



**NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
Karnataka Regional Office  
Bangalore**

**Tender Document for Supply, Installation, Testing, Commissioning of Desktop PCs, Printers (Network A4), Printer (Network A4 Color), 3 in 1 (Print, copy, scan) Printers on buyback basis of 23 PCs, 9 Network A4 Printers, 1 USB Color Printer and 22 Multi-Functional Devices.**

**This Document contains 39 pages including the title page.**

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT (NABARD) Karnataka Regional Office, Bangalore invites sealed offers from established Vendors/Bidders for supply, Installation, Testing, Commissioning of Desktop PCs, Printers (Network A4), Printer (Network A4 Color), 3 in 1 (Print, copy, scan) Printers on buyback basis of 23 PCs, 9 Network A4 Printers, 1 USB Color Printer and 22 Multi-Functional Devices (hereinafter referred as "Computer Hardware") at its various Departments and DDM Offices (3 in 1 Printers only) in Karnataka.

The TENDER document can be downloaded from NABARD's website [www.nabard.org](http://www.nabard.org).

**Technical Proposal**

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- a) Date of Tender : 05 March 2019
- b) Time and last date for submission of Tender: 1500 hrs on 15 March 2019
- c) Bid Security Value/EMD : **Rs. 40,000/-**
- d) Pre-Bid Meeting : 1500 hrs on 11 March 2019
- e) Time and date of opening of Technical Offers : 1530 hrs on 15 March 2019
- f) Time and date of opening of Commercial Bids : Will be communicated to technically qualified bidders

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**National Bank for Agriculture and Rural Development, Karnataka  
Regional Office, Bangalore**

## Table of Contents

### **Part I-Technical Bid**

- 1 Notice Inviting Tender
- 2 Terms and Conditions
- 2.0 Scope of work
- 2.1 Conditions of the TENDER
- 2.2 Eligibility Criterion
- 2.3 Installation / Implementation Experience
- 2.4 Validity period of the Tender
- 2.5 Signatory
- 2.6 Opening of Bid
- 2.7 Earnest Money Deposit
- 2.8 Warranty period
- 2.9 Performance
- 2.10 Indemnity
- 2.11 Performance Guarantee
- 2.12 Price Composition
- 2.13 No Price Variations
- 2.14 Import Obligations
- 2.15 Terms of Payment
- 2.16 Term of execution of work
- 2.17 Timely completion and Liquidated Damages
- 2.18 Agreement
- 2.19 Confidentiality
- 2.20 Settlement of disputes by Arbitration
- 2.21 Order cancellation
- 2.22 Right to Accept or Reject the Bid
- 2.23 Right to alter quantities
- 2.24 Force Majeure
- 2.25 Evaluation Process

## SCHEDULES

### **Part I - Technical Bid**

<b>Schedule No.</b>	<b>Particulars</b>
1	Covering letter for submission of Offer
2	Backup Commitment from the Manufacturer for System Maintenance
3	Letter of Indemnity and Undertaking
4	Performance Bank Guarantee
5	Organizational Profile of the Vendor/ bidder
6	Detailed Specifications of the Hardware
7	Manufacturer's Authorization Form (MAF)
8 (A-D)	Technical Specifications Compliance Sheet

### **Part II - Commercial Bid**

Bill of Material with Commercials

**Tender No NB.KARO.DPSP/ 4547 / 2018-19**

**05 March 2019**

### **NOTICE INVITING TENDER**

National Bank for Agriculture and Rural Development, is a body corporate established under the NABARD Act, 1981 (hereinafter referred to as "NABARD") having its Head Office at Plot No. C-24, Block 'G', Bandra-Kurla Complex, Bandra (East), Mumbai - 400051 and Regional Offices (ROs) / Training Establishments (TEs) in different cities across the country.

NABARD, Karnataka Regional Office, Bangalore intends to invite sealed Tenders for supply, installation, testing & commissioning of Computer Hardware for its various departments located at Bangalore and DDM Offices (3 in 1 Printers only) in Karnataka under buy back basis. **The Computer hardware being offered on buy back basis are presently being used by the staff in their day to day work.**

Tender document may be downloaded from NABARD's website: [www.nabard.org](http://www.nabard.org).

#### **1.1 Two Part Offer:**

The offer must be submitted in single stage, sealed "Two cover system" with the First cover as the Technical Offer and Second cover as the Commercial Offer. Each page of the two documents viz Technical and Commercial Offer must be signed and inscribed with proper seal of Vendor/Bidder. All the covers must be enclosed in a single cover and be duly super-scribed "**Technical and Commercial Offer for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore**". Full name and address of the vendor/bidder must be written on the envelope. The bid must be addressed to **The Chief General Manager, Karnataka Regional Office, National Bank for Agriculture and Rural Development, 46, Nabard Towers, K G Road, Bangalore-560009** and should be delivered by hand or by registered post and should reach at the address of correspondence by stipulated date and time.

#### **Envelope No.1 (Technical Offer)**

The envelope containing Technical Offer should be duly super-scribed "**Technical Offer for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore**".

Technical Bid should contain the following: -

- i. DD/NEFT UTR towards Earnest Money Deposit specified herein below.
- ii. A copy of 'Proposal' document including Schedules 1, 2, 5, 6, 7 and Appendix duly signed by authorized signatory of the Vendor/Bidder on each page. Pre-filled schedule 8 (indicating whether the proposed machine meets minimum specifications) should also be submitted along with this proposal. However, the same shall be certified by NABARD after successful installation of machines at desired locations.
- iii. Vendor/Bidder's letter giving technical clarifications (if any).
- iv. 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.
- v. Any other information called which the Vendor/Bidder would like to submit along with this 'Bid'.
  - vi. **It should be specifically noted that the contents of Technical offer must not reveal commercials.**

### **Envelope No. 2 (Commercial offer)**

The envelope containing Commercial Offer should be duly super-scribed **“Commercial Offer for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore”**.

Price Bid should contain the following: -

- i. Prices in Indian Rupees only with detailed break-up of prices as per Part II – Schedule 1.
- ii. The Schedule of Quantities as per the specifications and the most competitive prices offered in respect of the items therein as per Part II – Schedule 1.
- iii. The Commercial Offer should be in conformity with the terms indicated in paragraph 2.12 i.e. Price Composition.
- iv. The Commercial Offer should not contradict the Technical offer in any manner.

### **1.2 Opening of Offer**

Envelope No. 1 containing the Technical Offer will be opened at 1530 hours on 15 March 2019. The Bids will be opened at the Regional Office in the presence of the Chief General Manager, National Bank for Agriculture and Rural Development, NABARD, Karnataka Regional office, Bangalore or any other officer designated for the purpose by him and will be opened in the presence of authorized representatives of the individual bidding firms who choose to be present at the time of opening. The date and time for opening of Envelope No. 2 containing the Commercial Offer will be communicated to qualified bidders through notice on our website / e-mail communications.

**A Pre-bid Meeting will be held at 1500 hours on 11 March 2019 at the given address.** Interested bidders are invited to attend the meeting and seek clarifications, if any, in the matter. They may **confirm their participation in the Pre-bid Meeting latest by 1500 hours on 08 March 2019 by e-mail to [dpssp.bangalore@nabard.org](mailto:dpssp.bangalore@nabard.org) & [dit.bangalore@nabard.org](mailto:dit.bangalore@nabard.org).**

Address for Communication: -

**The Chief General Manager**  
**National Bank for Agriculture & Rural Development**  
**46, Nabard Towers, K G Road, Bangalore-560009.**  
**Contact Tel No. – 08022076559,**  
**E-mail:- [dpsp.bangalore@nabard.org](mailto:dpsp.bangalore@nabard.org)**

**(P V S Suryakumar)**  
**Chief General Manager**

**Disclaimer**

NABARD may accept or reject any or all Response/s to this request for Tender in its discretion or may ask for any additional information from the bidders. NABARD may also vary its requirements, add to or amend the terms, procedure and protocol set out in this request for Tender for bonafide reasons, which will be notified to all through notice on its website. Further, NABARD hereby reserves its right to annul the Tender process at any time prior to the contract award without incurring any liability towards the bidders.

## **2. Terms and Conditions**

### **2.0 Scope of work:**

The successful bidder needs to provide the following elements at the locations and quantity as depicted in Appendix: -

#### **2.0.1 Supply:**

- a) Hardware along with requisite software at various departments and DDM Offices (3 in 1 Printers only) of NABARD's Karnataka Regional Office, Bangalore (as depicted in Appendix).
- b) License for all the Hardware, Software Components (wherever applicable).
- c) Manuals of the Hardware and Software (wherever applicable).
- d) Installation Media in the form of CD, DVD etc. (wherever applicable).

#### **2.0.2 Delivery and Installation:**

Delivery, Installation, Commissioning & Configuration of the supplied equipment/Software's at various departments and DDM Offices (3 in 1 Printers only) of NABARD's Karnataka Regional office at Bangalore (as depicted in Appendix).

#### **2.0.3 Warranty support:**

The successful bidder has to provide Comprehensive Post-installation warranty support for all the hardware, software, Installed & commissioned by him, for a period of **3 (three) years, on site**. In case where the bidder might have to source full or part of the components or services from the OEM, the bidder shall stay responsible for the entire solution.

### **2.1 Conditions of the TENDER:**

- 2.1.1. **The L1 Vendor will be arrived at component wise i.e., separately for Desktop PCs, Printers (Network A4), Printer (Network A4 Color), 3 in 1 (Print, copy, scan) Printers.** Specific authorization from the original manufacturer of the Hardware and Software (wherever applicable) would be required for this project.
- 2.1.2 Complete specifications of all the products and services recommended in the proposal inclusive of make/manufacturer/ developer shall have to be provided along with the technical bid.
- 2.1.3 The bidder has to submit supporting documents along with the Technical bid that the bidder is authorized to bid for the Hardware and Software (wherever applicable) [which are not his products] recommended by him in the proposal.
- 2.1.4 Submission of proposal in response to the Tender enquiry does not bind NABARD to award a purchase order for any service or product. NABARD would only deal with the successful bidder in matters related to Technical, Commercial and Legal aspects.
- 2.1.5 NABARD reserves the right to reject any particular bid or all the bids without assigning any reason whatsoever. Failure to select a bidder by NABARD shall not make NABARD liable to pay claim.
- 2.1.6 By submitting the proposal against this tender enquiry, the bidder acknowledges the responsibility to respond promptly in contract with NABARD. Failure to do so shall relieve NABARD of any contractual obligation to the bidder and NABARD reserves the right to select any other bidder for whole or part of the awarded work.
- 2.1.7 Any additional/different terms & conditions proposed by the bidder shall be treated as rejected unless expressly assented in writing by NABARD.

- 2.1.8 The bidder explicitly acknowledges that they are experts and fully competent in executing the work involved in the provision of the tendered job and accepts the responsibilities for the performance of all provisions and terms and conditions of the tendered job.
- 2.1.9 Any response or Communications whatsoever from the bidder received after the last date/time shall be strictly treated as invalid unless called for by NABARD.
- 2.1.10 No expense incurred by the bidder in the preparation or submission of the bid against the present tender enquiry shall be borne by NABARD. The submitted bids once opened shall not be returned to the bidder.
- 2.1.11 The price quoted for all components/products/services in the proposed solution should be competitive (which includes buy back amount in respect of Computer Hardware). NABARD reserves the right to verify the same independently and rejects bids not complying with this criterion.
- 2.1.12 The technical & functional specifications of all the items should comply with but not limited to the minimum criterion given under the relevant section of this tender. NABARD reserves the right to accept or reject any tender based on deviations (as per the discretion of NABARD), if any, from the technical specifications.
- 2.1.13 Any corruption in the software or media (wherever applicable) provided by the bidder shall be rectified during the full warranty period of the contract at no extra cost to NABARD.
- 2.1.14 The hardware, software and the overall system shall be supported by the successful bidder for the entire period of warranty. The bidder is required to submit an undertaking to this effect along with the technical offer. Absence of the undertaking shall make the offer liable for rejection.
- 2.1.15 The bidder shall be responsible for installation, commissioning & configurations of the hardware and software and related activities (unpacking, uncrating, inspection etc.). They shall ensure physical availability of all items as per the packing list.
- 2.1.16 The successful bidder shall provide Machine Installation Reports, Supply Completion Report and Performance Guarantee Certificate after completion of work.

## **2.2 Eligibility Criterion:**

Offers are invited only from those Vendors/Bidders who fulfill the following eligibility criteria: -

- 2.2.1 The product offered should comply with the certifications indicated in detailed specifications of the hardware/software. The bidder should submit supporting documents along with the Technical Offer.
- 2.2.2 The bidder should be direct channel partner of the OEM, preferably highest level channel partner and should be the one-point contact for the entire project.
- 2.2.3 The bidder should provide proper authentication from the manufacturer/OEM as per the proforma given in Part I schedule 7 of the Tender. Offers without proper authentication from the manufacturer/OEM shall be treated as incomplete and shall be rejected.
- 2.2.4 The bidder should submit the valid Trade License Certificate along with the Technical Offer (if any).
- 2.2.5 The bidder should have a dedicated comprehensive support service centre at Bangalore.
- 2.2.6 The bidder should produce document(s) in support of having experience in supply and maintenance of IT hardware or similar kind of work.



- 2.2.7 The bidder shall submit legal documents pertaining to the status of the organization including Memorandum and Articles of Association.
- 2.2.8 The Vendor/Bidder should not have been blacklisted by any Central/State Government Organization or PSU for any corrupt and fraudulent practice. An Undertaking by the Authorized Signatory on the letter head of the Vendor/Bidder should be submitted as a part of Technical Offer.
- 2.2.9 The Vendor/Bidder should submit its Organizational / Financial profile in the proforma detailed in Part 1 - Schedule 5 as a part of Technical Offer. Documents supporting Financial Statement (like Copies of published Annual Reports / audited financial statement etc.) should necessarily be supplied along with Technical Offer failing which the bid is liable for rejection.
- 2.2.10 The supplying agency should be a profit making entity for the past 3 (three) years and its Annual Turnover during the last 3 years from the business of supply and maintenance of IT hardware should not be less than **30% of the estimated cost of the tender excluding taxes**. 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.
- 2.2.11 The vendor/Bidder should have the installation/implementation experience as detailed under Para 2.3 of this document.

### **2.3 Installation / Implementation Experience:**

The Vendor/Bidder must have experience, in last three years, of installation, testing and commissioning of Hardware/Software mentioned in Schedule of Quantities.

A Statement containing the details of such implementations like Name of the firm, brief scope/description of the project, duration in months, from/to Team size, client details (including the name and details of contact person) should be submitted as a part of Technical Offer.

Photocopies of relevant documents / certificates should be submitted as proof in support of the claims made. NABARD reserves the right to verify /evaluate the claims made by the vendor/Bidder independently. Non-compliance of any of the criteria will entail rejection of the order.

### **2.4 Validity period of the TENDER:**

- a) The bid shall remain open for acceptance by NABARD for a **period of 60 days from the date of opening of Technical Offer**. The period may be extended by mutual agreement and the Vendor/Bidder shall not cancel or withdraw the 'bid' during this period.
- b) The Vendor/Bidder must use only the formats prescribed in "Tender Document" to fill in the bid.
- c) The 'Bid' must be filled in English and the amounts should be both in figures and words. If any of the documents is missing or unsigned, the 'Bid' will be considered invalid and rejected by NABARD at its discretion.
- d) All erasures and alterations made while filling the 'Bid' must be attested by initials of the Vendor/Bidder. Overwriting of any kind is not permitted. Failure to comply with either of these conditions will render the 'Bid' invalid at NABARD's discretion. Advice/Request of any change in rate(s) or condition(s) after the opening of the 'Bid' will not be entertained.

### **2.5 Signatory:**

Each page of the Technical and Commercial Offer should be signed by the person or persons submitting the 'Bid' in token of Vendor/Bidder having acquainted himself with the General Conditions of Contract, Specifications, etc., as laid down.

## **2.6 Opening of Bid**

Envelope No. 1 containing the Technical Offer will be opened at 1530 hours on 15 March 2019. The Bids will be opened at the Regional Office in the presence of the The Chief General Manager, NABARD, Karnataka Regional Office, Bangalore or any other officer designated for the purpose by him and will be opened in the presence of authorized representatives of the individual bidding firms who choose to be present at the time of opening. The date and time for opening of Envelope No. 2 containing the Commercial Offer will be communicated to qualified bidders through notice on our website / e-mail communications.

## **2.7 Earnest Money Deposit (EMD):**

The Vendor/Bidder shall furnish an EMD for an amount of **Rs. 40,000/- (Rupees Forty Thousand only)** in the form of Demand Draft drawn in favour of NABARD, payable/enforceable at Bangalore or deposit the amount through NEFT /Electronic payment in NABARD C/A No 911020065732710 with Axis Bank Kaveri Bhawan Branch , Bangalore (IFSC UITB0000230).

The EMD should form part of the Bid Documents (Technical Offer - [Part I]) submitted by the Vendor/Bidder. Failure to comply with this condition viz., submission of Bid Security of Rs.40,000/- ( Rupees Forty Thousand only) shall result in summary rejection of the Quotation/Bid.

The EMD of unsuccessful Vendors/Bidders shall be returned within Four weeks, only after the successful completion of the Bid Process. No interest is payable on this amount.

The Earnest Money Deposit of the successful Vendor/Bidder shall be released at the time of payment of the Tax Invoice for supply of the Hard Ware only upon the Vendor/Bidder's completion of items listed in the scope of work and on receipt of the Performance Bank Guarantee. No interest is payable on this amount.

The EMD shall be forfeited:

- i. If a Vendor/Bidder withdraws his offer during the period of validity of the bid.
- ii. If the successful Vendor/Bidder fails to execute the project satisfactorily within the stipulated time schedule.

NABARD's decision in the above cases will be final.

## **2.8 Warranty period:**

During the warranty period Vendor/Bidder shall provide on-site free maintenance services for trouble shooting of hardware and related software problems and replacement of parts free of charge. In addition to this, the Vendor/Bidder shall update/upgrade the Software and also provide any new versions released as part of warranty.

## **2.9 Performance:**

### **2.9.1 Response Time to errors:**

The vendor undertakes and guarantees that all the Critical Errors will be resolved within twenty-four hours of the NABARD intimating the same through e-mail, telephone or fax. Any error because of which the system as a whole becomes inoperable would be termed as Critical error. However, NABARD reserves the sole right to categorize an error as critical or otherwise.

### **2.9.2 Spare parts:**

The vendor will make the arrangement of spare parts for the Hardware and accessories available for a minimum period of three years (or the end of warranty period, whichever is later) from the time of acceptance of the system. If any of the peripherals/components are

not available during the warranty period, the substitution shall be carried out with peripherals/ components of equivalent or higher capacity. A written confirmation from the Hardware OEM regarding the same should be attached (as per Schedule 2 of Part I).

### **2.10 Indemnity:**

The Bidder shall, at its own expense, defend and indemnify NABARD against any third party claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its (Bidder's) employees or agents. or by any other third party resulting from or by any action, omission, or operation conducted by or on behalf of the Bidder and against any and all claims by employees, workmen, contractors, sub- contractors, suppliers, agent(s), employed/engaged otherwise working for the Bidder, in respect of any and all claims under the Labour Laws including wages, salaries, remuneration, compensation or like.

The successful Bidder shall indemnify, protect and save NABARD and hold NABARD harmless from and against all claims, losses, costs, damages, expenses, action suits and other proceedings. (including reasonable attorney fees), relating to or resulting directly or indirectly from (i) an act or omission of the Bidder, its employees or its agents in the performance of the services provided by this contract, (ii) breach of any of the terms of this Tender or breach of any representation or warranty by the Bidder, (iii) use of the deliverables and or services provided by the Bidder. (iv) Infringement of any patent, trademarks, copyrights etc., or such other statutory infringements in respect of all components provided to fulfill the scope of this project.

The Bidder shall further indemnify NABARD against any loss or damage to NABARD's premises or property, NABARD's data, loss of life, etc., due to the acts of the Bidder's employees or representatives. **The successful Vendor/Bidder is required to submit a "Letter of indemnity and undertaking" as per the prescribed format (Schedule 3 of Part I) within 15(fifteen) days of commissioning of systems/equipments.**

### **2.11 Performance Bank Guarantee:**

The successful Bidder shall, at his own expense, deposit with the Chief General Manager, NABARD, Karnataka Regional Office, Bangalore within 10 days of the notice of award of the tender, a Performance Bank Guarantee from a schedule commercial bank, payable on demand in terms of Part I - Schedule 4 for an amount equivalent to 10% of the of the total order value of hardware and software in lieu of Retention Money Deposit for the due performance and fulfillment of the warranty/contract by the Bidder.

The Earnest Money Deposit of the successful Vendor/Bidder shall be released at the time of payment of the Tax Invoice for supply of the Hardware only upon the Vendor/Bidder's completion of items listed in the scope of work and on receipt of the Performance Bank Guarantee. No interest is payable on such amount.

The Performance Bank Guarantee shall be denominated in INDIAN RUPEES only.

Without prejudice to the other rights of NABARD under the contract in the matter, the proceeds of the performance bank guarantee shall be payable to NABARD as compensation for any loss resulting from the Bidder's failure to complete its obligations under the contract. NABARD shall notify the Bidder in writing of the invocation of the right to receive such compensation indicating the contractual obligation(s) for which the Bidder is in default.

In case of unhandled complaints, the Vendor/Bidder shall be liable to pay NABARD liquidated damages by way of penalty, a sum of INR 100/- (Rupees One Hundred Only) per completed day for critical errors and a sum of INR 100/- (Rupees One Hundred Only) per completed week for other errors after registering the complaint. The Vendor's/Bidder's such

liability shall not in any case exceed book value of the hardware or software. The amount of penalty will be deducted from the Performance Bank Guarantee at the time of release.

The Performance Bank Guarantee will be discharged only after a period of six months after the expiry of the warranty period of 3 (three) years of due performance of the obligations of the Bidder under the contract.

Failure of the successful Bidder/Vendor to enter into contract within 10 days or within such extended period, as may be specified by the Chief General Manager, NABARD, Bangalore shall constitute sufficient ground, among others, if any, for the annulment of the award of the tender.

### **2.12 Price Composition:**

The price offered to NABARD must be in Indian Rupees, **inclusive of all taxes and duties such as GST, etc.** and packing forwarding, import and custom clearance, transportation, Insurance till delivery at various departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore, cost of installation commissioning and comprehensive on-site maintenance services under warranty.

The final price quoted shall be net of **the buyback amount in respect of the old Computer Hardware. L1 vendor shall be decided on the aforesaid basis.**

The Octroi /Entry tax, if applicable, will be reimbursed by NABARD as per actuals on production of original payment receipt.

From the date of placing the order till the delivery of the equipment, if any changes are brought in the tax structure by the Government resulting in reduction of the cost of the equipments, the benefits arising out of such reduction shall be passed on to NABARD.

Terms like "rates as applicable" will not be accepted and such bids are liable to be rejected without assigning any reason whatsoever.

The Vendors/Bidders should quote prices strictly as per the price composition stated above failing which the offers are likely to be rejected.

### **2.13 No Price Variations:**

The commercial offer shall be on a fixed price basis. No upward revision in the prices would be considered on account of subsequent increases in government taxes, duties, levies, etc. However, if there is any reduction on account of government taxes, duties, local levies, etc. during the offer validity period, the same shall be passed on to NABARD.

### **2.14 Import Obligations:**

In the event of it being necessary to import any materials of foreign manufacture, the Vendor/Bidder should obtain the same against his own normal license quota and should not look to NABARD for any assistance whatsoever for their procurement.

### **2.15 Terms of Payment**

Payment will be made by NABARD according to the procedure and schedule mentioned below: -

#### **2.15.1 Supply of Hardware & Software Components:**

90% of the total cost of Hardware & Software Components shall be paid on supply and installation of the listed Hardware & Software Components and on submission of the Machine Installation Report (MIR) issued by the competent authority of NABARD.

**2.15.2 Balance Payment:**

10% of the total cost of Hardware & Software Components shall be paid after submission of Performance Bank Guarantee as per proforma indicated as per Part I - Schedule 4.

**2.16 Term of execution of work:**

The overall time limit for satisfactory Supply, Installation, Testing and Commissioning of Hardware/Software shall be **two weeks** from the date of the work order. Time shall be of the essence for the contract.

**2.17 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.

**2.18 Agreement:**

The issue of letter of award of work by NABARD shall be construed as a binding contract.

**2.19 Confidentiality:**

The details of the proposed service shall be treated as confidential information between NABARD and Vendor/Bidder. Any such information shall not be passed on in part or in full to any third party without NABARD's prior written approval.

The Bidder/Vendor shall ensure that complete confidentiality is maintained by them and all its personnels, with regard to all information relating to NABARD. Unless required under law, Bidder/Vendor assures NABARD that neither Bidder/Vendor nor any of its personnel shall at any time divulge, disclose or make known to any third parties any business process or date, trust, accounts, matters or transactions whatsoever pertaining to NABARD.

**2.20 Settlement of disputes by Arbitration:**

a) The bid and any contract resulting there from shall be governed by and construed according to the Indian Laws.

b) All settlement of disputes or differences whatsoever, arising between NABARD and the Bidder out of or in connection to the construction, meaning and operation or effect of this bid or in the discharge of any obligation arising under this bid whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between the NABARD's representative and the Bidder's representative.

c) In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then such unsettled dispute or difference shall be referred to arbitration by sole arbitrator mutually agreed in accordance with the Arbitration and Conciliation Act, 1996. If no agreement is arrived at within 30 days from the date of notice as to who shall be the sole arbitrator, NABARD shall send to the Bidder a panel of five names of persons who shall be presently unconnected with NABARD or the Bidder. The Bidder shall on receipt of the names as aforesaid, select any one of persons so named to be appointed as sole arbitrator and communicate his name to NABARD within 30 days of receipt of the names. NABARD shall there upon without delay appoint the said person as the sole arbitrator. If the Bidder fails to select the person as sole arbitrator within 30 days of receipt of the notice from panel and inform NABARD accordingly, NABARD shall be entitled to appoint one of the persons from the panel as sole arbitrator and communicate his name to

the Bidder. If the person so appointed is unable or unwilling to act or refuses his appointment or vacates his office due to any reason whatsoever; another person shall be appointed by NABARD from the above list of persons.

- d) The venue of the arbitration shall be at Bangalore and the language of arbitration shall be English.
- e) The award of Arbitration shall be final and binding on both the parties.

Work under the contract shall be continued by the Bidder during the arbitration Proceedings unless otherwise directed in writing by NABARD, unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due or payable by NABARD to the Bidder shall be withheld on account of the ongoing arbitration proceedings. If any, unless it is the subject matter, or one of the subject matters thereof.

### **2.21 Order cancellation**

NABARD reserves its right to cancel the entire/unexecuted part of the work contract at any time by assigning appropriate reasons in the event of one or more of the following conditions:-

- a Delay in delivery of the ordered equipment, etc., beyond two weeks from the date of acceptance/receipt of the work order (except with written permission from NABARD).
- b Delay in installation and commissioning of the system beyond two weeks from the date of acceptance/receipt of the work order (except with written permission from NABARD).
- c Any other appropriate reason in view of NABARD.

In addition to the cancellation of the work contract, NABARD reserves the right to foreclose the Bank guarantee given by the Vendor/Bidder towards performance of the contract to appropriate the damages.

### **2.22 Right to Accept or Reject the Bid**

NABARD does not bind itself to accept the lowest bid or any or all Bids and Reserves to itself the right to accept or reject any or all the 'Bids', either in whole or in part without assigning any reasons for doing so.

If any conditions are stipulated at the time of submission of 'Bids', they will be Liable to be summarily rejected.

### **2.23 Right to alter quantities**

NABARD reserves the right to alter quantities to be purchased on the same terms and conditions.

### **2.24 Force Majeure**

2.24.1 The parties shall not be liable for default or non-performance of the obligations under the contract, if such default or non-performance of the obligations under this contract is caused by Force Majeure.

2.24.2 For the purpose of this clause. "Force Majeure" shall mean an event beyond the control of the parties, due to or as a result of or caused by acts of God, wars, insurrections, riots, earthquake and fire, events not foreseeable but does not include any fault or negligence or carelessness on the part of the parties, resulting in such a situation.

2.24.3 In the event of any such intervening Force Majeure, each party shall notify the other party in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the other party, the party pleading Force Majeure shall continue to perform/render/discharge other obligations as far as they can reasonably be attended/fulfilled and shall seek all reasonable alternative means for performance affected by the Event of Force Majeure.

2.24.4 In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months,

the parties shall hold consultations with each other in an endeavor to find a solution to the problem.

2.24.5 Notwithstanding above, the decision of NABARD shall be final and binding on the Bidder.

### **2.25 Evaluation Process**

Only Bids received on or before the stipulated date and time for responding to the Tender will be considered for further evaluation. The evaluation process will include:-

- a) Evaluation of Tender response (this may include scrutiny of proposal to ensure that the Vendor/Bidder meets the eligibility criteria, compliance to functional & technical requirement, presentations, demonstrations etc.)
- b) From the technically qualified bids, Vendors/Bidders will be short listed for commercial evaluation.
- c) The final decision regarding selection of Vendor/Bidder will be taken by NABARD. The implementation of the project will commence upon successful negotiation of a contract between NABARD and the selected Vendor/Bidder. NABARD reserves the right to reject any or all proposals fully or partially.
- d) Similarly, NABARD reserves the right to include or not to include any Vendor/Bidder in the final short-list.
- e) Vendor/Bidder will submit a certificate as detailed in Part I Schedule 1, on the letterhead and duly signed by Authorized signatory. This certificate will also form part of Technical Offer.

### **Disclaimer**

NABARD may accept or reject any or all Response/s to this request for Tender in its discretion or may ask for any additional information from the bidders. NABARD may also vary its requirements, add to or amend the terms, procedure and protocol set out in this request for Tender for bonafide reasons, which will be notified to all through notice on its website. Further, NABARD hereby reserves its right to annul the Tender process at any time prior to the contract award without incurring any liability towards the bidders.

## Appendix

a) The details of Location and requested 3 in 1 Printer (Network A4) is as follows

S. No.	Name of Unit	Address of Unit	Number of MFDs devices	Remarks (if any)
1	DDM Office, Bagalkot	NABARD, E-4, Sector 56, Opp. H P Petrol Bunk, Hubli Bypass Road, Navanagar, BAGALKOT - 587103	1	
2	DDM Office, Belagavi	NABARD, Plot No.-4, CTS 8873, Sector 3, Shivbasavanagar, BELAGAVI - 590 010	1	
3	DDM Office, Bellary	NABARD, Surya/18-C, Ground floor, 2nd cross, Opp. BUDA park, Nehru colony, BALLARI-583103	1	
4	DDM Office, Bidar	NABARD, Tulsi Vrindavan, 303, 3 <sup>rd</sup> floor Plot no.24, SBH Colony, Rang Mandir Road Above Bhavani Ortho Care, BIDAR - 585401	1	
5	DDM Office, Bijapur	NABARD, Sri Chandralamba 1st Floor, No.199/A/A/A, Sirdeshpande colony Station road, Behind Kamat Hotel VIJAYAPURA - 586101	1	
6	DDM Office, Chamrajanagar	NABARD, C/o H M Kumaraswamy, Chamundeshwari Nilaya, Behind St. Joseph's Hospital, Siddarthanagar Extension, CHAMARAJANAGAR- 571313	1	
7	DDM Office, Chikmagalur	NABARD, SreeNilaya, Kanadal Road Opp St. Marys Kids School, Kote	1	



S. No.	Name of Unit	Address of Unit	Number of MFDs devices	Remarks (if any)
		CHIKMAGALURU – 577101		
8	DDM Office, Chitradurga	NABARD, J C R Extension 4th Cross, Opp. Kunal Orthocare, CHITRADURGA - 577501	1	
9	DDM Office, Dakshina Kannada	NABARD, Flat No. 201, MOSACO Apartments, Nehru Avenue Cross Road, Lalbagh, Mangalore-575003	1	
10	DDM Office, Dharwad	NABARD, Ashirwad Building, 2nd Main, PB Road, Near Halaganesha temple, Vidyagiri, DHARWAD- 580004	1	
11	DDM Office, Davangere	NABARD, No. 1135/6, Vidyanagar, Between I & II Bus Stop, Taralabalu Badavane, DAVANGERE-577005	1	
12	DDM Office, Gadag	C/o Shri V V Kotagi, H No.12, Survey No.240/1+2+3+4+5, Vivekananda Nagar, 2nd Main Road , GADAG 582 101	1	
13	DDM Office, Kalaburagi	NABARD, Flat No. S-5 Block F, Asian Lifestyle Apartment Near Asian Mall Kalaburagi-585102	1	
14	DDM Office, Hassan	NABARD, “Ranganath Krupa” Door No.1507, Vivake Road Vidyanagara, Hassan-573202	1	
15	DDM Office, Haveri	NABARD, Upstairs, Engr Holal's Building 3rd main road, B-Block, Vidyanagar, HAVERI – 581110.	1	
16	DDM Office, Kodagu	NABARD, Opp. India Garage, Omkareshwar Temple Road, Madikeri, KODAGU - 571201	1	
17	DDM Office, Mandya	427, Shilpashree 9th Cross, Chamundeshwari Nagara Mandya 571 401	1	

S. No.	Name of Unit	Address of Unit	Number of MFDs devices	Remarks (if any)
18	DDM Office, Mysore	NABARD, No.36A ,I Floor , Kamakshi Hospital Main Road, Saraswathipuram, MYSORE- 570009	1	
19	DDM Office, Raichur	NABARD, 1-1-91, Uday Nagar, Near Travancore Jewellers, Raichur 584 101	1	
20	DDM Office, Shivamoga	NABARD, 'Anuprabha', 2 Main Road, Priyadarshini Layout, SHIVAMOGGA - 577204	1	
21	DDM Office, Tumkuru	Shiva Soundarya" 3 <sup>rd</sup> Cross,Ashok Nagar Tumakuru – 572 103	1	
22	DDM Office, North Kanara	NABARD, Shree Deep, No. HIG-81, 22nd Cross, New KHB Colony, KARWAR- 581 306		
<b>TOTAL</b>			<b>22</b>	

b) The details of location of all other requested computer hardware (other than 3 in 1 Printers) namely Desktop PCs, Printers (Network A4), Printer (Network A4 Color) is:

“National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road, Bangalore-560009

**Part- I**

**Schedule 1**

(Letter to NABARD on Vendor/Bidder's letterhead. It may be ensured that Part I and schedule 1 indicated above does not appear on the letterhead)

The Chief General Manager,  
National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road,  
**Bangalore-560009**

Dear Sir,

**Sub: NABARD's Notice Inviting Proposal for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore**

With reference to the above TENDER, having examined and understood the instructions, terms and conditions forming part of your above inquiry, we hereby enclose our offer for supply of the equipment and services as detailed in your above referred inquiry.

We confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred TENDER and enclosures.

We also understand that NABARD is not bound to accept the offer either in part or in full. If NABARD rejects the offer in full or in part, NABARD may do so without assigning any reasons thereof.

Yours faithfully,

Authorized Signatories

(Name & Designation, seal of the firm)

Date:

**Part- I**

**Schedule 2**

**Backup Commitment from the Manufacturer for System Maintenance**  
(on Manufacturer's letterhead)

The Chief General Manager,  
National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road,  
**Bangalore-560009**

Dear Sir,

**Sub: NABARD's Notice Inviting Proposal for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore**

We hereby confirm that in the unlikely event of M/s. \_\_\_\_\_ failing to fulfill their obligations with respect to all-inclusive maintenance service contract for \_\_\_\_\_ products to be installed in your premises, we undertake to render these services directly (or through another reputed System Integrator) to you at the same terms and conditions as Proposed by M/s. \_\_\_\_\_. This assurance will be valid for a minimum period of three years after handing over of the installation and for a further period as may be decided on the basis of a joint review after expiry of three years.

We assure that the spare parts and accessories for the Hardware offered herein shall be available for a minimum period of three years (or the end of warranty period, whichever is later) from the time of acceptance of the system. If any of the peripherals/components are not available during the warranty period, the peripherals/ components of equivalent or higher capacity shall be made available.

We also understand that this letter will form the part of the contract documents to be executed between M/s. \_\_\_\_\_ and NABARD.

Yours faithfully

For

(Name & Designation)

**National Bank for Agriculture and Rural Development, Karnataka Regional  
Office, Bangalore**  
Part I

**Schedule 3**

**(Letter of Indemnity and Undertaking)**

The Chief General Manager,  
National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road,  
**Bangalore-560009**

Dear Sir

**Sub: NABARD's Notice Inviting Proposal for supply, installation, testing & commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore**

In consideration of National Bank for Agriculture and Rural Development, a body corporate established under the National Bank for Agriculture and Rural Development Act, 1981 (hereinafter referred to as 'NABARD') agreed to purchase hardware/Software 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 submit indemnity as contained hereafter.

NOW THEREFORE THIS LETTER OR INDEMNITY WITNESSETH THAT:

We, the \_\_\_\_\_ Limited hereby declare and certify that we are the rightful owners/ licensees of the said systems offered for sale to NABARD and that the sale of the said systems to NABARD by us and the use thereof by NABARD does not infringe the property or other intellectual property or copy rights of any other person and that the same does not infringe the Copy Rights Act. 1957 or any other Act for the time being in force.

We, the said \_\_\_\_\_ limited hereby agree to indemnify and keep indemnified and harmless NABARD, its Officers, Servants, Agents and other authorized persons against any action that may be brought against us for infringement of the right of property or other intellectual property or copy rights in respect of said systems supplied by us to NABARD and will defend the same at our cost and consequences and will pay or reimburse NABARD, its officers, Servants, Agents and other authorized persons from all costs and other expenses that they may be put to or incur in that connection in accordance with the terms as provided for within the end User License Agreement that accompanies the said systems”

We the said \_\_\_\_\_ Limited hereby also agree to indemnify and keep indemnified and harmless NABARD, its Officers or servants or agents and other authorized persons against any third party claims in respect of any damages or

compensation payable in consequences of any accident or injury sustained or suffered by our employees or agents, or by any other third party resulting from or by any action, omission, or operation conducted by or on behalf of us and against any and all claims by employees, workmen, contractors, sub-contractors, suppliers, agent(s) , employed/engaged or otherwise working for us. In respect of any and all claims under the Labour Laws including wages, salaries, remuneration, compensation or like.

In witness whereof the \_\_\_\_\_ has put his hands and seal the month and year first herein above mentioned

Yours faithfully

(Name and Designation) of  
Authorized Official

Signed and delivered by

The within named \_\_\_\_\_

In the presence of \_\_\_\_\_

(i) Witness\*

(ii) Witness\*

\* Should contain Signature with date, Name & Designation, Address and Contact Nos.

**National Bank for Agriculture and Rural Development, Karnataka  
Regional Office, Bangalore**

Part-I

**Schedule 4**

PERFORMANCE BANK GUARANTEE FORMAT

This Deed of Guarantee executed at \_\_\_\_\_ on this day of \_\_\_\_\_  
BY Bank, a Banking Company constituted under  
\_\_\_\_\_ Act having its Branch Office at

\_\_\_\_\_ (hereinafter referred to as "**Bank**" which expression shall, unless repugnant to the context and meaning thereof, means and includes its successors and assigns)

IN FAVOUR OF

National Bank for Agriculture and Rural Development, a body corporate established under the National Bank for Agriculture and Rural Development Act, 1981 having its Regional Office at 46, Nabard Towers, K G Road, Bangalore-560009. (Hereinafter referred to as "**NABARD/Purchaser**" which expression shall unless repugnant to the content and meaning thereof, means and includes its successors and assigns)

WHEREAS

(1) NABARD is desirous of installing and commissioning Computer Hardware at its various departments at its Regional Office in Bangalore (hereinafter referred to as "**said works**") and has requested \_\_\_\_\_ a  
\_\_\_\_\_ registered/established/constituted under/by

\_\_\_\_\_ Act having its Head Office at \_\_\_\_\_ (hereinafter referred to as "Contractor" which expression shall, unless repugnant to the context and meaning thereof means and includes its successors and assigns) to submit its Bid to execute the said works.

2. The Contractor has submitted his Bid/tender to execute the said works for a total sum of Rs \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

3. One of the conditions of the said tender is that the Contractor shall furnish to NABARD a Performance Bank Guarantee (PGB) for an amount of 10% of the total value order of IT Hardware i.e. \_\_\_\_\_ (Rupees only) in favour of NABARD for the due and faithful performance of the contract in all respects as per the conditions as set forth in the Tender by the Contractor.

4. The Contractor has approached us for issuing a PGB in favour of NABARD for an amount of (Rupees \_\_\_\_\_ only).

NOW THEREFORE THIS DEED OF GUARANTEE WITNESSETH THAT

1) In consideration of the premises and at the request of the contractor. We \_\_\_\_\_ (Name of the Bank) both hereby irrevocably and unconditionally guarantee to pay to NABARD, forthwith on mere demand and without any demur, as may be claimed by NABARD to be due from the contractor by way of loss or damage caused to or would be caused to or suffered by NABARD by reason of failure to perform the said works as per the said contract.

2). Notwithstanding anything to the contrary, the decision of NABARD as to whether computer hardware and software have failed to perform as per the contract and go whether the contractor has failed to maintain the computer hardware and software as per the terms of the contract will be final and binding on the Bank and the Bank shall not be entitled to ask NABARD to establish its claim or claims under this Guarantee but shall pay the same to NABARD forthwith on mere demand without any demur, reservation, recourse, contest or protest and/or without any reference to the contractor. Any such demand made by NABARD on the Bank shall be conclusive and binding notwithstanding any difference/dispute between NABARD and the contractor or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

3). This Guarantee shall expire at the close of business hours on \_\_\_\_\_ (this date should be the date of expiry of the warranty/contract plus 180 days) without prejudice to NABARD's claim or claims demanded from or otherwise notified to the Bank in writing on or before the said date i.e., (this date should be date of expiry of Guarantee. i.e. 6 months after end of warranty/contract period).

4). The Bank further undertakes not to revoke this Guarantee during its currency except with the previous consent of NABARD in writing and this Guarantee shall continue to be enforceable till the aforesaid date of expiry or the last date of the extended period of expiry of Guarantee agreed upon by all the parties to this Guarantee, as the case may be, unless during the currency of this Guarantee all the dues of NABARD under or by virtue of the said contract have been duly paid and its claims satisfied or discharged or NABARD certifies that the terms and conditions of the said contract have been fully carried out by the contractor and accordingly discharges the Guarantee.

5). In order to give full effect to the Guarantee herein contained, NABARD shall be entitled to act as if the Bank is NABARD's principal debtors in respect of all NABARD's claims against the contractor hereby Guaranteed by the Bank as aforesaid and the Bank hereby expressly waives all its rights of surety ship and other rights, if any, which are in any way inconsistent with the above or any other provisions of this Guarantee.

6). The Bank agrees with NABARD that NABARD shall have the fullest liberty without affecting in any manner the Bank's obligations under this Guarantee to extend the time of performance by the contractor from time to time or to postpone for any time or from



time to time any of the rights or powers exercisable by NABARD against the contractor and either to enforce or forbear to enforce any of the terms and conditions of the said contract, and the Bank shall not be released from its liability for the reasons of any such extensions being granted to the contractor for any forbearance, act or omission on the part of NABARD or any other indulgence shown by NABARD or by any other matter or thing whatsoever which under the law relating to sureties would, but for this provision have the effect of so relieving the Bank.

7). The Guarantee shall not be affected by any change in the constitution of the contractor or the Bank nor shall it be affected by any change in the constitution of NABARD by any amalgamation or absorption or with the contractor, Bank or NABARD, but will ensure for and be available to and enforceable by the absorbing or amalgamated company or concern.

8). This guarantee and the powers and provisions herein contained are in addition to and not by way of limitation or in substitution of any other guarantee or guarantees heretofore issued by the Bank (whether singly or jointly with other banks) on behalf of the contractor heretofore mentioned for the same contract referred to heretofore and also for the same purpose for which this guarantee is issued, and now existing uncanceled and we further mention that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees heretofore issued by us on behalf of the contractor heretofore mentioned for the same contract referred to heretofore and for the same purpose for which this guarantee is issued.

9). Notwithstanding anything to the contrary contained herein, the Bank further agrees to accept the notice of invocation as a valid claim from the beneficiary of this Guarantee, should such occasion arise, at any of its branches operating in India including the issuing branch on the day of such invocation and if such invocation is otherwise in order.

10). It shall not be necessary for NABARD to exhaust its remedies against the Contractor before invoking this guarantee and the guarantee therein contained shall be enforceable against us notwithstanding any other security which NABARD may have obtained from the Contractor at the time when this guarantee is invoked is outstanding and unrealized.

11). Any notice by way of demand or otherwise under this guarantee may be sent by special courier, fax or registered post accompanied by the copy of the guarantee.

12). Notwithstanding anything contained herein: -

- a) Our liability under this Bank Guarantee shall not exceed and is restricted to \_\_\_\_\_ (Rs. \_\_\_\_\_ only)
- b) This Guarantee shall remain in force up to \_\_\_\_\_ or up to the date extended by renewal of this guarantee.

c) Unless the demand/claim under this guarantee is served upon us in writing before \_\_\_\_\_ or on or before the expiry of six months from the validity date extended by renewal of this guarantee. All the rights of NABARD under this guarantee shall stand automatically forfeited and we shall be relieved and discharged from all liabilities mentioned hereinabove.

13) The Bank has power to issue this Guarantee under the statute/constitution and the undersigned has full power to sign this Guarantee on behalf of the Bank.

Dated this ----- day of ----- 2019 at

For and on behalf of ----- Bank,

Sd/\_\_\_\_\_

**National Bank for Agriculture and Rural Development Karnataka Regional  
Office, Bangalore  
Part –I**

**Schedule 5**

**Organizational / Financial Profile of the Vendor/Bidder**

1. Constitution Proprietary/Partnership/Private Ltd. /Public Ltd. (*Tick one*)

\_\_\_\_\_

2. Established since

3. Address for Communication

4. Classification: Solution Provider/System Integrator Hardware  
Vendor/Bidder/Software Developer

5. If Joint Venture, then specify names of Partners in the Service Support Co, JV  
i)  
ii)

6. Others (please specify) \_\_\_\_\_

Position/Designation

7. Name(s) of Name Proprietor(s) / Partner(s) / Directors

8. Number of Hardware/System Software Engineers familiar with the Product offered

9. Total Number of Employees \_\_\_\_

10. Number and addresses of locations where Service Support Centers are available for catering to the Product being supplied

11. Products (details)

12. Business Figures for 3 years (copies of supporting documents to be enclosed)

<b>Year</b>	<b>Sales turnover (Rs. Lakh)</b>	<b>Net Profit (Rs. Lakh)</b>
FY 2017-18		
FY 2016-17		
FY 2015-16		

13. List of reputed major Corporate Customers to whom the similar solution is provided. *Please furnish details in the following format.*

*Important : Indicate the contact details of at least 3 years*

Name and address of the Customer with phone number	Approx. total units connected using devices supplied in Customer's Organization	Year of Supply	Brief details of items supplied	Approx. Value of order (`)	Whether the Customer is continuing under Warranty/AMC

Signature of Vendor/Bidder

Name:

Note: Documents supporting Financial Statement (like Copies of published Annual Reports / audited financial statements etc.) should necessarily be supplied along with Technical Offer.

**National Bank for Agriculture and Rural Development, Karnataka Regional Office, Bangalore**

**Part I  
Schedule 6**

**Detailed Specifications**

**(A) Conventional Desktops (Windows)**

<b>Sl.No.</b>	<b>Component</b>	<b>Minimum Specifications</b>	<b>Specification offered by Vendor</b>
1	CPU	Minimum Intel i5 Series – 8 <sup>th</sup> Generation 3.4 GHZ or more	
2	Memory	16GB DDR 4 2666 DIMM Memory	
3	Chipset	Intel Q 270 Chipset Motherboard with on-board Graphics sound card and Ethernet port or equivalent	
4	Form Factor	Small Form Factor (preferable)	
5	Monitor	18.5 inch or more LED monitor with HDMI Display cable	
6	HDD	256 GB SSD(Solid State Drive) or above	
7	Ports & Slots	1. Universal Audio Jack 2. USB 2.0 Ports 2 port minimum 3. USB 3.1 Gen 2 Port minimum 4. USB 3.1 Gen 2 Type-C Port 5. Line-out 6. USB Keyboard Port 7. USB Mouse Port 8. DisplayPort (2) 9. PCIe card Slots (2) 10. RJ-45 11. HDMI port 2.0	
8	Key Board	Standard	
9	Mouse	Standard USB Optical / Laser Scroll Mouse	
10	Operating System	Windows 10 Professional (No volume based licenses allowed )	
11	Compliance	Energy Star Compliance, ROHS, TPM 2.0 or equivalent	
12	Audio and Video	Inbuilt Audio port microphone port and integrated Speaker	
13	integrated network	Gigabit Network Connection	

14	Warranty	Three-years Comprehensive On-site warranty	
----	----------	--	--

**(B) Network Laser Printer (Type - A4 size print output)**

Sl. No.	Feature	Minimum Specifications	Specification offered by Vendor
1	Resolution	1200 x 1200 dots per inch (dpi)	
2	Print Speed	28 Pages per minute or above	
3	Duplex Printing	Automatic two sided printing	
4	Connectivity	Hi Speed USB 2.0 and Ethernet 10/100	
5	Warranty	3 years Comprehensive onsite warranty	

**(C) 3 IN 1 (Print, Copy, Scan) Laser Printer (Type – A4 size print output)**

Sl. No.	Feature	Minimum Specifications	Specification offered by Vendor
1	Print Resolution	600 x 600 dots per inch (dpi)	
2	Print Speed	27 Pages per minute or above	
3	Display	LCD Display	
4	Duplex Printing	Automatic two sided printing	
5	Connectivity	Hi Speed USB 2.0 & Ethernet 10/100 Wireless Printing Facilities i.e. ePrint or Mobile Printing Capability etc.	
6	Warranty	3 years Comprehensive onsite warranty	

**(D) Network Color Laser Printer (Type - A4 size print output)**

Sl. No	Feature	Minimum Specification	Specification Offered by Vendor
1	Resolution	600 x 600 dots per inch (dpi) for both color and B/W	
2	Print Speed	Up to 14 pages per minute for B/W; 20 PPM for color	
3	Duplex Printing	Automatic two sided printing	
4	Memory	64 MB or above	

5	Duty Cycle	Up to 20,000 pages or higher per month	
6	Display	LCD Display	
7	Connectivity	Hi Speed USB 2.0 and Ethernet 10/100	
8	Warranty	3 years Comprehensive onsite warranty	

**National Bank for Agriculture and Rural Development Karnataka Regional  
Office, Bangalore**

Part-I

**Schedule 7**

**Manufacturer's Authorization Form (MAF)**

(To be filled for software application/hardware/system software/RDBMS/any other suits, whatsoever applicable separately)

No. \_\_\_\_\_ dated \_\_\_\_\_

To,  
The Chief General Manager,  
National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road,  
**Bangalore-560009.**

Dear Sir,

We \_\_\_\_\_ who are established and  
reputed manufacturer \_\_\_\_\_ having organization at  
\_\_\_\_\_ and \_\_\_\_\_ do hereby authorize M/s  
\_\_\_\_\_ (Name and address of  
Agent/Dealer) to offer their quotation/Bid, negotiate and conclude the contract with you  
against the above tender.

We hereby extend our full guarantee and warranty as per terms and conditions of the  
TENDER and the contract for Hardware/software (any other suits, please mention, if  
applicable) supply, installation, commissioning, services and support offered against this  
tender by the above firm.

Yours faithfully,

(Name)

For and on behalf of

M/s (Name of manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer(s) and should  
be signed by a competent person representing the manufacturer.



**National Bank for Agriculture and Rural Development, Karnataka Regional Office, Bangalore**

Part I  
**Schedule 8-A**  
**Technical specification Compliance Sheet**

**MACHINE INSTALLATION REPORT: Desktop PC (Windows)**

NAME: NABARD Address: 46, Nabard Towers, K G Road, Bangalore  PIN – 560009	Machine Type : Machine Serial No: Monitor Serial No.: Location : Date of installation:
--	--

Sl.No.	Component	Minimum Specifications	Specific ation Delivere d	Whether meeting Minimum Specificati ons Yes/No	Remarks
1	CPU	Minimum Intel i5 Series – 8 <sup>th</sup> Generation 3.4 GHZ or more			
2	Memory	16GB DDR 4 2666 DIMM Memory			
3	Chipset	Intel Q 270 Chipset Motherboard with on-board Graphics sound card and Ethernet port or equivalent			
4	Form Factor	Small Form Factor (preferable)			
5	Monitor	18.5 inch or more LED monitor with HDMI Display cable			
6	HDD	256 GB SSD or above			
7	Ports & Slots	1. Universal Audio Jack 2. USB 2.0 Ports 2 port minimum 3. USB 3.1 Gen 2 Port minimum 4. USB 3.1 Gen 2 Type-C Port 5. Line-out 6. USB Keyboard Port 7. USB Mouse Port 8. DisplayPort (2) 9. PCIe card Slots (2) 10. RJ-45 11. HDMI port 2.0			
8	Key Board	Standard			
9	Mouse	Standard USB Optical / Laser Scroll Mouse			

10	Operating System	Windows 10 Professional (No volume based licenses allowed )			
11	Compliance	Energy Star Compliance, ROHS, TPM 2.0 or equivalent			
12	Audio and Video	Inbuilt Audio port microphone port and integrated Speaker			
13	integrated network	Gigabit Network Connection			
14	Warranty	Three-years Comprehensive On-site warranty			

Name & Signature of vendor Date and seal

Name, designation, & Signature of NABARD Officer

**National Bank for Agriculture and Rural Development, Karnataka Regional  
Office, Bangalore**

Part I  
**Schedule 8-B**  
**Technical specification Compliance Sheet**

**MACHINE INSTALLATION REPORT: Network Laser Printer (Type – A4  
size print output)**

NAME: NABARD Address: 46, Nabard Towers, K G Road, Bangalore  PIN – 560009	Machine Type : Machine Serial No: Monitor Serial No.: Location : Date of installation:
--	--

<b>Sl. No.</b>	<b>Feature</b>	<b>Minimum Specifications</b>	<b>Specification Delivered</b>	<b>Whether meeting Minimum Specifications Yes/No</b>	<b>Remarks</b>
1	Resolution	1200 x 1200 dots per inch (dpi)			
2	Print Speed	28 Pages per minute or above			
3	Duplex Printing	Automatic two sided printing			
4	Connectivity	Hi Speed USB 2.0 and Ethernet 10/100			
5	Warranty	3 years Comprehensive onsite warranty			

Name & Signature of vendor Date and seal

Name, designation, & Signature of NABARD Officer

**National Bank for Agriculture and Rural Development, Karnataka Regional  
Office, Bangalore**

Part I  
**Schedule 8-C**  
**Technical specification Compliance Sheet**

**MACHINE INSTALLATION REPORT: 3 IN 1 (Print, Copy, Scan) Laser  
Printer (Type – A4 size print output)**

NAME: NABARD Address: 46, Nabard Towers, K G Road, Bangalore  PIN – 560009	Machine Type : Machine Serial No: Monitor Serial No.: Location : Date of installation:
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Sl. No.	Feature	Minimum Specifications	Specification Delivered	Whether meeting Minimum Specifications	Remarks
				Yes/No	
1	Print Resolution	600 x 600 dots per inch (dpi)			
2	Print Speed	27 Pages per minute or above			
3	Display	LCD Display			
4	Duplex Printing	Automatic two sided printing			
5	Connectivity	Hi Speed USB 2.0 & Ethernet 10/100 Wireless Printing Facilities i.e. ePrint or Mobile Printing Capability etc			
6	Warranty	3 years Comprehensive onsite warranty			

Name & Signature of vendor Date and seal

Name, designation, & Signature of NABARD Officer

**National Bank for Agriculture and Rural Development, Karnataka Regional  
Office, Bangalore**

Part I  
**Schedule 8-D**  
**Technical specification Compliance Sheet**

**MACHINE INSTALLATION REPORT: Network Color Laser  
Printer (Type - A4 size print output)**

NAME: NABARD Address: 46, Nabard Towers, K G Road, Bangalore  PIN – 560009	Machine Type : Machine Serial No: Monitor Serial No.: Location : Date of installation:
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<b>Sl. No</b>	<b>Feature</b>	<b>Minimum Specification</b>	<b>Specification Delivered</b>	<b>Whether meeting Minimum Specifications Yes/No</b>	<b>Remarks</b>
1	Resolution	600 x 600 dots per inch (dpi) for both color and B/W			
2	Print Speed	Up to 14 pages per minute for B/W; 20 PPM for color			
3	Duplex Printing	Automatic two sided printing			
4	Memory	64 MB or above			
5	Duty Cycle	Up to 20,000 pages or higher per month			
6	Display	LCD Display			
7	Connectivity	Hi Speed USB 2.0 and Ethernet 10/100			
8	Warranty	3 years Comprehensive onsite warranty			

Name & Signature of vendor Date and seal

Name, designation, & Signature of NABARD Officer

**National Bank for Agriculture and Rural Development, Karnataka Regional  
Office, Bangalore**

**Part II**

**Schedule 1**

(Letter to NABARD on Vendor/Bidder's letterhead. It may be ensured that Part I  
and schedule 1 indicated above does not appear on the letterhead)

The Chief General Manager,  
National Bank for Agriculture & Rural Development,  
46, Nabard Towers, K G Road,  
**Bangalore-560009**

Dear Sir,

**Sub: Commercial Offer - NABARD's Notice Inviting Proposal for supply,  
installation, testing & commissioning of Computer Hardware at various  
Departments and DDM Offices (3 in 1 Printers only) of NABARD,  
Karnataka Regional Office, Bangalore.**

With reference to the above Tender and our technical offer, we hereby enclose our commercial offer for supply of the equipment and services as detailed in your above referred inquiry.

Our Commercial Offer shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Offer.

No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution.

We confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred tender and enclosures.

We also understand that NABARD is not bound to accept the offer either in part or in full. If NABARD rejects the offer in full or in part, NABARD may do so without assigning any reasons thereof.

Yours faithfully,

Authorized Signatories

(Name & Designation, seal of the firm)

Date:

**National Bank for Agriculture and Rural Development Karnataka Regional Office, Bangalore**

**Part II  
Schedule 1**

**Tender Document for Supply, Installation, Testing, and Commissioning of Computer Hardware at various Departments and DDM Offices (3 in 1 Printers only) of NABARD, Karnataka Regional Office, Bangalore.**

**Commercial Bid**

**(Amount in Rupees)**

Purchase of new IT Hardware								Buy Back of old IT Hardware			Net amount
Sl. No.	Description	Quantity	Unit Price (Rs)	Total	GST etc.	Octroi/Entry tax, if any	Total inclusive of all taxes (Rs.)	Quantity	Unit Price (Rs)	Total	
A	B	C	D	E=(CxD)	F	G	H=(E+F+G)	I	J	K=(I X J)	L= (H-K)
1	Desktop PC	23						23			
5	Printer (Network A4)	09						09			
6	Printer (Color Network A4)	01						01			
8	3 IN 1 (Print, Copy, Scan) Laser Printer (Type – A4 size print output)	22						22			
	<b>Grand Total</b>	55						55			

\*To be filled in absolute terms and not in percentage terms.

Signature :

Name & Designation :

Company Seal :