



**North Eastern Development  
Finance Corporation Ltd.**  
*Championing the entrepreneurial spirit of the North East*

**NOTICE INVITING TENDER(NIT)  
FOR  
SUPPLY, INSTALLATION & COMMISSIONING  
OF  
SERVERS THROUGH BUY BACK OF OLD BLADE  
SERVERS**

NIT No: NEDFi/IT/Server/01/2019-20 Dated: 24-Sept-2019

**North Eastern Development Finance Corporation Limited  
NEDFi House, 2<sup>nd</sup> Floor, G. S. Road, Dispur, Guwahati – 781006  
Phone : +91-361-2222200 Fax : +91-361-22377 33/34**

---

## **INDEX**

<b>Disclaimer.....</b>	<b>2</b>
<b>Bid Details.....</b>	<b>3</b>
<b>Introduction.....</b>	<b>4</b>
<b>Instruction to the Bidders.....</b>	<b>5</b>
<b>General Instructions.....</b>	<b>6</b>
<b>Preparation of BIDS.....</b>	<b>7</b>
<b>Validity of BID.....</b>	<b>9</b>
<b>Submission of BID.....</b>	<b>9</b>
<b>BID Opening and Evaluation.....</b>	<b>10</b>
<b>Award of Contract.....</b>	<b>11</b>
<b>General Conditions of the Contract.....</b>	<b>12</b>
<b>Special Conditions of the Contract.....</b>	<b>14</b>
<b>Schedule of Requirements.....</b>	<b>14</b>
<b>Annexure-I: BID Form.....</b>	<b>15</b>
<b>Annexure II: Information about the Bidder.....</b>	<b>16</b>
<b>Annexure III: Declaration.....</b>	<b>18</b>
<b>Annexure IV: Letter of Authority.....</b>	<b>19</b>
<b>Annexure V: Checklist for Attached Documents.....</b>	<b>20</b>
<b>Annexure VI: List of Technical Manpower.....</b>	<b>21</b>
<b>Annexure VII: List of Items Quoted.....</b>	<b>22</b>
<b>Annexure VIII: Price Bid Format.....</b>	<b>23</b>
<b>Annexure IX: Specifications of Rack server 1.....</b>	<b>244</b>
<b>Annexure X: Specifications of Rack server 2.....</b>	<b>277</b>

## **Disclaimer**

The information contained in this notice inviting tender (NIT) or subsequently provided to Bidder(s) whether verbally or in documentary form by or on behalf of North Eastern Development Finance Corporation Ltd. (NEDFi) or by any of their employees or consultants, shall be subject to the terms and conditions set out in this NIT document for proposal and any other terms and conditions subject to which such information is provided.

This NIT document is not an agreement and is not an offer or invitation by NEDFi to any party other than the Bidder who is qualified to submit the Bid. The purpose of this NIT document is to provide the Bidder with information to assist the formulation of their bid proposal in response to this NIT document. This NIT document has been prepared with care and attention to provide all required information to the Bidders. However, Bidders may need more information than that provided. In such case, the Bidder is solely responsible to seek the information required. NEDFi reserves the right to provide additional requested information at its sole discretion and shall provide the same to all Bidders (i.e. the Bidder who has sought for such information as well as all other Bidders). In order to respond to the NIT, if required, and with the prior permission of NEDFi, each Bidder may conduct their own study and analysis, as may be necessary to supplement the information and data. NEDFi, their employees and consultants make no representation or warranty and shall incur no liability under any law, statute, rules or regulations on any claim the Bidder may make in case of his failure to understand the requirement and make the proposition. NEDFi may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Request for Proposal.

## Bid Details

Sno.	items	Description
1.	Name of Project	<b>NOTICE INVITING TENDER (NIT) FOR SUPPLY, INSTALLATION &amp; COMMISSIONING OF SERVERS THROUGH BUY BACK OF OLD BLADE SERVER</b>
2.	Tender Reference Number	<b>NEDFi/IT/Server/01/2019-20</b>
3.	Start date of availability of the NIT document (This document can be downloaded freely from the NEDFi website: www.nedfi.com)	24-Sept-2019
4.	Last date of receipt of queries	30-Sept-2019
5.	Last date of receipt of NIT Proposal	10-Oct-2019 by 3.00 PM
6.	Date of Technical Bid Opening	10-Oct-2019 at 4.00 PM
7.	Date for Financial Bid Opening & Declaration of Best Bidder	To be decided & intimated shortlisted bidder at a later date.
8.	Maximum time for delivery & Completion (commissioning)	45 days from acceptance of the Work order
9.	EMD	Interest free EMD of Rs. 25,000/- (Rupees Twenty Five Thousand only) in the form of DD/ FDR/Banker Cheque /BG from any scheduled Nationalised Bank in favour of "North Eastern Development Finance Corporation Ltd." payable at Guwahati valid up to 90 days.
	Validity period of the Bid	90 days

## Introduction

### About NEDFi

The North Eastern Development Finance Corporation Ltd (NEDFi) is a Public Limited Company registered under the Companies Act 1956 on 9th August, 1995. It is notified as a Public Financial Institution under Section 4A of the said Act and was registered as an NBFC with RBI. The shareholders of the Corporation are IDBI, SBI, LIC, SIDBI, ICICI, IFCI, SUUTI, GIC and its subsidiaries.

NEDFi is an ISO 9001:2015 certified company and our mission is for the economic Development of the North Eastern Region of India by identifying, financing and nurturing commercially and financially viable projects in the region.

Apart from the registered Office at Guwahati, NEDFi has fifteen numbers of Branch offices across the all the north-eastern states of India. For detailed information about NEDFi, please visit: [www.nedfi.com](http://www.nedfi.com)

### Objective of the NIT & Scope of the work

The objective of the NIT is to select a suitable IT vendor for the supply, installation and commissioning of “Rack Servers” in the NEDFi’s Head Office, NEDFi House, GS Road, Dispur, Guwahati - 781006 through Buy Back of Old Blade Servers which were purchased in 2011 and presently in working condition.

The scope of the work under this NIT document includes the “Bills of Materials” which needs to be supplied, installed & commissioned are as mentioned below:-

Sl no	Item	Qty.	Scope
01	Rack Server	2-nos	• The selected bidder shall have to supply & commission these “Rack Servers” as per the specification mentioned in <b>Annexure-IX &amp; X</b>
02	Training & Documentation		• The selected bidder shall have to provide basic training (OS installation, RAID setup) of Rack servers to designated officials of NEDFi along with the related documentation.

Details of the Blade Server for buyback are as follows

➤ IBM Blade Center S Chassis with following servers

1. IBM HS22 Blade Server- 3 Nos (Xeon E5620 / 16GB RAM / 2x146GB SAS HDD)
2. IBM HS23 Blade Server - 2 Nos (Xeon E5 2609 V2 / 16GB RAM / 500GB SAS HDD)

### Note:

- The selected bidder shall have to install these Rack servers in the exiting server rack installed at the Server Room of NEDFi H.O., NEDFi House, G. S. Road, Dispur, Guwahati - 781006.
- The selected bidder shall have to install and configure Red Hat compatible Server OS i.e. Cent OS/Scientific Linux/ Oracle Linux/Ubuntu or VMware ESXi as per the direction of NEDFi.
- The selected bidder shall have to ensure that all the necessary drivers are fully configured and are working properly.
- Supplier shall be responsible & contact point for warranty of the hardware during the warranty period.

## Instruction to the Bidders

### Definitions

- a. "NEDFi" means the **“North Eastern Development Finance Corporation Limited.”**
- b. "Bidder" means the individual/firm/company/OEM/consortium who participates in this NIT Process.
- c. "Supplier" means the selected bidder under the NIT process.
- d. "Items" means all the equipment, machinery, Computer Hardware / Software and/or other materials, which the Supplier is required to supply to NEDFi under the contract.
- e. The “work order” or “purchase order - PO” means the order placed by NEDFi to the Supplier signed by NEDFi including all attachments and appendices thereto and all documents incorporated by reference therein. The work order shall be deemed as "contract" appearing in the document.
- f. The “Contract Price” means the price payable to the Supplier under the work order for the full and proper performance of its contractual obligations.

### Minimum Eligibility Criteria

- a. This NIT is open for all Original Equipment Manufacturers (OEM) or their Registered/Authorized Suppliers/Distributors/ Dealers/ Authorized Sales & Service Partners. Authorization letter from the OEM (if OEM is not participating) to quote the bid must be enclosed with the bid.
- b. The OEM and supplier should not have been blacklisted by any Govt., PSU or PSB during the last three years.
- c. The bidder should have successfully executed at least 3 (three) nos. of similar work (*supply, installation and commissioning of servers*) with minimum contract value of Rs. 5,00,000/- (Rupees five lakh only) each in Govt. PSU, PSB or any other reputed Institution. A letter of satisfaction/completion certificate to be submitted with the “Technical Bid” for the same.
- d. The Supplier should have office and sufficient technical manpower in Guwahati

### Bid Evaluation Criteria

- a. The bidder shall submit their offers strictly in accordance with the terms and conditions of the Bid Documents. Any bid, which stipulates conditions contrary to the terms and conditions given in the Bid Documents, is liable for rejection. Any decision of NEDFi in this regard shall be final, conclusive and binding on the bidder.
- b. The Financial Bid will be opened only if the Technical Bid is qualified and accepted.
- c. Best/L1 bidder will be selected by considering the lowest total commercial value of all the items among the qualified bidders (refer the Financial bid).

### General Instructions

1. The bid consists of two parts namely, “Technical Bid” and “Financial Bid”, which are required to be submitted in two separate sealed covers marked as **"Technical Bid"** and **"Financial Bid"**. The bidder whose “Technical Bid” is found qualified will be called for opening of “Financial Bid”.

2. All the bids duly addressed to **GM (IT), North Eastern Development Finance Corporation Ltd.** and should be deposited in the tender box kept in NEDFi Head Office. NEDFi will not be responsible for any tender made over by hand to any official of NEDFi
3. NEDFi reserves the right to accept or reject in part or full any or all the bids without assigning any reason whatsoever. Any decision of NEDFi in this regard shall be final, conclusive and binding on the Bidder.
4. Decision as to any arithmetical error, manifest or otherwise in the response to Bid Document shall be decided at the sole discretion of NEDFi and shall be binding on the Bidder. Any decision of NEDFi in this regard shall be final, conclusive and binding on the Bidder.
5. NEDFi reserves the right to re-issue / re-commence the entire bid process in case of any anomaly, irregularity or discrepancy in regard thereof. Any decision of NEDFi in this regard shall be final, conclusive and binding on the Bidder.
6. Interested Bidders may obtain further information from Mr. Manoj Barma / Mr. Mrinal Lahkar/ Mr. Neelim Sahariah. on Phone No. 0361-2222200 between 10.00 hrs to 17.00 hrs on working days or email at [it@nedfi.com](mailto:it@nedfi.com).
7. Modification to the Bid Documents, if any, will be made available as addendum on the NEDFi website only. Accordingly, prospective bidders are requested to visit NEDFi website from time to time.
8. The Bid Documents may be downloaded from our website [www.nedfi.com](http://www.nedfi.com) and the hard copy of the same will have to be submitted to the designated address as mentioned in this NIT.
9. The selected bidder should confirm in writing for supply of upgraded /equivalent model of the product in case of technological obsolescence / non-availability of contracted product/model. The supply of upgraded /equivalent product, subject to NEDFi's approval, will be at the same contracted price of the obsolete model.
10. In case of reduction of prices due to technological obsolescence / change of product model, the selected bidder should pass on the price benefit to NEDFi.
11. The selected bidder may need to work in parallel along with NEDFi officials/other vendors / contractors at site to ensure timely completion within stipulated time frame. To complete the work at the site within stipulated time frame, engineers of the selected bidder may have to visit the site multiple times, if required, at no extra cost.
12. Each vendor shall submit only one proposal.
13. Quoted price shall remain valid for a period of 90 days from date of opening of Financial Bid.
14. Prices quoted should be all **inclusive** – i.e. inclusive of Taxes / Duties / Statutory levies / excise duty, sales tax, VAT, charges for packing, forwarding, freight, transit insurance, loading and unloading etc.
15. Information Brochure /product catalogue must be attached with the Technical Bid clearly indicating the model quoted for.
16. The price quoted by the bidder cannot be altered or changed due to escalation on account of any variation in taxes, levies, and cost of material.

17. The price quoted is to be written in words as well as figures and in case of discrepancies between prices written in words and prices written in figures, the prices written in words shall be considered to be correct.
18. All taxes, if any, applicable shall be deducted at source as per current rate while making any payment.
19. The bids received and accepted will be evaluated by NEDFi to ascertain the best and lowest bid in the interest of NEDFi. However, NEDFi does not bind itself to accept the lowest or any Bid.
20. Payment terms will be 100% on submission of installation report or production of acceptance certificate duly signed by NEDFi's IT dept. Bidder has to submit the Performance Security for 5% of total contract value upfront at the time of signing of the contract.

## **Preparation of BIDS**

The bid prepared by the bidder shall comprise of (1) The Technical bid and (2) Financial bid.

All the documents submitted (whether original or photocopy) in the bid must be legible and signed and stamped by authorized signatory, otherwise the bid is likely to be rejected.

### **Technical BID**

The Technical Bid shall contain the following documents. The documents shall be arranged in the same order as mentioned below with the checklist being on the top of documents. However, Bid Security in the form of DD/ FDR /Banker Cheque / BG for EMD of Rs.25,000/-(Rupees Twenty Five Thousand Only) should be submitted in a separate envelope inside the sealed envelope of Technical Bid.

- a. Covering letter.
- b. Bid Form (ANNEXURE-I)
- c. Information about the bidder (ANNEXURE-II)
- d. Declaration (ANNEXURE-III)
- e. Certificate of Incorporation/ Firm registration certificate
- f. Article of Memorandum of Association / Partnership Deed / Proprietorship Deed
- g. Copy of Income Tax Return/Audited Balance sheets for last 3 financial years
- j. Copy of Central/Local Sales tax registration, Service tax registration, VAT etc.
- k. Copy of property tax bill/electricity bill/telephone bill/Lease agreement
- h. Clause by Clause compliance demonstrating substantive responsiveness to the commercial conditions by signing and stamping on all the pages of the original bid document by authorized person(s)
- i. Letter of Authority (ANNEXURE-IV)
- j. List of technical manpower (ANNEXURE-VI)
- k. List of items quoted (ANNEXURE-VII)
- l. Certificate/ Authorization Letter from OEM for participation in the tender.
- m. Compliance to specifications of Rack servers. Refer ANNEXURE-IX and ANNEXURE-X



Note: In Case of deviations, a statement of deviations and exceptions to the provision of the Technical Specifications and commercial conditions shall be given by the bidder. A bid without clause-by-clause compliance may be rejected.

### **Financial BID**

The Financial Bid shall contain:

- a. Covering letter
- b. Price Bid

### **BID Prices**

- i. The bidder shall give the total composite price inclusive of all levies and taxes. The basic unit price and all other components of the price need to be individually indicated against the items it has proposed to supply under the contract as per the Price Bid. The offer shall be given in Indian Rupees. No foreign exchange shall be made available by NEDFi
- ii. Prices indicated on the Price Bid shall be entered as per ANNEXURE –VIII.
- iii. The bidder shall quote only one price for the item. Rates for only Standard/requisite configurations should be quoted and not for all the possible permutations and combinations of configurations.
- iv. The prices quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non-responsive and rejected.
- v. The price approved by the NEDFi for procurement will be inclusive of all levies and taxes, packing, forwarding, freight and insurance etc.

### **BID Security (EMD)**

- I. The bidders shall furnish, as part of his bid submission, a bid security for an amount of Rs 25,000/- (Rupees Twenty Five Thousand only) in the form of DD/ FDR/Banker Cheque /BG from any Scheduled Nationalised Bank in favour of “North Eastern Development Finance Corporation Ltd.” payable at Guwahati.
- II. A bid not submitted in accordance shall be rejected by NEDFi as non-responsive at the bid opening stage and returned to the bidder unopened.
- III. The bid security of the unsuccessful bidder will be returned at the earliest after expiry of the final bid validity.
- IV. The successful bidder's bid security will be discharged upon the bidder's acceptance of the purchase order and furnishing the performance security.
- V. The bid security may be forfeited :-
  - a) If a bidder withdraws his bid during the period of bid validity; or
  - b) The Bidder makes any statement or encloses any form which turns out to be false, incorrect and/or misleading at any time prior to signing of contract and/or conceals or suppresses material information; or

- c) The successful Bidder fails to sign the contract or furnish performance security and other guarantee(s)/security in the form and manner to the satisfaction of NEDFi, as mentioned in the Bid Documents.

Any decision in this regard by NEDFi shall be final, conclusive and binding on the Bidder.

## Validity of BID

### Period of Validity of Bids

Bid shall remain valid for 90 days after the date of Financial Bid opening prescribed by NEDFi. A bid valid for a shorter period shall be rejected

In exceptional circumstances, NEDFi may request the bidder's consent for an extension to the period of bid validity. The request and the responses thereto shall be made in writing. The bid security provided shall also be suitably extended. A bidder may refuse the request without forfeiting his bid security. A bidder accepting the request and granting extension will not be permitted to modify his bid.

### Format and Signing of Bid

1. The Bidder shall submit Only One Original set of the bid.
2. The original bid shall be typed or written legibly. The original shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract.
3. The bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialled by the authorised person or persons signing the bid.
4. The bid should be a complete document and should be bound as a volume. The document should be printed with page numbers and appropriately flagged and contain the list of contents with page numbers. The deficiency in documentation may result in the rejection of the Bid. Any decision in this regard by NEDFi shall be final, conclusive and binding on the Bidder.
5. Each page should be stamped and initialled by authorized signatory.
6. The Bidders shall seal and mark the Bid accordingly.
7. If the outer cover of the bid is not sealed and marked appropriately, NEDFi will assume no responsibility for the bid's misplacement or premature opening.

### Submission of BID

1. The bidder shall wax seal the Technical Bid and the Financial Bid in separate envelopes and keep them in a bigger wax sealed envelope. The Technical Bid shall bear the name “TECHNICAL Bid of Tender No: **NEDFi/IT/Server/01/2019-20 Dated: 24-Sept-2019**” on the envelope, while the Financial Bid shall bear the name “FINANCIAL Bid of Tender No : **NEDFi/IT/Server/01/2019-20 Dated: 24-Sept-2019**” on the envelope for avoiding any mismatch. The Technical and the Financial Bid should contain documents as laid down. The bigger sealed envelope containing the Technical and the Financial Bid in separate sealed envelopes shall be addressed to NEDFi at the following address:

“GM (IT),  
North Eastern Development Finance Corporation Limited  
2<sup>nd</sup> Floor, NEDFi House,GS Road, Dispur,  
Guwahati –781006, Assam”

2. All the envelopes shall bear the Tender name, the Tender NO. **NEDFi/IT/Server/01/2019-20** Dated 24-Sept-2019
3. The envelopes shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is received late.
4. Tender may be sent by Registered Post/ Speed Post/ Courier or delivered in person. The responsibility for ensuring that the tenders are delivered in time would rest with the bidder. Bids shall be delivered to “**North Eastern Development Finance Corporation Limited, 2<sup>nd</sup> Floor, NEDFi House, GS Road, Dispur, Guwahati –781006 Assam**” on or before due date and time in the tender box. NEDFi shall not be responsible if the bids are delivered elsewhere.
5. If the envelopes are not sealed and marked as required the bid shall be rejected
6. Bid must be received by NEDFi at the address specified in Bid Document not later than the specified date and time as specified in Bid Document. In event of the specified date for submission of bids being declared a holiday for the NEDFi, the bids will be received up to appointed time on next working day. NEDFi may, at its discretion, extend this deadline for submission of bids by amending the bid documents, in which case all rights and obligations of NEDFi and bidders previously subject to the deadline will thereafter be subject to the deadline as Extended.

## **BID Opening and Evaluation**

### **Opening of BID**

- i. NEDFi shall open technical bids in the presence of bidders or their authorized representatives who choose to attend on opening date and time. The bidder’s representatives, who are present, shall sign in an attendance register. Authority letter to this effect shall be submitted by the bidders before they are allowed to participate in bid opening.
- ii. A maximum of two representatives for any bidder shall be authorized and permitted to attend the bid opening.
- iii. The Bidder's names, documents submitted, modifications, bid withdrawals and such other details as the NEDFi, at its discretion, may consider appropriate; will be announced at the opening.
- iv. The date fixed for opening of bids, if subsequently declared as holiday, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened in the next working day, time and venue remaining unaltered.

### **Clarification of BIDs**

To assist in the examination, evaluation, and comparison of bids NEDFi may, at its discretion ask the bidder for the clarification of its bid. The request for clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained.

### **Technical Evaluation**

- i. NEDFi shall evaluate the technical bids to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.
- ii. Prior to the Financial Bid opening, NEDFi will determine the substantial responsiveness of each bid to the Bid document. For purposes of these clauses, a substantially responsive bid is one, which conforms, to all the terms and conditions of the Bid Documents without material deviations.

## **Financial BID Opening / Financial Evaluations and Comparison of Substantially Technical Responsive BIDS**

- i. NEDFi shall shortlist those who are eligible and have submitted substantially technical responsive bid for opening of financial bid. Successful Bidders would be called to attend opening of financial bids. The Financial Bids of Technically unsuccessful bidders would not be opened and shall be destroyed / returned unopened in due course.
- ii. Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by NEDFi. If there is a discrepancy between words and figures, the amount in words shall prevail.
- iii. The evaluation and comparison of responsive bids shall be done on TOTAL Price as indicated in the Price Bid.
- iv. NEDFi reserves the right to waive any minor infirmity or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder. Decision of NEDFi in this regard shall be final and not challengeable.

### **Contacting the NEDFi**

- i. No bidder shall try to influence NEDFi on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.
- ii. Any effort by a bidder to influence NEDFi in the NEDFi's bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.

## **Award of Contract**

### **NEDFi's right to vary quantities at time of award**

NEDFi have the right to increase or decrease the quantity of items and services specified in the schedule of requirements without any change in the unit price of the ordered quantities or other terms and conditions at the time of award of contract.

### **Signing of contract**

- i. The issue of final Purchase Order shall constitute the award of contract on the bidder.
- ii. Upon the successful bidder furnishing of performance security, NEDFi shall discharge its bid security (EMD).
- iii. Failure of the successful bidder to comply with the requirement shall constitute sufficient ground for the cancellation of the award and forfeiture of the bid security (EMD) in which event, NEDFi may make the award to any other bidder at the discretion of NEDFi or call for new bids. Decision of NEDFi in this regard shall be final and not challengeable.
- iv. NEDFi reserves the right to disqualify the supplier for a suitable period who habitually failed to supply the equipment in time. Further, the suppliers whose equipment does not perform satisfactory in the field in accordance with the specifications may also be disqualified for a suitable period as decided by the NEDFi.
- v. NEDFi reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid without sufficient grounds.

## General Conditions of the Contract

### Performance security

- i. The supplier shall furnish performance security to NEDFi for an amount equal to 5% of the value of purchase order at the time of signing of the contract.
- ii. The proceeds of the performance security shall be payable to the NEDFi as compensation for any loss resulting from the supplier's failure to complete its obligations under the Contract.
- iii. The Performance Security shall be in the form of DD / Bank Guarantee only issued by a Scheduled Nationalised Bank.
- iv. The Performance Security will be discharged by NEDFi after a period of sixty days beyond completion of the supplier's performance obligations including any warranty obligations under the contract.

### Inspection and tests

- i. NEDFi or his representative shall have the right to inspect and test the items for their conformity to the specifications.
- ii. If any inspected or tested items fail to conform to the specifications, NEDFi may reject them and the supplier shall either replace the rejected items or make all alterations necessary to meet Specification requirements at free of cost to NEDFi.
- iii. Nothing shall in any way release the Supplier from any warranty or other obligations under this contract.

### Delivery

- i. Delivery of the items and documents shall be made by the Supplier in accordance with the terms specified by the NEDFi in its Schedule of Requirements, scope of the work and conditions of the NIT.
- ii. The items shall remain at the risk of the Supplier until delivery has been completed. The delivery of the equipment shall be to the ultimate consignee as given in the purchase order.
- iii. The Supplier should supply install and commission the items within 6 **Weeks** from the date of issue of the final purchase order, failing which NEDFi may cancel the order and forfeit the performance security.

### Warranty

- i. Comprehensive onsite Next Business Day warranty of 5 years from the date of commissioning of system including all peripherals and networking components. The parts which are not covered under warranty (if any) has to be clearly mentioned.
- ii. Replacement or repair under warranty clause shall be made by the supplier/OEM free of all charges at site including freight, insurance and other incidental charges.

### Payment terms

- i. Payment shall be made on successful completion of installation, configuration and system integration.
- ii. For claiming the payment following documents are to be submitted to NEDFi.
  - (a) Invoice
  - (b) Delivery Challan
  - (c) Installation Report
- iii. Payment will be made after technical inspection by NEDFi to verify the technical compliance of the items supplied.

### **Prices**

- i. Prices charged by the supplier for items delivered and services performed under the contract shall not be higher than the prices quoted by the Supplier in his Bid.
- ii. In the case of revision of Statutory Levies/Taxes during the finalization period of tender, NEDFi reserves the right to ask for reduction in the prices.
- iii. Prices once fixed will remain valid during the scheduled delivery period. Increase of Taxes and other statutory duties will not affect the price during this period.

### **Delays in the supplier's performance**

- i. Delivery of the Items and performance of the services shall be made by the Supplier in accordance with the time schedule specified by NEDFi in its purchase order. In case the supply is not completed in the stipulated delivery period, as indicated in the Purchase Order, NEDFi reserves the right to short close/ cancel the purchase order and/or recover liquidated damage charges.
- ii. Delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to any or all of the following sanctions: forfeiture of its performance security, imposition of liquidated damages, and termination of the contract for default and/or blacklisting of supplier.

### **Liquidated damages**

- i. The date of delivery of the items stipulated in the acceptance of the tender should be deemed to be the essence of the contract and delivery must be completed no later than the dates specified therein. Extension will not be given except in exceptional circumstances. Should, however, deliveries be made after expiry of the contracted delivery period, without prior concurrence of NEDFi and be accepted by the consignee, such delivery will not deprive NEDFi of his right to recover liquidated damage.
- ii. Should the supplier fail to deliver the items or any consignment thereof within the period prescribed for delivery, NEDFi shall be entitled to recover 0.5% of the contract value of the delayed supply for each week of delay or part thereof for a period up to 8 (EIGHT) weeks. If supplier is not able to deliver the ordered quantity after the stipulated period, NEDFi would be at liberty to purchase from any other source and recover the difference from supplier for loss occurred.

### **Force majeure**

- i. If, at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract or shall either party have any claim for damages against other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such an event come to an end or cease to exist, and the decision of NEDFi as to whether the deliveries have been so resumed or not shall be final and conclusive. Further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 60 days, either party may, at its option, terminate the contract.
- ii. Provided, also that if the contract is terminated under this clause, NEDFi shall be at liberty to take over from the Supplier at a price to be fixed by NEDFi, which shall be final, all unused, undamaged and acceptable materials, bought out components and items in course of manufacture which may be in possession of the Supplier at the time of such termination or such portion thereof as NEDFi may deem fit, except such materials, bought out components and items as the Supplier may wish with the concurrence of NEDFi elect to retain.

### Termination for default

- i. NEDFi may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the supplier, terminate this contract in whole or in part
  - a) If the supplier fails to deliver the items within the time period(s) specified in the contract.
  - b) If the supplier fails to perform any other obligation(s) under the Contract/NIT.
  - c) If the supplier, in either of the above circumstances, does not remedy his failure within a period of 10 days (or such longer period as NEDFi may authorize in writing) after receipt of the default notice from NEDFi.
- ii. In the event NEDFi terminates the contract in whole or in part, NEDFi would be at liberty to purchase from L2 and recover the difference from supplier for loss occurred.

### Termination for insolvency

NEDFi may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the supplier. If the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to NEDFi.

### Arbitration

- I. If any disputes or differences arises between the parties on the performance or provisions of this Agreement, then the parties shall promptly and in good faith negotiate with a view to amicably settle the dispute, which settlement shall be valid only if signed by both parties. In the event the dispute is not resolved in the above manner within 15 days from the date on which the dispute or difference arose, the dispute shall be decided by binding arbitration under the Indian Arbitration & Conciliation Act, 1996, by a mutually appointed sole arbitrator and the decision of the said arbitrator shall be binding on the parties. Costs and fees other than attorneys fees associated with mediation/arbitration shall be shared equally by both parties. Each party shall be responsible for their Attorneys' fees associated with the arbitration.
- II. The mediation or arbitration shall be held at Guwahati.
- III. Neither party shall approach any court of law for the purpose of avoiding or staying the arbitration process.

### Special Conditions of the Contract

- I. The special conditions of contract shall supplement the 'Instructions to the Bidders' , 'General Conditions of the Contract' and other terms and conditions of this bid document.
- II. In case where bid security (EMD) is not submitted in the manner prescribed THE BID SHALL BE REJECTED AND RETURNED TO THE BIDDER.
- III. NEDFi reserves the right to black list a bidder for a suitable period in case he fails to honour his bid without sufficient grounds.
- IV. Any clarification issued by NEDFi in response to query raised by prospective bidders shall form an integral part of bid documents and it may amount to amendment of relevant clauses of the bid documents.
- V. The Performance Security would be returned after satisfactory execution of the contract and recovery cost charges, if any.
- VI. Since the quantity given are approximate, selected bidder can have no right for the quantity mentioned in the tender and NEDFi reserves the right to vary the quantity mentioned.

### Schedule of Requirements

Slno.	Name of Item	Description	Quantity
1	Rack server	Please refer Annexure-IX & X	2

## **Annexure-I: BID Form**

(To be submitted in the letterhead of Bidder)

To,

GM (IT)

North Eastern Development Finance Corporation Limited

NEDFi House, 2<sup>nd</sup> Floor, G. S. Road, Dispur, Guwahati – 781006

Phone: +91-361-2222200 Fax: +91-361-22377 33/34

eMail : it@nedfi.com

### **Sub: Submission of bid proposal as per your NIT No NEDFi/IT/Server/01/2019-20 dated 24-Sept-2019**

Dear Sir,

Having examined the conditions of NIT and specifications, the receipt of which is hereby duly acknowledged, I/we, undersigned, offer to supply, install and commission the required servers in conformity with the specifications of the NIT and as per the price bid attached herewith and made part of the Bid. I/We agree to abide by this bid for a period up to 90 days from the date of opening of Financial Bid and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

I/We undertake, if my/our Bid is accepted, to provide the items as per your work order. Until a formal work order or contract is prepared and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.

If my /our Bid is accepted, I/we undertake to submit a performance security amounting 5% of the total contract value till completion of contract period and also undertake that if we fail to deliver & commission the Servers as per the terms of the NIT, our EMD/ performance security amount stands forfeited.

Bid submitted by me/us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

I/We understand that you are not bound to accept the lowest or any bid, you may receive.

Signature

(In the capacity of)

Duly authorized to sign the bid for and on behalf of .....

Tele No(s):-

Fax No(s)

E-Mail Address:-



## Annexure II: Information about the Bidder

North Eastern Development Finance Corporation Ltd.						
Tender Form						
I. Details of the firm participating in the Tender-						
1.	Name & Address of the of Bidder					
2.	Name & Designation of Authorized Signatory with contact detail.					
3.	Address of the Registered Office		(Please submit documentary evidence.)			
4.	Address of the Office at Guwahati.		(Please submit documentary evidence.)			
5.	Year of Establishment		(Please submit documentary evidence.)			
6.	Type of Firm	<b>Public Limited</b>	<b>Private Limited</b>	<b>Partnership</b>	<b>Proprietary</b>	
	<i>Put "Yes"</i>					
7.	Contact Persons Mobile/ Telephone Number(s)					
8.	Contact Email Address					
9.	Contact Fax No.					
10.	Website of the bidder					
II. Following documents are attached towards the proof of earnest money deposited.						
Sno.	Instrument of Earnest Money Deposited (EMD) FD/DD/BG/Banker's Cheque (Local Only)	Amount	Number	Starting date for EMD	Expiry date for EMD	If exempted mark (Yes)
01.				_/_/_	_/_/_/_	

**III. OEM Authorization Certificate/Manufacturing Certificate-in case bidder is manufacturer itself ) is given as per details below:**

<b>Sno.</b>	<b>OEM Name &amp; address (to be filled in case Bidder is Not Manufacturer)</b>	<b>Manufacturer Name &amp; address (to be filled in case Bidder is Manufacturer)</b>	<b>Date of Certificate</b>	<b>Certificate No.</b>	<b>Issuing Authority</b>
1.					
2.					
3.					
4.					

*The above claim should be supported by documentary evidence.*

**IV. ELIGIBILITY CRITERIA:**

**a) Previous work Details.**

*Three nos. similar work (supply, installation and commissioning of servers with minimum contract value of Rs. 5 lakh each. Completion certificate for the same has to be provided.*

<b>Sno.</b>	<b>Work Details</b>	<b>Contract Value (in Rs.)</b>
1.		
2.		
3.		

*Copies of completion certificate attached: Yes / No*

<b>b) PAN</b>	
<b>c) Service Tax Registration No –</b>	
<b>d) Central Sale Tax No –</b>	
<b>e) VAT No</b>	
<b>f) TIN No.</b>	

**Signature of the bidder / Authorized Signatory**

**Date:**

**Place:**

**Name & seal:**

### **Annexure III: Declaration**

(To be submitted in the letterhead of Bidder)

1. I, ..... son/ daughter/ wife of Shri .....  
Proprietor /Director/ authorized signatory of the Agency/ firm mentioned above, is competent to sign this declaration & execute the NIT of NEDFi, No NEDFi/IT/Server/01/2019-20 dated 24-Sept-2019.
  
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
  
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/ we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my/our tender at any stage besides liabilities towards prosecution under appropriate law and forfeiture of EMD and Performance Security.

**Signature of the bidder / Authorized Signatory**

**Date:**

**Place:**

**Name & seal:**

**Annexure IV: Letter of Authority**  
(To be submitted in the letterhead of Bidder)

Date: \_\_/\_\_/\_\_\_\_

To,  
The GM(IT)  
North Eastern Development Finance Corporation Limited  
NEDFi House, 2<sup>nd</sup> Floor, G. S. Road, Dispur, Guwahati – 781006  
Phone : +91-361-2222200 Fax : +91-361-22377 33/34

**Sub: SUPPLY, INSTALLATION & COMMISSIONING OF SERVERS THROUGH BUY BACK OF OLD BLADE SERVERS (Reference: NEDFi/IT/Server/01/2019-20 dated 24-Sept-2019 )**

Dear Sir,

**We \_\_\_\_\_ hereby authorize following representative(s) to attend to submit the bid and for any other correspondence and communication against above Bidding Document:**

Name & Designation \_\_\_\_\_ Signature \_\_\_\_\_  
Name & Designation \_\_\_\_\_ Signature \_\_\_\_\_

We confirm that we shall be bound by all commitments made by aforementioned authorised representatives.

Yours faithfully,

Signature

Name & Designation

For and on behalf of

**NOTES:**

- A. This letter of authority should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.
- B. Not more than two persons are permitted to attend in opening of Technical-bid, Financial-bid.
- C. Bidder's authorised executive is required to submit a copy of this authority letter while attending any NEDFi meeting.

### Annexure V: Checklist for Attached Documents

Checklist			
S. No	Document Name	Compliances in (Yes/No)	Page No.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

**Annexure VI: List of Technical Manpower**

<b>Sl. No</b>	<b>Name of the Person</b>	<b>Qualification/Professional Certificate</b>	<b>Major Project Done</b>	<b>Years of association with the bidder</b>	<b>Place of Posting</b>	<b>Years of Experience</b>	<b>CV enclosed (✓)</b>	<b>Ref/Page No.</b>
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

[Use extra sheet if necessary]

**Annexure VII: List of Items Quoted  
(Bills of Material)**

<b>Sl. No</b>	<b>Item Name</b>	<b>Make</b>	<b>Model/Part Number</b>	<b>Warranty</b>	<b>Brochure/Data sheet enclosed (✓)</b>	<b>Ref/Page No.</b>
1.						
2.						
3.						
4.						

## FINANCIAL BID

### Annexure VIII: Price Bid Format (To be submitted in the letterhead of Bidder)

Reference No.: NEDFi/IT/Server/01/2019-20

dated 18-Sept-2019

Sl No.	Item Description	Make & Model	Qty	Unit Rate (Rs)	Total Cost of Items (Rs)	Taxes, duties and other costs (Rs)	Total Value (Rs)
1.	Rack Server 1		1				
2.	Rack Server 2		1				
3.	Less Buy Back Value of Old Blade Servers with Chassis		5				
<b>Total Price</b>							
<b>Amount in Words:</b>							

- i. Certified that the above rates are inclusive of levies and all taxes.
- ii. Certified that I agree to all the terms & conditions of the Request for Proposal.

**Signature of the bidder / Authorized Signatory**

**Date:**

**Place:**

**Name & seal:**



## Annexure IX: Specifications of Rack server 1

Reference No.: NEDFi/IT/Server/01/2019-20

dated 24-Sept-2019

Slno	Component	Minimum Specification	Offered Specification	Compliance (Y/N)	Remarks (if any)
1.	Processor	2 X Intel® Xeon® Gold 5218 Processor			
2.	Chipset	Latest OEM chipset supporting and optimized for the above mentioned processor			
3.	RAM	Minimum 12 DIMM Slots @2666 MHz or Higher  96GB DDR4 ECC RAM Loaded  Support for Minimum 512 GB DDR4 ECC RAM			
4.	HDD	Min 10 Hot Swappable HDD/SSD Slots 2 x 240GB SSD in RAID 1 for OS / Boot Optimized Storage Subsystem. 4 x 2TB NL - SAS 12 Gbps HDD in RAID 10 for Data			
5.	Optical Drive	Internal DVD-ROM drive			
6.	PCI Slots	Three PCI-Express 3.0 slots			
7.	RAID Controller	12Gb/s SAS ONBOARD Raid Controller with RAID 0/1/1+0/5/50/6/60  2GB battery backed write cache			
8.	Network Interface	10 Gb - 2 port Ethernet (Copper or Copper+Fiber Combo)			
9.	Graphics Controller	Integrated Graphics			
10.	I/O ports	USB - 4 Nos (minimum 1 no with USB 3.0)			

		VGA/HDMI - 1			
11.	Power Supply	2x Hot plug redundant Platinum Rated power supplies			
12.	Cooling	Redundant hot-plug system fans			
13.	OS Support	Microsoft Windows Server 2019  Red Hat Enterprise Linux (RHEL) / CentOS / Ubuntu  VMware ESXi			
14.	Security	UEFI Secure Boot and Secure Start support  TPM (Trusted Platform Module) 1.2 option  TPM (Trusted Platform Module) 2.0 option			
15.	Warranty	5 years onsite comprehensive Next Business Day warranty (24 x 7 call logging) by OEM			
16.	Remote management	1. System remote management should support browser based graphical remote console along with Virtual Power button, remote boot using USB/CD/DVD Drive. It should be capable of offering upgrade of software and patches from a remote client using Media/image/folder; It should support server power capping and historical reporting and should have support for multifactor authentication 2. Server should have dedicated 1Gbps remote management port			

		3. The server should support monitoring and recording changes in the server hardware and system configuration.			
17.	Delivery & Installation	<p>Must be supplied with cable Management arms and rails to rack mount the servers</p> <p>All the necessary tools &amp; tackles licenses, cables / connectors for Ethernet / Fibre / USB / Power etc. required for making the System operational shall be provided by the bidder.</p>			

**Note:** Relevant datasheet/product brochure or any other documentation for establishing the compliance shall be enclosed with this annexure.

## Annexure X: Specifications of Rack server 2

Reference No: NEDFi/IT/HW01/2016-17

dated 24-Sept-2019

Sno	Component	Minimum Specification	Offered Specification	Compliance (Y/N)	Remarks (if any)
1.	Processor	1X Intel Xeon Gold 5217 Processor			
2.	Chipset	Latest OEM chipset supporting and optimized for the above mentioned processor			
3.	RAM	Minimum 12 DIMM Slots @2666 MHz or Higher  32GB DDR4 ECC RAM Loaded  Support for Minimum 512 GB DDR4 ECC RAM			
4.	HDD	Min 8 Hot Swappable HDD/SSD Slots 2 x 240GB SSD in RAID 1 for OS / Boot Optimized Storage Subsystem 4 x 4TB NL - SAS 12Gbps HDD in RAID 10 for Data			
5.	Optical Drive	Internal DVD-ROM drive			
6.	PCI Slots	Two PCI-Express 3.0 slots			
7.	RAID Controller	12Gb/s SAS ONBOARD Raid Controller with RAID 0/1/1+0/5/50/6/60  2GB battery backed write cache			
8.	Network Interface	10 Gb - 2 port Ethernet (Copper or Copper + Fiber Combo)			
9.	Graphics Controller	Integrated Graphics			

10.	I/O ports	USB - 4 Nos (minimum 1 no. Of USB 3.0)  VGA/HDMI - 1			
11.	Power Supply	2x Hot plug redundant Platinum Rated power supplies			
12.	Cooling	Redundant hot-plug system fans			
13.	OS Support	Microsoft Windows Server 2019  Red Hat Enterprise Linux (RHEL) / CentOS / Ubuntu  VMware ESXi			
14.	Security	UEFI Secure Boot and Secure Start support  TPM (Trusted Platform Module) 1.2 option  TPM (Trusted Platform Module) 2.0 option			
15.	Warranty	5 years on-site comprehensive Next Business Day warranty (24 x 7 call logging) by OEM			
16.	Remote management	1. System remote management should support browser based graphical remote console along with Virtual Power button, remote boot using USB/CD/DVD Drive. It should be capable of offering upgrade of software and patches from a remote client using Media/image/folder; It should support server power capping and historical reporting and should have support			

		<p>for multifactor authentication</p> <p>2. Server should have dedicated 1Gbps remote management port</p> <p>3. The server should support monitoring and recording changes in the server hardware and system configuration.</p>			
17.	Delivery & Installation	<p>Must be supplied with cable Management arms and rails to rack mount the servers</p> <p>All the necessary tools &amp; tackles licenses, cables / connectors for Ethernet / Fibre / USB / Power etc. required for making the System operational shall be provided by the bidder.</p>			

**Note:** Relevant datasheet/product brochure or any other documentation for establishing the compliance shall be enclosed with this Annexure.