



**NOTICE INVITING TENDER (NIT)**

**Tenders are invited in Two-bid System for 50 Mbps Leased Line Internet Services at IIM Kashipur**

Tender No.	<b>IIMKSP/LTE/02/2018-19</b>
DOWNLOAD/UPLOAD OF TENDER DOCUMENTS	<b>Start date 04.07.2018 at 13:00 Hrs</b> <b>Close date 25.07.2018 at 15:00 Hrs</b>
TENDER BID OPENING DATE	<b>25.07.2018 at 15:30 Hrs</b>
ESTIMATED COST	Rs.438000/-. (Rs. Four Lakh Thirty Eight Thousand Only) inclusive of GST.
NAME OF THE WORK	1. 50 Mbps 1:1 Internet Leased Line 2. Tower shifting from dining hall to academic block 3. Dismantling and Buy Back of existing RF tower at old campus
LOCATION OF WORK	1. Hostel-01 Bazpur Road, IIM Kashipur 2. IIM Kashipur, Kundeshwari, Kashipur District- Udham Singh Nagar Uttarakhand 244713
VALIDITY OF TENDER	Three (3) months from date of tender opening
DURATION OF WORK	Supply & Installation: 30 days from the date of issue of Work Order
LD charges	0.5 % per week of the total work order value for delay in supply & installation.
Mode of Submission	Through Registered Post/Speed Post/Courier : Address To, Chief Administrative Officer Indian Institute of Management Kashipur Kundeshwari, Kashipur, District- Udham Singh Nagar, Uttarakhand 244713
EARNEST MONEY DEPOSIT	5 % (Rs.21900/- Rupees Twenty One Thousand Nine Hundred Only) In form of DD in favour of “ Indian Institute of Management Kashipur, “Payable at Kashipur
TENDER FEES	Rs. 500/- (Non refundable) in form of DD in favour of “ Indian Institute of Management Kashipur, “Payable at Kashipur
Tender Documents	Tender documents -non-transferable
Tender issuing /Receiving Authority	Indian Institute of Management Kashipur Kundeshwari, Kashipur District- Udham Singh Nagar Uttarakhand 244713
Pre-bid Meeting	No Pre-bid meeting. Bidder can acquaint with the site & working conditions by visiting IIM Kashipur or email their queries to <a href="mailto:itdept@iimkashipur.ac.in">itdept@iimkashipur.ac.in</a> No-reply to queries cannot be a reason for non-submission within deadline.

IIM Kashipur invites tender for providing 50 Mbps Internet Leased line Internet services to IIM Kashipur from reputed and capable firms or service provider for an initial period of one year. The details of the requirement and other terms and conditions are as follows:

### **SCOPE OF WORK**

1	50 Mbps 1:1 Leased line with 16 live IP (with dhcp router) through fiber cable {from ISP to Hostel No. 01 and Annexe Building at Old campus (Ganna Sansthan) at Bazpur Road} & RF connectivity at IIM Kashipur new campus at Kundeshwari, with following internal fiber connectivity: (a) Fiber connectivity from Hostel-01 to Auditorium (Approx. length 250 Mtr) (b) Fiber Connectivity from Server room to Conference room (Approx. length 200 Mtr at new campus)
2	Shifting of existing Tower from dining hall to academic block at new campus at Kundeshwari including necessary civil work required for erection of tower with accessory.
3	Buy back of existing tower (without any RF equipment) at old campus at Bazpur Road on “as is where is” basis.

### **Criteria For Eligibility (Terms and Conditions)**

1. The Internet Service Provider (ISP) should have a valid ‘Category A/B’ ISP License from Govt. of India (Attach a copy of license).
2. ISP must have sufficient experience and expertise for high speed internet connectivity (Attach list of at least 3 Clients for 20 Mbps and more).
3. The quotations should be submitted in two bid system i.e. Technical and Financial bid. Financial bid of those vendors will be considered who will qualify technically.
4. **Sealed tender should be submitted in a two-bid System. Earnest money (EMD) and Technical bid shall be submitted as Part I in separate envelope. Financial bid shall be submitted as Part II in a separate envelope. Both Parts I & II must be kept and submitted in large sealed envelope. The envelopes must be super scribed “50 Mbps Leased Line Internet Service”.**
5. Payment Terms: Quarterly basis, after completion of the quarter.

### **Warranty Period:**

1. The vendor will be responsible for the comprehensive maintenance during the warranty period of 1 year after acceptance of installation and testing of hardware for which Buyer will not make any extra payment.
2. Vendor will do preventive maintenance once in every quarter for up keep of the System. The schedule will have to be adhered strictly.
3. Vendor must agree to provide services in face of any connectivity complaints / internet speed or any other technical difficulties immediately without any extra cost during the warranty period.
4. The service shall be provided 24x7 days in a week.
5. The ISP should maintain the Service Level Agreement (SLA) for more than 99.5% uptime with 24x365 days for the required Internet service.
6. Downtime of minimum 04 (four) hours and more of the internet line from ISP end will attract penalty of One day charges and downtime of more than 24 hours will attract a penalty of three days charges/payment.
7. The contractor will not sub-let the contract or it’s part to any other agency or individual(s).

### **General Terms & Conditions**

Indian Institute of Management Kashipur hereinafter is referred as “BUYER” and Tenderer is referred as

“Bidder”, hereby invites tenders from suppliers confirming specifications of tender documents.

1. The leaflets catalogue, etc. should be sent invariably so that a proper evaluation of the equipment offered is possible.
2. Please also mention the pre-installation requirements for the equipment like ambient temperature, humidity, weather specifications, power specifications, etc. After installation of the system, full performance/demo should be demonstrated for satisfaction of the Institute.
3. The price bids of those firms will only be opened, who are found to be technically qualified after evaluation. The bids submitted without tender fees and/or EMD will be summarily rejected and no further communications in this regard will be entertained. The Institute reserves the right to cancel/reject any or all bids without assigning any reason thereof.
4. All the aspects of safe delivery, installation, commissioning and uplink of the connectivity shall be the responsibility of the ISP. ISP shall immediately deliver and install the dedicated line. ISP shall deliver and install the complete setup within one month from the date of issuing the order.

### **SUBMISSION OF OFFER:**

1. The Quotation **MUST BE ENCLOSED IN A SEALED COVER** super scribing as **“50 Mbps Leased Line Internet Service”** due date & should reach the undersigned on or before due date mentioned in the tender notice. If the quotation cover is not sealed, it will be rejected.
2. Before the deadline for submission of the bid, the Institute reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment/modification will be notified to Bidders receiving the bidding document in writing or by cable/fax/ email and will also be hosted on the Institute website.
3. Conditional tenders will be summarily rejected.
4. A Bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice signed by the authorized signatory before the date of submission of the bid. Any re-submission or modification in the bid should be submitted before the date & time of submission of bid as originally conveyed in the invitation of bid.
5. No bid may be withdrawn, substituted or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form or any ex Bidder thereof.
6. The leaflets/catalogue and standard technical literature etc. of the technical features of the offered equipment must be submitted for proper evaluation.
7. Price bid must be submitted in enclosed price bid format only.
8. Tender should be submitted **in the Dispatch Office** at IIM Kashipur. No tender is to be handed over to our staff personally unless otherwise specified. In case due date happens to be holiday, the tender will be accepted and opened on the next working day.
9. Quoting of Price (s): **Price quoted should be in Indian Currency along with free delivery at Institute Campus at Kundeshwari, Kashipur, Distt US Nagar, Uttarakhand-244713.**
10. Other Govt. Taxes:
  - (i) As and when applicable, Custom Duty (CD), Octroi Charges, other taxes, levies, etc., are to be indicated separately.
  - (ii) GST/Other Govt. Taxes, are to be indicated separately. Bidder should mention GST Registration, PAN Number are to be necessarily indicated in the offer.
11. **Optional items, if any, should be quoted in separate sheet otherwise your quote will be rejected.**

**SUPPLEMENTARY /MODIFIED OFFER:** Tender submitted against Notice Inviting Tender shall not be returned in case the tender opening date is extended/postponed. Bidder desirous to modify their offer/terms may submit their revised/ supplementary offer(s) within the extended Tender Opening Date (TOD) by clearly stating to the extent of updating done to the original offer. The Institute reserves the right to open the original offer along with the revised offer.

**CANCELLATION OF TENDER:** Not withstanding anything specified in this tender document, Purchaser/Institute in his sole discretion, unconditionally and without assigning any reasons, reserves the rights:

- a) To accept OR reject lowest tender or any other tender or all the tenders.
- b) To accept any tender in full or in part.
- c) To reject the tender offer not confirming to the tenders terms.
- d) To give purchase preference to Public Sector Undertakings whenever applicable as per Govt. Policy/ Guidelines.

**TERMS OF PAYMENT:**

(a) Payment Terms: Quarterly basis, after completion of the quarter. The payment of tower shifting will be added and paid at the end of first quarter with regular billing cycle. The buyback amount for the existing tower will also be deducted / adjusted in the first quarter bill.

(b) Payment shall be made by electronic fund transfer offered by the Bank.

**Performance Security (PS):** Performance Security of 5% of the total value of the order shall be furnished in the form of Demand Draft (DD) or Bank Guarantee (BG) from a Scheduled Commercial Bank operating in India. The PS should be valid for a period of 60 days beyond the date of complete conclusion of the contractual obligations to the complete satisfaction of both the Bidder and the Buyer, including warranty period, whichever is later.

- (i) **Liquidated Damages (L.D):** (a) If a firm fails to execute the order in time as per the terms and conditions stipulated therein, it will be open to this Institute to recover liquidated damages for delay in delivery and Installation from the firm at the rate 0.5% of the value of the stores per week subject to a maximum of 10% of the total order value. The L.D charges can be increased in case of gross violation of the Purchase Order terms as decided by the Director of the Institute.
- (b) It will also be open to this Institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm, which accepted the order but failed to execute the order according to stipulated agreed upon.

**VALIDITY OF THE OFFER:** 90 Days from the date of submission of offer.

**EVALUATION OF OFFER:**

1. The Institute will evaluate technical and commercially acceptable offers on landed net price basis.
2. Offer which deviates from the vital conditions (as illustrated below) of the tender shall be rejected:
  - (a) Non submission of complete offers.
  - (b) Receipt of offers after due date and time and or by email / fax (unless specified otherwise).

- (c) Receipt of offers in open conditions.
3. In case any Bidder is silent on any clauses mentioned in this tender document, The Institute shall construe that the Bidder had accepted the clauses as per the invitation to tender.
4. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.
5. In case of two bid system the date and time of Price Bid shall be intimated to technically qualifying Bidders only.
6. **REASONABILITY OF PRICES:**
- (a) **The quoting party should give a certificate to the effect that** the quoted prices are the minimum.
- (b) Copies of **at least last three orders of the last 3 years** received from other customers along with details of such supply orders preferably in India for the same item/model **must be submitted with the offer if they have any**, giving reasons of price difference of their supply order & those quoted to us, if any.
- (c) A client list along with the satisfactory installation certificate of similar services supplied to Govt./ Semi govt./ reputed private company/ private Institute must be submitted, without which their offer may not be considered for evaluation.

**SUPERVISION OF ERECTION, COMMISSIONING & INSTALLATION:** Successful Bidder shall depute concerned specialist, for supervision of erection & commissioning of the machine to be carried out as and when necessary. The successful Bidder shall make necessary arrangement at their own expenses for stay, transport and other expenses of their specialist during their stay at Kashipur which also includes imparting training to the Institute personnel. The installation job must be completed within 30 days of delivery of the equipment/ machinery. L.D charges shall also be applicable to delay in installation also.

**EARNEST MONEY DEPOSIT (EMD):**

1. While submitting bid, the Bidder shall deposit an amount mentioned in tender document as Earnest Money, with the Institute through the following instruments:
- (i) A Demand Draft in favour of “Indian Institute of Management Kashipur” shall be submitted separate sealed envelope along with the quotation.
- (ii) A confirmed Bank Guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the Institute shall be treated as conclusive proof of payment.
2. The Earnest Money shall be valid up to a period of 180 days.
3. No interest shall be payable by the Buyer to the Bidder on Earnest Money for the period of its currency.

4. In case of successful Bidder, EMD will be returned within 30 days from the date of submission of Performance Bank Guarantee (Security Deposit).
5. SSI/NSIC units are exempted for submitting EMD as per GOI order. Such firms are requested to submit the cost of tender which shall not be considered for exemption. SSI/ NSIC registration certificate in support of the claim to be attached to the bid mandatorily, failing which offer shall be rejected.
6. EMD of a Tender will be forfeited, if the Bidder withdraws or amends or modify the tender or impairs or derogates from the tender in any respect within the period of validity of its tender. Further, if the successful Bidder fails to furnish the required Performance Security within the specified period and does not comply to Purchase Order / Work Order terms and fails to deliver the stores, its EMD will be forfeited.

**INSTALLATION & TRAINING:** (i) Equipment to be delivered in test ready condition. Calibration of the equipment must be done at the time of Installation. Room planning including but not limited to civil and electrical work will be executed by the Principal /Vendor. The Institute will provide the main power supply and necessary space only.

(ii) The Bidder shall submit training proposal for the operation and maintenance to the personnel of the Institute on the offered machine.

**JURISDICTION:** All disputes are subject to Kashipur Jurisdiction Only.

**ANNEXURE – I**

**MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER**

Date: / /

The Chief Administrative Officer  
Indian Institute of Management Kashipur

Sub: Authorization for released of payment / dues from Indian Institute of Management Kashipur through Electronic Fund Transfer/RTGS Transfer.

Name of the Party/Firm/Company/Institute:

1. Address of the Party:

City \_\_\_\_\_ Pin Code \_\_\_\_\_  
E-Mail ID \_\_\_\_\_ Mob No: \_\_\_\_\_  
Permanent Account Number \_\_\_\_\_

2. Particulars of Bank

Bank Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	
MICR No			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name , branch name and code number)			
IFS Code:(11 digit alphanumeric code)			
Account Type	Savings	Current	Cash Credit
Account Number:			

**DECLARATION**

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold CAO, Indian Institute of Management Kashipur responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Signature & Seal of the Authorized Signatory of the Party**

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: \_\_\_\_\_

**Signature of the Authorized Official from the Bank**

***N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.***



**PREVIOUS WORK ORDERS FORMAT**

Name of the Firm:

Order placed by { <i>Full address of Purchaser</i> }	Order No. and Date	Description and quantity of ordered equipment	Value of order	Date of completion of delivery as per contract	Date of actual completion of delivery	Remarks indicating reasons for late delivery, if any and justification for price difference of their order & those quoted to us.	Has the equipment been installed satisfactorily? ( <i>Attach a certificate from the Purchaser/ Consigner</i> )	Contact person along with telephone No. Fax No. Email address

Signature and Seal of the Manufacturer/ Bidder .....

Place:

Date:



**FINANCIAL / PRICE BID**

Reference/Tender No.:-

Due Date:-

Sl. No	Description of item & specification	Qty In Units	Unit Price	Discount %	GST	Total Price
01	50 Mbps 1:1 Leased line (as per scope of work)					
02	Shifting of Existing Tower at New campus (as per scope of work)					
03	Buy Back of Existing Tower at Old Campus (as per scope of work)					
<b>Grand Total</b>						

- 1) **Delivery Mode:-** Delivery at IIM Kashipur, Kundeshwari, Dist-US Nagar, Kashipur, Uttarakhand-244713, at site only.
- 2) **Total price** is in the above column should be inclusive of all taxes and levies transport, loading, unloading etc.
- 3) **Delivery Period:**.....30.....days
- 4) **Validity** of the bid -90 days from the date of opening of quotation/tender.
- 5) **Terms of payment:** Payment within 45 days from the date submission of bill in duplicate along with Acceptance Certificate from concerned department/section/S&P section.

Signature:.....

Name

.....

Business

Address: .....

Affix

Rubber Stamp:.....

Place:

Date:

**Note:- Price Bid should be submitted in given format only. For additional information/extra items above format may be typed and used on firm's letter head.**