

## Notice Inviting Tender



### Management Development Institute Gurgaon

Ref. No.: MDI/CC/2022-23/Digital Standee/07

Date: Sept 05, 2022

Sub: Invitation of sealed quotations for 01 No. of Digital Standee for MDI-Gurgaon Campus.

#### Tender Schedule

<b>Bid System</b>	Single Bid
<b>Last Date of Bid Submission</b>	Sept 13, 2022, 11:00 AM
<b>Bid should be addressed to</b>	Senior Systems Analyst Computer Centre MANAGEMENT DEVELOPMENT INSTITUTE Mehrauli Road, Sukhrali Gurgaon - 122 007, Haryana (INDIA)

The Complete Tender details and any updates on the Tender will be available on the MDI Website at the link: <https://mdi.ac.in/infrastructure/tenders.html>

**Checklist and Index of the Technical Bid Document in the Order indicated Below**

<b>S. No.</b>	<b>Document to be Attached</b>	<b>Whether Submitted</b>
1.	Tender Document signed and stamped on each page	Yes <input type="checkbox"/> / No <input type="checkbox"/>
2.	Filled in and signed Technical Bid on company's letter head	Yes <input type="checkbox"/> / No <input type="checkbox"/>
3.	Profile of the Company	Yes <input type="checkbox"/> / No <input type="checkbox"/>
4.	Client Details for Supplying & Installing similar Digital Standee devices in the given format	Yes <input type="checkbox"/> / No <input type="checkbox"/>
5.	OEM Authorization Certificate	Yes <input type="checkbox"/> / No <input type="checkbox"/>
6.	Confirmation that Technical specifications are as per Annexure-1. Attach details of additional features offered	Yes <input type="checkbox"/> / No <input type="checkbox"/>
7.	Confirmation that all products carry warranty & support for three year from the date of installation.	Yes <input type="checkbox"/> / No <input type="checkbox"/>
8.	PAN, TAN, GST along with the copy of registration	Yes <input type="checkbox"/> / No <input type="checkbox"/>
9.	Bank Account number with IFSC code, Bank name and Branch	Yes <input type="checkbox"/> / No <input type="checkbox"/>

**Terms & Conditions are as under:**

- 1) The bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
- 2) The financial bid shall be valid for at least 90 Days. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
- 3) The items should be supplied and installed at MDI Campus, Gurgaon, nothing extra shall be paid towards the cartage, packing, forwarding, Octroi etc.
- 4) In case any item is found to be defective /substandard, the same shall be rejected. Institute shall not make any payment for such items and shall be removed from the site immediately.
- 5) MDI reserve the right to accept or reject any or all the quotations without assigning any reason whatsoever.
- 6) In case the items are not delivered and installed within due date then penalty shall be imposed @ Rs. 1,000/- for each day subject to a maximum of Rs. 10,000/- (Rs. Ten thousand only).
- 7) MDI reserves the right to exclude any item or increase/decrease the number of items at the time of placing the order.
- 8) MDI reserves the right to allot/cancel the tenders invited as it may consider/deem fit and proper and to reject the tenders/applications without assigning any reasons at any stage.
- 9) No bid will be accepted on email. The bid must be submitted in hard copy in a sealed invoice superscribing "Bid for 01 No. of Digital Standee"

**10) MDI may, at its discretion, extend the date for submission of the bid.**

**11) ACCEPTANCE AND WITHDRAWAL**

The final acceptance of the tender would entirely vest with MDI, who reserves the right to accept or reject any tender, without assigning any reason whatsoever. There is no obligation on the part of MDI to communicate in any way with rejected bidders. After acceptance of the tender by MDI, the bidder shall have no right to withdraw his tender or claim higher price.

- 12) Bids received with incomplete information is liable for rejection.
- 13) Any Bid received by MDI after the deadline for submission of bids will be summarily rejected.
- 14) Any dispute/ difference arising out or relating to this Tender: Matters regarding any dispute shall be referred for arbitration to any Officer appointed by the Director of Management Development Institute Gurgaon, whose decision shall be binding and final.
- 15) Eligibility Criteria
  - The bidder should be a Company registered in India.

- The bidder should have a good reputation in the market and their clientele shall preferably include reputed University/ Institute / PSU/ Govt. etc.
- The bidder should have appropriate support relationship with OEM Channel/Service partner etc. and must submit OEM authorization documents.
- The bidder should have executed at least three similar work order of same or higher value during the last three years.

**16) Evaluation Procedure and Selection of Bidder**

- The work would be awarded to the L1 Tender.
- **Bid Rejection Criteria:** The bid shall conform generally to the specifications and terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected
  - ✓ Non submission of signed &+ stamped tender documents on each and every page
  - ✓ Submission of unsigned financial bid.
  - ✓ Not submitting OEM Authorization for the products quoted
  - ✓ Bid(s) not complying with Delivery, installation & commissioning, warranty, penalty, etc clauses will be rejected.
  - ✓ The bidder should quote for all the items mentioned in the tender, failing which, their offer will be rejected.
  - ✓ The bidder should have an office in Delhi NCR manned with their own qualified support staff/Engineer with their Customer Care Number

**17) PAYMENT TERMS:**

- 90% (Ninety percent) of the total bill value of items supplied will be paid within 1 month of complete delivery of items and satisfactory commissioning of all the items and delivery of warranty documents, Software Licenses and certification of site, Documentation and training at the MDI campus
- 10% of will be on installation.

Date :

(Signature)

Name of Vendor

## Format-1

### Sealed Quotation for delivery and installation of Digital Standby

S. No.	Description	Company Response	Remarks							
1.	Profile of your firm/company	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
	Year of establishment									
	Number of employees									
	Annual Turnover and Profit for the last 3 Years.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Year</th> <th style="text-align: center;">1</th> <th style="text-align: center;">2</th> <th style="text-align: center;">3</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Turnover</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	1	2	3	Turnover			
Year	1	2	3							
Turnover										
2	Names & addresses of prestigious clients of reputed Institute/ University/ PSU/ Govt etc. (at least three) along with the telephone numbers of the contact persons of the clients where you have supplied similar devices (submit PO Copy).	Yes <input type="checkbox"/> / No <input type="checkbox"/>  1. 2. 3.								
3	Whether Authorized partner of OEM. (Attached valid OEM Certificate)	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
5	Contact details of the authorized person of the company. 1. Name : 2. Office Tel No.: 3. Mobile no. : 4. Official E-mail id:	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
6	A declaration on company's letterhead that the Bidder has not been blacklisted must be submitted by Bidder.	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
7	<b>The Items quoted meets the technical specifications as given in Annexure-1 Attach technical data sheet of all the products quoted</b>  <b>For any additional feature being provided by you, Kindly attach the additional sheet</b>	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
9	All products should be quoted with at least 3-year warranty support from OEM.	Yes <input type="checkbox"/> / No <input type="checkbox"/>								
10.	<b>Payment Terms :</b>  • 90% (Ninety percent) of the total bill value of items supplied will be paid within 1 month of complete delivery of items and satisfactory commissioning of all the items and delivery of warranty documents, Software Licenses and	Yes <input type="checkbox"/> / No <input type="checkbox"/>								

	certification of site, Documentation and training at the MDI campus <ul style="list-style-type: none"> <li>• 10% of will be made after installation</li> </ul>		
11.	<b>Delivery Time</b>	Immediate (Please mention the time period required) -----	

## Format-2

Details of Clients for delivery and installation of Digital Standee (Insert Additional Rows to give Additional Client details)

S. No.	Client Name (Institute / University/ PSU/ Govt.)	Make/ Model & Nos. of Digital Standee device supplied	Qty & Value of the devices supplied	Client Contact No.	Client Email ID	Completion Certificate Attached
						Yes <input type="checkbox"/> / No <input type="checkbox"/>
						Yes <input type="checkbox"/> / No <input type="checkbox"/>
						Yes <input type="checkbox"/> / No <input type="checkbox"/>

**Technical Specifications for 01 nos. of Digital Standee**

**\*Attach technical data sheet of all the products quoted**

<b>S. No.</b>	<b>Detailed Specifications of the Digital Standee System including the following</b>	<b>Compliance Attach separate sheet indicating deviations (if any)</b>
<b>1.</b>	<p>Display Standee - Non Touch– 55'' with Inbuilt 4 Core CPU &amp; Android Operating System with Panel Size 55'', Resolution 3840 X 2160 ,Aspect Ratio 16:9, Brightness (nits) 500, Contrast Ratio 4000:1 ,Viewing Angle 178 x 178 degree (H/V) ,Display Color 16.7M ,Response Time 8ms, Operation Duration 24x7 ,Lifetime Hrs 50,000 Hrs</p> <p>Ports Required: LAN-1 , Wifi-1, HDMI In-2nos., USB 2.0-2 nos., Bluetooth, DVI-In, IR-In, Audio-In, Audio Out – Stereo Mini Jack, RS 232 Out</p> <p>Speakers 10w x 2,</p> <p>Power Supply - AC100-240V 50/60Hz, Power Consumption - Sleep Mode-0.5W On Mode - 143w,</p> <p>Working Temperature 0-40 Degree C Storage Temperature -10 – 60 Degree C ,Storage Humidity 10% - 90% Non-Condensing ,</p> <p>Screen Protection 4mm Toughened Glass</p> <p>Cabinet Color Black With Mount and Stand</p> <p>MDI Branding with Logo as well as Institute name on bottom panel</p>	Yes <input type="checkbox"/> / No <input type="checkbox"/>
<b>2.</b>	<b>3 year Warranty</b>	Yes <input type="checkbox"/> / No <input type="checkbox"/>
<b>3.</b>	<b>Installation and Commissioning</b>	Yes <input type="checkbox"/> / No <input type="checkbox"/>



**FORMAT-3**

**Financial Bid**

**Sealed Quotation for supply and installation of 01 nos. of Digital Stand**

<b>Sr. No.</b>	<b>Description of Item &amp; Specification(Model no if any)</b>	<b>Qty. in Units</b>	<b>Unit Price in Rs.</b>	<b>Total Price excluding GST in Rs.</b>
1.	Digital Standee as per Specifications in Annexure-1 with MDI branding, with 3 Year Warranty, installation & Commissioning.	01		
2.	Total			
3.	GST			
4.	<b>Grand Total</b>			

Total Price in Figures: Rs. \_\_\_\_\_

Total Price in Words: Rupees \_\_\_\_\_

Delivery Time: \_\_\_\_\_

Installation & Commissioning Time: \_\_\_\_\_

- **Delivery Mode:** Delivery at MDI Gurgaon, at site only
- Total bid price should be inclusive of all taxes and levies, transport, loading, unloading, installation and commissioning etc.
- **Warranty Period:** 3 years
- Delivery: Immediate.
- Installation Period: Immediately on delivery
- Quotation Validity Date: 90 days from the last date of Submission of quotation/tender.

Sign of bidder:- \_\_\_\_\_

Name of bidder: - \_\_\_\_\_

Firm's Name: \_\_\_\_\_

Date: