



**Research & Information System
for Developing Countries**

Core- IV B, India Habitat Centre, Lodhi Road

New Delhi-110003, INDIA

**E-NOTICE INVITING TENDER FOR THE “CREATION OF A ROOM FOR PLACING
A DATA SERVER”**

Tender No: RIS/109/9/1/2017	DATED: 27/11/2017
Important Dates	
Published Date	27/11/2017
Bid Document Download Start Date	28/11/2017
Clarification/Site Visit Start Date	28/11/2017
Clarification /Site Visit End Date	1/12/2017
Bid Submission Start Date (online)	28/11/2017
Bid Submission End Date (online)	7/12/2017
Date of Bid Opening (online)	8/12/2017

The bid shall be submitted online only at Central Public Procurement Portal Website:
<http://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.

E-NOTICE INVITING TENDER (NIT)

Online bids are invited from well-established, experienced and reputed service providers for “**Creation of a room for placing a Data Server**”. The works involved is outlined at Annexure – I

2. Interested firms with experience in the field are requested to send their in bids online for the works involved.

3. If required bidders can visit RIS to have a firsthand view of the site of work or for clarification, if any, from 28 November to 1 December 2017 (excluding holidays) between 1100 hrs to 1300 hrs after seeking appointment with Assistant (Admn.), Mr. Anil Kumar RIS at Tel. 24682177-80.

4. Selected bidder will have to ensure the completion of work at RIS within 7 (seven) days from the date of receipt of the Work Order. A major portion of the work would have to be executed/carried out at RIS office premises beyond its working hours from 0930 to 1800 hrs and during holidays in order to minimize disturbance to the Faculty during the course of its working hours.

5. The payment would be released by RIS in the form of e-transfer/crossed cheque in favour of the service provider after the completion of the works involved in a satisfactorily manner.

6. **Earnest Money Deposit (EMD) amounting to two percent of the quoted value of the bid** in the form of an Account Payee Demand Draft, Bank Draft, Fixed Deposit Receipt from a nationalized commercial bank or a bank guarantee from a commercial bank valid for a period of forty-five days beyond the final bid validity period. The Bid Security instrument has to be in favour of ‘Research and Information System for Developing Countries’ payable at New Delhi. (Bid Securities of the unsuccessful bidders would be returned to them in 30 days after the award of the contract to the successful bidder). **The EMD should be sent to RIS in original in covered envelope super-scribed “Tender for Creation of a room for placing a Data Server” and addressed to Deputy Director (Finance and Accounts), Research and Information System for Developing Countries, Zone IV-B, 4th Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003 before the opening of bids, failing which the bid will not be considered.**

7. The successful bidder will have to deposit “Performance Guarantee (PG)” equivalent to 10% of the Tender Value in the shape of Bank Guarantee / FDR. The EMD would be refunded on receipt of PG from the successful bidder. Performance Guarantee shall be refunded after successful execution of the project. 5% of the tender value shall be retained as Retention Money till the Defect Liability Period of one year is over.

8. The firm shall have to provide repair and maintenance of work free of cost during the first one year after completion of work failing which the amount of repair work would be deducted from the Retention Money.

9. Bids would be opened on Friday, 8 December 2017 at 1100 hrs by a Committee designated for this purpose and the work would be awarded to the most competitive and well qualified bidder in accordance with RIS rules and regulations.

10. Ineligible, incomplete or late bids would be summarily rejected by RIS without citing any reason whatsoever.

11. RIS reserves the right to declare the bidding process null and void at any stage without citing any reason.

12. The last date for submission of bid proposals online at CPPP website is Thursday, 7 December 2017 (1130 hrs.)

13. Bid proposal to be submitted online through Central Public Procurement Portal Website: <http://eprocure.gov.in/eprocure/app> (*Manual bids will not be accepted under any circumstances.*) should be accompanied by the **pdf** copy of the following documents/instruments as the case may be:

- (i) Monetary value, including taxes, in respect of each of the items listed at Annexure-I.
- (ii) Proof of registration of the firm, work experience, GST/PAN registered number and other documents in support of credentials of the bidder.
- (iii) Income Tax Return for the last three years.
- (iv) Copy of EMD amounting to two percent of the quoted value of the bid in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a commercial bank or a bank guarantee from a commercial bank for a period of forty-five days beyond the final bid validity period. The Bid Security instrument has to be in favour of 'Research and Information System for Developing Countries' payable at New Delhi.
- (v) An undertaking confirming that the above terms and conditions for the award of the Works involved are acceptable.
- (vi) Time-frame within which repair and maintenance work would be carried out by the service provider free of cost during the first one year after completion of work.

ANNEXURE - I

S.N.	Item Description	Unit	Qty	Unit rate in Rs.	Amount in Rs.
CIVIL WORKS					
i)	It would involve careful dismantling and removal of existing structures from the site without in any way impacting on the soundness of the adjacent areas	L.S.	1		
ii)	Filling up of gaps created by the removal of existing partitions	L.S.	1		
iii)	Full height partition with part laminated finish and part toughened glass with a veneer covering	Sq. Ft.	110		
iv)	Providing and fixing of a door for the server area with all required hardwares and laminated finish	Nos.	1		
v)	Providing and fixing of a sliding door for the adjacent room with all required hardwares and laminated finish	Nos.	1		
vi)	Two tables of sizes 6'x20" and 2.5'x1.5' respectively in laminated finish with storage and pin up board for the workstations in the server room and in the adjacent room	Nos.	2		
vii)	New Ceiling	Sq. Ft.	100		
viii)	Plastic paint on ceiling	Sq. Ft.	150		
ix)	New skirting and polishing of skirting	Nos.	52		
x)	Film on existing glass surface to prevent the room from additional heat	Sq. Ft.	32		
ELECTRICAL WORKS					
i)	Providing one Telephone connection, one data point, one power point and 2 UPS points on the workstation in the server handling room	L.S.	1		
ii)	Providing one power point and two UPS points on the workstation in the server room	L.S.	1		
iii)	Providing one power point and two UPS points for the server connections	L.S.	1		
iv)	Providing 3 data points for connecting the server with the computer centre	L.S.	1		
v)	Providing power circuit for 2 ton cassette AC	L.S.	1		
vi)	Providing two power points and MCB in DB for the UPS area	L.S.	1		
vii)	Provision on AC ducts in the server handling room	L.S.	1		
viii)	Re-positioning of lights in the server room and the adjacent room	L.S.	1		
	Total				
	Taxes				

- The bid amount should include all charges including cartage and disposal of rubble for the site.

