
4	Office Standard 2016	5			
5	SQL Server – Standard 2016	1			

- Certified that the above rates are inclusive of statutory taxes as may be applicable
- Certified that I agree to all the terms & conditions of the tender document

Signature of the Tenderer with seal