



Phone : 033-2593-2028, 033-2592-0429
Fax : 033-2592-6004

NORTH BARRACKPORE MUNICIPALITY

PALTA, POST : BARRACKPORE
DIST : NORTH 24 PARGANAS
PIN – 700120



N.I.et : ...442.../NBM/ITC

Date : 08/5/2023

On behalf of Board of Councillors, **the Chairman, North Barrackpore Municipality** invites e-tender for Procurement of One Tower server as per specification Annexure-'A' in this ULB.

a) Preferably Authorized dealers/Suppliers/distributors having experience of execution of similar type of works/ supply in Govt. Organization and with a valid payment certificate of executing a single contract of value not less than 40% of the estimated value of this procurement put to tender supported by completion certificate in support of the credential within last 3 (three) financial years and also should possess valid **PAN card, GST and Valid Trade License.**

b)

SI No	Description of work	Token EMD
1	Procurement of One Tower server as per specification Annexure-'A' with Windows Server edition 2019 or higher(OEM), Quick Heal Server Security edition (One user/ 3 Years), One 21.5 inch monitor, Mouse, Keyboard. Technical support work of Conversion of Financial Accounting (PUROHISAB) and Property Tax Management System Data from SQL-Server to SERVER SQL-Server and Installation of SQL Server and configure the Server & Clients.	Rs. 10,000/- (Rupees ten thousand only)

1. In the event of e-filing intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary Earnest Money may be remitted through online also to be documented through e-filing.
2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>.
3. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per time Schedule stated in SI. No.- 02
4. The financial offer of the prospective tenderers will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Board of Councillors of North Barrackpore Municipality'. The decision of the 'Board of Councillors of North Barrackpore Municipality' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
5. Eligibility criteria for participation in the tender –
 - i. As per NIT detail table above Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2022-2023, Pan Card, GSTIN Number are to be accompanied with the Technical Bid Documents.
(Non-statutory documents)
 - ii. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
(Non-statutory documents)
 - iii. Joint Ventures will not be allowed.
 - iv. No mobilization advance and secured advance will be allowed. No hidden charges shall be entertained. Quoted amount should include all charges.
 - v. All materials required shall be of specified grade in conformity with relevant code of practice (latest revision) accordingly and shall be procured and supplied by the agency at their own cost including all taxes. If required by the authority, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost
 - vi. All materials required shall be of specified grade in conformity with relevant code of practice (latest revision) accordingly and shall be procured and supplied by the agency at their own cost including all taxes. If required by the authority, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost



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- vii. Bid shall remain valid for a period not less than 120 (one hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof
- viii. The bidder should have ISO certification in relevant field.
- ix. Required credential will have to be submitted.
- x. The prospective Tenderers should have sufficient resources financial solvency, sufficient experience in this respect.

6. Date and Time Schedule:

Sl No	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	10/05/2023 at 18.00 hrs.
2	Documents download/Bid start date (Online)	10/05/2023 at 18.00 hrs.
3	Documents download/Bid end date (Online)	17/05/2023 at 17.00 hrs.
4	Bid opening date for Technical Proposals (Online)	20/05/2023 at 12.00 hrs.
5	Date of uploading list for Technically Qualified Bidder(online)	To be notified later.
6	Date for opening of Financial Proposal (Online)	To be notified later.

Note: in case of Bundh/strike/holiday etc. falls on the schedule dates as mentioned above, the same will be treated next working day of the fixed dates and times as scheduled above.

7. EMD 2.0 % of the estimated amount put to tender to be deposited though online. (Token Earnest Money remitted through online at the time of tenders and Balance amount beyond Rs. 10,000/- if any to fulfil 2% of amount offered. EMD @ 2 % of the offer rate will be deposited by the successful before acceptance of Tender. The EMD for the successful bidder will be converted to Security Deposit and additional amount of 3% will be deducted towards Security Deposit from bill. Such deducted amount (SD) will be refunded after two (02) months from the completion of the said work after necessary Certification given by the competent Authority.
8. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The tender accepting authority of North Barrackpore Municipality reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
9. Quoted rate should be inclusive of all kinds of taxes, duties etc. No extra Payment will be made in this regard in any circumstances.
10. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in Section - 'A' before tendering the bids.
11. Conditional/ Incomplete tender will not be accepted under any circumstances.
12. The intending Tenderers are required to quote the rate online.
13. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other Paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
14. The Chairman, North Barrackpore Municipality reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.




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15. If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman i.e. Tender inviting Authority within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Inviting Authority.
16. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
17. If any discrepancy arises between two similar clauses on different notificationary the clause as stated in later notification will supersede former one in following sequence:
 - a) N.I.T.
 - b) Technical Bid
 - c) Financial Bid
18. Qualification criteria.
 - i. The tender inviting and Accepting Authority will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:
 - a) Financial Capacity
 - b) Technical Capability comprising of personnel & equipment capability
 - c) Experience / Credential
 - ii. The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any tender document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder/tenderer will be rejected at any stage without any prejudice.
19. No price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.
20. The OEM authorisation Letter should be including with in Technical Bid and OEM should have service by the bidder and /UN, CE/FCC.
21. No Running Payment for work will be allowed. No mobilization advance and secured advance will be allowed.
In case of failure to supply of our requirement at accepted rate, the work order will be liable to be cancelled and the earnest money so deposited will be forfeited.


Chairman
North Barrackpore Municipality
Chairman
North Barrackpore Municipality



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SECTION – A INSTRUCTION TO BIDDERS

A) General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

i. Registration of Contractor :-

Any supplier willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-procurement system, through logging on to <https://wbtenders.gov.in> (the web portal of North Barrackpore Municipality" North Barrackpore the tenderer is to click on the link for e-Tendering site as given on the web portal)

ii. Digital Signature certificate (DSC) :-

Each supplier is required to obtain a Class-II or Class-III Digital signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the web site stated in Clause A.1. above. DSC is given as a USB e-Token.

iii. The Tenderer can search & download NIT & Tender Document(s):-

The tenderer can search & download NIT & Tender Document(s) electronically from computer once he logs on the website mentioned in clause A.1 using the Digital signature certificate. This is the only mode of collection of Tender Documents'.

iv. Participation in more than one work:

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all these applications will be rejected for that job.

v. Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work' one in Technical proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed' The documents will get encrypted (transformed into non readable formats)'.
B) BID Submission of Tenders :

i) Technical Proposal:

The Technical Proposal should contain scanned copies of the following in two covers (folders).

(a) Statutory Cover containing the following documents:

- 1) NIT
- 2) Form I to III (on company's Letter Head)
- 3) EMD of the tenders will be deposited through online Payment Statement copy. (NIT & corrigendum downloaded properly and upload the -same-Digitally signed)' The rate will be quoted in the B.O.Q. quoted rate will be encrypted in the BOQ under Financial Bid.

C) Financial Proposal:-

5 (b). The rate will be quoted in the BOQ.

Quoted rate will be encrypted in the B.O.Q. under Financial Bid. Downloaded properly and upload digitally signed.

5 (c). Non-Statutory Document :

THE ABOVE STATED NON-STATUTORY/ TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents, to send the selected documents to Non-Statutory folder.



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Next Click the tab "Click to Encrypt and up load" and then click the "Technical" Folder to upload the Technical Documents.

Sl No	Category Name	Sub- Category Description	Details(s)
A.	Certificate (s)	Certificate (s)	1. GST. 2. PAN 3. P.F, 4. P Tax (Challan) (latest), 5. Last 3 years IT Acknowledgement Receipts.
B.	Company Details (s)	Company Details	Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney, Memorandum of Association and Articles of Association of the Company, Bank solvency certificate.
C.	Credential	Credential	Similar nature of work done & completion certificate which is applicable for eligibility in this tender as per Form -IV Section -B.
D.	Financial Info		Balance Sheet & Profit & Loss A/c. for the last 3 (three) years (year just preceding the current Financial Year will be considered as year - I)
E.	Man Power		List of Technical Staffs with Qualifications & Experience.

N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No.S. (a). and Sl. No.: 5.(b). and Sl. No. : 5 (c). will render the tenderer liable to be rejected for both statutory & non statutory cover.

If any bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

Opening of Technical Proposal:

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC). Intending Tenderers may remain present if they so desire. Cover (folder) for Statutory Documents (Ref. S1. No. A.5.(a).) will be opened first and if found in order, cover (folder) for Non- Statutory Documents (Ref. S1. No. A.5.(b).) will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee. Summary list of technically qualified tenderers will be uploaded online.

Pursuant to scrutiny & decision of the Board of Councilors' the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

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



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1. Financial Proposal

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Materials (BOM). The contractor is to quote the rate (Presenting Above/Below/Atper online through computer in the space marked for quoting rate in the BOM).

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

Penalty for suppression / distortion of facts:-

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

Rejection of Bid:-

Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

Award of Contract :-

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance. The notification of award will constitute the formation of the Contract.

The Agreement in will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in Sl. No,- 02 of N.I.T. along with requisite cost through Demand Dtalt / Pay Order/DCR issued from any bank in favour of the Chairman, North Barrackpore Municipality within time limit to be set in the letter of acceptance.


Chairman
North Barrackpore Municipality
Chairman
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SECTION – B Form-II

(To be furnished on Company's Letter Head)

- 1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed the application may be rejected and no objection/ claim will be raised by the under-signed.
- 2) The under-signed also hereby certifies that neither our firm M/S _____ nor any of constituent partner had been debarred to participate in any tender by any Govt.Organasation/ under taking during the last 5 (five) years prior to the date of this NIT.
- 3) The-under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent inforrpation as deemed necessary and/or as requested by the Department to verify this statement.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) Certified that I have applied in the tender in the capacity of individual / as a partner of a firm and I have not applied severally for the same job.

.....
Signed by an authorized officer of the firm

.....
Title of the officer

.....
Name of the Firm with Seal

Date :/...../ 2023

Seal and Signature of the Tenderer



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SECTION – B
Form-III
STRUCTURE AND ORGANISATION

1. Name of Applicant:
2. Office Address :
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3. Telephone/ Mobile No :
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4. Fax No / Email id :
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5. Name and Address of Bankers:
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6. Attach an organization chart:
Showing the structure of the company with names of key personnel and technical staff with Bio-data
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.....

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

.....
Signature of applicant including title and
Capacity in which application is made

Seal and Signature of the Tenderer



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Copy forwarded to:

1. Vice-Chairman
- 2-4. Members, C.I.C
- 5-22. All Councillors
23. E.O.,24. F.O.,25.H.O. 26. O.S.
- 27.Cashier (acting).
- 28.IT-Co-ordinator with request to upload in Govt. And Official websites
- 29.Accounts Deptt.
- 30.Office Notice Board.

Secretary
Chairman
North Barrackpore Municipality
Chairman
North Barrackpore Municipality

ANNEXURE-A



Specification of Server.

Sl. No.	Server Item wise Specification
1	Form Factor/ Height : Tower
2	Make :-Please Mention
3	Processor Speed :intel xeon E ,3.2 Ghz, 8 mb cache or higher
4	MEMORY : 16 GB DDR4 8x2=16 GB 2133 server RAM (2133 MHz) ECC DIMMs (PC4-2133-ECL15 DDR4-2133 ECC-UDIMM)
5	Expansion slots: <i>[Up to four PCIe expansion slots]</i>
6	Internal storage: Server Gen 5 1TB x 3 = 3 TB Enterprise NHS Hot swap Hard Drive.
7	Drive bays (total/hot-swap) : <i>[hot - swap bays standard;]</i>
8	RAID support: RAID-0 ,1, 5,10,50
9	DVD Writer (OEM) : DVD+/-RW
10	LAN port 2 Nos Gigabit Ethernet and one no management port
11	Power Supply:1 x 2=2 Think Server Gen 5 450W Gold Hot Swap power Supply
12	System management port : Automatic Server Restart; Predictive Failure Analysis on processors, voltage regulator modules (VRMs), fans and memory; light path diagnostics; Integrated Management Module 2; optional remote presence; IBM Systems Director and IBM Systems Director Active Energy Manager, IMM2 with dedicated management port.
13	Operating System Support : Microsoft Windows Server 2016/2008 R2 or Higher, Red Hat Enterprise Linux, SUSE Linux Enterprise, VMware vSphere Hypervisor
14	Warranty: Minimum 3 years on all components [on site support].
15	USB PORT : Minimum 4 Nos,