

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chithranjali Hills, Thiruvallom, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

06.07.2019

TENDER NOTICE FOR HIRING FURNISHED COMPUTER LAB & IT MANPOWER

C-DIT invites sealed quotations for Hiring of Furnished space with Desktop Computers, related furniture, power supply, networking and IT Man power at various districts in Kerala.

| Sl.no | Tender no | Descripti on |
|--------------|------------------------|--|
| 1 | CDIT/DIGI/2019-20/T128 | Hiring of Furnished computer lab with minimum 50 nos of Desktop Computers, related furniture, Uninterrupted power supply, networking and IT manpower on <u>rate contract basis</u> at various districts in Kerala |

Sealed tenders are invited for providing furnished space with Desktop computers, related furniture, Power supply, Networking and IT Manpower on rate contract basis. The tender should bear the superscription "Tender for -(item description)" and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/by hand. Last date for receipt of tenders is **19.07.2019 , 11.00 AM**. Late tenders will not be accepted. The tenders will be opened at **11.30 AM on the same day** in C- DIT office in the presence of the tenderers or their authorized representatives who may be present at that time. Details of the requirements and the conditions governing the supply can be downloaded from our website www.cdit.org

Thiruvananthapuram

06.07.2019

Sd/-

REGISTRAR

Tender No. CDIT/DIGI/2019-20/T 128dated 17.06.2019

**Tender for the supply of furnished computer lab & it manpower on rate
contract basis**

Specifications/Terms & conditions

1. Specification of Lab

- a) Fully furnished Computer Lab with atleast 50 numbers of PCs with min.Core i5 Processors, 8 GB RAM,1 TB HDD and Windows OS.
- b) Seating facility in the Lab to accommodate a minimum of 50 persons at a time.
- c) Adequate power back up with Uninterrupted Power Supply.
- d) High speed Internet connectivity to all PCs with LAN connectivity.
- e) Fulltime Technical support for computer system maintenance
- f) Lab facilities shall be available from 7 am to 7 pm.(12 hrs)
- g) Shall permit C-DIT to install required application software in the PCs provided.
- h) The lab facilities as above shall be in the same floor of the building
- i) Shall ensure CCTV surveillance in the lab and shall ensure safe and secure working environment to the persons engaged by C-DIT.

2. Manpower requirements

- a) The supplier shall provide the services of personnel skilled in basic computer operations such as Photoshop/Word, who can handle Image editing/PDF editing works using Adobe tools.
- b) The personnel need not be proficient in Photoshop. Required training in Photoshop will be provided to them by C-DIT.
- c) They shall available for work atleast 8 hrs every day and shall meet the daily/monthly target volume of work fixed by C-DIT
- d) The supplier shall ensure that all the legal/statutory requirements regarding the manpower supply are complied with and C-DIT shall not be liable to pay any such payments.

3. Price bid format

The bidder can bid for either for item (1) or for item (2) or for both

| Sl.no | Item description | Rate |
|--------------|---|-------------------------|
| 1 | Furnished space with Desktop Computers, related furniture, un interrupted power supply and networking | Rate per PC per day |
| 2. | Manpower supply | Rate per person per day |

(The rate quoted shall be inclusive of all taxes)

4. C-DIT reserves the right to cancel any or all tenders without assigning any reason whatsoever

5. The Tenderers are responsible for effecting supply to the entire satisfaction of the undersigned or his authorized representatives. In case any defect in the item supplied or provided is noticed, such services will be rejected at the risk and cost of the Supplier.

6. The undersigned does not bind himself to accept the lowest tender and reserve himself the rights of accepting the whole or any part of the tender and the tenderer shall be bound to supply the accepted item at the rates quoted.

7. CDIT reserves the right to split the quantity of the items/services to be supplied among one or more bidders, at its sole discretion.

8. The rate quoted by the Tenderer shall be inclusive of all applicable taxes, transportation charges, installation charges, electricity charges etc. Rates quoted by the tenderer shall be valid for a period of six months from the date of opening of the tender.

9. The rate should be quoted exactly as in the above format and tenders which do not indicate this essential information will not be considered.

10. There is no separate bid form. The supplier shall submit the price offers in their own paper in the above format.

11. The rate quoted shall be final and no enhancement will be allowed under any circumstances.

12. Interested parties may contact C-DIT to get details and samples of the work to be done by the personnel to be engaged

13. If the tenderer furnishes wrong and/or misleading data, statement(s) etc. about technical acceptability of the goods and services offered by it, its tender will be liable to be ignored and rejected in addition to other remedies available to the purchaser in this regard.

14. Any dispute / differences between the parties arising out of and in connection with the contract shall be settled amicably by mutual negotiations. Unresolved disputes/ differences, if any, shall be settled by Arbitration and the arbitration proceedings shall be conducted at Thiruvananthapuram (India) in English language, under the Indian Arbitration and Conciliation Amendment Act, 2015. Unsettled disputes will be referred to courts and courts in Thiruvananthapuram/ Kerala will have exclusive jurisdiction over the same.

15. PAYMENT TERMS

The following terms of payment shall be applicable for the contract

- 100 % payment against monthly invoices submitted
1. Agreement: The Successful bidder shall enter into an agreement with C-DIT within 7 days of getting confirmed purchase/ work order.
 2. Authority: The authority for the acceptance of the tenders rests exclusively with C-DIT. C-DIT does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender.
 3. **The last date for submission of tender is 19.07.2019, 11.00 AM. The tender will be opened on the same day at 11.30 AM**
 4. At any time prior to the deadline for submission of tenders, the C-DIT may, for any reason deemed fit by it, modify/amend the tender documents by issuing suitable amendment(s)/ corrigendum's to it. Corrigendum to this tender shall be published in the

site www.cdit.org. Prospective bidders are advised to regularly visit the website: www.cdit.org to keep track of corrigendum, if any.

5. In case of doubt:

The bidder may contact Smt. Deepa.N(HOD, Digitization Department) Mobile Number: 9895788220, in case of any doubt on technical specifications or on terms & conditions specified above.

Sd/
REGISTRAR, C-DIT
Dated 06.07.2019