



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5128492  
Dated/दिनांक : 05-07-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	20-07-2024 17:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	20-07-2024 17:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Law And Justice
Department Name/विभाग का नाम	Department Of Legal Affairs
Organisation Name/संगठन का नाम	Income Tax Appellate Tribunal (itat) Jaipur
Office Name/कार्यालय का नाम	Delhi
Total Quantity/कुल मात्रा	10
Item Category/मद केटेगरी	All in One PC (Q2)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	5 Lakh (s)
OEM Average Turnover (Last 3 Years)/मूल उपकरण निर्माता का औसत टर्नओवर (गत 3 वर्षों का)	37 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	2 Year (s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

**Bid Details/बिड विवरण**

<b>Past Performance/विगत प्रदर्शन</b>	10 %
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>	No
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	Bank Of Baroda
EMD Amount/ईएमडी राशि	5000

**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

Assistant Registrar  
Income Tax Appellate Tribunal (ITAT) Mumbai , Pratihtha Bhavan, 3rd Floor, M K Road, New Marine Lines,  
Mumbai 400020  
(Income Tax Appellate Tribunal Mumbai)

**Splitting/विभाजन**

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

**MII Purchase Preference/एमआईआई खरीद वरीयता**

MII Purchase Preference/एमआईआई खरीद वरीयता	Yes
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### **MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the OEM is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
6. Preference to Make In India products (For bids < 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.  
[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.
7. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers

offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

8. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 10% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

### All In One PC ( 10 pieces )

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

#### Technical Specifications/तकनीकी विशिष्टियाँ

[\\* As per GeM Category Specification/जेम केटेगरी विशिष्टि के अनुसार](#)

Specification	Specification Name/विशिष्टि का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
Motherboard	Chipset Series	Intel Q Series, Intel Z Series Or higher
	Chipset Number	Intel Q 370, Intel Q470, Intel Q570, Intel Q670 Or higher
Processor	Processor Make	Intel
	Processor Generation	12.0 Or higher
	Number of Cores per Processor	6, 8, 10, 12, 16, 14, 24, 22 Or higher
	Processor Description	Intel Core i5, Intel Core i7, Intel Core i9 Or higher
	Processor Number	Intel Core i5 12500, Intel Core i5 12600, Intel Core i7 12700, Intel Core i9 12900 Or higher
Graphics	Size of Memory in Case of Dedicated Graphic Card (GB)	0, 1, 2, 3, 4, 8 Or higher
Operating System	Operating System (Factory Pre-Loaded)	Windows 11 Professional
Memory	RAM Size (GB)	8, 16, 32, 64 Or higher
	RAM Expandability up to( using spare DIMM Slots in GB)	64 Or higher
Storage	Type of Drives used to populate the Internal Bays	HDD, SSD

Specification	Specification Name/विशिष्ट का नाम	Bid Requirement/बिड के लिए आवश्यक (Allowed Values)/अनुमत मूल्य
	<b>Total HDD Capacity (GB)</b>	1000, 1500, 2000, 2500, 3000 Or higher
	<b>Total SSD Capacity (GB)</b>	512, 768, 1024, 2048, 4096 Or higher
Display	<b>Display Size (INCHES)</b>	23.6, 23.8, 27, 34, 37.5 Or higher
	<b>Display Type</b>	Non Touch, Touch Or higher
	<b>Panel Technology</b>	IPS, WVA Or higher
	<b>Display Resolution (PIXELS)</b>	1920x1080, 1920 x 1200, 3200x1800, 3840 x 2160, 3440 x 1440, 4096x2304, 5120x2880 Or higher
	<b>Availability of Webcam integrated with Display</b>	Yes
Connectivity	If Yes, Type of Wireless Connectivity	Wi-Fi 802.11ac, Wi-Fi 3165 802.11ac dual band 1x1 + Bluetooth 4.2, Wi-Fi 6 AX200 2x2 (Gig+) + Bluetooth 5.0, Wi-Fi 6 AX200 + Bluetooth 5.0, Wi-Fi 6E AX211 (2X2) + Bluetooth 5.3 Or higher
Generic	Stand	Standard, Height Adjustable, Recliner/Flexi/Articulating Or higher
Warranty	<b>On Site OEM Warranty (Year)</b>	3, 5 Or higher

#### Additional Specification Parameters - All In One PC ( 10 pieces )

Specification Parameter Name	Bid Requirement (Allowed Values)
SOFTWARE	MS OFFICE 2021 LICENSED AND ANTIVIRUS AND ANTIMALWARE PROTECTION (FULL PROTECTOIN)

\* Bidders offering must also comply with the additional specification parameters mentioned above.

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Pravin Vasudev Padave	400020, INCOME TAX APPELLATE TRIBUNAL, OLD CENTRAL GOVT. OFFICES BUILDING, 4TH FLOOR, 101, MAHARSHI KARVE MARG, MUMBAI	10	45

## Buyer added Bid Specific Additional Scope of Work

S.No.क्र.सं	Document Title	Description	Applicable/रिवर्स प्रभार के अनुसार जीएसटी i.r.o. Items
1	AIO <a href="#">View</a>	AS TTACHED	All In One PC(10)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

### 2. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

### 3. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

### 4. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 5. Generic

**End User Certificate:** Wherever Bidders are insisting for End User Certificate from the Buyer, same shall be provided in Buyer's standard format only.

### 6. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

### 7. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

### 8. Generic

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

## 9. Generic

Malicious Code Certificate:

The seller should upload following certificate in the bid:-

(a) This is to certify that the Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to :-

- (i) Inhibit the desires and designed function of the equipment.
- (ii) Cause physical damage to the user or equipment during the exploitation.
- (iii) Tap information resident or transient in the equipment/network.

(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software.

## 10. Certificates

ISO 9001: The bidder or the OEM of the offered products must have ISO 9001 certification.

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**





सत्यमेव जयते

Government of India  
Ministry of Law & Justice  
Department of Legal Affairs  
**INCOME TAX APPELLATE TRIBUNAL**  
3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishtha Bhawan, 101,  
Maharshi Karve Marg, New Marine Lines,  
Mumbai-400020.  
Ph: 022-22033849 E-Mail: itcell.ho@itat.nic.in

**TENDER DOCUMENT  
FOR SUPPLY OF ALL IN ONE DESKTOP COMPUTERS**

Tender No. 01/IT CELL/AT/2024-25

Last Date & Time of Submission	As per bid Specifications uploaded on GEM Portal
Date & Time of Opening of bid	As per bid Specifications uploaded on GEM Portal

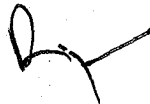
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**SCHEDULE OF TENDER**

Tender No.	Tender No. 01/IT CELL/AT/2024-25
Scope of Work	Supply of Ten (10) All in one Computers
Name of the tender issuer	Income Tax Appellate Tribunal, Mumbai
Last Date for Submission of Bids	20/07/2024 @ 5 PM
Date of Opening of Bids	22/07/2024 @ 3 PM.
Place of Submission & Opening of Bids	Income Tax Appellate Tribunal, 3rd & 4th Floors, Pratishtha Bhawan, 101, Maharshi Karve Marg, Mumbai-400020
Cost of tender	No Fee. Tender Document can be downloaded from the official website of Income Tax Appellate Tribunal ( <a href="http://itat.gov.in">http://itat.gov.in</a> ) and GeM.gov.in free of cost.
Address for Communication	Assistant Registrar, Income Tax Appellate Tribunal, 3rd & 4th Floors, Pratishtha Bhawan, 101, Maharshi Karve Marg, Mumbai-400020
Name of Person for Communication	Assistant Registrar
Contact Number	022-22033849



Notice Inviting Tender through GEM

Bid for ALL IN ONE COMPUTER

Office of Income Tax Appellate Tribunal, Mumbai.

The interested bidders should upload filled & duly signed Bid form and their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical bids - all duly signed on the Government E- Procurement portal (GEM) within the stipulated last date of bid.



**Project: Office Equipment**

**Procuring Entity: O/o THE Registrar, Income Tax Appellate Tribunal, 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishta Bhawan, 101 Maharshi Karve Marg, New Marine Lines, Mumbai-400020.**

**Introduction**

The O/o THE Registrar, Income Tax Appellate Tribunal, 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishta Bhawan, 101, Maharshi Karve Marg, New Marine Lines, Mumbai-400020 invites bids from eligible bidders for the Ten(10) All in One Computers. The items to be supplied and installed are listed in the Technical Specifications table below.

**2. Scope of Work**

The successful bidder shall be responsible for the Establishment of All in One Computer Room O/o THE Registrar, Income Tax Appellate Tribunal, 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishta Bhawan, 101, Maharshi Karve Marg, New Marine Lines, Mumbai-400020 integrated & equipped with all items/ sub-systems/ sub-equipment / accessories as specified in this document along with minimum 03 years Onsite Operational Performance Maintenance warranty from the date of successful acceptance and commissioning.

Successful bidder shall be responsible to carry out installation with no damage to the building, infrastructure, floors, false ceiling, false floor, walls, roof and any other fixtures, fittings at the site. In case it becomes essential to carry out cutting of false floor, false ceiling etc. the successful bidder shall replace/ re-do/ rework / restore the false floor, false ceiling, fixture, fitting, wall, roof or any damages with similar materials as at the site at no additional cost to Income Tax Appellate Tribunal, Mumbai Benches.

**3. Earnest money deposit (EMD) as per GeM rules**

The EMD of the Value of ₹ 1,00,000/- (Rupees One Lakh Only) shall be deposited online through Demand Draft of equal amount in favor of Assistant Registrar /DDO, Income Tax Appellate Tribunal, Mumbai, payable at Mumbai 400020.

**4. Project Timelines**

The supply and installation of All in One Computers is to be completed within the overall proposed timelines of 10 days of award of opening of the bid. No extension of time shall be given.

**5. Payment Terms**

. The process of payment will be initiated only after receiving a satisfactory certificate by the Acceptance Committee to be formed for this purpose after completion of supply/work.

. The mode of payments to be made in consideration of the work to be performed by the bidder shall be as follows:

. 100% – On completion of supply and installation.

**6. Right to terminate the process**

Office of O/o THE Registrar, Income Tax Appellate Tribunal, 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishta Bhawan, 101, Maharshi Karve Marg, New Marine Lines, Mumbai-400020 may terminate the RFP process at any time and without assigning any reason. of O/o The Registrar, Income Tax Appellate Tribunal, 3<sup>rd</sup> & 4<sup>th</sup> Floors, Pratishta Bhawan, 101, Maharshi Karve Marg, New Marine Lines, Mumbai-400020 makes no commitments, express or implied, that this process will result in a business transaction with anyone.

## 8. General rejection Criteria

- Conditional Bids;
- If the information provided by the Bidder is found to be incorrect/ misleading/ fraudulent at any stage/ time during the Tendering Process;
- Any effort on the part of a Bidder to influence the bid evaluation, bid comparison or contract award decisions; Bids without signature of person (s) duly authorized on required pages of the bid, Bids without power of attorney /board resolution.

## 9. Pre-Qualification Rejection criteria

- Bidders not complying with the Eligibility Criteria given in this Tender
- Failure to furnish all information required by the Tender Document or submission of a bid not substantially responsive or clarification sought by the Tender Authority and complied by the bidder.

## 10. Technical Rejection Criteria

- a. Revelation of Prices in any for more by any reason before opening the Commercial Bid; Failure to furnish all information required by the Tender Document or submission of a bid not substantially responsive to the Tender Document in every respect;
- b. Bidders not quoting for the complete scope of Work as indicated in the Tender Documents, addendum (if any) and any subsequent information given to the Bidder;
- c. Bidders not complying with the General Terms and conditions as stated in the Tender Documents;
- d. The Bidder not confirming to the unconditional acceptance of full responsibility of providing services in accordance with the Scope of work and Service Level Agreements of this tender.

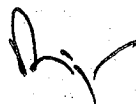
## 11. Commercial rejection Criteria

- Incomplete Price Bid;
- Price Bids that do not conform to the Tender's price bid format;

If there is an arithmetic discrepancy in the commercial Bid calculations the Technical Committee shall rectify the same. If the Bidder does not accept the correction of the errors, its bid may be rejected.

## 12. Criteria for Evaluation

First the Pre-Qualification Proposal will be evaluated and only those Bidders who qualify these requirements will be eligible for next set of evaluations. Commercial Proposals of Bidders who do not meet the Pre- Qualification criteria will not be considered.



### 13. Eligibility Criteria

The bidder (individual firm) must meet the following pre-qualification requirements to Become eligible for the Technical & Commercial Evaluation

S. No.	Parameter	Pre-Qualification Criteria	Required Documentary Evidence
1	Operation in India as a Legal Entity	The bidder should be a company registered or incorporated and operating in India under Indian Companies Act 1956 or as amended 2013, since the last 5 years as on the date of bid submission.	Valid documentary proof of: 1. Certification of Incorporation 2. PAN Card 3. GST Registration 4. Valid supportive document having proof of at least 3 years of operation in India
2	Financial: Turnover	Bidder should have the Average Annual Turnover Min INR 30.00 Lakh during the last three financial years as on March 31,2024, as per the last 3 years published audited balance sheets	Copy of the audited balance sheet /profit and loss account of the last Three financial years highlighted the requisite related figures
3	Project Experience:	<p>Work Experience Value Criteria:- Bidder should have successfully completed similar work or better (higher) requirements</p> <p>a. One Work Order of value equal to 80% or more of the estimated cost OR;</p> <p>b. Two Separate Works orders, each for a value equal to 60% or more of the estimated cost OR;</p> <p>c. Three separate Work Order, each for a value equal to 40% or more of the estimated cost.</p> <p>The Work Experiences submitted for the above criteria must have date of completion within last 3 years from the date of publishing of this NIT, for Government Departments or Public Undertakings or Private Sector.</p> <p>Similar Work shall mean "Supply, Installation, and Testing &amp; Commissioning of All in One Computer."</p>	<p>1. Copy of the Work Order / Purchase Order/Contract Agreement</p> <p>2. Certificate of Completion or Go Live or FAT Certificate by customer/end client/Self Certificate.</p>
4	Bidder's Certifications	The Bidder should have the following valid Certifications at the time of bidding, ISO 9001:2015 or latest	Copy of ISO9001:2015 or latest Certificates

5	Presence in State	The Bidder should have an office in Mumbai.	Bidder to submit the office possession proof such as Rent Agreement / ownership papers Or any establishment license from designated authority or Lease Agreement on the name of the firm Or Relevant Documents for supporting of Office addresses or an Undertaking by bidder.
6	Blacklisted	The firm should not have been blacklisted by Central Government or any State Government, State Government or PSU in India at the time of submission of bid.	Declaration letter by bidder on letter head
7	MAF from OEM	The bidder should have direct authorization from the Original Equipment Manufacturer (OEM) for selling and supporting the equipment's offered. Mandatory to submit Case Specific MAF from OEMs against those items, where it is mentioned in their technical specification sheet, failing which offer will summarily be rejected.	Original Manufacturer Authorization Form (MAF) (Ink Signed)
8	Pre bid meeting	Pre bid meeting Attendance is compulsory	Item quoted in bid should be presented in pre bid meeting.

#### 14. Opening of Offers

The Tenders shall be opened online by the opening committee on due date and time of Tender opening.

#### 15. Return of EMD

The earnest money of all the bidders will be returned as early as possible after the completion of the bidding process but not later than 30 days after the issue of the work order to the successful bidder.

#### 16. Taxes and Duties

GST and/or any other applicable taxes and duties will NOT be paid extra. Hence Taxes should be included in the rates quoted



## 17. Terms and Conditions

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders in which any of the criteria are not fulfilled without assigning any reason whatsoever.
2. Tenders in which any of the particulars and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled are liable to be rejected.
3. Successful bidder shall be responsible for supplying the desired products in terms of requirements/specifications, as outlined above in this proposal on the terms and conditions hereinafter mentioned.
4. The work/purchase order will be issued to the successful bidder only after the verification of the original documents.
5. In case of dispute, the department reserves the right to a final decision on the interpretation of the term and conditions, Scope of Work etc., of this tender.
6. In case of dispute, the decision of the Registrar, ITAT shall be final.
7. At any point in time contract may be terminated without assigning any reason thereof.
8. All typographical errors are subject to corrections.
9. Checklist must be submitted on company's letter head with seal and signed.
10. All the terms & conditions of this tender document shall be complied with by the bidders.
11. Tender Acceptance letter must be submitted by the bidder (annexture B)
12. Deviation, if any, from terms and conditions will not be entertained.
13. The bidder shall be responsible for any damage to supplied machines, and the bidder has to repair the machine at its own cost within the warranty period.
14. If the information provided by the bidder is found to be false at any point in time, the department reserves the right to reject such tender at any stage or to cancel the contract, if awarded, and forfeit the earnest money.
15. Each page of the Tender document shall be signed and stamped with the firm/company seal and all the annexture is to be submitted in appropriate manner.
16. Bidder must comply technical Aspects as specified in annexture F & G otherwise subject to rejection of the tender.
17. Non black listing declaration duly attested by judicial/Executive magistrate with the effect that
  - a. The documents / catalogues etc. enclosed with the bid are original and genuine and have not been tempered or fabricated.

18. OEM Quality Certification is mandatorily required for Quality, satisfaction guarantee and Product safety. Bidder shall provide a valid certification list as below:
- a. ISO 9001:2015 ISO 9001:2015, ISO 14001, 20000, 27001 Certificate
  - b. ROHS, BIS, FCC,
  - c. CE
  - d. CVC Pledge Certificate of bidder.
  - e. GST Certificate with Latest GSTR3B for last Quarter of the bidder.

19. Malicious Code Certificate:

The bidder shall give an undertaking citing as below:

*"This is to certify that the Hardware and the Software being offered (All-In-One Desktops), as part of the contract, do not contain Embedded Malicious code that would activate procedures to:*

- a) Inhibit the desires and designed function of the equipment.*
- b) Cause physical damage to the user or equipment during the exploitation.*
- c) Tap information on residents or transients in the equipment/network."*

The bidder will be considered to be in breach of the procurement contract in case physical damage, loss of information or infringements related to copyright and Intellectual Property Rights (IPRs) are caused due to the activation of any such malicious code in embedded software.

20. The bidder shall provide an undertaking stating that:

*"I/we clearly understand and agree that if any of the information furnished by me/us here under is found to be wrong or false or incorrect or incomplete, my/our participation is liable to be rejected. Further, if I am/we are appointed as the 'executing agency' for the above project on the basis of the information furnished in my/our application and the information furnished therein is subsequently found to be wrong, false or incorrect, my/our contract with the department's office is liable to be terminated forthwith at the discretion of the department, at any stage, without any notice and any compensation whatsoever for such termination."*

21. Data Sheet/Product catalogue of the product(s) offered in the bid are to be uploaded along with the bid documents.



**22. Availability of Service Centre**

Bidder/OEM must have a Functional Service Centre in the Maharashtra region in case of a carry-in warranty. (Not applicable in case of good shaving on-site warranty). If the service Centre is not already there at the bidding time, the successful bidder / OEM shall have to establish one within 30 days of the contract award. Payment shall be released only after the submission of documentary evidence of having a Functional Service Centre.

**23. Dedicated Telephone/ Mobile No. for Service Support:**

Service provider must have Dedicated/toll Free Telephone No. for Service Support.

**24. Escalation Matrix for Service Support:**

Service provider must provide Escalation Matrix of Telephone/ Mobile Numbers for Service Support.

**25.** The bidder should not be under liquidation; court receivership or similar proceedings should not be bankrupt. Bidder shall upload undertaking to this effect with the bid.

The affidavit to be submitted in the given format below by the Bidder/ Supplier/Agency stating that they have not been black listed (annexture A)



**ANNEXURE-A**  
**Affidavit**

(To be notarized on Rs.100/-stamp paper)

(format for the affidavit to be submitted by the bidder/ supplier/ agency stating that they have not been blacklisted)

We hereby declare that we have not been blacklisted by the registering authority or any department of the central/state government, semi-government, public undertakings etc.

The information given by me is accurate, and in future, if it is found that the information given by me is false, then the department is free to take legal action, including term in action of the contract, against me/us.

**Date:**

**Place:**

**Seal & Signature of the Bidder**



ANNEXURE-B

TENDER ACCEPTANCE LETTER  
(To be given on Company Letter Head)

Tender Reference No:

Date:

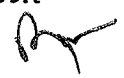
To,  
The Registrar,  
Income Tax Appellate Tribunal,  
Mumbai

Sub:- Procurement of 10 numbers of All in One Computers to be installed at various Sections of Commissioner of Income Tax Appellate Tribunal, Mumbai.

Dear Sir,

1. I/ We have downloaded/obtained the tender document(s) for the above-mentioned "Tender/Work" from the website(s), namely: -----  
-----

As per your advertisement, given in the above-mentioned website(s).

2. I/We hereby certify that/we have read the entire terms and conditions of the tender documents from Page No. to (including all documents like annexure(s), schedule(s), etc.) which form part of the contract agreement and I/ we shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization, too, have also been taken into consideration while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of the above-mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. I/We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I/ We certify that all information furnished by our Firm is true & correct and, in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization may, without giving any notice or reason the before or summarily reject the bidder terminate the contract, without prejudice to any other rights or remedy including the for feature of the full said earnest money deposit absolutely.
- 

**ANNEXURE-C**  
**CHECKLIST FOR BIDDERS**

Sr.No	Activity	Compliance (Yes/No/NA)
1	Have you enclosed the EMD(Bank Guarantee) of their required amount?	
2	(Is the exemption certification closed: vendor registered with MSME/NSIC/Government bodies attached for relaxation Of EMD? ,	(Yes/No/NA)
3	Is EMD valid for 90 days from the date of Publishing of the Bid?	
4	Have you kept the validity of your bid as Per the Bid document?	
5	Is PAN No. of the bidding firm with proof attached?	
6	Is the active GST number with the Registration certificate attached?	
7	Have you enclosed a valid ISO 9001:2015 Certificate?	
8	Is each page of the Tender document signed and stamped with the firm/company seal?	
9	Have you enclosed all supporting documents?	
10	Are you able to provide products as per Required specification?	

(Name & Signature with date and seal of firm/company)



**ANNEXURE-D**  
**FORMATFORTECHNICALBID**

Sr. No.	Particulars	Details
1	Name of the "Bidder"	
	Full Address of the Bidder Details	
	Telephone No./Mobile No.	
	Fax No.	
	E-mail id	
	Complete name and contact no.	
2	Bank details with MICR & IFSC (Submit Mandate Form for ECS payment)	
3	PAN	
4	Income Tax Returns (ITRs) for the last three F.Y.	
5	CA Certificate for last three years' turnover	
6	Active GST Registration No.	
7	Local Shop & Establishment certificate/MSME Certificate for Local Shop	
8	Whether blacklisted by any Bank/Govt./PSU organization (Submit affidavit duly notarized in this regard)	YES/NO
9	Performance certificate/work experience of 05 years in Govt./Semi govt./PSU office	
10	Details of EMD	

**Note:**

1. Attested photo copies of all above for proof should be uploaded with technical bid.

*hr*

ANNEXURE-E

DECLARATION

1. I.....Son / Daughter / Wife of  
Shri.....

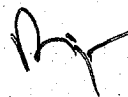
Proprietor/Partner / Director / authorized signatory of .....  
competent to sign this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the  
tender and under take to abide by them;

3. The information/documents furnished along with the above  
application are true and authentic to the best of my knowledge and  
belief. I/we, am / are well aware of the fact that furnishing of any false  
information/fabricated document would lead to rejection of my tender  
at any stage besides liabilities towards prosecution under appropriate  
law;

4. I understand that in case any deviation is found in the above statement  
at any stage, the concern shall be blacklisted and shall not have any  
dealing with the Department in future.

Signature of authorized  
person Name & Seal

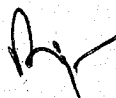




## ANNEXURE-F

### Technical Specification

Items	Description	Functions / remark	Compliance
Processors	Intel® Core™ i5-12500	Up to 3.7 GHz E-core 5.0 P-core Max Turbo frequency 15 MB L3 cache, 10 cores, 12 threads Integrated Intel® Iris® Xe Graphics Supports DDR4 memory up to 3200MT/s data rate2	
Graphics	Integrated	Intel® Iris® Xe Graphics or other	
Chipset	Motherboard	Q670	
Display	Non-Touch	23.8" diagonal FHD IPS anti- glare WLED-backlit (1920 x 1080)	
Storage And Drives	SSD+HDD	512GB 2280 PCIe NVMe Solid State Drive + 1 TB Hard Disk Drives	
Memory	DDR4 SODIMM up to 3200MT/s	8GB (8GB x1)	
Networking/ Communications	Wireless LAN	Realtek® 8852BE-VS Wi-Fi 6E (802.11ax) 1x1 Wi-Fi® M.2 Card2	
	Ethernet (RJ-45) Integrated	Realtek® RTL8111HSH-CG Gigabit Ethernet Controller	
Audio/Multimedia	High-Definition Audio	Integrated Realtek ALC3252 Audio Codec	
Keyboards/Pointing Devices/Buttons & Function Keys	Keyboards	Universal USB Wired Keyboard	
	Mouse	USB Universal Mouse	
Software And Security	Microsoft Office	MS Office 2021 Licensed	
	Internet Security and Antivirus	Antivirus & Antimalware Protection MultiLayer Ransomware Protection Advanced Threat Defense Improved Bitdefender Autopilot™ Bitdefender Photon™ Bitdefender VPN (Free Daily Traffic 200 MB) Ransomware Remediation Vulnerability Assessment Cloud Management Secure Browsing ( Online Threat Prevention)	
	Security Features	Trusted Platform Module (TPM) 2.0 (firmware)	



<b>Power</b>	<b>Power Supply</b>	120W External AC power adapter	
<b>Ports/Slots</b>	<b>Rear I/O Ports</b>	One (1) Type-C Super Speed USB 5Gbps signaling rate ports One (1) Type-A SuperSpeed USB 5Gbps signaling rate ports One (1) Type-A SuperSpeed USB 5 Gbps port with HP Sleep and Charge Two (2) Type-A Hi-Speed USB 480Mbps signaling rate ports One (1) RJ-45 (network) jack One (1) HDMI 1.4 out connector One (1) Microphone/Headphone Combo Jack One (1) DC In power	
	<b>Internal I/O Ports</b>	One (1) M.2 PCIe x1 2230 (for WLAN) One (1) M.2 PCIe x4 2280 (for storage) One (1) SATA storage connector	
<b>Operating System</b>	<b>Factory Pre loaded</b>	Windows 11 Pro	
<b>Warranty</b>	<b>By OEM</b>	3 Years on site	
<b>Certification</b>		ENERGY STAR® certified EPEAT® registered	

*My*

## SCOPE OF WORK

The scope of work necessarily, but not exclusively includes the following activities:

- a. Ten (10) All in One Computers are to be supplied as per technical specifications given in Annexure F.
- b. All equipment shall be delivered and installed at location mentioned in bid. The. All equipment will be tested in the factory before the dispatch of equipment.
- c. Bidder shall provide three-year on-site warranty support in all places of delivery. Service/support requests shall be attended to and closed within 48 hours of placing the request. The Bidder shall bear all the cost and expenses associated with onsite warranty support.
- d. The successful bidder shall have to supply all necessary accessories along with the supplied goods viz. cables, licenses, device drivers and documentation that may be required for the successful functioning of the product, whether mentioned or not mentioned in the tender document.
- e. All the items should be delivered and installed at within 15 days from the date of placement of order. Declaration should be given.

The bidders are expected to accept all technical/commercial terms & conditions mentioned in the bid document. Any deviations in the terms and conditions should be clearly mentioned. ITAT, however, reserves the right to reject any or all of the offers with deviation.

### Terms & Conditions:

1. Ink Signed MAF (Manufacturer Authorization Form) On OEM (Original Equipment Manufacturer Letterhead).
2. Ink Signed Warranty declaration on OEM (Original Equipment Manufacturer Letterhead).
3. Ink Signed Service Escalation Matrix on OEM (Original Equipment Manufacturer Letterhead).
4. Ink Signed MII certificate on OEM (Original Equipment Manufacturer Letterhead).
5. Malicious Code Certificate on OEM (Original Equipment Manufacturer Letterhead).
6. Bidder should be from the MMRDA region.
7. Top 3 IDC brands PC in last 3 consecutive Quarters as per latest report.
8. Ink Signed Validated Technical Compliance OEM (Original Equipment Manufacturer Letterhead).
9. Bidder has to provide all items mentioned in the bid documents.
11. All the bid documents are sealed and signed.