

**Foundation for Innovation and Technology Transfer  
(FITT)**

REF: FT/2023/11/14(1)

Date: 15<sup>th</sup> Jan 2024

**Notice Inviting Quotation for Hardware Procurement for a Project at FITT, IIT DELHI**

Sealed bids are invited for Hardware Procurement from experienced agencies in the relevant category of work and who have carried out similar works with Govt./SemiGovt./PSUs in the past as per the requirements and details enclosed. Agencies having the required capability and possessing relevant may respond to the NIQ and should submit supporting documents in respect of eligibility criteria as per the defined timeline.

The NIQ can be downloaded from our website: <https://fitt-iitd.in/>.

**1. SCOPE OF WORK**

**1.1. Overview:**

This tender is aimed at acquiring specific hardware components. The purpose is to procure high-quality hardware, including projectors, CPUs, and air conditioning units, meeting precise technical specifications and compatibility needs.

**1.2. Detailed Requirements:**

**1.2.1. High-Brightness Laser Phosphor Projectors with Mounts and Accessories:**

Twenty (20) Projectors DLP, 1920X1200 native solution, min. 10,000 -12000 ANSI lumens, laser phosphor digital projector with minimum 20,000 hours light source, Contrast Ratio: minimum 10,000: 1, Motorized horizontal and vertical lens offset, Inputs: HDbaseT, HDMI/DVI-D Controls: RS232 Ethernet should be complete with mounts and UST lens 0.38 Any cables, mounting, accessories required for installation should be included in the cost.

**1.2.2. CPU with Specification:**

Five (5) Processor intel core i7 latest Generation, or higher Wireless keyboard and mouse, 16GB DDR4 RAM, having 16 GB GPU to drive HDMI output

**1.2.3. Ceiling-Mounted 2 Ton Cassette Air Conditioner with Essential Components:**

Thirty Five (35) Ceiling Mounted 2 Ton Cassette Air Conditioners,  
Size/Dimension: 258 X 840 X 840 Mm, 5 - 10 Kw.

This item should includes cost of copper piping, Electrical cable, Drain pipe, Outdoor unit and air conditioning unit itself.

Colour - **Black**

**1.3. Testing and Validation:**

Agency must conduct thorough testing adhering to outlined procedures and acceptance criteria to ensure hardware meets specified requirements and performance standards.

**1.4. Training and Documentation:**

Agency should provide training sessions for users/administrators. Comprehensive documentation including user manuals, troubleshooting guides, and technical documentation is mandatory.

**1.5. Warranty:**

The hardware supplied under this tender should include a comprehensive six (6)-year warranty commencing from the date of delivery. This shall be an onsite warranty covering defects in materials, functionality of the hardware, providing repair, replacement, or maintenance of faulty components.

**1.6. Compliance and Standards:**

All hardware must comply with relevant industry standards, certifications, and organizational protocols.

**1.7. Delivery and Timelines:**

Delivery, and completion targets must align with the following project timelines:

- All the hardware must be delivered to **Nalanda, Bihar** at the address which will be specified in the work contract, within **45 days** from the date of award / date of communication of the acceptance of the tender.

**2. SCHEDULE OF QUANTITIES**

S. No.	Item Description	Item Code / Make	Qty	Unit	Preferred Make
1	<p><b>High-Brightness Laser Phosphor Projectors with Mounts and Accessories:</b> Supply of Projector DLP, 1920X1200 native resolution, min. 10,000 -12000 ANSI lumens, laser phosphor digital projector with minimum 20,000 hours light source, Contrast Ratio: minimum 10,000 : 1, Motorized horizontal and vertical lens offset, Inputs: HDbaseT, HDMI/DVI-D Controls: RS232 Ethernet should be complete with mounts and UST lens 0.38 Any cables, mounting, accessories required for installation should be included in the cost.</p>	PR10000	20	Nos	Christie/Barco/Digital Projection or substantially equivalent
2	<p><b>CPU with following specification:</b> Processor intel core i7 latest Generation, or higher Wireless keyboard and mouse, 16GB DDR4 RAM, having 16 GB GPU to drive HDMI output</p>	CPUi7 16GB	5	Nos	<p><b>Processor - Intel</b> <b>Graphics Card -</b> Nvidia/ AMD <b>RAM -</b> Crucial / Kingston <b>Keyboard/Mouse -</b> Dell/hp/ Logitech</p>

3	<b>Ceiling-Mounted 2 Ton Cassette Air Conditioner with Essential Components:</b> Ceiling Mounted 2 Ton Cassette Air Conditioner, Size/Dimension: 258 X 840 X 840 Mm, 5 - 10 Kw. This item should include cost of copper piping, Electrical cable, Drain pipe, Outdoor unit and air conditioning unit itself. Colour – <b>Black</b>	A01	35	Nos	Daikin / Voltas / Blue Star
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3. The NIQ is for multiple kinds of Equipment and one bidder may not have expertise in all. Thus, *bidders can choose to bid for any 1 or any 2 or all of the below options:*

S. No.	Particular Item
1	For Procurement of Projectors
2	For Procurement of CPUs
3	For Procurement of ACs

4. **Important Dates:**

Event	Date
Date of Issue	15 <sup>th</sup> Jan 2024
Pre-bid Query submission Date (Email Only- COO@fitt-iitd.in)	19 <sup>th</sup> Jan 2024
Pre-bid Clarification Meeting Date	24 <sup>th</sup> Jan 2024
Bid Submission Date	31 <sup>st</sup> Jan 2024

**Note:** It is strongly advised that the applicants should attend the pre-bid clarification. This would help them to align with expectations and better understanding of the Requirement.

5. **Preparation of Bids:**

The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. Technical bid should consist of all technical details along with commercial terms and conditions.

Financial bid should indicate item wise price for the items mentioned in the technical bid. **Please quote prices in Indian Rupees, inclusive of all taxes and duties.**

6. **Two separate sealed envelopes to be submitted for technical and financial bid (clearly labelled as “technical bid” and “financial bid”) respectively.**

7. **Opening of the tender:**

The bid will be opened by a committee duly constituted for this purpose. The technical bid will be opened first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification.

8. **Selection criteria:**

Selection of the Agency shall be on L1 basis individually/separately in all 3 items of Section 2 and 3. Agency may bid for an individual item or for 2 items or for all 3 items collectively.

9. **Acceptance/ Rejection of bids:**

FITT reserves the right to reject any or all offers without assigning any reason. FITT shall have the authority to cancel the tender process if it does not find a suitable bidder/agency.

FITT shall have the right to call for fresh tender in these circumstances, where in prior bidder/agency shall have the right to participate in the fresh process.

10. **Last date of submitting the bids will be 31<sup>ST</sup> January, 2024 before 5:00 pm to :**

Chief Operating Officer  
Foundation for Innovation and Technology Transfer  
Indian Institute of Technology Delhi  
Hauz Khas, New Delhi 110016  
Email: coo@fitt-iitd.in  
Ph: 011-26857762

11. **Declaration For Signing Authority:**

The person, signing the tender on behalf of another person or on behalf of firm shall attach with tender a certified copy of the power of attorney on a non-judicial stamp paper of requisite value duly executed in his favor by such person or all the partners of the firm and must state specifically that he has authority to sign such tenders for and on behalf of other person or firm as the case may be, and in all matters pertaining to the contract including arbitration clause.

12. **Submission of Response:**

The agency will submit the following documents as a part of the response of NIQ.

- 12.1. Original NIQ documents signed on all pages as acceptance of the terms and conditions
- 12.2. Earnest Money Deposit (EMD)
- 12.3. Documents as listed in the para 14 (Pre-qualification requirement) as per Annexure 1
- 12.4. Company details as per Annexure 2
- 12.5. Technical Bid as per Annexure 4
- 12.6. Financial Bid as per the Annexure 5

13. **Earnest Money deposit (EMD):**

Bidder is required to deposit Rs. 10,000/- (Rupees ten Thousand only) for each of the categories they apply for; in the form of demand draft in favor of "FITT" payable at Delhi to be submitted along with the tender.

The EMD shall be refunded after award of the contract.

14. **Pre-qualification requirements:**

For award of contract, preference would be given to experienced Service partners as per pre-qualification requirements listed below. Agency would be evaluated based on the submission of documents and experience.

**Under Mentioned Documents have to be enclosed with the bid:**

<b>Criterion</b>	<b>Details</b>	<b>Documents/Evidence</b>
<b>Profile of Company</b>	Minimum Average turnover of Rs 1 Crore for last 3 FYs. (for 19-20, 21-22, 22-23) (Excluding COVID)  (Exempted for MSMEs & startups)	<ul style="list-style-type: none"> <li>- Company registration certificate as per Companies Act 1956</li> <li>- Attach copy of audited B/S &amp; P&amp;L Statement of last 3 years</li> <li>- The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (<i>Excluding Covid period</i>)</li> <li>- (MSME certificate/startup registration, wherever applicable)</li> </ul>
<b>Experience</b>	The agency should have delivered atleast one similar hardware for any project of AV/IT integration, Digital Experience centre/ Musuem/ Interpretation Centre/Exhibition for any Govt./SemiGovt./PSUs	<ul style="list-style-type: none"> <li>- MOU/Agreement/Work order copy along with Completion certificate</li> </ul>
<b>Blacklisted/Debarred Companies</b>	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies/ IITs & IIMs/Reputed Educational Institutes or any other agency in India.	Affidavit on Non-Judicial Stamp Paper as per format in Annexure- 5 to be submitted
<b>OEM certifications</b>	The agency shall provide OEM Certifications (where applicable)	Declaration in this regard to be submitted in OEM letterhead.
<b>ISO Certified</b>	The firm/company should be ISO 9001 certified (Maintenance & System Integration). A copy of the certificate must be attached with the bid.	Please attach certificate
<b>Certification</b>	The agency should have valid registration with appropriate statutory authorities as required under law. A copy of all such registrations such as Incorporation Certificate, MOA, PAN, GSTIN, etc. must be enclosed.	Copy of Certificate Incorporation; and Copy of GSTIN, PAN

15. **Other terms and conditions:**

15.1. While applying for the tender document, the intending tenderers shall comply with all requirements.

- 15.2. The Party/Parties are expected to respond to the NIQ using the forms/annexure given in this section and all documents supporting Pre-Qualification / Criteria. Bids without the pre-qualification documents and annexures will be summarily rejected.
- 15.3. The tender should be completed in all respects and should be signed by the Authorized Signatory of Tenderer on all the pages. Also, the company stamp shall be placed under the signature on every page of the tender document.
- 15.4. All the columns of the tender shall be duly, properly and exhaustively filled in. The rates and units shall not be overwritten. The rates shall always be both in figures and words.
- 15.5. While submitting the tender, any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender.
- 15.6. FITT shall have the right to seek any additional information/clarification from the firm in relation to the information provided by them in bid document.
- 15.7. Bids without Earnest Money will be summarily rejected. Earnest Money Deposit of the bidders will be returned to them after completion of the tendering process.
- 15.8. The bidders having valid registration with MSME or startup registration shall be exempted from the submission of EMD. The copy of the said certificate shall also be enclosed with the tender document for availing the benefits.
- 15.9. The tenderer must confirm their acceptance of the terms and conditions mentioned herein and the enclosed documents. Each page of the original NIQ document should be signed and returned back and this will form a part of the contract.
- 15.10. Any further corrigendum/addendum to this tender document shall be made available on aforesaid website. It is therefore, requested that the bidders may regularly visit the website for checking any corrigendum/addendum to this document.
- 15.11. If the quote is being submitted by a representative of the manufacturer, a valid agency-ship or dealership certificate authorizing the agent to quote to FITT on behalf of the manufacturers should be enclosed. The principal and the vendor, both, are not allowed to quote for the same product.
- 15.12. Please specify all of your terms and conditions clearly, including delivery period.
- 15.13. The agency is to acknowledge the potential for adjustments in hardware quantity by FITT in response to evolving operational needs. FITT reserves the right to modify the quantity of hardware at a later stage without the requirement of initiating a new tender process. The selected agency commits to accommodating such changes, and, upon notification from FITT, is obligated to supply the additional or modified hardwares in alignment with the initially agreed specifications and pricing outlined in the original contract.

15.14. The Tenderer agrees that the rates submitted shall remain valid for acceptance for a period of 60 days from the date of opening of tender.

15.15. All the communication with respect to the tender shall be addressed to:

**Chief Operating Officer**

**Foundation for Innovation and Technology Transfer (FITT)**

**Indian Institute of Technology Delhi**

**Hauz Khas**

**New Delhi -110016**

## **16. SECURITY DEPOSIT:**

16.1. Within 7 days of the award of the contract, the successful tenderer shall furnish to FITT a performance security/Bank guarantee (PBG) from their Bank valid up to Sixty (60) days (i.e. 2 Months) post the expiry of the warranty Period (which is 6 years commencing from the date of delivery). The amount of the Performance security shall be @ 3% of the Contract Value. At the end of the Validity Period, FITT shall unconditionally release the performance security / PBG without any interest to the tenderer.

16.2. Security Deposit will be forfeited in the event of the contract terms and conditions not being fulfilled by the Tenderer/Contractor.

## **17. COMMENCEMENT OF WORK**

17.1. The agency is required to deliver the hardware within 45 days from the date of award / date of communication of acceptance of the tender.

In case the delivery is not done within 45 days from the date of acceptance of the tender or issue of the work order, the FITT may cancel the work order and forfeit the Security Deposit deposited along with tender without any reference to the agency.

17.2. Complete set of manuals for the operation of the equipment should be given at the time of delivery.

## **18. PAYMENT TERMS AND CONDITIONS**

18.1. **If the agency requests an advance amount** (a maximum of 50% of the contract value can be requested as advance), then it will submit a **Bank Guarantee** of 110% of the advance amount, and the **payment schedule** will be as follows:

18.1.1. **Phase 1:** An advance payment of a maximum of 50% of the total bid amount will be disbursed upon submission of the Bank Guarantee;

18.1.2. **Phase 2:** Upon the agency's successful delivery of the hardware, 30% of the total amount shall be disbursed on satisfactory inspection and approval by FITT;

18.1.3. **Phase 3:** The remaining 20% of the total amount shall be released after 60 days of the date of delivery.

- 18.1.4. These disbursements shall be contingent upon satisfactory inspection and approvals, and shall be disbursed to the agency only after FITT has received the payment from end-client.
  - 18.1.5. Upon the satisfactory delivery and inspection of the equipment by FITT, the agency's Bank Guarantee will be promptly released.
- 18.2. **If the agency does not request any advance amount**, then the following terms apply:
- 18.2.1. FITT shall issue an irrevocable Letter of Credit (LC) in favor of the selected agency for the total 80% of the contract amount upon bid acceptance. The LC, valid for 90 Days will be payable against compliant shipping documents, invoice, and certificate of compliance from end client.
  - 18.2.2. The **payment schedule** will be as follows:
    - 18.2.2.1. **Phase 1:** Upon the agency's successful delivery of the hardware, 80% of the total amount shall be disbursed on satisfactory inspection and approvals.
    - 18.2.2.2. **Phase 2:** The remaining 20% of the total amount shall be released after 60 days of the date of delivery.
  - 18.2.3. These disbursements shall be contingent upon FITT's inspection and approval, and shall be disbursed to the agency only after FITT has received the payment from end-client.

19. **ARBITRATION AND LAWS: -**

In the event of any dispute, the same shall be referred to the sole arbitration of the Managing Director, FITT, or such officer he may appoint to be the arbitrator. There would be no objection that the Arbitrator is an employee of FITT or that he had to deal with the matter to which this tender relates is that in the course of his duties as an employee of FITT, he has expressed his views or all or any of the matters in dispute or differences. The award of the officer so appointed by him shall be final and binding on the tenderers. The venue of Arbitration is at Delhi only. The award of the arbitrator shall be final, conclusive and binding on all parties to this contract. The cost of arbitration shall be borne by the parties to the dispute, as may be decided by the arbitrator(s).

All legal matters shall be subjected to the jurisdiction of Delhi Court.



**Annexure 1****Pre-Qualification criteria**

<b>Criterion</b>	<b>Details</b>	<b>Documents/Evidence</b>	<b>Submission Status (Yes/No)</b>	<b>Name of the Document Submitted</b>
<b>Profile of Company</b>	Minimum Average turnover of Rs 1 Crore for last 3 FYs. (for 19-20, 21-22, 22-23) (Excluding COVID)  (Exempted for MSMEs & startups)	<ul style="list-style-type: none"><li>- Company registration certificate as per Companies Act 1956</li><li>- Attach copy of audited B/S &amp; P&amp;L Statement of last 3 years</li><li>- The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (<i>Excluding Covid period</i>)</li><li>- (MSME certificate/startup registration, wherever applicable)</li></ul>		
<b>Experience</b>	The agency should have delivered atleast one similar hardware for any project of AV/IT integration, Digital Experience centre/ Musuem/ Interpretation Centre/Exhibition for any Govt./SemiGovt./PSUs	<ul style="list-style-type: none"><li>- MOU/Agreement/Work order copy along with Completion certificate</li></ul>		
<b>Blacklisted/ Debarred Companies</b>	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies/ IITs & IIMs/Reputed Educational Institutes or any other agency in India.	Affidavit on Non-Judicial Stamp Paper as per format in Annexure- 3 to be submitted		
<b>OEM certifications</b>	The agency shall provide OEM Certifications (where applicable)	Declaration in this regard to be submitted in OEM letterhead.		

<b>ISO Certified</b>	The firm/company should be ISO 9001 certified (Maintenance & System Integration). A copy of the certificate must be attached with the bid.	Please attach certificate		
<b>Certification</b>	The agency should have valid registration with appropriate statutory authorities as required under law. A copy of all such registrations such as Incorporation Certificate, MOA, PAN, GSTIN, etc. must be enclosed.	Copy of Certificate Incorporation; and Copy of GSTIN, PAN		

**Annexure 2**

**Company details**

<b>S. No.</b>	<b>Information</b>	<b>Details</b>
1	Name of the Contact Person	
2	Address of the Contact Person	
3	Name, designation and contact, address of the person to whom, all references shall be made regarding this NIQ.	
4	Telephone/Mobile number of the Contact Person.	
5	Email ID of the Contact Person	
6	Corporate website URL.	
7	Name of the Organization:	
8	Head of the Organization (with designation):	
9	Legal Status (Whether Company, Proprietorship, Partnership, Society/Trust etc.	
10	Address of Head Office:	
11	Number of Offices (including Head Office): India & Abroad	
12	Annual Turnover (in Lakhs): (Last three Years)/MSME (Yes/No)	
13	Years of Operation (in Years):	
14	PAN Number	
15	GSTN	
16	Number of Employees:	
17	Number of Technical Staff	
19	List of major clients	1. 2. 3.

**Annexure 3**

**SELF-DECLARATION – NON-BLACKLISTING**

To,

The Managing Director  
FITT,  
Deans Complex IIT Delhi  
Hauz Khas  
New Delhi - 110 016, India

Sir,

In response to the NIQ Ref No. \_\_\_\_\_ Dated \_\_\_\_\_.

\_\_\_\_\_, I/ We hereby declare that presently our Company/ Firm \_\_\_\_\_ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/ firm \_\_\_\_\_ is not blacklisted and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Party:

Authorized Signatory:

Seal of the Organization:

Date:

Place:

## **Annexure 4**

### **Technical Bid format:**

1. Technical Specifications and make
2. Specific terms and conditions (if any)
3. All the technical literature and a list of similar installations done in India should be attached.

**Annexure 5**

**Financial Bid format:**

<b>Sr No.</b>	<b>Item Description</b>	<b>Item Code</b>	<b>Qty</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Cost Price (in INR, excl GST)</b>
1	<b>High-Brightness Laser Phosphor Projectors with Mounts and Accessories</b>		20	Nos		
2	<b>CPU with following specification</b>		5	Nos		
3	<b>Ceiling-Mounted 2 Ton Cassette Air Conditioner with Essential Components</b>		35	Nos		
<b>Total Cost</b>						
<b>GST</b>						
<b>Total Cost (in INR, Incl. GST)</b>						
<b>Total Cost in words (in INR, Incl GST):</b>						