



India Trade Promotion Organization
Stores Division
Hall No.12, Near Gate No.-10,
Pragati Maidan,
New Delhi – 110001
Telephone No. 011-23378645/23371783
xxx

Limited Tender Notice

No.258-ITPO(1)/ST/2020

Dated: 027/08/2020

Sub: To Supply of Network Attached Storage (NAS) Device for official use on credit basis at Head Quarter,ITPO-reg.

India Trade Promotion Organisation (ITPO) invites sealed quotations through a single bid system (techno-commercial bid) from the interested and experienced bidders for supply of Network Attached Storage Device (**refer to Annexure-VI**) for official use in India Trade Promotion Organization, Pragati Maidan, New Delhi.

2. **Indicative Critical Data Sheet:**

Tender Notice No.	258-ITPO(1)/ST/2020
Bid Document start date	28/08/2020
Last date for submission of Bid	08/09/2020 at 3.00 p.m.
Date and time for opening of Bid	08/09/2020 at 3.30 p.m.

3. **Terms & Conditions :**

- i Sealed quotation along with attested copies of PAN & GST certificates shall be deposited with “ Manager (Stores), Room No.129, India Trade Promotion Organisation, Hall No.12, Near Gate No.10, Pragati Maidan, New Delhi-110001” before due date and time. Late bids cannot be considered. The tender reference number and date plus “Subject of Bid” should be mentioned on top-left corner of envelope. Quotation must be submitted in an organized and structured manner. No brochures/leaflets etc. should be submitted in loose form.
- ii. Bid documents should be submitted with Index page and page numbers (including technical literature). Each page of the bid should be signed & stamped in original.
- iii. Fax/E-mail/Telegraphic/Telex tenders will not be considered unless it is asked for.

- iv. **Opening of bid:** The quotations should reach ITPO's Office on or before 08/09/2020 at 3.00 p.m, which will be opened on the same day at 3.30 p.m. by Purchase Committee in the presence of intending quotationer/their authorized representative(s).No camera /mobiles are allowed during tender opening.
- v. The bidder shall have an experience for at least two years in the field of supply of Official Storage Device item to any state/central Govt. Departments/PSUs. Self-attested Copies of supply order should be submitted along with the tender.
- vi. The rates must be quoted in Indian Rupees only for the reputed brand/make and should be clear in all respect.
- vii. The rates quoted for all the branded item(s) should not be more than MRP in any case.
- viii. The GST Number as well as PAN No. of ITPO is **07AAATI2955C1ZX** and **AAATI2955C**, which will be required to incorporate on the face of bill by Successful Bidder.
- ix. Quotations must be free from correction & erasers and would be valid for a minimum period of 120 days from the date of opening of the sealed quotation.
- x. All prices quoted must be firm and no revision in the price quoted will be allowed after tenders are opened. Incomplete Tender/Hypothetical Tender/Conditional Tender could not be accepted.
- xi. Price quoted should be inclusive of freight, packing, labour, and other incidental charges. Applicable GST will be paid extra, which should be clearly specified in the quotation.
- xii. India Trade Promotion Organisation reserves the right to accept or reject or withdraw any quotation in part or full without assigning any reason whatsoever and no compensation will not be for the same. India Trade Promotion Organisation also reserves its right not to accept the lowest rates quoted by the quotationer.
- xiii. **Delivery:** The selected bidder must deliver the goods ordered within one month from the date of placing supply order at Stores Division, Room Number-129, Near Hall Number-12, ITPO, Pragati Maidan, New Delhi-110001.
- xiv. **Payment:** The payment of successful bidder will be released after complete and satisfactory supply of indents to ITPO. The payment will be processed after submission of Bill/Invoice, delivery challan, Bank details and cancelled cheque, warranty/guaranty card and other desired documents.
- xv. **Penalty:** If the selected seller fails to deliver any or all the goods within the original/re-fixed delivery period(s) specified as per terms & conditions, ITPO will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions, @ 0.5% per week or part of the week of delayed period as pre-estimated damages not exceeding 10% on the Tender Cost without any controversy/dispute of any sort whatsoever.
- xvi. EMD/Bid Security-Sealed Quotation completed in all respect may be dropped in the drop box (kept in Stores Division of ITPO at Hall No.12) along with DD of Rs.1600/- (Rupees One thousand six hundred only) towards EMD charges, drawn on any of the Scheduled Commercial Banks in favour of India Trade Promotion Organisation, New Delhi.

- xvii. In case of deposit of EMD, through NEFT/RTGS, the ITPO Bank details are as under:

Bank Details for E M D Payment through NEFT/RTGS:

Sr. No.	Name of the Beneficiary	:	India Trade Promotion Organisation (ITPO)
01	Name of the Bank	:	Central Bank of India
02	Branch Address	:	Pragati Maidan, New Delhi-110001
03	Account No.	:	1167404133
04	Type of Account	:	Saving
05	RTGs Code	:	CBIN 0284078
06	MICR Code	:	110016150
07	PAN No.	:	AAATI2955C
08	GST No.	:	07AAATI2955C1ZX

xviii. **EMD/Bid Security**

The EMD of successful bidder will rest with ITPO till the completion of contract and the EMD of unsuccessful bidder, without levying any interest, will be liable to refund within 30 days after placing final order to the successful firm(s).

- xix. The EMD shall stand forfeited, if a bidder withdraws or amends the quotation/ tender, or impairs or derogates from the tender in any respect during the bid period, or in case successful bidder fails to sign or accept the contract within the stipulated period. No interest will be payable on this amount. The EMD shall also stand forfeited in the event of premature withdrawal of the tender / quotation by any of the tenderers.
- xx. In order to identify uniformity and quick assessment of the rates, the rates should be mentioned as per unit(s)/quantity/items and brands/specifications, as per the Description of Items mentioned in the **Schedule of Requirement(SoR)**, the intending firms should not make any deviation and quote rates for all the units, quantity, brands. Otherwise such bids shall be rejected.
- xxi. The bidders should be Delhi-NCR based only, whose office operating in or around Delhi. Under no circumstances, the agency, outskirt of Delhi-NCR could be considered.
- xxii. The successful bidder, on award of contract/order, must send the "Letter of Acceptance"(LoA) in writing, within 07 days after placing of award of contract/order failing which the EMD will be forfeited.

xxiii. Corrupt or Fraudulent Practices

ITPO requires that the bidders who wish to bid for this tendered item have highest standards of ethics. ITPO will reject a bid if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract. ITPO may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract.

- xxiv. Tender Document is available for viewing on our official website: www.indiatradefair.com (only for reference).

- xxv. All disputes are subject to the jurisdiction of courts in the National Capital Territory(NCT) of Delhi and agreement, if any will be governed by and construed in accordance with the laws of India.

Manager (Stores)

Annexure-I**BID PROFILE****(To be submitted in firm's letter head)****Tender No. – 258-ITPO (1)/ST/2020****Dated: 27/08/2020**

S. No.	Description of Facts	Info to be shared /attached
1	Name of the Agency	
2	Names & Address of the person signing the bid	
3	Communication/Postal Address of Agency	
4	Mobile & landline telephone number(s)	
5	E-mail id	
6	Whether the firm is black listed by any government department or any criminal offence is registered against the firm or its owner/partners anywhere in India	Yes/No
7	Terms and Conditions of the contract mentioned in the invitations of the bids are ACCEPTABLE: or NOT	Yes/No
8	Capacity in which bid is signed by the bidder : (Proprietor/Partner/Director)	
9	GST No. (Certificates to be attached)	
10	Registration Certificate in support of Permanent Account Number (PAN) (Certificates to be attached)	
11	Copies of Supply Order indicating two years' experience (Certificates to be attached)	
12	Business Office Address of Firm/Agency in Delhi-NCR(Proof of the same is attached)	
13	EMD Amount @ Rs./- Amount: DD No.: Dated: Issuing Bank	

- ☐ This is to certify that I/We before signing this bid have carefully read the contents of the Bid Document and fully understood all the terms and conditions contained therein and undertake myself/ourselves to abide by the same.
- ☐ I/We hereby declare that the information/facts provided is true, correct and to best of my/our knowledge and belief.
- ☐ In case any information/facts found to be incorrect, misleading or factually wrong, ITPO is empowered to take any decision/action, as deemed fit.

(Signature of the Bidder)
Name in Block Letter

Place:

Date:

UNDERTAKING
(To be submitted in firm's letter head)

Tender No.-258-ITPO(1)/ST/2020

Dated: 27/08/2020

- (i) I / We do hereby solemnly declare / undertake that I / We have completely read and understood the terms and conditions attached to the supply of tendered item in question, for which the all-inclusive rates as above have been submitted, and that they are acceptable to us in full;
- (ii) I/We give the rights to the Competent Authority of ITPO to forfeit the EMD/Security Money deposited by me/us if any delay on my/agent's part or fail to supply the articles within the appointed firms of desired quality.
- (iii) I hereby undertake to supply the items, as per directions given in the tender notice/supply order within stipulated period.

Place:

Date:

(Signature in full): _____

Name of the firm: _____

Seal / Stamp of the firm: _____

ANNEXURE-III

UNDERTAKING
(To be submitted in Firm's own letterhead)

It is certified that my firm/agency/company has never been black listed by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertakings of the Government of India or Government of NCT of Delhi or any other State Government or Public Sector Banks or Local Bodies/Municipalities and no criminal case is pending against the said firm/agency as on date.

Signature of the Tenderer _____

Place: Name of the Signatory _____

Date: / / Name of the Firm/agency _____

Seal of the Firm/Agency _____

ANNEXURE-IV

Bidder(s) is/are requested to furnish the specific technical particulars of Schedule of Requirement(tendered item) in Column (C.5)).--

TECHNICAL SPECIFICATIONS OF NETWORK ATTACHED STORAGE DEVICE (NSD)

S. No.	Description of Schedule of Requirement (SoR)	Technical Specifications	Remarks (Yes/No)
C.1	C.2	C.4	C.5
1.	Storage System Type	Unified Storage	
2.	Storage Capacity (TB)	8 Terabyte	
3.	Disk Type	NL-SAS	
4.	Number of Drive Slots Populated with drives of different type in the Storage System	1	
5.	Number of Front end Ports	USB	
6.	Speed of Front end Ports in Gbps	1	
7.	Number of Back end Ports	2	
8.	Speed of Back end ports in Gbps	1	
9.	Cache Availability Type	Global	
10..	Total Configurable Cache (GB)	8	
11.	OEM Warranty	1	
12.	Form Factor	3.5	
13.	Number of USB 2 Ports	1	
14.	Interface	SATA 6 Gb/s	
15.	OS Supported	Windows	
16.	Water Resistant	No	
17.	Shock Resistant	No	

Place:

Date: / /

(Signature of the Tenderer with seal of firm/agency)

Name of the Signatory:

ANNEXURE-V

PRICE BID

(To be submitted in firm's letter head)

Tender No. – 258-ITPO (1)ST/2020

Dated: 27/08/2020

The quotations for the following item is hereby invited indicating rates (per unit), specifications, and percentage of applicable GST :-

SCHEDULE OF REQUIREMENT:

To be filled by bidder						
S. No.	Description of Items and its specifications	Quantity (in nos.)	Quoted rates per Unit (inRs.)	Total Amount in Rs	Percentage Of Applicable GST	Remarks
C.1	C.2	C.3	C.4	C.5	C.6	C.7
1		02				Offer Specification with Make & Model No., please specify any deviation. Please attach separate sheet, if required.

Note: Unit means- per one piece as well as “C” stands for column.

1. Parties must mention make & model no. of the equipment offered by them, with detailed specification (on separate sheet). Otherwise their tender will not be accepted.
2. The quantity mentioned in “Schedule of Price”, Column no. 3 may be indicative in nature. It may be increased or decreased at the time of placing Supply Order to L-1 party, who-ever may be.
3. The bid evaluation would be upon the overall total quoted price against the tendered items which is exclusive of GST, as applicable from time to time, shall be paid extra.
4. It is mandatory for all bidder(s) to quote the most reasonable rate against the tendered item mentioned in column Number (3). On the part of leaving blank any quote or nil charges/considerations lead for rejection.

Place:

Date: / /

(Signature of the Tenderer with seal of firm/agency)

Name of the Signatory: