

West Bengal State Electricity Distribution Company Limited

(A Government of West Bengal Enterprise)

(Common Service Cell)

Vidyut Bhavan, 8th Floor, B Block, Bidhan Nagar, Block-DJ, Sec-II, Kolkata-700091

Phone No. 033-2334-5828, Tele- FAX No. 033-2359-1924, Extn :- 033-23197-525

Website: www.wbsedcl.in, e-mail: csbwbsedcl@gmail.com



WBSEDCL e-TENDER NOTICE (LOCAL COMPETITIVE BIDDING) BID DOCUMENT

***Supply, Delivery, Installation & Demonstration of 14
Nos. Desktop PC at ALDC, WBSEDCL.***

Cost of Bid Documents :- Rs 1000/- plus GST @ 18%

Tender Notice No: CSC/E-Tender/G-12-20/ 1249

Dated: 21-12-2020


**AGM(HR&A)
WBSEDCL**

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SECTION: I INSTRUCTION TO BIDDER (IB)

IB.2. West Bengal State Electricity Distribution Company Limited herein after referred to as WBSEDCL invites through electronic tendering (e-tendering) for procurement of 14 nos Desktop for ALDC as per detail "Scope of Work" and other terms and conditions furnished in the different clauses of the bid document. Instructions/Guidelines for electronic submission of the tender have been mentioned below for assisting the bidders to participate in e-Tendering.

IB.3. Invitation for the Bids:

IB.3.1. Tender is invited by the Additional General Manager (H&RA), Common Service Cell, 8th Floor, "B"-Block, Vidyut Bhavan, WBSEDCL, Bidhannagar, Block-DJ, Sector-II, Kolkata-91 through electronic tendering (e-tendering).

IB.3.2. Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) in the name of person who will sign the tender, from any authorized Certifying Authority (CA) under CCA, Govt of India (viz. nCode Solution, Safes crypt, e-Mudhra). DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from the approved Certifying Authority they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

IB.3.3. Intending bidders desirous of participating in the tender are to log on to the website <https://wbtennders.gov.in> for the tender. The tender can be searched by typing WBSEDCL in the search engine provided in the website. This is the only mode of collection of tender documents.

IB.3.4. Tenders are to be submitted online and intending bidders are to download the tender documents / Forms / Annexures from the website stated above, directly with the help of the e-Token provided.

IB.4. Eligible Bidders:

IB.4.1. The bidder should be either OEM of the IT equipment or Authorized dealer/channel partner/ authorized distributor of such OEM (should produce documentary evidence from the OEM in this regard). **OEM certification is mandatory.**

IB.4.2. The bidder should not have been blacklisted from any Govt. organization across India from the year of **2014 onwards** and undertaking in this regard should be provided by the authorized signatory of the bidder. During contract period if the undertaking submitted by the bidder is found to be false, the order issued on vendor shall be terminated with the forfeiture of the Performance Bank Guarantee (PBG).

IB.5. Tender fee: Bidders intended to enroll and submit e-Tender shall have to deposit of **Rs 1000 /- (Rupees One thousand only)** as tender fee and GST will be applicable as per prevailing rate. **Total cost comes to Rs 1180/-.** Tender Fee must be submitted in the form of Bank Draft (DD) of any scheduled Bank of India in favour of '**West Bengal State Electricity Distribution Company Limited**', payable at Kolkata.

IB.6. Earnest money Deposit (EMD) as Bid Guarantee:



- IB.6.1.** All bids must be accompanied with a refundable earnest money, as "Bid Guarantee". The bid shall be considered non-responsive if the earnest money is not submitted within schedule date.
- IB.6.2.** The Bid Guarantee is to be submitted in the form of irrevocable Bank Guarantee of ` Rs **42,500** /- (Rupees **Forty two thousand and five hundred only.**) issued by any Branch of any Indian scheduled Bank, in favour of '**West Bengal State Electricity Distribution Company Limited**', Vidyut Bhavan, Salt Lake City, Kolkata in the form of **DD/PO/BC** or Bank guarantee. The BG shall be on non-judicial stamp paper of Rs 100. The Bank Guarantee is to be submitted as per format in ANNEXURE-III shall remain valid initially for a period of **180 days** from the date of opening of the bid document (Part-I). WBSEDCL may request to extend the validity of the EMD if required so.
- IB.6.3.** The Bid Guarantee of the unsuccessful Bidders will be returned against their written claim after the placement of order to the successful Bidder.
- IB.6.4.** The 'Bid Guarantee', of the successful Bidder, will be returned after submission of Performance Guarantee as per Performance Guarantee Clause of bid document.
- IB.6.5.** No interest shall be payable by WBSEDCL on the above Bid Guarantee.
- IB.6.6.** The EMD shall be forfeited for any of the following reasons:
- SW.1.1I** If during the period of bid validity, the bidder withdraws or modifies the bid in part or as a whole.
- SW.1.1II** If the successful Bidder fails to accept the order unconditionally as per "Acceptance of Order" clause of bid document or fails to furnish the contract performance guarantee as stipulated in PBG clause of bid document.
- SW.1.1III** If the successful bidder fails to extend the validity period of EMD as per "Earnest Money Deposit as Bid Guarantee:" Clause of bid document.
- SW.1.1IV** If the undertaking provided on blacklisting is found to be false.
- SW.1.1V** If any cartel is formed by the Bidder in their quotation.
- IB.7. Formation of cartel & penal measures:** This will be guided by the purchase policy of WBSEDCL available in Company's website www.wbsedcl.in.
- IB.8. Conflict of Interest:**
- IB.8.1.** The Bidder shall not have a Conflict of Interest that may affect the Tendering Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Bid Security of the bidder shall be forfeited for the time; cost and effort of the Authority including consideration of such Bidder's Proposal, without prejudice to any other right or remedy that may be available to the Authority hereunder or otherwise.
- IB.8.2.** Any Bidder found to have a conflict of Interest if his near relative is posted as an employee/officer in any capacity in WBSEDCL, who is associated with the Tender Inviting Authority.



IB.8.3. Any Bidder found to have a Conflict of Interest if any employee of the bidding firm/company has or develops a financial or other interest with any employee/officer of WBSEDCL associated with the Tender Inviting Authority during execution of the contract.

IB.8.4. Any Bidder has a relationship with another Bidder/Bidders, directly or through common third parties, that puts them in a position to have access to each-others information about, or to influence the Tendering Process of either or each of the Bidder.

IB.9. Key Dates: The schedule for e-Tendering.

Sl No.	Action	Date & time
1.	Publishing Date	29-12-2020 at 11:00 Hrs.
2.	Document Download start date	29-12-2020 at 11:30 Hrs.
3.	Last date of Receiving Pre-Bid Clarification	06-01-2020 at 14:00 Hrs.
4.	Date of Pre-bid Meeting	13-01-2020 at 11:00 Hrs.
5.	Bid submission Start date	20-01-2020 at 11:00 Hrs.
6.	Bid submission End date	01-02-2020 at 14:00 Hrs.
7.	Last date of physical submission of Tender Fee and EMD	01-02-2020 at 14:00 Hrs.
8.	Techno Commercial Bid opening date	08-02-2020 at 14:00 Hrs.
9.	Financial Bid opening date	Date & Time intimated latter on.

IB.9.1. If any 'Strike' or 'Holiday, falls on any of the scheduled date, then the next working day (between mentioned working hours) shall be considered as scheduled date and schedule time.

IB.10. Pre Bid Discussion: Pre bid discussion will be held at WBSEDCL as per schedule indicated in "Key Dates" Clause above to clarify the queries, if any, from the bidders in respect of tender.

IB.11. Clarification of Bidding Documents: If there be any discrepancy or obscurity in the meaning of any clause of the bid document, such queries must be sent to the **AGM(HR&A), Common Service Cell**, in written form within the date as mentioned in sl. no. 3 of 'Key dates' clause. Such query received from bidders prior to pre-bid discussion shall only be discussed in the pre-bid meeting. **No other query except the written submitted ones will be clarified during pre-bid discussion.**

IB.12. Amendment / Addenda of Bidding Documents:

IB.12.1. At any time prior to the deadline for submission of bids, WBSEDCL may, for any reason, whether at its own initiative, or in response to a clarification requested by a prospective Bidder, amend the Bidding Documents.

IB.12.2. The amendment will be notified in e-tendering website (<https://wbtenders.gov.in>) and in WBSEDCL's website (<https://www.wbsedcl.in>) to all prospective bidders who have purchased the Bidding Documents.



- IB.12.3.** In case of any amendment WBSEDCL may at its discretion, extend the deadline for the submission of bids which will be notified in website of WBSEDCL.
- IB.12.4.** No other communication shall be made afterwards on the issues discussed in the pre-bid meeting. The clarification given in pre-bid discussion shall be final and binding on the bidder.
- IB.13. Language of the Bid:** All correspondences with the bidder and WBSEDCL shall be made in English Language only.
- IB.14. Signing of Bids:**
- IB.14.1.** The bid shall be downloaded from the website www.wbtenders.gov.in and shall be signed by a person / person duly authorized by the bidder.
- IB.14.2.** To be qualified for evaluation and finalization of contract, Bidder/ Bidders shall submit a written power of attorney, authorizing the signatory of the Bid to act on behalf of the Bidder in the form and manner which is acceptable by WBSEDCL.
- IB.14.3.** All the pages of the bid and where, entries/ amendments have been made, shall be signed by the person/persons signing the bid.
- IB.14.4.** The complete bid shall be without alterations, interlineations or erasers, except those to accord with instructions issued by WBSEDCL or as necessary to correct errors made by the bidders, in which case such corrections shall be initialed by the person/persons signing the bid. Bids not duly signed shall be treated as cancelled.
- IB.15. Submission of Tender:** If there is any deficiency in the submitted/uploaded documents as stipulated in the following clauses, the tender will summarily be rejected.
- IB.15.1. General process of submission:**
Tenders are to be submitted online through the website <https://wbtenders.gov.in>. Bidders are required to upload all the tender documents/forms/Annexures along with the other documents, filled in strictly as per formats as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The Bidder shall carefully go through the documents and prepare /download the required documents/forms/Annexures and upload the scanned documents /filled in forms/Annexures in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid along with the Price Bid sheet of Bill of Quantity (BOQ) duly filled in the rates of items in the designated Cell after downloading the same.
Bidders should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.
- IB.15.2. Technical Proposal:**
The Technical Proposal shall contain scanned copies and/or declarations in the following standardized formats in two folders.

SW.1.1I Statutory Cover

A. Contents of "Drafts" folder

- i. **Tender Fee:** Copy tender fee document.
- ii. **EMD:** Copy of Bank Guarantee (BG).

B. Contents of "Annexure" folder

- i. **Bid Proposal:** Annexure-I
- ii. **Mandatory Condition:** Annexure-II
- iii. **Schedule of Bids :** Annexure-IIA
- iv. **Certificate regarding Summary statement of Yearly Turnover :** Annexure-IIB
- v. **Statement of orders executed during last three financial year ;** Annexure-IIC
- vi. **Proforma of Bank guarantee for Bid Guarantee :** Annexure-III
- vii. **Proforma for Undertaking to be Submitted by the Bidder -** Annexure-IA
- viii. **Format of Letter of bid -** Annexure-IVB
- ix. **Techno Commercial Deviation Sheet –** Annexure-IVC
- x. **Offered Make & Model :-** Annexure- V
- xi. **Proforma of Bank Guarantee for Contract Performance :-** Annexure- VI
- xii. **Item Rate BOQ –** Annexure-VII

C. Contents of "NIT" folder

- i. **Tender Document:** Signed Copy
- ii. **Addenda/Corrigendum:** Signed copy if published.

Only downloaded copies of the relevant documents are to be uploaded, and digitally signed by the bidder.

SW.1.1II Non-Statutory Cover (Annexure-II)

A. Company Details: Copy of the following document:

- i. **Registration Certificate of the company**
- ii. **PAN Card.**
- iii. **GST registration certificate.**
- iv. **PF certificate, if applicable**

B. Other Documents as declared in Annexure-IIA, B & C

IB.15.3. Financial Proposal: Bill of Quantities (BOQ):

The bidder shall quote the rate in the space marked for quoting rate in the Price Bid Sheet of the downloaded BOQ file.

IB.15.4. Submission of documents of Tender Fee and Earnest Money: Original Document i.r.o. Tender fee and Earnest Money in original shall be submitted before opening of Techno Commercial Bid as per schedule in the following office.

The Additional General Manager (HR&A), Common Service

Cell,
West Bengal State Electricity Distribution Company Limited,
Vidyut Bhavan, 8th Floor, B-Block,
Bidhannagar, Kolkata – 700091.

IB.16. Validity of Tender:

The offer against tender shall remain valid for a minimum period of **180 days from the date of opening of the bid document**. However, WBSEDCL may, on the merit of case, request for extension of validity of the offer for a further suitable period without any change in terms & conditions of the offer.

IB.17. Opening and evaluation of tender:

IB.17.1. Technical Proposal:

SW.1.1I Technical proposals for those bidders whose original copies of tender fee & EMD have been received will only be opened.

SW.1.1II Decrypted (transformed into readable formats) documents of the Statutory and Non-statutory Covers will be downloaded for the purpose of evaluation.

SW.1.1III While evaluation, the Tender Inviting Authority may summon of the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated time frame, their proposals will be liable for rejection.

SW.1.1IV The summary list of bidders, whose bids will be found techno-commercially eligible, will be uploaded in the web portals. Date of opening of financial bid will be intimated to the techno-commercially qualified bidders.

SW.1.1V Proof of concept: Only those bidders who have qualified in the above steps are required to deliver a proof of concept as per the intimation given by WBSEDCL authority if WBSEDCL desire so. The dates of POC will have to be strictly adhered to. The PoC demonstration shall be arranged at Vidyut Bhavan by the successful tenderers at their own cost. Failure to deliver PoC within the specified dates will result in rejection of Bid. The POC will have to be demonstrated within a notice of 7 days.

IB.17.2. Financial Proposal:

SW.1.1I Financial proposals of the bidders, who are techno-commercially eligible, will only be opened. Date of opening of financial bid will be intimated to such qualified bidders through web portal.

SW.1.1II The encrypted copies will be decrypted and the rates will be read out to the bidders if remaining present at that time.

SW.1.1III After opening of the financial proposal, the preliminary summary result containing inter-alia, name of bidders and the rates quoted by them will be uploaded.

SW.1.1IV For any discrepancy in the amount of figures and words, the quoted amount in figure will prevail.

SW.1.1V Final evaluation of any bidder will be made on the basis of quoted basic prices and quoted tax components against total quantity.

SW.1.1VI WBSEDCL may ask any of the bidders to submit analysis to justify the rate quoted by that bidder.

IB.18. Time Schedule: The entire activity including scope of work shall be completed by you within 12 weeks (twelve weeks) from zero date. Date of issue LOA shall be considered as zero date.

IB.19. Price:

IB.19.1. Price offer shall be submitted in the prescribed format and prices should be in Indian Rupees only.

IB.19.2. No deviation in any form in the Price Bid Sheet of BOQ is acceptable.

IB.19.3. Prices quoted by the Bidder shall be fixed. Bid/tenders submitted with adjustable price quotations will be rejected. Basic unit rate should be inclusive of all charges excluding GST. Applicable GST to be mentioned in separate column of BOQ.

IB.19.4. Rates quoted should be for all type of Desktop mentioned in Annexure - V. Partial/incomplete bid of BOQ will be rejected.

IB.20. Taxes, Duties and other levies: No custom duty will be paid by WBSEDCL. GST will be paid as per prevailing rate.

IB.21. Statutory Obligations: Statutory obligations as per law of the land are to be complied.

IB.22. Insurance: The Contractor at his own cost shall arrange, secure and maintain all insurance as may be pertinent to the Work and obligatory in terms of law to protect his interest and interests of WBSEDCL against all perils. The Contractor's failure in this regard shall not relieve him of any of his contractual responsibilities and obligations. The Contractor shall, however, be authorized to deal directly with the Insurance Company or Companies and shall be responsible in regard to maintenance of all insurance covers.

IB.23. Right to reject Bids : WBSEDCL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders the reason for WBSEDCL's action.

IB.24. Issue of LOA : WBSEDCL will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined the lowest evaluated bid (L1) as a whole of the bid, provided further that the bidder is determined to be qualified to perform the contract satisfactorily. WBSEDCL shall be the sole judge in this regard.

IB.25. Acceptance of LOA: The successful bidder shall submit written unconditional acceptance of LOA within 7 (seven) days from date of issue of the same. Submission of conditional acceptance of LOA shall be treated as non-compliance of this clause.

- IB.26. Disqualification of Vendors:** Adverse report / remark on post-installation warranty against the order from WBSEDCL may disqualify the candidature of the vendor at any point of time.
- IB.27. Variation during execution:** No. of locations as incorporated in this tender are provisional, which may vary up to +/- 25% of the ordered quantity during course of execution of the contract as per actual requirement and decision by WBSEDCL. WBSEDCL shall communicate such variation of quantity to the successful bidder in writing. The unit price to be quoted by the bidder and incorporated in the order would remain valid for such variation of quantity.
- IB.28. Communication:** The successful bidder, for communicating with WBSEDCL, for this job may use the following modes.

FAX- (033-2359-1924.

Telephone – 033-2334-5828, (033) 23197-525

Email- csbwbsedcl@gmail.com

SECTION: II
Scope of Work [SW]

Supply, delivery, installation and commissioning of IT items i.e. PC, including 3 (Three) years warranty service as indicated hereunder:

Scope of Work: The project shall be on turnkey basis and shall have to be completed within time schedule as mentioned in Time Schedule clause under IB.16.

Supply & Delivery of Items:-

- i. Transport, on site supply, delivery, installation & commissioning of IT items i.e. PC & accessories including system software in CS Store, Ground floor, Vidyut Bhavan , WBSEDCL.

The on-site Installation and Configuration of Client PCs (O.S. & other system software / Microsoft Office).

- ii. Installed O.S. & other system software for Client PCs may be reinstalled & re-configured without any extra cost to WBSEDCL if it is required during entire contract period.
- iii. Integration & tuning of the entire system for optimum performance and trouble-free operation at the location.
- iv. Successful bidder would install & configure Antivirus Software, Microsoft office etc at each PC at ALDC, WBSEDCL at the time of installation. Media i.r.o. OS and Microsoft Office need to be handed over to WBSEDCL.
- v. Performance test run of the system for fine tuning.
- vi. Maintenance of the entire system, in totality during warranty period at ALDC, WBSEDCL..

Documents to be supplied:

- I. All the software (including O.S.) to be supplied by the Contractor must be in CD/DVD media.
- II. Paper license of all the software to be installed at each Pc. OEM Certification indicating machine serial Number.

Repeat Order :

With due consent of the bidder WBSEDCL may place

Repeat Order within a period of six (6) months from the date of completion of order to cover approximately 50% of the ordered quantity on successful performance of the contract and on the need of the WBSEDCL, on the basis of existing rates, terms and conditions.

SW4. Detail Technical Specification:**SW4.1. Desktop PC : Type-I (Total Quantity- 09)**

S.NO	COMPONENT	TYPE-I TOTAL QUANTITY-09	TYPE-II TOTAL QUANTITY-05
		REQUIRED SPECIFICATIONS	REQUIRED SPECIFICATIONS
A	Architecture :- Type	Desktop PC	Desktop PC
	Make	HP/Dell/ACER	HP/Dell/ACER
1	Processor:	10th Generation Intel Core i3 Processor or higher	10th Generation Intel Core i7 Processor or higher
2	Motherboard	Intel B Series or higher Motherboard with compatible chipset with Minimum 2DIMM slots with a Minimum memory expandable up to 64GB	Intel Q Series or higher Motherboard with compatible chipset with Minimum 4DIMM slots with a Minimum memory expandable up to 128GB
3	Memory:	8GB DDR4 RAM (2666Mhz) or better with 2DIMM Slots expandable upto 64 GB (1 DIMM slot should be Free)	16GB DDR4 RAM (2666Mhz) or better with 4DIMM Slots expandable upto 128 GB (2 DIMM slot should be Free)
4	Hard Disk Drive:	512 GB SSD 2.5 SATA	2x512 GB SSD 2.5 SATA
5	Hard Disk Controller:	Integrated On-Board Hard Disk Controller supporting Serial ATA Interfaces	Integrated On-Board Hard Disk Controller supporting Serial ATA Interfaces
6	Monitor	23.8" monitor with Inbuilt speakers 2watt x 2 & Integrated Camera and TCO Certification.	27" monitor with Inbuilt speakers 2watt x 2 & Integrated Camera and TCO Certification.
7	PCI Express slots	PCIe X1 - 2 & PCIe X16 - 2	PCIe X1 - 2 & PCIe X16 - 2
8	Power Supply	Minimum 250 Watt or higher Power supply	Minimum 250 Watt or higher Power supply
9	Optical Drive	Internal DVD Writer	Internal DVD Writer
10	Key Board	USB Multimedia Keyboard Rupee Symbol ready isolated keyboard	Wireless Multimedia Keyboard Rupee Symbol ready isolated keyboard
11	Mouse	USB Optical Scroll Mouse	Wireless Optical Scroll Mouse
12	Network Card	Integrated on board Ethernet Controller 10/100/1000 with PXE support	Integrated on board Ethernet Controller 10/100/1000 with PXE

			support
13	Interfaces	Minimum 7 USB (minimum 3 USB 3.1) & (4USB Port should be in front) . Audio Ports, 1 Type C, 1 - M.2 Port, 1 Serial Port, 1 VGA Port, 1 HDMI, 1 DP Ports (All Port should be part of the motherboard. No Converter).	Minimum 9 USB (minimum 5 USB 3.1) & (4USB Port should be in front) . Audio Ports, 1 Type C, 2 - M.2 Port, 1 Serial Port, 1 VGA Port, 1 HDMI, 2 DP Ports (All Port should be part of the motherboard. No Converter).
14	Cabinet	Micro tower at least 4 bays Internal/External Bays	Micro tower at least 4 bays Internal/External Bays
15	Audio	Integrated on board audio controller	Integrated on board audio controller
16	Operating System	Windows 10 Professional (Factory Preloaded & OEM has to give the declaration on letter head regarding Factory Preloaded of OS)	Windows 10 Professional (Factory Preloaded & OEM has to give the declaration on letter head regarding Factory Preloaded of OS)
17	OFFICE SUIT	MS Office Home & Business 2019 or Latest version.	MS Office Pro 2019 or Latest version.
17	Certification of OEM	Window 10 Professional, EPEAT/ROHS/Energy Star, ISO 9000, ISO 14000, OEM ISO 20000 & 27000	Window 10 Professional, EPEAT/ROHS/Energy Star, ISO 9000, ISO 14000, OEM ISO 20000 & 27000
18	Anti Virus	Quick Heal Total Security for 3 years.	Quick Heal Total Security for 3 years.
19	Warranty	3 Years Onsite comprehensive OEM warranty. (OEM has to give warranty undertaking)	3 Years Onsite comprehensive OEM warranty. (OEM has to give warranty undertaking)
20	Drivers	All Drivers CD/DVD to be given along with Desktop	All Drivers CD/DVD to be given along with Desktop

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SECTION: III

General Conditions of Contract [GCC]

GCC.1. General Terms:

GCC.1.1. The entire project shall be executed on TURN KEY concept.

GCC.1.2. The IT items provided, will be working under Non-AC & reasonably dust-free environment at ambient temperature. The components of all the equipment delivered must be of latest technology.

GCC.1.3. The hardware supplied should have upgradability feature and maintainability, for at least three years.

GCC.1.4. The WBSEDCL reserves the right to reject the hardware/software, even after delivery, if any deviation from tendered specifications is found in the supplied materials at any point of time.

GCC.1.5. O.S. for PCs would be pre-installed by the OEM. Antivirus would be installed & configured at each PC by the Contractor during installation.

GCC.1.6. During warranty period, the bidder has to deliver and install on site updates, patches etc. of the Software if any, free of cost.

GCC.1.7. The bidder shall also submit declaration of OEM that they will ensure supply and delivery of necessary spares required for the equipment of their make for minimum period of 3 (three) years.

GCC.1.8. The Bidder should have service centre facility for all equipment available in Kolkata, West Bengal.

GCC.1.9. For timely completion of the project, WBSEDCL reserves the right to divide/split/modify/cancel the entire job during placement of order without showing any reason whatsoever.

GCC.1.10. The bidder has to furnish all the information as required regarding their offer.

GCC.1.11. Quotation from any sub-vendor will not be entertained.

GCC.1.12. Any form of consortium will not be allowed.

GCC.1.13. The bidder shall satisfy WBSEDCL with his ability to perform the service.

GCC.1.14. All correspondence, documents and Bid, exchanged between the Bidder and WBSEDCL shall be written in English language. Failure to comply with this request may disqualify a bidder.

GCC.1.15. The Company reserves the right, to reject any or all the tenders, at its discretion, without assigning any reason whatsoever.

GCC.2. Force Majeure: Bidder shall have no liability if prevented from carrying out obligations under the orders by reasons of war, invasion, foreign hostilities, war declared, riot, civil commotion, mutiny, fire, Govt. orders and/or restrictions or any other cause beyond the reasonable control of Bidder. However, such force-majeure circumstances are to be intimated immediately and to be established subsequently with appropriate documents/ proofs to the entire satisfaction of WBSEDCL.

GCC.3. Performance Guarantee:

GCC.3.1. As contract security, the successful bidder has to furnish a performance Guarantee on **10% of Contract Value** in the form of **DD/Bank**

Guarantee.

GCC.3.2. Bank Guarantee on non-judicial stamp paper of Rs.100/- by any Schedule Bank in India, as per format enclosed (ANNEXURE-IV). The BG shall be submitted within thirty days (30) from the date of issue of LOA. Validity of BG will be 3 years 6 months from the date of LOA and claim period will be further 3 months.

GCC.3.3. Address of Submission:

The Additional General Manager (HR&A), common Service Cell,
West Bengal State Electricity Distribution Company Limited,
Vidyut Bhavan, 8th Floor, B-Block,
Bidhannagar, Kolkata – 700091.

GCC.4. Arbitration & Legal Jurisdiction:

GCC.4.1. During execution of this contract, if any dispute arises thereby, shall be settled amicably between WBSEDCL and yourself to the extent possible.

GCC.4.2. The necessary legal affairs and / or court case shall be exclusively within the jurisdiction of High Court at Kolkata only.

GCC.5. Inspection & Testing:-

GCC.5.1. WBSEDCL may at its discretion engage third Party for factory testing of any equipment on behalf of WBSEDCL. The personnel of outside agency, if engaged, shall be considered as the representative of WBSEDCL & the test reports furnished by them shall be binding. However, cost of such engagement of third Party for testing will be borne by WBSEDCL. Offer should reach at this end in due time so that entire job can be expedite as per given time schedule.

GCC.5.2. Inspection & testing may be executed even after delivery & installation and commissioning of all the equipments if WBSEDCL is desired so, in that case bidder shall submit factory test reports of all IT equipments containing serial numbers & test results to the controlling officer. After delivery & installation and commissioning of the product if the specification is found to be mismatched with quoted specification then the entire equipment shall be replaced by the successful Bidder unconditionally within 30days from the date of detection.

GCC.6. Delivery & Storage of Equipment: The entire responsibility of proper storage, handling, transport, installation and insurance against all risks would be vested with the contracting agency and WBSEDCL will not be responsible for any loss, theft or damage of equipment in any manner whatsoever till the same are installed and commissioned at **ALDC, WBSEDCL**. All transit risks & costs shall have to be borne by the contractor.



GCC.7. Warranty:

- GCC.7.1.** All the items, supplied & installed by the contractor, will have warranty for trouble free operation for a period of **3 (three) calendar years without any extra cost to WBSEDCL, from the last date of installation and commissioning of entire system (i.e. completion date) under the LOA.** Further, during this period, it will be responsibility of the bidder to maintain and support the system fully and ensure proper availability of service. The provision for supply of spares if required, and services necessary for maintenance of all the above shall be bidder's responsibility.
- GCC.7.2.** The faults are to be rectified within a period of 48 hrs from the time of booking of complaint during the warranty period. For downtime calculation, the day on which the call is closed will not be taken as part of downtime. Sundays & Holidays will not normally be counted towards calculation of downtime.
- GCC.7.3.** Schedule preventive or un-schedule breakdown maintenance includes replacement of all un-serviceable parts free of cost by you. Parts replaced will be new and equivalent to original parts. The defective parts removed will be the property of the vendor. Schedule maintenance of entire system shall be done up to the satisfaction of the Site Officers.
- GCC.7.4.** The contractor must maintain 24X7 centralized call registration system and acknowledge each and every call with a unique call docket no., which is to be used for further reference.

GCC.8. Liquidated damage: WBSEDCL reserves the right to repudiate the contract if the successful bidder fails to complete the work within stipulated period for completion. However, the ordering authority may at his discretion waive this condition with imposition of liquidated damage indicated herein below.

- GCC.8.1. Delay in completion:** If the successful bidder fails to complete the entire work within the completion time as stated in the Clause of "Completion Time", a L.D. at the rate of ½% of the value of material unit price per week of delay or part thereof subject to a maximum of 5% of value shall be imposed on the successful bidder. L.D. if applicable will be deducted only from bills on installation, commissioning and hand over (Terms of payment).
- GCC.8.2. During Warranty Period:** Failure to set right the malfunctioning or to rectify fault of the system within the schedule downtime as indicated in the "Warranty" clause, a deduction at the rate of ½% (half percent) cost of material unit price per week or part thereof subject to maximum of 5% cost of particular equipment will be recovered as L.D. from the contractor. Liquidated Damage, if applicable during warranty period, will be recovered from any outstanding bills / Performance guarantee lying / to be lying with WBSEDCL.
- GCC.8.3. During Specification Mismatch:** If the successful bidder fails to replace the specification mismatch equipments by new one within 30 days as per clause no. GCC.5.3. of 'Inspection & testing'. A L.D at the rate of 1 % of the value of material unit price per week of delay or part thereof subject to a maximum of 20% of value shall be imposed.

GCC.9. Submission of bills for payment: All the bills in triplicate with relevant papers, documents are to be submitted to the Common Service Cell.

GCC.10. Terms of Payment: No advance payment will be made against this order in any circumstances for turn-key implementation of entire project.

GCC.10.1. For Delivery, Installation, Commissioning and Handover :

GCC.10.1.1. Bill amount: 100% of the material value and 100% installation charges along with taxes & duties.

GCC.10.1.2. Enclosures: Receipted delivery challan duly signed by the Consignee & Supervising Officer. Successful Installation and commissioning certificate indicating date of installation and

GCC.11. Risk Purchase / Performance: If the vendor fails to complete the job, WBSEDCL shall be entitled to execute the job through the best and nearest substitute available elsewhere on the account and at the risk of the contracting agency or to cancel the contract and the contracting agency shall be liable to compensate for any loss or damage which WBSEDCL may sustain by reason of such failure on the part of the Contracting Agency.

GCC.12. Cancellation/Termination of Order: WBSEDCL shall have the right to repudiate the contract for the following causes and may also led to cancellation of LOA.

GCC.12.1. Non-acceptance of LOA as per "Acceptance" clause.

GCC.12.2. Non-submission of Performance BG within time.

GCC.12.3. If failed to complete the job as per schedule.

GCC.12.4. If failed to perform in the Warranty Period.

GCC.12.5. In each above cases 15 days termination notice shall be issued prior to termination of LOA

GCC.13. WBSEDCL personnel for liaison :

GCC.13.1. Controlling Officer: AGM(HR&A), Common Service Cell

GCC.13.2. Nodal Officer: Superintendent Engineer (E), ALDC – He would issue the successful performance certificate.

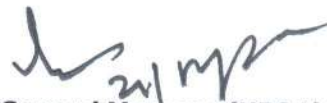
GCC.13.3. Paying Authority: Manager, Establishment-Corporate (F&A), Vidyut Bhavan, WBSEDCL.

Enclosures:

1. Annexure-I : Format of Bid Proposal
2. Annexure-II: Mandatory Condition
3. Annexure-IIA: Schedule of Bids
4. Annexure-IIB: Summary statement of average annual turnover
5. Annexure-IIC: Summary statement of Order Executed.
6. Annexure-III: Bid Guarantee-EMD Format of BG
7. Annexure-IVA- Undertaking



8. Annexure-IVB- Letter of Bid
9. Annexure-IVC Deviation Schedule
10. Annexure-V Hardware Details
11. Annexure-VI Format of Performance Bid Guarantee
12. Annexure-VII- Price Bid format.



Additional General Manager (HR&A)
Common Service Cell, WBSEDCL

BID PROPOSAL**From**

Bidder's Name and Address :
Contact person :
Designation :
Telephone No.(Land Line & mobile) :
Fax :
Tender Reference :

To
The Additional General Manager (HR&A),
Common Service Cell
West Bengal State Electricity Distribution Company Limited,
8th Floor, Block 'B', Vidyut Bhavan.,
Bidhannagar,
Kolkata- 700 091.

Sub: : Invitation to bid for Supply, Delivery, Installation & Commissioning of 14 nos. Desktop PCs at ALDC, WBSEDCL.

Dear Sir,

1. We the undersigned Bidder/(s), having read and examined in details the specifications and other documents of the subject Tender, do hereby propose to execute the contract as per specification as set forth in your Bid-Document.

2. PRICES AND VALIDITY :

2.1. The ex-works prices of all items/equipment and rate of installation etc. stated in the bid are FIRM during the entire period of contract irrespective of date of completion and not subject to any price adjustment as per in line with the Bidding Documents. All prices and other terms and conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of the bids (Part-1). We further declare that prices stated in our proposal are in accordance with your bidding.

2.2. We confirm that our bid prices include all other taxes and duties and levies applicable on bought out components, materials, equipment and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.

2.3 GST is payable as per prevailing rate if applicable.

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3. BID GUARANTEE :

We have enclosed a Bid Guarantee in the form of DD/Bank Guarantee fromdrawn in favour of WBSEDCL for an amount of Rs.....

4. DEVIATIONS :

We declare that contract shall be executed strictly in accordance with the specifications and documents except for the deviations, all of which have been detailed out exhaustively in our deviation schedules, in volume irrespective of whatever has been stated to the contrary anywhere else in our proposal.

Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our Deviation Schedules, save that pertaining to any rebates offered, shall not be given effect to.

5. WORK SCHEDULE :

If this proposal is accepted by you, we agree to provide services and complete the entire work, in accordance with schedule indicated in the proposal, we fully understand that the work completion schedule stipulated in the proposal is the essence of the Contract, if awarded. The completion schedule of the various major key phases of the work will be as per time Schedule submitted by us and approved by WBSEDCL in order to maintain the completion time schedule of bid documents.

6. CONTRACT PERFORMANCE GUARANTEE:

We further agree that if our proposal is accepted, we shall provide a Contract Performance Guarantee of value, equivalent to ten percent (10%) of the Contract Price as stipulated in Bid document in the form of Bank Guarantee (Please specify the form of guarantee) in your favour and enter into a formal agreement with you within 15 (Fifteen) days from the date of placement of Letter of Award.

Dated.....this.....day of.....2020

Thanking you, we remain,

Yours faithfully,

Date _____

Place _____

(Signature) _____

(Printed Name) _____

(Designation) _____

(Common Seal) _____

Business Address:

Name & Address of Authorized Signatory:

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BID PROPOSAL**From**

Bidder's Name and Address :
Contact person :
Designation :
Telephone No.(Land Line & mobile) :
Fax :
Tender Reference :

To

The Additional General Manager (HR&A),
Common Service Cell
West Bengal State Electricity Distribution Company Limited,
8th Floor, Block'B', Vidyut Bhavan.,
Bidhannagar,
Kolkata- 700 091.

**Sub: : Invitation to bid for Supply, Delivery, Installation &
Commissioning of 14 nos. Desktop PCs at ALDC, WBSEDCL.**

Dear Sir,

1. We the undersigned Bidder/(s), having read and examined in details the specifications and other documents of the subject Tender, do hereby propose to execute the contract as per specification as set forth in your Bid-Documents.

2. PRICES AND VALIDITY :

2.1. The ex-works prices of all items/equipment and rate of installation etc. stated in the bid are FIRM during the entire period of contract irrespective of date of completion and not subject to any price adjustment as per in line with the Bidding Documents. All prices and other terms and conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of the bids (Part-1). We further declare that prices stated in our proposal are in accordance with your bidding.

2.2. We confirm that our bid prices include all other taxes and duties and levies applicable on bought out components, materials, equipment and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.

2.3 GST is payable as per prevailing rate if applicable.



Annexure-II

Mandatory Condition

Sl No.	Requisite Credential	Requisite Supporting document	Submitted Yes/No
1	Annual Turn Over for each of last three financial years i.e. 2016-17, 2017-18, 2018-19 must be at least 15 Lakhs.	Provide the turnover in a separate sheet (as per Annexure-IIB) with Auditor's signature along with following supporting document duly attested i. Audited Balance Sheet for last 3 years. ii. PL Account for last 3 years.	
2	Financial Capability to handle a single Project of Rs. 5 L.	Statement of orders executed during last Three financial years (Vide Form-IIC) i.e for financial years 2016-17, 2017-18, 2018-19.	
3	Must have capability to maintain installed IT equipment. The Bidder must have a Telephone Number for service support where user shall log complaints. The Bidder should have service centre facility for all equipment available in Kolkata, West Bengal.	i. Relevant valid ISO Certification for after-Sale Service. ii. Centralized Electronic Call log-in facility along with Toll Free phone no. iii. Address of Kolkata Service Centre.	
4	Must have experience of at least two similar projects for Supply, Delivery, Installation and Commissioning of IT Infrastructure like Client PC, with Project value not less than 5 Lakhs each .	Work order with successful work completion Certificate to be enclosed.	
5	Must have back-end agreement with the OEMs regarding availability of spares during 3 years of contract period	MAF/ OEM certification.	

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West Bengal State Electricity Distribution Company Limited

Tender Notice No. CSC/E-Tender/G-12-20/1249 dtd. 21-12-2020

6	The bidder should be either OEM of the IT equipment or Authorized dealer/channel partner/ authorized distributor of such OEM (should produce documentary evidence from the OEM in this regard)	In case bidder is not OEM then manufacturer authorisation letter to be submitted.	
7	The bidder should have its own Engineers for direct support.	List of Engineers details to be enclosed.	
8	Must Comply with all statutory obligations.	Provide the following required nos. in a separate sheet (as per Annexure- IIA) duly attested with following supporting documents. i. Copy of PAN Card ii. GST certificate iii. Registration no of the company	
9	The bidder shall have a registered office in Kolkata involved in IT related business having operations in India for the last five years (Certificate of Incorporation).	A documentary proof with complete address details and contact person details and Certificate of Incorporation.	
10	The vendor shall maintain sufficient spare of the supplied IT items in West Bengal/ Kolkata at his own cost for a total period of three years.	Self declaration.	
11	Must comply to the Conflict of Interest clause as per GCC.12	Self declaration	

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N.B.: Each page of all the documents/copy of certificates should be submitted with attestation by the authorized signatory and with seal & date.

Annexure - IIA

SCHEDULE OF BIDS

1.	Name of the tenderer with office address Tel No./Fax no./Email address	:		
2.	Address of Kolkata office and Tel no./Fax no./Email address with the name of contact person	:		
3.	Contact Person with Telephone No., Mobile No., E-mail ID and FAX No. of the Bidder	:		
4.	GST registration No.	:		
5.	Earnest Money (Amount and in the form of BG/DD/BC) submitted	:	6	Category of organisation
7.	Details of Earnest Money in BG/DD/BC as submitted:	:	8	Company Registration No.
9.	Details of Tender Fees in DD/BC as submitted:	:		
10.	PAN Card No	:		
11.	Offer valid upto	:		180 days from the date of opening of Technical Part of the Tender.
12.	The price should be Firm.	:		The Prices are Firm.
13.	Whether the bidder has submitted a) GST certificate b) Copy of PAN Card	:		

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(Signature and Seal of Tenderer)

Date :-

Annexure - IIB

Certificate regarding Summary Statement of Yearly Turnover

This is to certify that the following statement is the summary of the audit report /tax audit report arrived in favour of
for the three consecutive years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Year	Turnover rounded up to two digit after decimal (Rs. In Lakh)	
1.	2016-17		
2.	2017-18		
3.	2018-19		
Total			

Average Turnover:

Note:

1. Year proceeding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0.

(Signature with Designation & Seal)

West Bengal State Electricity Distribution Company Limited

Tender Notice No. CSC/E-Tender/G-12-20/1249 dtd. 21-12-2020

Annexure-IIC

**STATEMENT OF ORDERS EXECUTED DURING LAST THREE
FINANCIAL YEARS.**

Sl. No.	Work Description	Financial year	Order No. and date	Name order issuing authority	Order Value in Rs.	Scanned Copy of Completion of the order submitted (YES/NO)	Remarks

Dated :-

Annexure-III

PROFORMA OF BANK GUARANTEE
FOR BID GUARANTEE (Earnest Money)

(To be stamped in accordance with Stamp Act)

Ref. No. :

Date :

To

The West Bengal State Electricity Distribution Company Limited

Vidyut Bhawan

DJ Block, Sector - II

Salt Lake, Kolkata - 700 091

Dear Sirs,

In accordance with your Notice Inviting Tender (NIT) under your Specification No. _____ M/s

_____ having its Registered Head Office at
_____ (hereinafter called the Bidder) wish to participate in the said
Tender for _____.

As an irrevocable Bank Guarantee against Bid Guarantee for an amount of ____ is required to be submitted by the Bidder as a condition precedent for participation in the said Tender, which amount is liable to be forfeited on the happening of any contingencies mentioned in the Tender Documents.

We, the _____ Bank at _____ having our Head Office at _____
(Address of Bank) guarantee and undertake to pay immediately on demand by West Bengal State Electricity Distribution Company Limited the amount of _____ (in words and figures) without any reservation, protest, demur and recourse. Any such demand made by said Purchaser shall be conclusive and binding on us irrespective of any dispute of difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid up to ** _____. If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s _____ on whose behalf this Guarantee is issued.



West Bengal State Electricity Distribution Company Limited
Tender Notice No. CSC/E-Tender/G-12-20/1249 dtd. 21-12-2020

All rights of West Bengal State Electricity Distribution Company Limited under this Guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless WBSEDCL enforce a claim under this Guarantee against the Bank within three months from the above mentioned expiry date of validity or, from that of the extended date.

In witness whereof the Bank, through its authorized Officer, has set its hand and stamp on this _____ day of _____ 2020 ____ at _____.

WITNESS:

(Signature)

(Signature)

(Name)

(Name)

(Official address)

(Designation with Bank Stamp)

Attorney as per Power of Attorney No. _____

Date _____

** This date should be initially for one hundred eighty (180) days and may be extended from time to time.

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PROFORMA OF BANK GUARANTEE
FOR BID GUARANTEE (Earnest Money)
(To be stamped in accordance with Stamp Act)

Ref. No.:

Date :

To
The West Bengal State Electricity Distribution Company Limited
Vidyut Bhawan
DJ Block, Sector -II
Salt Lake, Kolkata -700091

Dear Sirs,

In accordance with your Notice Inviting Tender (NIT) No. _____ dtd. M/s _____ having its Registered Head Office at _____ (herein after called the Bidder) wish to participate in the said Tender for _____.

As an irrevocable Bank Guarantee against Bid Guarantee for an amount of ----- is required to be submitted by the Bidder as a condition precedent for participation in the said Tender, which amount is liable to be forfeited on the happening of any contingencies mentioned in the Tender Documents.

We, the _____ Bank at _____ having our Head Office at (Address of Bank) guarantee and under take to pay immediately on demand by West Bengal State Electricity Distribution Company Limited the amount of _____ (in words and figures) without any reservation, protest, demur and recourse. Any such demand made by said Purchaser shall be conclusive and binding on us irrespective of any dispute of difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid up to ** _____. If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s _____ on whose behalf this Guarantee is issued.

All rights of West Bengal State Electricity Distribution Company Limited under this Guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities thereunder unless WBSEDCL enforce a claim under this Guarantee against the Bank within three months from the above mentioned expiry date of validity or, from that of the extended date.

In witness where of the Bank, through its authorized Officer, has set its hand and stamp on this _____ Day of _____ 2017 at _____.

WITNESS:

(Signature)

(Signature)

(Name)

(Name)

(Official address)

(Designation with Bank Stamp)

Attorney as per Power of Attorney No. _____
Date _____

** This date should be initially for ninety (90) days and maybe extended from time to time.

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ANNEXURE-IVA

PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY THE BIDDER

(For genuineness of the information furnished on-line and authenticity of the documents produced before Tender Committee for verification in support of his eligibility)

I _____, Partner/Legal Attorney/
Accredited Representative of M/s _____
_____, solemnly declare that:

1. We are submitting Tender for the Work _____
_____ against Tender Notice No. _____
_____ dt. _____
2. None of the Partners of our firm is relative of employee of _____
_____ (Name of the Company).
3. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/ credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false/ incorrect any time, department may cancel my Tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money and banning / delisting of our firm and all partners of the firm etc.

(Signature of the Tenderer with Seal)

Dated-----

West Bengal State Electricity Distribution Company Limited
Tender Notice No. CSC/E-Tender/G-12-20/ dtd.



Annexure – IVB

FORMAT OF LETTER OF BID

LETTER HEAD OF BIDDER (AS ENROLLED ONLINE ON e-Tendering PORTAL OF NIC)

To,
The Tender Committee,

Sub: Letter of Bid for the work

Ref: 1. NleT No -----
dated -----
2. Tender Id No. -----

Dear Sir,

We offer to execute the work as per our offered bill of quantity in accordance with the conditions of the NleT document as available in the website. The details of the EMD being submitted by us has been furnished on-line.

This Bid and your subsequent Letter of Acceptance / Work Order shall constitute a binding contract between us.

We hereby confirm our acceptance of all terms and conditions of the NleT document unconditionally.

(Signature of the Tenderer with Seal)

Dated-----

West Bengal State Electricity Distribution Company Limited
Tender Notice No. CSC/E-Tender/G-12-20/ dtd.

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Annexure-IVC

Techno commercial Deviation Sheet

1. If the proposal has got any deviation from Technical specification, the bidder shall tabulate those deviations clause by clause.

Sl no	Clause no	Description	Deviation of Offered	Remarks (+)ve/ (-)ve

2. If the proposal has got any deviation from the Commercial terms, the bidder shall tabulate those deviations here clause by clause.

Sl no	Clause no	Description	Deviation of Offered	Remarks (+)ve/ (-)ve

Signature of Authorized Signatory of office with seal.
Name & Address of the bidder :

Note :- When there is no deviation, this is to be submitted with the offer duly signed with an endorsement indicating **"NO DEVIATION"**. Deviations not indicated here will not be taken into consideration.

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1. Desktop PC :

Offered Make and Model (to be filled up by the bidder) :

		TYPE-I TOTAL QUANTITY-09	Complied (YES/ NO)	TYPE-II TOTAL QUANTITY-05	Complied (YES/ NO)
S.NO	COMPONENT	REQUIRED SPECIFICATIONS		REQUIRED SPECIFICATIONS	
A	Architecture :- Type	Desktop PC		Desktop PC	
	Make	HP/Dell/ACER		HP/Dell/ACER	
1	Processor:	10th Generation Intel Core i3 Processor or higher		10th Generation Intel Core i7 Processor or higher	
2	Motherboard	Intel B Series or higher Motherboard with compatible chipset with Minimum 2DIMM slots with a Minimum memory expandable up to 64GB		Intel Q Series or higher Motherboard with compatible chipset with Minimum 4DIMM slots with a Minimum memory expandable up to 128GB	
3	Memory:	8GB DDR4 RAM (2666Mhz) or better with 2DIMM Slots expandable upto 64 GB (1 DIMM slot should be Free)		16GB DDR4 RAM (2666Mhz) or better with 4DIMM Slots expandable upto 128 GB (2 DIMM slot should be Free)	
4	Hard Disk Drive:	512 GB SSD 2.5 SATA		2x512 GB SSD 2.5 SATA	

✓

5	Hard Disk Controller:	Integrated On-Board Hard Disk Controller supporting Serial ATA Interfaces		Integrated On-Board Hard Disk Controller supporting Serial ATA Interfaces	
6	Monitor	23.8" monitor with Inbuilt speakers 2watt x 2 & Integrated Camera and TCO Certification.		27" monitor with Inbuilt speakers 2watt x 2 & Integrated Camera and TCO Certification.	
7	PCI Express slots	PCIe X1 - 2 & PCIe X16 - 2		PCIe X1 - 2 & PCIe X16 - 2	
8	Power Supply	Minimum 250 Watt or higher Power supply		Minimum 250 Watt or higher Power supply	
9	Optical Drive	Internal DVD Writer		Internal DVD Writer	
10	Key Board	USB Multimedia Keyboard Rupee Symbol ready isolated keyboard		Wireless Multimedia Keyboard Rupee Symbol ready isolated keyboard	
11	Mouse	USB Optical Scroll Mouse		Wireless Optical Scroll Mouse	
12	Network Card	Integrated on board Ethernet Controller 10/100/1000 with PXE support		Integrated on board Ethernet Controller 10/100/1000 with PXE support	
13	Interfaces	Minimum 7 USB (minimum 3 USB 3.1) & (4USB Port should be in front) . Audio Ports, 1 Type C, 1 - M.2 Port, 1 Serial Port, 1 VGA Port, 1 HDMI, 1 DP Ports (All Port should		Minimum 9 USB (minimum 5 USB 3.1) & (4USB Port should be in front) . Audio Ports, 1 Type C, 2 - M.2 Port, 1 Serial Port, 1 VGA Port, 1 HDMI, 2 DP Ports (All Port should	

/

		be part of the motherboard. No Converter).		be part of the motherboard. No Converter).	
14	Cabinet	Micro tower at least 4 bays Internal/External Bays		Micro tower at least 4 bays Internal/External Bays	
15	Audio	Integrated on board audio controller		Integrated on board audio controller	
16	Operating System	Windows 10 Professional (Factory Preloaded & OEM has to give the declaration on letter head regarding Factory Preloaded of OS)		Windows 10 Professional (Factory Preloaded & OEM has to give the declaration on letter head regarding Factory Preloaded of OS)	
17	OFFICE SUIT	MS Office Home & Business 2019		MS Office Pro 2019.	
18.A	Certification of OS	Window 10 Professional,		Window 10 Professional,	
18.B	Certification of OEM	EPEAT/ROHS/Energy Star, ISO 9000, ISO 14000, OEM ISO 20000 & 27000		EPEAT/ROHS/Energy Star, ISO 9000, ISO 14000, OEM ISO 20000 & 27000	
19	Anti Virus	Quick Heal Total Security/ MCafee or equivalent for 3 years.		Quick Heal Total Security/ MCafee or equivalent for 3 years.	
20	Warranty	3 Years Onsite comprehensive OEM warranty. (OEM has to give warranty)		3 Years Onsite comprehensive OEM warranty. (OEM has to give warranty)	

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		undertaking)		undertaking)	
21	Drivers	All Drivers CD/DVD to be given along with Desktop		All Drivers CD/DVD to be given along with Desktop	

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West Bengal State Electricity Distribution Company Limited
Tender Notice No. CSC/E-Tender/G-12-20/1249 dtd. 21-12-
2020

ANNEXURE-VI

PROFORMA FOR BANK GUARANTEE FOR CONTRACT PERFORMANCE

(To be stamped in accordance with Stamp Act)

Bank Guarantee No. _____

Ref No. _____

Date : _____

To
The West Bengal State Electricity Distribution Company Limited,
Vidyut
Bhavan,
Salt Lake,
DJ Block,
Sector-II,
Kolkata -
700 091
(India).

Dear Sir,

In consideration of West Bengal State Electricity Distribution Company Limited (hereinafter referred to as WBSEDCL) which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns having

awarded to M/s _____ with its Registered/Head Office at

_____ (hereinafter referred to as the 'Contractor') which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns, a Contract by issue of Order No. _____ dated _____ valued at _____ for _____ (Scope of Contract) and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the Service to *---%(percent) of the value of the Contract value vide Order No. _____ Date _____ (reference of original order), against Contract to WBSEDCL.

We _____ (Name and Address) having its Head Office at _____ hereinafter referred to as the 'Bank') which expression shall, unless repugnant to the context or meaning thereof include its successors, administrators, executors and assigns do hereby guarantee and undertake to pay WBSEDCL, on demand any and all moneys payable by the Contract to the extent of _____ as aforesaid at any time upto (day/month/year) without any demur, reservation, contest recourse or protest and or without any reference to the Contractor. Any such demand made by WBSEDCL on the Bank shall be conclusive and binding notwithstanding any difference between WBSEDCL and the Contractor or any dispute pending before any before any Court, Tribunal or any other Authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of WBSEDCL and further agrees that the guarantee herein contained shall continue to be enforceable till the WBSEDCL discharges this guarantee.

WBSEDCL shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time extend the time for performance of the Contract by the Contractor. WBSEDCL, shall have the fullest liberty, without affecting this guarantee to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor and to exercise the same at any time and any manner, and either to enforce or to forbear to enforce any covenants, contained or implied in the Contract between WBSEDCL and the Contractor or any other course of remedy or security available to WBSEDCL. The Bank shall not be released of its obligations under this presents by any exercise by WBSEDCL of its liberty with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of WBSEDCL or any other indulgence shown by WBSEDCL or by any other matter or thing whatsoever which under the law would but for this provisions have the effect of relieving the Bank.

The Bank also agrees that WBSEDCL at its option shall be entitled to enforce this guarantee against the Bank as a Principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that WBSEDCL may have in relation to the contractor's liabilities.

Notwithstanding anything contained herein above our liability under this guarantee is restricted to _____ and shall remain in force up to and including _____ and shall be extended from time to time for such period, as may be desired by M/s. _____ to whose behalf this guarantee has been given.

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West Bengal State Electricity Distribution Company Limited
Tender Notice No. CSC/E-Tender/G-12-20/1249 dtd. 21-12-
2020

All rights of WBSEDCL under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless the WBSEDCL enforce a claim under this guarantee against the Bank within three months from the above mentioned date or from the extended date.

Dated this _____ day of _____ 2020 at _____

Witness :

(Signature)

(Signature)

(Name)

(Name)

(Official address)

(Designation with Bank Stamp)

Attorney as per Power of

Attorney No. _____

Date _____

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Item Rate BoQ

Tender Inviting Authority: Additional General Manager (HR&A), WBSEDCL

Name of Work: Procurement of PCs

Annexure-VII

Contract No:

Bidder Name :	
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PRICE SCHEDULE									
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBER	TEXT #	NUMBER #	TEXT #	UNIT RATE To be entered by the Bidder Rs. P	NUMBER	TEXT	NUMBER #	TOTAL AMOUNT Without Taxes for 03 years	TEXT #
Sl. # No.	Item Description	Quantity	Units		GST (%)	HSN / SAC Code			
1	2	4	5	13	14	18	53		55
1	Desktop PCs (As per specification annexure-V)- Type-I	9	No				0.00	INR Zero Only	
2	Desktop PCs (As per specification annexure-V)- Type-II	5	no				0.00	INR Zero Only	
Total In Figures								0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

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