



University of Calcutta

REQUEST FOR PROPOSAL

E-Tender No: - DST/01/22-23

Date: - 28.10.2022

The University of Calcutta invites e-tenders for the following work from experienced & bonafied firms/ organizations having credential of similar nature of work in any Government/ Semi-Govt./State Aided University/Autonomous Govt. aided Institution.

Name of work: Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Sciecen College Campus under the University of Calcutta.

- 1) **Earnest Money (EMD): Rs 3,000/- (Rupees Three thousand only)**
- 2) **Cost of tender document per set: NIL**
- 3) **Time of completion: 15 Days.**
- 4) **Bid Validity: 180 Days.**
- 5) **Tender Inviting Authority:** Office of the Department of Electronic Science, Rajabazar Sciecen College Campus, 92 A.P.C Road, Kolkata-700009.

SPECIFICATIONS

Desktop Computer: -

Items	Specification Name	Bid Requirement (Allowed Values)
Processor	Processor Make	Intel
	Processor Generation	12 or higher
	Number of Cores per Processor	6 or more
	Processor Description	12th Generation Intel Core i5 12400(18 MB Cache,6 Cores,12 threads, 2.5 GHZ to 4.40 Ghz Turbo)
	Cache (MB)	18
Motherboard	Chipset Series	Intel Q Series chipset. Motherboard make from the same desktop OEM (OEM logo must be embossed in the motherboard)
	Security	Discrete TPM 2.0
	Expansion Slots (PCIe x 16) (Number)	1
	Expansion Slots (# of M Dot 2)	2
Graphics	Graphics Type	Dedicated / Integrated
Certification	ROHS Compliance	Yes
	BEE/ Energy Star for the given Model	8.0 or latest
	FCC,UL,CE (for the quoted Desktop model not for the quoted Desktop series)	Yes (all)
	ISO (OEM/Bidder)	ISO 9001,14001,27001
	EPR Authorization (OEM)	Yes
	EPEAT India Gold (for the quoted desktop model)	Yes
	TCO Certification for quoted Monitor and Desktop	8.0 or latest
Operating System	Operating System (Factory Pre-Loaded)	Factory pre-install Windows 11 professional (64 bit) or higher with latest Service Pack and Preloaded License, Systems Hardware driver should be available in OEM website against the offered model. OEM letter confirming that Operating system pre- loaded / pre-installed from OEM factory only.
	OS Certification	Linux (the certifications must be available in the Public Domain with the quotedDesktop model no . ** Quoted Desktop series will not accept)
Memory	RAM Size	8 GB
	RAM Expandability	Minimum 64 GB or more
Power	Power Supply Capacity (Watt)	Max 200W
	Minimum Power Efficiency Range (%)	85 – 94
Storage	Type of Drives used to populate the Internal Bays	SSD (NVMe) and SATA (7200 RPM)
	Total SATA Capacity	1 TB
	Total SSD Capacity	256 GB M.2
Connectivity	Wireless Connectivity	Yes

	If Yes, Type of Wireless Connectivity	802.11 ac 1x1 + Bluetooth 5.0 or above
	Number of Ethernet Ports	1
	Type of Ethernet Ports	10/100/1000 on board Integrated Gigabit Port
Ports	Number of USB Version 2.0 Ports	4
	Number of USB Version 3.2 Gen 1 Ports	4
	Number of HDMI Ports	1
	Number of VGA / Display Ports	1
Cabinet	Cabinet Form Factor	Small Form Factor PC (SFF) max chassis volume (7-10 liters)
Monitor (Same Desktop OEM Make)	Monitor Technology	IPS, VA, TN
	LED Backlit Monitor Size (INCHES)	21.5 or higher
	Height adjustable	Yes
	Monitor Resolution (PIXELS)	1920 x1080
	Number of VGA Ports in the Monitor	1
	Number of HDMI Ports in the Monitor	1
	Number of Display Ports in the Monitor	1
	Type of connector cable with Monitor	HDMI / Display Port / VGA
Input Devices	Mouse Connectivity	USB optical scroll mouse (same desktop OEMmake)
	Keyboard Connectivity	USB 104 Keyboard with Rupee Symbol (Same Desktop OEM make)
Warranty	On Site OEM Warranty (Year)	3 (OEM supplied Desktop model warranty must be visible in the OEM website in respect to each product serial number)

GENARAL TERMS & CONDITIONS:

- 1) Traditional process of deposit of earnest money through online instruments like Bank Draft, Pay Order etc. will be stopped for e –tender procurement of this Division wef. 01.10.2015. Necessary Earnest Money will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e–tendering portal. Intending Bidder will get the Beneficiary details from e–tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e– Proc Ref No.

- Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E –Procurement site.
- 1) Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD.

- 2) In the event of e–filling, intending bidder may download the tender documents from the website: wbttenders.gov.in. directly with the help of Digital Signature Certificate. Technical Bid and Financial Bid

both will be submitted concurrently duly digitally signed in the wbttenders.gov.in. Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per tender time schedule stated in Item no. –20 of N.I.T as mentioned in page–4.

The documents submitted by the bidders should be properly indexed & digitally signed.

- 3) Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non – Statutory folder) and financial folder concurrently duly digitally signed in the website wbttenders.gov.in.
 - 4) The Technical document and Financial Bid submission: As per Table mentioned at page –4.
 - 5) The FINANCIAL OFFER of the prospective bidder will be considered only if the TECHNICAL Document (both statutory and non–statutory) of the bidder found qualified by the **Central Tender Committee, University of Calcutta**. The decision of the **Central Tender Committee, University of Calcutta**, will be final and absolute in this respect. The both list of Responsive and Non –Responsive Bidders will be displayed in the website wbttenders.gov.in.
 - 6) Eligibility criteria for participation in the tender:
 - i) Resourceful & benefited contractors having Valid trade License, GST & PAN and credential for satisfactory completion of similar nature of job of amounting 50 % of the estimated value in a single tender in the last three financial years in Government /Government Undertaking or any State-run University. Original documents may be asked for verification of technical checking on the date of issuing tender paper. Failing to produce original documents, the tender will be rejected.
 - ii) The bidder must have a registered office at Kolkata and adjoining district in West Bengal.
 - (iii) The prospective bidders shall have satisfactorily completed as a prime agency during the last 3 (Three) years from the date of issue of this Notice the **similar nature of work** as per amendments vide Notification No – 04–A/PW/O/10C–02/14 dated 18.03.2015 under authority of State/Central Govt., State/Central Govt. undertaking/Statutory Bodies Constituted under the Statute of the Central/State Govt. [Non statutory Documents]
- N.B: – Completion certificate should contain a) Name of work, b) Name and address of Client, c) Amount put to tender, d) Date of commencement of work e) Date of completion of work.**
- BOQ for the respective work should be uploaded along with completion certificate.**
- (iv) Valid up to date clearance of Income Tax return / Professional Tax Clearance Certificate / P.T. (Deposit Challan) / Pan issued by the IT Dept., Govt. of India / 15–digit Goods & Service Taxpayer Identification Number (GSTIN) under GST Act, 2017 / Voter ID Card for self-identification to be accompanied with the technical documents [Non statutory Documents] Income Tax Acknowledgement Receipt for last three assessment years to be submitted. **[Non statutory Documents]**
 - (v) In case of Proprietorship and Partnership Firms and Company to Tax Audited Report in 3CD Form is to be furnished along with Balance Sheet & Profit and Loss A/c. for the last 5 (five) years (year just preceding the current financial year will be considered as year –1). [Non statutory Documents]

(vi) Where an individual person holds a digital certificate in his own name duly issued to him by the company or the firm of which he happens to be a director or partner, such individual person, either belonging to an appropriate cadre officer of the company or an authorized partner of a firm, having a registered power of attorney empowered by the board or by the firm shall invariably upload a copy of registered power of attorney showing clear authorization in his favour to upload such tender.

(vii) Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application.

(viii) A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.

(ix) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.

(x) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non statutory Documents]

7) No extra payment to be paid beyond the tendered amount.

8) In connection with the work, Arbitration will not be allowed. The Clause No. 25 of 2911 (ii) is to be Considered as deleted vide Gazette notification no 558/SPW–13th December 2011.

9) Bids shall remain valid for a period 180 (one hundred eighty) days after the dead line date for Financial Bid/Sealed Bid submission. Bid valid for a shorter period shall be rejected by **Central Tender Committee, University of Calcutta**, as non –responsive. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

10) The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the concerned department at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.

11) The intending bidders are required to quote the rate on line. **Rate should be inclusive of GST.**

12) **Tax invoice (s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provision of GST Act, 2017**

13) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regard will be entertained.

- 14) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting e –Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
- 15) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids no cost of bidding documents shall be reimbursable by the Department. **The Central Tender Committee, University of Calcutta, reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.**
- 16) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.
- 17) Warranty/Guarantee & On-site skill support: As per manufacturer terms and conditions.
- 18) **Time Extension:** Time is the essence of the contract, generally no time extension will be allowed. But, in case of Force Majeure, the extension of time may be considered on the basis of actual situation and subject to consideration of the Tender Inviting Authority. For any other valid reasons for delay of the work consideration of the tender inviting authority will be full and final.
- 19) **Performance Security:** Successful bidder should deposit Performance Security money equivalent to the 3% of the order (Order No. F.9/4/2020-PPD dt.12.11.2020) value in the form of Bank guarantee as to be decided by the University immediately after issuing purchase order from the University. Such security will be refunded after completion of the warranty period in normal case without any accrued interest. In absence of any such deposit, equivalent sum will be deducted by the University from the Bill amount at the time of releasing payment to the vender.
- 20) **Penalty Charges:** As per clause and terms and conditions of WBFR 2911, Finance Department, Govt. of West Bengal.

Termination Clause:

- i. Failing to supply and commissioning of the items as per work order within the stipulated time, the contract will be rejected except application of Force majeure Clause and EMD will be forfeited.
- ii. If any deviation of quality and specification from the stipulated specification as per B.O.Q observed, the purchase order will be cancelled and EMD will be forfeited.

Force majeure Clause: If the work(s) be delayed for the following reasons: -

Due to war, internal emergency and other conditions such as abnormally bad weather, flood, cyclone natural calamity or serious loss or damage by fire or civil commotion, the contractor shall immediately give notice thereof in writing to the Central Tender Committee but shall nevertheless use constantly his/her best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Central Tender Committee to proceed with the works.

21) Earnest Money Deposit:

- a) The bidders need to submit EMD of **Rs 3,000 /- only** through NEFT or RTGS or Bank Transfer at the given account as mentioned in the Portal along with their bids.

EMD through NEFT or RTGS or Bank Transfer Details:

Particular	Amount	Transaction No. & Date	Bank Name
EMD	Rs. 3,000 /-		

- b) EMD of all unsuccessful bidders (if any) will be returned after finalization of the tender.
- c) The amount of EMD (if any) is liable to be forfeited, if the tenderer withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Security Deposit.
- d) No interest will be paid on the EMD (if any).

For availing exemption of EMD: -

- 1) **Bidders are requested to upload the NSIC / MSME Registered Certificate for getting exemption of EMD. For that they need to select the EMD page as Yes and provide the exemption type as fixed and put the actual EMD amount in Rupees and upload the exemption document.**

N.B.: During evaluation, the bidders may be invited and clarification/ information or additional documents or original hard copy of any of the documents already submitted may be sought from them & if these are not produced within the stipulated time frame, their bid will be liable to rejection.

Action to be taken in the cases of suppression / distortion of facts

Submission of any false document by the bidders is strictly prohibited and, in such cases, the concerned bid(s) shall be rejected.

22) Important information Date & Time schedule:

Sl. No.	Items	Publishing Date (s)& Time
1	Date of uploading of N.I.T. & Tender documents (online) from this end	28-10-2022 ; 05:00 pm
2	Starting of Documents download (online)	28-10-2022 ; 05:00 pm
3	Bid Submission starting (on line)	28-10-2022 ; 05:00 pm
4	Bid submission closing date (online)	04-11-2022 ; 01:00 pm
5	Bid opening date for Technical Proposal (online)	07-11-2022; 01:00 pm
6	Date of uploading list for Technically qualified Bidder (on line)	To be notified later on
7	Date and Place for opening of Financial Proposal (online)	To be notified later on
8	Date of uploading of list of bidders along with the approved rate	To be notified later on

23) LOCATION OF CRITICAL EVENT:

**Bid Opening: - University of Calcutta at 87/1 College Street, Darbhanga Building, Ground Floor
Kolkata-700073**

- 24) Conditional/Incomplete tender will not be accepted under any circumstances.
- 25) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
- 26) In case of ascertaining authority of intending bidders at any stage of tender process or execution of work, necessary registered irrevocable power of attorney is to be produced as and when asked for by the Tender Inviting & Accepting Authority / Engineer-In-Charge.
- 27) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.

Sl.No.	Category	Sub Category	Sub-Category Description
A.	Certificates	Certificates	1. PAN Card
			2. Professional Tax Registration Certificate
			3. GST Registration Certificate
			4. Valid Trade License
			5. NSIC / MSME Registered Certificate/Bank Guarantee for getting Exemption of EMD.
			6. For non-registered organizations under NSIC/MSME, EMD documents are to be enclosed.
B.	Credential	50% of the total amount of work in government, autonomous organization, state universities.	

- 28) Qualification criteria: – The tender inviting & Accepting Authority will determine the eligibility of each bidder; the bidders shall have to meet all the minimum criteria regarding:

a) Experience/Credential

- (i) The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by a bidder is either manufacture of false, in such cases the eligibility of the bidder/ bidder will be out rightly rejected at any stage without any prejudice.

- 29) During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not allow to participate in the tender and that application will be out rightly rejected without any prejudice. The **Central Tender Committee, University of Calcutta**, reserves the right to cancel the NIT due to unavoidable circumstances without assigning any reason, Whatsoever, to the bidders and no claim in this respect will be entertained.
- 30) In case if there be any objection regarding prequalifying the Agency that should be lodged to the **Central Tender Committee, University of Calcutta** within 02(two) day from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the **Central Tender Committee, University Of Calcutta**.
- 31) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest bidder if necessary. After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstances and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof.
- 32) Declaration must be uploaded by the bidder for the clause mentioned below: “any intending bidder who have failed to execute more than one works contract under any Directorate of this Department and was terminated by any sub –rule under Clause –3 of tender Form No. 2911 or terminated under any clause of Standard Bidding Document by the Engineer – in–Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (two) years from the date of imposition of last termination notice by the Engineer–in–Charge/Employer.”

Sd/-
Dr. Jayee Sinha
Assistant Professor
Department of Electronic Science
University of Calcutta

Instruction to Bidder

- 1 Bids for the tender are to be submitted through online mode to the website **<https://wbtenders.gov.in>** in two folders at a time for each work, one is 3ewtechnical bid and other is Financial Bid, before the scheduled date and time using the Digital Signature Certificates.
- 2 Online bid submission (Bidder/Contractor) process is given in <https://wbtenders.gov.in> portal; please download the pdf file.
- 3 Possession of a valid DSC in the form of smart card / e-token is a prerequisite for registration and participating in the bid submission activities. DSCs can be obtained from the authorized certifying agencies.
- 4 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 Portal.
- 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 The Bidders are required to log in to the site through the secured log-in by entering their respective user ID / password and the password of the DSC.
- 7 The portal also has user manuals with detailed guidelines on enrollment and participation in the online bidding process. The user manuals can be downloaded for ready reference.

The bidder has to upload the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.

Online Bid Submission Procedure

Cover-1: The file should be saved in a PDF version and should comprise of the following items:

- **Packet-1:** Duly Completed Scanned PDF of Registration Certificate Details.
- **Packet-2:** Duly Completed Scanned PDF of PAN Card.
- **Packet-3:** Duly Completed Scanned PDF of GSTIN.
- **Packet-4:** Duly Completed Scanned PDF of EPF Registration.
- **Packet-5:** Duly Completed Scanned PDF of ESI Registration.
- **Packet-6:** Duly Completed Scanned PDF of Labour License.
- **Packet-7:** Scanned PDF of Address Proof of Bidder's Office in Kolkata.
- **Packet-8:** Scanned PDF of Bank Solvency Certificate.
- **Packet-9:** Scanned PDF of this document (Modified NIT) (*duly signed and stamped on each page*).

Cover-2: The file should be saved in a PDF version and should comprise of the following items:

- **Packet-1:** Duly Completed Scanned PDF copy of Annexure-I.
- **Packet-2:** Duly Completed Scanned PDF copy of Annexure-II.
- **Packet-3:** Duly Completed Scanned PDF copy of Annexure-III with supporting documents.
- **Packet-4:** Duly Completed Scanned PDF copy of Annexure-IV with supporting documents.
- **Packet-5:** Duly Completed Scanned PDF copy of Annexure-V with supporting documents.
- **Packet-6:** Duly Completed Scanned PDF copy of Annexure-VI.
- **Packet-7:** Duly Completed Scanned PDF copy of Annexure-VII.

Cover-3: The BOQ should be downloaded from the website and should comprise of the following item:

Packet-1: Financial Bid in XLS version Filled with all relevant information.

SECTION-B

Technical Documents

Statutory Documents

Following documents are to be provided.

- a) Firm Incorporation/Establishment Certificate
- b) PAN details
- c) GSTIN (The participant bidder or agency must submit a declaration mentioning that the GST payment has been up-to-date and there is no default of GST payment with duly signed supporting documents, failing which his or her tender will be rejected)
- d) Compliance of the Special Terms & Condition as per Sl.No.6(x) vide Page 11-12 of this tender document.
- e) Address Proof of Bidder's Office in Kolkata.
- f) Fresh Solvency Certificate from scheduled or nationalized bank for at least Rs. 1.00 Crore.

Non-Statutory Documents:

- a) Duly completed Annexure-I (Self-declaration for acceptance of all terms & conditions of tender documents)
- b) A duly completed Annexure-II (notarized certificate stating neither blacklisted nor having any criminal case registered/ pending against the bidder)
- c) A duly completed Annexure-III (annual turnover details) along with supporting documents
- d) A duly completed Annexure-IV (experience details) along with supporting documents
- e) A duly completed Annexure-V (running contact details) along with supporting documents
- f) A duly completed Annexure-VI (running contact details) along with supporting documents

N.B.: If there is any deficiency in the Statutory or Non-statutory documents, the tender may be summarily rejected. During evaluation, the committee may summon bidders and seek clarification/information or additional documents or original hard copy of any of the documents already submitted. If these are not produced within the stipulated time frame; the bid may be liable for rejection.

1. Financial Proposal:

- (i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (Presenting Above / Below / At Par) online through computer in the space marked for quoting rate in the BOQ.
- (ii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor in XLS format.

Financial capacity of a bidder will be judged on the basis of information furnished in Section-B.

- (iii) Penalty for suppression / distortion of facts:

If any bidder fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

(iv) Rejection of Bid:

Tender Committee reserves the right to accept or reject any Bid and to cancel the Bidding processes & reject all Bids at any time prior to the 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 ground for Tender Committee's action.

(v) Award of Contract:

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.

2. Tender Evaluation Committee (TEC): Central Tender Committee of the University of Calcutta.
3. Opening of Technical Proposal: Technical proposals will be opened by the Central Tender Committee of the University of Calcutta.
4. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
5. Decrypted (transformed into readable formats) documents of the non –statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
6. Summary list of technically qualified bidders will be uploaded online.
7. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible bidders & the serial number of works for which their proposal will be considered will be uploaded in the web portals.
8. During evaluation the committee may summon of the bidders & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

Sd/-
Dr. Jayee Sinha
Assistant Professor
Department of Electronic Science
University of Calcutta

ANNEXURE - I

(To be provided on letter head of the Bidder)

Ref: -DST/01/22-23

Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Sciencen College Campus under the University of Calcutta.)

I hereby certify that our firm neither blacklisted by any Central/State Government/Public Undertaking/Institute nor is any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in any every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Place:



Authorized Signatory

Name: Designation:

Contact No.:

Email:

ANNEXURE – II

ANNUAL TURNOVER DETAILS

Ref: - DST/01/22-23

Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Scienc College Campus under the University of Calcutta.)

Bidder's Annual Turnover for last three Financial Years		
Sl. No.	Financial Year	Turnover in Rs.
1	2021-22	
2	2020-21	
3	2019-20	

Note: *Supporting documents (copies of duly signed profit & loss accounts and audited balance sheet) are to be attached along with the Annexure-IV.*

Date:



Place:

Authorized Signatory

Name: Designation:

Contact No.:

Email:

ANNEXURE – III

EXPERIENCE DETAILS

Ref: - DST/01/22-23

Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Sciecen College Campus under the University of Calcutta.)

Credentials					
Sl. No.	Name of the Client with contact details	Order No. & Date	Duration		Contract Value
			From	To	
1					
2					
3					
4					
5					

Note: Supporting documents (work order and work completion certificate issued by the clients) are to be attached along with the Annexure-III.

Date:



Place:

Authorized Signatory

Name: Designation:

Contact No.:

Email:

ANNEXURE – IV

RUNNING CONTRACT DETAILS

Ref: - DST/01/22-23

Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Scienc College Campus under the University of Calcutta.)

Sl. No.	Name of the Client with Contact Details	Order No. &	Contract Value
1			
2			
3			
4			

Note: Supporting documents (work order issued by the clients and performance certificate from clients) are to be attached along with the Annexure-V.

Date:

Place:



Authorized Signatory

Name: Designation: Contact
No.:

Email:

ANNEXURE – V
ELIGIBILITY AND TECHNICAL COMPLIANCE SHEET

Ref: - DST/01/22-23

Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Sciecen College Campus under the University of Calcutta.)

Sl. No.	Particulars	Compliance by the Bidder (Yes / No.)
1	Scope of Work as per tender document	
2	Tender Fee and EMD as per tender document	
3	Incorporation/Establishment Certificate as per tender document	
4	PAN Card as per tender document	
5	GST Registration Certificate as per tender document	
6	Address Proof of Kolkata Office as per tender document	
7	Bank Solvency Certificate as per tender document	
8	Special terms & condition as per Sl.No. 6(x) vide Page11-12 of this tender document.	
11	Undertaking as per tender document [Annexure-I]	
12	Certificate as per tender document [Annexure-II]	
13	Annual Turnover details as per tender document [Annexure-III]	
14	Signed Profit & Loss Accounts and Audited Balance Sheets of previous three years as supporting documents of Annexure-III	
15	Experience details as per tender document [Annexure-IV]	
16	Work Orders and Work Completion Certificates as supporting documents of Annexure-IV	
17	Running Contract as per tender document [Annexure-V]	
18	Work Orders and Performance Certificates as supporting documents of Annexure-V	

Date:

Place:



Authorized Signatory

Name: Designation: Contact

No.:

Email:

ANNEXURE – VI

COMPANY PROFILE

Ref : - DST/01/22-23

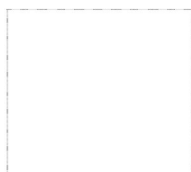
Date: - 28.10.2022

(Supply, fitting, fixing & commissioning of the Desktop Computers in Department of Electronic Science at Rajabazar Sciecen College Campus under the University of Calcutta.)

Name of the Party		
Date of Incorporation/ Establishment		
PAN Number		
GST Identification Number		
EPF Registration		
ESI Registration		
Labour License		
Office Postal Address		
Local (Kolkata) Office Address		
Authorized Signatory Details (Company/Firm Authorization by the competent authority, to be attached)	Name	
	Designation	
	Email	
	Phone	
Details of Contact other than Authorized Signatory	Name	
	Designation	
	Email	
	Phone	
Contact Details of the In-charge of Kolkata Office	Name	
	Designation	
	Email	
	Phone	

Date:

Authorized Signatory



Seal

Name: Designation:

Contact No.:

Email: