



Supply and Installation of 16GB RAM for Existing Dell Servers

REQUEST FOR QUOTATION (RFQ)

(13 September 2022)
RFQ: ReBIT/CPO/2022-23/121/036

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**Reserve Bank Information Technology Pvt. Ltd.
502, Building No 1, Mindspace Juinagar, Nerul, Navi Mumbai – 400706**

Schedule of Events

Tender inviting authority	Reserve Bank Information Technology Pvt. Ltd. (ReBIT)
RFQ BID reference number	RFQ: ReBIT/CPO/2022-23/121/036
Purpose of RFQ	Supply of additional RAM(16gb) for Existing Dell Servers
Method of selection	Selection will be based on Least Cost Method
Availability of RFQ documents	13-September-2022 RFQ document will be published on ReBIT website for downloading & viewing purpose. Participation is allowed to authorized resellers/channel partners or OEM only.
Last date and time for bid submission (on or before)	19-September-2022 upto 12:00 Hrs through a password protected document through email to procurement@rebit.org.in
Bid opening	19-September-2022 at 16:00 Hrs through video conference
Proposal validity	Proposals must remain valid up to 90 (Ninety) days from the last date of submission
Name and address for communication	Procurement Manager, Reserve Bank Information Technology Private Limited, 502, Building No 1, Mindspace Juinagar, Nerul, Navi Mumbai - 400706 Email: procurement@rebit.org.in , Phone No. 022 50233139

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1. About ReBIT

Reserve Bank Information Technology Private Limited (ReBIT) has been set up by the Reserve Bank of India (RBI), to take care of the IT requirements, including the cyber security needs of the Reserve Bank and its regulated entities. ReBIT will act as a catalyst for innovation, big systems and new ideas apart from having the capability to guide the regulated entities in the IT areas of their operations as also for ReBIT's IT related functions and initiatives. Given the need for interoperability and cross-institutional cooperation, ReBIT will effectively participate in setting up of standards to strengthen Reserve Bank's role as regulator. ReBIT is a 100% wholly owned subsidiary of the RBI.

2. Objectives of the RFQ

ReBIT intends to procure for additional 16GB RAM for existing Dell servers from Dell Authorised Resellers/channel partners or OEM only.

3. Invitation of Tender Bids

This RFQ is an invitation for responses from eligible bidders only. No contractual obligation on behalf of ReBIT whatsoever shall arise from the RFQ process unless and until a formal contract is signed & executed by duly authorized official of ReBIT and the successful Bidder. However, until a formal contract is executed, this RFQ together with ReBIT's written acceptance & notification of award shall constitute a binding contract with the successful Bidder.

Bidder(s) are expected to examine all instructions, forms, terms, specifications, and other information in the RFQ document. Failure to furnish any information required by the RFQ document or to submit a bid not substantially responsive to the RFQ document in every respect will be at the Bidder's risk and shall result in the rejection of their bid. The procedure and terms & conditions for submission of bid are enumerated in this RFQ.

Bidders are expected to submit their bids (password protected) through email to procurement@rebit.org.in strictly as per RFQ timelines. Please note to ensure email attachment size shall not be more than 10 MB. In case of file size being more than 10MB, you may send the files through multiple emails.

4. Scope of Work

Supply and installation of below mentioned Products :

Sr No.	Service Tag	Physical Box	Description	Quantity	After upgrade RAM available
1	F5KSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB
2	9SHSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB
3	G5KSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB
4	GXJSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB
5	6SHSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB
6	2QHSGP2	PowerEdge T40	16GB RAM Upgrade	1	32 GB

Note that:

- 1. Bidder has to supply original OEM compatible components so that it shall not impact operations of existing server functions or warranty terms and shall not trigger any vulnerabilities in future related to upgraded components.**
- Any support (replacement, warranty, guarantee, installation, etc.) for the above mentioned

additional 16GB RAM is to be provided by the successful bidder of this RFQ.

3. Any support/AMC related to the existing servers will be provided by the existing AMC vendor / OEM.
4. Warranty one year or equal to server warranty.

5. Selection Process

The contract will be awarded to the successful bidder whose bid is determined to be most responsive and has been evaluated to be the lowest commercial.

The decision of ReBIT shall be final, in this regard. any misrepresentation of facts may lead to outright rejection of the Bid.

6. Instructions for Bid Submission

1. This RFQ process shall be administered through e-mail specified in Schedule of Events.
2. All the necessary documents requested in the RFQ shall be emailed (password protected) to procurement@rebit.org.in as per the Schedule of Events.
3. Bidder to submit **Manufacturer Authorisation Form / Authorised Partnership Certificate** from Dell as per **Annexure A**
4. Bidder should submit filled **Annexure B – Commercial Bid** with signed by authorized signatory.
5. ReBIT reserves the right to resort to re-tendering without providing any reason whatsoever. ReBIT shall not incur any liability on account of such rejection.
6. ReBIT further reserves the right to reject any or all offers based on its own evaluation of the offers received, or based on stability, capabilities, track records, reputation among users and other similar features of a Bidder.
7. ReBIT reserves the right to modify any terms, conditions or specifications of RFQ before date and time of submission of bids. Bidder must submit bid documents as per the changes/modifications while submitting the bid. Notification of amendments/corrigendum will be mailed to eligible bidders and will be binding on all Bidders and no separate communication will be issued.
8. ReBIT, at its discretion, may extend the deadline for a reasonable period as decided by ReBIT for the submission of bids.
9. Bids received after cut-off date and time will not be considered.

7. Price Bid

The Price Bid should include the cost of all the items offered. The suggested directive for Commercial offer is as follows:

1. The Price Bid should be submitted as per **Annexure B** by way of entering the values in the format (not in hand written). This must contain all price information, prices should be exclusive of GST & Tax (for all products, services, implementation, certificates etc.). However, all the Tax details to arrive the final payable to vendor should be mentioned in Price Bid.
2. The Bidders should not offer any options or any conditional offers to the ReBIT while giving the price information. The offer should strictly be in conformity with the items as specified by ReBIT. No additions or deletions to the **Annexure B** is allowed. Any deviations may lead to disqualification of the bid.

8. Bid Opening and Evaluation Process

- The Bidders shall submit the Commercial bid in the attached format - **Annexure B**. The Bidder is expected to submit the Commercial bid exclusive of the applicable taxes (GST). Taxes and levies as applicable must be indicated in detail separately.
- All the prices quoted shall be in Indian Rupees (₹). The quote shall not be subject to any price escalation subsequently. Rate should be quoted against each item separately.
- The price bids shall be opened on the notified date and time and reviewed to determine whether the price bids are substantially responsive.
- Commercial bid valuation shall be considered as below in case of any kind of discrepancy:
 - a. If there is a discrepancy between words and figures, the amount in words shall prevail
 - b. Where there is a discrepancy between the part-wise quoted amounts and the total quoted amount, the part-wise rate will govern.
 - c. If there is a discrepancy between percentage and amount, the amount calculated as per the stipulated percentage basis shall prevail
 - d. If there is discrepancy between unit price and total price, the unit price shall prevail
 - e. If there is a discrepancy in the total, the correct total shall be arrived at by ReBIT.
- If a Bidder quotes NIL price / consideration, the bid shall be treated as unresponsive and will not be considered.
- Bidder with the **Lowest Commercial Bid** will be selected as successful bidder .

9. Delivery Period

Timelines for Supply 16GB RAM UPGRADE in existing Dell servers will be strictly as per below table.

S. No.	Activity	Timeline
1	Supply and Installation of 16GB RAM in existing Dell Servers as per the details mentioned in the Scope of work	Within 2 weeks of the PO

10. Liquidated Damages (LD)

If Successful Bidder fails to deliver any or all of the Service(s) / Systems or perform the Services within the time period(s) specified in the RFQ, ReBIT shall, without prejudice to its other rights and remedies under and in accordance with the RFQ, levy Liquidated Damages (LD) from payments, which are due to the Successful Bidder. For calculation of LD:

- i. In case of delay by the Bidder in delivery of RAM, the financial Penalty as per the ReBIT's discretion will be imposed on the Bidder at 2.5% of the total contract value per week of delay, to the maximum of 10% of the total contract value as per the PO between ReBIT and the successful Bidder.
- ii. ReBIT reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by ReBIT to the company.
- iii. Part of week will be treated as a week for this purpose.
- iv. However, ReBIT may, at its discretion, waive the liquidated damages in case the delay cannot be attributed to the Bidder.
- v. ReBIT will deduct the amount of liquidated damages from the payment due of the same project from the Successful Bidder. ReBIT may also withhold the amount to be recovered from the payment due from other projects held by the same Bidder.
- vi. Any such recovery or liquidated damages shall not in any way relieve the successful Bidder from any of its obligations to complete the works / service(s) or from any other obligations and liabilities under the Contract/Agreement/Purchase Order.

vii. ReBIT reserves the right to condone the delay, if it is not attributable to the successful Bidder.

If the Successful Bidder fails to complete the due performance of the contract / purchase order in accordance with the specification and conditions of the offer document, ReBIT reserves the right either to cancel the order or to recover a suitable amount as deemed reasonable as Penalty / Liquidated Damage for non-performance.

11. Payment Terms

ReBIT will endeavour to make all payments in relation to the software licenses/subscriptions, delivered to it, based on successful delivery & acceptance by ReBIT of products & licenses, within a period of 30 days from the date of acceptance of invoice by ReBIT.

12. Confidentiality

The Bidder must undertake that they shall hold in trust any Information received by them, under the Contract/Purchase Order, and the strictest of confidence shall be maintained in respect of such Information. The Bidder has also to agree:

- i. To maintain and use the Information only for the purposes of the Contract/Agreement and only as permitted by ReBIT
- ii. To only make copies as specifically authorized by the prior written consent of ReBIT and with the same confidential or proprietary notices as may be printed or displayed on the original;
- iii. To treat all Information as Confidential Information.

13. Tender / RFQ Cancellation

ReBIT reserves the right to cancel the Tender/RFQ at any time without assigning any reasons whatsoever.

14. Jurisdiction

Notwithstanding anything contained herein above, in case of any dispute, claim and legal action arising out of this RFQ, the parties shall be subject to the jurisdiction of courts at Mumbai, Maharashtra State, India only.

15. Annexure A: Manufacturer's Authorisation Form

(This letter of authority should be on the letterhead of the manufacturer(s) / developer(s) and should be signed by a competent person representing the manufacturer / developer.)

To,

The CEO,
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, Mindspace, Juinagar,
Nerul, Navi Mumbai - 400706

Dear Sir,

We _____ who are established and reputed manufacturer / developer of _____ having organization at _____ and _____ do hereby authorize M/s _____ (Name and address of Agent/Dealer) to offer their quotation, negotiate and conclude the contract with you against the above tender.

We hereby confirm that in case the Bidder is not able to perform obligations as per contract during the contract period, contracted services will be provided by OEM within the stipulated time.

We hereby extend our full guarantee and warranty for the following softwares / products offered by the above firm in response to ReBIT's tender and contract for Renewal of MS O365 Licenses

1. _____
2. _____
3. _____
4. _____

(Please mention the names of the Softwares, Servers, System Softwares, RDBMS, and/or any other suites, as applicable).

Yours faithfully,

(Name)
for and on behalf of
M/s _____
(Name of Manufacturer/Developer)

16. Annexure B – Commercial Bid

The Financial Proposal must provide a cost breakdown. The format shown below is suggested for use as a guide in preparing the Financial Proposal.

(On letterhead of the Bidder)

Total Cost of the Ownership (TCO) should be calculated in below format.

Sr No.	Service Tag	Physical Box	Description	Quantity	Unit Cost	Total Cost (Excl tax) (Qty X Unit Cost)	GST %	GST Amount	Total Amount (Incl tax) (Total Cost + GST)
1	F5KSGP2	PowerEdge T40	16GB RAM Upgrade	1					
2	9SHSGP2	PowerEdge T40	16GB RAM Upgrade	1					
3	G5KSGP2	PowerEdge T40	16GB RAM Upgrade	1					
4	GXJSGP2	PowerEdge T40	16GB RAM Upgrade	1					
5	6SHSGP2	PowerEdge T40	16GB RAM Upgrade	1					
6	2QHSGP2	PowerEdge T40	16GB RAM Upgrade	1					
Grand Total									

1. Bidder has to provide the cost in INR. GST Rates are to be provided separately.
2. Cost of RAM shall be overall cost of Supply with necessary support inclusive of all Taxes (whichever is applicable), however exclusive of GST.
3. Bidder shall mention Part Nos / Configuration / Warranty / Guarranty / Support offered by Dell for the above items clearly in the proposal note.

Note:

The fees payable by REBIT to Bidder shall be inclusive of all costs such as insurance, taxes (GST, as per the rates applicable), custom duties, levies, cess, transportation, installation, (collectively referred to as "Taxes") that may be levied, imposed, charged or incurred and REBIT shall pay the fees due under this RFQ and subsequent agreement after deducting any tax deductible at source ("TDS"), as applicable. Any variation in Government levies/ GST/ VAT/ cess/ excise/ custom duty etc. which has been included as part of the price will be borne by the Bidder.