

**INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE**  
**2A & 2B, Raja S.C. Mullick Road, Jadavpur, Kolkata-700032**

**NIT No.: IACS/CCRES/2019-20/105**

**Date: 04/02/2020**

Sealed tender is invited from bonafide, resourceful and eligible manufacturer/exclusive distributor/vendors for end-to-end procurement of the **Support Pack of the following devices from the OEM for 'Maintenance Contract of Router, Firewall and Core Switch'**. Completed tender bids should reach the office of the **Registrar, Indian Association for the Cultivation of Science (IACS), 2A & 2B Raja S. C. Mullick Road, Jadavpur, Kolkata-700032** on or before the scheduled date and time specified below:

|                                         |                                                                                                   |
|-----------------------------------------|---------------------------------------------------------------------------------------------------|
| Tender Notice No.                       | <b>NIT No. IACS/CCRES/2019-20/105</b><br><b>Date : 04/02/2020</b>                                 |
| Last date and time of submitting tender | February 20, 2020 at 2.00 P.M. at Dispatch Section                                                |
| Date and time of opening tender         | February 20, 2020 at 3.30 P.M.                                                                    |
| Place of opening tender                 | Computer Centre of IACS                                                                           |
| Contact                                 | Email: <a href="mailto:ccsd@iacs.res.in">ccsd@iacs.res.in</a><br>Tel.+91 33 2473 4971 [Ext. 1210] |

Quotations received incomplete or beyond the stipulated time will be summarily rejected.

Bidders should submit their past experience for supplying and maintenance of similar network equipment to other research Institutes/Universities/other organizations in India. Please provide documentary proofs for the same.

**INSTRUCTIONS FOR BIDDERS**

Salient points to be noted as given below:

**1. Bid, containing :**

1. NIT (Download the NIT from IACS Website).
2. Copy of Undertaking, duly signed, as per prescribed format.
3. Copies of recent Purchase Orders for supplying similar items to different Ministries/Departments/Autonomous bodies/ PSUs under the Central Government, if any.
4. Bidder Address
5. Income Tax Return ( for the last 3 years )
6. Audited Balance Sheet ( for the last 3 years)
7. PAN Card copy
8. GST Certificate
9. Authorized dealership certificate should be provided in case of principal

manufacturing company is not quoting directly.

10. Annexure-I in letter head with company seal and sign
11. Current Bank Solvency Certificate issued within one year from the date of tender

Note: Failure to submit any of the above mentioned documents may render the bid liable to be summarily rejected

A compliance table (see below) must be prepared and submitted along with the bid

| PAK/Serial Number | Product Number | SERVICE PID           | Service SLA     | M<br>O<br>N<br>T<br>H<br>S | HSN/<br>SAC<br>Code | Total Price<br>(With<br>out<br>GST) | GST @ | GST Value | Total price<br>with<br>GST |
|-------------------|----------------|-----------------------|-----------------|----------------------------|---------------------|-------------------------------------|-------|-----------|----------------------------|
| FOX1614G2TG       | ASR1002        | CON-SNT-<br>ASR1002   | SNTC<br>8X5XNBD | 12                         |                     |                                     |       |           |                            |
| FGL181511YV       | CISCO3925E/K9  | CON-SNT-3925E         | SNTC<br>8X5XNBD | 24                         |                     |                                     |       |           |                            |
| FGL182040L9       | ASA5545-K9     | CON-SNT-<br>A45K9     | SNTC<br>8X5XNBD | 36                         |                     |                                     |       |           |                            |
| FXS1804Q5N1       | WS-C4507R+E    | CON-SNTP-<br>C4507R+E | SNTC<br>24X7X4  | 36                         |                     |                                     |       |           |                            |

## 2. Opening and Evaluation of Tender

The bid will be opened by the Purchase Committee, Indian Association for the Cultivation of Science, Kolkata - 700032. Interested bidders may remain present during tender opening if they so desire. If there is any deficiency in the bid, the tender may be summarily rejected.

**NB:** During evaluation, the committee may summon bidders and seek clarification/information or additional documents or original hard copy of any of the documents already submitted. If these are not produced within the stipulated time frame, the bid may be liable for rejection.

## 3. Penalty for suppression/ distortion of facts

Submission of false document(s) by vendor is strictly prohibited and may be liable for civil and criminal action.

## 4. Validity of the tender

Offer must remain valid for 60 days from the date of opening of tender.

## 5. Payment terms

All rates should be quoted in INR only. Offer in any other currency will be rejected. Payment will be released post successful submission of the proof of OEM back-lining as per the tender terms & conditions and issuing of completion certificate. Partial payment against

partial supply within scheduled delivery period will not be admissible.

**6. Delivery:** Within 30 days of date on Purchase Order

**7. MRP:**

The Vendor will provide Maximum Retail Price (MRP), if available, published by the OEM for the Product(s) to be quoted by them.

**8. Consortium:**

If the Bidder is not a manufacturer he should provide documentary evidence (e.g. Manufacturers' Authorization Form) for having tied up with all the participating manufacturing agencies.

**9. Bid Security**

- a. An Account payee Demand Draft/Pay Order of any Nationalized Bank/Scheduled Commercial Bank for Rs. 25,000/- (Rupees twenty five thousand) drawn in favour of "Indian Association for the Cultivation of Science (State Bank of India, Jadavpur University Branch, A/C No. 11079699211, IFSC: SBIN000093, MICR Code: 700002048)" is to be furnished by the bidders except those who are registered with the Central Purchase Organizations, National Small Industries Corporation or the concerned Ministry or Department, as Bid Security money or Earnest Money Deposit (EMD). Alternatively, the Bidder shall have the option to furnish the EMD in the format of Bank Guarantee (BG).
- b. The Demand Draft for the Bid-Security should have at least about 90 (ninety) days validity period of opening of the bids.
- c. In case of non-award of the work the Bid Security money would be returned to the unsuccessful Bidders.

**10. Performance Security**

An Account Payee Demand Draft on any Nationalized Bank/Scheduled Commercial Bank of India of 10% of the order value in the name of "Indian Association for the Cultivation of Science" is to be furnished by the successful bidder as Performance security. Performance Security may be furnished in the form of Fixed Deposit Receipt or Bank Guarantee from a Nationalized Bank/Scheduled Commercial Bank. Performance security money should remain valid for a period of 60 days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid security money or EMD will be refunded to successful bidder on receipt of the Performance security money.

**11. Scope of Work**

- AMC contract for all the devices mentioned in this RFP will be on on-site & comprehensive basis for the period of "as mentioned for each equipment".
- All necessary on-site Technical troubleshooting & configuration management.
- Improved Response & resolution time.
- Single point of contact for all fault booking & service request update.

## 12. General Instructions

- i. Validity of tender: Tender submitted should remain valid for at least six months from the date of opening the tender. Validity beyond six months from the date of opening of the tender shall be lapsed by mutual consent.
  - ii. Incomplete and conditional tenders as well as tenders received after the due date will be summarily rejected without assigning any reasons thereof.
  - iii. At any time prior to the bid due date, IACS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents. The amendment(s) will be notified on the institute website. Prospective bidders are advised to occasionally visit the website ([www.iacs.res.in](http://www.iacs.res.in)) for any amendment.
  - iv. A maximum of 2 representatives per bidder, duly authorized, may be allowed to attend the pre-bid meeting.
  - v. Installation/Demonstration/Application training/IOS upgrade/Firmware upgrade and user training at IACS, free of cost by the supplier.
  - vi. Service facility: In Kolkata, supplier should mention their details of service setup and man powers that are responsible for after sales support. Response time should be within 24 hrs.
  - vii. Proposed delivery schedule should be mentioned clearly.
  - viii. Clearly mention Single point of contact for all communication related with after sales and support.
  - ix. Guarantee certificate/license, users manuals etc. are to be handed over to the user after successful commissioning of the system.
  - x. In the event of date being declared a closed holiday for purchaser's office, the due date for submission of bids and opening of the bids will be the following working day at the appointed time.
  - xi. In case of any dispute, the decision of IACS authority shall be final and binding on the bidders.
  - xii. For any clarification regarding technical specifications, information etc., please send your queries to Dr. Swapan Deoghuria ([ccsd@iacs.res.in](mailto:ccsd@iacs.res.in)).
  - xiii. The authority of IACS reserves the right to reject any or all of the tenders received without assigning any reason thereof.
13. The Purchase Committee, Indian Association for the Cultivation of Science, Kolkata - 700032, reserves the right to cancel the tender at any time without assigning any reasons whatsoever thereof. While rejecting/recalling tenders, the authority must record clear, logical reasons for any such action on the file.

Head of Indenting Unit/ Section

Name of the Unit/Section: CCRES

**UNDERTAKING BY THE TENDERER  
FOR  
ACCEPTANCE OF TERMS AND CONDITIONS OF TENDER**

(On the letterhead of the Bidder)

**Ref: Tender ID No:** \_\_\_\_\_, **dated** \_\_\_\_\_

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

I/We undertake that I/we have carefully gone through the Notice Inviting Tender, other tender documents mentioned therein, and I/we will abide by them. We also agree to accept corrigendum/corrigenda that may be published in future. My/our tender is offered taking due consideration of all factors, and if the same is accepted, I/we promise to abide by the stipulation of the tender documents, and complete the work to the total satisfaction of the \_\_\_\_\_ <Name of the Indenting Unit/Section>, Indian Association for the Cultivation of Science, Kolkata - 700032.

My/our offer will remain valid for 60 days from the date of opening of tender.

I/we further undertake that the information submitted in this tender is true and correct in all respects and I/we hold my/our responsibility for the same.

I/We also certify that the price being quoted is lower than Maximum Retail Price (MRP) / Original Equipment Manufacturer (OEM) Price, whichever is applicable.

I/we shall be responsible for rejection and/or cancellation of contract if the goods supplied are not up to the mark. I/we shall be liable for legal proceedings if the material supplied is found sub-standard or not in accordance with the specification published in the tender.

**Signature of the Tenderer with seal & date**

**Name of the Tenderer:**

**Postal Address:**

**Mobile Number:**

**Landline Number:**

**Email ID:**

## Annexure-I

1. Company/Vendor Name:
2. Registered Address:
3. Kolkata Office (If not same as No. 2):
4. PAN No:
5. GST No:
6. Bank Name:
7. Bank Address:
8. Bank Account No.
9. Bank IFSC/MICR No.
10. Contact person with contact details
11. HSN/SAC code for product/service mentioned in quotation