

**NOTICE INVITING TENDERS FOR SUPPLY OF AP LICENSE FOR 200 ACCESS POINT (PERPETUAL) AND OEM SUPPORT FOR THE EXISTING WIFI CONTROLLER/AP'S LICENSE SUPPORT FOR WIFI CONTROLLER/AP'S IN IIM TIRUCHIRAPPALLI**

**Tender No. IIMT/2020/IT/APL/015 dated: 24/02/2021**

Details	Date	Time	Venue
Name of Work/ Service	<i>Tenders for Supply of the AP License for 200 Access Points (Perpetual) and OEM support (Controller support &amp; Support for 200 AP Licenses) for the existing WIFI Controller/AP'S</i>		
Date of issue of Tender Document	24.02.2021	18.00 Hrs. onwards	-
Last date of Submission of Tenders	17.03.2021	17.00 Hrs.	-
Opening of Tenders	18.03.2021	17.00 Hrs.	IIM Trichy through virtual mode. Please refer IIMT website on 17.03.2021 for online link.
Tender Document	The tender document can be downloaded from the IIM TRICHY website <a href="https://www.iimtrichy.ac.in/tender-published">https://www.iimtrichy.ac.in/tender-published</a>		
Cost of Tender Document (Nonrefundable)	<b>Rs. 1,180/-</b> (inclusive of GST) has to be remitted through NEFT to <b>IIM Tiruchirappalli</b> , SB A/c. No. <b>32170808935</b> , IFSC Code: <b>SBIN0071187</b> of SBI, IIM Tiruchirappalli.		
EMD Amount	<b>Rs. 20,000/-</b> to be remitted through online mode to <b>IIM Tiruchirappalli</b> , SB A/c. No. <b>32170808935</b> , IFSC Code: <b>SBIN0071187</b> of SBI, IIM Tiruchirappalli.		
Copies of payment transaction receipt for both the above have to be attached with the application form, without which the bid won't be considered. <b>The payment of tender fee and EMD is exempted for MSME Bidders</b> . 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)		

## 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](http://www.iimtrichy.ac.in).

IIM TRICHY invites sealed Tenders for Supply of the AP License for 200 Access Points (Perpetual) and OEM Support (Controller support & Support for 200 AP Licenses) for the existing WIFI Controller/AP'S. 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
Supply of the AP License for 200 Access Points (Perpetual) and OEM support (Controller support & Support for 200 AP Licenses) for the existing WIFI Controller/ AP'S	<b>Rs. 8,00,000/-</b>	Rs. 20,000/-	3% of the Work Order value of the second item

### 2. INSTRUCTIONS TO BIDDERS:

#### a. Tender Fees

Tender Documents are to be downloaded from the Institute's website <https://www.iimtrichy.ac.in/tender-published>. However, the bidder(s) should remit a Non-Refundable Tender document fee of **Rs. 1,180/-** (inclusive of GST) 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, without which the tender won't be considered for bidding process. The payment of tender fee is exempted for MSME Registered Bidders and necessary valid document proof must be attached with the tender document.

#### b. Earnest Money Deposit

- The bidder(s) should remit an Earnest Money Deposit (EMD) of **Rs. 20,000/- (Rupees twenty 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. 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 either on its own or in response to a clarification required by a prospective bidder during pre-bid meeting.
- 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 any or 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 reserves the right to modify/change/delete/add any further terms and conditions prior to issue of work order.

**d. 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.

**e. Eligibility Conditions for Bidders**

- i. The tendering Agency must fulfill the conditions mentioned in the succeeding paras in order to be eligible for technical evaluation of the bid.
- ii. 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.
- iii. The bidder(s) should be registered with the appropriate registration authority and should be in existence for not less than three years as on 31/01/2021. **Copy of Certificate of Incorporation or relevant registration certificate should be attached.**
- iv. Bidder(s) should have at **least one year** of experience in installing/maintaining the WiFi products of Ruckus OEM as on 31<sup>st</sup> January 2021. (Relevant documentary proof like work order / Letter of Intent / Agreement/ OEM's certificate) must be submitted with technical bid).
- v. Average Annual Turnover of the bidder should be at least 80% of the estimated cost of the tender during at least one year in the block of 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.
- vi. The bidder should have provided similar types of work continuously for at least **one year**. Any discontinuity in the work for any period of time is not acceptable.
- vii. 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. In case the income tax return is yet to be filled for the financial year 2019-20, the copy of the unaudited financial statement authenticated by the CEO or CFO shall be submitted.
- viii. The licenses and support that we are procuring is for the existing WiFi Controller (**Make: Ruckus, Model: Smart Zone 100**).

- ix. The OEM (Ruckus) should send the activation key for licenses and support directly to Information and Communication Technology (ICT) department of IIM Tiruchirappalli.
- x. The successful vendor has to activate the licenses and support after the award of work order. The payment will be released only after the successful activation (as per the period given in the tender) and confirmation of the same from the ICT department of IIM Trichy along with the screenshot.
- xi. During the support period, if there is any issue in getting support and warranty from Ruckus, the vendor should coordinate with the Ruckus OEM to resolve the same.
- xii. The Serial number of the Controller will be shared to the successful vendor along with the supply order.
- xiii. The email address of the Institute alone should be mapped with our product for support and licenses.
- xiv. If the Bidders need any clarification on this tender, the same shall be send to [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in) within 10 days from the date of publishing of the tender, in any case before submission of the tender document.
- xv. The AP licenses for the controller (200 APs) should be activated for perpetual and the OEM support (Controller support & Support for 200 AP Licenses) should be activated for the period given in the below mentioned table;

Sl. No	Description	Qty	Period
1	Access Point Licenses for the existing Controller	200 APs	Perpetual
2	OEM's direct support for the existing controller	1 No	3 Years
3	OEM's direct Support for AP Licenses	200 APs	1 Year

**f. Termination of Contract:**

IIM Trichy may, without prejudice to any other remedy for breach of contract, terminate the contract in whole or in parts in the event of the following:

- a. If the Service Provider fails to provide the service within the period (s) specified in the contract or any extension thereof granted by the Institute.
- b. If the Service Provider fails to perform any other obligation(s) under the contract.
- c. If the Service Provider being declared insolvent by the competent Court of Law without

any notice.

- g. **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.

**Submitted by**

Name of the Company/ Tenderer	Head Quarters Address	Contact details:
Company Name: ..... .... Director/Proprietor/Regional Head's Name: .....	Address: ..... ..... ... CITY: ..... PIN: .....	Technical Head's Number: ..... ..... Office Number: ..... Fax: ..... Email ID:.....
Address of Office in Trichy/ Nearby Cities:  TAC Number (for 24*7 Support):  Local contact Person's Mobile Number:		

### **3. GENERAL TERMS AND CONDITIONS:**

1. The rate should be in INR.
2. The bidder shall furnish an undertaking that he/she accepts all the terms and conditions of this tender. The bidder should also submit the tender document duly signed and stamped in all the pages.
3. Tax will be deducted as per rule in force.
4. Any legal disputes that may arise shall be subject to the jurisdiction of Madurai Bench of Madras High Court.
5. Deletion/change of any clause mentioned in this tender will not be permitted.
6. All the points mentioned in this notification should be clearly written in the contract which has to be signed by the successful bidder.
7. Any change in the terms and conditions mentioned above is not acceptable failing which your tender will be disqualified.
8. ***The vendor should quote the rate for all the items mentioned in the price bid, failing which the tender will not be considered for further evaluation.***
9. The bidders should provide the relevant document from the OEM stating that 3 Years/one year (as applicable) OEM support will be provided for the respective product/ license mentioned in the Tender.
10. An amount of ***3% of the work order value of the second item in Price Bid (BoQ)*** (OEM's direct support for the existing controller) will be kept as interest free performance security and the same will be released after 3 years OEM's direct support. If the vendor does not provide OEM direct support, the performance security will be forfeited.
11. **Payment Term:** ***No Payment shall be made in advance.*** Payment shall be made within 30 days from the date of successful activation of license and submission of bill with all the supporting documents duly certified & recommended by the ICT department along with the screenshot.
12. IIMT reserves the right to change/ extend/ modify/ amend or delete any of the conditions, clause or items stated therein any or all provisions of this tender document. Such revisions / amended/ corrigendum will be made available on the website of IIMT Tender portal.





## INDIAN INSTITUTE OF MANAGEMENT TIRUCHIRAPPALLI

(An Institute of National Importance, Ministry of HRD, Government of India)

Trichy - Pudukkottai Main Road, Tiruchirappalli-620 024 (TN)

Phone: 0431-2505121/5122 | email: [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in)

13. IIMT also reserves the right to withhold or withdraw the process at any stage with intimation to all the bidders who have submitted the quotation/tender.
14. No telex/telegraphic/fax/email quotations will be accepted.
15. IIMT will not be responsible for any loss in transit or postal delay.

### **DECLARATION**

I, the undersigned, being the authorized signatory of the above tenderer, hereby declare that we have examined and accept without reserve or restriction the entire contents, terms and conditions of the tender document. If selected, we agree to provide the services requested in the tender document without changing any specification, terms & conditions. We will provide immediate TAC support for the troubleshooting and rectification of technical issues during the contract period.

<b>Name</b>	<b>Designation</b>	<b>Signature</b>	<b>Date</b>	<b>Seal</b>



**ANNEXURE – I**

**TECHNICAL BID**

Tender Fees (Through <b>NEFT/RTGS Only</b> )	Transaction/UTR Number: _____ dated_____ for <b>Rs. 1,180/-</b> (Rupees one thousand one hundred and eighty only) toward Tender Fees (Payment transaction receipt to be closed with Technical Bid)
Earnest Money Deposit (EMD) (Through <b>NEFT/RTGS Only</b> )	Transaction/UTR Number: _____ dated_____ for <b>Rs. 20,000/-</b> (Rupees twenty thousand only) toward EMD (Payment transaction receipt to be closed with Technical Bid)

**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	Name
		Designation
		Email
		Phone
	Details of Contact other than Authorized Signatory	Name
		Designation
		Email
		Phone
5	Month and Year of commencement business.	

6	Statutory details (Photocopies to be attached):	Registration number of the firm. (as per Shops and establishment act.).	
		PAN No. of the Agency	
		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 three years, the opposite party and the disputed amount.		
10	Give details of Termination of previous contract, if any		
11	<b>Details of bank mandate;</b> 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					
10					



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### **Declaration:**

- a) I/ we hereby certify that the information furnished in this tender document is complete and correct to the best of my knowledge.
- b) I/ we understand that furnishing of false information could result in disqualifying for the award of the contract.
- c) I / We agree that the acceptance of any tender shall be at the sole and absolute discretion of the IIM Tiruchirappalli and they do not bind themselves to accept the lowest tender or any tender and shall reject any or all tenders received.

**ANNEXURE- II**

**PRICE BID**

Name of the Tenderer Firm \_\_\_\_\_

**BoQ**

Sl. No	Description	Qty	Period	Rate Per Perpetual / Year	Total Amount without GST
1	Access Point Licenses for the existing Controller	200 APs	Perpetual		
2	OEM's direct support for the existing controller	1 No	3 Years		
3	OEM's direct Support for AP Licenses	200 APs	1 Year		
<b>Total Amount without GST</b>					

1. The vendor should quote the rate for all the items mentioned in the above price bid, failing which the tender will not be considered for further evaluation. The total amount of above mentioned three items should be considered for the evaluation
2. Amongst the eligible bidders, who has quoted the lowest in the price bid will be awarded the work order.



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## ANNEXURE- III

### 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 the Bid Opening on .....(date) in the *Tenders for Supply of the AP License for 200 Access Points (Perpetual) and OEM support (Controller support & Support for 200 AP Licenses) for the existing WIFI Controller/AP'S.*

Following persons are hereby authorized to attend the Bid Opening 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.

**BANK DETAILS OF THE BIDDER**

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	Beneficiary's Address	
11	Beneficiary's Contact No.	