



**IIM SIRMAUR**  
KNOWLEDGE . LEADERSHIP

**INDIAN INSTITUTE OF MANAGEMENT SIRMAUR**  
(An Autonomous body under the aegis of Ministry of Education, Govt. of India)

**Tender No.: IIMS/PUR/Campus Wide Network/01/2023-24**  
**Dated:05-April-2023**

**Indian Institute of Management Sirmaur issues Request for Proposal  
for Selection of Project Management Consultant (PMC) from Central  
PSUs to Set-up Campus Wide network and Associated Services**

Indian Institute of  
Management Sirmaur  
Rampur Ghat Rd,  
Paonta Sahib,  
Himachal Pradesh  
173025

Website: <http://www.iimsirmaur.ac.in/>

## RFP Schedule

Name of the Institute	Indian Institute of Management Sirmaur
Name of Work	Indian Institute of Management Sirmaur issues Request for Proposal for Selection of Project Management Consultant (PMC) from Central PSUs to Set-up Campus Wide network and Associated Services
Bid Submission Start Date and Time	09.00 hrs. on 05.04.2023
Date of Pre Bid Meeting	15.00 hrs. on 14.04.2023 (Online link will be intimated later, upon the request to <a href="mailto:cao@iimsirmaur.ac.in">cao@iimsirmaur.ac.in</a> )
Bid Submission End Date and Time	15.00 hrs. on 25.04.2023
Date and Time for Opening of Bids (Technical Bid)	15.30 hrs. on 26.04.2023
Duration of Services	38 Weeks + 12 Months DLP
Mode of submission of the RFP	Online only through the Central Public Procurement Portal ( <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> ). Signed using a valid class II/III Digital Signature Certificate (DSC) in the form of a smart card, e-token etc. in the company's name.
Contact Information	Chief Administrative Officer, Indian Institute of Management Sirmaur, Rampur Ghat Road, Paonta Sahib, Himachal Pradesh -173025. Phone: +91-1704-277316 e-mail: <a href="mailto:cao@iimsirmaur.ac.in">cao@iimsirmaur.ac.in</a>
Assistance for Central Public Procurement Portal	For any assistance regarding the Central Public Procurement Portal, a 24×7 helpline number (+91-120-4200462, +91-120-4001002 or +91-120-4001005) may be used by the bidders.
EMD	The EMD of amount Rs.1,00,000.00 (Rupees One Lakh Only) shall be accepted only in electronic form by bank account deposit. Bank Account Details – 140701000266 IFSC Code – ICIC0001407 Branch Details – Paonta Sahib
Validity of Offer	180 Days from the date of opening of price bid
Tentative cost of the Work	Rs.14.00 Crore

The tender document can be downloaded also from the institute website. Corrigendum, if any would appear on the [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app) and IIM Sirmaur website. IIM Sirmaur reserves the right to reject any or all the tenders in part or full without assigning any reasons thereof.

## Definitions

In this document the following words and expression have their meaning hereby assigned to them.

<b>Bidder</b> means the individual, proprietary firm, firm in partnership, limited company, private or public or corporation or societies under the control of Government of India or PSU who is participating in this bid.
<b>CPWD:</b> Central Public Works Department acting through Executive Engineer & Senior Manager (C)-I (under SE cum PD) CPWD Sirmaur.
<b>Construction Agency:</b> The Construction Agency engaged by CPWD. In the present Case M/s KCPL acting through Project Director, CPWD.
<b>Institute</b> and <b>IIM Sirmaur</b> mean the Indian Institute of Management Sirmaur.
<b>PMC</b> means the bidder who is selected as per the evaluation process to carry out the consultancy work.

## **TABLE OF CONTENTS**

<b>No</b>	<b>Contents</b>	<b>Page</b>
	RFP Schedule	02
	Definitions	03
<b>SECTION - I: INVITATION OF RFP</b>		
1	Background	06
2	Contact Information	07
3	Who can Apply	07
4	How to Apply	07
5	Validity of RFP	08
6	Last Date of submission of RFP Documents	08
7	Opening of bid proposals	08
8	Final decision-making authority	09
<b>SECTION - II: TERMS AND CONDITIONS</b>		
9	The site and network zoning	10
10	Scope of Work/ Services	11
11	General guidelines for bidders	13
12	Minimum criteria for eligibility	14
13	Submittals by the bidders for Technical Evaluation	15
14	Evaluation criteria	16
15	Evaluation Procedures	20
16	Final Selection and Award of Work	20
17	Signing of Agreement	22
18	Performance Guarantee	22
19	Ownership of Material	22
20	Dispute Resolution	22
21	Major Milestones (MM)	22
22	Termination of Agreement	24
23	Validity of the Assignment	25
24	Transfer of Interest	25
<b>SECTION - III: SCOPE OF SERVICES</b>		
25	Details of PMC Services	26
26	Documents expected from the PMC	30
27	Schedule of Payment	32
<b>SECTION - IV: ANNEXURES</b>		
28	Letter of transmittal	33
29	Guidelines for submission of online bid proposals	35
30	Overview of the Network Infrastructure and Unified Services for Smart Campus for IIM Sirmaur	36
31	Details of financial information	42
32	Form of solvency	43
33	Details of similar works	44

34	Performance report of works	45
35	Structure and organization	46
36	Format of CV of key personnel proposed to be engaged in the project	47
37	Format of Financial Proposal	48
38	Draft agreement for award of project	49

## ***SECTION – I: INVITATION OF RFP***

### **1. Background**

Indian Institute of Management Sirmaur (IIM Sirmaur or IIM S) is an autonomous public business school located in Sirmaur, Himachal Pradesh. The institute, set up in 2015 by the Government of India, is one of the twenty Indian Institutes of Management (IIMs). It has been recognized as an Institute of National Importance by the Government of India in 2017.

The institute conducts a full range of academic activities in the field of management education covering research, teaching, training, consulting and intellectual infrastructure development. The institute emphasises the development of analytical skills and a focus on global and cross-cultural issues with a balance between business demands and social concerns.

For developing its permanent campus, IIM Sirmaur has been provided with three contiguous land parcels measuring 210 acres. The MoE, GOI has approved Rs. 392.51 crores in favour of Institute for development of permanent campus Phase-I covering construction of 60,384 sq.mt for 600 students in September 2018. The mandatory approvals have been received by the Institute in 2019-2020 for construction of permanent campus from various authorities.

Himachal Pradesh State Cabinet on January 07, 2020 has approved and transferred land ownership in the name of IIM Sirmaur for 1010 bigha (210 acres) at Dhaula Kuan, Himachal Pradesh.

The foundation stone for the construction of buildings (Phase-1) was laid on August 04, 2020. The construction of Buildings and development works of Phase-1 has started in July /August 2020 and is expected to be completed by July 2023.

The construction and development of the permanent campus is planned in phases. The 1st phase of construction includes Boys Hostel, Mixed Hostel (Girls +FPM), Kitchen cum Dining Hall Complex, Student Activity Centre, Satellite Shopping Complex, Student Canteen, Director Residence, Faculty Residences, Non-Teaching Staff Residences, Community Centre, Class Rooms Complex, Faculty Building, Computer & Communication Service Centre, Virtual Learning /Audio Visual Centre, Central Library, Auditorium/Conference Centre, MDP Centre, Administrative Complex, Incubation Centre, Guest House, Health Centre, Meditation Centre and the like.

## 2. Contact Information

Provided in the RFP Schedule on Page 2.

## 3. Who can Apply

Those Central Public Sector Units (PSUs), registered in India, who possess relevant eligibility as per eligibility criteria for providing PMC services can apply as a sole bidder. No bids shall be acceptable in consortium of companies/individuals.

## 4. How to Apply

This RFP is published on Central Public Procurement Portal. The proposals shall be received online only as per the deadlines provided in the RFP Schedule and only through the portal of Central Public Procurement. In order to apply online, a bidder must be registered on the portal (see Annexure 2 for detail guidelines) and must have a valid class II/III Digital Signature Certificate (DSC) in the company's name and key for Digital Signatures in the form of a smart card, e-token, etc. This is a pre-requisite for the registration as well as for the submission of the bid proposal. Bidder must log into the site well in advance for familiarity and for bid submission so that he/she uploads the bid in time i.e., on or before the bid submission time. Institute will not be responsible for any delay due to various issues such as the non-familiarity of the site/processes, delay in procurement of DSC, delay in registration on CPP, non-availability of network, etc.

All documents submitted by the bidders as required must be digitally signed and must be in .pdf format.

The bid proposals will not be accepted in person or through mail/ courier, etc.

Bidder should take into account notifications, corrigendum published, if any on the RFP document before submitting their bids.

Bidder should go through all RFP documents carefully and must understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.

**The two-bid system will be followed for this tender. In this system, online offer should be submitted under TWO-BID system in two separate e-packets i.e. “Technical eBid” and “Commercial eBid”.**

- "Technical eBid" must contain the documents in the format specified in Annexures. Technical eBid must not include any commercials being offered directly or indirectly. Failure to do so shall reject the bid summarily.
- “Commercial eBid” must contain only the commercial bid in the format of financial proposal specified in Annexure IV and nothing else. Any technical sections attached in the commercial bid will be ignored. Any conflict between the information provided in the Technical eBid and Commercial eBid, the Institute will have the right to take the best option to resolve the conflict while ignoring the other. **(However Bidders are requested not to attach the duly filled financial bid format with the technical bid.)**

**NOTE:** All documents submitted by the bidders in their bid proposals shall become the property of the Institute and may be used without making any reference to the bidders.

## 5. Validity of RFP

The RFP proposal must be valid for a period of at least 90 days from the date of submission. It shall be assumed so, in case it is not explicitly mentioned in the proposal. Proposals will be summarily rejected if they are not valid for at least 90 days.

## 6. Last Date of submission of RFP Documents

Last date for submission of RFP documents is given in the RFP schedule (Page 2).

## 7. Opening of bid proposals

The bid proposals will be opened on the date and link given in the RFP Schedule (in Page-2). The representatives of interested parties are welcome to attend the opening of the bid proposals in on-line mode.



## **8. Final decision-making authority**

Director IIM Sirmaur reserves its right to accept or reject any bid and to annul the process and reject all bids at any time without assigning any reason whatsoever and without incurring any liability.

***(END OF SECTION-I)***

## ***SECTION – II: TERMS AND CONDITIONS***

### **9. The site and network zoning**

The project for setting up of ICT Infrastructure at IIM Sirmaur campus has the singular focus of setting up an integrated state-of-an-art facility for managing and sharing digital information. The expectation is for the project to be planned with utmost considerations including checking the failsafe configurations, data restore features and keeping the system up for 24\*7\*365(99.97%).

#### **Brief Design of Spaces:**

The final Master Plan and the Architectural designs have been approved to host and reflect the vision of a world-class institution in the form of buildings, spaces and the artefacts of Himachal Pradesh.

IIM Sirmaur is envisaged to be a fully residential ICT enabled campus, and having a strong backbone of Wi-Fi. Hostels are designed to accommodate male and female students separately. 14 no. of G+3 story buildings are planned to accommodate over 600 students and a separate G+3 story building is designed to accommodate 16 married students.

To meet the expectations of students, among other facilities, hostels shall have common room, tea/coffee junction, and guest lounge for visitors, reception lobby, warden office, parking area, indoor games rooms, outdoor games, restrooms and semi-enclosed lawns in form of piazzas.

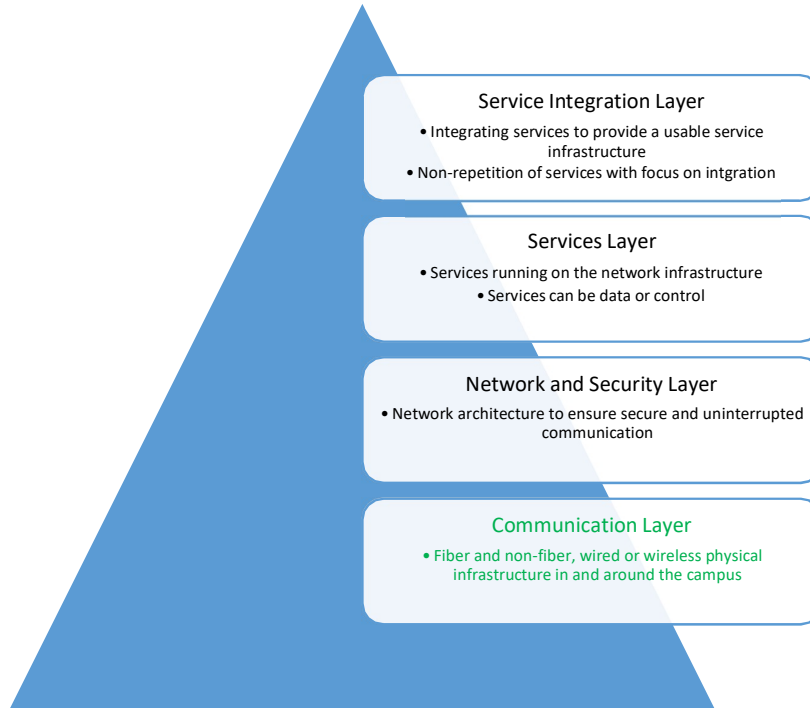
The entire campus is designed to facilitate universal accessibility to differently abled persons. Ramps and lifts are provided in plans of all buildings to enable easy movement of differently abled persons from one floor to another floor. Washrooms are planned in each floor of all the buildings with required accessories. Walkways are designed all over the campus.



## 10. Scope of Work/ Services

IIM Sirmaur is building its permanent campus at Dhaula Kuan, Sirmaur with the vision of it being a state-of-the art Smart campus with all modern amenities and facilities for residents. Being a residential campus, it will house students, faculty members, staff members and their dependents. Given the advent of Internet of Things and increased dependence on digital technologies in our day to day life, data and communication networks and associated services are now an absolute necessity for a campus.

All the infrastructure and services to be provisioned in the Smart campus, including ICT infrastructure (e-mail server, IP-PBX, Wi-Fi, IP CCTV, Biometric Attendance System, Server & Storage, Class Audio & Video & Video Conferencing etc.), will be digitally managed and controlled. The entire ICT framework will be developed on a layered architecture depicted in the annexure.



The Passive component part of laying the communication layer (OFC laying, Conduiting and Cat6 cabling) is being carried out by CPWD through the executing agency KCPL. High level architecture is already prepared by the consultant appointed by the IIM Sirmaur. BOQ is already drawn out. The PMC shall provide project management consultancy services to IIM Sirmaur for setting up the Campus Wide Network with the Active components and associated services.

The broad scope of work is itemized as follows:

1. Managing complete tendering and ordering process of the ICT solution as per the Institute provided high level design of the campus ICT infrastructure, BOQs, etc in consultation with IIM Sirmaur.
2. Tendering and implementing the ICT infrastructure & services on design approved by the institute by procuring the System Integrator (SI) in strict compliance with Government of India (GoI) procurement rules:
  - (a) The services of an appropriate system integrator (SI) for implementation of the ICT infrastructure needed by IIM Sirmaur in a manner such that they own and settle any statutory paras/issues that may be subsequently raised by the CAG or the statutory auditor of the Institute in any internal/external audit of this work at any time. These procurements shall make use of open e-tenders, GeM platforms, etc as may be required and as prescribed

by applicable GoI rules.

(b) Design of user acceptance test(UAT) for the network installation and commissioning.

3. Conduct the User Acceptance Test (UAT).
4. Overseeing the faults and repairs by SI.
5. Monitor the performance of the SI during the defect liability period after the installation and commissioning by SI.
6. Monitoring supervision and facilitation of the implementation of the project, including fulfillment/ compliance of all statutory and legal requirements.
7. Submitting report of progress of the project from time to time to Institute.
8. Completing the handing-over/taking-over.

More details of the scope of work are provided in SECTION – III: SCOPE OF SERVICES.

## 11. General guidelines for bidders

- While providing the information as sought, the bidder must ensure the following.
  - All information called for in the enclosed forms should be furnished against the relevant columns in the forms.
  - If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column.
  - Even if no information is to be provided in a column, a 'nil' or 'no such case' entry should be made in that column.
  - If some particulars/queries are not applicable in case of the bidder, it should be stated as 'Not applicable'.
  - The bidder must be aware of the fact that not giving complete information called for in the application forms, or giving wrong information, or not giving the information in clear terms or making any change in the prescribed forms (or) deliberately suppressing the information may result in the bid being summarily disqualified.
  - Bids must only be made as per the process outlined in this document.
- The bid documents should be computer-based documents in PDF format. The entire PDF file must be digitally signed as per the provisions of the IT Act and in line with the provisions of CPP portal.
- References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below

the rank of Executive Engineer/Project Manager or equivalent.

- The bidder may furnish any additional information, which is considered necessary to establish its capabilities to successfully complete envisaged work. Bidders are, however advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by IIM Sirmaur.
- Bidders must satisfy themselves fully about all aspects of the requirements, make their own assessment and accordingly make the proposals. If a bidder feels necessary, they are encouraged to visit the institute and/or interact with IIM Sirmaur regarding the aspects the bidder considers necessary. For this purpose, IIM Sirmaur shall be organizing a pre-bid meeting as per the details given in RFP Schedule.

## 12. Minimum criteria for eligibility

The bidder who fulfils the following requirements shall be eligible to apply.

- Should have successfully completed Project Management Consultancy services for ICT based infrastructure setup (and it must include the supervision, quality control, billing including installation and commissioning) of magnitude as below, during the last five years ending previous day of last month of submission of RFP:

One consultancy assignment of 80% value of the tentative project cost of Rs. 14 Crores for similar ICT based infrastructure setup

Or

Two consultancy assignments of 50% value of the tentative project cost of Rs. 14 Cr for similar ICT based infrastructure setup.

- “Similar setup” in these criteria means Project Management Consultancy for setting up Network and ICT infrastructure for academic campuses, centrally funded institutes and R&D institutes or organizations of similar nature.
- The consultancy assignments for meeting the eligibility criteria should be in the sole name of the firm/bidder. The works executed in joint ventures of any other kind shall not be accepted as similar work.
- The bidder should have a minimum solvency of Rs. 80 lakhs (Rs. 0.8 Crore) certified by his Bankers operating in India.

- The bidder should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The bidder should submit a list of these employees who would be engaged in the project. Bidder must also clearly indicate the role of each of the employees and must ensure that the team has a capability to handle the Government procurement processes, bidding methods, bid procurements etc. as per GFR and GeM.

### 13. Submittals by the bidders for Technical Evaluation

The bidder must provide the technical e-Bid containing the following.

1. Cover letter as per the format given in Annexure 1: Letter of transmittal.
2. Receipt of EMD (scanned copy) as per the process given in RFP Schedule in page 2.
3. A copy of incorporation certificate of the bidder as proof of registration in India.
4. Annual audited financial statements as per the format given in Annexure IV for the last three financial years (i.e. FY19-20, FY20-21, FY21-22) (ending in March 31<sup>st</sup>). In case, accounts are not audited yet for FY21-22, submit the audited financial statements for the FY19-20 and FY20-21 instead.
5. Solvency certificate in format given in Annexure IV.
6. A technical write-up comprising the high-level plan to be adopted by the PMC covering the following points.
  - i. An overall write-up (as a Concept Note) setting out the implementation Philosophy to be adopted for carrying out the work for IIM Sirmaur.
  - ii. Provide a high-level project management plan for the PMC.
7. Bidder should furnish the following.
  - List of eligible similar nature successfully completed/ongoing works during last five years in the format given in Annexure IV.
  - Particulars of works/projects and performance of the bidder duly authenticated certified by the client should be furnished separately for each work in the format given in Annexure IV. The bidder must also enclose copy of the TDS certificate in addition to the completion certificate.  
 Note: For the purpose of eligibility in technical evaluation, a work where commissioning has been done and UAT certificate has been obtained, will be considered as completed.
  - Organization information in respect of the bidder in the format given in Annexure IV.
  - Resource loading plan, along with roles with minimum qualifications and experience,

proposed to be deployed for this assignment, in the format given in Annexure IV. Clear indication must be given for GFR and GeM expertise in this table.

- Brief CVs (indicating name, age, educational background, chronological list of experience, list of key projects for which the exposure is available etc.) of key personnel and their roles envisaged in this project must be submitted for evaluation as per the format given in Annexure IV.

#### 14. Evaluation criteria

The details submitted by the bidder will be evaluated in the following manner:

The technical evaluation shall be carried out in two steps. In the first step the evaluation shall take place based on the submittals by the bidders by giving marks (TS1) out of 70. In the second step a technical presentation shall be made by the bidder who are shortlisted based on the first step of evaluation and the technical evaluation committee shall award marks (TS2) out of 30.

The technical proposal based on the submittals will be evaluated and marks (TS1) out of 70 will be awarded based on the criterion given in the table below.

#	BASIS FOR EVALUATION	MAX MARKS
A	<p><b>Previous experience and domain expertise</b></p> <ul style="list-style-type: none"> <li>• Prior experience in undertaking similar consultancy projects costing more than 0.5 X estimated cost of the work (17 Marks for first project &amp; 6 Marks for each additional project)</li> </ul>	Maximum 35 marks
B	<p><b>Classroom Audio-video and video-conferencing expertise</b></p> <ul style="list-style-type: none"> <li>• One project comprising the above: 5 marks</li> <li>• Two or more projects: 10 marks</li> </ul>	Maximum 10 marks



B	<p><b>Evaluation of the key personnel</b></p> <ul style="list-style-type: none"> <li>• For each of the key personnel deputed at site, whose details are provided in the bid, the marks shall be given as follows (max 5 marks per person). For more than 4 persons, the marks for only the four key persons including the project manager will be counted.</li> <li>• Education (Max: 2 marks) <ol style="list-style-type: none"> <li>1. MBA/MTech/ME or equivalent in addition to the engineering degree with 4 years of education after class XII (2 marks), <i>or</i></li> <li>2. Engineering degree, MSc (IT), MCA or equivalent with 4 years of education after class XII (1 mark), <i>or</i></li> <li>3. Any other degree (0 marks)</li> </ol> </li> <li>• Experience (Max: 3 marks) <ol style="list-style-type: none"> <li>1. Network planning, design, layouting and supervision of ICT Work experience of 7+ years (3 marks)</li> <li>2. Network planning, design, layouting and supervision of ICT Work experience of 5+ years but less than 7 years (2 marks)</li> <li>3. Network planning, layouting and Supervision of ICT work experience of 3+ years but less than 5 years (1 marks)</li> </ol> </li> </ul>	Maximum 20 marks
---	--	------------------

D	<b>Turnover of the firm</b> Average annual turnover up to Rs.100 Cr – 3 marks Average annual turnover more than Rs.100 Cr – 5 marks Note: Average annual turnover shall be considered as sum total amount of receipts during last three financial years divided by 3. The total receipts shall be taken from the audited balance sheet of the CPSU.	Maximum 5 marks
	<b>Maximum Total</b>	70 Marks

- To become eligible for short listing, the bidder must secure at least 60% (i.e.,42) marks in TS1 (of the criterion mentioned in the table above i.e., A, B, C, D). Only a maximum of top-5 bidders will be shortlisted provided that they meet stipulated criteria.
- The Institute, however, reserves the right to restrict the list of such qualified bidders to any number deemed suitable by it.
- Shortlisted bidders shall be invited to make presentation and will be given at least three days' notice to make the presentation to the evaluation committee of the Institute at a time, date and mode to be intimated for evaluation. No further extension of time shall be given from the

date/time announced by the Institute. The presentations made by the bidders will be evaluated based on the following evaluation criteria. The presentation must be made only by the project manager/team leader for this project, to be designated by the bidder (irrespective of the designation: Project Manager, Executive Engineer, Project Lead or any other designation) who is expected to carryout the work for IIM Sirmaur assignment. Each of the bidder will be given a maximum of 30 minutes to make the presentation.

- For the presentation, marks (TS2) shall be given out of 30 based on the following parameters.

A	<p><b>Understanding of the assignment</b></p> <ul style="list-style-type: none"> <li>• Understanding of the ICT requirements of IIM Sirmaur especially focusing on Design, Supply, Installation, Commissioning, Integration and management of Smart ICT infrastructure of the campus, Tender process and the underlying scope of work (3 marks)</li> <li>• Delivery timelines (2 marks)</li> <li>• Understanding of detailed scope of work of PMC (3 marks)</li> </ul>	Maximum 08 marks
B	<p><b>Contract related experience/knowledge</b></p> <p>Contractual knowledge of the Team Leader/Deputy Team Leader to be posted at site including billing/supervision experience</p> <ul style="list-style-type: none"> <li>• Experience of the PMC with the Government Procurement Processes, GFR-2017 and bid procurement methodology with reference to the team proposed for this work.</li> <li>• Experience with integrating services such as campus networking, telephony, data network, resiliency and fault tolerant aspects, managed switch network etc.</li> </ul>	Maximum 12 marks

C	<b>Proposed Approach and Methodology</b> <ul style="list-style-type: none"> <li>• Detailed work plan including activities and milestones from the start of engagement along with its dependencies (8 Marks)</li> <li>• Proposed Governance Structure (2 marks)</li> </ul>	Maximum 10 marks
	<b>Maximum Total</b>	30 marks

- Note:
  - The presentation shall be given by the Team Leader or Deputy Team Leader proposed to be posted at site. If the presentation is made by any other person, NIL marks shall be awarded in TS2 and the bidder will be disqualified.
  - Efforts shall be made the selected bidder to keep all the key personnel, whose CVs have been submitted in the bid, throughout the period of the project.
- Even if a bidder satisfies the above requirements, bidder may be disqualified if the bidder has
  - Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria documents.
  - Record of poor performance such as abandoning work, not properly completing the contract, financial failures/weaknesses or inadequate deployment of resources etc.

## 15. Evaluation Procedures

A Technical Score **(TS) (out of 100)** will be computed as follows.

$$\text{TS} = \text{TS1} + \text{TS2}.$$

Commercial e-bids (i.e. financial bids) of only those bidders who achieve at least 60% of the total score (i.e. 60 marks for TS) shall be opened on a date and venue/ mode that shall be informed to the finalists over e-mail.

## 16. Final Selection and Award of Work

1. **The financial bids of only the finalists** would be opened in presence of their authorized representatives, who choose to attend on-line. The Commercial Offer must be in INR only. Commercial Offers made in any other currency shall not be acceptable.

2. The Final Standing would be evaluated based on composite score derived out of the technical evaluation and financial bid.
3. The Financial Score (FS) shall be evaluated based on the financial offer from the finalists
  - a) After opening of the commercial bid proposals of the finalists, the Lowest Financial proposal amongst all opened financial proposals shall be given a financial score (FS) of 100 marks.
  - b) The Financial Score (FS) of any other proposal will be determined using the following formula.

$$\mathbf{FS = 100 \times FL / F,}$$

Here, FL is the lowest financial proposal amongst all opened financial proposals and F is the financial proposal of the applicant whose FS is to be computed.

4. For the purpose of calculation of composite score (S) for each proposal, the weightage shall be 70% for Technical Score (TS) and 30% for Financial Score (FS) of the respective bidders. The Composite Score (S) shall be calculated using the following formula.

$$\mathbf{S = 0.7 \times TS + 0.3 \times FS}$$

5. Proposals will be ranked according to their composite scores (S) and will be listed in the order of merit as H1, H2, H3....
6. The top scorer H1 will be eligible for award of work
7. In case of a tie at the top position between two or more Finalists, the Finalist with higher Technical Score (TS) shall be given preference.
8. The selection above does not automatically confer any right whatsoever on any Bidder for award of whole of the work as described in the scope of services.
9. In case, the selected bidder based on composite score H1 defaults and fails to furnish the bank guarantee within the stipulated time, the contract will be automatically given to the next competitive bidder (i.e. H2). In such a case, if H2 also fails to furnish the bank guarantee within the stipulated time, the contract will be automatically given to the next competitive bidder (i.e. H3). The process shall be repeated until the PMC is identified. The bidders so selected shall be declared as selected PMC.

## 17. **Signing of Agreement**

The bidder selected, will be required to sign the Contract agreement within 15 days of the issue of such letter. The format of the Agreement is attached at Annexure 11. This RFP document, any clarifications issued on this RFP, any submittals, clarifications sought by IIM Sirmaur and clarifications given by the successful bidder shall be deemed to form part of the Contract.

## 18. **Performance Guarantee**

Before signing the Agreement, the selected bidder shall submit a “**Performance Guarantee**” in the prescribed format along with an irrevocable Bank Guarantee from a Scheduled Bank amounting to **5%** of the financial proposal (F).

## 19. **Ownership of Material**

The ownership of all submitted materials of all bidders at whichever stage shall lie with the Institute.

## 20. **Dispute Resolution**

In case of a dispute, the decision of the Director of Indian Institute of Management Sirmaur shall be binding. If not resolved, then it can be arbitrated under Indian Arbitration and Conciliation Act 1996 with up to date amendments. For any appeal to legal authorities, the jurisdiction will be that of the Hon’ble High Court of Himachal Pradesh at Shimla.

## 21. **Major Milestones (MM)**

The following are the major milestones (MM) for the PMC. All timelines are from the starting date (represented by T) and given in units of weeks.

- I. **MM1: Selection of SI (Timeline T + 10)**
  - I.1 Making of the BoQ of the network equipment, preparation of the RFP, approval from the institute on BoQ and the RFP, publication of RFP.
  - I.2 pre-bid meeting, bid procurement, assistance to the institute on technical evaluation of the proposals, seeking clarifications if any and assistance to the institute for financial proposal evaluation,
  - I.3 selection of SI on QCBS basis and release of work order
  - I.4 onboarding of SI
- II. **MM2: Overseeing of the implementation by the SI (Timeline T + 34)**
  - II.1 Monitoring the campus network deployment by SI at academic, residential and hostel areas, switch installations
  - II.2 Taking handover of the equipment provisioned by the SI etc.
- III. **MM3: Commissioning, Testing and Handling Over (Timeline T + 38)**

This activity shall run in parallel with MM2 and must conclude in four weeks from the conclusion of MM3.

  - III.1 Physical inspection and inspection reports
  - III.2 Acceptance tests including testing of the network components on short-term, medium term and long-term basis.
  - III.3 Report on as-built design and presentations of the network architecture, implementation and salient points on design highlighting the novelties.
  - III.4 Certification of bills from SI
- IV. **MM4: Monitoring defect liability period of SI (Timeline T+ 90) 12 Months**
  - IV.1 Monitoring of defect on pro-active basis.
  - IV.2 Complaint management and resolution with SI
  - IV.3 Testing to ensure the resolution of the complaints and performance adherence.
  - IV.4 Final report on the network deployment covering all aspects of as-built design, inventory, management and maintenance schedules, inventory of consumables and spare

equipment, Future expansion plan for subsequent stages of establishment of the Institute up to 12000 student campus.

In order to achieve the milestones within the defined timelines, the resources deployed by the PMC will need to visit IIM Sirmaur as and when required by the Institute to interact with the stakeholder at IIM Sirmaur, CPWD and Construction agency engaged by CPWD. The expenditures related to these meetings shall be deemed to be included in the quoted amount of the applicant and nothing extra shall be paid by the way of travel expenses, accommodation etc. As a rough estimate about 10 visits might be needed until onboarding of SI. Subsequently during installation, commissioning, testing and handing over phase, a core team must be at site while frequent and prolonged visits might be necessary from other members. Further the resources must also be available over video conferencing tools for more frequent meetings if felt necessary by the Institute. No charges of the consultant towards Internet/Data/Computer etc. shall be paid by the Institute and shall be deemed to be included in the quoted amount.

Delay in achieving major milestones by the PMC shall attract a recovery of weekly compensation at the rate of 0.5% of the amount payable for the milestone, subject to a cumulative maximum of 5% of the total contract value. If any delay of the Consultant was due to delay in issue of approvals by IIM Sirmaur or any other statutory authorities, it will be taken into account while deciding on the levy of compensation.

## **22. Termination of Agreement**

Either party may terminate agreement at any time by giving a written notice of one month.

- i. If the Institute finds that the PMC is not achieving Major Milestones or submitted material has deficiencies, then the PMC would be put on one-month notice (in writing). By the end of the notice period if the deficiency /deficiencies persist and the PMC does not or is not able to complete the submittals, the Institute will be free to terminate the Agreement (Due to deficiency of Performance) without any further notice. The Institute will also be free to encash the Performance Guarantee.
- ii. In case the PMC terminates the agreement by giving one-month notice, the Institute will be free to encash the Performance Guarantee as mentioned above.
- iii. In either of the two situations, the PMC would be paid the fees corresponding to the actual milestones achieved (i.e. Documents/ other material submitted without



deficiencies) up to the date of Notice. The PMC shall not be eligible for any other compensation, solatium, etc.

- iv. After the termination as above, the Institute will be free to appoint another PMC to complete the assignment for which purpose the Institute shall be free to issue to the new PMC the material submitted by the original Consultant. The original PMC will not be eligible for any royalty or any other compensation, solatium for the same.

### **23. Validity of the Assignment**

This assignment will hold till the end of defect liability period (i.e., T + 90 Weeks). In case the SI onboarding or installation/commissioning is delayed for whatsoever reason, the assignment shall continue till the conclusion of the defect liability period.

### **24. Transfer of Interest**

So long as the agreement subsists, the PMC shall not assign, sublet or transfer their interest in this Agreement, without the written consent of the Institute.

***(END OF SECTION – II)***

## ***SECTION – III: SCOPE OF SERVICES***

### **25. Details of PMC Services**

Overall scope of work for the PMC is divided into five major tasks and the broad scope of activities in each of these tasks would include, but not limited to, the following.

#### **1. Task 1: Understanding of the Project:**

- i. A thorough understanding of the requirements is to be done at this stage.
- ii. Understanding of vision and concept of network design approach envisaged by IIM Sirmaur in terms of its various dimensions – Functional, Infrastructure, Architectural and Security.
- iii. Consultation with CPWD and construction agency and documentation of the assumptions and constraints.
- iv. Consultation with the architects for the Academic Area (DP1), Hostel Area (DP2), Residential Area (DP3) to understand their architectural vision for the network conduits and routing being executed by CPWD.
- v. A Design Basis Report (DBR) for the network system, clearly indicating the philosophy used, services and their integration mechanisms, Wi-Fi and wired network integration, proposed data rates at various points of presence of the network etc., switching plan, network equipment locations and planning shall be provided to the selected bidder along with the signing of the agreement. BOQ as prepared by the Institute consultant along with the specification and drawings shall be provided on signing of the agreement.

- vi. Obtain approval from the institute on all aspects

## **2. Task 2: Selection of the SI agency**

- i. The selected bidder shall cross check all the documents provided for the conformity before preparation of Tender.
- ii. Preparation of the Tender for the SI agency
- iii. Consultation with all stakeholders (architects, CPWD, construction agency and Institute)
- iv. Obtaining approval from the institute on BoQ and the Tender
- v. Floating of Tender for selection of SI agency.
- vi. Conduct of pre-bid meeting with the potential SI agencies.
- vii. Preparation of answers to the queries from the bidders in consultation with the stakeholders
- viii. Engaging with the agencies on their queries.
- ix. Organizing the presentations from the bidders (if needed) and short-listing of the potential SI agencies.
- x. Opening/evaluation of the financial bids and QCBS based ranking.
- xi. Answer to queries from audit, ministries, vigilance, courts etc. wherever applicable.
- xii. The work order for the SI agency.
- xiii. Onboarding the SI agency, preparation of the legal documentation such as MoU, NDA etc. whichever is applicable and advised by the Institute. Apprising the SI agency with the project and about the progress of the campus construction.
- xiv. The complete tendering process not limited to pre-qualification criteria, technical bid evaluation, commercial bid evaluation, pre-bid meetings, presentations and final award of work, shall be done in concurrence with IIMS and will be a completely transparent process.
- xv. The director, IIM Sirmaur shall appoint a committee of experts on the subject which will periodically review, suggest and monitor the procurement and progress of work. The PMC shall be obliged to follow the instructions given by such committee appointed by the Director.

## **3. Task 3: Overseeing the implementation by SI Agency**

- i. Developing project implementation plans in software for project monitoring any such tool as Microsoft Project/Primavera/Zoho Project/Jira or any similar to these. The availability of the necessary software for this must be ensured by the PMC/SI.

- ii. Evaluation and approval of the low-level design documents and submission of the awarded SI in joint consultation with IIM.
- iii. Monitoring the progress of implementation by SI agency using the CPM/PERT methods.
- iv. Overseeing the deployment by SI for complete ICT package including switches, routers, telephony etc. as per the tender and approved low-level design.
- v. Developing the UAT plan and obtaining the approval from IIM Sirmaur.
- vi. Coordination with IIM Sirmaur, SI Agency, CPWD and Construction Agency to ensure smooth installation.
- vii. Preparation of installation reports and submissions to IIM Sirmaur on twice-in-a-month basis.
- viii. Physical inspection of installations progress, hardware and software, its validation against the contract for the SI.
- ix. Bill Certification from SI Agency before they are put up to IIM Sirmaur for processing.

**4. Task 4: Commissioning, Testing and handing over of Network installations**

- i. Perform user acceptance testing and certifying the installation to be free of any glitches.
- ii. Testing of network for all services as mentioned in this RFP.
- iii. Submission of the commissioning reports.
- iv. Attestation of the as-built layout of the network and submission to IIM Sirmaur.
- v. Preparation of closure reports on design of the network architecture, the novel aspects of the network
- vi. Preparation of the regular SoP for maintenance and management and training the IIM Sirmaur engineering team on the same.
- vii. Handholding of the team of IIM Sirmaur in preparation to smooth taking over of the network installations.

**5. Task 5: Monitoring defect liability period of SI Agency**

- i. Proactively monitoring of the defects and getting them corrected by the SI agency for a smooth and efficient operations of the network and services.
- ii. Ensuring that the complaints are well addressed by the SI Agency and within the reasonable time.
- iii. Oversee actions taken by SI corresponding to issues (if any).
  - 1. Monitoring of reported issues on pro-active basis.
  - 2. Monitoring of the resolution of the issues by the SI
  - 3. Step by Step testing to ensure the resolution of complaints and performance adherence
  - 4. Ensure that the requisite work is efficiently carried out by the SI agency during the defect

liability period.

- iv. Certification for the completion of the defect liability period by SI Agency and ensuring that all complaints are properly addressed
- v. Helping IIM Sirmaur in release of the final bill of the SI Agency.

## **Dependencies/Constraints in project execution**

The bidder is required to take note of the following constraints which might require the bidder to coordinate with the construction agency, CPWD and IIM Sirmaur for smooth execution of the project.

1. Laying of the passive infrastructure as per the design is being carried out by the CPWD through existing contractor. PMC will have to coordinate with the CPWD and the contractor to conduct the effective completion of the ICT Project.
2. No regular electrical power connection is applied for by the Institute at the campus under construction at the current time. The construction agency engaged by CPWD has arranged for a temporary electrical supply from HPSEBL for their activities. However, power supply from HPSEBL will be provisioned in due course of time. For the commissioning of network infrastructure, the PMC must take this constraint into account.
3. During the deployment of the network infrastructure by the SI agency, civil construction activities will go in parallel. The PMC should plan the deployment of network infrastructure by the SI agency in synchronization with CPWD and the civil construction agency.
4. All care is being taken to ensure that the Construction activities are not delayed as per the project plan. However, in the unforeseen situation of the activities getting delayed, the PMC will have to ensure that its own engagement and the engagement of SI remains as and when the construction site is available for the operations by SI/PMC. No additional cost shall be payable on account of this delay to the PMC or SI.

## **27. Documents expected from the PMC**

The following reports/documents are expected from the PMC at each phase of the engagement.

- i. Complete Tender Document for selection of SI agency
- ii. Minutes of Meeting for pre-bid meeting with interested bidders.
- iii. Action taken/response report with respect to the concerns/ queries raised in the meeting
- iv. Issue of corrigendum to the Tender (if required)

- v. Minutes of the technical evaluation meetings and financial evaluation meetings.
- vi. Item takeover report according to BoQ (of the items procured by the SI)
- vii. Regular physical inspection report
- viii. Report on as-built design/drawings of network architecture.
- ix. Test plans and test suites
- x. User acceptance testing report (on short term, medium term and long-term basis) with suggestions, if any.
- xi. SOP for maintenance and management
- xii. Periodic reports on fault/complaint reporting, complaint resolution and performance adherence, quality of service etc. during the engagement of the SI Agency including the defect liability period.
- xiii. Closure report which shall cover all necessary details of the network, including but not limited to, as-built design, inventory, management and maintenance schedules, inventory of consumables and spare equipment future expansion plans etc.

## 28. Schedule of Payment

Milestones		Percentage of Payment
<b>MM1:</b> Selection of SI	<b>II.1</b> Making of the BoQ of the network equipment, preparation of the RFP, approval from the institute on BoQ and the RFP, publication of RFP	<b>10%</b>
	<b>II.2</b> Pre-bid meeting, bid procurement, assistance to the institute on technical evaluation of the proposals, seeking clarifications if any and assistance to the institute for financial proposal evaluation,	<b>5%</b>
	<b>II.3</b> Selection of SI on QCBS basis and release of work order	
	<b>II.4</b> Onboarding of SI	
<b>MM2:</b> Overseeing of the implementation by the SI	<b>III.1</b> Monitoring the campus network deployment by SI By value (in percentage) of the work completed by SI <ul style="list-style-type: none"> <li>• 50%</li> <li>• 75%</li> <li>• 100%- Commissioner</li> </ul>	<b>20%</b> <b>10%</b> <b>10%</b>
	<b>III.2</b> Handover of the equipment (after VAT)	<b>5%</b>
<b>MM3:</b> Commissioning, Testing and Handing over	<b>IV.2</b> Report of the UAT – network components on short-term, medium term and long-term basis.	<b>10%</b>
	<b>IV.3</b> Report on as-built design and presentations of the network architecture, novelties etc.	<b>5%</b>
<b>MM4:</b> Monitoring defect liability period of SI	Satisfactory execution of activities viz. <b>V.1. to V.3</b> (validated by IIM Sirmaur )	<b>5% per quarter</b>
	<b>V.4</b> Final report on the network deployment etc.	<b>5%</b>

***(END OF SECTION – III)***



## ***SECTION – IV: ANNEXURES***

### **1. Letter of transmittal**

*(to be printed on the letter pad of the organization)*

From: -

To,  
Chief Administrative Officer  
Indian Institute of Management Sirmaur  
Rampur Ghat Road, Paonta Sahib  
Himachal Pradesh- 173025

Subject: Engagement as PMC for Campus Wide Networking for the Permanent Campus of Indian Institute of Management Sirmaur.

Sir,

Having examined details given in bid document for the above work, I/we hereby submit the relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed annexures for which the formats are given in the RFP, namely Annexures 4, 5, 6, 7, 8, and 9 accompanying statement are true and correct.
2. I/we have furnished all information and details necessary for eligibility and have no further pertinent information to supply.
3. I/we submit the requisite certified solvency and authorize Indian Institute of Management Sirmaur to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize Indian Institute of Management Sirmaur, to approach individuals, employers, firms and corporation to verify our competence, work experience, and general reputation.

4. I/we also declare that our firm is not subjected to any disciplinary action by any central government body/institute/organization or Hon'ble court or debarred from practice during the last 5 years as on the date of this letter.

5. I/we submit the following certificates in support of our suitability, technical knowledge and capability for having successfully completed the following works.

<b>Name of work</b>	<b>Certificate from</b>

(add as many rows as needed)

**Certificate**

It is certified that the information given in the enclosed bid are correct. It is also certified that I/We shall be liable to be debarred, disqualified/ cancellation of enlistment in case any information furnished by me/us found to be incorrect.

Enclosures:

Date of submission:

Seal and Signature of the Bidder.

## 2. Guidelines for submission of online bid proposals

The bidders are required to carefully understand and be ready for the online bid proposal submission prior to the actual submission. For any help in this regard, the bidders can visit <http://eprocure.gov.in/eprocure/app>, the central public procurement portal.

A bidder is required to register for any online bidding process. If a bidder is not already registered, the following steps can be carried out at any point in time. A bidder once registered can participate in several biddings on the central public procurement portal.

1. An unregistered bidder should enrol (free of any charge) on the e-Procurement module of the portal by clicking “Online Bidder Enrolment” link on the home page.
2. Bidder shall be required to choose a unique username and password for the account so created. They will be required to provide a valid email address and phone number as part of the registration process. These shall be used for any kind of communication including sending emails, OTP, SMS etc. by the central public procurement portal.
3. Bidders must also register their X.509 certificate (class II or class III) applicable for digital signatures (normally known as DSC, or digital signature certificates). These certificates can be obtained by the bidder thorough any of the Certifying Authority as per the policy of the Govt. of India and IT-Act. More detailed information is also available at the portal. A bidder can only register one certificate for each unique registration.
4. The corresponding private key (in the form of eToken or any other mechanism) may be used by the bidder to log in to the portal securely and authenticating himself though login id and password.

The bidder can search for any tender. For tenders from IIM Sirmaur, he can find the list of tenders through “Tenders by Organization” button on the left side of the portal home page. The bidder can then choose the name of the organization as “Indian Institute of Management Sirmaur” to view the tenders and to submit their bid proposals.

Prior to submission of the bid, the bidder must scan all the documents, sign the PDF files digitally. Alternately, the documents in different files (as mentioned in this RFP) may be printed, signed and then scanned in the PDF format. The bidder must also ensure that he/she has registered his/her DSC on the portal a-priori.

The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid number, the date and time of submission and all other relevant details.

### **3. Overview of the Network Infrastructure and Unified Services for Smart Campus for IIM Sirmaur**

IIM Sirmaur is building its new campus at Sirmaur with the vision of being a state-of-the-art Smart campus with all modern amenities and facilities for its residence. Being a residential campus, it will house students, faculty, staff as well as other dependents. Given the advent of Internet of Things and increased dependence on digital technologies in our day to day life, data and communication networks and associated services have practically become as indispensable as water and electricity networks for a campus.

#### **Human-centric approach**

As per the present day lifestyle and requirements of students, staff, faculty members and people in general, a good network in a campus is as essential an amenity as electricity. The dependence on good communication and data network connectivity is not only needed but has become essential today. This has become more so in the post-COVID world and lifestyle. Most of the campus networks today are designed only with focus on providing as much bandwidth as possible to the various residents of the campus at all times. This has also oftentimes lead to design of a network, which is not future-proof as the type of requirements of the residents change drastically with time. To continue providing state-of-the-art network campuses around India has often found to require complete overhaul of the network infrastructure.

The requirements from a network infrastructure has been found to be different for different types of residents on the campus. A student's requirement from the network is quite different from a faculty member's requirement from the network. A yet different requirement could be that of residents staying as dependent of employees of the institute. Based on the requirements, not just the bandwidth but network services required also change.

The idea here is to take up a human-centric approach in designing the network infrastructure. The approach aims to consider all the different types of residents/ stakeholders and their requirements from the network perspective to design a campus network that suits everybody.

#### Stakeholders and their requirements

The stakeholders in this case are anybody who is going to use the network for work or leisure. This involves people whose work is dependent or made easy by the network like students, faculty

members, staffs managing different activities. We can broadly divide the stakeholders into following classes.

1. Students
2. Faculty Members
3. Staff Members
4. Residents

The requirements of the stakeholders are dependent on the services expected from the network infrastructure. To better respond to the requirements, a service oriented design is desired.

#### Service-oriented design

The central focus of our target design is the services that are envisaged to be required from the network. With the goal of fulfilling the requirements of the services, our goal is also to provision a design, which could be extensible in future to cater for the advancement in technology without the requirement of complete overhaul.

While the strategy is fine for accessing in campus resources, it does not scale well in case of access to external resources, where bandwidth is limited by the service provider. The services used throughout the campus by various residents differ in their requirement of bandwidth. While normally research like activities require less bandwidth, but streaming TV for home use requires high bandwidth. Moreover, VoIP and video calls by students also require high bandwidth but management services, like light and waste treatment plant control monitoring through cloud require less bandwidth. There is also a mismatch on criticality of internet link for different services. While web and email server requires an uninterrupted internet link, it is not so for home TV services. Looking at all these on the same plane creates a mismatch of expectation and unnecessary load on the network

The campus networks are generally designed with the focus of the bandwidth requirement in next few years. While this is a strategy that has been taken for quite long, recent advancements have shown that it is unpredictable how internet can be used in few years in future. It is thus, not a very wise strategy to plan for only increased future bandwidth.

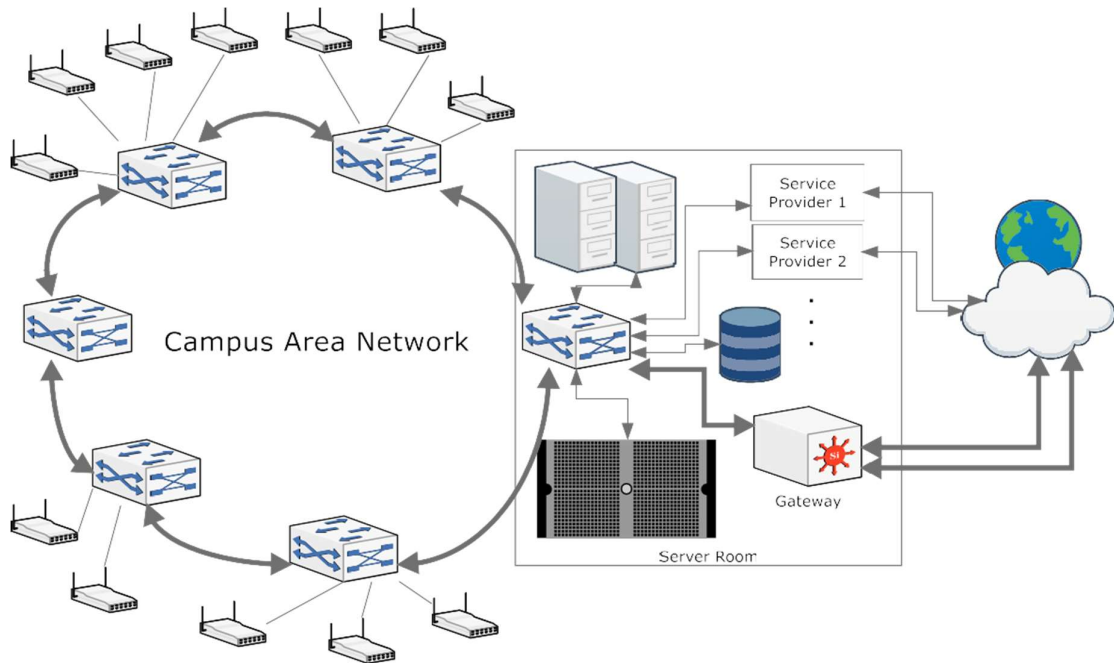
A service oriented architecture looks at the services required/accessed by different stakeholders using the network and tries to provide suitable accesses to these services. While campus network bandwidth is certainly one of the important requirements, but this alone cannot ensure smooth accesses to all the services.

The desired approach in IIM Sirmaur is based on two different aspect of network design.

- A campus network with sufficient bandwidth for near future
- Multiple providers for services.

This way of looking at the network infrastructure through an inside/outside lens allows for much better resiliency towards future technology.

- i. *A campus network with sufficient bandwidth for near future:* It is envisaged that the campus network will have enough bandwidth to cater to the requirements of the residents. Given the diversity of devices used to access the network, it is expected that the bandwidth available to each device will be sufficient for using any service in near future. For this, optical fiber connectivity is expected to be available till the last endpoint. From the respective endpoints, high-speed wireless connectivity is expected to be available to devices at any point in the campus.
- ii. *Multiple providers for services:* It is envisaged that multiple providers can be accommodated for different services to be availed by the residents of campus. For example, streaming services for home TV can be provided by telecom companies. For this purpose, they may setup the necessary equipment at the institute data center with their own connection to cloud services. Similarly, VoIP services may be provided a communication company who can setup dedicated devices at the campus premises. Connection between devices and the corresponding hardware of the services will be provided by the high-speed campus network. The subscription to such services could be handled centrally through institute ERP system. This allows for seamless connectivity as well as provide with ample flexibility in choosing the services and providers.



#### Network for campus services

Access to services provided within the campus can be done through the campus network itself. Services like Smart campus services, estate management services through BACnet, institute private cloud access, ERP system access, etc. are to be hosted inside the campus and access to these are to be provided only through campus network. For this purpose, we emphasize that the campus network is designed in the traditional way with optical fiber network and redundant links to avoid single point of failure.

#### Network for external services

The provisions for accessing external services like streaming service, conferencing service, etc. can be provided by external service provider. While Internet for academic usage and for other low-bandwidth requirement applications can be done by the ISP chosen by the institute (in most cases NKN), for other applications access can be offered by external service provider.

The infrastructure required by these external service providers can be housed at the Institute computer center and the last mile connectivity is provided with the campus network. This way accessing these services can be seamless from an end-user point of view. It will also ease the management of external equipment in the campus. The link to the Internet for this external service provider can be arranged by the service provider itself.

The subscription and access control for these external services can be handled by the service provider or by the Institute management system as agreed by both the parties.

#### Advantages

There are many advantages of this type of networks compared to the traditional approach.

- *Flexibility*: Residents get flexibility of choosing service providers.
- *Future-proof*: Based on availability and usage of new services in future, services providers can be brought on-board without overhaul of the existing infrastructure.
- *Easy monitoring*: The equipment of external service providers is envisaged within a central place and can be easily managed and monitored by campus authority. This will allow for much greater granularity of service profile management, against agreed business rules, so individual users can receive additional services from local office administrators, on an as-needed basis. This empowers the local administrators and reduces the workload on the central help desk.
- *Load distribution*: The load on the campus Internet link will be distributed and greater bandwidth will be available for academic and official purposes.
- *Variety*: Different service providers could cater to different usage and services and hence provide improved service.

#### Unifying Services

Being a smart campus there are different types of services that are expected to run on the network infrastructure. The services can be broadly divided into two parts: IT services and non-IT services. IT services may include the following service (non-exhaustive).

- Mail services,
- Video Conference, Collaboration,
- Chat, VOIP/Telephony Services,
- LDAP, DNS, DHCP,
- Firewall, VPN, etc.
- Information Management System Services,
- Web Server,
- Video Streaming Services, Licensing Services, Cloud Services, etc.



*Seamless Interaction* among services is required to allow disparate services to interact with each other securely and as required. Many services may depend on each other and may need to communicate intricately.

*Ease of Management and Maintenance* is required keeping in mind the variety of services running together in an intricate manner to achieve the requirements and goals of a smart campus. It is envisaged that the unifying framework should provide an intuitive way of describing, managing and maintaining the services and their interactions. The framework should also allow for monitoring of the services as well as addition/removal of services easily. With increasing popularity of mobile smart devices, it is expected that the IIM Sirmaur campus would provide seamless and consistent communication interface to access the wide variety of services required.

As the requirement for every organization is different from each other, service providers allow organizations to choose the services required. An indicative list of such services that may be required for the campus residents of IIM Sirmaur would be the following.

- Access to Internet
- Messaging Services
- Conferencing Services
- Email
- Collaboration Services
- Voice/ VOIP Telephony services (Fixed Line/ Mobile phone services)
- Institute resources such as ERP system, Library/ Journal services
- Video streaming services such as YouTube, Vimeo etc.
- TV channels, and Apps such as Netflix, Prime Video, Hotstar, etc.
- On-Line Learning and Education systems
- On-Line examination

This is an indicative list and can change depending on the changing requirements of the campus residents and future technologies. The benefit of subscribing to such a service is the ease of future expandability and configurability.

The vision of IIM Sirmaur is to extend the concept of UCaaS further for all kinds of services. The

unifying framework envisaged will work will both IT services where UCaaS is only limited to communication services.

#### 4. Details of financial information

Name of the Bidder:

Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit and loss account for the last five financial years duly certified and audited by the Chartered Accountants, as submitted by the bidder to the Income Tax Department (Copies to be attached).

1. The Annual Gross Turnover (all Figure to be given in Lakhs Rs.) on Consultancy Works (relevant to this bid)

	Financial Years		
	2017-18	2018-19	2019-20
Gross Turnover (figures in Rs. Lakhs)			

2. Financial arrangements for carrying out the proposed work.

3. We certify that the auditing for the FY2019-20 is not yet completed and hence we are not in a position to provide the same. Accordingly, we are providing the Gross Turnover as well as the supporting documents for FY2017-18 and FY2018-19. *(Strike out if not applicable)*

Seal and Signature of the Bidder.

Signature of Chartered Accountant with Seal

---

<sup>1</sup> The turnover figures for FY2017-18 are to be given only if the statements are not audited for 2019-20.

## 5. Form of solvency

### **BANKERS' CERTIFICATE FROM A SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that M/s./Shri.....  
..... having marginally noted address, a customer of our bank are / is  
respectable and can be treated as good for any engagement up to a limit of Rs.....  
(Rupees... .. only).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Seal & Signature for the Bank

#### NOTE:

- (1) Bankers certificate should be on letter head of the Bank, addressed to the CAO, Indian Institute of Management Sirmaur.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

## 6. Details of similar works

(only those works should be reported which are similar in nature of works and are completed during the last five years)

S N	Name of work /project and location	Owner or sponsoring organization	Cost of Project in Crores of rupees	Cost of PMC work in crores of rupees	Date of commencement as per PMC Work	Stipulated date of completion of PMC work	Actual date of completion of PMC work	Name and address/telephone No. of officer to whom reference may be made
1	2	3	4	5	6	7	8	9
2								

*(add as many rows as needed)*

Seal and Signature of the Bidder

## 7. Performance report of works referred to in Annexure 6

*(To be filled by an officer of the client not below the rank of the executive engineer. To be filled one sheet for each work)*

(1) Name of work/project and location:

(2) Project Cost:

(3) Name of Agency for PMC work:

(4) Total fees for PMC work as per agreement:

(5) Date of start of PMC work:

(6) Stipulated Date of completion of PMC Consultancy work (for projects under execution), or Actual Date of completion of PMC Consultancy work (For completed work):

(7) Total Consultancy fees paid as on date.:

(8) Performance Report considering Technical proficiency, Quality of inspection and General Behavior:

Outstanding/Very Good/Good/Satisfactory/poor

Dated:

Seal/Stamp with Signature of Executive Engineer or Equivalent officer of the organization where the service was provided.

## 8. Structure and organization

### A. Organization Details

1.	Name and Address of the bidder	
2.	Telephone No. / Email id /Mobile No./Fax No.	
3.	Legal status of the bidder (attach copies of original document defining the legal status).	
a)	A proprietary firm	
b)	A firm in partnership	
c)	A limited company or Corporation	
d)	A society or a PSU	
4.	Particulars of registration with various Government bodies (attach attested photo-copy).	
	Organization/Place Of Registration	Registration No.
	1.	
	2.	
5.	Names and Titles of Directors & Officers with designation to be concerned with this work.	
6.	Designation of individuals authorized to act for the organization.	
7.	Has the bidder or any constituent partner in case of partnership firm/ limited company or corporation ever been convicted by the court of law? If so, give details.	
8.	Has the bidder or any constituent partner in case of partnership firm/limited company or corporation even been debarred by any of the government organizations? If so, give details.	
9.	Any other information considered necessary but not included above.	

Signature of the bidder with seal and stamp

## B. Structure and Resource Loading Plan

Role*	Quali- fication	Experi- ence	Resource Loading (quarter wise)						
			Q1	Q2	Q3	...	Q8	Q9	Q10
						...			
:	:	:	:	:	:	:	:	:	:
						...			

\*: Also indicate the expertise for GeM and GFR wherever applicable.

Signature of the bidder with seal and stamp

## 9. Format of CV of key personnel proposed to be engaged in the project

*(Please attach one sheet per key person)*

*(The CV of the Project Manager is Mandatory)*

1. Name:
2. Date of Birth and Age:
3. Position currently being held:
4. Role envisaged for the project:
5. Field specialization:
  - a. Key projects:
  - b. Role and actions performed (in each of the key projects):
6. Educational Qualifications<sup>2</sup>:

	Name of the degree	Year of graduation	University/Board	Marks or Grade Point (Overall)
Postgraduate Degree				
Undergraduate Degree				
Diploma				
Any Other (Pl specify)				

7. Professional Experience in years:
8. Remarks:

**(Authorized Signatory**

\_\_\_\_\_

<sup>2</sup> Attested copy of degree/Diploma certificate of each personal is to be provided by the bidder for evaluation.

## 10. Format of Financial Proposal

*(to be given on the letter pad of the organization)*

Date:

From: \_\_\_\_\_

To:

Chief Administrative Officer,  
Indian Institute of Management Sirmaur  
Rampur Ghat Rd, Paonta Sahib,  
Himachal Pradesh 173025

**Subject:** Financial Proposal for selection of Project Management Consultant (PMC) to Set-up Campus Wide Network and Associated Services for IIM Sirmaur.

Dear Sir,

We, the undersigned, have examined the details given in Request for Proposal provided by IIM Sirmaur for selection of Project Management Consultant (PMC) to Set-up Campus Wide Network and Associated Services, as given in the RFP Notice No. ....

Our charges for the Scope of Services described in the RFP shall be lumpsum Rs. \_\_\_\_\_ for the entire services as given in the aforementioned RFP notice. We understand that this cost quoted by us is inclusive of all applicable taxes (except GST), travel expenditure, office space and any other requirement. We also understand that IIM Sirmaur shall not be required to pay any other amount.

The quotes for our services does not include GST which shall have to be paid for by IIM Sirmaur on actuals and subject to provisions of the applicable rules.

We agree to abide by all terms and conditions relating to the fee as laid down in the aforementioned RFP notice.

Thank you.

Yours faithfully,

Signature of Applicant/Authorized signatory: Name of

Signatory:

Designation:

Name, address of Applicant:

Contact number:

Fax:

Email:

Seal of the Organization



## 11. Draft agreement for award of project

*(The contents of this draft agreement and the scope of work mentioned are indicative and IIM Sirmaur reserves its rights to modify the contents.)*

This AGREEMENT is made and executed on this <<DD>> Day of <<MMM, YYYY>> at Paonta Sahib by and between

Indian Institute of Management Sirmaur, an institute of national importance as per an amendment of the Institutes of Management (Amendment) Act, 2017, of the Government of India, (hereinafter referred to in this document as IIM Sirmaur, which expression shall unless repugnant to the context or meaning thereof be deemed to include its executors, administrators and assignees),

and

M/s <<PMC >>, an organization which has agreed to provide the project management consultancy services, having its registered office at <<Address>> (hereinafter referred to in this document as PMC, or as consultant, which expression shall unless repugnant to the context or meaning thereof be deemed to include its executors, administrators and assignees), represented by <<Designation>>, regarding project management consultancy Services for setting up Campus Wide Network and associated services in the buildings to be constructed in Phase 1 of permanent campus of IIM Sirmaur at Dhaula Kuan, District Sirmaur, H.P.

WHEREAS M/s <<PMC >> an ICT infrastructure setup based consultancy agency, during the course of its business, in response to the call from IIM Sirmaur for submission of Request for Proposal (RFP) to provide project management consultancy Services for setting up Campus Wide Network and associated services at IIM Sirmaur's Permanent Campus at IIM Sirmaur at Dhaula Kuan, District Sirmaur, H.P.

, submitted technical and proposal of services. IIM Sirmaur negotiated with the consultant on various terms and conditions to provide the said services to IIM Sirmaur for the permanent campus.

AND WHEREAS IIM Sirmaur, the owner of IIM Sirmaur's Permanent Campus, appointed M/s <<PMC >> to provide consultancy services regarding setup of ICT infrastructure services at the permanent campus of IIM Sirmaur at Dhaula Kuan, District Sirmaur, H.P.

AND WHEREAS M/s <<PMC>> agreed to undertake to provide consultancy services regarding setup of ICT infrastructure services of IIM Sirmaur permanent campus to the satisfaction of IIM Sirmaur as per the terms and conditions stipulated by IIM Sirmaur, and gave their unequivocal acceptance for the same.

AND WHEREAS IIM Sirmaur accepts the offer of M/s <<PMC >> and in pursuance of the same, this agreement is executed with the terms and conditions as set out hereunder, which shall be binding on the two parties hereto.

NOW, THEREFORE in consideration of various terms, covenants and conditions hereinafter contained, and the contents of Request for Proposal, the two parties hereto agree to the following.

1. The entire RFP Document along with all its annexures (RFP Notice No. ...., dated ....., 2023) forms an integral part of this agreement. All provisions of the RFP shall be enforceable on the PMC. Any updates to this RFP document including those issued in response to the pre-bid meeting by IIM shall also be applicable on this contract. In case of any discrepancy between the RFP notice and subsequent clarifications, the provisions of the clarifications shall override the provisions of the RFP.
9. The bid proposal of the PMC, the subsequent documents submitted and/or presented by the PMC for its evaluation and any clarifications sought by IIM Sirmaur including the response to those clarifications submitted by PMC shall also be part of this agreement.

#### **10. Laws, Rules and Regulations**

The PMC will use their best professional efforts to

- (a) understand laws, rules and regulations, relevant to the Project,
- (b) interpret the same in a reasonable manner,
- (c) seek advice of governmental officials and/or IIM Sirmaur's legal counsel when questions of interpretation and/or applicability arise, and
- (d) produce reports, plans, and other documents, which are consistent therewith.

Having done so in accordance with normal standards of good professional practice, the PMC would have met its obligation of rendering the agreed service for the payments made by IIM Sirmaur, and will not be responsible for contrary interpretations or determinations by enforcement authorities or others.

#### **11. Governing Law**

This Agreement is executed in Paonta Sahib, H.P and shall be governed, construed and enforced according to the laws of India.

## **12. Damages**

In the event of any breach of the terms and conditions of this Agreement by the PMC, IIM Sirmaur shall be entitled in law to recover from the PMC liquidated damages ascertained and quantified in accordance with the actual loss occasioned by the breach of terms and conditions.

## **13. Confidentiality**

The PMC agrees that any information provided to them for discharge of their obligations under this contract is confidential and it shall be used for the purposes of this Agreement only and the same shall not be disclosed to any third party. IIM Sirmaur and the PMC declare that this agreement is executed voluntarily and without any undue influence / coercion.

## **14. Integrity Pact**

IIM Sirmaur is an Institute of National Importance and is created by an Act of Indian Parliament, and it must ensure preservation of rights enshrined under the constitution. IIM Sirmaur deals with the PMC with a very high degree of integrity, commitments and sincerity towards the works undertaken. In order to ensure compliance with the constitutional mandate IIM Sirmaur and the PMC agree to the following.

a) IIM Sirmaur commits itself to take all measures necessary to prevent corruption and that none of its employee will in connection with the execution of this agreement, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b) It is required that the PMC (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to IIM Sirmaur all suspected acts of fraud or corruption or coercion or collusion of which it has knowledge or becomes aware, throughout execution of this contract.

c) The PMC commits itself to take all measures necessary to prevent corruption. It commits itself not to promise or give to any of IIM Sirmaur employee, SI (to be on-boarded) officials and the contractors appointed by SI (if any) and involved in the execution of the agreement or to any third person any material or other benefit, which he/she is not legally entitled to.

d) The PMC will not, directly or through any other person or firm use coercive practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his / her reputation or property) while providing its services.

e) Without prejudice to any rights that may be available to IIM Sirmaur under law or the agreement or its established policies and laid down procedures, IIM Sirmaur shall have the right to terminate this agreement after giving 14 days' notice in case of breach of this Integrity Pact such as to put his reliability or credibility in slightest of question, and forfeit the Performance Guarantee / Security Deposit on such termination.

f) This Integrity Pact begins when both the parties have legally signed this agreement. It expires for the PMC 12 months after the completion of work. For this purpose, completion of work shall be end of the work under this contract or till the continuation of defect liability period, whichever is later.

Signed, sealed and Delivered by the said THE INSTITUTE and the THE PMC.

<p>(THE INSTITUTE)</p> <p>_____</p> <p>(Indian Institute of Management Sirmaur)</p> <p>Witnesses</p> <p>1. _____</p> <p>(Name and Signature)</p> <p>2. _____</p> <p>(Name and Signature)</p>	<p>THE PMC</p> <p>_____</p> <p>(M/s..... )</p> <p>Witnesses</p> <p>1. _____</p> <p>(Name and Signature)</p> <p>2. _____</p> <p>(Name and Signature)</p>
--	---