

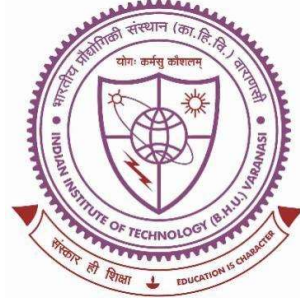
भारतीय प्रौद्योगिकी संस्थान (बीएचयू), वाराणसी में सर्वर
की खरीद के लिए

(सीपीपीपी के ई-प्रोक्योरमेंट पोर्टल के माध्यम से)
ऑनलाइन बोली आमंत्रित हैं

निविदा संख्या: IIT(BHU)/CCIS/2026-27/36, दिनांक: 22.06.2026

जमा करने की अंतिम तिथि: 13.07.2026, (04:00 PM)

निविदा खुलने की तिथि: 14.07.2026, (04:00 PM)



कंप्यूटिंग एवं सूचना सेवा केंद्र
भारतीय प्रौद्योगिकी संस्थान
(काशी हिंदू विश्वविद्यालय)

वाराणसी – 221005, उत्तर प्रदेश, भारत

ई-मेल: office.cis@iitbhu.ac.in
head.cis@iitbhu.ac.in

Online Bids

(through E-Procurement Portal of CPPP)

are invited

for

PROCUREMENT OF SERVERS
AT INDIAN INSTITUTE OF TECHNOLOGY (BHU), VARANASI-221005

Tender No.: IIT(BHU)/CCIS/2026-27/36, **Dated:** 22.06.2026

Last Date of Submission: 13.07.2026, (04:00 PM)

Tender Opening Date: 14.07.2026, (04:00 PM)



Centre for Computing & Information Services (CCIS)
Indian Institute of Technology
(Banaras Hindu University)
Varanasi-221005

E-mail: office.cis@iitbhu.ac.in
head.cis@iitbhu.ac.in

विभाग/स्कूल/इकाई/केंद्र का नाम : कंप्यूटिंग एवं सूचना सेवा केंद्र, (काशी हिंदू विश्वविद्यालय) वाराणसी-221005, (उ.प्र.)

विज्ञापित निविदा जांच दस्तावेज

(निविदा आमंत्रण सूचना)

भारतीय प्रौद्योगिकी संस्थान (का.हि.वि.), वाराणसी द्वारा निम्नलिखित वस्तुओं के निर्माताओं (या उनके 'अधिकृत' वितरक से जिसे निविदा आमंत्रण सूचना के प्रत्युत्तर में प्रस्तुत करने के लिए अधिकृत किया गया हो) से ऑनलाइन निविदा आमंत्रित किए जाते हैं:

क्रम संख्या	निविदा संख्या और अंतिम तिथि	वस्तुओं की विशिष्टता और मात्रा	जमा की जाने वाली अग्रिम धनराशि
1.	निविदा संख्या: IIT(BHU)/CCIS/2026-27/36, Dated: 22.06.2026 निविदा जमा करने की अंतिम तिथि: 13.07.2026 (04:00 PM)	सर्वर अनुलग्नक-1 के अनुसार विशिष्टताएँ	₹. 300000/-

निविदा दस्तावेज केंद्रीय सार्वजनिक खरीद पोर्टल <http://eprocure.gov.in/eprocure/app> से डाउनलोड किया जा सकता है। उचित निविदा का चयन करे एवं उन्हें सभी प्रासंगिक सूचनाओं से भरे और पूर्ण रूप से भरे हुए निविदा दस्तावेज को अगले पृष्ठ पर दी गई अनुसूची के अनुसार वेबसाइट <http://eprocure.gov.in/eprocure/app> पर ऑनलाइन जमा करें।

इच्छुक निविदादाता जिन्होंने नामांकन/पंजीकरण-खरीदारी नहीं की है, उन्हें वेबसाइट <http://eprocure.gov.in/eprocure/app> के माध्यम से भाग लेने से पहले नामांकन/पंजीकरण करना चाहिए। पोर्टल पर पंजीकरण नि:शुल्क है। निविदादाताओं को सलाह दी जाती है कि वे 'ऑनलाइन निविदा प्रस्तुत करने के निर्देश' में दिए गए निर्देशों को पढ़ें।

कोई भी निविदा हार्ड प्रति में स्वीकार नहीं की जाएगी। सभी कोटेशन (तकनीकी और वित्तीय दोनों को ई-प्रोक्योरमेंट पोर्टल - <http://eprocure.gov.in/eprocure/app> पर केवल ऑनलाइन माध्यम से ही जमा किया जाना चाहिए)

निविदा डॉ. हरि प्रभात गुप्ता, कंप्यूटिंग एवं सूचना सेवा केंद्र, भारतीय प्रौद्योगिकी संस्थान (काशी हिंदू विश्वविद्यालय) वाराणसी-221005, उ.प्र. को संबोधित किया जाना चाहिए एवं निविदा दस्तावेज में उल्लिखित समय सीमा के अनुसार निविदा खुलने के दिन या उससे पहले ऑनलाइन जमा/प्रस्तुत करें।

ऑनलाइन निविदा जमा करने में हुई किसी भी देरी के लिए संस्थान जिम्मेदार नहीं होगा। संस्थान के पास किसी भी निविदा को स्वीकार या अस्वीकार करने, बिना कोई कारण बताए निविदा को रद्द करने का अधिकार सुरक्षित है। इस संबंध में किसी भी पत्राचार पर विचार नहीं किया जाएगा।

यदि किसी भी स्तर पर निविदा द्वारा आपूर्ति की गई वस्तु के विषय में गलत विवरण/जानकारी पाया जाता है तो धरोहर राशि जब्त कर लिया जाएगा।

डॉ. हरि प्रभात गुप्ता,
कंप्यूटिंग एवं सूचना सेवा केंद्र
भारतीय प्रौद्योगिकी संस्थान
(काशी हिंदू विश्वविद्यालय),
वाराणसी – 221005, (उ.प्र.)

INDIAN INSTITUTE OF TECHNOLOGY (BHU) VARANASI
Varanasi - 221005, Uttar Pradesh, India

DEPARTMENT/ CENTRE: Centre for Computing and Information Services, Indian Institute of Technology (BHU), Varanasi - 221005, Uttar Pradesh, India

Advertised Tender Enquiry Documents

(NOTICE INVITING TENDER)

IIT (BHU) Varanasi invites online tender from manufacturers (or their 'authorized' dealers that they have been authorized to quote in response to this NIT) of the following items are invited:

S. No.	Tender No. and Last Date	Specifications & Quantity of the item	Earnest Money Deposit to be submitted
1	Tender No.: IIT(BHU)/CCIS/2026-27/36, Dated: 22.06.2026 Last Date of Submission: 13.07.2026 (04:00 PM)	<u>Servers</u> Quantity: 04 Nos. Specifications as per Annexure I	Rs. 300000/-

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app> Tenderers can access tender documents on the CPP Portal. Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

Aspiring Bidders who have not enrolled/ registered in e-procurement should enroll/ register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the e-procurement portal).

The tender should be addressed to **Head, Centre for Computing & Information Services (CCIS), Indian Institute of Technology (BHU) Varanasi, Varanasi - 221005, Uttar Pradesh, India** and should be submitted online on or before the last Date of Submission as mentioned in critical date sheet.

The Institute shall not be responsible for any delay in submitting online Bids. The Institute reserves the right to accept or reject any bid, cancel the Tender without assigning any reason thereof. No correspondence in this regard will be entertained.

Head,
Centre for Computing & Information Services (CCIS)
Indian Institute of Technology
(Banaras Hindu University),
Varanasi – 221005

भारतीय प्रौद्योगिकी संस्थान (काशी हिंदू विश्वविद्यालय), वाराणसी - 221005

विभाग/स्कूल/इकाई/केंद्र का नाम : कंप्यूटिंग एवं सूचना सेवा केंद्र, भारतीय प्रौद्योगिकी संस्थान

(काशी हिंदू विश्वविद्यालय), वाराणसी – 221005

भारतीय प्रौद्योगिकी संस्थान (बीएचयू), वाराणसी-221005 में सर्वर की खरीद के लिए

महत्वपूर्ण डाटा शीट

संगठन का नाम	भारतीय प्रौद्योगिकी संस्थान (का.हि.वि.), वाराणसी
निविदा	खुली निविदा
प्रकार/अनुबंध का प्रारूप (कार्य/आपूर्ति/नीलामी/सेवा/खरीद/इंफैनेलमेंट/ बिक्री)	आपूर्ति
मूल निविदा जारी/प्रकाशित करने की तिथि	22.06.2026, 04.00 PM
दस्तावेज डाउनलोड प्रारंभ तिथि	22.06.2026, 04.00 PM
निविदा-पूर्व बैठक की तिथि* (यदि कोई प्रश्न हो, जिस पर चर्चा की जानी हो, तो उसे निविदा-पूर्व बैठक की तिथि से पहले office.cis@iitbhu.ac.in पर ईमेल किया जाना चाहिए)	लागू नहीं
शुद्धिपत्र, यदि कोई हो	यदि कोई हो तो - सूचित किया जाएगा
निविदाएं अपलोड करने की अंतिम तिथि और समय	13.07.2026, (04:00 PM)
तकनीकी निविदा खोलने की तिथि और समय	14.07.2026, (04:00 PM)
निविदा प्रसंस्करण शुल्क (जीएसटी सहित लागू)	रु. 2,360/- (निविदा प्रसंस्करण शुल्क के लिए) (निम्नलिखित विवरण के अनुसार आरटीजीएस/एनईएफटी के माध्यम से भुगतान किया जाना है) खाते का नाम: रजिस्ट्रार, आईआईटी (बीएचयू) बैंक का नाम: भारतीय स्टेट बैंक शाखा का नाम: आईटी, बी.एच.यू., वाराणसी खाता संख्या: 32778803937 आईएफएससी: SBIN0011445 भुगतान का प्रमाण तकनीकी बोली के साथ संलग्न होना चाहिए।
ईएमडी (अर्नेस्ट राशि जमा)	रु. 3,00,000 /- (in Registrar IIT BHU a/c)
कवरों की संख्या (1/2)	02
निविदा वैधता दिन संचार के लिए पता	180 डॉ. हरि प्रभात गुप्ता, कंप्यूटिंग एवं सूचना सेवा केंद्र भारतीय प्रौद्योगिकी संस्थान (काशी हिंदू विश्वविद्यालय), वाराणसी – 221005, (उ.प्र.)
ई-मेल पता	head.cis@iitbhu.ac.in , office.cis@iitbhu.ac.in

DEPARTMENT/SCHOOL/CENTRE: Centre for Computing & Information Services (CCIS)

TENDER DOCUMENT FOR PROCUREMENT OF Servers
AT INDIAN INSTITUTE OF TECHNOLOGY (BHU), VARANASI -221005

CRITICAL DATA SHEET

Name of Organization	Indian Institute of Technology (Banaras Hindu University)
Tender Type(Open/Limited/EOI/Auction/Single)	Open
Type/Form of Contract (Work/Supply/ Auction/ Service/ Buy/ Empanelment/ Sell)	SUPPLY
Date of Issue/Publishing Original Tender	22.06.2026, 04.00 PM
Document Download Start Date	22.06.2026, 04.00 PM
Document Download End Date	13.07.2026, 04.00 PM
Pre Bid Meeting Date* *Queries, if any, to be discussed, MUST be emailed to office.cis@iitbhu.ac.in, before the date of Pre Bid meeting for consideration.	NA
Corrigendum, if any	As and when required.
Last Date and Time for Uploading of Bids	13.07.2026, 04.00 PM
Date and Time of Opening of Technical Bids	14.07.2026, 04.00 PM
Tender Processing Fee (including GST as applicable)	Rs. 2,360/- (For Tender Processing Fee) (To be paid through RTGS/NEFT) as per the following details: Name of Account – Registrar, IIT(BHU) Name of the Bank – State Bank of India Name of Branch – IT, BHU, Varanasi Account No. – 32778803937 IFSC Code – SBIN0011445 The proof of payment must be enclosed with Technical Bid.
EMD	Rs. 3,00,000 /- (in Registrar IIT BHU a/c)
No. of Covers (1/2/3/4)	02
Bid Validity days	180 days (From tender opening date)
Address for Communication	Head, Centre for Computing & Information Services (CCIS) Indian Institute of Technology (Banaras Hindu University), Varanasi– 221005, U.P.
Contact No. & E-mail Address	head.cis@iitbhu.ac.in , office.cis@iitbhu.ac.in ,

INDIAN INSTITUTE OF TECHNOLOGY (BHU) VARANASI

Varanasi - 221005, Uttar Pradesh, India

DEPARTMENT/SCHOOL/CENTRE: Centre for Computing & Information Services (CCIS)

TENDER DOCUMENT FOR PROCUREMENT OF **Servers**
AT INDIAN INSTITUTE OF TECHNOLOGY (BHU), VARANASI -221005

INVITATION FOR BIDS

Online bids are invited from eligible bidders for the following:

Sl. No.	Tender No.	Specifications & quantity of the item	Earnest Money Deposit (EMD)
1.	IIT(BHU)/CCIS/2026-27/36, Dated: 22.06.2026 Last Date of Bid Submission: 13.07.2026, 04:00 PM	<u>Servers- 04 Nos.</u> As per Annexure-I	Rs. 300000/-

- Interested eligible Bidders may obtain further information from IIT (BHU) website: <https://www.iitbhu.ac.in/tenders> or from Central Public Procurement Portal (CPPP) <https://eprocure.gov.in/eprocure/app>.
- Intending bidders are advised to visit IIT (BHU) website <https://www.iitbhu.ac.in/tenders> and CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of BID submission of tender for any corrigendum / addendum/ amendment.
- Tender Processing Fee is to be deposited electronically by RTGS/NEFT in the account of Registrar, IIT (BHU) in the Bank details mentioned above. Bidders are required to submit the scan copy of payment receipt details of Tender fees payment at the time of Bid Preparation.
- This Tender Document contains the following:
 - Instructions for Online Bid Submission
 - Instruction to Bidders
 - General conditions of contract (GCC)
 - Special Condition of Contracts
 - Check-list for Bid/Tender submission
 - Declaration Certificate
 - Technical specifications for the complete project (Annexure 1)
 - Compliance Sheet

SECTION 1: INSTRUCTION FOR ONLINE BID SUBMISSION

As per the directives of the Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <http://eprocure.gov.in/eprocure/app>.

1. Registration

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click Here to Enroll”. Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

2. Searching for Tender Documents

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, where the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective „My Tenders“ folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3. Preparation of Bids

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents-including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My

Space” available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

4. Submission of Bids

1. Bidders should log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “on-line” to pay the tender processing fee as applicable and enter details of the instrument. Whenever, Tender processing fees are sought, bidders need to pay the tender fee on-line through RTGS.
4. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and not her format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
5. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. Kindly add a scanned PDF of all relevant documents in a single PDF file of the compliance sheet.

5. Assistance to Bidders

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

6. General Instructions to the Bidders

1. The tenders will be received online through the portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in **.pdf format**.
2. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/etoken in the company’s name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the website <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.

3. Tenderer are advised to follow the instructions provided in the „Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal fore Procurement at <https://eprocure.gov.in/eprocure/app>.

SECTION 2: INSTRUCTIONS TO BIDDERS

A. Introduction

1. Scope of Work

Procurement of **Servers-04 Nos.** at Indian Institute of Technology (BHU), Varanasi -221005

2. Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and “the Purchaser”, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

1. Tender Processing Fees

The Tender Processing fees **Rs. 2,360/-** (Rupees Two Thousand Three Hundred Sixty only) inclusive of GST and Non- refundable) should be submitted ONLINE as per the details mentioned above. Further, the proof of payment must be uploaded with Technical Bid. The exemption will be applicable as per Govt. of India norms.

C. Content of Bidding Documents

1 The goods required, bidding procedures and contract terms are prescribed in the bidding documents. In addition to Invitation of Bids, the bidding documents include:

- (a) Instructions for Online Bid Submission
- (b) Instruction to Bidders (ITB);
- (c) General Conditions of Contract (GCC);
- (d) Special Conditions of Contract (SCC)
- (d) Schedule of requirements;
- (e) Tender form (technical bid).
- (f) Tender form (financial bid)

2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in rejection of its bid.

D. Amendment of Bidding Documents

- 1 At any time prior to the deadline for submission of bids, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by amendment.
- 2 All prospective bidders who have received the bidding documents will be notified of the amendment in writing, which will be binding on them.
- 3 In order to allow prospective bidders reasonable time within which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids.

E. Preparation of Bids

1. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser shall be written in English language.

2. Documents Comprising the Bid

a. Techno commercial unpriced bid and priced Bids: The bids are to be submitted in two parts i.e. Techno commercial unpriced bid and priced Bids.

- Techno commercial unpriced bid along with Bid Securing Declaration Form as EMD (submitted ONLINE) as shown in invitation to bids shall be submitted through CPP Portal. If the proof of payment of Tender Processing Fee is not received along with the technical bid, such bid will not be considered. The samples (if required) of all the items shown in the schedule of requirements of each tender should also accompany the techno commercial unpriced bid in a separate sealed envelope.
- Priced bid.

3. Techno commercial unpriced bid: The Techno commercial unpriced bid prepared by the bidder shall be provided in the following Model Response format: **Model Response format**

- Standing of each Bidder Manufacturer/Dealer and past experience in supply of the material (certificates to be enclosed), proof of manufacturing Unit/Dealership along with all the documents required for proving the credentials regarding the fulfilment of essential pre-bid criteria.
- List of other Govt. Departments, Public Sector units and Central Autonomous Bodies for which the bidder is supplying material or having the similar type of contracts and a certificate regarding the satisfactory performance of the contract (*In the Annexure III format*).
- Copy of the audited balance sheet of the vendor for the previous financial year indicating the turnover in supply of the relevant materials/service.
- Details of Permanent Account Number and latest income tax clearance certificate.
- Details of GST No. along with a copy of certificate to be attached.
- Submission of samples if required, for all items indicated in the schedule of requirements. The make of items proposed to be supplied should be indicated in the format of the schedule of requirements and submitted along with the techno commercial unpriced bid without indicating the pricing components.
- Willingness to execute all orders which are placed to meet emergency requirements on priority basis. The Bidder shall note that standards for workmanship, material and equipment, and references to brand names designated by the Purchaser in the schedule of requirements are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names and/or catalogue numbers in his bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

4. Price Bid

The price bid shall comprise the techno commercial bid along with the price component indicating the Unit prices for each and every item indicated in the schedule of requirements (Annexure 1).

- (a) The prices quoted must be net per unit as shown in the Schedule and must include all charges for delivery at the designated stores i.e. F.O.R. IIT (BHU), Varanasi and should be mentioned clearly.
- (b) The rate must be stated for each item separately both in words and figures. If there is a discrepancy between the price quoted in word and figures the higher price quoted will be treated as final.
- (c) Quoted prices should be firm and inclusive of taxes/duties, freight and forwarding charges, handling charges, loading and unloading charges, and insurance charges etc. However, the prices must be

reflected clearly in BoQ format by mentioning basic rate, GST, Freight charges, Any other Taxes/Duties/Levies and exemptions thereon as applicable to IITs.

- (d) The prices once accepted by the Institute shall remain valid till the successful execution of the order and till supplies are fully effected and accepted or **180 days** from the date of acceptance of tender whichever is later. The Institute shall not entertain any increase in the rates during the period. However, in the event there is a reduction or increase in Government levy/duties/taxes during the period of execution of the order, the rates shall be suitably adjusted with effect from the date notifying the said reduction or increase in the Government levy/taxes/duty, if any.

5. Bid Prices

1. The Bidder shall indicate on the Schedule of requirements (BoQ), the unit prices of the goods it proposes to supply under the Contract and enclose it with the priced bid.
2. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - (i) The prices quoted must be net per unit as shown in the schedule of requirements and must include all charges for delivery at the designated stores.
 - (ii) Any Indian duties, GST and other taxes which will be payable on the goods, if this Contract is awarded;
3. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account.

6. Bid Currencies

Prices shall be quoted in Indian Rupees currencies only.

7. Period of Validity of Bids

- 1 Bids shall remain valid for **180** days after the date of bid opening prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 2 In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. A Bidder granting the request will not be required nor permitted to modify the bid.
- 3 Bid evaluation will be based on the bid prices without taking into consideration the above modifications.

F. Submission of Bids

1. The tender has to be submitted ONLINE before the due date. The offers received after the due date and time will not be considered. **No manual bids will be considered.**

2. Deadline for Submission of Bids

1. Bids must be received by the Purchaser ONLINE not later than the time and date specified in the Invitation for Bids.
2. The Purchaser may, at his discretion, extend this deadline for submission of bids by amending the bid documents in which case all rights and obligations of the Purchaser and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

3. Late/Delayed Bids

The offers received after the due date and time will not be considered.

4. Modifications and Withdrawal of Bids

1. The Bidder may modify or withdraw its bid after the ONLINE bid's submission, as per the provision of CPP Portal.
2. No bid may be modified subsequent to the deadline for submission of bids. No documents will be accepted in support of essential pre-bid criteria after the last date of submission of bids.

3. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity specified by the Bidder on the bid form.

G. Bid Opening and Evaluation of Bids

1. Opening of Techno commercial un-priced Bids

The purchaser will open all techno commercial un-priced bids in the first instance.

2. Clarification of Bids

1. During evaluation of the bids, the purchaser may, at its discretion, ask the Bidder for clarification of its bid. The request for clarification and the response shall be in writing and no change in price or substance of the bid shall be sought, offered or permitted.
2. No Bidder shall contact the purchaser on any matter relating to its bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Institute, it should be done in writing.
3. Any effort by a Bidder to influence the purchaser in its decisions on bid evaluation, bid comparison or contract award decisions may result in rejection of the Bidder's bid.

3. Evaluation of Techno commercial unpriced Bid

1. Prior to the detailed technical evaluation, the purchaser will determine the substantial responsiveness of each bid. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviations and meets all the essential pre-bid criteria. If any bidder does not meet the essential pre-bid criteria as laid down in the Instruction to Bidders, then his bid will be summarily rejected. No documents will be accepted in support of essential pre-bid criteria after the last date of submission of bids.
2. The purchaser will reject a bid determined as not substantially responsive.
3. The bidders may be called for discussion and may be allowed to modify their technical bids to suit the organization's requirement. The idea is to arrive at a threshold level of acceptability above which all the bidders shall be treated on par. Those whose technical specifications do not reach the threshold level of acceptability shall be rejected as technically unsuitable. The price bids of the bidders who finally emerge as technically acceptable shall be opened, evaluated and the contract awarded to the lowest evaluated bidder.
4. The bidders short-listed by the purchaser based on meeting the essential pre-bid criteria and detailed evaluation regarding satisfying the technical criteria laid down in this tender document may be called for detailed discussions with a team selected for the purpose, at a specified date, time and venue, if needed.

4. Opening of Priced Bids

1. The Purchaser will open the Priced Bids of only those bidders who meet the essential pre-bid criteria and whose techno commercial un-priced bids have been found to be substantially responsive.
2. The priced Bids of the technically qualified bidders shall be opened by the tender committee.

5. Evaluation and Comparison of priced Bids

1. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between words and figures, whichever is the higher of the two shall be taken as bid price. If the Vendor does not accept the correction of errors, its bid will be rejected
2. Bidders shall state their bid price for the payment schedule outlined in the Clause 14 of General Conditions of Contract. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The purchaser may consider the alternative payment schedule offered by the selected Bidder but it may not be binding on the purchaser.
3. The purchaser, at its option, may ask some more bidders to match the rates of the lowest bidder for creating parallel suppliers.

4. The source of exchange rate shall be primarily **Reserve Bank of India or in any other case any other authentic source.**

5. The date for the exchange rate shall be: **Last day for submission of Bids.**

6. Purchasers right to accept any bid and to reject any bid or all bids

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.

7. Award Criteria

(i). IIT (BHU) shall award the contract to the technically qualified eligible BIDDER whose bid has been determined as the lowest evaluated commercial bid. If more than one BIDDER happens to quote the same lowest price, IIT BHU reserves the right to award the contract to more than one BIDDER or any BIDDER.

8. Notification of Award

Prior to the expiration of the period validity, the purchaser will notify the successful Bidder in writing by letter or by mail, to be confirmed in writing by speed post or hand delivered letter, that its bid has been accepted.

9. Factors Affecting the Award of Supply

1. The bidder should have its own Contract support facilities. The support facilities should be fully owned and managed by the bidder.
2. Conformity with the Request for Bid/Tender required and conditions.
3. The assessment based on the response to Model Response Outline.
4. The assessment of the capability of the bidder to meet the terms and conditions.
5. The bidders must have executed similar orders, for which the bidder is quoting, as indicated in clause 1 for Govt./Semi-Govt./Autonomous Organizations.
6. The cost and the discount offered, if any.

10. Fall clause

1. The price quoted by the supplier should not be higher than the maximum retail price, if any, for the stores and the same shall not be higher than the price usually charged by the supplier for stores of the same nature, class or description to any other purchaser.
2. The price charged for the stores supplied under the contract by the supplier shall in no event exceed the lowest price at which the supplier sells the stores of identical description to any other person during the period till performance of all supply orders placed during the currency of the contract is completed. If at any time during the period the supplier reduces the sale price of such stores or sells such stores to any other person including his dealers at a price lower than the price chargeable under the contract, he shall forthwith notify such reduction or sale to the purchaser and the price payable under the contract for these items of stores supplied after the date of coming into force of such reduction or sale shall stand correspondingly reduced.
3. If it is discovered that the supplier has contravened the above conditions, then without prejudice to any other action which might be taken against him, it shall be lawful for the purchaser to (a) revise the price at any stage so as to bring it in conformity with sub-clause(i) above, or (b) to terminate the contract and purchase the items of stores at the risk and cost of the supplier and in that event the provisions of Clause 28 of General Conditions of Contract shall, as far as possible, be applicable or recover the loss.
4. Price Reasonability of the Goods provided.

SECTION 3: GENERAL CONDITION OF CONTRACTS

1. Definitions

In this Contract, the following terms shall be interpreted as indicated:

- (a) “The order” means the agreement entered between the Purchaser and the Supplier including all the attachments and appendices and all documents incorporated as per notification of award.
- (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations;
- (c) “The Goods” means all the items, which the Supplier is required to supply to the Purchaser under the Contract;
- (d) “Services” means services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services training and other obligations of the Supplier covered under the Contract;
- (e) “GCC” means the General Conditions of Contract contained in this section.
- (f) “The Purchaser” means the organization purchasing the Goods i.e. IIT (BHU), VARANASI.
- (g) “The Purchaser’s country” is India.
- (h) “The Supplier” means the individual or firm supplying the Goods and Services under this Contract. (i) “Day” means calendar day.

2. Application

These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

3. Standards

The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standard appropriate to the Goods’ country of origin and such standards shall be the latest issued by the concerned Institution.

4. Use of Contract Documents and Information

- 4.1** The Supplier shall not, without the Purchaser’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 4.2** The Supplier shall not, without the Purchaser’s prior written consent, make use of any document or information except for purposes of performing the Contract.
- 4.3** Any document, other than the Contract itself, shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Supplier’s performance under the Contract if so required by the Purchaser.

5. Patent Rights

The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods or any part thereof in India.

6. Submission of the bids

All bids complete in all respects must be submitted online on or before the Bid Closing date and time as mentioned on Critical Data Sheet. Tenders received without Bid Securing Declaration Form shall be rejected.

7. Inspections and Tests

- 7.1 The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser.
- 7.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery and/or at the Goods final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data shall be furnished to the inspectors at no charge to the Purchaser.
- 7.3 Should any inspected or tested Goods fail to conform to the specifications, the Purchaser may reject the goods and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.
- 7.4 The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at Project Site shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to the Goods shipment.
- 7.5 Nothing in GCC Clause 7 shall in any way release the Supplier from any warranty or other obligations under this Contract.

8. Consequences of rejection

If in the event the stores are rejected by the purchaser at the destination and the supplier fails to make satisfactory supplies within the stipulated period of delivery, the purchaser will be at liberty to:

- (a) Allow the supplier to resubmit the stores in replacement of those rejected, within a specified time without any extra cost to the purchaser or
- (b) Reject the material, which shall be final and binding on the contractor.
- (c) Procure the rejected materials of comparable quality from the open market/Govt. stores and the supplier shall be liable to pay the difference in price over the RC prices.

9. Packing

- 9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract including additional requirements, in any subsequent instructions ordered by the Purchaser.

10. Delivery and Documents

- 10.1 The Supplier shall make delivery & Installation of the Goods within 30 days from the placement of purchase order in pursuance of the notification of award. The purchase order would be placed after assessing the requirements on a quarterly basis. However, the supplier shall also arrange to execute all orders on priority basis which would be placed to meet any emergent requirements.
- 10.2 In case the purchaser decides to conclude parallel rate contracts, then the requirements would be split on different firms on equitable basis as per the discretion of the purchaser.
- 10.3 The delivery of Stores shall be affected at the premises of the Institute free of all delivery charges and within the stipulated time and as may be elucidated in the confirmed order, accompanied by a delivery challan. No extension of time for delivery of Stores shall normally be accorded.

The supplier shall mail the following documents to the purchaser with a copy to the insurance company:

1. 3 Copies of the Supplier invoice showing contract number, goods' description, quantity unit price, total amount;
2. Installation Certificate
3. Insurance Certificate if applicable;
4. Manufacturer's/Supplier's warranty certificate;
5. Inspection Certificate issued by the nominated inspection agency, if any
6. Supplier's factory inspection report; and
7. Certificate of Origin (if possible by the beneficiary);
8. The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.

Time and date of delivery – the essence of the contract: The time for and the date of delivery of the stores stipulated shall be deemed to be of the essence of the contract and delivery must be completed not later than the date(s) specified.

11. Insurance

The Goods supplied under the Contract shall be fully insured in Indian Rupees against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery. The insurance shall be obtained by the suppliers in an amount equal to 110% of the value of the goods from “warehouse to warehouse” (final destinations) on “all risks” basis including war risks and strikes.

12. Transportation

Where the Supplier is required under the Contract to transport the Goods within India defined as Project site, transport to such place of destination in India including insurance, as shall be specified in the Contract, shall be arranged by the Supplier, and the related cost shall be included in the contract Price.

13. Warranty

13.1 This warranty shall remain valid for at least for at least 12 months after the subscription or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, unless specified otherwise.

14. Payment

14.1 The payment shall be made **100% payment against Supply and submission of satisfactory PBG.**

14.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and the Services performed, and by documents, submitted pursuant to GCC Clause 10, and upon fulfilment of other obligations stipulated in the contract.

15. Prices

Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in his bid. The bidder must mention the applicable taxes/duty and exemptions thereon, if any, as per the Government of India norms. The Institute will provide requisite certificate, if any, required by the bidder as per the applicable Govt. of India norms.

16. Change Orders

16.1 The Purchaser may at any time, by written order given to the Supplier, make changes within the general scope of the Contract in any one or more of the following:

- (a) Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;

- (b) The method of shipping or packing;
- (c) The place of delivery; and/or
- (d) The services to be provided by the Supplier.

16.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Purchaser's change order.

17. Contract Amendments

Subject to GCC Clause 16, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

18. Assignment

The Supplier shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Purchaser's prior written consent.

19. Subcontracts

The Supplier shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in his original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.

20. Delays in the Supplier's Performance

20.1 Delivery of the Goods and performance of the Services shall be made by the Supplier in accordance with the time schedule specified by the Purchaser as per GCC clause 10.

20.2 If at any time during performance of the Contract, the Supplier or its sub-contractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may, at its discretion, extend the Supplier's time for performance with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of the Contract.

20.3 Except as provided under GCC Clause 23, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of penalty pursuant to GCC Clause 21, unless an extension of time is agreed upon pursuant to GCC Clause 20.2 without the application of liquidated damages.

21. Penalty

Subject to GCC Clause 23, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as penalty, a sum equivalent to 1% per week and the maximum deduction is 10% of the contract price of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause 22.

22. Termination for Default

22.1 The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:

- If the Supplier fails to deliver any or all the Goods within the period(s) specified in the purchase order, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 20; or
- If the Supplier fails to perform any other obligation(s) under the Contract.

- If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“Fraudulent practice: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”

- 22.2** In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 22.1, the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

23. Force Majeure

23.1 Notwithstanding the provisions of GCC Clauses 20 & 21, the Supplier shall not be liable for imposition of liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

23.2 For purposes of this Clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

23.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

24. Termination for Insolvency

The Purchaser may at any time terminate the Contract by giving written notice to the Supplier, if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without Compensation to the Supplier provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Purchaser.

25. Termination for Convenience

25.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.

25.2 The Goods that are complete and ready for shipment within 15 days after the Supplier’s receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices.

26. Resolution of Disputes

26.1 The Purchaser and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

26.2 If, after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified below. These

mechanisms may include, but are not limited to, conciliation mediated by a third party, adjudication in an agreed national or international forum, and national or international arbitration.

26.3 In case of Dispute or difference arising between the Purchaser and a supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996 as amended from time to time.

27. Governing Language

The contract shall be written in English language. Subject to GCC Clause 28, English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

28. Applicable Law

28.1 The contract shall be governed by the Law of Contract for the time being in force.

28.2 Irrespective of the place of delivery, the place of performance or place of payment under the contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued.

28.3 Jurisdiction of Courts: The courts of the place from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute arising out of or in respect of this contract.

28.4 One-month notice will be given by either party for termination of Contract during the tenure of Contract for breach of Clause or otherwise.

29. Taxes and Duties

Suppliers shall be entirely responsible for all taxes, duties, license fees, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser.

30. Performance Security:

Successful *bidder has to furnish 03% of the order value as a performance security* in the shape of Fixed Deposit Receipt / Bank Guarantee in favour of the Registrar, Indian Institute of Technology (BHU) valid for a period of 60 days beyond the end of all warranty period / obligations. Fixed Deposit Receipt / Bank Guarantee should be issued from a scheduled bank in India.

31. Supplier Integrity

The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.

The Institute Reserves the Right to:

1. Increase or decrease the quantity of the item(s) as per requirement subject to variation of maximum of 25% only.
2. Reject the quotation in absence of not furnishing the documentary evidence in respect of Trade Tax Registration (G.S.T), Income Tax and Trade Tax clearance certificates together with the performance of supplies in various branches/institutions.
3. Reject the quotation in the event of non-furnishing the authentic documentary evidence in respect of Testing reports / Performance report of the concerned Govt. Organization / Institutions about the products being manufactured and marketed. The performance test of the product can be conducted at Institute level also for which charge will have to be borne by the suppliers.
4. Reject the supplies already made, if not found up to the mark. Thorough checking may be adopted to test the correctness of the supply. In such an event further action may call to conform or discard the supply.
5. To reject any addition/alteration in respect of local dealerships intimated by the Principals after consideration of the case by the committee appointed by the Institute for the purpose.
6. Cancel this Tender at any point of time without assigning any reason thereof.

7. The Institute also reserves the right to reject the bid of any participated bidder
8. The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part:
 - (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the purchase order, or within any extension thereof granted by the Purchaser.
 - (b) If the Supplier fails to perform any other obligation(s) under the Contract.
 - (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
9. To reject any or all the offers without assigning any reasons thereof.
10. All disputes are subject to “*Varanasi Jurisdiction*” only.
11. The decisions of the Institute in all respect shall be final and binding on all.
12. The Institute reserves the right to ask the successful bidder to produce all the original documents submitted along with the bids for verification at any point of time. During the verification of the document, if it is found that the bidder has concealed/falsified/fabricated any information, the bid and/or purchase order will be cancelled and/or performance security will be forfeited and action including blacklisting will be taken against the bidder as per norms of the Institute.
13. Please ensure that your offer is complete in all respect as no further clarifications shall be sought from you and reaches us within the last date mentioned above. **The Institute shall not be responsible for any delay etc.**

Head, CCIS
Indian Institute of Technology,
(Banaras Hindu University)

****NOTE: 1- While arranging the Tender Documents, check list should be placed on TOP.**

SECTION 4: SPECIAL CONDITIONS OF CONTRACT

(to be defined by the Purchaser as per the requirement)

a) Essential Pre Bid Criteria, if any

Bidder Qualification Criteria (to be supported with documentary credentials)

S. No.	Item
1	The bidder should be an OEM/Authorized partner of the OEM and a Letter of Authorization from the OEM (with name, designation and contact of the issuer) to be submitted by the bidder along with the Bid.
2	Willing to provide the Goods as per timelines (within 30 days)
3	Willing to provide a 03-year warranty and free offline technical support at Campus of IIT (BHU)
4	The firm should be an authorized dealer in India
5	Make in Indian (MII) Certificate
6.	Last Three Purchase Orders / Gem CRAC copy should be provided of any IITs, NITs, Government Offices, PSUs, Government-funded universities, or autonomous bodies
7.	Certified Financial Statement of bidder from a CA (with UDIN) for the last three consecutive financial years 2023-24, 2024-2025 & and 2025-26.
8.	A notarized affidavit on a Non-Judicial stamp of Rs 100 by the bidder that it has never been black-listed by any IITs/IISc/IIM/IISER/NIT/IIIT/Govt. Autonomous Bodies/Central or State Govt. University/ Govt. Research Organizations/Government Offices/PSUs must be uploaded along with the technical Bid, on failing to submit the documents the Bid shall be rejected.
9.	Declaration of local content should be enclosed in technical bid. (As per the Government of India Order, only "Class-I Local Suppliers" and "Class-II Local Suppliers" can participate in this tender.)
10.	Hardware capabilities and requirements will be taken care by supplier
11.	Network capabilities and requirements will be taken care by supplier
12.	EMD and tender fees receipt attach.
13.	The bidder has to submit an integrity pact as per Annexure-VIII, if the quoted value in financial Bid is more than Rs. 01 Crore, which is to mandatorily be executed on a Non-Judicial Stamp Paper of Rs. 100/- duly signed by the Bidder.
14	Complying all terms and conditions in Section 8 Annexure-I

NOTE: THE BID OF THOSE BIDDERS WHO FAILS TO COMPLY THE ABOVE ESSENTIAL CRITERIA WILL NOT BE CONSIDERED FOR TECHNICAL EVALUATION.

b) Documents Comprising the Bid

The tender/Bid shall be submitted online in two parts, viz., Technical Bid and Commercial Bid.

I. Technical Bid

The following documents are to be scanned and uploaded as part of the Technical Bid as per the tender document:

- (a) Scanned copy of Tender Forms (Techno Commercial Un-Priced Bid), Declaration, Bidder's Information Form, and Tender Acceptance Letter;
- (b) Scanned copy of proof for submission of Tender Document Fee/ Bid Securing Declaration Form as EMD/Exemption Certificate, if any etc.;
- (c) Scanned copy of written confirmation authorizing the signatory of the Bid to commit the Bidder;
- (d) Scanned copy of quoted product brochure

- (e) Scanned copy of filled Annexure III with supporting documents
- (f) Scanned copy of Technical Bid and essential Pre-Bid Details, if any.
 - i. Scanned copy of documentary evidence establishing the Bidder's qualifications to perform the contract if its bid is accepted and the Bidder's eligibility to bid;
 - ii. Scanned copy of documentary evidence, that the Goods and Related Services to be supplied by the Bidder are of eligible origin and conform to the Bidding Documents, and
- c) Scanned copy of Checklist, compliance of Essential pre-bid criteria and Technical Compliance Sheet (Annexure II) and any other document required as per the tender;

II. Commercial Bid

The commercial bid comprises of:

- (i) Scanned copy of Tender Form (Price Bid)
- (ii) Price bid in the form of **.xls format** and to be uploaded in .xls & duly signed in .pdf format.

The Price bid format is provided as .xls format along with this Tender Document at <http://eprocure.gov.in/eprocure/app>. Bidders are advised to download this .xls format and quote their offer/rates in the prescribed column.

In addition to the above requirements, bids submitted by a Joint Venture shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all members and submitted with the bid, together with a copy of the proposed Agreement, there to.

The Bidder shall furnish in the Tender Forms information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Bid.

d) Application Specialist

The Tenderer should mention in the Techno-Commercial bid the availability and names of Application Specialist and service Engineers in the nearest regional office.

e) Spares

The Supplier is required to provide state availability of spares for ten years, if required.

f) Training of Personnel

The supplier shall be required to undertake to provide the technical training to the personnel involved in the use of the equipment at the Institute premises, immediately after completing the installation of the equipment at the supplier's cost.

g) Manuals/Documents

1 set of hard copy and 1 set of soft copy in English (preferred as following).

- i. Operating manual
- ii. Servicing & Maintenance manual
- iii. Spare parts list with source of supply and prices
- iv. Pre-installation requirements.

h) Services

Vendors must submit Factory Acceptance Test procedures supported with relevant printed literature and certificates.

9. The Tender document should also indicate what kind of service/maintenance is required for the system. Whether this service has to be carried out by a company engineer or it can be carried by trained service personnel within India. The frequency of visit and the charges should be mentioned.

10. The Tender should be enclosed with proper certifications like **Authorization Certificate** and **Proprietary Certificate** (in case of Proprietary items).
11. Pre-installation site preparation/inspection requirements to be indicated and specified along with the bid.
12. Bid should include FOR IIT(BHU), Varanasi prices. The Institute will provide requisite certificate, if any, required by the bidder as per the applicable Govt. of India norms.
13. The vendor to provide compliance statement with respect to each technical specification in the tender document duly supported by the manufacturer's literature. Any other claim will not be accepted and may lead to rejection of the bid.
14. Printed literature in support of compliance to the prescribed specifications is to be submitted.
15. Compliance report needs to be submitted as a part of the technical bid.
16. **Exemption is allowed from payment of Tender fees as per Government of India norms against submission of currently valid certificate specifically for the item(s) proposed to be procured through this Tender.**

IMPORTANT NOTE:

1. Non-compliance of tender terms, non-uploading of required documents, lack of clarity of the specifications, contradiction between bidder specifications and supporting literature etc. may lead to rejection of the bid.
2. In the tender, either the Indian agent on behalf of the Principal/OEM or Principal/OEM itself can bid but both cannot bid simultaneously for the same item/product in the same tender.
3. If an agent submits bid on behalf of the Principal/OEM, the same agent shall not submit a bid on behalf of another Principal/OEM in the same tender for the same item/product.

All documents in support of above essential pre-bid criteria shall be scanned and uploaded under cover 1

SECTION 5 : CHECKLIST FOR BID/TENDER SUBMISSION

(The following check-list must be filled in and submitted with the bid documents)

Sl. No.	Particulars	Yes/No
1.	Have you attached the techno commercial unpriced bid form duly filled in appropriately?	
2.	Have you attached the details of the income tax clearance certificate, proof of manufacturing unit/ dealership letter/ general order suppliers and copy of GST registration certificate?	
3.	Have you submitted the bids both techno commercial unpriced and priced bid separately for each tender?	
4.	Have you enclosed the statement of deviations from financial terms and conditions, if any?	
5.	Have you submitted the document mentioned in the Technical Compliance Sheet?	
6.	Have you attached Manufacturer's Authorization certificate for this Tender?	
7.	Have you attached the Declaration on the letter pad of Bidder?	
8.	Have you attached the compliance of Pre-qualification criteria?	
9.	Have you attached the signed Tender acceptance letter?	
10	Have you attached the documents required in Special Conditions of the Contract ?	
11	Make In India Certificate (MII)?	
12.	Notarized Integrity Pact. ?	
Price Bid		
1	Have you signed and attached the priced bid form?	
2	Have you attached the schedule of requirements duly priced i.e. BoQ in both .XLS and .PDF format	

Compliance Sheet of Essential Pre Bid Criteria

S. No.	Item	Yes	No
1	The bidder should be an OEM/Authorized partner of the OEM and a Letter of Authorization from the OEM (with name, designation and contact of the issuer) to be submitted by the bidder along with the Bid.		
2	Willing to deliver & install the Goods as per the timelines (within 15 days) after the award of the Purchase order.		
3	Willing to provide a 03-year warranty and free technical support.		
4	The firm should be an authorized dealer in India		
5	Make in Indian (MII) Certificate		
6.	Last Three Purchase Orders / Gem CRAC copy should be provided of any IITs, NITs, Government Offices, PSUs, Government-funded universities, or autonomous bodies		
7.	Certified Financial Statement of bidder from a CA (with UDIN) for the last three consecutive financial years 2023-24, 2024-2025 & 2025-26.		
8.	A notarized affidavit on a Non-Judicial stamp of Rs 100 by the bidder that it has never been black-listed by any IITs/IISc/IIM/IISER/NIT/IIIT/Govt. Autonomous Bodies/Central or State Govt. University/ Govt. Research Organizations/Government Offices/PSUs must be uploaded along with the technical Bid, on failing to submit the documents the Bid shall be rejected.		
9.	Declaration of local content should be enclosed in technical bid. (As per the Government of India Order, only "Class-I Local Suppliers" and "Class-II Local Suppliers" can participate in this tender.)		
10.	Hardware capabilities and requirements will be taken care by supplier		
11.	Network capabilities and requirements will be taken care by supplier		
12.	EMD and tender fees receipt attached ?		
13.	The bidder has to submit an integrity pact as per Annexure-VIII, if the quoted value in financial Bid is more than Rs. 01 Crore, which is to mandatorily be executed on a Non-Judicial Stamp Paper of Rs. 100/- duly signed by the Bidder.		
14	Complying all terms and conditions in Section 8 Annexure-I		

SECTION 6

DECLARATION

(On the letter head of the firm submitting the bid)

1. I, ----- Son /Daughter of Shri-----
----- Proprietor/ Partner/ CEO /MD/ Director/ Authorized
Signatory of M/s. ----- am competent to sign this declaration and
execute this tender document.
 2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my
acceptance of the same.
 3. The information/ documents furnished along with the above application are true and authentic to the best
of my knowledge and belief.
 4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would
lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
 5. Each page of the tender document and papers submitted by my Company is authenticated, sealed and
signed, and I take full responsibility for the entire documents submitted.
 6. This is certified that our organization has been authorized (Copy attached) by the OEM to participate in
Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down
in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product
updates and extend support for the warranty.
 7. The prices quoted in the price bids are subsidized due to academic discount given to IIT (BHU), Varanasi.
 8. We, further specifically certify that our organization has not been Black Listed/De Listed or put to
any Holiday by any Institutional Agency/Govt. Department/Public Sector Undertaking in the last three
years.
-

Signature of the Authorized Person

Date: -----

Full Name -----

Place: -----

Company Address with Seal

SECTION 7

TENDER FORM

(Techno commercial un-priced Bid)

(On the letter head of the firm submitting the bid)

Tender No.

**To,
The Head,
Centre for Computing and Information Service (CCIS)
Indian Institute of Technology (BHU), Varanasi- 221005**

Dear Sir,

1. I/We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders;
2. I/We meet the eligibility requirements and have no conflict of interest;
3. I/We have not been suspended nor declared ineligible in India;
4. I/We offer to supply in conformity with the Bidding Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods: *[insert a brief description of the Goods and Related Services]*;
5. I/We offer to supply the items as listed in the schedule to this tender hereto/portion thereof as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of Days from the date of opening of the tender.
6. I/we shall be bound by a communication of acceptance issued by you.
7. I/We have understood the Instruction to bidders and Conditions of Contract in the form as enclosed with the invitation to the tender and have thoroughly examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the goods required and my/our offer is to supply the goods strictly in accordance with the specifications and requirements.
8. A proof of Tender Processing Fee of Rs. 2,360/- in the aforementioned account of Registrar, IIT (BHU) as given in page no. 3.
9. The following have been added to form part of this tender.
 - (i) Schedule of requirements, quoting the make only duly signed and stamped. (without indicating price)
 - (ii) Income Tax clearance certificate.
 - (iii) Copy of last audited balance sheet.
 - (iv) Copy of Valid GST registration certificate.
 - (v) Proof of manufacturing Unit, dealership certificate/general order suppliers.
 - (vi) Statement of deviations from financial terms & conditions, if any.
 - (vii) Any other enclosure. (Please give details)
10. We undertake to execute all orders which have been placed to meet emergent requirements on priority basis.
11. Certified that the bidder is:

i) A sole proprietorship firm and the person signing the bid document is the sole proprietor/constituted attorney of the sole proprietor,

Or

j) A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney.

Or

k) IA company and the person signing the document is the constituted attorney.

(NOTE: Delete whatever is not applicable. All corrections/deletions should invariable be duly attested by the person authorized to sign the bid document).

- 12. We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof shall constitute a binding contract between us.
- 13. If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Documents;
- 14. We are not participating, as a Bidder or as a subcontractor, in more than one bid in this bidding process, other than alternative bids submitted;
- 15. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of fraud and corruption

Name of the Bidder*

Name of the person duly authorized to sign the Bid on behalf of the Bidder**

Title of the person signing the Bid

Signature of the person named above

Date signed Day of

* In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder **
Person signing the Bid shall have the power of attorney given by the Bidder to be attached with the Bid Schedules.

Yours faithfully,

(Signature of bidder)

Dated this day of _____

Address:

Telephone No. : _____

FAX _____

E-mail _____

Company seal

TENDER FORM

(Priced Bid)

(On the letter head of the firm submitting the bid document)

**To,
The Head,
Centre for Computing and Information Service (CCIS)
Indian Institute of Technology (BHU), Varanasi- 221005**

Ref: Tender No.....Dated:

Sir,

Having examined the bidding documents and having submitted the techno commercial unpriced bid for the same, we, the undersigned, hereby submit the priced bid for supply of goods and services as per the schedule of requirements and in conformity with the said bidding documents.

1. We hereby offer to supply the Goods/Services at the prices and rates mentioned in the enclosed schedule of requirement.
2. We do hereby undertake that, in the event of acceptance of our bid, the supply of Goods/Services shall be made as stipulated in the schedule of requirement and that we shall perform all the incidental services.
3. The prices quoted are inclusive of all charges net FOR IIT(BHU) Varanasi and should be mentioned clearly. We enclose herewith the complete Financial Bid as required by you. This includes: a. Price Schedule (Bill of Quantity-BOQ).
b. Statement of deviations from financial terms and conditions.
4. We agree to abide by our offer for a period of 180 days from the date fixed for opening of the bid documents and that we shall remain bound by a communication of acceptance within that time.
5. We have carefully read and understood the terms and conditions of the bid document and we do hereby undertake to supply as per these terms and conditions. The Financial Deviations are only those mentioned in the statement of deviations from financial terms and conditions.

I) We have paid, or will pay the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract: **[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]**

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate “none.”)

7. We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed; and
8. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Certified that the bidder is:

A sole proprietorship firm and the person signing the bid document is the sole proprietor/ constituted attorney of sole proprietor,

Or

A partnership firm, and the person signing the bid document is a partner of the firm and he has authority to refer to arbitration disputes concerning the business of the partnership by virtue of the partnership agreement/by virtue of general power of attorney,

Or

A company and the person signing the bid document is the constituted attorney.

(NOTE: Delete whatever is not applicable. All corrections/deletions should invariably be duly attested by the person authorized to sign the bid document.)

We do hereby undertake that, until a formal notification of award, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.

Dated this day of _____

Signature of Bidder _____

Details of enclosures _____

Full Address: _____

Telephone No. _____

Mobile No. : _____

Fax No. : _____

E-mail: _____

Company Seal

TENDER ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

**To,
The Head,
Centre for Computing and Information Service (CCIS)
Indian Institute of Technology (BHU), Varanasi- 221005**

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No. _____ Name of Tender/ Work: -

Dear Sir,

1. I/We have downloaded/ obtained the tender document(s) for the above mentioned „Tender/Work“ from the web site(s) namely:

_____ as
_____ as
per your advertisement, given in the above mentioned website(s).

2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like section(s), schedules(s) etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/ corrigendum(s) in its totality/entirety.
5. In case any provisions of this tender are found violated, then your department/organisation shall without prejudice to any other right or remedy be at liberty to reject this tender/bid.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

FORMAT FOR PERFORMANCE BANK GUARANTEE (PBG)/ PERFORMANCE SECURITY

(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred)

(TO BE ESTABLISHED THROUGH ANY OF THE NATIONALISED COMMERCIAL BANKS (WHETHER SITUATED AT VARANASI OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT VARANASI)

To,
The Registrar,
Indian Institute of Technology (BHU),
Varanasi-221005

LETTER OF GUARANTEE

WHEREAS Indian Institute of Technology (BHU), Varanasi (Buyer) has invited tender vide Tender No..... dated..... for purchase of AND

WHEREAS the said tender document requires that eligible successful bidder (seller)..... wishing to supply the equipment / machinery, etc. in response thereto shall establish an irrevocable Performance Bank Guarantee in favour of “The Registrar, Indian Institute of Technology (BHU), Varanasi” in the form of Bank Guarantee for Rs.....

(3% of the contract value) and the Performance Bank Guarantee shall remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the seller, including warranty obligations from the date of issue of Performance Bank Guarantee and the eligible successful bidder (the seller) shall submit the same within 30 (Thirty) days from the date of Award of Contract.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said bidder (seller) fails to abide by any of the conditions referred to in tender document / Award of Contract / performance of the equipment / machinery, etc. this Bank shall pay to Indian Institute of Technology (BHU), Varanasi on demand and without protest or demur Rs (Rupees.....).

This Bank further agrees that the decision of Indian Institute of Technology (BHU), Varanasi (Buyer) as to whether the said bidder (Seller) has committed a breach of any of the conditions referred in tender document / Award of Contract shall be final and binding.

We, (name of the Bank & branch) hereby further agree that the Guarantee herein contained shall not be affected by any change in the constitution of the bidder (Seller) and/ or Indian Institute of Technology (BHU), Varanasi (Buyer). **Notwithstanding anything contained herein:**

- m) Our liability under this Bank Guarantee shall not exceed Rs. (Indian Rupees only).
- n) This Bank Guarantee shall be valid up to(date) and
- o) We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if IIT (BHU), Varanasi serve upon us a written claim or demand on or before(date). This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at situated at (Address of local branch).

Yours truly,
Signature and seal of the guarantor:
Name of Bank:
Address:
Date

SECTION 8

ANNEXURE-1

SCHEDULE OF REQUIREMENTS

Product Info
Servers

SERVERS for IIT (BHU)- 04 nos	
PROCESSOR	<ul style="list-style-type: none">• 2 × Intel Xeon 6 Performance 6520P• Clock Speed: 2.4 GHz• Cores/Threads: 24 Cores / 48 Threads (per processor)• Cache: 144 MB
MEMORY	<ul style="list-style-type: none">• 192 GB RDIMM• Speed: 6400 MT/s• Type: ECC Memory
STORAGE	<p>SSD Drives</p> <ul style="list-style-type: none">• 2 × 480 GB SATA SSD• Type: Read Intensive• Speed: 6 Gbps• Form Factor: 2.5-inch Hot-Plug• Endurance: 1 DWPD <p>HDD Drives</p> <ul style="list-style-type: none">• 4 × 2.4 TB SAS Hard Drives• Speed: 10K RPM• Interface: 12 Gbps• Form Factor: 2.5-inch Hot-Plug
RAID CONTROLLER	PERC H965i RAID Controller
NETWORKING	<ul style="list-style-type: none">• Broadcom 5719 Quad Port 1GbE Base-T Adapter• OCP 3.0 NIC
POWER SUPPLY	<ul style="list-style-type: none">• Dual Redundant Power Supply (1+1)• Capacity: 1100W• Hot-Plug Enabled
CHASSIS ACCESSORIES &	Ready Rail Sliding Rails

1. Delivery & Installation.

Must be delivered & installed within 30 days from the release of purchase order. The installation should be onsite by checking compatibility with existing system & training to CCIS staffs and officers (onsite and offline mode)

2. Warranty:

Three years (36 Months) On-site comprehensive warranty

3. Validity

Academic price should be valid for 30 days from the date of tender opening

4. Payment

100% payment will be made within 30 days after delivery and acceptance of license.

5. Pre-eligibility criteria

- a) The company supplier should be an authorized dealer in India.
- b) Authorized dealer can only quote.

6. Authorization

OEM Authorization Certificate must be submitted with tender bid.

7. Others:

Company registration certificate, GST certificate, PAN & Bidder's Turnover must be submitted with the tender bid.

8. Performance Security

Successful bidder must furnish 03% of the order value as a performance security in the shape of Fixed Deposit Receipt / Bank Guarantee in favor of the Registrar, Indian Institute of Technology (BHU) valid for a period of 60 days beyond the end of all warranty period / obligations (i.e. must be valid for 38 months). Fixed Deposit Receipt / Bank Guarantee should be issued from a schedule bank in India.

9. Uptime & Downtime Clause and requirements.

The successful bidder shall ensure a minimum uptime of **99.0% per month** for each server during the comprehensive warranty/support period.

The uptime shall be calculated as:

$$\text{Uptime (\%)} = [(\text{Total Hours} - \text{Downtime Hours}) / \text{Total Hours}] \times 100$$

Scheduled maintenance approved by the Institute and notified at least 48 hours in advance shall not be considered as downtime.

• ***Definition of Downtime***

Downtime shall mean any period during which the server is not operational or is unable to provide the intended services due to hardware failure, firmware issues, or any fault attributable to the supplied equipment.

The downtime period shall commence from the time the fault is reported to the bidder and shall end when the server is restored to full operational condition.

• ***Response and Resolution Time***

1. Response Time: Within **4 hours** of reporting the complaint.
2. Resolution Time: Within **24 hours** from the time of complaint registration.
3. If the fault cannot be rectified within 24 hours, the bidder shall provide an equivalent standby server/component to ensure continuity of services.

- ***Penalty for Excess Downtime***

In case the server remains non-functional beyond the stipulated resolution period, the following penalty shall be imposed:

Downtime beyond 24 Hours	Penalty
Up to 3 days	₹1,000 per day per server
More than 3 days and up to 7 days	₹2,000 per day per server
Beyond 7 days	₹5,000 per day per server

The penalty amount may be recovered from pending bills, Performance Security Deposit, or any other dues payable to the vendor.

- ***Extension of Warranty***

For every day the server remains non-functional beyond the permitted downtime period, the warranty/support period shall be extended by an equivalent number of days at no additional cost to the Institute.

- ***Chronic Failure***

If the same server experiences more than **three major breakdowns within a period of six months**, the Institute reserves the right to demand replacement of the server or defective component with a new unit of equal or higher specification at no additional cost.

10. **Earnest Money Deposit (EMD)**

EMD of 3,00,000 should be submitted in the below mentioned account and the proof of payment must be enclosed with Technical Bid.

Name of Branch - IT, BHU, Varanasi	Account No. - 32778803937
IFSC Code - SBIN0011445	

***Note:** With reference to this Bid, it is hereby informed that the public procurement policy for MSE related benefits are given as per the following document (Link is mentioned below):

[FAQs-PPP_25032022.pdf](#)

Please refer to the document for the queries related to MSE for the Bid.

IMPORTANT TERMS

Compliance Statement: Signed statement must be submitted as per the Annex-II. It should be supported with documents or references if required.

Note: Bid should include FOR IIT (BHU), Varanasi prices (INR only)

OTHER TERMS:

- 1. Indian agency commission, if any:** Should be clearly stated in the financial bid in Indian currency.
- The Tender document should also indicate what kind of service/maintenance is required for the system. Whether this service must be carried out by a company engineer or it can be carried by trained service personnel within India. The frequency of visit and the charges should be mentioned.
- The Tender should be enclosed with proper certifications like Authorization Certificate and Proprietary Certificate in case of Proprietary items.
- The vendor to provide compliance statement with respect to each technical specification in the tender document duly supported by the manufacturer's literature. Any other claim will not be accepted and may lead to rejection of the bid.
- Printed literature in support of compliance to the prescribed specifications is to be submitted. However, Institute reserves the right to accept or reject the compliance to the prescribed specifications given by the company in view of lack of sufficient evidence and proofs.
- Compliance report needs to be submitted as a part of the technical bid.
- Institute reserves the right to cancel the bid any time without giving any reason.
- Technical evaluation by the Institute may include demonstration to verify functionalities and capabilities of the system quoted.

II. PRICE BID as per BOQ Format

The Bidders are required to submit their rate in the enclosed BoQ in Excel Format (.xls) as well as in PDF (.pdf) Format.

The Price quoted is firm and final with Validity as per the terms of IIT BHU, Varanasi tender Terms.

TECHNICAL COMPLIANCE STATEMENT

**Tender for Supply and Installation of Web Servers for Centre for Computing &
Information Services (CCIS),
Indian institute of technology (BHU), Varanasi-221005**

I. TECHNICAL SPECIFICATIONS (as mentioned in the bid)

Sr. No	Items	Yes Or NO
01	Server (as mentioned in Section 8 Annexure 1)	

Date:

Signature of the Authorised Official with Seal

SECTION 9

ANNEXURE-III

PREVIOUS SIMILAR ORDER EXECUTED

Please quote best minimum prices applicable for a premier Educational and Research Institution. The party must give details of purchase orders identical or similar equipment supplied to any IITs/NITs/Govt. Office/PSU/University/Autonomous Body as per below Format in last Three years (to be enclosed in Price Bid / Commercial Bid) along with the final price paid and details are mandatory.

Name of the Firm _____

Order placed by (Full address of Purchaser)	Order No. and Date	Description and quantity of ordered equipment	Value of Order	Date of completion of delivery as per contract	Remarks indicating reasons for late delivery, if any and justification for price difference of their supply order & those quoted to us	Has the Equipment being installed satisfactorily (Attach a Certificate from the Purchaser/ Consigner)	Contact Person along with Telephone No., Fax No. and e- mail address.

(Kindly enclose the scan copy of aforementioned purchase orders)

Details of Technical Expert

Name of applications specialist/Service Engineer who have the technical competency to handle and support the quoted product during the warranty period.		
Name of the organization	Name of Contact Person	Contact No.

Signature and Seal of the Manufacturer / Bidder _____
Place: _____
Date: _____

DECLARATION OF LOCAL CONTENT

(To be given on Company Letter Head for Tender Value below Rs.10 Crores)/ (To be given by Statutory Auditor/ Cost Auditor/ Cost Accountant/ CA for tender value above Rs.10 Crores)

To,
The Head,
Centre for Computing & Information Services (CCIS),
Indian Institute of Technology (BHU) Varanasi
Varanasi-221005, Uttar Pradesh, India

Subject: Declaration of Local Content

Tender	Reference	No:
.....
Name	of	Tender/
.....	Work:
.....
.....

1. Country of Origin of Goods being offered:
2. We hereby declare that items offered has % local content
3. Details of the Location at which the Local Value Addition is made
4. Details of Local Content

“Local Content” means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Bidders offering Imported products will fall under the category of Nonlocal Suppliers. They cannot claim themselves as Class-I or Class-II Local Suppliers by claiming the services such as Transportation, Insurance, Installation, Commissioning, Training and After Sale Service Support like AMC/ CMC etc. as Local Value Addition.

We are solely responsible for the abovementioned declaration. False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules along with such other actions as may be permissible under law.

Yours faithfully,
(Signature of the bidder, with Official Seal)

Note: It is mandatory for bidders to quote items having local content minimum 20%. Refer revised Public Procurement (Preference to Make in India), Order 2017, No. P-45021/2/2017-PP (B.E-II) dated 16.09.2020 issued by DPIIT, Ministry of Commerce and Industry, Govt. of India.

BID SUBMISSION

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below:

Envelope – 1			
(Following documents to be provided as single PDF file)			
Sl. No.	Document	Content	File Types
1.	Technical Bid	Technical Compliance Sheet (Annexure II)	.PDF
2.		Organization Declaration Sheet	.PDF
3.		Checklist, Tender Acceptance, Tender Form, Annexure I etc.	
4.		List of organizations/clients where the same products have been supplied (in last three years) along with their contact number(s). (Annexure-III)	.PDF
5.		Technical supporting documents in support of all claims made at Annexure-I	.PDF
6.		Bid Securing Declaration Certificate as EMD and Tender fee submission proof	.PDF
7.		Brochure of quoted product	.PDF
8.		All Other Documents, if any which are not covered above	.PDF
Envelope – 2			
Sl. No.	Document	Content	
1.	Financial Bid*	Price bid Form should be submitted in PDF format.	.PDF
2.		BoQ in .xls Format	.XLS
3.		BoQ in .pdf Format	.PDF

*In case of any discrepancy in BoQ submitted in .XLS format and in duly signed .PDF format, the price submitted in duly signed .PDF format will be considered as final.

PRE-CONTRACT INTEGRITY PACT

General

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on _____ day of the month of _____ 2025, between, on one hand, the President of India, acting through Shri _____, designation of the officer, Ministry/Department, Government of India (hereinafter called the "BUYER", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part and M/S _____ represented by Shri _____, Chief Executive Officer (hereinafter called the "BIDDER/Seller" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the BUYER proposes to procure (name of the Stores/ Equipment/ Item) and the BIDDER/Seller is willing to offer/has offered the stores and

WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is a Ministry/ Department of the Government of India/PSU performing its functions on behalf of the President of India.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/ prejudiced dealings prior to, during and subsequent to the currency of the contract entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/equipment at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the BUYER

- 1.1. The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2. The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
- 1.3. All the officials of the BUYER will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of BIDDERS

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:
 - 3.1. The Bidder will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Buyer, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.
 - 3.2. The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with the Government.

*

3.3. BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.

*

3.4. BIDDERS shall disclose the payments to be made by them to agents/ brokers or any other intermediary, in connection with this bid/contract.

*

3.5. The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/integrator/authorized government sponsored export entity of the stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

3.6. The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

3.7. The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

3.8. The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

3.9. The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

3.10. The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.11. The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.12. If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act, 1956.

3.13. The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

4. Previous Transgression

4.1. The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the tender process.

4.2. The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money (Security Deposit)

5.1 While submitting commercial bid, the BIDDER shall deposit an amount _____ as specified in the RFP as Earnest Money/Security Deposit, with the BUYER through any of the following instruments:

- (i) Bank Draft or a Pay Order in favour of _____
- (ii) A confirmed guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the BUYER shall be treated as conclusive proof of payment.
- (iii) Any other mode or through any other instrument, as stated in RFP.

5.2 The Earnest Money / Security Deposit shall be valid up-to a period of five years or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.

5.3 In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that the provisions of Sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

5.4 No interest shall be payable by the BUYER to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

6. Sanctions for Violations

6.1. Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:

- (i) To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefor.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- (v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (vi) To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vii) To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of five years, which may be further extended at the discretion of the BUYER.
- (viii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- (ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
- (x) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The BUYER will be entitled to take all or any of the actions mentioned at para 6.1 (i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal Code, 1860, or Prevention of Corruption Act, 1988, or any other statute enacted for prevention of corruption.

6.3 The decision of the BUYER to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes of this Pact.

7. Fall Clause

7.1. The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry / Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub system was supplied by the BIDDER to any other Ministry/Department of the Government of India or a PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the

present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. Independent Monitors

8.1. There shall be Independent Monitors (hereinafter referred to as Monitors) appointed by the BUYER for this Pact in consultation with the Central Vigilance Commission.

Shri Rajiv Kumar Srivastava, IFoS (Retd.)	Email: rksifs@gmail.com
Shri Rajiva Ranjan Verma, IPS (Retd.)	Email: rajivaranjanin@yahoo.co.in

8.2. The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

8.3. The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

8.4. Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

8.5 As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the BUYER.

8.6. The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

8.7. The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

8.8. The Monitor will submit a written report to the Foreign Secretary, Ministry of External Affairs, within 8 to 10 weeks from the date of reference or intimation to him by the BUYER / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of Investigation

In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

10. Law and Place of Jurisdiction

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER

11. Other Legal Actions

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. Validity

12.1. The validity of this Integrity Pact shall be from the date of its signing and extend up to 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

12.2. Should one or several provisions of this Pact turn out to be invalid, the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at _____ on _____

BUYER

BIDDER

Name of the Officer

CHIEF EXECUTIVE OFFICER

Designation

Department/Ministry/PSU

Witness

Witness

1. _____

1. _____

2. _____

2. _____

* Provision of these clauses would need to be amended/ deleted in line with the policy of the BUYER in regard to involvement of Indian agents of foreign suppliers.

--END---