



অসম লোকসেৱা আয়োগ

ASSAM PUBLIC SERVICE COMMISSION

Jawaharnagar, Khanapara, Guwahati-781022.

Website: www.apsc.nic.in e-mail: apsc-asm@nic.in

No. 14PSC/Comp-13/2018-2019

Dated Guwahati, the 4th February, 2019

Notice Inviting Tender for Supply and Installation of Server and Server Software

Sealed Tenders affixing Court Fee Stamp of Rs. 8.25 (Rupee eight and twenty five paise) are invited under two bid system (i.e Technical Bid and Financial Bid), from reputed manufacturers/companies/organizations/firms and/or authorised dealers/sales partners for supply and installation of One Computer Server 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 this notice. The supply and installation is to be made strictly as per parameters/technical specifications given in Section III(Annexure I). The terms and conditions specific to the tender have been mentioned in Section II. The format for submission of tender has been given in Annexure I (for Technical Bid) and Annexure II (for Financial Bid) to this Notice Inviting Tender.

It is to be noted that all further updates or amendments if any regarding the tender dates, specifications and terms and conditions shall be notified and uploaded on the Commission's website. Therefore, interested bidders need to visit the website on a regular basis for such updates.

Schedule

Closing Date & Time for Submission of both Technical Bid & Financial Bid	05/03/2019 at 3 P.M.
Due Date & Time for opening of Technical Bid	12/03/2019 at 3 P.M.
Due Date & Time for opening of Financial Bid (<i>only for those Bidders who will be able to qualify the scrutiny of the Technical Bids</i>)	19/03/2019 at 3 P.M.
Authority's Name & Address	The Secretary, Assam Public Service Commission, Jawaharnagar, Khanapara, Assam-781022

Sd/-

Secretary

Assam Public Service Commission
Jawaharnagar, Khanapara, Guwahati-22

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Section – I

1. Invitation for Bids

1.1 Sealed Tenders (Two Bids Packet) in two parts, i.e., Part I - Technical Bid and Part II - Financial Bid are invited by the **Assam Public Service Commission (APSC)**, from vendors who have experience in supplying, installation, commissioning of server system with technical specifications mentioned at Section – III.

1.2 Bidders are advised to study all technical and financial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the tender document or submission of a bid not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in the rejection of the bid.

1.3 Interested Agencies having adequate knowledge and experience in the concerned field of work may download the Tender Document from the Commission's website free of cost. During submission of Tender, Bidders must deposit a Earnest Money Deposit (EMD) of **Rs. 6000/- (Rupees Six Thousands) only** in the form of **Bank Demand Draft only** to be drawn in favour of the "**Assam Public Service Commission**", payable at "**Guwahati, Assam**" along with the Technical Bid. Bidders should write their name and full address at the back of the Bank Demand Draft. Tenders not accompanied by Earnest Money Deposit or incomplete in any respect will be rejected outright.

1.4 Bidders may submit the bid in prescribed manner as mentioned in this Notice Inviting Tender for all of the noted items at **Section-III** on all working days between **10 A.M. to 4 P.M., on or before the closing date, in the Tender Box kept at the Facilitation centre** of Commission's Office at Jawaharnagar, Khanapara, Guwahati-22. The tenders received after the scheduled date and time will not be accepted.

1.5 A Security Deposit (SD) @10% of contract value will have to be deposited by a Bank Guarantee/TDR. Security Deposit shall mean monetary guarantee furnished by the successful tenderer for due performance of the contract. No interest is payable on the Security Deposit.

1.6 The EMD of unsuccessful tenderers will be returned as soon as the formalities are completed after award, and the EMD of the successful tenderer will be released when the successful tenderer has executed an agreement and as soon as the Security Deposit (SD) is submitted. The EMD/BG submitted by all tenderers are liable to be forfeited in case the tenderer withdraws his tender or enhances the prices during the validity period. If the tenderer is eligible for exemption from submission of EMD, he shall produce exemption certificate from relevant authorities. **(Companies having SSI (Small Scale Industry)/NSIC registration in Assam or similar/relevant services shall be allowed EMD exemption upon enclosure of relevant Documents as per MSME Act.)**

1.7 Delivery period shall be specifically indicated in the tender and strictly adhered to. If no delivery period is stated in the tender it will be taken for granted that the supply will be arranged within fifteen days (15) days on receipt of the firm order. Any extension in the delivery period after the supply order is placed may result in cancellation of the supply order. In case the Tenderer became unable to affect supply within the time limit prescribed by the APSC, the supply order is likely to be cancelled and items will be arranged by the APSC from elsewhere and the earnest money deposited along with security deposit collected from the tenderer will be forfeited.

1.8 There is no tender form. The supplier shall submit the price offers in their own letter head duly authenticated with a copy of the tender documents downloaded from the APSC's website (www.apsc.nic.in), duly signed.

1.9 The rate quoted for material is final and no enhancement will be allowed at any circumstances. The enhancement of rate will cause the cancellation of the supply order and the security deposit will be forfeited.

1.10 This tender document is not transferable.

1.11 The bidders should indicate the price including all taxes and other charges. No additional information will be entertained after due date. The **Assam Public Service Commission** may reject tenders if they do not carry such information separately and specifically quantitatively.

1.12 The bids should indicate that the rates are F.O.R Guwahati, Assam.

1.13 The Committee 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. The decision of the Committee in this regard shall be final and binding on all.

Section – II

1. PROCEDURE FOR SUBMISSION OF BIDS

1.1 It is proposed to have a two cover system for this tender

- a) Technical Bid (in duplicate) in one cover.
- b) Financial bid (in duplicate) in one cover.

1.2 Each copy of technical bid of the tender should be covered in a separate sealed cover super scribing the wordings “**Technical Bid**”. Each copy should be marked as “**Original Copy**” and “**First Copy**”. Both should be put in a single sealed cover super scribing the wordings “**Technical Bid**”

1.3 Each copy of the financial bid of the tender should be covered in a separate sealed cover super scribing the wordings “**Financial Bid**”. Each copy should be marked as “**Original Copy**” and “**First Copy**”. Both should be put in a single sealed cover super scribing the wordings “**Financial Bid**”. Financial Bid should only indicate prices (preferably item-wise).

1.4 All the two documents viz. Technical Bid Cover and Financial Bid Cover prepared as above are to be kept in a single sealed cover super scribed with “**Tender for Computer Server**”.

1.5 When the payment is made by Demand Draft, the draft must be in a separate sealed envelope indicating the amount, tender Notice Number and due date and enclosed with the Bid.

2. AMENDMENT OF TENDER DOCUMENT

2.1 At any time prior to the last date for receipt of bids, the APSC may for any reason, whether at its own initiative or in response to a clarification request by the prospective bidder, modify the tender document by an amendment.

2.2 In order to afford prospective bidders reasonable time in which to take the amendment into the account in preparing their bids, the APSC may, at its discretion, extend the last date for the receipt of the Bids.

3. LANGUAGE OF BIDS

The bids prepared by the bidder and all correspondence and documents relating to the bids exchanged by the bidder and the APSC, shall be written in English language, provided that any printed literature furnished by the bidder may be written in another so as long accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

4. DOCUMENTS COMPRISING THE BIDS

4.1 The Bids prepared by the bidders shall comprise of the following components:-

a) **Technical bid Format** shall consist of the following:-

- i) Technical bid furnished as per the format for technical (**Technical bid Format (Annexure-I of Section III)**)
- ii) Technical literature for each product/service, covering full technical specifications.
- iii) Certificate of Incorporation/Registration
- iv) Copy of PAN card of the Company/Firm (As applicable)
- v) GST Registration Number (Copy to be enclosed)
- vi) The Tenderer should be authorized partner/distributor or have Authorization from concerned Original Equipment Manufacturers (OEMs) for supply and support for all active and passive components quoted (Copy of certificate confirming that the bidder is an OEM/channel partner/Authorized Dealer to be attached).
- vii) Profile of the Company/Firm. (Annexure-III)

- viii) Audited balance Sheet and Profit and loss account for the last 3 years.
- ix) Undertaking mentioning office address and the number of Employees with qualification.
- x) The Tenderer should submit trade license based in Assam.

b) **Financial bid** consisting of the following:-

- i) Bid prices duly filled, signed and complete as per the format (**Financial bid Format (Annexure-II of Section III)**). Maximum discount as could be offered should be mentioned.

5. CRITERION FOR EVALUATION OF TENDERS:

The evaluation of the tenders will be made first on the basis of technical information furnished and then on the basis of commercial information furnished. The Financial bids of only such firms found valid based on technical parameters will be opened on a date to be communicated to bidders who have qualified in the technical bid stage.

It must be kept in view that the decision given by the Tender Evaluation committee or any inferences drawn during the meeting of this committee by the Tenderers or their representatives will be their own view and the Commission will not be responsible and abide by the same. The reasons for selection or rejection of a particular tender will not be disclosed. The award of supply order will be further subject to any specific terms and conditions of the contract given in Section II of this NIT. During evaluation of bids, the tender evaluation committee may, at its discretion, ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing.

6. DELIVERY SCHEDULE & INSTALLATION:

The Supply and installation of Computer Server must be made within four weeks from the date of issue of supply order. The supply should be effected as per specifications furnished and as per delivery schedule. The ordered Server should be supplied and installed as per APSC's direction and discretion with respect to time and place of installation.

7. TERMINATION OF CONTRACT:

7.1 In case of any default by the bidder and in case of any violation of the terms and conditions of this contract, APSC 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 15 days notice in writing to the Contractor. In such a case the Security Deposit paid by the contractor will be forfeited to APSC and the contractor is liable to be blacklisted for a period of 3 Years.

7.2 All instructions, notices and communications etc. under the contract issued in writing and if sent to the last known place of business, shall be deemed to be served on the date. Notwithstanding anything contained herein, APSC also reserves the right to terminate the contract at any time or stage during the period of contract, by giving 15 days notice in writing without assigning any reason and without incurring any financial liability whatsoever to the contractor.

Section – III

TECHNICAL SPECIFICATIONS OF REQUIREMENTS

Annexure I

Technical Bid Format

SI No	Item	Technical Specifications
1	Processors	Minimum 2 x Intel Xeon E5- 2630 v4 2.2 GHz, 25 MB Cache, 8.00GT/s QPI, Turbo, HT, 10 Core (85W) Max
	Chipset	Latest OEM chipset supporting an optimized for above processor
	Memory	RAM (min/max): 128 GB upgradable to 1.5TB DDR-4 ECC RDIMM/LRDIMM RAM
	Hard Disk Drives	3 x 600 GB 2.5” SAS, 10K rpm – upgradable up to minimum 8 Nos. 2.5” HDDs
	HDD bays	HDD bays supporting SAS, SATA, SSD and SED (optional) drives
	Optical Drive	Internal/External DVD-ROM drive
	I/O Slots	Minimum 3 x PCIe Gen3 slots
	Hardware RAID levels	Support for RAID 0,1,5
	Network Interface	2 x Internal Dual Gigabit adapter, Dual port 10G adapter
	Fiber Card	Dual Port 8 GBPs FC Card
	Graphics Controller	Integrated Graphics with atleast 16 MB video memory
	Server Mgmt.	OEM embedded controller with IPMI 2.0 compliance and Server Management tool from same OEM
	Ports	Minimum 3 USB 2.0/3.0 ports, 1 Serial port, Graphics (DB-15 VGA port)
	Power supplies	Redundant platinum rated efficient Power Supply (atleast 750 watts each) to sustain above configuration. Power supply with 80+ Gold certified for better utilization.
	Cooling	Hot plug and redundant fans
	Industry standard support	User-selectable power cap (subsystem throttle to maintain the specified power cap), ACPI 3.0 Compliant, PCI 2.3 compliant
	Industry standard certifications	The quoted server model should have the following certifications:
		Microsoft Windows Server 2012 R2, Microsoft Windows HPC Server 2008, Novell Suse Linux Enterprise Server, Red Hat Enterprise Linux, Microsoft Windows Server 2008 Hyper-V, VMware ESXi Version 4.1, Citrix XenServer 5 FCC, UL, ROHS
		The server OEM must be ISO-14001
	Form Factor	Max. 2U Rack form factor with sliding rails to fit into industry standard 19” Server Rack
	Warranty	5 Years comprehensive Onsite Warranty
	Operating System	Microsoft Windows Server 2012 R2

TECHNICAL TERMS AND CONDITIONS

- 1) The person signing the Tender shall be deemed that he has the authority to sign the Tender on behalf of the said company/firm. Letter of authority to be attached.
- 2) GST Registration Number (Copy to be enclosed).
- 3) The Product profile of the company/firm along with last 3 years turnover, not less than Rs 15 Lakhs per year. Audited balance Sheet and Profit and loss account for the last 3 years should be submitted.
- 4) The Tenderer should be authorized partner/distributor or have Authorization from concerned Original Equipment Manufacturers (OEMs) for supply and support for all active and passive components quoted (Copy of certificate confirming that the bidder is an OEM/channel partner/Authorized Dealer to be attached).
- 5) **The vendor should have a local presence fully functional service/support centre in Guwahati with minimum 5 qualified support staff to provide quality service support. Undertaking mentioning office address and the number of Employees with qualification to be enclosed.**
- 6) The vendor should have successfully supplied and installed Hardware amounting to **Rs 15 lakhs to at least one customer in Government Department or Public/Private Undertaking or other reputed organizations in last 2 Years.** The company has to provide Proof of satisfactory completion and the Purchase Order.
- 7) **The company/firm should be in existence and should have been in operation for a period of 2 years. The company/firm has to produce Certificate of Incorporation/ Registration with Shops and Establishments/ Sales Tax registration for the last 2 years.**
- 8) Copy of PAN card of the Company/Firm(As applicable) to be attached.
- 9) The bidder should not have any of their contracts terminated or blacklisted in the last three years by any State or Central Government/PSU/Private Sector.

Section-III
Annexure II
Financial Bid Format

Sr. No	Item	Quantity	Unit Price	Duties and taxes including GST	Total Price
1	Server	1			
2	Microsoft Windows Server 2012 R2	1			
Total Price(in figures and words)					

Certified that I agree to all the terms & conditions of the tender document.

Signature of the Tenderer with seal

FINANCIAL TERMS AND CONDITIONS

1. The rates should be quoted in figures as well as in words, on the Financial Bid Format duly signed and stamped by the authorized person.
2. Unit rates mentioned above are inclusive of all taxes, FOR destination and installation charges and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.
3. **Terms of Payment:** Payments for the servers/operating system supplied will be made after the successful installation of the server/operating system on production of bills in quadra-duplicate should be submitted to the **Secretary, Assam Public Service Commission**. No advance payment will be made.

Vendor Profile**Annexure-III**

1	Name of the Firm/Company	
1.1	Registration Number	
1.2	GST Registration No.	
1.3	PAN	
2	Year Established	
3	Address of Office	
4	Phone No.	
5	Fax No.	
6	E-mail Address	
7	Website	
8	Names of Govt. Deptt/Public Sector/Pvt. Sector/International clients to whom the tenderer has provided similar services to	
8.1		
8.2		
8.3		
8.4		
8.5		
9	No. of full time Tech. personnel currently on roll	
10	No. of years of Proven experience of providing similar Services	
11	Annual turnover Audited Annual turnover of the company in Rs. During last two years	
11.1	Turnover 2016-2017 FY	
11.2	Turnover 2017-2018 FY	
12	Various Certifications (ISO Certificaton/Six Sigma/ Nasscom/DOT Registered)	

Dated this day of 2019

Signature of Tenderer

Name & Designation
Company/Firm Seal

SECTION – IV

TERMS AND CONDITIONS

1. The company should adhere with all seriousness to the time schedule provided by the APSC.
2. The products asked for should be of very high standard and of reputed with authorized service provider in Guwahati. Mutual trust and nature of services provided should motivate the provider to give more than what is asked in the agreement.
3. All the rates will be F.O.R, Guwahati, Assam.
4. The Company shall be liable to indemnify the APSC in all respects and meet and pay off the litigation expenses and all the liabilities including damages, sums etc. arising out of an as a consequence of the negligence, deficiencies, mistakes, lapses, delays etc. in the execution of the various jobs and the services provided.
5. All tendered items shall be under **Five Years Onsite Comprehensive Warranty** support from the date of installation including free spare parts, kits etc excluding the consumable item.
6. The company should ensure quick back up response in case of equipment failure which should be replaced if needed within 24 hours of the distress call.
7. Any item failing at sub-component level more than three times in three months after installation, displaying chronic system design or manufacturing defects or quality control problem will be replaced by the vendor at his cost and risk within 30 days, from the date of last failure.
8. Send a copy of the profile of the company along with the customer's satisfaction report.
9. Offers should contain the details of warranty period and the cost of AMC beyond the warranty period for all items.

Sd/-

Secretary

Assam Public Service Commission
Jawaharnagar, Khanapara, Guwahati-22