



**Lakshadweep Information Technology Services Society,  
Dept. of Information Technology, Lakshadweep Administration  
F. No.: 4/1/2015-LITSS Dated: 29/07/16**

**e-Tender Notice for Procurement & Supply of Computers**

The Director, Lakshadweep Information Technology Services Society, U.T of Lakshadweep invites e-tenders from OEMs and their authorised agencies only for 1 year valid rate contract procurement and supply of Computers with 1 year onsite warranty on buy back or supply basis with 4years of committed spares support.

The pre-qualification terms are specified in Annexure II. The detailed specification of items is stated in Annexure-III & IV. The terms & conditions are as per the Annexure-V. The buy-back rates to be filled as per Annexure VI.

LITSS is neither confirming nor indicating any volumes at this state as the tender is for rate contract & shall be used for procurement of various devices irrespective of simultaneous buy-back devices or quantity offered for buy-back.

The tender document can be downloaded from the website, [www.tenderwizard.com/UTL](http://www.tenderwizard.com/UTL). The bidders shall submit their bids online in electronic format only through [www.tenderwizard.com/UTL](http://www.tenderwizard.com/UTL) before HH:MM PM on DD/MM/YYYY and the same will be opened online at HH:MM PM on DD/MM/YYYY in the presence of bidders/tenderers.

For help in e-tendering, contact KEONICS e-tender Help Desk. Mobile: 9447507881/ 09945469883/ PH: 080-40482000.

Sd/-

**(Jatin Goyal, DANICS)  
DIRECTOR (LITSS)**

Enclosed: Annexures I-IX

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## ANNEXURE-I: Important Information

1	Tender Inviting Authority Designation and Address	Lakshadweep Information Technology Services Society (LITSS), New Secretariat Building, Kavaratti Island, UT of Lakshadweep
2	a) Name of the Work	e-Tender Notice for procurement and supply of computers with 1year warranty & 4year paid part support after warranty.
	b) Tender reference	F.No. 4/1/2015-LITSS Dated: xx/xx/2016
	c) Place of Execution	a. All islands of the UT of Lakshadweep b. Lakshadweep Administration's Offices in other parts of the country
3	a) Tender document availability	Tender document is available at <a href="http://www.Tenderwizard.com/utl">http://www.Tenderwizard.com/utl</a> and LITSS website <a href="http://www.lakit.nic.in">www.lakit.nic.in</a>
	B) Tender document cost	By paying the document fee of Rs. 2,000/- by Net banking/RTGS payment in favour of "Lakshadweep Information Technology Service Society" and payable at Kavaratti from any of the scheduled commercial bank  OR  Downloaded from <a href="http://www.tenderwizard.com/UTL">http://www.tenderwizard.com/UTL</a> and also available in <a href="http://lakshadweep.nic.in/Tender/Home.aspx">http://lakshadweep.nic.in/Tender/Home.aspx</a> However in this case, the bidders are required to submit the Tender cost in the form of a Net banking/RTGS payment (details mentioned in later para) along with the Proposal.
4	Earnest Money Deposit (EMD)	Earnest Money Deposit of Rs. Four lakhs (Rs 4,00,000/-) by Net banking/RTGS in favour of "Lakshadweep Information Technology Service Society".
5	Publication of Tender Notice :	29/07/2016, 1100 Hrs
6	Last date for Submission of Queries	05/08/2016, 1730 Hrs
7	Pre-Bid Conference in Kochi	08/08/2016, 1600 Hrs <b>Venue:</b> Conference Hall, Lakshadweep Development Corporation Limited 27/1038B Panampilly Nagar, Ernakulum Kochi 682036.
8	Response to pre-bid meeting	11/08/2016, 1730 Hrs
9	Last date for download / sale of Tender Document	01/09/2016, 1730 Hrs
10	Last date and time for Tender Submission	02/09/2016, 1730 Hrs
11	Email address for communication for any queries/clarifications	lak-dit@nic.in
12	Date, Time and Location of Opening of Tender	To be intimated later on.

13	a). Single Point of Contact (SPOC)	Niyas C T Executive (Delivery), LITSS Department of Information technology, New Secretariat Building, Kavaratti Island, UT of Lakshadweep-682555
	b). Contact Details	Tel: 04896-263125, Mob: +91-9495256603
14	Bank Accounts Details for Payment	Bank Name : State Bank of India (SBI) Account Name : Lakshadweep Information Technology Services Society Account No : 30143597373 Branch : Kavaratti IFSC Code : SBIN0005080
15	General	Bidders must submit <ul style="list-style-type: none"> <li>• An original and two additional copies along with two copies of non-editable CD for: <b>Prequalification</b></li> <li>• Commercial proposal should be submitted through e-Tender ONLY.</li> </ul>
	<p><b><u>ATTENTION:</u></b></p> <p>I. Eligibility Criteria: Please refer to the Annexure II of the Tender Document.</p> <p>II. One Bid System i.e. only Commercial Bid after meeting pre-qualification criterion.</p> <p>III. Bidders are advised to upload all the necessary documents to ascertain their eligibility criteria under Annexure II (Pre-Qualification Criteria) while submitting the e-Tender.</p> <p>IV. <b>Bid must be submitted as per the Annexure VI, VIII &amp; IX only in eTender financial bid section. Submitting financial bid/quotes with Pre-Qualification documents may disqualify the bid.</b></p> <p>V. Tenders received after due date and time will be summarily rejected.</p> <p>VI. Any Bid not conforming to the format will be summarily rejected.</p>	

## ANNEXURE-II: Pre-Qualifications Procedure

Bidders should submit their responses (e-tender) as per the format given in this RFP in the following manner through online e-Tender portal (<https://www.tenderwizard.com/UTL>) and **only the pre-qualification documents** be sent as a hard copy in a sealed envelope to “ **The Director, LITSS, Department of Information Technology, New Secretariat Building, Kavaratti, Lakshadweep – 682555** ” on or before .../.../2016 5:30pm.

Sl. No.	Documents	Remarks
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- Each bid document should also be marked as "Original" OR "Copy" as the case may be.
- The envelope containing copies of e-tender pre-qualification documents should be put in single sealed envelope clearly marked “Response to RFP for Procurement & Supply of IT Infrastructure (Hardware) for Client departments - F. No. 4/1/2015-LITSS and the wordings “DO NOT OPEN BEFORE .../.../2016 before 05:30 pm” The outer envelope thus prepared should also indicate clearly the name, address, telephone number, and E-mail ID of the bidder.
- The outer envelope thus prepared should also indicate clearly the name, address, telephone number, Email ID and fax number of the bidder. **Financial quote/bids should be in submitted in financial bid section of eTender only.**
- Pre-qualification metrics:

Sl.	Parameter	Criterion	Submission
1	OEM's Annual turnover from only PC & Laptop sales	>Rs.40Cr. in each of last 3 financial years	P/L &B/S with breakup for FY 2013-14, 2014-15 & 2015-16 (prov.) <b>OR</b> CA certificate in lieu of P/L & B/S for the year
2	Company Registration should be older than 5 years	OEM bidding	Copy of ROC certificate
		Non-OEM bidding	OEM ROC Certificate <b>AND</b> duly filled Manufacturer's Authorisation Form (MAF) as given in this tender notice
3	OEM certifications	Quality Management Services	ISO 9001:2008 or ISO 9001:2015 copy
		Environment Management System	ISO 14001:2004 or ISO 14001:2015 copy
		Occupational Health and Safety Management Systems	OHSAS 18001 copy
4	OEM Warranty	1 year comprehensive at Kochi	Original OEM Certification
5	OEM paid spare support declaration	4 years all parts & accessories	Original OEM Assurance to provide parts within 60 days of request by LITSS to be issued by National Product Manager (or eqv.) OR Regional Manager (or eqv.) having jurisdiction over Lakshadweep
6	Quoted model certifications	Environment friendly (EPEAT)	Certification copy of EPEAT Gold rating
		Energy Efficiency	ENERGY STAR® 6.1-compliance copy
		Hazardous material	RoHS compliance copy
7	Buy Back Assurance	Legacy hardware will be offered by LITSS either against new purchase or stand alone	Bidder to provide written assurance to lift hardware so offered within 10 days of the same reaching Kochi & being notified for same as per terms offered in this tender
8	Manufacturer's Authorisation Form (MAF)	If bidding is done by other than OEM then MAF as per attached annexure must be submitted	Duly Filled MAF from either: i. National Product Manager or eqv. of the quoted product/series etc. OR ii. Regional Manager or eqv. of the office having jurisdiction over Lakshadweep
9	Document Fee Payment	Rs. 2,000/- by Net banking/RTGS payment	Copy of proof of transfer
10	Blacklisting	A self certified letter by the authorized signatory of the bidder that the bidder has not been blacklisted by any Central / State Government	A Self Certified letter by an authorized signatory

## ANNEXURE-III: All-in-One Specifications Category A

<b>Design</b>	<b>Form Factor</b>	All-in-One
	<b>Controls</b>	Buttons for brightness up, brightness down, and power on/off
<b>Main Specifications</b>	<b>Chipset</b>	Intel H110 Chipset
	<b>CPU</b>	<b>Intel Pentium G4400T Processor or a newer T series processor</b>
<b>Audio/Video</b>	<b>Graphics</b>	Built in to CPU
	<b>Audio</b>	Integrated High Definition (HD) Audio
<b>Memory</b>	<b>Memory</b>	<b>2GB DDR4 2133MHz - Minimum 2 DIMM Slots out of which one should be Free for future upgrade, Support upto 32GB</b>
<b>Storage</b>	<b>HDD</b>	500GB SATA HDD (7200 RPM)
	<b>ODD</b>	DVDRW
<b>Network</b>	<b>Ethernet</b>	Should support Gigabit Ethernet with WOL and IPv6
<b>I/O Ports</b>	<b>Rear ports</b>	Min. Four USB 2.0, ethernet (RJ-45), Display port, optional serial (9-pin),
	<b>Side ports</b>	Min. Two USB 3.0, microphone (stereo, 3.5mm), headphone (stereo, 3.5mm)
<b>Bays / Slots</b>	<b>MMC slot</b>	Card Reader Slot supporting media cards like SD, Micro SD etc.
<b>Input Device</b>	<b>Keyboard</b>	USB Keyboard
	<b>Mouse</b>	Optical USB Mouse
<b>Security</b>	<b>Kensington Slot</b>	Should support the use of a Kensington lock to lock the machine
	<b>Security chip</b>	Trusted Platform Module (TPM 1.2-compliant)
	<b>USB Ports</b>	<b>Should support ability to DISABLE or READ Only Access for specific devices like flash drive / USB HDD through the BIOS (i.e.: Ability to offer protection to USB port to allow only KBD &amp; Mouse access/usage on any USB port while disallowing all other forms of devices specially storage)</b>
<b>Power Supply Unit</b>	<b>PSU</b>	120 watts adapter, autosensing
<b>Output</b>	<b>Monitor</b>	20.0" HD+ (resolution: 1600x900) TFT colour, LED backlight, 16:9 aspect ratio, 1000:1 contrast ratio
<b>Preloaded software</b>	<b>Operating System</b>	DOS
<b>Network monitoring</b>	<b>SNMP</b>	Simple Network Monitoring Protocol support possible through O/S
<b>Certifications</b>	<b>EPEAT</b>	<b>Should have EPEAT™ Gold rating</b>
	<b>ENERGY STAR</b>	<b>Should be ENERGY STAR® 6.1-compliant</b>
	<b>TCO</b>	<b>Should have TCO certified display</b>
	<b>RoHS</b>	<b>Should be RoHS-compliant</b>

## ANNEXURE-IV: All-in-One Specifications Category B

<b>Design</b>	<b>Form Factor</b>	All-in-One
	<b>Controls</b>	Buttons for brightness up, brightness down, and power on/off
<b>Main Specifications</b>	<b>Chipset</b>	Intel H110 Chipset
	<b>CPU</b>	<b>Intel i3 4<sup>th</sup> Generation Processor or a newer preferably All-in-One optimised</b>
<b>Audio/Video</b>	<b>Graphics</b>	Built in to CPU
	<b>Audio</b>	Integrated High Definition (HD) Audio
<b>Memory</b>	<b>Memory</b>	<b>4GB DDR4 2133MHz - Minimum 2 DIMM Slots out of which one should be Free for future upgrade, Support upto 32GB</b>
<b>Storage</b>	<b>HDD</b>	500GB SATA HDD (7200 RPM)
	<b>ODD</b>	DVDRW
<b>Network</b>	<b>Ethernet</b>	Should support Gigabit Ethernet with WOL and IPv6
<b>I/O Ports</b>	<b>Rear ports</b>	Min. Four USB 2.0, ethernet (RJ-45), Display port, optional serial (9-pin)
	<b>Side ports</b>	Two USB 3.0, microphone (stereo, 3.5mm), headphone (stereo, 3.5mm)
<b>Bays / Slots</b>	<b>MMC slot</b>	Card Reader Slot supporting media cards like SD, Micro SD etc.
<b>Input Device</b>	<b>Keyboard</b>	USB Keyboard
	<b>Mouse</b>	Optical USB Mouse
	<b>Video</b>	Display integrated HD webcam (min. 1 megapixel, 720p) with microphone
<b>Security</b>	<b>Kensington Slot</b>	Should support the use of a Kensington lock to lock the machine
	<b>Security chip</b>	Trusted Platform Module (TPM 1.2-compliant)
	<b>USB Ports</b>	<b>Should support ability to DISABLE or READ Only Access for specific devices like flash drive / USB HDD through the BIOS (i.e.: Ability to offer protection to USB port to allow only KBD &amp; Mouse access/usage on any USB port while disallowing all other forms of devices specially storage)</b>
<b>Power Supply Unit</b>	<b>PSU</b>	120 watts adapter, autosensing,
<b>Output</b>	<b>Monitor</b>	Min. 23" HD+ (resolution: 1600x900) TFT colour, LED backlight, 16:9 aspect ratio, 1000:1 contrast ratio
	<b>Touch Screen</b>	YES
<b>Preloaded software</b>	<b>Operating System</b>	DOS
<b>Network monitoring</b>	<b>SNMP</b>	Simple Network Monitoring Protocol support possible through O/S
<b>Certifications</b>	<b>EPEAT</b>	<b>Should have EPEAT™ Gold rating</b>
	<b>ENERGY STAR</b>	<b>Should be ENERGY STAR® 6.1-compliant</b>
	<b>TCO</b>	<b>Should have TCO certified display</b>
	<b>RoHS</b>	<b>Should be RoHS-compliant</b>

## ANNEXURE-V: Terms & Conditions

1. The tender must be accompanied by Earnest Money Deposit (EMD) of Rs. 4,00,000/- (Rupees four lakhs only) either as 14 months valid Bank Guarantee or Electronic Transfer to Lakshadweep Information Technology Services Society (LITSS), U.T. of Lakshadweep, Kavaratti at State Bank of India, Kavaratti a/c no: 30143597373 (IFSC Code: SBIN0005080). All pages of the tender including EMD in the form of NEFT Chalan are to be uploaded in JPEG/PDF format only onto the e-tending website.
2. L1 will be evaluated on basis of least of hardware only. Buy-back pricing of legacy hardware shall not be considered as quantity, configuration & condition (i.e.: working/not-working) cannot be assured. Legacy hardware buy-back will have to be done by the L1 irrespective of quantity of purchase of new hardware.
3. Buy back prices should be given as per Annexure
4. Payment terms:

Sl.	Pre-Condition	Payment Rate
01.	On supply of hardware at Kochi (subject to physical count & certification by competent authority in Kochi) after adjustment of delay penalties, if any	70%
02.	On completion of installation & testing by LITSS OR 60 days whichever is earlier	20%
03.	On completion of 12 months from date of supply of devices	10%
04.	No advance payment of any sort is implied.	

5. A 50 months valid PBG equivalent to 5% of the order value will have to be provided by successful bidder before final 10% of payment release.
6. Successful bidder should be able to supply the items to Kochi as per order placed within 30 days from the date of work-order. Failing which penalties may apply.
7. Delay penalties:(for both System(s)/Spare(s))

Sl.	Condition	Penalty Rate
01.	Delay penalty for each week of delay chargeable on proportion of delayed order value	1%
02.	Delay penalty cap. (chargeable on proportion of delayed order value)	10%
03.	Delays beyond 10 weeks may result in cancellation of order & forfeiture of PBG	

8. Quality Certificates (Hardware Certification, CE & Energy Start Compliance, Manufacturer Certification, **ISO, OHSAS**) must be attached with tender documents.
9. The Director, LITSS, U.T. of Lakshadweep reserves the right either to reject or cancel the tender during the validity period for the same and award suitable penalty as deemed fit due to any kind of breach of contract.
10. Damages if any during the supply till Kochi shall be the responsibility of the supplier.
11. Transportation of items if any shall be borne by the supplier and no extra payment will be made.
12. Representation of any kind of enhancement of rates accepted will not be considered.
13. The tender evaluation committee reserves the right to reject any or all the tender in whole or part without assigning any reason thereof.
14. EMD of unsuccessful bidders will be released after L1 declaration. EMD of successful bidder will be retained as PBG against supplies.
15. For judicial adjudication, the disputes, if any, will be subject to the jurisdiction of courts in Lakshadweep only.
16. 2 weeks onsite intensive training on hardware maintenance by OEM's competent engineer to all department of IT/LITSS nominated staff to allow them to extend support & maintenance to the Hardware.
17. The tenure of the agreement may be extended on mutual agreement.

Sd/-

(Jatin Goyal, DANICS)  
DIRECTOR (LITSS)



## ANNEXURE-VI: Buy Back Price Quote in INR

(to be submitted in eTender mode in the financial bid section only)

Sl.	Category	Configuration/Type	Working	Not-Working
1	CPU (irrespective of type e.g.: ATX, mini ATX, desktop etc.) with cables	Core i3 based (any generation)		
2		Core i5 based (any generation)		
3		Core i7 based (any generation)		
4		Pentium based (any generation)		
5		Core 2 Duo based (any generation)		
6		Dual Core processor based (any generation)		
7		Other Intel processor based (any generation)		
8		Other non-Intel processor based (any generation)		
9	Apple	All-in-One Macintosh Desktop (2011 generation)		
10	Display monitor with cables of various aspect ratios & resolutions	CRT 14" & lesser		
11		CRT size between 14" to 20"		
12		CRT sizes greater than 20"		
13		LED/LCD/Plasma sizes 14" or less		
14		LED/LCD/Plasma sizes between 14" to 21"		
15		LED/LCD/Plasma sizes between 21" to 40"		
16.		LED/LCD/Plasma sizes greater than 40"		
17.	Keyboard	PS2 or USB		
18.	Mouse	2/3 button serial or USB		
19.	Accessories	Webcam		
20.		Microphone		
21.		Speaker		
22.		Pen Drive		
23.	External I/O	HDD		
24.		CDRW		
25.		DVDRW		

# ANNEXURE VII: Manufacturers'/Producers' Authorization Form

Ref. No.:

Date:

To

The Director,  
LITSS, Dept. of IT  
Administration of UT of Lakshadweep  
1<sup>st</sup> Floor, New Secretariat Building  
Kavaratti, 680 555

## OEM Authorization Letter

Dear Sir:

**Ref: Your tender notice Ref: F. No. 4/1/2015-LITSS dated 29/07/2016**

We ....., a company registered and existing under the .....(acts/laws), a manufacturer & seller of computing products and services do hereby confirm that, as of the date of this letter, .....("Agents/Reseller/Partner") wishes to participate in the "e Tender for procurement & supply of computers, peripherals & tablets" and has entered into Agreement which entitles Reseller to do the following:

- (i) resell and/or distribute products and/or services in India to end users within that territory;
- (ii) bid, negotiate and conclude a contract with you for the above products/services manufactured or supplied by us the OEM.

OEM has manufacturing facilities worldwide. OEM will, within the scope of its agreement with its authorized channels, provide support and product warranty services for products obtained through its authorized channels.

If Partner is unable to maintain the OEM supplied hardware/software/equipment, OEM will help in identifying another authorized partner with similar certifications/capabilities.

If, due to any reason whatsoever, the Partner is no longer an authorised OEM Partner; OEM will help in identifying another authorised OEM Partner with similar certifications/capabilities.

This Authorization shall be applicable as of the date appearing at the top of this letter solely for the tender ascribed to in this letter.

Yours faithfully,

(Name)

(Name of Producers)

**Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent (as given in this RFP/Tender document) and having the power of attorney/authorisation to bind the manufacturer. The Bidder in its Bid should include it.**

## ANNEXURE VIII: Indicative Pricing of Common Parts

(to be submitted in eTender mode in the financial bid section only)

### All-in-One Category A

Sl.	Component (compatible with quoted model)	OEM List Price	Discount % on OEM List Price	Final Price(all inclusive)
1.	Display Unit			
2.	Mother board			
3.	Power Supply Unit			
4.	USB 2 port			
5.	USB 3 port			
6.	HDD			
7.	DVDRW			
8.	LAN Card			
9.	Wifi Card			
10.	DDR4 RAM 2GB			
11.	DDR4 RAM 4GB			
12.	DDR4 RAM 8GB			
13.	Keyboard			
14.	Mouse			
15.	External housing for All-in-One			

### All-in-One Category B

Sl.	Component (compatible with quoted model)	OEM List Price	Discount % on OEM List Price	Final Price(all inclusive)
1.	Display Unit (same as original)			
2.	Mother board			
3.	Power Supply Unit			
4.	USB 2 port			
5.	USB 3 port			
6.	HDD			
7.	DVDRW			
8.	LAN Card			
9.	Wifi Card			
10.	DDR4 RAM 2GB			
11.	DDR4 RAM 4GB			
12.	DDR4 RAM 8GB			
13.	Keyboard			
14.	Mouse			
15.	External housing for All-in-One			
16.	Integrated HD Webcam			
17.	Integrated Microphone			
18.	Integrated Speaker			
19.	Additional Add-On Monitor (size 1: 20")			
20.	Additional Add-On Monitor (size 2: >=23")			

## ANNEXURE IX: Price Quote for systems

(to be submitted in eTender mode in the financial bid section only)

Sl.	Item Description	Basic Price	Taxes & Charges	Net Price
01.	All-in-One: Category A			
02.	All-in-One: Category B			