



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
WEST BENGAL REGIONAL OFFICE  
KOLKATA

**TENDER VOLUME - I  
(TECHNICAL BID)**

TENDER

for

Supply, installation, testing and commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner** National Bank for Agriculture and Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016.

ISSUED TO:

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Pre-bid meeting : **15.00 Hrs on 22 March 2017**

Last date of submission of Tender : **15:00 hrs on 29 March 2017**

**National Bank for Agriculture and Rural Development**  
**West Bengal Regional Office, Kolkata**

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**Important dates and information**

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- a) Date of Tender : 17 March 2017
- b) Time and last date for submission of Tender : 1500 hrs on 29 March 2017
- c) Bid Security Value/EMD : ₹75,500/-
- d) Fee for Tender document (non-Refundable) : ₹1000/-
- e) Pre-Bid Meeting : 1500 hrs on 22 March 2017
- f) Time and date of opening of Technical Offers : 1600 hrs on 29 March 2017
- g) Time and date of opening of Financial Bids : 1700 hrs on 29 March 2017
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**NOTICE INVITING TENDER**

**Ref.No. NB. WBRO / DIT/ 5579 / DIT001 / 2016-17      dated 17 March 2017**

Dated.....

M/s \_\_\_\_\_

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विषय: नाबार्ड, पश्चिम बंगाल क्षेत्रीय कार्यालय, कोलकाता में 10 डेस्कटॉप पी सी, 15 लैपटॉप (पूराणे लैपटाप के पुनः खरीद के आधार पर), 03 एकल प्रिंटर, 01 बारकोड प्रिंटर एवं 01 हस्त धारित बार कोड स्कैनर के आपूर्ति, स्थापन, परीक्षण एवं प्रवर्तन के संबंध में

**Sub. : Supply, installation, testing and commissioning of 10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner at NABARD, Kolkata**

1. National Bank for Agriculture and Rural Development (NABARD) invites sealed tenders for supply, installation, testing and commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner**. You are requested to submit your offer in sealed envelopes for the aforesaid work as per detailed specifications and schedule of quantities specified in the tender document.

The Tender document will be available from the office of the Chief General Manager, National Bank for Agriculture and Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016 **from 17 March to 24 March 2017**. Tender document will be issued by hand between 10:30 AM and 05:00 PM, on all working days (Monday-Friday) on payment of a sum of ₹1000/- (Rupees One Thousand only) being cost, to be paid by **Pay order/ DD** favouring NABARD and payable at Kolkata. The tender fees will **not be refunded** under any circumstances.

Each tenderer will be issued with one set of the tender document comprising Notice Inviting Tender, Form of Tender, Terms and Conditions of the Contract (Annexure-I), Vendor Details (Annexure II), Articles of Agreement (Annexure-III), formats of Performance Bank Guarantee (Annexure-IV), Letter of Indemnity (Annexure-V), Letter of undertaking (Annexure-VI) and Schedule of quantities and minimum specifications (Annexure-VII(A) to VII(D)) in Volume I and Financial bid in Volume II.

2. The offer in **two separate sealed envelopes** marked as "Envelope No.1" (Technical Bid) and "Envelope No.2" (Financial Bid) and superscribed " Supply, installation, testing and commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner** and addressed to Shri A K Raybarman, Chief General Manager, National Bank for Agriculture and Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016" may be dropped in the Tender Box kept in 5<sup>th</sup> floor of office premises **not later than 15:00 hours on 29 March 2017.**

### 3. Eligibility of Bidder/supplier

- I. Suppliers should be registered in India.
- II. The supplier should have at least 03 (three) years of experience in the field of supply, installation, testing and commissioning of computer hardware and peripherals including software configuration.
- III. The supplying agency should be a profit making entity for the past 3 (three) years and its Annual Turnover during the last 3 years should not be less than **30% of the estimated cost** of the tender. Details of the same are to be provided. This should be individual company's turn over and net profit and not that of group of companies. Supporting documents in this regard should be provided as a part of Technical offer.
- IV. The supplier should have Original Equipment Manufacturer (OEM) presence in India or channel partners / service providers, authorised distributors / dealers / resellers.
- V. An Undertaking by the Authorized Signatory of the Vendor/Bidder, on the letter head of the Vendor/Bidder stating that the Vendor/Bidder has not been blacklisted by any Central/State Government Organization or PSU for any corrupt and fraudulent practice in Envelope 1.
- VI. The supplier's clientele should include banks, financial institutions, government undertakings and other reputed concerns, references of which should be made available in case the same is sought for by NABARD.
- VII. The supplying agency should be a profit making entity for the past 3 (three) years (documentary proof to be enclosed with Envelop-I).
- VIII. The bidder should submit documentary evidence in Envelop-I in support of fulfilling eligibility criteria mentioned above along with the information i.e. Vendor details as per Annexure II of the tender document.

### 4. Envelope No.1 (Technical Bid) should contain the following:

- i. Detailed technical aspects of the offer, including necessary brochures etc. for the items to be supplied, as per the Schedule of Quantities (**Annexure VII (A) to VII (E)**).
- ii. Copy of the valid "authorized dealer/distributor certificate" of the product proposed to be supplied.
- iii. Complete set of tender (Volume I), i.e., Technical bid including the terms and conditions (**Annexure I**) duly signed and stamped for having accepted the same.

- iv. DD for EMD of ₹75,500/- (Rupees Seventy Five Thousand Five Hundred only) drawn in favour of NABARD and payable in Kolkata.
- v. DD for an amount of ₹1000.00 (Rupees One Thousand only) for tender documents downloaded from our website ([www.nabard.org](http://www.nabard.org)).
5. Envelope No. 2 (Financial Bid) should contain the Volume II comprising the following:
- I. Items for Procurement and Buy-back** as per **Annexure VIII (A) and VIII (B)**.
- II. Price Bid/ Bill of Quantities (BOQ) (Procurement): Annexure VIII(C)** - The most competitive prices offered in respect of the items mentioned in the BOQ.
- III. Price Bid/ Bill of Quantities (Buy Back): Annexure VIII (D)** - Offer for buy back of Laptop PCs in respect of the items mentioned in the BOQ.
6. **Interested Vendors may submit tender-bid for supply of all the items indicated above, if they are the authorized dealer/distributor/OEM for the products.**
7. Tender received late on account of any reason whatsoever as also by post, e-mailed or Faxed Tenders shall not be entertained.
8. Pre-bid meeting shall be held at **15.00 Hrs on 22 March 2017** for clarification of doubts, if any.
9. Part -I (Technical Bid) will be opened at **16:00 Hrs on 29 March 2017** in front of such bidders who wish to remain present.
10. Part -II (Financial Bid) will be opened at **17:00 Hrs on 29 March 2017** in front of such bidders who were found suitable / eligible for opening of Part-II of the bid (Financial) who wish to remain present.
11. Earnest Money Deposit (EMD) will not carry any interest. Tenders without the requisite amount of DD towards EMD shall be treated as ineligible and will be rejected. The price-bid of such bidders without EMD will not be opened. EMD of unsuccessful bidders will be refunded after opening of the price-bid and evaluation thereof within reasonable time period. In the event of non-adherence to the terms and conditions of the tender, the EMD of such bidders will be forfeited.
12. **Term of Execution of Work:** Completion period of the work mentioned in this tender shall be one week which shall be reckoned from date of issue of Purchase Order. The buyback items should be lifted from our office before release of payment.
13. **Timely completion and Liquidated Damages:** If the Vendor/Bidder fails to effect and complete the work within the time as stipulated under the Section: "Term of execution of work", the Vendor/Bidder shall be liable to pay NABARD liquidated damages and not by way of penalty, a sum of 1% of the contract price for each completed week of delay in completion of work. The Vendor's/Bidder's such liability for the delay in completing the work shall not in any case exceed 5% of the contract price.
14. Validity of the offer shall be 90 days from the date of opening of Envelope No.2.

15. The supplier(s) who will be found eligible after the scrutiny of both Technical and Financial bid to supply the items mentioned above will be required to submit the documents in respect of Performance Bank Guarantee (Annexure-IV) if required, Letter of Indemnity (Annexure-V) and undertaking of authenticity for Desktops, Laptops and other supplies (Annexure-VI), warranty certificates duly stamped and dated at the time of delivery of items to us.
16. The price quoted for products should be firm and inclusive of all the applicable taxes, duties, levies, transportation, octroi, labour etc. required for successful commissioning of the products. TDS will be deducted as per rule.
17. NABARD reserves the right to reduce/ increase the quantity of items to be purchased from the successful bidder. NABARD also reserves the rights not to operate any or all of the items as per requirement under its overall policy guidelines. Hence, each item rates should be self-supportive and quoted on stand-alone basis. It should not be treated like lumpsum rates for all the items taken together. Further, NABARD reserves the right to split the order, if felt necessary.
18. For any clarification, you may contact Shri Partha Mitra, Assistant General Manager at 033-22552348/317/313.

Thanking you

Yours faithfully



**(Sudhir Sharma)**  
Deputy General Manager

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
West Bengal RO  
Abhilasha-I  
6, Royd Street  
Kolkata - 700016

**FORM OF TENDER  
(Declaration by the Bidder)**

Ref.No.

Date :

CHIEF GENERAL MANAGER  
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
West Bengal RO  
Abhilasha-I  
6, Royd Street  
Kolkata - 700016

Dear Sir,

Having examined the specifications and schedule of quantities relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance in all respects with the specifications and instructions in writing referred to in the Articles of Agreement, Terms and Conditions of Contract, Schedule of Quantities and with such materials as are provided for, and in all other respects and in accordance with such conditions so far as they may be applicable.

(a) Description of works	Supply, installation, testing & commissioning of <b>10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner</b> at National Bank for Agriculture and Rural Development, West Bengal Regional Office, 6, Royd Street, Kolkata - 700016
(c) Earnest Money	₹75,500/- (Rupees Seventy Five Thousand Five Hundred only)
(d) Percentage, if any, to be deducted from bills	<b>10% as Retention Money or submission of performance Bank Guarantee (PBG)</b>
(e) Time allowed for completion of the works	One week from the date of issue of purchase order

Should this tender be accepted, I/ We hereby agree to abide by the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable and in default thereof to forfeit and pay to the West Bengal Regional Office, NABARD, the amount mentioned in the said conditions.

I/We have deposited the sums of ₹75,500/- (Rupees Seventy Five Thousand Five Hundred only) as Earnest Money with NABARD, Kolkata, which are not to bear any interest. Should I/We fail to execute the contract when called upon to do so, I/We do hereby agree that this sum shall be forfeited by me/us to NABARD, Kolkata.

5. Our bankers are :

(I)

(ii)

(iii)

6. The names of partners of our firm are :

Name of the partner of the firm authorized to sign :

OR

Name of person having Power of Attorney to sign the contract. :  
(Certified true copy of the Power of Attorney should be attached)

Yours faithfully

( Signature of Vendor/supplier) with stamp

(Signature, Name and addresses of witness)

(1) \_\_\_\_\_

(2) \_\_\_\_\_



## ANNEXURE- I

### Terms and Conditions of the Contract

#### I. Eligibility of Bidder/supplier

- I. Suppliers should be registered in India.
- II. The supplier should have at least 03 (three) years of experience in the field of supply, installation, testing and commissioning of computer hardware and peripherals including software configuration.
- III. The supplying agency should be a profit making entity for the past 3 (three) years and its Annual Turnover during the last 3 years should not be less than **30% of the estimated cost** of the tender. Details of the same are to be provided. This should be individual company's turn over and net profit and not that of group of companies. Supporting documents in this regard should be provided as a part of Technical offer.
- IV. The supplier should have Original Equipment Manufacturer (OEM) presence in India or channel partners / service providers, authorised distributors / dealers / resellers.
- V. The supplier's clientele should include banks, financial institutions, government undertakings and other reputed concerns, references of which should be made available in case the same is sought for by NABARD.
- VI. The supplying agency should be a profit making entity for the past 03 (three) years (documentary proof to be enclosed with Envelop-I).
- VII. The bidder should submit documentary evidence in Envelop-I in support of fulfilling eligibility criteria mentioned above along with the information, i.e. Vendor details as per Annexure II of the tender document.

#### II. Submission of Tenders

1. The offerer must obtain for himself at his own responsibility and at his own expense all the information which may be necessary for the purpose of submission of offer.
2. The suppliers may get themselves acquainted with the proposed work and study the specifications of the contract, site conditions, prevailing laws, regulations, other related issues, etc., carefully before tendering. The same shall be done at their own expense, responsibility and risk. No request for change of tendering conditions for want of information on any particular issue will be entertained by NABARD.
3. The rates quoted in the offer shall be for the complete item including supply, installation, testing, commissioning etc. The rate shall be firm and shall not be subject to exchange variations, labour conditions, fluctuation in railway/road freights or any other conditions whatsoever. **The offerer must include in his rates sales tax/VAT, excise duty, octroi and any other tax and duty or other levy charged by central government or any state government or local authority, if applicable. No claim in respect of sales tax, excise duty, octroi or other tax, duty or levy whether existing or future shall be entertained by the Bank. The rates shall also include transportation, loading, unloading, packing, carting, forwarding, freight charges, transit insurance cover and any other payment/taxes towards transporting the materials from other State/s.**

4. The offer should be made for systems of reputed manufacturers having all India service capabilities. The manufacturer's service network available across the country and especially in West Bengal State should be properly enumerated.
6. Prices quoted should be in respect of Desktops/ Laptops/ Printers etc. as mentioned above of reputed brands with specifications as indicated in the schedule of quantities. Products quoted which are not in conformity with the specifications /configurations prescribed **[Annexure VII (A)-VII (E)]**, will be summarily rejected.
7. Offers shall remain open for acceptance by the Bank for a period of 90 days from the date of opening the envelope no. 2, which may be extended by mutual agreement and the bidder shall not cancel or withdraw the offer during this period. Further, the bidder should give an undertaking to pass on the benefit accruing on account of any fall in prices to the Bank, during the period between the date of submission of quotation and the date of supply, in respect of all the items.
8. The proforma provided in Annexure VIII(C) and VIII (D) may be used for submission of quotes.
9. It may be noted that submission of the quote would imply explicit acceptance by the supplier of all the terms and conditions listed in the tender document.
10. The supplier will ensure that the tender reaches the bank on or before the due date and time. Applications received after the due date and time or incomplete in any respect or not as per the proforma prescribed are liable to be rejected.
11. All tenders should be accompanied by Demand Draft drawn on a scheduled bank in favour of National Bank for Agriculture and Rural Development (NABARD) and payable at Kolkata towards Earnest Money Deposits (EMD) of ₹75,500/- (Rupees Seventy Five Thousand Five Hundred only). The tenders not accompanied by the EMD amount will not be considered. The EMDs of all unsuccessful bidders shall be returned without any interest, within reasonable time.
12. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen in Kolkata and only courts in Kolkata would have jurisdiction to determine the same.
13. All the pages of the tender document should be signed together with seal of the authorised representative of the supplier.
14. Articles of Agreement, Performance Bank Guarantee, Letter of Indemnity and Minimum Specifications as applicable and enumerated in following paragraphs are enclosed as Annexure III, IV, V, VI, VII (A)-VII (E) respectively.

### **III. Acceptance of Tenders / Bids**

1. No conditions whatsoever shall be attached with any of the offers in Envelope-II, failing which the offer shall be liable to be rejected. If there is any clause in the bill/invoice/any document submitted along with the goods which are not in conformity with any clause

contained herein or in the purchase order, the clause in this tender document or in the purchase order only will prevail.

2. The supplier shall pass on to NABARD any benefit under any promotional scheme / offers on the product(s) offered. Also all items / parts included by the OEM would be supplied along with the equipment. The supplier would not be entitled to debundle any such item / part. The make / model of the equipment offered should be clearly indicated in the quote.
3. Copy of the valid "dealer/distributor" certificate of the product proposed to be supplied should be enclosed along with the offer. It may also be noted that licenses of all softwares loaded in PCs and all certifications specified under the technical stipulations will have to be supplied failing which the Bank reserves the right to reject the goods even after delivery of goods. Details relating to certifications specified in technical details must be clearly mentioned in the offer.
4. Rates should be quoted both in figures and words in columns provided for. All erasures, corrections and alterations made in the offer must be attested by initials of the offerer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the offer null and void at the Bank' option. No change in rate or conditions after opening the offer will be entertained.
5. Rates should be quoted both in figures and in words. In case of difference between figures and words the following procedure will be followed : (a) when there is a difference between the rates in figures and words, the rates which correspond to the amount worked out by the supplier will be taken as correct; (b) When the amount of items is not worked out by the supplier or it does not correspond with the rate written either in figures or words, then the rate quoted by the supplier in words shall be taken as correct; (c) When the rate quoted by the supplier in figures and words tallies but the amount is not worked out correctly, the rate quoted by the supplier shall be taken as the correct and not the amount.
6. The offerer should note that unless otherwise stated, the offer is strictly on item rate basis and his attention is drawn to the fact that rates for each and every item should be correct, workable and self-supporting. The quantities in the schedule of quantities approximately indicate the total extent of work but may vary and even may be omitted thus altering the aggregate value of contract. No claim for any compensation shall be entertained in this regard.
7. NABARD reserves the right to accept or reject any tender in part or in full without assigning any reasons whatsoever.
8. Any correction / alteration should be properly authenticated with signature and date by the authorised representative of the supplier. Corrections using fluid and overwriting will not be permitted.

#### **IV. Opening of Tenders**

1. Envelope No.1 will be opened at **16:00 hours on 29 March 2017** at this Office in the presence of the General Manager, National Bank for Agriculture and Rural Development, West Bengal Regional Office, Kolkata or any other officer designated for the purpose by him.

2. Envelope No.1 will be opened in the presence of authorised representatives of the individual bidding firms who chose to be present at the time of opening.
3. **Envelope No.2 shall be opened at 17.00 Hours on 29 March 2017, after scrutiny of the Volume I of the tender and supporting documents submitted therewith, in respect of vendors who are found eligible, which shall be separately intimated to the bidders. (All the bidders must submit their email-ids for faster communication)**

#### **V. Award of Contract**

1. NABARD does not bind itself to accept the lowest or any other offer and reserves to itself the right to accept/reject any or all the offers, without assigning any reasons, thereof.
2. The offerer shall not assign the contract to any other person/firm. The offerer shall not subcontract any portion of the contract except with written consent of NABARD.

#### **VI. Execution of Works**

1. The successful bidder shall be required to execute an agreement in the Proforma attached (Annexure III) within one week from the date of issue of Purchase Order. In the event of failure on the part of the successful bidder to sign the agreement within the above stipulated period, the earnest money will be forfeited and the acceptance of the tender shall be considered as cancelled.
2. The successful bidder/supplier would be required to complete the delivery, testing and installation of the items listed in the Schedule of Quantities as per specifications indicated at Annexure- **VII (A) to VII (E)** within **one week** from the date of issue of Purchase Order.
3. The supplier would also have to provide an indemnity bond certifying that the software/s supplied by them is licensed and genuine and indemnifying NABARD in case their claims are proved otherwise (Annexure -V).
4. NABARD reserves the right to shift the machines between its various district offices in the State of West Bengal and the supplier / manufacturer would be liable to provide on-site warranty/ service for the machines / systems at such locations.
5. The equipment should be made available for testing/inspection by NABARD representative/s and the supplier would ensure all necessary assistance for the same. The supplier would also ensure proper testing of the equipment and connected paraphernalia and ensure that the products meet the criterion as listed out in the offer made by NABARD and to the satisfaction of NABARD.
6. In case the model offered by the supplier at the time of quote is out of date, the supplier should agree to provide at no extra cost, an equipment of such higher configuration than prescribed in the offer and acceptable to NABARD.
7. Subsequent to installation of the equipment at NABARD's office at Kolkata in West Bengal together with all related software, the supplier will hand over to NABARD all the related media, manuals, etc., and fill in a Machine Installation Report (MIR proforma to be supplied

by NABARD) in triplicate. A System Information (SI) printout will also be generated at site. The SI would be attached to the MIR and both the documents would be signed by the representatives of the supplier and NABARD. Whereas one copy of the MIR and SI would be provided to NABARD immediately, the supplier would retain the other two copies of the documents. One copy of the same would be attached to the Invoice to be submitted by the supplier.

8. The offerer shall not be entitled to any compensation for any loss suffered by him on account of delays in commissioning or executing the work, whatever be the cause of delays, including delays arising out of modifications to the work entrusted to him or any other reasons whatsoever and the Bank shall not be liable for any claim in respect thereof. Bank does not accept liability for any sum besides the offer amount, as mentioned in the schedule of quantities.
9. The successful offerer is bound to carry out all items of work necessary for the completion of the job in totality even though such items are not included in quantities and rates.
10. The successful offerer should make his own arrangements to obtain all materials required for the work. Detailed brochures, illustrations, if any, with descriptive literature etc. have to be accompanied with the offer. The details and the literature so submitted by the successful offerer shall be retained by the Bank.
11. The conditions, specifications and schedule of quantities forming contract document are explanatory and are complementary to each other, representing together the work/installation to be carried out. In case of doubt, the matter shall be discussed with the Bank's Officials and necessary clarifications obtained. If neither the specifications nor the schedule of quantities include any provision specifically but if such provisions are absolutely necessary to complete the work, the offerer shall provide the same without any extra cost to the Bank. Anything contained in any one viz. (i) the specifications and/or (ii) the schedule of quantities but not specifically appearing in the other parts of the documents shall be deemed to have been stipulated under all such parts of the document and the work shall be carried out accordingly.
12. **The works shall not be considered as completed until the Bank' officials have certified in writing that the same have been completed as per the order. The warranty period shall commence from the date of such certificate.**
13. The installations shall be completed as per the working days / hours of the bank and no request for extension of such facilities beyond the normal working hours / days will be entertained.
14. A list indicating the product serial numbers of each instrument (CPU, keyboard, mouse, monitor, printer etc.) installed under the contract has to be furnished at the time of completion of the Work.
15. **NABARD would not be liable for any compensation for injury or loss of life caused to the supplier's workmen / contract staff / others or property during execution of work prescribed under the contract. The contractor is advised to take all necessary precautions / adequate insurance measures to prevent / protect itself from any such liability.**

16. Quantities indicated in the order under individual heads are to be supplied as a single lot.
17. **The items under 'buyback' are to be taken on 'as is where is' basis.** The bidder, if so desires, may visit the premises to ascertain the condition of the equipment, before offering their quote.
18. **The procurement shall be strictly under buyback arrangement. The vendors shall have to necessarily quote for the items indicated under buy back items.** The competitive position of the vendors may be decided based on the net of amount quoted for supply and buy-back.
19. **The vendors shall have to quote for all the items of the tender.** Part tenders/ incomplete tenders shall be summarily rejected.

## **VII. Terms of Payment**

1. Payment of 90% of the value of the purchase order will be released on successful installation, testing & commissioning and submission of certificate of satisfactory installation of all the items including submission of MIR for each item and other related documents as enumerated in Annexure- V & VI. The balance 10% of the purchase value (including EMD) would be retained as Retention Money Deposit (RMD) which will not carry any interest. The RMD will be released after warranty period or on submission of Performance Bank Guarantee as per Proforma enclosed (Annexure IV) for the said amount, after six weeks from the date of completion of work.
2. Payment would be made by NABARD only on satisfactory completion of all report and handing over of all such related media, manuals, etc., and submission of Machine Installation Reports (MIR) and System Information (SI). Buy-back items should also be lifted from our office before release of payment.
3. **All the payments of bills in respect of the offer shall be made only by the Chief General Manager, National Bank for Agriculture and Rural Development, West Bengal Regional Office, Kolkata at his office by e-payment. The vendor may furnish details of the Bank account number, IFSC code, etc., to facilitate e-payments. All payments shall be subject to statutory deductions such as Trade Tax, Income Tax, Surcharge, Education Cess etc., as applicable at the time of payment.**
4. All payments will be made at Kolkata only.
5. Payment will be made only on completion of all works specified under the contract and on satisfaction of other conditions of the contract. Under no circumstances would part / advance payment be allowed.

## **VIII. Warranty**

1. The tenderer will provide on-site warranty for all products as specified in **(Annexure VII (A) -VII (E))**. All products will be delivered at NABARD's Regional Office, Kolkata, West Bengal as required. The MIR and SI will be issued at Kolkata.

2. Warranty would mean that prompt after sales service (within a span of 1 working day of filing a complaint) is made available by the supplier / manufacturer. Warranty items would cover all manufacturing defects without exclusion. No charges would be payable by NABARD for adherence to warranty terms by the supplier / manufacturer.
3. **The selected supplier would be required to provide Performance Bank Guarantee (PBG) from their banker as per the proforma (Annexure IV) for an amount equivalent to 10% of the equipment cost for the warranty period.**
4. The offerer shall not assign the contract to someone else. He/they shall not subcontract any portion of contract except with the written consent of NABARD.
5. Comprehensive Warranty period for Maintenance of machines shall be a minimum period of 03 (Three) years. The offerer shall install all the units delivered under the order and submit a virtual completion certificate. The Bank shall inspect /verify the units for satisfactory functioning and shall thereafter accept the virtual completion certificate. The date and acceptance of virtual completion certificate shall be treated as 'virtual completion' date. The defect liability / warranty period covers total comprehensive contract. Any defect or fault which may appear within the warranty Period after the virtual completion of the work, arising in the opinion of the Bank' Officials from materials or workmanship not in accordance with the offer, shall upon the directions in writing of the Bank' officials, and within such reasonable time as shall be specified therein, be amended and made good by the offerer, at his own cost and in case of default, the Bank may employ and pay other persons to amend and make good such defects, or faults, and all damages, loss and expenses consequent thereon or incidental thereto shall be made good and borne by the offerer and such damage, loss and expenses shall be recoverable from him by the Bank or may be deducted by the Bank, upon the Bank Officials' Certificate in writing, from any money due or that may become due to the offerer, or the Bank may in lieu of such amending and making good by the offerer deduct from any moneys due to the offerer a sum equal to the cost of amending such work and in the event of the amount retained being insufficient, recover the balance from the offerer, together with any expenses the Bank may have incurred in connection therewith. The offerer shall remain liable under the provisions of this clause notwithstanding the signing of any certificate or the passing of any amounts, by the Bank' Officials.
6. Warranty should cover parts replacement, free labour, on-site /off-site visit etc. No extra claims are applicable during the warranty period. In case of repair of machines during the period, a substitute machine shall be provided by the firm in the event of the repairs exceeding 2 days.

#### **IX. Penalties**

1. In the event of failure of the supplier to deliver and install the machines within the stipulated period of time and not as per the terms and conditions of the contract, NABARD reserves the right to award the supply to an alternative supplier. All damages on this account would directly rest with the supplier originally awarded the contract. The EMD provided by the supplier would stand forfeited in such case. Also NABARD would be entitled to claim compensation for any excess payments / damages incurred by NABARD in this connection.
2. Liquidated damages shall be 1% of the contract price of tender for each completed week of delay in completion of work. The Vendor's/Bidder's such liability for the delay in

completing the work shall not in any case exceed 5% of the contract price. In case the successful vendor with whom order for supply is placed, doesn't honour Terms and Conditions of the tender or backs out or fails to deliver the item/s, they may be liable for forfeiture of EMD along with other items indicated in the tender document.

## **X. Arbitration**

- 1.** All disputes (except for payments) shall be resolved by NABARD. If the dispute cannot be resolved, the matter may be referred to an arbitrator. Except in respect of matters for which it is provided hereunder that the decision of NABARD is final and binding, all disputes and differences of any kind whatsoever arising out of or in connection with this agreement or the carrying out of the works ( whether during the progress of the works or within one year after their completion or within one year after the termination or abandonment or breach of the contract ) shall be referred by either party for arbitration after giving 30 days' notice in writing to the other(s) ( hereinafter referred to as the 'Notice for Arbitration') clearly setting out the items of disputes for reference to a Sole Arbitrator to be appointed as hereinafter provided.
- 2.** For the purpose of appointing the Sole Arbitrator referred to above, NABARD will send to the Vendor within thirty days of the Notice of Arbitration, a panel of three names of persons who shall be presently unconnected with the organization of NABARD and the Vendor.
- 3.** The Vendor shall on receipt of the names as aforesaid select any one of the persons so named to be appointed as a Sole Arbitrator and communicate his name to NABARD within thirty days of receipt of the names. NABARD shall thereupon without any delay appoint the said person as the Sole Arbitrator. If the Vendor fails to communicate such selection as provided above within the period specified, NABARD shall make the selection without further reference to the Vendor and appoint the selected person as the Sole Arbitrator.
- 4.** If NABARD fails to send to the Vendor the panel of three names as aforesaid within the period specified, the Vendor shall send to NABARD a panel of three names of persons who shall be unconnected with either party. NABARD shall on receipt of the names as aforesaid select any one of the persons and appoint him as the Sole Arbitrator. If NABARD fails to select the persons named in the panel and informs the Vendor accordingly, the Vendor shall be entitled to appoint any one of the persons from the panel as the Sole Arbitrator and communicate his name to NABARD.
- 5.** If the Arbitrator so appointed is unable or unwilling to act or resigns his appointment or vacates his office due to any reason whatsoever, another Sole Arbitrator shall be appointed as aforesaid. The Sole Arbitrator shall have power to open up, review and revise any certificates, information or decision, requisition or notice and to determine all other matters in dispute which shall be submitted to arbitration and of which notice shall have been given as aforesaid. Subject to the aforesaid, the arbitration shall be governed by the Indian Arbitration and Conciliation Act 1996 or any other statutory modification thereof. The Award of the arbitrator shall be final and binding on the Parties. It is hereby agreed that in all disputes referred to Arbitration, the Arbitrator shall give two separate award in respect of each dispute or differences in accordance with the terms of the tender and give a reasoned Award.



6. The fees, if any, of the Arbitrators shall, if required to be paid before the Award is made and published, to be paid half by each of the Parties. The cost of the finance of the Award including the fees if any of the Arbitrator shall be directed to be borne and paid by such Party or Parties to the dispute; in such manner or proportion as may be directed by the Arbitrator in the Award.

7. NABARD and the Vendor hereby also agree that the Arbitrator under this clause shall be a condition precedent to any right to auction under the tender with regard to the matters hereby expressly agreed to be so referred to the Arbitrator.

**XI. Inspection by the Chief Technical Examiner (Vigilance)**

1. The proposed work covered under this Tender during its progress or after completion of work including all records, registers, etc. can be inspected by the Chief Technical Examiner / Technical Examiner or by an Officer of the Vigilance Cell of the Authority on behalf of NABARD.

2. The Vendor shall afford all reasonable facilities to the above vigilance staff as also provide them with all tools and plat etc. as also necessary technical staff to complete their inspection / study / technical scrutiny to ascertain that execution of work has been done with materials and workmanship as stipulated in the contract and no extra shall be admissible to the Vendor on this account.

3. I/We hereby declare that I/We have read carefully and understood the above instructions and terms and conditions for the guidance and the same will be binding upon me/we in case the work is entrusted to me/us.

Signature of Officer with stamp:

Name & Address with Phone No.

Date:

Seal:

**ANNEXURE-II**  
**VENDOR DETAILS**

Sl. No.	Items	Details
1	Name of the Vendor	
2	Address of the Registered Office	Address Telephone Fax E-mail a. Address -1:
3	Address of the Office at Kolkata	Address Telephone Fax E-mail b. Address -2:
4	Name and Designation of the person authorised to make commitment to the Bank	Telephone Fax E-mail Name Designation Mobile phone
5	Vendor's Web site( if any)	
6	Type of Organisation (whether sole proprietorship/private limited/public limited company or cooperative body)	
7	Details of Registration	Registering Authority: Registration Date: Registration No.:
8	Sales Tax Number / VAT No.	
9	(i) Income Tax Number (ii) PAN / TAN	
10	Clientele (Certificate regarding after sales and support from the mentioned companies should be furnished)	
11	Details of qualified engineers at Kolkata	Banks & FIs : Govt. Undertaking : Reputed Concerns : Number: Qualification and nature of worked handled:
12	Brands of hardware, peripherals of which the vendor is OEM/authorised Dealer/reseller (Certificate from the principal agencies should be enclosed in case of Authorised Dealers/Resellers)	
13	Whether vendor is a systems integrator (Details of system integration work done may be given)	

<b>Sl. No.</b>	<b>Items</b>	<b>Details</b>
14	Details of previous experience: The supplier should have experience of executing similar works during last 3 years i.e. 2013-14, 2014-15 & 2015-16.	
15	Name and Location of Work	
16	Value and nature of Order	
17	Whether executed satisfactorily and on time	
18	Date of Completion of work	
19	Annual Turnover (₹ in lakh)	(2013-14) :  (2014-15) :  (2015-16) :
20	Audited Balance Sheet, P&L A/c and Annual Report for the last 3 years must be furnished	
21	Names and addresses of bankers	
22	Bank A/c Number, IFSC code, etc. for e-payment	

(Signature with stamp)

## ANNEXURE – III

### ARTICLES OF AGREEMENT

ARTICLES OF AGREEMENT made this day of \_\_\_\_\_ between NABARD, Kolkata having its Head Office at Mumbai (hereinafter called "the employer") of the one part and \_\_\_\_\_ (vendor name and complete address) (hereinafter called "the Vendor/contractor") of the other part. Whereas the Employer is desirous of carrying out the work of Supply, installation, testing & commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner** at National Bank for Agriculture & Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016 and has caused specifications describing the work to be done to be prepared by West Bengal Regional Office, NABARD, Kolkata.

AND WHEREAS the said specifications and the Schedule of quantities have been signed by or on behalf of the parties hereto.

AND WHEREAS the Vendor/contractor has agreed to execute the work(s) subject to the Condition set forth herein and to the Conditions set forth in the Tender Document and in the Schedule of Quantities and Terms and Conditions of Contract (all of which are collectively hereinafter referred to as "the said Conditions") the works shown upon the said and/or described in the said Specifications and included in the Schedule of Quantities at the respective rates therein set forth amounting to the sum as therein arrived at or such other sum as shall become payable thereunder (hereinafter referred to as "the said Contract Amount").

#### **NOW IT IS HEREBY AGREED AS FOLLOWS:**

1. In consideration of the said Contract amount to be paid at the times and in the manner set forth in the said conditions, the vendors/contractors shall upon and subject to the said conditions execute and complete the work shown upon the said location and described in the said specifications and the schedule of quantities.
2. The employer shall pay the vendor/contractor the said contract amount, or such other sum as shall become payable, at the times and in the manner specified in the said Conditions.
3. In the said conditions herein before mentioned, the Chief General Manager, West Bengal Regional Office, NABARD, Kolkata shall act on behalf of the National Bank for Agriculture and Rural Development.
4. The said conditions shall be read and construed as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said Conditions and perform the agreements on their part respectively contained in the said conditions.
5. The agreement and documents mentioned herein shall form the basis of this Contract.
6. This contract is neither a fixed lump sum Contract nor a Piece work Contract but is a Contract to carry out the work in respect of supply, installation, testing and commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner** at National Bank for

Agriculture & Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016 to be paid for according to actual quantities at the rates contained in the Schedule of Rates and Probable quantities provided in the said Conditions.

7. NABARD reserves to himself the right of altering the quantum of the work by adding to or omitting any items having portions of the same carried out without prejudice to this Contract.
8. Time shall be considered as the essence of this Contract and the Vendor/contractor hereby agrees to commence the work soon after the site is handed over to him from the date of issue of formal purchase order as provided for in the said conditions whichever is later and to complete the entire work within **one week**.
9. All payments by the Employer under this contract will be made only at Kolkata.
10. All disputes arising out of or in any way connected with this agreement shall be deemed to have arisen at Kolkata and only Courts in Kolkata shall have jurisdiction to determine the same.
11. That the several parts of this contract have been read by the Vendor/contractor and fully understood by the Vendor/contractor.

IN WITNESS WHEREOF the Employer and Vendor/contractor have set their respective hands to these presents and two duplicates hereof the day and year first herein above written.

IN WITNESS WHEREOF the Employer has set its hand to these presents through its duly authorized official and the Vendor/contractor has caused its common seal to be affixed hereunto and the said two duplicates hereof to be executed on its behalf, the day and year first herein above written.

SIGNATURE CLAUSE:

SIGNED AND DELIVERED BY the National Bank For  
Agriculture and Rural Development by the hand

of Shri \_\_\_\_\_

(Name and Designation)

in the presence of  
(1) \_\_\_\_\_

Address \_\_\_\_\_

If the party is a partnership firm or an individual, should be signed by all or on behalf of all the partners.

(2) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_  
SIGNED AND DELIVERED BY \_\_\_\_\_  
in the presence of

(1) \_\_\_\_\_

Address \_\_\_\_\_

(2) \_\_\_\_\_

Address \_\_\_\_\_

THE COMMON SEAL of \_\_\_\_\_  
was hereunto affixed pursuant to the resolutions passed by its Board Of Directors at the  
meeting held on

In the presence of

(1) \_\_\_\_\_

(2) \_\_\_\_\_

Directors, who have signed these presents in token thereof in the presence of

(1) \_\_\_\_\_

(2) \_\_\_\_\_

Signed and sealed by the vendor/contractor by the hand

of Shri \_\_\_\_\_  
and duly constituted attorney.

If the vendor/contractor signs under its common seal, the signature clause should tally with  
the sealing clause in the articles of association

If the vendor / contractor is signing by the hand of power of attorney, whether a company or  
individual

## **ANNEXURE - IV**

### **PERFORMANCE BANK GUARANTEE**

This deed of guarantee made on this..... day of ..... by .....(Name of Bank giving guarantee) having its registered office at..... and amongst all places a branch at..... (address of bank branch giving guarantee) and wherever the context so require includes its successors and assigns (hereinafter called the "Surety") for the favour of National Bank for Agriculture and Rural Development, West Bengal Regional Office, Kolkata and wherever the context so requires includes its successors and assigns (hereinafter called the "Purchaser").

1. The purchaser has placed an order No..... Dated..... (hereinafter called the "Said order") with ..... (Name of the Vendor) a Company having its registered office at..... (Address) and wherever the context so requires includes its successors and assigns (hereinafter called or referred to as "The Supplier").
2. Under the terms of order, the supplier is required to furnish the purchaser at his own cost a Bank Guarantee for an amount of ₹\_\_\_\_\_ (Rupees \_\_\_\_\_) for fulfilling the conditions of technical delivery in the purchase order towards guarantee against all manufacturing defects for a period upto \_\_\_\_\_ in lieu of retention of an amount of 10% of the value of the order towards satisfactory fulfillment of the order and for defects, if any, noticed during the warranty period of three years from date of satisfactory installation.
3. The Surety at the request of the Supplier who are constituents of surety agreed to issue a Bank guarantee in terms of the said order on behalf of the supplier and the purchaser has agreed that the supplier shall repair or replace free of cost, equipment, machinery, its parts and components found defective on account of bad workmanship or defective materials or inferior manufacture as mentioned in the warranty and guarantee clause of the said order.
4. The Surety binds himself to pay to the purchaser to the extent of ₹\_\_\_\_\_ (Rupees \_\_\_\_\_) in case of failure on the part of the supplier to perform this guarantee provided the purchaser informs the surety in writing to this effect. The surety binds himself to pay the amount immediately pursuant to the said demand notice notwithstanding any dispute that may exist or arise between the purchaser and supplier or any other person.
5. Notwithstanding anything contained herein above, the liability of the surety in (Rupees \_\_\_\_\_); in case of failure on the part of the supplier to perform this guarantee provided, the purchaser informs the surety in writing to this effect.
6. This guarantee shall remain in force up to..... (Date).
7. The guarantee shall not be discharged or released from the guarantee by any arrangement between the Purchaser and the Supplier with or without consent of the Surety or by any alteration in the Obligations of the Parties or by any indulgence, forbearance whether as to payment, time, performance or otherwise.

- 8.** This guarantee shall not be affected by any change in the constitution of the supplier by absorption with any other body or corporation or any other and this guarantee will be available to or enforceable by such body or corporation.
- 9.** Unless a claim under this guarantee is made by the purchaser against the bank on or before (6 months after end of warranty period) all the rights of the purchaser under this guarantee shall be forfeited and the bank shall be relieved and discharged from all liability under this guarantee.
- 10.** And this bank guarantee after shall cease to exist if there is no claim on or before (6 months after end of warranty period).

Notwithstanding anything contained herein above, the liability under this guarantee is restricted to an amount not exceeding ₹\_\_\_\_\_ (Rupees \_\_\_\_\_) and the guarantee shall remain in full force and effect until. Unless action to enforce the claim is filed on or before (6 months after end of warranty period) all rights under the said guarantee shall be forfeited and Bank shall be relieved and discharged from all liabilities thereunder.

DATED AT KOLKATA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_



## ANNEXURE- V

The Chief General Manager  
National Bank for Agriculture and Rural Development  
West Bengal Regional Office  
6, Royd Street  
Kolkata – 700016

Dear Sir,

### **Letter of Indemnity - Sale of Systems Software, Compilers and Utilities to be used on Personal Computers/Laptops/ Other IT-Peripherals etc.**

WHEREAS the National Bank for Agriculture and Rural Development, a corporation established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'the Bank') has expressed desire to purchase Systems software, compilers and utilities to be used on Laptop computers for the various functions as per the Schedule hereunder written and which are hereinafter for brevity sake referred to as ' the said systems package', subject to our furnishing declarations and indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OF INDEMNITY WITNESS THAT:

We, the \_\_\_\_\_ hereby declare and certify that we are the rightful owners/ licenses of the said systems package offered for sale to the Bank and that the sale of the said systems package to the National Bank does not infringe the property or copy rights of any other person and that the same does not infringe the Copy of Rights Act, 1957 or any other Act for the time being in force.

We, the said \_\_\_\_\_ hereby agree to indemnify and keep indemnified and harmless the Bank, servants, agents and other authorised persons against any action that may be brought against them for infringement of the right of property or other intellectual property or copy rights in respect of the said systems package supplied by us to the Bank and will defend the same at our cost and consequences, and will pay or reimburse the Bank, its officers, servants, agents and other authorised persons from all the costs and other expenses that may be put to or incur in that connection.

SCHEDULE:

Yours faithfully

(Signature, Name and Designation of Authorised Official)

## Annexure VI

### **Undertaking of Authenticity for Desktop, laptop and other supplies.**

**Sub: Supply, installation, testing and commissioning of\_10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printers, 01 Barcode Printer and 01 Handheld Barcode Scanner at National Bank for Agriculture and Rural Development, West Bengal Regional Office, Abhilasha-I, 6, Royd Street, Kolkata - 700016**

**Ref:**

1. Your Purchase Order No. \_\_\_\_\_ dated \_\_\_\_\_
2. Our Invoice No/ Quotation No. \_\_\_\_\_ dated \_\_\_\_\_

With reference to the Desktops/Laptops/Printer/MFDs being supplied/ quoted to you vide our Invoice No. / Tender No. /Order No. \_\_\_\_\_ cited above, We \_\_\_\_\_ hereby undertake that all the components/parts/assembly/software used in the above items including parts like Hard disk, Monitors, Memory etc., shall be original new components/ parts/ assembly/ software only, from respective OEMs of the products and that no refurbished/duplicate/second hand components/parts/assembly/ software are being used or shall be used.

We also undertake that in respect of licensed operating system if asked for by you in the purchase order, the same shall be supplied along with the authorised license certificate (e.g. Product Keys on Certification of Authenticity in case of Microsoft Windows Operating System) and also that it shall be sourced from the authorised source (e.g. Authorised Microsoft Channel in case of Microsoft Operating System).

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/ installation. It will be our responsibility to produce such letters from our OEM supplier at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the IT Hardware/ Software already billed, we agree to take back the Desktops and Servers without demur, if already supplied and return the money if any paid to us by you in this regard. We (System OEM name) also even if there is any defect by our authorized service center/ Reseller/ SI etc.

**Authorised Signatory**

**Name:**

**Designation:**

**Place:**

**Date:**

## **Minimum Specifications**

### **ANNEXURE -VII (A) – Conventional Desktops (Windows)**

<b>S.N.</b>	<b>Component</b>	<b>Minimum Specifications</b>
1	CPU	Intel Fifth Generation Core™ i5 (i) Processor Base Frequency 3.2 GHz or above (ii) Max Turbo Frequency 3.6 GHz or above (iii) Intel® Smart Cache 6 MB or above (iv) 1600 MHz FSB or above
2	Memory	4 GB or above (DDR3 or DDR3L – 1600 MHz or above)
3	Chipset	Intel Q 8 Series
4	Monitor	Monitor 18.5" or above
5	HDD	HDD 500 GB SATA 2 (@7200 rpm) or above
6	Optical Drive	DVD R/W
7	Ports	6 USB (at least 2 on the Front Side)
8	Key Board	Standard
9	Mouse	Standard USB Optical / Laser Scroll Mouse
10	Ethernet	10/100/1000 Gigabit Ethernet Card
11	Operating System	Windows 10 Pro or above (pre-installed)
12	Compliance	Energy Star Compliance, ROHS, DMI 2.0, Asset Management Features
13	Audio	On-board sound card
14	Warranty	Three-years Comprehensive On-site warranty

Other Particulars:

- i. The Systems should be from OEM having ISO 9001/14000 or above certification.
- ii. Full details of the bundled manageability software should be furnished.

**ANNEXURE -VII (B) – Conventional Laptops (Windows)**

<b>S.N.</b>	<b>Component</b>	<b>Minimum Specifications</b>
1	CPU	Intel Core i5 Fifth Generation (i5-5200U or above) (i) Processor Base Frequency 2.2 GHz or above (ii) Max Turbo Frequency 2.7 GHz or above (iii) 3MB L3 Cache or above (iv) Integrated Chipset
2	Memory	4 GB or above (DDR3L 1600MHz or LPDDR3 1600 or above)
3	Display	14 inches or less (Resolution 1366 * 768 or better ) anti-glare
4	HDD	500 GB SATA (@5400 rpm) or above
5	Optical Drive	DVD R/W
6	Network Interface	10/100/1000 Gigabit Ethernet Card
7	Wireless Connectivity	802.11b/g/n, Bluetooth ® 4.0
8	Ports	2 or more USB 3.0 Port, HDMI out or Display Port, RJ-45 port
9	Power Supply & Battery	Atleast 3 Hours and External AC adapter
10	Weight	Less than 2.5Kg
11	Operating System	Windows 10 Pro or above (pre-installed)
12	Graphics Controller	Intel® HD Graphics 5500 or better
13	Multimedia	HD Audio, Inbuilt Stereo Speakers, Integrated Microphone & Webcam
14	Key Board	Full sized Keyboard
15	Pointing Device	Touchpad with scroll zone
16	Integrated Webcam	Resolution 720p HD or above
17	Carrying case	Executive Carrying case
18	Warranty	Three-years Comprehensive On-site warranty
19	Certification	Energy Star, ROHS, DMI 2.0

Other Particulars:

- i. The Systems should be from OEM having ISO 9001/14000 or of similar certification.
- ii. Full details of the bundled manageability software should be furnished.

**ANNEXURE -VII (C) – Standalone Laser Printer (Type - A4 size)**

<b>S.N.</b>	<b>Feature</b>	<b>Minimum Specifications</b>
1	Resolution	1200 x 1200 dots per inch (dpi)
2	Print Speed	18 pages per minute or above
3	Duplex Printing	Automatic two sided printing
4	Memory	64 MB or above
5	Duty Cycle	Up to 10,000 pages or above
6	Input tray	150 sheets
7	Connectivity	Hi Speed USB 2.0, Built in Wi-Fi 802.11 b/g/n( Optional )
9	Warranty	3 years Comprehensive onsite warranty

**ANNEXURE -VII (D) – Barcode Printer**

Bar Code Printer  
Thermal Transfer Bar Code Printer

**ANNEXURE -VII (E) – Handheld Barcode Scanner**

Label of size – 60mm x 40mm  
(capacity – 1000 labels) and Ribbon of size – 75mm x 300 mtrs  
(capacity 6000 labels). The label type used is Non-Tearable Synthetic.



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
WEST BENGAL REGIONAL OFFICE  
KOLKATA

**TENDER VOLUME - II  
(FINANCIAL BID)**

TENDER

for

Supply, installation, testing and commissioning of **10 Desktop PCs, 15 Laptops (against buyback), 03 Standalone Printer, 01 Barcode Printer and 01 Handheld Barcode Scanner** at National Bank for Agriculture & Rural Development, West Bengal Regional Office, Abhilasha-I, 6 Royd Street, Kolkata - 700016.

ISSUED TO:

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Pre-bid meeting : **15.00 Hrs on 22 March 2017**

Last date of submission of Tender : **15:00 hrs on 29 March 2017**

**Annexure-VIII (A)-Items for Procurement**

<b>Sl.No.</b>	<b>Item Description</b>	<b>Minimum Specifications</b>
1	Desktop PCs - 10	As Per Annexure-VII(A)
2	Laptop PCs -15	As Per Annexure-VII(B)
3	Standalone Printer - 03	As Per Annexure-VII(C)
4	Barcode Printer – 01	As Per Annexure-VII(D)
5	Handheld Barcode Scanner - 01	As Per Annexure-VII(E)

Name and Signature

Date and Seal

**Annexure-VIII (B)-Items for Buy Back**

**Purchase of Laptops against buyback**

<b>Sl. No.</b>	<b>Model &amp; Make</b>	<b>Purchase Date</b>	<b>Machine Sl. No.</b>
1	HP 530	01/11/2007	CND7321SH4
2	Pro Book 4510s	14/07/2009	CNU007420B
3	Latitude E5410	31/03/2011	CR9B6Q1
4	Latitude E 5410	10/01/2012	7VZRWQ1
5	Latitute E5430	08/01/2013	H6XFMV1
6	Latitute E5430	08/01/2013	D8XFMV1
7	Latitute E5430	08/01/2013	19XFMV1 (projector)
8	Latitute E5430	08/01/2013	59XFMV1 (projector)
9	Latitute E5430	08/01/2013	C6XFMV1
10	Latitute E5430	08/01/2013	75XFMV1
11	Latitute E5430	08/01/2013	49XFMV1
12	Latitude E5430	08/01/2013	36XFMV1
13	Latitute E5430	16/11/2012	68XFMV1



**Annexure – VIII(C)-PRICE BID: Procurement**

Sl. No.	Item Description	Make & Model No. (Please Specify)	Minimum Specifications	Quantity in Nos.	All inclusive Rate per unit (₹)	Total amount	
						In figures (₹)	In words
1	Desktop PCs		As Per Annexure-VII(A)	10			
2	Laptops		As Per Annexure-VII(B)	15			
3	Standalone Printers		As Per Annexure-VII(C)	03			
4	Barcode Printer		As Per Annexure-VII(D)	01			
5	Handheld Barcode Scanner		As Per Annexure-VII(E)	01			
<b>Total</b>							
<b>(Rupees &lt;in words&gt;-----)</b>							

Name and Signature

Date and Seal

**Annexure VIII (D)-Price Bid: Buy Back**

Sl. No.	Details of Item	Description	Quantity in Nos.	Rate quoted per unit (₹)	Total amount	
					In Figures (₹)	In words
1	Laptop PCs	As per Annexure-VIII(B)	13			
<b>Total</b>						
<b>(Rupees &lt;in words&gt;-----)</b>						

Name and Signature

Date and Seal

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