



INDRAPRASTHA INSTITUTE *of*
INFORMATION TECHNOLOGY **DELHI**

INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI

BID NOTICE

(No. IIITD/MM/RRC- IT Consumables/002/2023-24)

Rate Running Contract for Supply of IT Consumable Items 2023-2024

Sealed competitive bids are invited from reputed firms in Delhi NCR for the selection of vendor for supply of IT Consumable items for an initial period of one year under Rate Running Contract (RRC). The bidder should have minimum three years' of experience in the supply of IT Consumable items. The items required are mentioned in the Annexure attached to this notice. The sealed bids as per prescribed format should reach at Indraprastha Institute of Information Technology Delhi (IIIT-Delhi), office on or before 17th March, 2023 3:00 P.M. along with EMD/ security deposit of ₹10,000/- (Rupees Ten Thousand only) in the form of demand draft in favor of IIIT Delhi payable at New Delhi drawn on nationalized / scheduled bank. The bids received shall be opened on the same day at 3:30 P.M. in the presence of bidders The cover containing the quotation should be super scribed as "Bid for Rate Running Contract for Supply of IT Consumable Items".

The Institute reserves the right to accept or reject any bid including the lowest in part or full without any reason what so ever.

Attached: as above.

INSTRUCTIONS TO BIDDERS

1. Period of Supply of Items : One year from April 1st, 2023
2. Last Date & Time of Submission of Bid : 17.03. 2023, 3:00 PM
3. Date and Time of Opening of Bids : 17.03. 2023, 3:30 PM

4. Bids will be accepted only if accompanied with EMD of ₹10,000/- (Rupees Ten Thousand only) in the form of demand draft drawn after the date of issue of this notification from any nationalized / scheduled bank in favor of IIIT Delhi. If exempted from EMD, necessary documents may be produced along with the bid. Bids without Demand Draft (D D) shall be rejected.
5. Upon placing of the Purchase Order (PO), the successful bidder is required to submit performance Bank guarantee (PBG) equivalent to 3% of the PO value within 15 days of the date of PO, failing which the EMD amount will be forfeited and the bidder shall be notified as blacklisted. The PBG shall be valid for a period of 60 months from date of purchase order. No interest is payable on the PBG.
6. The bid documents should accompany the copies of necessary documents regarding registration certificates and experience in supplying similar items preferably to Govt. departments.
7. If the date of opening bids specified in the notice happens to be a holiday to the office of calling bids, the bids shall be opened on the next working day at the same time without any further notice.
8. The DD towards the EMD will be returned to those whose bids are not accepted.
9. The defect noticed in the items supplied by selected bidder during the Contract period will have to be replaced with items of similar make at no additional cost.
10. If the successful bidder is not able to undertake the supply, the EMD submitted by them will not be returned under any circumstance.
11. The bidder shall hold their offer valid for a minimum period of 60 days from the date of submission.
12. The rate running contract will be for an initial period of one year from April 1st 2023. The same can be extended on mutual consent. The selected bidder will have to supply the consumables at the offered rate for a period of one year from the said date.

13. Unit rate & make/specification/quality, if any, for each item has been specified in the enclosed format. While submitting the bid, the bidder shall submit the details in the prescribed format duly signed on each and every page of the quote.
14. The rate quoted should be inclusive of all taxes, duties, freight etc. Only the attached format should be used for quoting unit wise rates.
15. Payment will be effected after satisfactory supply of the items corresponding to each supply order.
16. If the print quality of Items is found bad during the usage, the IT -Consumable items should be replaced with similar quality immediately.
17. IT Consumable items should be of original make only. In case of any misleading with Institute, Institute reserves right to take appropriate action.
18. The Institute reserves the right to award RRC to multiple agencies for the items found to be lowest in value.
19. In the event of maximum items being quoted lowest by a single bidder, the Institute at its discretion may request the L1 bidder to match the rate for remaining items at a price quoted lowest by other bidder.
20. For clarification on make/quality etc. of item the bidder may contact Sh. Ajay Kumar, DM (MM&D) at 011-26907561 or visit the Institute during the working days (Monday to Friday) between 9:30 AM and 5:00 PM.
21. The actual requirement of items specified in the format may increase or decrease. In addition to items specified, the Institute may request for some other items not mentioned in the format. Supply of such items shall be at the market determined rate.

FORMAT FOR QUOTING UNIT PRICE OF I.T. ITEMS				
S. No.	Name of the Items	Make	Estimated no of Qty. Per Year	Unit Price (all inclusive) ₹
1	LC-LC Multimode Patch Cable-3Mtr.	Commscope	10	
2	LC-LC Single Mode Patch Cable-3Mtr.	Commscope	10	
3	SC-LC Multimode Patch Cable-3Mtr	Commscope	10	
4	SC-LC Single Mode Patch Cable-3Mtr.	Commscope	10	
5	SC-SC Multimode Patch Cable-3Mtr	Commscope	10	
6	SC-SC Single Mode Patch Cable-3Mtr.	Commscope	10	
7	Cat 6 Cable (305) Mtr.	Commscope	10	
8	I/O (CAT - 6)	Commscope	400	
9	HDMI Cable 15Mtr.	Belkin	10	
10	HDMI Cable 20Mtr.	Stecker	10	
11	HDMI Cable 10Mtr.	Belkin	10	
12	HDMI Cable 5Mtr	Belkin	20	
13	HDMI Cable 2 Mtr.	Belkin	20	
14	HDMI To C Type Convertor	Belkin	10	
15	HDMI TO VGA Converter	Belkin	10	
16	Display Cable-3Mtr.	Best Quality	5	
17	USB Printer Cable-3 Mtr.	Best Quality	20	
18	USB Printer Cable -5 Mtr.	Best Quality	20	
19	Mac to HDMI Convertor	Belkin	20	
20	MAC to VGA Convertor	Belkin	20	
21	VGA Cable 20Mtr	Belkin	10	
22	VGA Cable 15Mtr.	Belkin	10	
23	VGA Cable 10Mtr.	Belkin	20	
24	VGA CABLE 5Mtr.	Belkin	10	
25	VGA Cable 2Mtr.	Belkin	20	
26	Cable (Desktop Power Cable)	Best Quality	50	
27	Cable Tai 8" -Black	Best Quality	50	
28	Keyboard	Logitech	300	
29	Optical Mouse	Logitech	500	
30	Presenters R-400	Logitech	10	
31	Pen Drive 32 GB -3.0(Metal)	HP	50	
32	Pen Drive 16 GB -3.0 (Metal)	HP	50	
33	Pen Drive 8 GB -3.0 (Metal)	HP	50	
34	POE INJECTORS Tenda TE-POE30G-AT 10/100/1000 Mbps Support IEEE802.3at Gigabit	Tenda	50	
35	RJ 11 Cable	Best Quality	50	
36	RJ - 45 Connectors	D-Link	500	
37	Switch 8port1000MBPS	D-Link	20	
38	Switch 5port 1000MBPS	D-Link	20	
39	RJ 11 Connector	D-Link	100	
40	Toner 88 A	HP	300	
41	Toner 12A	HP	150	
42	Toner CF218A	HP	150	
43	Toner 78 A	HP	20	

44	Toner 36 A	HP	20	
45	Toner 05 A	HP	5	
46	Toner 30A	HP	2	
47	Toner 77A	HP	5	
48	Toner -110A	HP	2	
49	Toner 932XL (Black)	HP	2	
50	Toner 933 XL(Color)	HP	2	
51	Toner 950 XL (Black)	HP	2	
52	Toner 951 XL (Color)	HP	2	
53	Toner 940 XL (Black)	HP	2	
54	Toner 940 XL (Color)	HP	2	
55	Toner 901 Black	HP	2	
56	Toner 901 Color	HP	2	
57	Toner 902 Black	HP	2	
58	Toner 902 Color	HP	2	
59	Toner 210 (Black)	HP	1	
60	Toner 211 (Cyan)	HP	1	
61	Toner 212 (Yellow)	HP	1	
62	Toner 213 (Magenta)	HP	1	
63	Toner 678 (Black)	HP	5	
64	Toner 678 (Color)	HP	5	
65	Toner 680 (Black)	HP	5	
66	Toner 680 (Color)	HP	5	
67	Toner 6470A (Black)	HP	1	
68	Toner 7581A (Color)	HP	1	
69	Toner 7582A (Color)	HP	1	
70	Toner 7583A (Color)	HP	1	
71	Toner 530 (Black)	HP	1	
72	Toner CE-400A	HP	1	
73	Toner CE-401A	HP	1	
74	Toner CE-402A	HP	1	
75	Toner CE-403A	HP	1	
76	Toner CF350A(Black)	HP	1	
77	Toner CF351A(CYAN)	HP	1	
78	Toner CF 352A (YELLOW)	HP	1	
79	Toner CF 353A (MAGENTA)	HP	1	
80	Toner CC530	HP	1	
81	Toner CC531	HP	1	
82	Toner CC532	HP	1	
83	Toner CC533	HP	1	
84	Toner 328	Canon	30	
85	Toner 418 Color	Canon	1	
86	Toner 418 Black	Canon	1	
87	Toner 925	Canon	10	
88	Toner 326	Canon	5	
89	Toner 337 Black	Canon	10	
90	Toner NPG- 56	Canon	10	
91	Toner NPG- 57	Canon	5	
92	Toner NPG- 51	Canon	20	
93	Toner NPG- 73	Canon	10	
94	Toner Samsung Xpress 2876	Samsung	5	
95	Tape Cartridge LK-3WBN 9x9MM	EPSON	5	
96	Toner Brother TN2365	Brother	5	

We agree to supply the IT Consumable items at the unit rates quoted above for the duration of the Rate Running Contract i.e. for the period April 1st 2023 to 31st March, 2024. In case our bid is found to be lowest on maximum number of items, we agree to match the rate for remaining items at a price quoted lowest by other bidder We also agree to supply the items not mentioned in the format above at the market determined rate to the satisfaction of the IIITD.

(Name and Signature of Authorized Signatory with Seal of the Vendor)