



भारतीय प्रबंध संस्थान रायपुर
Indian Institute of Management Raipur

Tender No. IIMR/Tender/2021/17
Date: 02/02/2021

निविदा आमंत्रित सूचना

आई.आई.एम., रायपुर में "एक खुला स्रोत आधारित दोहरी मोड एडवांस वर्चुअल / ट्रेनिंग लैब की स्थापना; विशिष्ट, सांख्यिकीय और अन्य सॉफ्टवेयर की स्थापना / कॉन्फिगरेशन समर्थन के साथ"।

Notice Inviting Tender for

"Setting up an open source based dual mode Advance Virtual / Training Lab along with the specialized, statistical and other software's installation/ configuration support".

(Tender No. IIMR/Tender/2021/17, Date 02/02/2021)

भारतीय प्रबंधन संस्थान रायपुर
अटल नगर, पी ओ - कुरु (अभनपुर),
रायपुर - 493 661, छत्तीसगढ़
वेबसाइट: <http://www.iimraipur.ac.in/>

IIM Raipur,
Atal Nagar, Kurru (Abhanpur), Raipur 493661,
Tel: 0771-2474-609/610/702/705
caooffice@iimraipur.ac.in, itdept@iimraipur.ac.in

Contact Person Name:

- Mr.Shakib Ahmed, Asst.System Manager (IT Department) : 0771-2474-610/609
- Mr.Ashwani Bhardwaj (Sr.SPO) : 0771-2474-705

For and on behalf of IIM Raipur

CAO, IIM Raipur



निविदा आमंत्रित सूचना

NOTICE INVITING TENDER

आई.आई.एम., रायपुर में "एक खुला स्रोत आधारित दोहरी मोड एडवांस वर्चुअल / ट्रेनिंग लैब की स्थापना; विशिष्ट, सांख्यिकीय और अन्य सॉफ्टवेयर की स्थापना / कॉन्फिगरेशन समर्थन के साथ" दो बोली प्रणाली-तकनीकी बोली (भाग- I) और वित्तीय बोली (भाग- II) के तहत प्रतिष्ठित और अनुभवी एजेंसियों से आई.आई.एम., रायपुर ई-टेंडर (e-Wizard site mhrd.euniwizarde.com) आमंत्रित करता है।

IIM Raipur invites e-tender (e-Wizard site mhrd.euniwizarde.com) from reputed and experienced agencies under two bid system Technical Bid (Part-I) & Financial Bid (Part-II) for Setting up an open source based dual mode Advance Virtual / Training Lab along with the specialized, statistical and other software's installation/ configuration support at IIM Raipur.

अनुसूची और निविदा के अन्य विवरण निम्नानुसार हैं:

The schedule and other details of Tender are as under:-

S.No	Particulars	Details
1.	Work / Service	Supply, Installation, Testing and Commissioning of Advance Virtual / Training Lab equipped with 32 Nos of Desktops with software installation / Configuration support as per Annexure A.
2.	Schedule of Requirements	Annexure A
3.	Financial Bid	Annexure B
4.	Estimated Cost	21,00,000/-
5.	Cost of Tender (Non- Refundable)	Rs.500.00 plus 18 % GST = Total Rs 590.00 (Rupee Five Hundred Ninety Only including GST)
6.	Earnest Money Deposit	Rs 63,000/- (Rupee Sixty Three Thousand Only)
7.	Last date of Bid submission	23.02.2021 @ 03:30 PM
8.	Tender Opening Date	23.02.2021 @ 03:35 PM
9.	Pre bid query	Bidders are requested to send their pre-bid queries on or before 12.02.2021 through email on itdept@iimraipur.ac.in and caoffice@iimraipur.ac.in - mention subject name- Prebid query & tender no. IIMR/Tender/2021/17 dt.02.02.2021. After due date no queries will be entertained further. Replies to the queries will be made and to be uploaded on e-wizard portal, cpp portal and institute website on or before 15.02.2021.
10.	Work Completion Period	Within 30 days from date of Work Order.

Note: *Tender fee & EMD (in the form of DD only in favour of IIM Raipur, payable at Raipur (in original) in the Office of the CAO on or before the last date and time of opening of bid submission; failing which the tender shall be summarily rejected (No other document has to be submitted separately). Exemption in tender fee & EMD may be allowed for the NSIC/MSME Vendor (Certificate must be uploaded online for exemption).



1. The details of work are available in the tender document which can be downloaded from website www.iimraipur.ac.in and e-Wizard site mhrd.euniwizarde.com and the bid is to be submitted online only on **e-Wizard site mhrd.euniwizarde.com** upto last date and time of submission of tender. Sale of physical tender document is not applicable.
2. **The prospective bidder shall fulfil the following minimum eligibility criteria:**
 - i. The bidder should be either OEM or his authorized dealer / distributor having its registered office in India to provide sales, 24 x7 support in India, carrying out supply & commissioning of latest make system (The certificate in the company letter head must be submitted / uploaded online in technical bid part to support on this).
 - ii. The bidder / OEM should have fully functional authorized service center in Raipur (C.G.) (The certificate of registration of the service center with address must be submitted / uploaded online in technical bid part to support on this).
 - iii. The bidder should submit case specific manufactures authorization format (MAF) for each of the products quoted (for hardware). Bids not accompanied by valid OEM MAF shall be rejected.
 - iv. Avg. Annual Turn Over of firm for the last three FYs should be 84 Lakhs or more (CA certified FY wise certificate must be submitted / uploaded online in technical bid part).
 - v. The bidder must be registered under GST Registration (A copy of GST registration certificate must be submitted / uploaded online in technical bid part).
 - vi. Bidder or his OEM should not have been blacklisted or banned by any department of Government of India (Undertaking on letter head as per Annexure "C" must be submitted / uploaded online in technical bid part).
 - vii. Tender Fee of Rs.590/- and EMD of Rs. 63,000/- in form of Demand Draft in Favor of Indian Institute of Management Raipur payable at Raipur.
 - viii. Seal and sign of each page of the Tender document.
 - ix. Compliance to min. required Technical details / Specification in Scope of Work /Scope of Work/ Schedule of requirements as "Annexure-A".
3. **The details/ information regarding online tendering i.e. Registration on e-Wizard Portal, Preparation of Bid and Submission of bid are available in the tender document.** IIM RAIPUR reserves the right to reject any or all tenders and shall not be bound to assign any reason for such rejection.

CAO, IIM Raipur



Instruction to Bidders

e-Procurement is the complete process of e-Tendering from publishing of tenders online, inviting online bids , evaluation and award of contract using the system. You may keep a watch of the tenders floated under <https://mhrd.euniwizarde.com>. The link of e-procurement portal is also given on our official portal i.e_www.www.iimraipur.ac.in_under TENDER TAB._

These will invite for online Bids. Bidder Enrolment can be done using "**Online Bidder Enrolment**".

The instructions given below are meant to assist the bidders in registering on the e-tender Portal, and submitting their bid online on the e-tendering portal as per uploaded bid.

More information useful for submitting online bids on the e Nivida Portal may be obtained at: <https://mhrd.euniwizarde.com>

GUIDELINES FOR REGISTRATION:

1. Bidders are required to enroll on the e-Procurement Portal- (<https://mhrd.euniwizarde.com/bidderRegistration/newRegistration>) or click on the link "**Bidder Enrolment** " available on the home page of e-tender Portal by paying the Registration fee of Rs.____ /-+Applicable GST (As auto displayed in portal).
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 with the bidders.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Only Class III Certificates with signing + encryption key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Capricorn/ nCode / eMudhra etc.), with their profile.
5. Only valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's 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 / e-Token.
7. The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.
8. After completion of registration payment, bidders need to send their



acknowledgement copy on our help desk mail id helpdeskeuniwizarde@gmail.com /for activation of account.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.
2. Once the bidders have selected the tenders they are interested in, you can pay the Tender fee and processing fee (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

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.
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 formats. Bid Original documents may be scanned with 100 dpi with Colour option which helps in reducing size of the scanned document.
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, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process. Already uploaded documents in this section will be displayed. Click "New" to upload new documents.

SUBMISSION OF BIDS

1. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder 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 as a token of acceptance of the terms and conditions laid down by IIM.



3. Bidder has to select the payment option as "e-payment" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. In case of BG bidder should prepare the BG as per the instructions specified in the tender document. The BG in original should be posted/couriered/given in person to the concerned official before the Online Opening of Financial Bid. In case of non-receipt of BG amount in original by the said time, the uploaded bid will be summarily rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white Colored (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 filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
6. 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
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 bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
9. The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

For any clarification in using MHRD Portal:

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 e-tender Portal in general may be directed to the Helpdesk Support.

Please feel free to contact MHRD Helpdesk (as given below) for any query related to e-tendering.

Phone No. 011-49606060/9355030620/8448288985/8448288981

**Mail id: - helpdeskeuniwizarde@gmail.com/ewizardsaikat.pal@gmail.com /
ewizardkumar@gmail.com**



A) Offline Submission

DD towards Tender fee and EMD shall be submitted offline (i.e. physically) in separate sealed envelope bearing on the top the reference of the Tender number & name to **"Chief Administrative Officer, Indian Institute of Management Raipur, Atal Nagar, Kurru (Abhanpur), Raipur 493 661, India"** on or before the due date & time of submission as per TENDER.

If any discrepancy is found between Hard Copies of the offline submitted document viz. DD towards cost of bid document & DD/ BG towards Bid Security, then the online bid shall be liable for rejection.

1.1 BID OPENING AND EVALUATION

1.1.1 The Institute will open the online bids received upto last date & time of submission of bid in the presence of the bidders/ bidders' representatives who choose to attend at the time, date and place specified in the TENDER. In the event of the specified date for the submission of bids being declared a holiday for the Institute, the Bids will be opened at the specified time and location on the next working day.

1.1.2 Initially, the 'TECHNICAL BID' shall be opened consisting of online and offline submissions and the 'Price Bid' of only those bidders whose TECHNICAL BID is acceptable to the Employer shall be opened online subsequently.

The date, time and place of opening of financial bids shall be informed through above mentioned web site to the bidders whose TECHNICAL BIDs are found responsive. Tenderer or their representative may choose to attend opening of online financial bids.

2.0 ELIGIBILITY CRITERIA

2.1 The bidders must fulfill the following minimum Qualifying Criteria: -

- i. The bidder should be either OEM or his authorized dealer / distributor having its registered office in India to provide sales, 24 x7 support in India, carrying out supply & commissioning of latest make system (The certificate in the company letter head must be submitted / uploaded online in technical bid part to support on this).
- ii. The bidder / OEM should have fully functional authorized service center in Raipur (C.G.) (The certificate of registration of the service center with address must be submitted / uploaded online in technical bid part to support on this).
- iii. The bidder should submit case specific manufactures authorization format (MAF) for each of the products quoted (for hardware). Bids not accompanied by valid OEM MAF shall be rejected.
- iv. Avg. Annual Turn Over of firm for the last three FYs should be 84 Lakhs or more (CA certified FY wise certificate must be submitted / uploaded online in technical bid part).
- v. The bidder must be registered under GST Registration (A copy of GST registration certificate must be submitted / uploaded online in technical bid part).
- vi. Bidder or his OEM should not have been blacklisted or banned by any department of Government of India (Undertaking on letter head as per Annexure "C" must be submitted / uploaded online in technical bid part).



- vii. Tender Fee of Rs.590/- and EMD of Rs. 63,000/- in form of Demand Draft in Favor of Indian Institute of Management Raipur payable at Raipur (A Copy of DDs must be submitted / uploaded online in technical bid part).
- viii. Seal and sign of each page of the Tender document (A copy of this tender document with seal & sign as token for acceptance of terms & conditions must be submitted / uploaded online in technical bid part).
- ix. **Compliance to** Technical details / Specification in Scope of Work /Scope of Work/ Schedule of requirements as "Annexure-A".



TERMS & CONDITIONS

Submission of the tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the goods/services to be supplied. The final acceptance of the tender rests with the Director of IIMR, who reserves the right to accept or reject any or all tenders without assigning any reason thereof.

- a) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained at any stage. Required quantity of software may increase/ decrease.
- b) The delivery period for the supplies/services to be completed within 30 days from the date of issue of confirmed work order from IIM Raipur. In case tenderer fails to supply/service within the accepted period than the contract price shall stand reduced by 0.5 % per week and resulting amount will be treated as value of contract. After reaching the 10 % LD, the contract may be cancelled or Director, IIM Raipur, reserves the right to cancel the supply order and may initiate action to debar the supplier for all future business dealing with IIM Raipur for next three years.
- c) The rates quoted shall be firm & all-inclusive for delivery at destination IIM Raipur except GST. GST will be paid extra as actual at the time of billing.
- d) No advance payment is permissible. The payment for services under this agreement/PO/WO shall be made on satisfactory completion of job contract services, through NEFT/RTGS/IMPS (online transfer). The final payment shall, however, be made only after adjusting all the dues / claims of the IIMR. All the applicable statutory deduction as applicable at current prevailing rate will be deducted at source.
- e) The Raipur reserves the right to place repeat order up to 100% of the quantities within a period of 12 months from the date of successful completion of work order at the same rates and terms & conditions of work order/purchase order.
- f) EMD of the successful bidder will be converted to Performance Security Deposited. No interest on EMD/ PSD will be paid.
- g) While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected.
- h) Any request by the bidders to consider their EMD furnished by them for any other contract/ tender cannot be considered as EMD for this tender.
- i) The EMD will be refunded to the unsuccessful bidders after the orders are placed on the
- j) The EMD will be forfeited in following cases:
 - a. If the bidder fails to accept the order based on his offer within 3 working days.
 - b. If the bidder fails to supply the services/item within 30 days from the date of issue of confirmed supply order.
 - c. If bidder fails to abide T & C of the award of this tender.
- k) Director, IIM Raipur reserves the right to accept or reject in full or any part of this tender at any stage of this tender process.
- l) In the event of any dispute the legal matter shall be subjected to the jurisdiction of Raipur Courts only.



Special Terms and Conditions

1. The bidder should be either OEM or his authorized dealer/distributor having its registered office in India to provide sales, 24x7 support in India, carrying out supply & commissioning of latest make systems the certificate to this effect should be submitted.
2. IIM Raipur is having certain research software; the successful bidder needs to provide the necessary installation / Configuration support of the software along with the hardware installation.
3. The bidder / OEM should have fully functional authorized service center in Raipur (C.G.). The certificate of registration of the service center with address must be provided along with the bid.
4. The Bidder should submit case specific Manufacturer's Authorization Format (MAF) along with the bid for each of the products quoted (for Hardware). Bids not accompanied by valid OEM MAF shall be rejected.
5. Bidder or his OEM should not have been blacklisted or banned by any department of Government of India otherwise Bid will be considered as non-responsive.
6. Sample Approval (**If asked**): Bidders will have to display their samples (if asked) within 15 days from date of intimation or on or before DD. MM. YY (min. 15 days' will be given) by the IT Committee/ Technical Committee of IIM Raipur (if asked for the sample). Non-display of sample within stipulated date & time shall be considered as non-responsive technical bids.
7. Location of Work: IIM Raipur, Atal Nagar, PO-Kurru (Abhanpur), Raipur (C.G.)-493661
8. Consignee of the work/product/sample will be: -
IT Department, IIM Raipur
9. Quality of Goods: The Bidder shall deliver Goods that are:
 - a. of the quality, quantity and description as required by the Bid / PO; and
 - b. free from any right or claim of a third party, including rights based on industrial property or other intellectual property.
 - c. The Goods be of the type "homogeneously defined" or disposable, the Bidder shall provide a sample and undertake, certify, and guarantee that all Goods delivered shall be of the same quality and characteristics as the sample(s) provided.
10. Warranty:
 - a. The Bidder warrants that the Goods furnished under the Bid conform to the technical specifications, description and standards specified in the Bid, and are new and unused, and free from defects in design, workmanship and/or materials.
 - b. The Bidder shall provide a warranty for the Goods for a period of Three year from the date of acceptance of the Goods by the IIM Raipur, unless the standard manufacturer's warranty period is longer in which case the longer period shall apply.



Annexure – `A`

SCHEDULE OF REQUIREMENTS OR SCOPE OF WORK

1. Schedule of Requirement

Deliverables Description	Remarks
Supply, installation, Testing and Commissioning of Advance Virtual / Training Lab equipped with 32 nos of Desktops with software installation / configuration support	Technical Specification of the Hardware is attached at below

2. Technical Details

Sno	Requirement with Specification	Compliance Yes/No
1	<p>Software to be installed provided by IIM Raipur</p> <p>1. Open Source based dual mode The successful bidder needs to configure the dual boot Open Source Operation systems with Microsoft Certified OS</p> <p>2. LMS Configuration The successful bidder needs to configure the Learning Management System at the client side.</p> <p>3. Microsoft Teams and Class configuration The successful bidder needs to create the channels in and various class (as required) in Microsoft Teams</p> <p>4. Portable Document Suite Configuration</p> <p>5. Statistical Package configurations The successful bidder needs to configure the various statistical software like SPSS, MATLAB, R Statistical Tool etc (wherever is required)</p> <p>6. Collaboration Tool The successful bidder needs to configure the various collaboration tools like Cisco, zoom etc (wherever is required)</p> <p>7. The successful bidder will provide the necessary support for the installation, configuration of the above softwares and provide the support for any other software which is not mentioned above.</p>	<hr/> <i>(write above Yes/No)</i>



2	Hardware for Advance Virtual / Training Lab to Supply:	
Type of Hardware	All in One Desktop	
Chipset	Commercial Class Intel® Q470 Chipset	
Processor Description	Minimum Intel® 10th Generation Core i5, 3.1 GHz base frequency with 6 Cores	
Memory	8 GB Memory expandability up to 64 GB with appropriate DIMM Slots	
Storage	Minimum 512 GB SSD	
Graphic	Integrated	
Display Size	23.8" with Minimum resolution of 1920X1080, with VGA/HDMI/Display Ports/USB Ports with height adjustment stand	(write above Yes/No)
Operating System	Dos/Linux	
Availability of Webcam integrated with Display	Yes	
Resolution of Webcam	Full HD or Better	
Warranty	3 year or More	
Keyboard Type	USB Wired / Wireless Keyboard,	
Mouse Type	USB Optical Wired/Wireless Mouse	
Power Supply	120 W or better	
Certification	BIS Registration under CRS of Meity, RoHS, Energy Star. Other Certifications: UL/CE/FCC ISO 9001/14001/20001/27001 for OEM and Bidder	

Sign with date and Seal
(Authorized Signatory)



AGENCY DETAILS

1. Tender Ref. No: -----
2. Name of Tenderer:
3. Complete office address of Tenderer.....
.....
4. Contact details of authorized person of tenderer who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....
 - d. Phone (Mobile).....
 - e. E mail.....
5. EMD payment details (DD number & bank detail)
..... (DD to be attached in original)
6. Tender fee details: DD number & bank detail
7. Submission of technical specifications confirmation to the requirement mentioned in the Tender document.
8. Turn Over for last three FYs
FY 2017-18 -Rs.....
FY 2018-19- Rs.....
FY 2019-20- Rs.....
9. GST Registration Number.....
10. Company Registration Number.....
11. Service Centre address at Raipur C.G.....
.....

Sign with date and Seal
(Authorized Signatory)



Annexure – `B`

(Price bid or Financial bid format)

(To be submitted online on e-Wizard Portal)

(A) Sr. No.	(B) Service/Work Description	(C) Qty	(D) Amount in Rs. for Complete Job (exc. GST)
1	Supply, installation, Testing and Commissioning of Advance Virtual / Training Lab equipped with 32 nos of Desktops with software installation / configuration support as per scope of work, terms & conditions, special terms & conditions and all other as per tender document.	Complete Job	

GST will be paid extra as per actual at the time of billing.

Sign with date and Seal
(Authorized Signatory)



Annexure – `C`

Undertaking
(On company letter head)

We declare that we are not a defaulter to any Govt. organization/ PSU since last 5 years from the date of issue of this tender no. _____ due to non-supply of material/service/work for any reason as agreed to supply/service in stipulated time.

Sign with date and Seal
(Authorized Signatory)

*****END OF TENDER DOCUMENT*****