



IIM SIRMAUR
KNOWLEDGE . LEADERSHIP

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

Notice Inviting Tender No.: IIMS/PUR/AMC of Networking items/06/2020-21 dated 20.08.2020

Tender Documents for AMC of Networking items at IIM Sirmaur, Paonta Sahib, Himachal Pradesh

R. Arora
20/08/2020
Stores & Purchase Officer
IIM Sirmaur, Paonta Sahib, H.P.



Signature of Bidder:.....
Date:.....

No. IIMS/PUR/AMC of Networking items/06/2020-21 dated 20.08.2020
Indian Institute of Management Sirmaur
Rampur Ghat Road, Paonta Sahib, Distt. Sirmaur, H.P-173025

“NOTICE INVITING TENDER”

The Indian Institute of Management Sirmaur (HP) is an Institute of national importance under the aegis of the Ministry of Human Resource Development, Government of India to provide management education of high quality and to promote allied areas of knowledge and inter-disciplinary studies. The Institute invites sealed tender for providing Computer Networking items AMC service for a period of 3 years, initially for one year (1) may be extendable on year-to-year basis subject to the satisfactory performance.

General Terms and conditions

1. Indian Institute of Management, Sirmaur invites open tender under Two Bid System (Technical and Financial Bid) for providing AMC of Networking items.
2. Tender Document can be downloaded from the Institute website www.iimsirmaur.ac.in or any issue of corrigendum related to this tender will also be available on the said website.
3. **Detail of Bid:**

- | | |
|---|--|
| a). Bid Reference: | No. IIMS/PUR/Computer Networking Items/06/2020-21
Dated: 20.08.2020 |
| b). Last date and time of receipt of bid: | 16.09.2020 by 11:00 am |
| c). Date and time for Opening
of technical Bid/ Financial Bid: | 16.09.2020 at 03:00 pm |
| d). Place of receiving the bid: | Purchase Office, IIM Sirmaur, Paonta Sahib, H.P- 173025. |
| e). Cost of Tender Documents: | Nil |
| f). Earnest Money Deposit (EMD): | Rs.10, 000/-(Rupees Ten Thousand Only through DD) in
favour of IIM Sirmaur payable at Paonta Sahib, H.P). |
| g). Bank Guarantee: | 10 % of the AMC cost |
| h). Type of Bid: | Two-Bid System. |



Signature of Bidder:.....
Date:.....

4. Bidding Procedure

- a) Bids are invited online in two Bid systems, (1) Technical Bid and (2) Financial Bid.
- b) Bids shall be received on: 16.09.2020 by 11:00 am. No Bids will be accepted after this date & time under any circumstances. The Institute will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- c) Technical Bids must be accompanied by the EMD fee for specified amount, along with complete technical details as desired by this tender. First, Technical Bids of all the tender will be opened on pre scheduled date, time & venue. Technical Bids without EMD will be summarily rejected. Requirement of EMD is exempted from those bidders like State/Central PSUs; Government of India Societies (established under relevant Act) and those registered with the NSIC, DGS&D and MSME organization.
- d) Financial bids of only those bidders would be opened who have been successful in the Technical bids stage and the financial bids will be opened on pre scheduled date, time & venue.
- e) All the required documents in support of the eligibility criteria, Technical Bid and Financial Bid must be duly signed and attached with the tender documents.
- f) All the relevant rules and regulations of the Government of India will be applicable and binding on all bidders and the same would be applied without any reference to the bidders.

5. Eligibility/Qualification Criteria

Checklist for eligibility is as under:

Checklist for Technical Eligibility Criteria		Yes	No
1	Copy of this tender document duly signed and stamped.		
2	All the vendor have to submit a letter of Authorization from OEM indicating that the bidder is authorized to bid for this specific tender. Any OEM directly participating in this tender need not submit such letter.		
3	Back-end support commitment letter from the OEM specific to this tender by the vendor. OEM should submit a commitment letter along with the tender for providing full onsite support at IIM Sirmour Campus, Rampur Ghat Road, Near Dental College, Paonta Sahib- 173025.		
4	Submit proof of adequate facilities and manpower (technical staff) to ensure the necessary support to IIM during the warranty period.		
5	Registration Number of the bidder firm along with the GST/LST/CST/WCT No. and the PAN number allotted by the concerned authorities.		



Signature of Bidder:.....
Date:.....

6	The tenderer shall be required to submit the Earnest Money Deposit (EMD) Rs. 10000/- by way of demand drafts/banker's cheque drawn in favor of Indian Institute of Management, Sirmaur payable at Paonta Sahib. The said earnest money will not bear any interest and will be refundable only after finalization of the contract awarding process.		
7	Details regarding the provision of support during warranty. Full contact information of the bidder on the letterhead.		
8	The bidder should be a system integrator managing and providing support for network equipment including Hardware and peripherals of existing IT hardware at least in one organization of similar nature having strength of 100 nodes.		
9	The bidder has to quote for all the items in the tender as a package and the comparative statement will be made as per package only.		
10	The bidder has to quote for all the items in the tender as per the given tender documents, Bidder who do not quote for all the items as per the given tender documents are subject to disqualified.		
11	Sealed hard copy of Technical Bid & Financial Bid separately to be submitted before the due date of tender. Tender should be submit to The Purchase Office, Indian Institute of Management Sirmaur, Rampur Ghat Road, Paonta Sahib- 173025.		
12	Only OEM Registered vendor can participate in Tender		

Note: Financial Bid of only those Bidders will be opened who will comply all points in the checklist.

6. Period of validity of bid

The bid shall remain valid for 90 days from the last date of submission of bids. If any bidder withdraws his tender before the said period shall, without prejudice to any other right or remedy, will forfeit the Bid Security absolutely.

7. Submission of Bids / Opening of Bids

- The bidder should submit bids under the two bid system, viz., the "Technical Bid" and "Financial Bid". The bidder should specifically provide full technical details of the service offered and also shall provide full details of deviation they intend to make from the technical specifications and contract terms detailed in the Bid. No price details shall be given. Violation to this would result invalidation of tender.
- "Financial Bid" of only those bidders will be opened who will qualify at Technical stage fulfilling all the eligibility criteria/conditions as laid down.
- The bid will be evaluated for selecting L-1 bidder(s) on the basis of total price as calculated in the format of the financial Bid (Annexure-A), as per the methodology mentioned in the financial format.
- As the items are interlinked to each other and the comparison of the financial bid shall be on the basis of total annual price (Taxes as applicable) quoted by the bidder. No comparison of individual items will be made and the individual item charges are only for reference purpose of this office calculation of the total bid value.
- Any deviation of any sort e.g. in the form of Technical or Commercial terms and conditions, has to



Signature of Bidder:.....
Date:.....

- be specifically indicated in the Technical Bid itself.
- f) Silence or use of the word "Noted" against any of the Bid conditions shall mean bidder agrees to comply with that/those conditions of Bid.
 - g) All prices and other information in this regard having a bearing on the price shall be written both in figures and words in the prescribed offer form.
 - h) Any additional information should be enclosed separately and referred to in the relevant column of the bid form. All relevant product literature must be enclosed with the bid
 - i) Bidders shall furnish clause-by-clause acceptance on all clauses of Bid Document including Technical Specifications and must specify the reference page number.
 - j) Any firm will not be allowed to participate in the bid, if the firm is having any pending issue / disputes in this office, like, pending of work, technical, financial issues etc.
 - k) The bidders' representatives who will be present shall sign in the designated register evidencing their attendance, In the event of the specific bid opening being declared a holiday for the purchaser, the bid shall be opened at the same time and location on the next working day.
 - l) No correction or amendment on the financial Bid is allowed and any such correction/strike through/modification would render the relevant bid invalid.

8. Purchaser's right to accept or reject any or all bids

- a) IIM Sirmaur reserves the right to modify or change any of the terms & conditions applicable to the offer at any time without prior notice.
- b) If at any point of time, any IT items is/are deleted or added in the SENET inventory for AMC purpose, then the contract amount shall be re-calculated accordingly, as per the price quoted for individual item in "ANNEXURE-A".
- c) The Purchaser reserves the right to accept or reject any bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser's action.
- d) The acceptance of bids will rest with IIM Sirmaur who does not bind itself to accept the lowest bid and reserves himself the right to reject any or all the bids received without the assignment of any reason to all the bids in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- e) The IIM Sirmaur does not bind itself to accept the lowest or any bid and reserve to itself the right of accepting the whole or any part of tender and bidder shall be bound to perform the same at the rate quoted.
- f) Canvassing in connection with tenders is illegal & strictly prohibited and the tenders submitted by the bidders, who resort to canvassing, will be rejected.

Signature of Bidder:.....

Date:.....



9. Termination by default

- a) The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to supplier, terminate the contract in whole or part:
 - I. If the supplier fails to provide services/rectify the fault within the time period specified in the contract or any extension thereof granted by the Purchaser.
 - II. If the Supplier fails to perform any other obligation(s) under the contract.
- b) The selected bidder, once engaged, may also have the liberty to terminate the contract after giving one month's notice.

10. Arbitration

In the event of any dispute arising between the Service Provider and the institute (IIM SIRMAUR) during the currency of the contract or after conclusion thereof the same shall be settled by arbitration in accordance with the provisions of the arbitration and conciliation act 1996 or any statutory amendments thereof or any statute enacted for replacement thereof and shall be referred to the sole arbitrator to be appointed by the Director, IIM SIRMAUR whose decision shall be final and legally binding on the parties. In the event of death, refusal, neglect, inability or incapability of the person so appointed to act as an arbitrator, the Director IIM SIRMAUR may appoint a new arbitrator. The venue of arbitration shall be the respective office of the arbitrator or a place suitable to IIM SIRMAUR unless otherwise specified. In the arbitral award the cost of such arbitration shall be borne by the contractor'(s) and there will be no objection to this effect by any of the parties.

11. Force Majeure: Any failure or delay by the agency its obligations due to any failure or delay caused by fire, flood, earthquake or similar elements of nature, or Acts of God, War, Terrorism, Riots, Civil Disorders, Rebellions or Revolutions or other events beyond the reasonable control of the non-performing party, is not a default or a ground for termination of contract. The affected party shall notify the other party of the occurrence of a Force Majeure event forthwith.

12. Settlement of dispute jurisdiction

The disputes shall in the first instance be tried to resolve by mutual discussions between the both the parties within a period of one month's failing which only the regular courts of Paonta Sahib will have the exclusive jurisdiction to adjudicate upon the matter. Services under the contract shall, if reasonably possible, continue during the legal proceedings and no payment due to or payable by IIM SIRMAUR, H.P-173025 shall be withheld on account of such proceedings.



Signature of Bidder:.....
Date:.....

13. Notices

- a) Any notices given by one party to the other pursuant to the contract shall be sent in writing to the address specified for that purpose in the Special Conditions of Contract. The present contract may be terminated after issuing one month notice.
- b) A notice shall be effective when delivered or on the notice's effective date, whichever is later.

14. Payment

The payment to the Contractor under the contract will be on quarterly/half yearly/yearly basis as per Government of India rules.

15. Scope of Work and Technical Specification of IT items

- I. Replacement of all the Hardware/Software as listed in the document. However, if the support for any specific item is not available from the OEM, the bidder should provide replacement for the item with an item of higher specification / configuration from the same OEM and without any major changes in the existing networking infrastructure of IIM Sirmaur.
- II. Hardware/Software/Patch/Firmware Updation and support Services for all items listed here or their replacement (as done by the service provider) supplied as part of Network solution (under this scope of work) from OEM for 3 years from the date of acceptance of work/Service.
- III. Support must include any number of service calls (Onsite and Offsite) along with updation/upgradation of the software as and when latest updates/upgrades are released during Warranty and AMC period.
- IV. Supply, Install, Configure, Integrate and Commission the Hardware/Software supplied under the scope of work.
- V. Warranty (Comprehensive) for all networking equipment (provided in the list or their replacement) for 3 (three) years from the date of acceptance of work.
- VI. Annual Maintenance Contract (AMC) for 3 years after expiry of warranty or extended warranty (whatever the case may be).
- VII. Coordinate with IIM Sirmaur (wherever applicable) & the Hardware vendor (selected for supply and installation of Servers, Backup Solution etc.) during the installation & configuration of supplied Hardware/Software for restoring all services currently operational in the IIM Sirmaur campus including the Server room and hostels. The Hardware vendor (as explained above) shall be providing the necessary details required for migrating the existing applications /services to the newly purchased Hardware and Software. However, bidder /selected vendor will have to discuss and share all necessary information with the IT team of IIM Sirmaur prior to implementation.
- VIII. Whenever required, all the Networking configurations, existing policies like VLANs, security etc. should be able to migrated to the new Hardware. The migration is to be planned and implemented without effecting the working of HIS, Main Data Centre Services and without any data loss. Migration Plan is to be finalized in consultation with the IT team of IIM Sirmaur.
- IX. Training with regard to a). Installation, Configuration, Integration, commissioning of newly purchased Hardware & Software, b). Data migration, Data Backup, Data Restoration, c). Training with respect to installation, configuration, administration, maintenance, upkeep, fault monitoring etc. of all Hardware and Software supplied under the scope of work from their



Signature of Bidder:.....
Date:.....

respective OEMs are to be imparted to 2 Officials of IIM Sirmaur. Hardware & Software supplied under this work as replacement of existing Hardware / Software should be compatible and functional with existing equipment installed in the IIM Sirmaur premises included the Main Data Centre/Server Room.

- X. Every quarter, preventive maintenance should be carried for All networking items like LAN components such as switches, patch cords, Jackpanel, cable managers, I/O box, Rack etc Switch's, Network Rack, Access Point. A copy of the Preventive Maintenance Report should be submitted to the IT team of IIM Sirmaur.
- XI. One L3 and Two L2 switches as listed in the documents (all should be POE) should be kept in standby position in the IIM Sirmaur campus.

16. Delays in the contractor's performance:

- A. Delivery of the Goods and performance of Services shall be made by the contractor in accordance with the time schedule given in the tender document. An unexcused delay by the contractor in the performance of its Contract obligations shall render the Contractor liable to any or all of the following sanctions:
 - 1. Forfeiture of its performance Security.
 - 2. Security Imposition of Liquidated Damages.
 - 3. Termination of the Contract for default.
- B. If at any time during performance of the contract, the service provider encounter conditions impeding timely delivery of the Goods and performance of services, the Contractor shall promptly notify the IT department of IIM Sirmaur in writing of the fact of the delay, it's likely duration and its cause(s). As soon as practicable after receipt of the Contractor's notice, the IT department shall evaluate the situation and may at its discretion extend the Contractor's time for performance, with or without liquidated damages as per Clause of GCC, in which case the extension shall be ratified by the parties by amendment of the Contract.

17. Liquidated Damages:

If the Contractor fails to deliver its Services within the period(s) specified in the Contract, the Institute shall, without prejudice to its other remedies under the contract, deduct from the contract Price, as liquidated damages, a sum equivalent to the 0.5% per week (seven days) or part there of the contract price of unperformed services for each week (seven days) or part thereof of delay subject to maximum deduction of 10% of the contract price. Once the maximum is reached, the purchaser may consider termination of the contract pursuant to clause 14.



A circular blue ink stamp from the Institute of Management Sirmaur. The text inside the stamp reads "INSTITUTE OF MANAGEMENT SIRMAUR" around the perimeter and "STORE & PURCHASE OFFICER" in the center. A handwritten signature in blue ink is written across the bottom of the stamp, and the date "20/10/2020" is written below the signature.

Signature of Bidder:.....
Date:.....

TECHNICAL BID

- 1 Name of the Bidding Firm/Agency/ Company _____
- 2 Status of the Bidder
Proprietary/Partnership/Public Limited Company/Private Limited Company _____
- 3 Name(s) of the Owner/Partner/Director(s) _____
- 4 Full address of Registered Office (with proof) _____
- 5 Registration Details (self-attested copies to be enclosed)
 - I. PAN No. _____
 - II. GST Registration No. _____
 - III. Proof of audited balance sheet of the firm for the last three years _____
- 6 Detail of Earnest Money Deposit (EMD) Rs. 10000/-
 - i. Banker's cheque No./Demand Draft No.: _____
 - ii. Date: _____
 - iii. Name of issuing Bank: _____
- 7 Experience Detail _____

Date:
Place:

Signature of the authorized signatory
Name:
Firm's/Company's Seal :



Signature of Bidder:.....
Date:.....

Annexure-A

On the Letter Head of the Bidder

FORMAT FOR SUBMITTING THE FINANCIAL BID

FINANCIAL BID FOR PURCHASING COMPUTER NETWORKING ITEMS AT IIM SIRMAUR, PAONTA SAHIB, H.P

Technical Specification & Quantity of Networking Items under AMC:

S/ N.	Model	Location	Make	Product	Serial No.	Date of Purchase	Date of warranty Expiry	Price quoted in Rs. for one year both figure and words	
								Figure	words
1	CTS-SX20-PHD 12X-K9 (Video Conference room)	VC Machine		VC Machine	FTT2024X03F	-	-		
2	CTS-QSC20-MIC (Qty -2)	Mic		VC Mic	GET184100YN	-	-		
					GET201602MS	-	-		
3	TV Samsung	Model No - LH65EDDPLGL/XL		TV	OMBZH3DH100079J (version- ASO3)	-	-		
4	Model: MC210CS	Media Converter 1G	TP LINK	Media Converter 1G	One 2156039001841	07/26/2015	07/25/2016		
5	Model: MC210CS	Media Converter 1G	TP LINK	Media Converter 1G	Two 2155128001734	-	-		
6	Forti Authenticator	Forti Authenticator	FortiGate	Forti Authenticator	FAC-VM0A15001821	07/04/2016	07/03/2019		
7	Forti Gate	Forti Gate 600D	FortiGate	Firewall	FGT6HD3916800660	07/04/2016	07/03/2019		
S/ N.	Model	Location	Make	Product	Serial No.	Date of Purchase	Date of warranty Expiry		
1	AIR-AP2702I-UXX9	AUDITORIUM-01	Cisco	WIFI AP	FCW2039P18H	30/11/2016	11/29/2019		
2	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-FF-AP09-115	Cisco	WIFI AP	FCW2039P1C5	30/11/2016	11/29/2019		
3	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-FF-AP10-110	Cisco	WIFI AP	FCW2039NA5S	30/11/2016	11/29/2019		
4	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-FF-AP12-128	Cisco	WIFI AP	FCW2039P15D	30/11/2016	11/29/2019		
5	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-FF-AP13-101	Cisco	WIFI AP	FCW2039NA5R	30/11/2016	11/29/2019		
6	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP01-218	Cisco	WIFI AP	FCW2034NAYM	30/11/2016	11/29/2019		
7	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP02-216	Cisco	WIFI AP	FCW2039NA5V	30/11/2016	11/29/2019		
8	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP03-210	Cisco	WIFI AP	FCW2039P156	30/11/2016	11/29/2019		
9	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP04-206	Cisco	WIFI AP	FCW2039NA3R	30/11/2016	11/29/2019		
10	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP06-201	Cisco	WIFI AP	FCW2039P14J	30/11/2016	11/29/2019		
11	AIR-AP2702I-UXX9	H-YAJUR-BLOCK-SF-AP07-204	Cisco	WIFI AP	FCW2039P149	30/11/2016	11/29/2019		
12	AIR-AP2702I-UXX9	AUDITORIUM-02	Cisco	WIFI AP	FCW2039P141	30/11/2016	11/29/2019		



Signature of Bidder:.....
Date:.....

13	AIR-AP2702I-UXX9	STANDBY-01	Cisco	WIFI AP	FCW2039P17K	30/11/2016	11/29/2019		
14	AIR-AP2702I-UXX9	STANDBY-02	Cisco	WIFI AP	FCW2039P143	30/11/2016	11/29/2019		
15	AIR-AP2702I-UXX9	ADMIN-BLOCK-SF-AP06-120	Cisco	WIFI AP	FCW2034NAYE	30/11/2016	11/29/2019		
16	AIR-AP2702I-UXX9	ADMIN-FF-FACULTY-ROOM-106	Cisco	WIFI AP	FCW2039P159	30/11/2016	11/29/2019		
17	AIR-AP2702I-UXX9	Hostel GF	Cisco	WIFI AP	FCW2039NEEN	30/11/2016	11/29/2019		
18	AIR-AP2702I-UXX9	Hostel GF	Cisco	WIFI AP	FCW2039P145	30/11/2016	11/29/2019		
19	AIR-AP2702I-UXX9	Hostel GF	Cisco	WIFI AP	FCW2039P1CS	30/11/2016	11/29/2019		
20	AIR-AP2702I-UXX9	Second Floor	Cisco	WIFI AP	FCW2039P17Q	30/11/2016	11/29/2019		
21	AIR-AP2702I-UXX9	Second Floor	Cisco	WIFI AP	FCW2039NA3Y	30/11/2016	11/29/2019		
22	AIR-AP2702I-UXX9	Second Floor	Cisco	WIFI AP	FCW2039NA7D	30/11/2016	11/29/2019		
23	Cisco WLC	AIR-CT2504-K9	Cisco	WLC	PSZ17511AF8	30/11/2016	11/29/2019		
24	CISCO WS-C2960X-24PS-L	Conference room	Cisco	L2 Switch	FCW2011A2N1	30/11/2016	11/29/2019		
25	CISCO WS-C2960X-24PS-L	Atharv Hostel	Cisco	L2 Switch	FOC2042S080	30/11/2016	11/29/2019		
26	WS-C3850-24P	Server Room	Cisco	L3 Switch	FCW2217D0KC	30/11/2016	11/29/2019		
27	Cisco 891F (Router)	Cisco 891F (Router)	Cisco	Router	FGL192123UL	30/11/2016	11/29/2019		
28	Cisco 4321 (Router)	Cisco 4321 (Router)	Cisco	Router	FDO2108A1WZ	30/11/2016	11/29/2019		
29	Conference room	SMP	Cisco	SMP	OPM2035OG87	30/11/2016	11/29/2019		
30	Atharv Hostel	SMP	Cisco	SMP	OPM2038HZL	30/11/2016	11/29/2019		
31	Server Room	SMP	Cisco	SMP	OPM22180EE	30/11/2016	11/29/2019		

S/N.	Model	Location	Make	Product	Serial No.	Date of Purchase	Date of warranty Expiry		
D-Link AP									
1	Access Point-DAP2360	CC Store Room	D-Link AP	WIFI AP	R36B2F8000038	05/08/2016	04/08/2017		
2					R36B2F8000033	05/08/2016	04/08/2017		
3					R36B2F8000106	05/08/2016	04/08/2017		
4					R36B2F8000039	05/08/2016	04/08/2017		
5					R36B2F8000040	05/08/2016	04/08/2017		
6					R36B2F8000031	05/08/2016	04/08/2017		
7					R36B2F8000037	05/08/2016	04/08/2017		
8					R36B2F8000034	05/08/2016	04/08/2017		
9					R36B2F8000035	05/08/2016	04/08/2017		
D-Link Power Adapter									
	Model	Qty.							
1	AMS9-1201000FV2	9	-	-	-	-	-		
Total									
GST									
Grand Total									

Note: Please fill up the amount both in figure & words and do not leave any column blank

Signature of Bidder:.....
Date:.....

