

NOTICE INVITING TENDER FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF NETWORK SWITCHES, Wi-Fi ACCESS POINTS, SURVEILLANCE CAMERAS, AP LICENSES AND OEM SUPPORT TO IIM TIRUCHIRAPPALLI

Tender No. IIMT/2021-22/IT/infra/01 dated: 18.05.2021

Details	Date	Time	Venue
Name of Work/ Service	“Tender For Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli”		
Date of issue of Tender Document	18.05.2021	18.00 Hrs. onwards	-
Pre-bid Meeting	27.05.2021	15.00 Hrs.	IIM Trichy through virtual mode. Please refer IIMT website on 26.05.2021 for online link
Last date of Submission of Tenders	10.06.2021	17.00 Hrs.	-
Opening of Master Envelope and Technical Bid	11.06.2021	15.00 Hrs.	IIM Trichy through virtual mode. Please refer IIMT website on 10.06.2021 for online link.
Opening of Price Bid	To be informed later		-
Tender Document	The tender document can be downloaded from the IIM TRICHY website https://www.iimtrichy.ac.in/tender-published		
Cost of Tender Document	Not Applicable		
EMD Amount	Rs. 30,000/- (Rupees Thirty Thousand Only) to be remitted through online mode to IIM Tiruchirappalli, SB A/c. No. 32170808935, IFSC Code: SBIN0071187 of SBI, IIM Tiruchirappalli.		
Copy of payment transaction receipt has to be attached with the application form, without which the bid won't be considered. The payment of EMD is exempted for MSME/Start-up Bidders. Bidders claiming exemption should attach necessary document proof to the tender document.			
Address for submission of Tender	Chief Administrative Officer (i/c), Indian Institute of Management Tiruchirappalli, Pudukkottai Main Road, Chinna Sooriyur, Trichy - 620 024.		
Mode of Submission of Tender	Speed Post / Registered Post / Courier or Hand delivery – during office hours (9.30 to 17.00 hrs.) only (To be submitted to Dispatch Section of IIM TRICHY @ Administrative Wing – II Floor and obtain acknowledgement)		

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NOTICE INVITING TENDER

1. OVER VIEW

Indian Institute of Management Tiruchirappalli (IIM Trichy) is an Institute of National Importance, established by the Ministry of Education, Govt. of India. More details about IIM TRICHY are available in our website www.iimtrichy.ac.in.

IIM TRICHY invites sealed Tenders from reputed OEM's and their authorized partners for **Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli**. The Tentative value of the Tender is as under:

Service Description	Estimated Value of the Tender	Earnest Money Deposit (EMD)	Interest free Performance Security Deposit
<i>Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli</i>	Rs. 13,00,000/-	Rs. 30,000/-	3% of the Work Order value

2. BROAD SCOPE OF WORK

1. The vendor has the responsibility of supply, installation, testing and commissioning of all the items given in the tender.
2. The installation includes the mounting of switches, APs and surveillance cameras, configuration and integration of new access points, Upgradation of firmware and configuration fine-tuning of existing controller (Ruckus Smart Zone 100), activation of additional licenses on existing controller, positioning of access points as per the signal coverage, installation and commissioning of switches, dressing of LAN cables (cables and racks [already installed] will be provided by IIM Trichy) etc.
3. The installation and configuration of switches and APs, activation of support licenses needs to be done as per the requirement of the ICT department of IIM Trichy.
4. The configurations have to be verified on the existing WiFi controller and the same has to be fine-tuned for providing maximum performance. If there is any disconnected access points, the

same needs to be reconnected. The IT Team of IIM Trichy will also join for the troubleshooting process.

5. The surveillance cameras should be installed and integrated on the existing DVMS System (FLIR-DV Tel) which is working on 8.0.5.6127 version. Few existing Cameras (20 Nos) that are disconnected from the DVMS Server needs to be reconnected. Re-crimping/ connectivity checks need to be done for the same.
6. In addition to the OEM's support (*as mentioned in the specification*), the vendor has to provide TAC support during the entire warranty period as applicable to respective items that are mentioned in the specification. If needed, the vendor has to send their Engineer at site for fixing complicated technical issues.
7. OEM letter(s) [single or multiple letters] from Wi-Fi OEM and Switch OEM needs to be submitted for the following:
 - a) The letter (MAF) stating that the vendor is an authorized partner of the respective product.
 - b) OEM should mention in the letter that they will provide direct support to the client.
 - c) The RMA will be placed by the client directly with the OEM and the replacement of faulty items need to be done without delay.
 - d) Quantity and period of all the licenses validity, warranty and support needs to be mentioned in the letter.
8. Payment will be released only after taking the screenshot of the dashboard of the items/devices wherein the quantity and period of licenses are clearly mentioned.
9. If there is any query from the bidders, the same should be raised during the pre-bid meeting.
10. The OEM should send the Support & Warranty Licenses/Activation Keys directly to IIM Tiruchirappalli and the Payment will be released only after the activation. However, the vendor is also equally responsible for providing necessary support for the onsite troubleshooting and replacing (faulty product) during the warranty period.

3. TECHNICAL SPECIFICATIONS

I. 48 Ports Switch with PoE+ (Quantity: 1)	
S. No	<u>Specifications</u>
1	The proposed switch should be 19" Rack Mountable, Layer 2 wire speed non-blocking Switch
2	Should have 48X 10/100/1000 Base TX and 2 X1G SFP+ ports
3	Should supply 1 X 1G single mode SFP+ module along with the switch
4	Support 802.3af Power over Ethernet and 802.3at at least for 24 ports (All the ports should support PoE+)
5	Each access switch should support dedicated stacking bandwidth of minimum 10 Gbps and also support atleast 4 switches in a stack
6	Required stacking module and cable should be provided (as required)
7	VLAN capacity: Should support minimum 100 VLANs
8	CONVERGENCE: Should support Data, Voice & Video
9	MULTICAST: MLD v1/v2 snooping
10	MANAGEMENT: Should be managed via Telnet and SSH protocol
11	Should Support IEEE 802.1D Spanning Tree; IEEE 802.1W Rapid Spanning Tree; 802.1Q VLANs
12	Preferably the switch should support IPv4 and IPv6 Static routes
13	Operating temperature: 0° C to 45° C
14	<i>SUPPORT: 5 years comprehensive support including hardware replacement, TAC support and software updates & upgrades directly from OEM</i>
15	Switch (1 No) and Fiber transceivers (1 Nos.) should be from the same OEM
16	<i>Preferred Makes:</i> Cisco, HP, Extreme, Comscope, Allied Telesis, Juniper

II. 24 Ports Access Switch with PoE+ (Quantity:1)	
S.No	<u>Specifications</u>
1	The proposed switch should be 19" Rack Mountable, Layer2 wire speed non-blocking Switch
2	Should have 24X 10/100/1000 Base TX and 2 X1G SFP+ ports
3	Should supply 1x 1G single mode SFP+ module along with the switch
4	Support 802.3af Power over Ethernet and 802.3at (All the ports should support PoE+)
5	Switch should support dedicated stacking bandwidth of minimum 10 Gbps and also support atleast 4 switches in a stack
6	Required stacking module and cable should be provided (as required)
7	VLAN capacity: Should support minimum 100 VLANs

8	CONVERGENCE: Should support Data, Voice & Video
9	MULTICAST: MLD v1/v2 snooping
10	MANAGEMENT: Should be managed via Telnet and SSH protocol
11	Should Support IEEE 802.1D Spanning Tree; IEEE 802.1W Rapid Spanning Tree; 802.1Q VLANs
12	Preferably the switch should support IPv4 and IPv6 Static routes
13	Operating temperature: 0° C to 45° C
14	SUPPORT & Warranty: 5 (five) years comprehensive support including Hardware replacement, TAC support and software updates & upgrades directly from OEM
15	Switch (1 No) and Fiber transceivers (1 Nos.) should be from the same OEM
16	Preferred Makes: Cisco, HP, Extreme, Comscope, Allied Telesis, Juniper

II. 10 Ports(Min) Access Switch with PoE+ (Quantity: 4 Nos)	
S.No	Specifications
1	The proposed switch should be 19'' Rack Mountable, Layer2 wire speed
2	PORTS: 10(min) X 10/100/1000 Base Tx and 1(min.) X 1G SFP ports
3	Each switch should be supplied with 1 x 1G single mode SFP module (Transceiver)
4	The switch should have 802.3af Power Over Ethernet and 802.3at functionality (i.e., at least 5 ports should support PoE+ in each switch)
5	VLAN capacity: Should support minimum 10 VLANs
6	CONVERGENCE: Should support Data, Voice & Video
7	Should Support IEEE 802.1D Spanning Tree; IEEE 802.1W Rapid Spanning Tree; 802.1Q VLANs
8	Operating temperature : 0° C to 45° C
9	WARRANTY: 5 (five) years
10	All switches (4 Nos.) and Fiber transceivers (4 Nos.) should be from the same OEM
11	Preferred Makes: Cisco, HP, Extreme, Comscope, Allied Telesis, Juniper, D-Link, Linksys

III. Wi-Fi Access Points (Quantity: 20 Nos)	
Description	Specifications
Antenna Gain	Upto 3 dBi or better
Concurrent Users	Upto 512 or better
Ethernet Ports	1 x 1G and 1 x 2.5G
PHY Rate at 2.4 GHz	Upto 574 Mbps
PHY Rate at 5 GHz	Upto 2000 Mbps
Radio Chains and Streams	4x4:4 for 5 GHz and 2x2:2 for 2.4 GHz
Wi-Fi Interface Standard	IEEE 802.11a/b/g/n/ac/ax Wave 2 802.11ax at 2.4 GHz and 802.11ax at 5 GHz
Compatibility	Should be fully compatible with the existing controller (Ruckus Smart Zone 100)
Hardware Warranty for AP	Lifetime
<i>OEM's Direct Support for AP Licenses for 5 (five) years</i>	<i>Access points should have life time hardware warranty and OEM's direct support for 20 Access Points (AP support for the controller) should be provided along with these APs for 5 (five) years. The amount for the same should be included with the cost of each Access Point.</i>

IV. Additional Access Point Licenses for the Existing Controller (Quantity: 50 Nos)	
Description	Specifications
Existing Controller Make/ Model	Ruckus/Smart Zone 100
Licenses	Presently, the controller has 200 AP Licenses which has to be increased to 250 Nos by adding additional 50 Licenses
SI.No of Controller	361626001039
Type	Perpetual

V. Indoor Surveillance Cameras (Quantity: 2 Nos)	
Description	Specifications
Scope of work	The camera (Day-Night WDR) has to be integrated with the existing DVMS dashboard and monitoring stations.
PoE	The cameras should support the PoE functionality (8.2.3 af or equivalent)
Resolution	Full HD
Mounting brackets	Mounting brackets should be provided and the mounting work needs to be done according to the site conditions.

Type	Dome type IP based cameras
Compatibility	Should be fully compatible with the existing Surveillance System and DVMS Server (FLIR 8.0.5/ DV Tel). The required additional licenses also need to be provided to add the cameras on the existing system.
Warranty	3 Years

4. ELIGIBILITY CONDITIONS FOR BIDDERS

- The tendering Agency must fulfill the conditions mentioned in the succeeding paras in order to be eligible for technical evaluation of the bid.
- The bidder(s) should be registered with the Goods and Services Tax council for the purpose of Goods & Service Tax (GST). A copy of the GST registration certificate has to be submitted with the tender document. A copy of GST Registration Certificate, PAN and Bank account details should be submitted along with the Technical Bid. The names appearing on all these documents and tender document should be same or linked.
- The bidder(s) should be registered with the appropriate registration authority and should be in existence for not less than three years as on 30/04/2021. Copy of Certificate of Incorporation or relevant registration certificate should be attached.
- Bidder(s) should have at least three years' experience in Similar work as on 30th April 2021. Relevant documentary proof like work order / Letter of Intent / Agreement must be submitted with technical bid. **Similar work shall mean:** Supply, Installation, Testing and Commissioning of Network Switches and Wi-Fi Access Points preferably with Surveillance Cameras (The same work order (s) can include the installation of switches and WiFi installations. If the vendor produces more than one work orders, one can be related to the installation of switches and the others for WiFi installation or vice versa.)
- Copy(ies) of work order(s) showing that the firm has executed the similar work(s) in the last 3 years and details of current similar works on hand and other contractual commitments shall be provided by the Bidder as on 30th April 2021 as detailed below;

At least one similar work of 80% of the estimated cost [Order copy to be enclosed]

OR

At least two similar works of 60% of the estimated cost each [Order copy to be enclosed]

OR

At least three similar works of 40% of the estimated cost each. [Order copy to be enclosed]

- vi. The bidder should attach copies of the work orders / contracts, which should indicate the scope of work for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support along with Technical Bid.
- vii. Average Annual Turnover of the bidder should be 80% of the estimated cost of the tender during the previous three financial years from 2017-18 to 2019-20. Copies of duly audited Balance Sheet with Profit & Loss accounts are to be submitted as per the [Annexure-I](#). The year in which no turnover is shown would also be considered for working out the average.
- viii. Bidders should be regular in filing Income-Tax returns. A copy of Income tax returns filed and audited accounts statement for the last three financial years (2017-18, 2018-19 & 2019-20) should be submitted with the Technical Bid
- ix. The bidders should not be blacklisted by any department of the Government of India and Private organization in the past. There should not be any criminal case registered against the bidding firm or its owners/partners anywhere in India. An undertaking to this effect in the Company letter head duly signed by the owner / partner or both to be enclosed, as per [Annexure-IV](#).
- x. The Bidder should give self-declaration certificate for acceptance of all terms & conditions of tender documents. A duly completed certificate to this effect is to be submitted as per the [Annexure-VII](#).
- xi. **EMD Exemption for Start-up/MSEs:** MSE bidders are exempt from payment of EMD. Such bidders should have a valid registration with MSME or Central Purchase Organization or a startup recognized by Department of Industrial Policy & Promotion (DIPP) on the date of opening of the tender. Appropriate documentary evidence should be provided, failing which the bid will not be accepted.
- xii. **Relaxation for Startups/MSEs:** As per GFR 2017, condition of prior turnover and prior experience for Startups/MSEs Bidders in this tender will be relaxed subject to meeting of quality and technical specifications by Startups/MSEs. The startup/MSEs bidders should provide appropriate and adequate documentary evidence to establish their ability to meet the quality and technical specification of the items covered in this tender.

5. INSTRUCTIONS TO BIDDERS:

a) Tender Fees

Tender Documents are to be downloaded from the Institute's website <https://www.iimtrichy.ac.in/tender-published>.

b) Earnest Money Deposit

- i. The bidder(s) should remit an Earnest Money Deposit (EMD) of Rs. 30,000/- (Rupees thirty thousand only) through online transfer to "IIM TIRUCHIRAPPALLI" as per the bank details provided at Page one. A copy of the payment transaction receipt has to be attached with the tender application form, in a separate envelope superscribed as "EMD payment receipt", without which the tender won't be considered for the bidding process.
- ii. The EMD of the successful bidder will be adjusted against the interest free performance Security Deposit due to be paid. The EMD of the unsuccessful bidders will be released after finalization of the tender. No interest is payable on the earnest money.
- iii. Micro and Small Enterprises (MSEs) firms as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or the firms registered with the Central Purchase Organisation or the concerned Ministry or Department or Startups as recognized by Department of Industrial Policy & Promotion (DIPP) for all these items only, are exempted from EMD. However, they have to enclose valid self-attested registration certificate(s) along with the tender to this effect.
- iv. The bidders who seeks exemption from EMD as per clause above, if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the bid document, they will be suspended for the period of three years or as decided by the competent authority from being eligible to submit bids for contracts with the entity that invited the bids.

c) Relationship Certificate

- i. The bidder should give a certificate that none of his/her near relative is working in the units as defined below where he is going to apply for the tender. In case of proprietorship firm certificate will be given by the proprietor. For partnership firm certificate will be given by all the partners and in case of limited company by all the Directors of the company. Due to any breach of these conditions by the company or firm or any other person the tender will be cancelled and Bid Security will be forfeited at any stage whenever it is noticed and IIM Trichy will not pay any damage to the company or firm or the concerned person.

- ii. The company or firm or the person will also be debarred for further participation in the concerned unit.
- iii. The near relatives for this purpose are defined as follows: -
 - a. Members of a Hindu undivided family,
 - b. Spouse,
 - c. The one is related to the other in the manner as father, mother, son(s) & Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).
- iv. The Relationship Certificate ([Annexure-VI](#)) needs to be placed in the Technical bid cover.

d) Amendment to bid document

- i. At any time prior to the date of submission of bids, IIM Trichy shall modify the bid document with amendments on its own.
- ii. Such amendments shall be notified on IIM Trichy website only and these amendments will be binding on all prospective bidders.
- iii. The Institute may at its own discretion extend the last date for the receipt of bids.
- iv. IIM Trichy reserves the right to cancel the tender without assigning any reason at any stages of evaluation before finalization.
- v. IIM Trichy also reserves the right to, at any time and in its absolute discretion the following:
 - Accept or reject all bids.
 - To obtain further clarification or supporting documents during the technical bid evaluation.
 - To suspend, discontinue, modify and/or terminate the Tendering process at any time.
 - To reject any unreasonable bid.
 - To modify/change/delete/add any further terms and conditions prior to opening of Price Bid.

e) Conditional Bids:

Conditional bids or Bids based on the process / basic schemes other than mentioned and / or not conforming to the technical specifications / requirements of the Bidding documents will not be considered.

f) Technical Bid Criteria

- i. The technical bid shall contain all the relevant information which forms part of the technical bid. The information provided in the technical bid will be used for understanding and assessing/evaluating the capability of the bidder.
- ii. All information should be organized in logically structured form and submitted as technical bid with an index. Bidders should comply with scope of work, eligibility criteria and technical requirements. The detailed formats are attached at [Annexure - I](#). The bidder is to complete the same in all respect and submit accordingly. No deviations are acceptable in [Annexure - I](#).

g) Price Bid Details

- i. Financial Bid i.e. BoQ given with the tender to be submitted after filling all relevant information and it should be submitted only for the brands and specifications mentioned in “Technical Specification Section” and as per the format available with the tender failing which the offer will be rejected (renaming or changing the format of BoQ) will not be acceptable. The Bidder should quote the price inclusive of all charges and **exclusive of GST**.
- ii. The quantities mentioned in Price Bid are tentative and may be increased or decreased depending upon the requirements of the Institute.
- iii. Price Bid i.e. BoQ given in tender to be submitted after filling all relevant information. The priced BoQ should be submitted strictly as per the **Annexure-II**, failing which the offer will be rejected.
- iv. Arithmetical errors, if any, shall be rectified on the following basis. If there is a discrepancy between the unit price and total price, then the unit price shall prevail and the total price shall be corrected by the Institute. If the Bidder does not accept the correction of the errors, the bid shall be rejected. All Rates, Prices, Amounts and Sums quoted by the bidder shall be in Indian currency only. The language used throughout shall be English.
- v. Tender must be submitted with the rates for all the items of work involved and any incomplete tender will not be considered.
- vi. The Rates quoted by the tenderer should be all inclusive of all **except GST** and must hold good till the completion of work and shall not be subjected to any escalation. No claim on this account what so ever shall be entertained at any stage including the extended period, if any.
- vii. Vendor should quote rates in the Price Bid (**Annexure -II**) only, bids indicating rates anywhere else will be rejected.

h) Validity of bids and rates

- i. All the quoted rates would be valid until the completion of the contract. No escalation of price whatsoever would be allowed during the currency of the contract, including extended period if any.
- ii. The quote shall remain valid and open for acceptance for a period of 90 days from the date of opening of price bid.

6. PROCEDURE FOR SUBMISSION OF TENDER

- i The tender document should be downloaded from the IIM Trichy website <https://www.iimtrichy.ac.in/tender-published>
- ii The bidder(s) shall not make any changes or amendment in the tender document as published in the IIM Trichy website.
- iii All correspondence and documents relating to the tender shall be written in English.
- iv No paper / page shall be detached from the tender document. No addition or alteration should be made in the tender document.
- v The tender document should be filled in legible handwriting/printing/typing without any ambiguity.
- vi If any correction is necessary in the information provided by the bidder, the same should be made after scoring out the old entry. In any case, there should not be any over writing. All the corrections should be attested with full signature of the bidder with date.
- vii The tender shall be submitted in two parts, viz., **Technical Bid** and **Financial Bid**. All the pages of the tender document being submitted must be signed and sequentially numbered by the bidder(s) before submission, as per the procedures and requirements stipulated herein.
- viii It is construed that the bidder has read all the terms and conditions before submitting their offer. An undertaking as given in the [Annexure-VII](#) to the effect of stating that the terms and conditions of the tender have been read and abided by the tenderer shall be furnished.
- ix Bidder should take into account the corrigendum/Addendum published from time to time before submitting the bids.
- x The bidders are cautioned that furnishing of incomplete/ambiguous information, suppression of facts and any alteration of the prescribed tender format will entail outright rejection of the bid application.

7. SUBMISSION OF BIDS

Since this tender is based on two bid system., **THREE SEPARATE SEALED ENVELOPES** as explained below need to be prepared:

a. Technical Bid: (Envelope A)

- i. The following documents are to be furnished by the bidder(s) along with Technical Bid ([Annexure-I](#)), as per the tender document;
- ii. Application form as per [Annexure - III](#).

- iii. Copy of PAN and GST Registration.
- iv. Copy of constitution or legal status of the bidder service provider / Sole proprietorship /firm agency etc. like Attested copy of deed of partnership, if the firm is a partnership concern. Certificate of Incorporation duly certified in case of Company.
- v. Copy of work orders, testimonials/completion /performance certificate from the present and past clients of equivalent order sized (executed the work(s) received in the last **3 years**) with verifiable contacts need to be attached with the Tender document.
- vi. A copy of Income tax returns filed and audited accounts statement for last three financial years (2017-18, 2018-19 & 2019-20).
- vii. The Relationship Certificate (**Annexure-VI**) needs to be placed in the Technical bid cover.
- viii. Duly Signed Tender document, it's all annexures and corrigendum/Addendum if any.
- ix. All other document mentioned in tender document, except Price Bid document.
- x. The **Technical Bid** Cover with the aforementioned required enclosures should be in sealed condition and SUPERSCRIBED with the following text: **“Technical Bid for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli”**

b. Price Bid - (Envelope B):

- i. **Price bid** (As per **Annexure-II** duly filled and signed) – Price must be quoted as per the format specified for all the items, failing which tender shall be rejected. The price quoted should be **excluding GST**. Applicable GST shall be decided as per the prevailing GST Act.
- ii. Only duly filled **Price Bid** as per **Annexure-II** should be put in a separate cover and the cover should be in sealed condition. This envelope should be **SUPERSCRIBED** with the following text: **“Price Bid for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli”**

c. EMD payment receipt/MSME Registration Certificate (Envelope C):

Wherever applicable, a copy of the payment transaction receipts amounted to **Rs 30,000/-** towards EMD, have to be submitted with the tender application form, without which the tender won't be considered for evaluation process. The EMD payment receipt as mentioned above, should be put in a separate envelope marked as “EMD payment receipt/MSME Registration Certificate”, if applicable.

All the three sealed envelopes should carry the name and address of the bidder and be placed/kept inside a LARGER Size Master Envelope with the following text

SUPERSCRIBED on the master envelope:

Tender for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM

Tiruchirappalli - Tender No: IIMT/2021-22/IT/infra/01 dated: 18/05/2021

- i. The master envelope containing the three envelopes should be delivered at the below mentioned address on or **before 17.00 hrs, 10/06/2021 (Thursday)**;
**The Chief Administrative Officer i/c,
Indian Institute of Management Tiruchirappalli,
Trichy – Pudukkottai Main Road,
Chinna Sooriyur, Tiruchirappalli– 620024**
- ii. If the three inner envelopes A, B & C and the one outer envelope (i.e., larger envelope) are not marked as instructed, IIM Trichy will assume no responsibility for the misplacement of the envelopes. Any bid received in unsealed condition will be rejected.
- iii. The tender should be submitted either through Registered Post/Speed Post/Courier or delivered to IIM Trichy in hand on working days during office hours (9.30 hrs. to 17.00 hrs.). IIM Trichy will not accept any responsibility or grant any relaxation of time for any Postal delay in submission of tender.

8. PRE-BID MEETING

Pre-Bid Meeting with the intending bidders shall be held through video conferencing on **27.05.2021 at 15.00 Hrs.** to clarify doubts that may arise before submission of the bids. The bidders need to send the scanned copy of letter of authorization from their firm (or firms they are representing) to purchase@iimtrichy.ac.in before 10.00 Hrs., on 27.05.2021 for attending the Pre-bid meeting as per format enclosed vide ***Annexure-V***. Bidders are requested to mail the doubts to purchase@iimtrichy.ac.in, prior to the pre bid meeting if possible, to enable us to clarify the doubts in the pre-bid meeting itself.

9. OPENING OF MASTER ENVELOPE & TECHNICAL BIDS

The master envelope and technical bid will be opened by the Purchase Committee on **11.06.2021 at 15.00 hrs** in the presence of the bidders or their authorized representatives through video conferencing mode. A maximum of two representatives per bidder shall be authorized and permitted to attend the bid opening. Bidders / Representatives have to send the scanned copy of **letter of authorization from their firm** (or firms they are representing) to purchase@iimtrichy.ac.in before attending the Opening of Master envelope & Technical bid meeting on the given date (to be informed later) in the opening of Technical Bid as per the format enclosed vide ***Annexure -V***.

10. OPENING OF PRICE BID

The price bids of all the technically eligible bidders will be opened in the presence of technically eligible bidders or their authorized representatives through video conferencing mode. ***The date and time for opening of the Price Bid will be informed later.*** Bidders / Representatives have to send the scanned copy of letter of authorization from their firm (or firms they are representing) to purchase@iimtrichy.ac.in before attending the price bid meeting on the given date (to be informed later) to participate in the opening of Price Bid as per the format enclosed vide **Annexure-V**.

11. GENERAL TERM & CONDITIONS

a) PAYMENT TERMS

- i. No advance payment will be made in any case.
- ii. Payment will be released after successful commissioning of all the items within 30 days' subject to submission of Invoice/Bill with all relevant documents.
- iii. Payment will be released only after taking the screenshot of the dashboard of the items/devices wherein the quantity and period of licenses are clearly mentioned.
- iv. TDS and any other Government levies applicable on bills as per Government instructions/ notifications issued from time to time shall be applicable and deducted from Service Provider's bills.

b) WARRANTY OF QUALITY

- i. The successful bidder will be responsible for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses to IIM Tiruchirappalli. And also for registering the items to avail the OEM Warranty/Support for **5/3 years** as the case may be.
- ii. In case, the firm fails to provide the required services within specified period, the same services will be obtained from open market and the difference of cost, if any, will be recovered from Performance Security or from pending bill(s) of the defaulting firm or from both in case the recoverable amount exceeds the amount of Performance Security.
- iii. If it is observed at any stage that the quality of the work is not satisfactory, the contract/ work order as a whole may be terminated and Security deposit forfeited. Applicable penalties would be levied from all the monies payable to the Service Provider on such termination and the balance amount, if any, would be paid. The decision of the competent authority in the matter of penalties, would be final and binding.

c) PENALTY CLAUSE

Deficiency/delay in services listed in the broad Scope of Work, will be construed as lapses on the part of the service provider. Such lapses due to service provider will be viewed seriously and penalties will be imposed on the service provider in case of any delay in providing the required services as covered by this Tender within the stipulated date and timings. IIM Trichy reserves the right to impose the penalty and the quantum of the penalty will be decided in individual cases and decision of the competent authority at IIM Trichy, shall be final and binding

d) PERFORMANCE SECURITY DETAILS

- i. The successful bidder will be required to remit an interest free Performance Security Deposit of 3% of the Work Order value through online transfer to IIM Trichy Bank Account mentioned at Page 1 of the tender document, within ten working days from receipt of the work order. The security deposit will remain with the Institute until the completion of work and it will be refunded after 60 days of successful completion of the work after adjusting applicable deductions, if any. Activation of OEM warranty support and licenses as mentioned in the specification is the responsibility of the successful bidder.
- ii. Performance Security will be refunded to the Vendor, after he/she duly performs and completes the contract/warranty period in all respect.
- iii. Performance Security will be forfeited if the vendor fails to perform/abide by any of the terms or conditions of the contract.
- iv. In case, the Vendor fails to provide the required materials /services within specified delivery period, the same services will be obtained from open market and the difference of cost, if any, will be recovered from Performance Security or from pending bill(s) of the defaulting firm or from both in case the recoverable amount exceeds the amount of Performance Security.

e) DELIVERY SCHEDULE

The successful bidder should be responsible for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli. The successful bidder should complete the work *within 30 days* from receipt of the Work Order.

f) FORCE MAJEURE:

- i. Should any force majeure circumstances arise, each of the contracting parties be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 15 days of its occurrence informs in a written form the other party.
 - ii. Force Majeure shall mean fire, flood, natural disaster, or other acts such as war, turmoil, sabotage, explosions, epidemics, quarantine restriction, strikes, and lockouts i.e. beyond the control of either party.
- g) The persons to be deputed by the service provider,** being their own employees or otherwise, shall be their sole employees and IIM Trichy shall not have any relation whatsoever with the employees of the service provider. He / She will be fully responsible for their acts, conduct and any other liability.
- h) Canvassing in connection with the tenders is strictly prohibited and tenders submitted by the tenderers who resort to canvassing will be liable to rejection. Any bribe, commission or advantage offered or promised by or on behalf of the tenderer to any officer or staff of IIM Trichy shall block his/ her tender from being considered. Canvassing on the part or on behalf of the tenderer will also make his tender liable to rejection.**
- i) Authority of person signing document:** A person signing the tender application or any documents forming part of the contract on behalf of another shall be deemed to warranty that he/she has authority to bind such other and if, on enquiry, it appears that the person so signing had no authority to do so, the IIM Trichy may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
- j) In respect of services rendered to IIM Trichy, the Service Provider shall be liable for depositing all taxes, levies, cess, etc. to the concerned tax collection authorities from time to time as per existing rules and regulations on the matter.**
- k) While making payment to the Service Provider, TDS and other statutory deductions will be effected by the Institute.**
- l) The Income Tax (TDS) shall be deducted at prevailing rate from the bills, as amended from time to time in accordance with the provisions of Income Tax Department, and the relevant certificate to this effect shall be issued by IIM Trichy to the agency.**
- m) In case, the Service Provider(s) fails to comply with any statutory / taxation liability under appropriate law, and as a result thereof IIM Trichy is put to any loss / obligation, monetary or otherwise, IIM Trichy shall be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the agency, to the extent of the loss or obligation in**

monetary terms. This shall be in addition to the right of IIM Trichy to initiate penal measures against the Service Provider including the termination of the contract.

- n) **Arbitration:** In case of any unreconciled disputes between the parties IIM Trichy and the agency/firm to whom the contract had been awarded, arising out of any of the terms of the Contract Agreement, the dispute shall be referred to a single Arbitrator mutually agreed, as per Arbitration and Reconciliation Act 1996, in Trichy jurisdiction. The decision of the Arbitrator shall be final and binding on the both parties.
- o) **Subletting of Work:** The firm/agency should not assign or sublet the work/job or any part of it to any other person or party. The tender is not transferable. Only one tender shall be submitted by one tenderer.
- p) **Forfeiture of Earnest Money:** The earnest money will be forfeited in the following cases:
- Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder(s) withdraws or amends impairs or derogates from the tender in any respect within the period of validity and/or after opening the tender.
 - When the successful tenderer does not deposit the security money after the work order is given or does not commence the performance under the contract within the stipulated time.
 - If the successful bidder(s) fails to complete the work within the prescribed time after the confirmed orders.
 - When information/certificate/document furnished is found to be false at any stage.
 - When the bid documents have been manipulated or altered after they are downloaded from the website.
- q) **Jurisdiction:** All disputes arising out of this contract shall be subjected to the jurisdiction of Madurai Bench of Madras High Court.

ANNEXURE – I
(TECHNICAL BID)

<p>Earnest Money Deposit (EMD) (Through NEFT/RTGS Only)</p>	<p>Transaction/UTR Number: _____ dated _____ for Rs. 30,000/- (Rupees thirty thousand only) toward EMD (Payment transaction receipt to be closed with Technical Bid)</p>
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PROFILE OF THE BIDDER

Sr. No.	Required information	Description								
1	Name of the agency / firm /company									
2	Address of the agency / firm /company									
3	Legal status (Individual, proprietary, partnership firm, limited company, etc.)									
4	Authorized Signatory Details	<table border="1"> <tr> <td>Name</td> <td></td> </tr> <tr> <td>Designation</td> <td></td> </tr> <tr> <td>Email</td> <td></td> </tr> <tr> <td>Phone</td> <td></td> </tr> </table>	Name		Designation		Email		Phone	
Name										
Designation										
Email										
Phone										
	Details of Contact other than Authorized Signatory	<table border="1"> <tr> <td>Name</td> <td></td> </tr> <tr> <td>Designation</td> <td></td> </tr> <tr> <td>Email</td> <td></td> </tr> <tr> <td>Phone</td> <td></td> </tr> </table>	Name		Designation		Email		Phone	
Name										
Designation										
Email										
Phone										
5	Month and Year of commencement business.									
	Statutory details (Photocopies to be attached):	<table border="1"> <tr> <td>Registration number of the firm. (as per Shops and establishment act.).</td> <td></td> </tr> <tr> <td>PAN No. of the Agency</td> <td></td> </tr> </table>	Registration number of the firm. (as per Shops and establishment act.).		PAN No. of the Agency					
Registration number of the firm. (as per Shops and establishment act.).										
PAN No. of the Agency										

6		GST No. of the Agency	
7	Has your firm/company ever changed its name any time? If yes, provide the previous name and the reasons there for?		
8	Have you or your constituent ever left the contract awarded to you incomplete? If so, give name of the contract and reasons for not completing the contract.		
9	Brief details of Litigations, if any, connected with related work, current or during the last two years, the opposite party and the disputed amount.		
10	Give details of Termination of previous contract, if any		
11	Details of bank mandate; Name of the Bank Name of the Branch Account No. Type of Account IFSC Code No. (copy of the cancelled cheque should be enclosed)		
12	Total experience (years/ months) Related work in Central Educational Institution/Organization:		

Turnover in the relevant field on contract basis during the last 3 years (from 2017 to 2020). Please submit documentary evidence i.e. extract of Profit and Loss account, Balance Sheet & Income Tax return filed.

Financial Years	2017-18	2018-2019	2019 – 20
Details of Gross Annual Turnover - (Rs. in Lac)			
Average Turnover in last three years	INR_____in Lakhs		

List of present and past clients in the following format. The information provided will facilitate evaluation of Technical Bid (***Please use separate sheet if required without changing the format***). Please attach client certificate and work orders etc., clearly giving period of contact.

Sr. No.	Name of the organization with complete postal address	Nature or type of work undertaken	Period for which the contract is/was awarded	Work order Value INR	Name and designation of the contact person with Tel. / Mobile No (s), Email ID
1					
2					
3					
4					
5					
6					
7					
8					
9					

ANNEXURE-II
PRICE BID (BoQ)

S. No	Description	Qty	Per Year/ Perpetual	Total Amount
1	Network Switch with 48 copper ports out of which atleast 10 PoE+ ports and Min. 2 X SFP+ uplink ports along with a 1 G OFC transceiver module and 5 (five) years support & warranty	1		
2	Network Switch 1 G, PoE+ 24 ports along with a 1 G OFC transceiver <i>module 5 (five)years support and warranty.</i>	1		
3	Network switch with min, 10 1 G copper ports out of which at least 5 PoE+ ports and Min. 2 SFP uplinks	4		
4	Wi-Fi Access Points along with Life time hardware Warranty.	20		
5	AP support for the controller for the items mentioned in Sl.No.4 for a period of 5 years.			
6	Additional AP licenses for the existing Smart zone controller (Perpetual)	50		
7	Surveillance Cameras with <i>three years warranty</i>	2		
Total Amount excluding GST				

Note:

The Bidder should quote rate for only the brands and specification mentioned in “Technical Specification Section (Page: 6 -9)”. The Bidder should quote rate for all the above mentioned items otherwise the Bid will not be accepted for evaluation.

ANNEXURE-III

(APPLICATION FORM FOR SUBMISSION OF TENDER DOCUMENT)

To

The Chief Administrative Officer (i/c),

Indian Institute of Management,

Pudukkottai Main Road,

Chinna Sooriyur Village,

Tiruchirappalli 620 024

Subject: “Tender for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli -”

Reference: **Tender Notice published in IIM Trichy website. Tender No:**

IIMT/2021-22/IT/infra/01 dated: 18/05/2021

Dear Sir,

With reference to the tender notice published in above mentioned website, I / We hereby submit my/ our tender in a required format. Technical Bid in sealed envelope and Financial Bid in separate sealed envelope, along with the copies of payment transaction receipt in respect of tender fee and EMD paid into the bank account of IIMT, put in one single master envelope.

I / We have carefully gone through the terms and conditions and prescribed given and I / We accept the same without any alterations / modifications.

Yours faithfully,

Signature _____

Name _____

Seal of agency / Firm / Company

ANNEXURE- IV
(UNDERTAKING CERTIFICATE)

It is certified that I, _____ (name of the person) S/o Shri
_____ r/o _____

am authorized to sign this document on behalf of M/s. _____ (the name of
the firm / company which is bidding in this tender) and that **our firm / company have never been
blacklisted by any of the Government Organization / Agencies** in the past and there is no criminal
case registered against our firm / company or its owner / partners anywhere in India.

Name:

Place:

Designation:

Date:

Signature:

ANNEXURE- V
(AUTHORIZATION LETTER)

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING

To

The Chief Administrative Officer (i/c)

IIM Tiruchirappalli

Pudukkottai Main Road,

Chinna Sooriyur Village,

Tiruchirappalli - 620 024

Subject: Authorization for attending Opening of Pre-Bid/Technical Bid/ Price Bid on(date) in the ***Tender for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli.***

Following persons are hereby authorized to attend the Opening of Technical Bid/ Price Bid for the tender mentioned above on behalf of(Bidder) in order of preference given below.

Order of preference	Name	Designation	Contact No	Specimen Signatures
I				
II				

Alternate Representative

Signatures of bidder

or

Officer authorized to sign the bid

Documents on behalf of the bidder.

Notes:

1. Maximum of **two representatives** will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.

ANNEXURE-VI
(NEAR RELATIVE CERTIFICATE)

(To be given by ALL Directors)

I _____ S/o. Shri _____ R/o _____
_____ hereby

certify that none of my relative (s) as defined in the tender document is / are employed in IIM Trichy as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, IIM Trichy shall have the absolute right to take any action as deemed fit / without any prior intimation to me.

Dated:

Signature

Name in block letters of the signatory

In capacity of

NOTE:

- In case of Company / Institution/ Body corporate, a list of all Board of Directors may be submitted along with the bid.
- In case of Company / Institution/ Body corporate, “Near Relative Certificate” are required by all the Directors of Company / Institution/ Body corporate excluding Government of India /Financial Institution nominees and Independent non-official part time Directors appointed by Government of India or the Governor of State.
- In case of Proprietorship firm, certificate will be given by the proprietor.
- For Partnership firm, certificate will be given by all the partners.

ANNEXURE-VII

DECLARATION

I, _____ (name of the person)
hereby declare that I am authorized to sign this document and that:

- 1) All the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that our agency does not satisfy the eligibility criteria, our candidature/empanelment is liable to be cancelled/ terminated.
- 2) I understand that the decision taken by the IIM Trichy is final and binding in all matters.
- 3) I hereby agree to work as per the terms and conditions stipulated by IIM Trichy.
- 4) I understand that the IIM Trichy reserves the right to accept or reject and to cancel the tender and reject all bids at any time prior to the award of the contract, without detailing any specified reasons whatsoever.

Place: _____

Date: _____

Signature: _____

Name: _____

Designation: _____

ANNEXURE-VIII

BANK ACCOUNT DETAILS

Sl. No.	Particulars	Details
1	Name of the Beneficiary	
2	Beneficiary's Bank Account No.	
3	Beneficiary's nature of Bank account	
4	Beneficiary's Bank name	
5	Beneficiary's Bank branch address	
6	Beneficiary's Bank branch code	
7	Beneficiary's Bank branch IFSC Code	
8	Beneficiary's Bank Branch, MICR Code	
9	GST No.	
10	PAN No.	
11	Beneficiary's Address	
12	Beneficiary's Contact No.	

CHECKLIST FOR DOCUMENTS TO BE ATTACHED WITH THE TENDER

Sl. No	Covers	Details	Remarks	Tick (√)
1	Envelope – A (Cover 1)	All the documents and Annexures, <i>except Price Bid document.</i>		
2	Envelope – B (Cover 2)	Only Price Bid documents as per Annexure- II		
3	Envelope – C (Cover 3)	Copy of the payment transaction receipt amounted to Rs. 30,000/- towards EMD, where applicable		
3	Main cover	All the above 3 covers put inside the cover <i>“Tender for Supply, Installation, Testing and Commissioning of Network Switches, Wi-Fi Access Points, Surveillance Cameras, AP Licenses and OEM Support to IIM Tiruchirappalli”</i>		
4	Whether GST Registration Certificate is enclosed.			
5	Whether PAN is enclosed.			
6	Whether documents in support of meeting the basic eligibility conditions stipulated in page 9-10 Tender document (i.e., proof for experience in similar nature of work, annual turnover, performance certification with verifiable contacts and financial solvency have been enclosed with Technical bid).			
7	<p>Whether duly filled in Technical Bid documents (i.e., <i>Annexure-I</i>) to the tender document) along with all the related enclosures have been enclosed with the Tender:</p> <ul style="list-style-type: none"> i. Registration/ Incorporation details of the bidding firm/Agency/ Company ii. Documents in support of Legal Status of the Bidder. Copy of Registered Partnership Deed or Articles / Memorandum of Association in the case of partnership firm or Private Limited Company. iii. Authorization / Power of attorney for signing the tender document iv. Audited Annual Accounts, Income Tax Return and assessment orders for the last three consecutive financial years i.e., 2017-18, 2018-19 & 2019-20. If IT Return is not filled for 2019-20, unaudited financial statement should be attached. v. Details of completed contracts in the prescribed format during the last two years along with proof with verifiable contacts. 			

	<p>i. Details of ongoing contracts in the prescribed format along with proof with verifiable contacts.</p> <p>ii. All other information/ details/ supporting documents/proof desired in the Tender document.</p>	
8	Whether Technical Bid documents as per Annexure-I of the tender document are submitted.	
9	Whether Undertaking Certificate as per Annexure-IV to the effect that the bidder had never been blacklisted by any of the Government Organization / Agencies is submitted.	
10	Whether Letter of Authorization to attend tender opening meetings as per Annexure-V is submitted.	
11	Near Relative Certificate as per Annexure –VI is submitted.	
12	Whether declaration as per Annexure-VII regarding accepting all the terms and conditions of the tender document is submitted.	
13	Whether Technical Bid documents and all the required enclosures to the Technical Bid are serially numbered and over writing/ erasures, if any, in the technical bid duly been signed and endorsed with seal?	
14	Whether an Index or Table of Content of all enclosures to the Technical bid has been prepared and attached with the Technical bid, to facilitate quick reference?	
15	Whether Tender documents have been signed with seal in all the pages by the bidder.	

Signature of Bidder with seal