

Bid Document

Bid Details	
Bid End Date/Time	28-07-2020 21:00:00
Bid Opening Date/Time	28-07-2020 21:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	75 (Days)
Ministry/State Name	Ministry Of Finance
Department Name	Department Of Financial Services
Organisation Name	Insurance Regulatory And Development Authority
Office Name	South
Total Quantity	69
Item Category	Laptop-Notebook
Bidder Turnover (Last 3 Years)	18 Lakh (s)
OEM Average Turnover (Last 3 Years)	144 Lakh (s)
Experience Criteria	3 Year (s)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover *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
Past Performance	80 %
Bid to RA enabled	No
Inspection Required	No
Estimated Bid Value	3600000

EMD Detail

Advisory Bank	Bank of India
EMD Percentage(%)	1.00
EMD Amount	36000

ePBG Detail

Advisory Bank	Bank of India
ePBG Percentage(%)	10.00
Duration of ePBG required (Months).	38

(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.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

Office

Insurance Regulatory And Development Authority, Sy No. 115/1, Financial District,
Nanakramguda,Gachibowli, Hyderabad, Telangana - 500032
(Irdai)

Splitting

Bid splitting not applied.

1. 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 / Public Listed Company for number of years as indicated 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 year. In case of bunch bids, the category of primary product having highest value should meet this criterion.

2. 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.

3. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% of bid quantity, in at least one of the last three years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one year) to be submitted along with bid in support of quantity supplied in the relevant year. In case of bunch bids, the category related to primary product having highest bid value should meet this criterion.

Laptop-Notebook (69 pieces)

Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Values	Bid Requirement (Allowed Values)
Construction	Form Factor	Standard	Standard
	Chassis Material	ABS Plastic	*
	Hinges	Metallic	*
Processor	Processor Make	Intel	Intel
	Processor Generation	8	8.0 Or higher
	Number of Cores per Processor	4	4, 6, 8 Or higher
	Processor Base Frequency (GHz)	1.6	*
	Processor Description	Intel Core i5	Intel Core i5, Intel Core i7, Intel Core i9 Or higher
	Processor Number	Intel Core i5 8265U	Intel Core i5 8269U, Intel Core i5 8300U, Intel Core i5 8350U, Intel Core i7 8550U, Intel Core i7 8559U, Intel Core i7 8650U, Intel Core i5 8300H, Intel Core i5 8400H, Intel Core i7 8650H, Intel Core i7 8750H, Intel Core i7 8850H, Intel Core i5 8265U, Intel Core i7 8565U, Intel Core i5 8365U, Intel Core i7 8665U, Intel Core i5 9300H, Intel Core i5 9400H, Intel Core i7 9750H, Intel Core i7 9850H, Intel Core i9, Turbo Boost up to 4.8GHz, with 16MB shared L3 cache, Intel Core i9-9880H, Intel Core i7, Turbo Boost up to 4.5GHz, with 12MB shared L3 cache, Intel Core i9 9980HK, Intel Core i9 8950HK, Intel Core i7 8569U Or

			higher
	Out of Band Management	NA	*
	Cache (MB)	6	*
Motherboard	Expansion Slots (M Dot 2)	1	*
Graphics	Graphics Type	Integrated	*
	Graphic Card Description	-	*
	Size of Memory in Case of Dedicated Graphic Card (GB)	0	0, 1, 2, 3, 4, 6 Or higher
	Size of VRAM in case of Integrated Graphics (MB)	-	*
Operating System	Operating System (Factory Pre-Loaded)	Windows 10 Professional	Windows 10 Professional
	Recovery Image Media	-	*
	OS Certification	Windows	Windows
Memory	Type of RAM	DDR4	*
	RAM Size (GB)	8	8, 16, 32 Or higher
	RAM Speed (MHz)	2400	*
	Total Numbers of DIMM Slots Available	2	*
	Number of DIMM Slots populated	1	*
	RAM Expandability up to(using spare DIMM Slots in GB)	16	16, 32 Or higher
Storage	Type of Drives used to populate the Internal Bays	HDD	HDD
	Number of Internal Bays populated with HDD	1	*
	Capacity of each HDD (GB)	1000 @5400 rpm	*
	Total HDD Capacity (GB)	1000	1000, 1500, 2000, 2500, 3000 Or higher
	Number of Internal Bays populated with SSD	0	*
	Capacity of each SSD (GB)	0	0
	Total SSD Capacity	0	128, 256, 384, 512,

	(GB)		768, 1024, 1280, 2048, 4096, 0 Or higher
	Number of Internal Bays populated with SSHD	0	*
	Capacity of each SSHD (GB)	NA	8 GB Flash + 500 GB @5400 rpm, 8 GB Flash + 1000 GB @5400 rpm, 8 GB Flash + 2000 GB @5400 rpm, NA Or higher
	Total SSHD Capacity in addition to 8 GB Flash (GB)	0	500, 1000, 1500, 0 Or higher
	Optane Memory (GB)	0	*
Connectivity	Wireless Connectivity	Yes	Yes
	If Yes, Type of Wireless Connectivity	Wi-Fi 802.11ac	*
	Number of Ethernet Ports	1	*
	If available, Type of Ethernet Ports	10/100/1000 on board Integrated Gigabit Port	*
	Bluetooth Connectivity	Yes	Yes
	If Yes, Version of Bluetooth Available	4.2	*
Ports	Number of USB Version 2 Point 0 Ports	1	*
	Number of USB Version 3 point 0 / 3 point 1, Gen 1 Ports	2	*
	Number of USB Version 3 point 1, Gen 2 Ports	0	*
	Number of USB Type C Ports	0	*
	Number of Serial Ports	0	*
	Number of VGA Ports	0	*
	Number of HDMI Ports	1	*
	Number of DP Ports	0	*
	Number of Thunderbolt Port	-	*
Display	Display Size (Inch)	15.6	15.4, 15.6, 16 Or higher
	Display Type	-	Non Touch, Touch Or higher

	Display Technology	LED HD Backlit	*	
	Panel Technology	IPS	IPS Or higher	
	Display Resolution (Pixels)	1920x1080	1920x1080, 1920 x 1200, 3200x1800, 3840 x 2160, 2304 x 1440, 2560 x 1600, 2736 x 1824, 2880 x 1800, 2256x1504, 3000x2000, 3240x2160, 3272 x 1920, 2880 x 1920, 3072 x 1920 Or higher	
	Availability of Webcam integrated with Display	Yes	Yes	
	If Yes, Resolution of Webcam	HD	HD, FHD Or higher	
	Infra Red Webcam	No	No	
Miscellaneous	Optical Drive	Integrated	Integrated Or higher	
	Type of Optical Drive	DVD R/W	*	
	Internal Speaker (Dual)	Yes	Yes	
	Audio-in	Yes	*	
	Audio-out	Yes	*	
	Headphone out	Yes	*	
	Microphone-in	Yes	*	
	Type of Keyboard	Standard	*	
	Backlit Keyboard	No	*	
	Spill Resistant Keyboard	No	*	
	Pointing Device/Touchpad	Touchpad with multi-touch gestures enabled	*	
	Finger Print Reader	No	*	
	Hardware Trusted Platform Enabled	No	*	
	Carry Case	Yes	Yes	
	If Yes, Type of Carry Case	Back Pack	*	
	Security Lock Slot	Yes	*	
	If Yes, Availability of Cable Lock	No	*	
	Weight (Including Battery) (Kilogram)	1.78	*	
	Power	Battery Type	-	*

	Battery Chemistry	Li - ion	*
	Battery Capacity (Watt Hour)	41	*
	Battery Backup Time (Hours)	10	*
Certification	BIS Registration under CRS of Meity	Yes	*
	BIS Registration Number and its validity	-	*
	BEE / Energy Star for the given Model	Yes	*
	ROHS Compliance	Yes	*
	Other Certifications available	-	*
Operating Conditions	Minimum Operating Temperature	0	*
	Maximum Operating Temperature	35	*
	Minimum Operating Humidity (%RH)	10	*
	Maximum Operating Humidity (%RH)	90	*
Warranty	Battery Warranty	1	1, 3, 4 Or higher
	On Site OEM Warranty (Year)	3	3

* Specifications highlighted in bold are the Golden Parameters.

* Bidders may note that In respect of non-golden Parameters, the specifications 'Values' chosen by Buyer will generally be preferred over 'Bid requirement (allowed Values) by the Buyer.

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Deepak Khanna	110001,Insurance Regulatory and Development Authority of India Delhi Office - Gate No. 3 Jeevan Tara Building, First Floor Sansad Marg, New Delhi-110001	3	30
2	Lakshmi Srinivas Rao Pulipaka	500032,INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA, SURNVEY NO.	66	30

Special terms and conditions for category Laptop-Notebook

1. As per notification of MEITY circulated vide letter no. F.No.33(1) /2017-IPHW..dated: 14/09/2017, the minimum local content should be 40 percent to qualify as local or domestic manufacturer.

Bid Specific Additional Terms and Conditions

1. Scope of supply (Bid price to include all cost components) : Supply Installation Testing Commissioning of Goods and Training of operators and providing Statutory Clearances required (if any)
2. Bidders can also submit the EMD with Account Payee Demand Draft in favour of INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA payable at HYDERABAD. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.
3. Bidder Turn Over Criteria: 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 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. 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. In case of bunch bids, the OEM of CATEGORY RELATED TO primary product having highest bid value should meet this criterion.
5. **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.
6. **Upload Manufacturer authorization:** Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.
7. Bidders shall quote only those products in the bid which are not obsolete in the market and has at least 5 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.
8. 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. 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 / Public Listed Company for 3 years 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 year. In case of bunch bids, the primary product having highest value should meet this criterion.

10. 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.

11. **OPTION CLAUSE:** The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent 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.
12. 1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.
13. Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:
i) The Seller fails to comply with any material term of the Contract.
ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
iv) The Seller becomes bankrupt or goes into liquidation.
v) The Seller makes a general assignment for the benefit of creditors.
vi) A receiver is appointed for any substantial property owned by the Seller.
vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.
14. **IMPORTED PRODUCTS:** In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.
15. **Availability of Service Centres:** Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.
16. **Dedicated /toll Free Telephone No. for Service Support :** BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.
17. **Escalation Matrix For Service Support :** Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.
18. 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.
19. The bidder is required to upload, along with the bid, all relevant certificates such as BIS licence, type test certificate, approval certificates and other certificates as prescribed in the Product Specification given in the bid document.
20. **Timely Servicing / rectification of defects during warranty period:** After having been notified

of the defects / service requirement during warranty period, Seller has to complete the required Service / Rectification within 5 days time limit. If the Seller fails to complete service / rectification with defined time limit, a penalty of 0.5% of Unit Price of the product shall be charged as penalty for each week of delay from the seller. Seller can deposit the penalty with the Buyer directly else the Buyer shall have a right to recover all such penalty amount from the Performance Security (PBG). Cumulative Penalty cannot exceed more than 10% of the total contract value after which the Buyer shall have the right to get the service / rectification done from alternate sources at the risk and cost of the Seller besides forfeiture of PBG. Seller shall be liable to re-imburse the cost of such service / rectification to the Buyer.

21. Buyback for Non PFMS/Non GPA:

1. GST will apply on the value of buyback and separate invoice is to be prepared by Government buyer/Consignee for buyback items offline outside the GeM system. Vendor should work out input credit for that GST applicable on the buy back while quoting the product/services.

2. Input GST Credit consideration by seller- seller shall offer the prices in the bid by the total amount of new goods including GST- total amount of old goods quoted by the firm excluding GST. This is because GST charged by buyer on buy-back value will be available for full ITC (input tax credit) on the hands of bidder. Therefore, for the purpose of quoting in the bid and evaluation, value as quoted by the bidder (excluding any GST on buy back) as indicated in column G below will be considered.

Illustrative examples for bidders are as under for understanding of the seller.

Excel sheet for explanation to Buyback ATC							
S.no	Cost of Fresh Good (A)	%age of GST on Fresh Good as considered by seller at the time of quote (B).	GST Amount on Fresh Good (C)	Cost of Buyback item (D)	%age of GST on Buyback items (E) as fixed by buyer in the bid	GST Amount on Buyback item (F) as applicable at the time of invoice by buyer	Quote of the Bidder (G = {A+C-D})
1	100	28	28	20	8	1.6	108
2	100	9	9	20	8	1.6	89
3	110	10	11	24	8	1.92	97
Seller after the award of the GeM contract, will indicate all column A to G which will not alter their quoted price indicated in Colum-G							

3. Successful lowest bidder has to provide detailed cost break up of tendered items as well as buy back items separately after award of contract through email to the government buyer/consignee.

4. The seller of new item /service provider shall deposit the cost of invoiced buy back item with GST to the buyer for allowing seller to lift up the material from the buyer/consignee premise.

5. Transportation of buy back items from buyer premises shall be arranged by the seller itself without any extra cost.

6. Government Buyer organisation /consignee will issue invoice of buy back items to the seller at the cost of buyback to be indicated to the buyer by the seller offline after receipt of order. This in no case will modify the bid in any manner.

7. The seller will be entirely responsible for the safe disposal of old items without affecting the environment in any manner as per prevailing statutory rules and Act/ law of the land.

8. The seller may visit the site and inspect the condition of buy back item in advance before quoting for the bid.

9. Receipt of payment by the buyer for Old items and invoicing by buyer will be out of GeM portal.

10. Government Buyer will upload the details of old goods along with the bid in the

corrigendum with minimum price.

11. If the minimum price (Optional) is indicated and sellers of new item who are not agreeing to take back the old item at equal to or above that minimum price should not participate in the bid.

12. In case they participate into the bid and afterwards indicates the price of old goods, less than the minimum price shown by Government Buyer in corrigendum, EMD of the bidder will be forfeited.

13. Item Details Consignee wise will be indicated in the corrigendum like -

1. Consignee wise
2. Item Description
3. Serial Number
4. Model
5. Brand
6. Year of manufacturing
7. Purchased on
8. Age
9. Size, Rating, Designation
10. Quantity
11. Min price (Optional)
12. Unit
13. Working Guidelines (/Functional/Non-Functional)
14. Remarks

14. The successful bidder shall remove the old goods from the premise of the Government buyer/consignee at the time of the supply, installation and commissioning of fresh goods. Seller will be entitled for payment only after removal of old goods from Government buyer/consignee/user's premise and after supplying the fresh goods in terms of contract.

15. Note: This clause of ATC shall be operated by non PFMS; non GPA buyer i.e. all PSU working through their ERP and not integrated with GPA.

22. For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- b. Execution certificate by client with order value.
- c. Any other document in support of order execution like Third Party Inspection release note, etc.

[This Bid is also governed by the General Terms and Conditions](#)

---Thank You---