

Notification pertaining to Request for Proposal for supply and installation of Laptops

About NPCI:

National Payments Corporation of India (NPCI) is a Company registered under Section 25 of the Companies Act, 1956 with its Registered Office in Mumbai, India. NPCI is promoted by 10 banks in India under the aegis of the Indian Banks' Association with majority shareholding by Public Sector Banks.

The 10 promoter banks are State Bank of India, Punjab National Bank, Canara Bank, Bank of Baroda, Bank of India, Union Bank of India, ICICI Bank Ltd, HDFC Bank Ltd, Citibank N.A, and HSBC. The vision, mission and objectives of NPCI are to operate for the benefit of all the Member Banks and the common man at large.

Objective of this RFP:

National Payments Corporation of India proposes to procure Laptops with 3 years comprehensive onsite Warranty. Initial Purchase Order will be for 13 laptops. NPCI will place Purchase Orders with the selected Bidder for further requirements if any, during the period of one year from the date of Notification of Award / Purchase Order, at the rate contract prices finalized through this RFP process. The Bidder should have adequate experience as sought in the RFP to undertake the activities.

Cost of the RFP

The Bidder shall bear all costs associated with the preparation and submission of its bid and NPCI will, in no case, be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

The Bidders can procure the RFP document from NPCI's office at 13th Floor R- Tech Park, Nirlon Knowledge Park, Near HUB Mall, Opp. Western Express Highway Goregaon(E), Mumbai - 400 063. on payment of non-refundable amount of ₹3,371/- (INR Three Thousand Three hundred seventy one including of taxes), payable in the form of Demand Draft/Pay order from any Scheduled Commercial bank in India favouring **"NATIONAL PAYMENTS CORPORATION OF INDIA"** payable at Mumbai. This RFP document is non-transferable and cost of RFP document is non-refundable.

RFP document containing detailed specifications and requirements with terms and conditions can be obtained by eligible Bidders on any working day during office hours from 10:30 hrs to 16:30 hrs on payment of RFP cost in the form of Demand Draft / Pay Order.

Due Diligence

The Bidders are expected to examine all instructions, terms and specifications stated in this RFP. The Bid shall be deemed to have been submitted after careful study and examination of this RFP document. Failure to furnish all information or submission of a bid not responsive to this RFP will be at the Bidders' risk and may result in rejection of the bid. NPCI is not bound to disclose the grounds for rejection of Bid. The decision of the NPCI regarding the final declaration of the successful Bidder shall be final.

The Bidder is requested to carefully examine the RFP documents and the terms and conditions specified therein, and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy in the RFP document, Bidder should seek necessary clarifications through Pre-Bid queries.

Ownership of this RFP

The content of this RFP is a copy right material of National Payments Corporation of India. No part or material of this RFP document should be published on paper or electronic media without prior written permission from NPCI.

Scope of Work

Scope of Work - Summary

The scope of the work is Supply and Installation of Laptops. Installation would include installation of antivirus scanner at the offices of NPCI at Mumbai. Bidders should provide comprehensive onsite support Warranty for 3 years with next business day response and resolution time. NPCI will procure MS Office Licenses separately.

NPCI reserves the right to place Purchase order to the successful Bidder for any further requirement of Laptops at the agreed unit rate i.e. the rate contract, for a period of one year from the date of first Purchase Order.

Single Point of Contact

The selected Bidder shall appoint a single point of contact, with whom NPCI will deal, for any activity pertaining to the requirements of this RFP.

The selected Bidder shall provide support services which include installation of Laptops by providing onsite support on next business day response and resolution at Mumbai for a period of three (3) years from the date of acceptance of the hardware and software. In case of any failure of Hard Disk during the warranty period then the Bidder shall replace such Hard Disk with new Hard Disk. NPCI will return the hard disc after physical damage of old Hard Disk during the warranty period.

Eligibility Criteria

Pre-requisite:

The Bidder should possess the requisite experience, resources and capabilities in providing the services necessary to meet the requirements, as described herein. The Bidder should also possess the technical know-how and the financial wherewithal that would be required to complete the scope of work. The Bid must be complete in all respects and should cover the entire scope of work as stipulated in the document. Bidders not meeting the Eligibility Criteria will not be considered for further evaluation.

Eligibility Criteria:

The invitation to Bid is open to all Bidders who qualify the Eligibility Criteria as given below:

1. The Bidder should be a company registered under the Companies Act, 1956 since the last three years.
2. The Bidder should have minimum annual turnover of ₹5.Cr during the last three financial years (2009-10, 2010-11, 2011-12) or calendar years 2009, 2010, 2011 or bidder's financial years.
3. The Bidder should be a profit (profit after tax) making company in the last financial year i.e. 2011-12 or calendar year 2011 or the Bidder's financial year.
4. The Bidder should have authorization from OEM to quote for their product.
5. The Bidder must provide two references from clients who have purchased laptops from them.
6. The Bidder should not be currently blacklisted by any bank / institution in India or abroad.

Eligibility Criteria Response Sheet

1. The Bidders should complete the Eligibility Criteria Response Sheet as given in Annexure - E.
2. Failure to provide the desired information and documents may lead to disqualification of the Bidder.

Laptop Specifications:

1.LAPTOP:	
Sr No	Technical specifications
1	Intel® Core™ i7-3687U with Intel HD Graphics 4000 (2.1 GHz, 4 MB cache, 2 cores) or above
2	Weight less than 1.6 Kg
3	Memory, 8 GB 1600 MHz DDR3 SDRAM
4	Hard disk : Minimum of 750 GB of 7200 rpm or above
5	Display: 11” to 12” diagonal LED-backlit HD anti-glare
6	Graphics Intel® HD Graphics 4000
7	Ports
7.1	3 nos. USB ports required (1 for mouse, one for data card, one spare)
7.2	1 AC power
7.3	1 combo stereo headphone/mic jack
7.4	1 Display Port 1.1a
7.5	1 docking connector
7.6	1 RJ-45
7.7	1 VGA
8	Expansion slots 1 Secure Digital
9	Audio:
9.1	SRS Premium Sound PRO
9.2	Integrated stereo speakers
9.3	Integrated dual-microphone array
9.4	Combo headphone/microphone jack
10	Webcam: HD webcam
11	Keyboard: Spill-resistant keyboard
12	Pointing device:
12.1	Touchpad with gestures support, on/off button , two-way scroll, two pick buttons
13	Network interface Integrated Gigabit Network Connection (10/100/1000)
14	Wireless
14.1	Wireless LAN
14.2	Bluetooth 4.0
15	Energy efficiency: ENERGY STAR® qualified
16	Battery life: 6 to 8 hours of use
17	Operating system: Windows 8 Professional 64
18	Warranty: 3 years, on-site, comprehensive, back to back from OEM. NBD response/resolution
19	Bag/ backpack
Optional	
20	CD/DVD/R/W drive
21	Extra battery pack

Bid Schedule and Address

S.No.	Description	
1	Name of Project	REQUEST FOR PROPOSAL FOR SUPPLY& INSTALLATION OF LAPTOPS.
2	Tender Reference Number	NPCI:RFP:2013-14/0006 dated:9.07.2013
3	Date of Commencement of Sale of Bidding Documents	09.07.2013
4	Last date and time for issue of Bidding Documents	19.7.2013 - 6.30 PM
5	Last date and time of receiving vendor Pre-bid clarifications in writing	24.7.2013 - 5.00 PM
6	Date and Time for Pre-bid Meeting	Not Applicable
7	Address for Pre-bid Meeting	Not Applicable
8	Last date and time for Bid Submission	02. 8.2013 - 3.00PM
9	Address for Sale of Bidding Document and Place of Bid Submission	National Payments Corporation of India, 13 th Floor R- Tech Park, Nirlon Knowledge Park, Near HUB Mall, Opp. Western Express Highway Goregaon(E), Mumbai - 400 063.
10	Date and Time of Eligibility & Technical Bid Opening	02.08.2013 - 3.30PM
11	Date, Time & Place of Commercial Bid Opening	Will be informed to the shortlisted bidder
12	Name and Address for communication	Head IT (Procurement) National Payments Corporation of India, 13 th Floor R- Tech Park, Nirlon Knowledge Park, Near HUB Mall, Opp. Western Express Highway Goregaon(E), Mumbai - 400 063.
13	Bid Related Queries	prashant.awale@npci.org.in -Contact +91 81081 08650 hilary.fonseca@npci.org.in -Contact----- -- santosh.menon@npci.org.in -----
14	Bid cost	₹3,371/- (₹3,000/- plus taxes)
15	Bid Security	₹1,00,000/-