



**KIIFCON PRIVATE LIMITED**  
(A 100% Subsidiary of KIIFB)

Thiruvananthapuram-695 001

Phone: +91 (0471) 2780900, e-mail: [kiifcon@kiifb.org](mailto:kiifcon@kiifb.org)

Website: [www.kiifcon.com](http://www.kiifcon.com)

No. PROJ.ASS01/2685/2023/KIIFB

09.02.2024

**NOTICE INVITING e-TENDER**

e-Tenders are invited under **Two Bid System** from ORIGINAL EQUIPMENT MANUFACTURERS /AUTHORISED INDIAN AGENTS/AUTHORISED INDIAN SUPPLIERS/REPUTED DEALERS having office in Kerala for the “**Supply of the following items** ” for the use of **KIIFCON** as per the Technical Specifications mentioned in Part II and Terms and Conditions stipulated in Part III.

e-Tenders are invited under **Two Bid System** from ORIGINAL EQUIPMENT MANUFACTURERS /AUTHORISED INDIAN AGENTS/AUTHORISED INDIAN SUPPLIERS/REPUTED DEALERS having office in Kerala for the “**Supply and installation of the following hardware & software**” for the use of **KIIFCON Private Limited**” as per the Technical Specifications mentioned in Part II and Terms and Conditions stipulated in Part III.

The bidder can offer their rates for all items or any of the items they intend to supply. The lowest offered rate shall be considered and purchase order shall be issued to the lowest bidders.

Sl No	Description of Hardware/Software	Quantity (No:)
1	Workstation	4
2	Laptops	30
3	Desktop Computer	2
4	Microsoft 365 Business Standard (Premium)	33

**IMPORTANT PARTICULARS**

Tender Reference No.	PROJ.ASS01/2685/2023/KIIFB
Tender Notification date	09/02/2024
Mode of Tender Submission	Tender should be submitted online at <a href="https://etenders.kerala.gov.in">https://etenders.kerala.gov.in</a>
Last Date & time for Submission of bids	23/02/2024 , 11:00 AM
Date & Time of Opening of Technical bid	24/02/2024, 11:00 AM

Date & Time of Opening of Financial bid	Date & Time of Opening of Financial bid (PRICE BID) will be intimated to the Bidders shortlisted in Technical Bid evaluation through e-tender portal
Period of Completion of work	The supply shall be completed within <b>two weeks</b> of releasing the purchase order.
Place of opening of Bids	KIIFCON Private Limited, 7 <sup>th</sup> Floor, Felicity Square, Statue, Palayam, Thiruvananthapuram-695 001
Earnest Money Deposit (Refundable)	Online payment of <b>Rs. 32,000/-</b>
Address For Communication	KIIFCON Private Limited 7 <sup>th</sup> Floor, Felicity Square, Statue, Palayam, Thiruvananthapuram-695 001 Ph: +91 471 2780900 Website: <a href="http://www.kiifcon.com">www.kiifcon.com</a>
Details of Contact Person for clarification	Sooraj TV Mobile No : 9605764359 e-mail: <a href="mailto:ast6.fa@kiifb.org">ast6.fa@kiifb.org</a>
Final Destination for Delivery	Office of KIIFCON at Thiruvananthapuram

## Part-I

### INSTRUCTION TO BIDDERS

#### **1.1. Online Bidder registration process**

Bidders have to register on <https://etenders.kerala.gov.in> website for participating in this tender. Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on [www.cca.gov.in](http://www.cca.gov.in). Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

*Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or through email: [etendershelp@kerala.gov.in](mailto:etendershelp@kerala.gov.in) or [helpetender@gmail.com](mailto:helpetender@gmail.com) for assistance in this regard.*

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on <https://etenders.kerala.gov.in>.
- ii. Publishing of Corrigendum: All corrigenda shall be published on <https://etenders.kerala.gov.in> and shall not be available elsewhere.
- iii. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on <https://etenders.kerala.gov.in>. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.

iv. **Opening of Technical Bid and Bidder short-listing:**

The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.

v. **Opening of Financial Bids and Evaluation:**

Financial Bids of the bidders qualified in Technical bid evaluation shall only be considered for opening.

**A). Documents Comprising Bid:**

**(i). The First Stage – Part 1 (Technical bid)**

Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

- (a) OEM Authorisation certificate/ Manufacturers Authorisation Form. This shall be compulsorily submitted for all items quoted by the bidder. For Sub dealers, authorisation letter from Authorised Dealer shall be provided.
- (b) The bidder should have experience in supply of the proposed items in Government/PSU/Private Organizations. Client list with details of Hardware software (Minimum Quantity: Workstations: 10 Nos, Laptops: 100 Nos, Desktop computer: 10 Nos, Microsoft 365 Business Standard (Premium): 100 Nos ) with email address and contact number of the client.
- (c) Bidder shall have average Annual Turnover of Rs. 50,00,000/- for the last three financial years and shall have positive net worth at the time of bidding. Financial statements from Chartered Accountant shall be furnished as documentary evidence.
- (d) Bidder shall not be blacklisted by any of the PSU, Government or Private Organizations. A Self- declaration shall be produced in the prescribed format.
- (e) Bidder shall have at least one office in Kerala state. Shall provide the details of the office along with the authorized service center nearest to the Purchaser's office.
- (f) Copy of GST registration certificate
- (g) Copy of PAN card
- (h) Technical compliance statement along with relevant datasheet/brochures
- (i) Conditional bids will not be accepted
- (j) Undertaking for the acceptance of tender conditions as per the format provided in Annexure-1
- (k) Scanned copy of the preliminary agreement executed and signed in Kerala stamp paper of value Rs.200/- (A format of the agreement is given in the Annexure-2).

The Purchaser doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

**(ii). The Second Stage – Part 2 (Price bid):**

\*The Bidder shall complete the Price bid as per format given for download along with this tender. The quoted rates should be inclusive of all taxes.

Note: The blank price bid should be downloaded without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website. The bidder should not change the format of the file.

**B). Earnest Money Deposit (EMD) & Performance Security.**

The Bidder shall pay Earnest Money Deposit (EMD) of Rs.32,000/- which must be submitted online through SBI Internet Banking or SBI-NEFT/RTGS. No interest will be paid for the earnest money deposited. If any tenderer withdraws from his tender before the expiry of the period fixed for keeping the rates firm for acceptance, the earnest money, deposited by

him will be forfeited. MSME registered bidders are exempted.

Any transaction charges levied while making online payment must be borne by the bidder. The supplier/contractor's bid be evaluated only if payment status against bidder is showing “**Success**” during bid opening.

The performance Security at the rate of 3 % of the contract value shall be submitted to KIIFCON in any of the following forms immediately after the issuance of LOA . Work order will be issued only after submission of valid Performance security . The performance security will be released on successful supply and installation of the items.

- By Cash
- Demand Draft from Nationalized Banks
- Bank from Scheduled Banks in India
- Government Promissory Notes
- Stock Certificates of the Central or State Governments.
- National Savings Certificates, Government of India 12 years National Plan Savings Certificates and 10 year Treasury Savings Certificate
- Treasury Savings Bank Deposits
- Post Office Savings Bank Deposits
- Post Office Cash Certificates Guarantee
- Deposit receipts of recognized bank and co-operative societies approved by Government for the purpose

## Part -II

### SPECIFICATIONS

#### A. Specifications of Hardware

Sl. No	Description of Hardware	Specification	Application
1	Workstation	Intel Xeon E-2176G 6C CPU/ 2*16GB DDR42666ECC RAM/ Windows 10Pro 64Bit/ 256GB Z turbo SSD/ 1TB HDD 7200RPM/ NVIDIA Quadro P20005GB GFX/ Intel 9560 ac 2*2 MU-MIMO nonvPro 160Mhz+ Bluetooth 5WW/ Mouse & Keyboard/ 24inch Monitor. In built network connectivity Warranty 3-3-3 years	For the purpose of supporting design softwares like StaadPro, Etab, AEC, BIM Modelling, Analysing spatial data in ArcGis, Analysing processed data from Lidar survey and Drone survey

Laptops	Processor Intel Core i5 8th Gen or higher Memory 8 GB DDR4 SSD 256 GB M.2 2280 PCIe storage Hard Disk drive 1 TB Display 15.6 Inches OS Windows 10 Pro 64 Bit Graphics Intel HD Graphics or better In built network Metallic Body type with mouse & laptop bag Warranty 3-3-3 years	For the purpose of site report preparation with the help of Microsoft suit, and other normal use
Desktop Computer	Intel® Core™ i5-8500 6 Core Processor 9M Cache, up to 4.10 GHz 16 GB (2x8 HP 8GB DDR4-2666 DIMM), 1 TB 7200 SATA HDD, DVD RW, Quadro nVidia P400 2GB, Windows 10 Professional 64 Bit, In built network connectivity Display E243i 60.96 cm (24) Monitor 1920 x 1200, VGA, DP, HDMI, 3 – USB 3.0 USB Warranty 3-3-3 years	For the purpose of drafting in AutoCAD

## B. Specifications of Software

Sl. No	Description of Software	Specification
1	<b>Microsoft 365 Business Standard (Premium)</b>	Annual Subscription

## Part-III

### **TERMS AND CONDITIONS**

1. The bidder can offer their rates for all items or any of the items they intend to supply. The lowest offered rate shall be considered and purchase order shall be issued to the lowest bidders. KIIFCON reserves the right to issue supply order to all items together or separately for individual items/group of items based on the quoted rates.
2. The rates quoted should be in Indian Currency. Tenders in any other currency are liable to rejection
3. The rates will be considered firm for acceptance till the date mentioned in the technical bid.
4. The tenderer shall undertake to supply materials according to the specifications.
5. All the claimed specifications (make, model, year of manufacture, warranty etc.) should be mentioned in the Technical bid.
6. Submitted online copies under the head, 'Other Important Documents' should compulsorily include relevant certificates such as (i) OEM Authorisation certificate/ MAF or authorisation letter from Authorised Dealer for sub dealers (ii) Details of at least three Clients list, Certificate from the Client with contact email address and contact number (iii) Annual Turnover details for the last three financial years (iv) GST, PAN registration details (v) relevant Brochures,(vi) filled copies of self-declaration, (vii)Preliminary Agreement and (viii) Duly filled Unpriced BoM.
7. The hard copies of certificates and documents, as detailed above shall be submitted when demanded by this office.
8. No representation for enhancement of rates once accepted will be considered.
9. The Installation, commissioning, and initial operation to the satisfaction of the authorities of **KIIFCON at Thiruvananthapuram** will be the responsibility of the supplier.
10. The payment will be made after satisfactory completion of supply, installation and commissioning
11. The supplier should be ready to supply and complete the installation within **two weeks** of issue of Purchase Order (PO).
12. The time and the date for delivery of the items stipulated in the acceptance of tender/purchase order shall be deemed to be of the essence of the contract, and delivery must be completed not later than the dates specified. If the supplier is unable to complete the supply within the stipulated delivery period for which the supplier is responsible, the supplier is required to request for extension of delivery period. If the officer is satisfied that a reasonable ground for an extension of time exists, and if such an extension is in the

interests of KIIFCON, he may allow such extension, provided he is competent to do so. In case the reasons stated by the firm are not acceptable, appropriate compensation for delayed supply, as the Purchasing Officer deems fit can be imposed on the firm, for the belated supply. Such compensation shall be not more than 5% ( Five Percent) of contract price.

13. The final acceptance of the tenders rests entirely with KIIFCON who does not bind themselves to accept the lowest or any tender.
14. Tenderers shall invariably specify in their bids the delivery conditions including time required for the supply of articles tendered for.
15. KIIFCON reserves the right to purchase the articles in part or full and the tenderers on their part should be prepared to carry out such portion of the supplies included in their tenders as may be allotted to them.
16. In case the contractor fails to supply and deliver any of the said articles and things within the time provided for delivery of the same, or in case the contractor commits any breach of any of the covenants, stipulations and agreements herein contained, and on his part to be observed and performed, then and in any such case, it shall be lawful for KIIFCON (if they shall think fit to do so) to arrange for the purchase of the said articles and things from elsewhere.
17. Any attempt on the part of the tenderers or their agents to influence KIIFCON in their favour by personal canvassing with the officers concerned will disqualify the tenderers.
18. Any legal disputes that may arise in relation to the e-tender formalities will be restricted to the Jurisdiction of Thiruvananthapuram. The communications are to be addressed to The Chief Executive Officer, KIIFCON Private Limited, Thiruvananthapuram-695 001

**Chief Executive  
Officer**  
KIIFCON Private Limited  
Thiruvananthapuram-695 001