

Ref: No. 16011/5/15-PUR(IV)/

Date: 14.08.2015

To
Interested Firms

Sub: **Tender for supply, installation, testing & commissioning of Mac Pro System with accessories, at SRFTI**

Dear Sirs,

Satyajit Ray Film & Television Institute (SRFTI) invites tender for **supply, installation, testing & commissioning of 01 set of Mac pro system with accessories, at SRFTI**. The tender should be submitted through the e-procurement portal, furnishing the details of information as sought for therein.

Interested firms/bidders may refer to the website of e-procurement (www.eprocurement.gov.in) and are requested to submit the bid on-line through the e-procurement model of NIC by uploading their essential documents required in the pdf format and with their valid Digital Signature Certificate ((DSC). The interested firms/bidders are also requested to follow the notice regarding e-procurement already made available in the website of the Institute (www.srfti.ac.in).

It may also be noted that the due date & time for submission of the e-tender is as follows:- Upto **14-00 Hrs of Date:-28.08.2015**

SRFTI reserves the right to accept or reject any or all the tenders without assigning any reason

Thanking you,

Yours faithfully,

(Santanu Basu Mullick)
Sr. Manager (M&R)



SATYAJIT RAY

FILM & TELEVISION INSTITUTE, KOLKATA
(An Academic Institution under Min. of Inf. & Broadcasting, Govt. of
India)

Ref: No. 16011/05/15-Pur(IV)/

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TENDER FOR THE SUPPLY OF MAC PRO SYSTEM

To be submitted to: Sr. Manager (M&R), SRFTI, Kolkata

Sl.no.	Name of work	QTY	Estimated Value	Earnest Money(Rs)	Time of Completion
1	MAC PRO (MD878HN/A) Mac pro 6 Core Xeon E5 3.5 GHz/ 16 GB / 256 GB / Dual Fire Pro D500 3 GB	01 set.		Rs. 11,000.00	60(Sixty) Days
2.	Apple Care Protection Plan (APP) for Mac Pro (MD009FE/A)	01 No.			
3.	Apple Thunderbolt Display 27" (MC914HN/B)	01 No. 01 No.			
4.	Apple Keyboard with Numeric Keypad (MB110LL/B)	01 No.			
5.	Apple Mouse(MB112ZM/B)	01 No.			
6.	APC Power Saving Back up UPS Pro 1500 VA	01 No.			
	Adobe Creative Cloude for Team Single APP (Photoshop) under Device based License (Education) – 3 Yrs (Make – Adobe)	01 No			
	Google Sketch Pro (Make – Google)	01 no			

1. Intending bidder may download the tender documents from the website <https://tenders.gov.in> directly with the help of Digital Signature Certificate.
2. Scan copy of Original **Earnest Money deposit (EMD Rs. 11,000.00)** in the form of DD/ Bank Draft/ Pay Order issued from any **Nationalized / Scheduled Bank** in favour of **Satyajit Ray Film & Television Institute payable at Kolkata. After opening of the FINANCIAL BID**, the **Bidders** have to submit the hard copy of the original EMD and also have to furnish all the relevant documents in original and also to submit the hard copies of all documents uploaded / downloaded during tender procedure to the Tender Inviting Authority **before issuance the LOI.**
3. Submission of Tender:- a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbttenders.gov.in> as per time schedule stated herein under. Time will be reckoned as per Server Clock. b) The Financial Bid of the Participant tenderers will be opened only if the tenderer qualifies in the Technical Bid evaluation.

4. Time Schedule for Downloading, Uploading and Opening of Tender documents:-

a)	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	Date: 14.08.2015 , Time: 17.00 hrs
b)	Documents download start date (Online)	Date: 14.08.2015 , Time: 17.00 hrs
c)	Documents download end date (Online)	Date: 28.08.2015, Time: 16.00 hrs.
d)	Pre-bid Clarification Start Date & Time	NA
e)	Pre-bid Clarification End Date & Time	NA
f)	Online Bid Submission Start Date & Time	Date: 14.08.2015 , Time: 17.00 hrs
g)	Online Bid Submission Last Date & Time	Date: 28.08.2015, Time: 16.00 hrs.
h)	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officers)	Date: 31.08.2015, Time: 11.00 hrs.
i)	Date for opening of Financial Proposal (Online)	To be notified later on

5. Eligibility criteria for the bidders :-

- a) Letter of application for participating in the respective tender.
- b) Proof of experience in the supply, installation, testing and commissioning of similar products in at least two (02) reputed Organizations/Academic Institutions either in the scope of one project or different project.
- c) The tenderer should preferably have a fully equipped maintenance set –up / service centre in Kolkata and the details/proof of the same are to be provided.
- d) A detailed client list based in India indicating the name, address, contact person, phone No. are to be furnished by the tenderer.
- e) Earnest Money Deposit in the form of Bank Draft / Banker's Cheque in favour of SRFTI,Kolkata.
- f) A separate forwarding letter of acceptance of SRFTI's Terms & Conditions.
- g) Tender specific MAF (Authorization letter from OEM).
- h) The bidder shall be either an Original Equipment Manufacturer (OEM) /Authorized distributor / Dealers / Authorized System Integrator in India. Self declaration to be Submitted.
- i) The tenderer should preferably have their own office present in Kolkata. Photocopy of valid proof to be submitted.

Tenderers may please note that non-submission of any of the aforesaid documents/non- fulfilment of any of the aforesaid criteria might lead to techno-commercial disqualification of their offers. The tenderer shall be required to produce documents as mentioned from (b), (f),(g),(h) in original, as and when called for by SRFTI

6. a) **Earnest Money:-** The original document of EMD (Earnest Money Deposit) should be furnished before the Tender Inviting Authority, when asked to do so during evaluation of the Tenders and the Bidders Shall submit the hard copy of original EMD and also have to furnish all the relevant documents in original to the Tender Inviting Authority.

The tenderer shall have to upload scanned copy of requisite earnest money (2(two) percent of the tender value) along with the tender document in prescribed manner failing which the tender shall be rejected. The balance earnest money if any to fulfill 2(two) percent of the tender value is to be deposited at the time of execution of formal agreement.

b) Security Deposit (SD) of 5% of the total quoted value (including all taxes & charges) in the Banker's cheque / Draft from any schedule Bank, drawn in favour of 'Satyajit Ray Film & Television Institute', payable at Kolkata, within 10 days from the date of issue of intimation in this respect to the L1 bidder after finalization of the financial evaluation.

b. Third party draft will not be accepted.

7. List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online:-

- i. Income Tax e-Return (For last 2yrs)
- ii. Audited Balance Sheet (For last 2yrs)
- iii. Pan Card.
- iv. Vat certificate with last Qtr..e-challan.
- v. Valid Renewed Trade License.
- vi. Work Order for the work in technical credential.

- vii) Partnership Deed.

8. Language of Tender:- The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

9. Others :- The Tender Notice along with other documents Technical Specification, Special Terms and Conditions , BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.

10. Declaration:- Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the tender.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

For detail information please visit <http://eprocure.gov.in> ,<https://tenders.gov.in> & www.srfti.ac.in

During evaluation, the Tender Inviting Authority may summon of the tenderers & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will be liable for rejection.

Opening and evaluation of Financial Bid:

- i) Financial bid of tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal on the prescribed date and time.

1. Penalty for suppression / distortion of facts:

Submission of false document by tenderer is strictly prohibited.

Sr. Manager Materials
SRFTI, Kolkata

Copy forwarded for kind information & necessary action to :-

- 1) Accountant / SRFTI.
- 2) Website of the Institute