

NIT NO.:/ MDU/UCC/2025/JAN/001



TENDER DOCUMENT

PROCUREMENT OF EIGHT HDDS (8TB, 7200 RPM, 3,5") FOR NETAPP
8040B-X318A-R6 STORAGE INSTALLED IN DATACENTER CAMPUS MDU,
ROHTAK

Document Date: 23/01/2025

Last date submission of the filled Tender document: 17.02.2025 up to 2:30 pm.
(The Tender document is to be submitted duly signed in blue/black ink on each page and
stamped with official seal on each page)

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Maharshi Dayanand University, Rohtak

[Established in Act No. 25 of 1975 of the Haryana Legislative Assembly in 1976]

NAAC Accredited 'A+' Grade

University Computer Center

No. MDU/UCC/2025/Jan/001

Dated :23/01/2025

Phone: 01262-293025

E-mail: dir.ucc@mdurohtak.ac.in

STANDARD BIDDING DOCUMENT FOR **PROCUREMENT OF EIGHT HDDs (8TB, 7200 RPM, 3,5") for NETAPP 8040B-X318A-R6 Storage installed in Datacenter Campus MDU, Rohtak**

PART1: COMPLETE BIDDING DOCUMENT

PRESS NOTICE

M. D. UNIVERSITY, ROHTAK Notice Inviting E-Tender	
Name of work	PROCUREMENT OF EIGHT HDDs (8TB, 7200 RPM, 3,5") FOR NETAPP 8040B-X318A-R6 STORAGE INSTALLED IN DATACENTER CAMPUS MDU, ROHTAK
E-Service Fees+ Tender Doc. Fees	1180/- + 1,000/- =2,180/- (TO BE PAID ONLINE)
Earnest Money	2% OF THE QUOTED RATE
Time Limit	21 DAYS
Tenders to be received till: 17/02/2025 till 2:30 P.M	
(1) THE TENDERS WILL BE RECEIVED ONLY THROUGH E-TENDERING FOR FURTHER DETAILS VISIT WEBSITE https://etenders.hry.nic.in/nicgep/app	

- i The tenders will be received only through e-tendering. For further details, visit the website <https://etenders.hry.nic.in>
- ii Earnest Money (as mentioned above) is required to be deposited through online mode from <https://etenders.hry.nic.in>
- iii Willing bidders shall have to pay Rs.1000/- + GST as the e-Service/ Processing Fee through online mode from <https://etenders.hry.nic.in>
- iv The interested parties/bidders should visit the University website (<https://mdu.ac.in>) or <https://etenders.hry.nic.in> regularly for corrigendum(s) which may be issued regarding extension of date, modification of eligibility or amendments in other terms & conditions etc., as corrigendum(s) will not be published in newspapers.
- v The Bidder who is registered as MSME of Haryana State only for the same work are exempted from payment of EMD but Bidder will have to submit an affidavit to this effect as per Annexure-I available on the website of Department of Industries & Commerce, Govt. of Haryana.

REGISTRAR

DETAIL NOTICE INVITING E-TENDER

E-Tender is invited for purchase of below mentioned items in single stage two cover system i.e. Request for Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope).

KEY DATES

Sr. No.	M.D.U. Rohtak Stage	Vendor Stage	Start Date & Time	End Date & Time
1		Tender Document Download and Bid Preparation & Submission	23/01/2025	17/02/2025 till 2:30 P.M
3		Submission of Tender Fees and online EMD Fees	23/01/2025	17/02/2025
4	Technical Opening/ Technical Evaluation/		17/02/2025 03.00 PM	
5	Opening of Financial Bid		FINANCIAL DATE WILL BE DECIDED LATER ON	

- Any clarification regarding the detailed notice inviting tender may be sought from the Controller of Examinations during office hours at 01262-293025 or di.ucc@mdurohtak.ac.in
- Tender document is available on website <http://etenders.hry.nic.in> and <https://mdu.ac.in>
- The Bidders would submit bid through e-Tendering only on the website <http://etenders.hry.nic.in>

Under the process, the Pre-qualification / Technical online bid application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) and with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender documents. The tenderer should read the terms & conditions and specification in tender documents strictly before submission of e-tender. Tender documents can be downloaded/uploaded online on the Portal: <http://etenders.hry.nic.in>

- The payment of Tender Document fee as well as EMD and e-Service/Processing Fee shall be made by eligible bidders through online mode from <https://etenders.hry.nic.in>
- The interested bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-tender

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates

IMPORTANT NOTE:

- The Applicants/bidders have to complete the 'Application / Bid Preparation & Submission' stage on the scheduled time as mentioned above. If any Applicant/bidder fails to complete his / her aforesaid

stage in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications/bids not submitted'.

2. Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
3. Applicant/Bidder can rework on his/her bids even after completion of the 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
4. In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the items by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.
5. The bids shall be submitted online in two separate steps

Envelope 1: Technical Bid

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

Envelope 2: Commercial Bid

The bidders shall quote the prices in price bid format under Commercial Bid.

CONDITIONS: -

1. The tenderer should keep in touch with the University Website for any change in the DNIT till the last date/revised last date of online invited tender and incorporate such changes in DNIT and the tender bids.
2. DNIT and prequalification criteria can be seen on any working day during office hours in office of undersigned.
3. Conditional tenders will not be entertained & are liable to be rejected.
4. In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of opening of tenders and other conditions will remain unchanged.
5. The University reserves the right to reject any tender or all the tenders without assigning any reasons.
6. The societies shall produce an attested copy of the resolution of the Executive/Governing body for the issuance of tenders.
7. The Jurisdiction of court will be at Rohtak.
8. The tender of the bidder who does not satisfy the eligibility/qualification criteria in the bid documents are liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
9. The bid for the contract shall remain open for acceptance during the bid validity period to be reckoned from the last date of submission of the tender. If any bidder/tenders withdraws his bid/tender before the said period or makes any modification in the Terms and Conditions of the bid, during the fix validity period, the Earnest Money shall stand forfeited. Bids shall be valid for three months from the date of bid closing i.e. from last date of submission of EMD. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.
10. Any work/order, here tendered, may be withdrawn from further processing at any stage at the discretion of the competent authority without assigning any reason.

11. The University is competent to increase/decrease the volume of work/order. In case of decrease of volume of work/order, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work/order in full.
12. The University reserves the right to accept or reject or negotiate any of the tender or conditions/items without assigning any reason.
13. The Earnest Money (EMD) of the unsuccessful agency / firm shall be returned on completion of Tender process.
14. In case of any dispute relating to this contract, the matter shall be referred to the Arbitrator to be appointed by the Vice-Chancellor whose decision shall be binding on both the parties.
15. Rates should be carefully filled-up both in words and figures without any cutting, erasing or overwriting.
16. In case the firm / agency quoting the lowest rates declines to accept the offer, the Earnest Money (EMD) of such firm shall be forfeited and firm shall be blacklisted by the University for any kind of dealing in future.
17. Any other conditions as may be deemed appropriate shall be announced at the time of Opening of Tenders in the presence of Bidders.
18. The agency / firm shall also append the following declaration with the tender

DECLARATION

I/We (Name) of the firm _____ do hereby solemnly affirm and declare that the facts stated in the Technical Bid are correct and true to the best of my / our knowledge and belief and nothing has been concealed therein. In case of any concealment or misrepresentation detected at any stage, I/We will be liable for legal action under Section 182 and Section 415 read with Section 417 and 420 of the Indian Penal Code as the case may be.

Place: _____

Dated: _____

(Signature of the Tenderer)
with full name and Address
with seal & stamp

For & on behalf of Registrar, MDU, Rohtak
Director UCC
M. D. University, Rohtak

INSTRUCTIONS TO BIDDER ON ELECTRONIC TENDERING SYSTEM

These conditions will overrule the conditions stated in the tender documents, wherever relevant and applicable.

REGISTRATION OF BIDDERS ON THE E-PROCUREMENT PORTAL: -

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

REGISTRATION OF BIDDERS ON THE E-PROCUREMENT PORTAL:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized E-procurement portal i.e. <https://etenders.hry.nic.in/nicgep/app>. Please visit the website for more details.

For other details/help, please refer to the e-procurement portal <https://etenders.hry.nic.in/nicgep/app>.

COVERING LETTER:

FORMAT OF LETTER TO BE SUBMITTED WITH THE TENDER FOR PROCUREMENT OF EIGHT HDDS (8TB, 7200 RPM, 3,5”) FOR NETAPP 8040B-X318A-R6 STORAGE INSTALLED IN DATACENTER CAMPUS MDU, ROHTAK, UNIVERSITY COMPUTER CENTRE, M.D. UNIVERSITY, ROHTAK- 124001.

TO,

Director UCC
MD University
Rohtak – 124001 (Haryana)

SUB: PROCUREMENT OF EIGHT HDDS (8TB, 7200 RPM, 3,5”) FOR NETAPP 8040B-X318A-R6 STORAGE INSTALLED IN DATACENTER CAMPUS MDU, ROHTAK

Dear Sir,

1. This is with reference to your TENDER notice dated I have examined the TENDER document and understood its contents. I here by submit **PROCUREMENT OF EIGHT HDDS (8TB, 7200 RPM, 3,5”) FOR NETAPP 8040B-X318A-R6 STORAGE INSTALLED in University Computer Centre**, M.D. University, Rohtak- 124001.
2. The Bid is unconditional for the said tender. This bid is valid for a period of not less than 180 days.
3. It is acknowledged that the Authority will be relying on the information provided in the Tender and the documents accompanying such Tender for qualification of the bidders for the above subject items and we certify that all information provided in the Tender and in Annexures are true and correct; nothing has been misrepresented and omitted which renders such information misleading; and all documents accompanying the bid are true copies of their respective originals.
4. This statement is made for the express purpose of the above mentioned subject.
5. We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Qualification statement.
6. We acknowledge the right of the Authority to reject our bid without assigning any reason or otherwise and hereby relinquish, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
7. It is declared that:
 - a) We have examined the Tender document and have no reservations to the Tender document.
 - b) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice in respect of any Bid or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any Centre/State Government or local bodies.
8. It is understood that the University may cancel the Bidding Process at any time without incurring any liability to the University and that you are neither bound to invite the applicants to Bid for the items nor to accept any bid that you may receive.
9. It is understood that the University can use any evaluation scheme/evaluation metrics/weightage or take the help of any consultant, as required in selecting the successful agency/agencies and we agree to abide by it.
10. It is certified that we have not been convicted by a Court of Law or indicted or adverse orders passed

by a regulatory authority that could cast doubt on our ability to undertake the Services or which relates to a grave offense that outrages the moral sense of the community.

- 11. It is hereby certified that the firm has not been debarred/blacklisted for any reason/period by any central/state Govt. department/University/PSU etc. if so particulars of the same may be furnished. Concealments of facts shall not only lead to cancellation of the order but may also warrant legal action. University may reject bids of firms which has been blacklisted at any time.
- 12. It is hereby affirmed that we are in compliance of/shall comply with the statutory requirements, as applicable.
- 13. We hereby irrevocably relinquish any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of bidders, selection of the Tenderer, or in connection with the selection/Bidding Process itself, in respect of the above-mentioned items and the terms and implementation thereof.
- 14. We agree to undertake to abide by all the terms and conditions of the TENDER document.
- 15. We agree to undertake to be liable for all the obligations of the Tenderer under the Agreement. In witness thereof, we submit this application under and in accordance with the terms of the TENDER document.

Place:-

Date :.....

Yours faithfully,

(Signature, name and designation of the Tenderer/Authorized Signatory)

Official Seal

CHECK LIST FOR DOCUMENTS TO BE SUBMITTED ALONGWITH TECHNICAL BID

1. Name & address with Contact Number of the firm and name of authorized signatory
2. Copy of PAN Card and GST No.
3. Copy of latest Income Tax Return (last Three years)
4. The bidder should submit a proof of having an average turnover of Rs 8 lacs or above during the last three years. Proof to be duly certified by a registered Chartered Accountant is required.
5. Registration No. of the Firm
6. Details of the Government Offices/Departments/Organizations /Universities /Boards/P SUs/MNCs etc. IT Requirements for servers and Storage for various Capacities for at least two years. Copies of work orders in which they have given in any/all the Government.
7. Ministries/Departments/Organizations/Universities/Board s/PSUs/MNCs etc. may be enclosed
8. Affidavit on non-judicial stamp paper duly attested by Notary / 1st Class Magistrate to the effect that they have not been debarred / blacklisted by any State Government / Central Government / PSU Department in India / Public or Private Institute / Organization as per Annexed-II.
9. Scan Copies of the above required documents mentioned at Sr. No. 1 to 7 must be enclosed with the tender documents.

NOTE

1. In case of any queries on technical specifications, please refer the specifications mentioned in "Annexure A" only.
2. Delivery to be made at :

UNIVERSITY COMPUTER CENTRE
MD University
Rohtak-124 001
Haryana, India
3. VAT will be at concessional rates, as applicable to non-profit, own-use institutions.
4. The decision of acceptance of the Bids will lie with the competent authority of the University, which does not bind itself to accept the lowest Bid and who reserves the right to reject or accept any or all bid received, without assigning any reason.
5. The Bids are liable to be rejected if any of the above conditions are not fulfilled or if the bid is not accompanied by EMD and Processing Charge.
6. The quantity may increase or decrease or obsoleted without any notice.
7. The University reserves the right to split the order among more than one Tenderer.
8. Financial Bid of the Tenderers who qualify in the Technical Bid shall be opened in the presence of the authorized designated representatives and Tenderers who wish to be present there. The date of Financial Bid opening will be informed to the shortlisted bidders subsequently.
9. The University will be at liberty to involve any expert or consultant in evaluating the bid for completing the entire bid process.

SUBMISSION OF TENDER

SEALING AND MARKING OF TENDER:

1. The TENDER must be complete in all aspects and should contain requisite certificates, informative literature, etc.
2. The Tender Document can be downloaded from the MD University Rohtak website (mdu.ac.in).
3. This is a two-part bid consisting of a Technical Bid and a Financial bid
4. The bid shall include:
 - a. Forwarding letter by the Tenderer
 - b. All required documents
 - c. Tender processing charges (non-refundable)
 - d. Interest-free EMD (Earnest Money Deposit) to be deposited online on e-tender portal
 - e. Technical Bid
 - f. Financial Bid
5. TENDER should be addressed to: -

UNIVERSITY COMPUTER CENTRE
MD University
Rohtak-124 001
Haryana, India

EXPENSES OF AGREEMENT:

All the expenses on the execution of the Agreement (if any) including the cost of a stamp or any other kind of expenditure incurred in the process of TENDER submission till final compliance shall be borne by the Tenderer.

DEADLINE FOR SUBMISSION OF BIDS:

TENDER must be received by the MD University Rohtak at the date, time and address specified in the TENDER notice/TENDER documents.

LATE BIDS:

Any TENDER received after the deadline specified for submission of TENDER shall be rejected without any further correspondence to the Tenderer.

TENDER OPENING

OPENING OF FINANCIAL BID:

Financial Bid (Tenders) of the Tenderers who qualify in the Technical Bid shall be opened in the presence of designated Authority and Tenderers who wish to be present there. The date of financial bid opening will be informed to the shortlisted bidders subsequently.

CLARIFICATION OF TENDER:

To assist in the examination, evaluation and comparison of Tender, University may at its discretion ask the Tenderers for a clarification on the Tender which is submitted by him. The request for clarification and the response shall be in writing.

EVALUATION OF TENDER:

The university will be at liberty to involve any expert or consultant and use appropriate metrics and weightages in evaluating the bid for completing the entire bid process.

AWARD OF PURCHASE ORDER

Successful Tenderer shall be awarded the Purchase Order. If after accepting the Purchase Order, the agency fails to supply the items, EMD will be forfeited and the agency will be blacklisted, in addition to recourse to other penal measures. No grievance will be entertained in this regard.

- 6.1 University reserves the right to negotiate with eligible tenderers before finalization of the Tender and/or contract.
- 6.2 University reserves the right at the time of award of Purchase Order to increase or decrease even obsolete the number of items without any change in terms and conditions.
- 6.3 The bidders must quote rates and other terms and conditions for all the equipment/items, failing which tender will be rejected. Total cost of the bid will be one of the important deciding factor while deciding the bid in favor or against any bidder.

NOTIFICATION OF AWARD

Prior to the expiration of the period of Tender validity, the University will inform the Tenderer appropriately that the Bid has been accepted and the Purchase Order has been awarded.

(Signature of Tenderer)

Official seal

BIDDER'S ELIGIBILITY CONDITIONS:

	BIDDER'S ELIGIBILITY CONDITIONS:
1-	The bidder should submit a proof of having an average turn-over of Rs 8.00 Lacs or above for during the last three years relating to IT Requirements for servers and Storage for various Capacities Proof to be duly certified by a registered Chartered Account is required.
2-	The bidder should have prior experience relating to relating to IT Requirements for servers and Storage for various Capacities. For a minimum period of two years as on date in the State Government affiliating Universities / Board / Institutions / PSU's etc. – proof to be enclosed.
3-	The bidder must submit an Affidavit on non-judicial stamp paper duly attested by 1 st Class Magistrate / Notary to the effect that they have not been debarred / blacklisted by any State Government / Central Government / PSU Department in India / Public or Private Institute / Organization as Annexed-II.
4-	The bidder is required to produce a Satisfactory Certificate at least one institution where relating to IT Requirements for servers and Storage for various Capacities provided/provided which has been mentioned by the bidder for eligibility.
5-	The individual signing the Tender or other document, in connection with the Tender must certify so as to whether he / she has signed as:- <ol style="list-style-type: none"> a. A "Sole Proprietor" of the firm or constituted attorney of such proprietor. b. A Partner of the firm, if it be partnership, in which case he must have authority to refer to arbitration disputes concerning the business partnership either by virtue of the partnership agreement or a power of attorney. The alternative all the partners should sign the tender. c. Authorized Signatory of Pub. Ltd. Corp. or Pvt. Ltd. Co.
6-	Self attested copy of last three year ITR's be attached with the tender documnts.
7-	A Copy of PAN and GST Number be attached.
8-	Earnest Money (EMD), Tender Fee & e-Service Fee through online mode is acceptable only and any other mode is not acceptable.

TERMS AND CONDITIONS

Sealed quotations/Tenders are invited for the PROCUREMENT OF EIGHT HDDS (8TB, 7200 RPM, 3,5") FOR NETAPP 8040B-X318A-R6 STORAGE INSTALLED IN DATACENTER CAMPUS MDU, ROHTAK (as annexed A). The contract would be comprehensive i.e. including the replacement of parts of the Original Equipment's Manufacturer (OEM).

1. Every e-tender shall be accompanied by the Earnest Money.
2. Charges not mentioned in the tender shall not be paid.
3. The Quantity of parts may increase or decrease. The increase or decrease shall be communicated by the University on the beginning of the concerned quarter of the year.
4. The acceptance of the tender shall rest with the Registrar, MDU, Rohtak who does not bind himself to accept the lowest tender and reserves the right to reject or accept any or all Tenders without assigning any reason therefore. The Registrar, MDU Rohtak also reserves the right to accept tender in parts i.e. any item or any quantity, and to reject it for the rest.
5. The University reserves the right to split the order among more than one Tenderer.
6. It may be certified that you have not been debarred/blacklisted for any reason/period by the Central/ State Govt. Department/University/Board/corporation/PSU etc. if so, particulars of the same may be furnished. Concealment of facts shall not lead to cancellation of the agreement but may also warrant legal action.
7. In case, any other information/clarification is required, you may contact to the OSD (P&S) on any working day (Monday to Friday) during office hours (9:00 a.m. to 5:00 p.m.).
8. The University reserves the right for negotiation thereafter if considered necessary.
9. The decision of the University will be final.
10. Interested firms are hereby requested to furnish their proposals/rates through two sealed bid systems i.e. Technical Bid & Financial Bid.
11. Immediately upon award of the Contract, the contractor would give a taking over all equipment (giving their specification/configuration in working condition). It shall be the responsibility of the firm/company to make all the equipment work satisfactorily throughout the contract period and also to hand over the systems to the department in working conditions on the expiry of the contract. In case any damage to the systems of the departments is found, compensation which would be determined by the Competent Authority will have to be paid by the firm.
12. An Earnest Money Deposit (EMD) of 2% of the tender amount. The successful tenderer shall submit a performance guarantee of 5% of total amount as determined by the University while awarding the contract for the fulfillment of performance of the terms and conditions of the contract. The security deposit will be refundable after the successful completion of the contract to the adjustment of dues against the contractors.
13. It may also be noted that in case of the contractor backing out in mid terms without any explicit consent of MDU Rohtak, the firm/company will be liable to recovery at higher rate vis-à-vis, those contracted with it, which may have to be incurred by MDU Rohtak on maintenance of machines for the balance period of contract through alternative means.

14. The above act of backing out would automatically debar the firm from any further dealing with MDU, Rohtak and EMD/performance guarantee amount would also be forfeited.
15. No advance payment, in any case, would be made. However, quarterly payment on a pro-rata basis on satisfactory rendering of service would be made.
16. The rates quoted should be NET (exclusive taxes). The rate should be quoted per machine. This is to facilitate the addition or removal of equipment from the list covered under the contract.
17. The contract is not transferable.
18. The University reserves the right to accept or reject any or all tenders without assigning any reasons.
19. It will not be opened for the contractor to refuse maintenance of any equipment that is in working condition on the date of entering the contract. Equipment over ten years old may be brought under the contract by mutual agreement.
20. The contractor shall be responsible for any loss or damage caused to any of the machines owing to negligence on his part. The contract will be on a comprehensive basis for repairs and replacement of spare parts without extra payment.
21. The firm hereby agrees to indemnify MDU, Rohtak duly from and against all actions, demands proceedings prosecution, attachment, and all arising out of its liabilities. All charges, Levies and state and central taxes, etc. MDU shall not be liable for any payment of the claim by the employee.
22. Any dispute arising with regard to any aspect of this agreement shall be settled through mutual consultation and agreement by the parties to the agreement. In case a settlement is not arrived at, the dispute (s) shall come under the purview of the Arbitration and Conciliation Act.1996 of India and the area of jurisdiction shall be at Rohtak only.

BOQ

Sr.no	Name of Item	Qty
1	8 TB Hard disk, 7200 RPM, 3.5" for NetApp 8040B-X318A-R6 Storage (OEM Certified)	8

TECHNICAL ENVELOPE

List of Technical Documents:

Sr. No.	Description	Suppliers Response (Yes/No)	Page no	Remarks
1.	Name & address with Contact Number of the firm and name of authorized signatory			
2.	Copy of PAN Card and GST No.			
3.	Copy of latest Income Tax Return (last Three years)			
4.	The bidder should submit a proof of having an average turnover of Rs 8 lacs or above during the last three years. Proof to be duly certified by a registered Chartered Accountant is required.			
5.	Registration No. of the Firm			
6.	Details of the Government Offices/Departments/Organizations /Universities /Boards/P SUs/MNCs etc. IT Requirements for servers and Storage for various Capacities for at least two years. Copies of work orders in which they have given in any/all the Government. Ministries/Departments/Organizations/Universities/Boards/PSUs/MNCs etc. may be enclosed			
7.	Affidavit on non-judicial stamp paper duly attested by Notary / 1 st Class Magistrate to the effect that they have not been debarred / blacklisted by any State Government / Central Government / PSU Department in India / Public or Private Institute / Organization as per Annexed-II.			
8.	Scan Copies of the above required documents mentioned at Sr. No. 1 to 7 must be enclosed with the tender documents.			

NOTE:

All the Technical Documents should be uploaded on the e-tender portal. The non-submission/poor management of documents may lead to disqualification as well.

FINANCIAL ENVELOPE

Sr. No	Name of Item	Qty	PartCode	HSN Cde	Unit Rate without GST	Unit Rate with GST	Total Rate (Qty X Unit Rate with 3 Year Warranty with Taxes)
1	8 TB Hard disk, 7200 RPM, 3.5" for NetApp 8040B-X318A-R6 Storage (OEM Certified)	8					

All the Financial Documents should be uploaded on the e-tender portal. The non-submission/poor management of documents may lead to disqualification.