



Ref. No. INST/12(253)/2017/PUR

Date: 06/12/2017

To

NOTICE INVITING TENDER

Dear Sir,

Sealed Bids are invited on behalf of Director, INST Mohali for Providing of **10 Mbps Internet Leased Line and UTM Firewall** so as to reach latest by 28th December 2017 on or before 2.00 pm. The bids will be opened on the same day at 3 pm in the presence of tenderers, if any:

Before quoting, please read the instructions and technical specifications carefully as enclosed.

Note: Please attach the copies of previous work order to any Government Institutes/ autonomous bodies/ PSU, if any, with the quotation and provide the contact person and his contact Nos.

Tender is also available on Institute website: www.inst.ac.in or CPPP website: www.eprocure.gov.in.

Yours faithfully

Sd/-
Chief Finance and Administrative Officer



INSTRUCTIONS

- i) Inquiry if any may be sent by Courier/Speed Post/E-mail and INST will not be liable for any kind of Postal delay.
- ii) The Quotation should be addressed to the Director INST, Mohali invariably giving on the envelop Reference No. With date and due date with time.
- iii) The Quantity mentioned in this inquiry shall be deemed to be only approximate and will not in any manner be binding on the Institute.
- iv) The Quotation should be enclosed in a sealed envelope.
- v) Firms will quote separately for each article.
- vi) The rates offered should be FOR Mohali in case of firms situated outside Chandigarh and free delivery at the Institute premises in case of local firms.
- vii) GST: The Institute is not exempted from the payment of GST. The rate (i.e., percentage of GST should be clearly indicated included or excluded) wherever chargeable.
- viii) In case of Ex-godown terms the amount of packaging forwarding freight etc. Should clearly be indicated by percentage or lump sum amount. Current rate of GST must be mentioned. The institute is exempted from Customs and Excise Duty.
- ix) The delivery period should be specifically stated. EX-Stock and earlier delivery may be preferred.
- x) The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the Article quoted. The name of the manufacturers and country of manufacture should also invariably be stated. In the absence of these particulars the Quotation is liable for rejection.
- xi) Quotation should have minimum validity of 90 days from the date of opening.
- xii) The rates quoted should be for each item separately otherwise your Quotation is liable to be ignored.
- xiii) Late or delayed Quotation will not be accepted.



Institute of Nano Science and Technology

Habitat Centre, Sector 64, Phase X, Mohali -160062, Punjab, India
Ph: +91-172-2210073/75; Fax: +91-172-2211074; E-mail ID: purchase@inst.ac.in

NOTICE INVITING TENDER

INST invites tender from the reputed agencies / firms or their channel partner so as to reach this office on or before scheduled date and time. As per instructions given in the Tender form. All offers should be made in English and should be written in both figures and words. Tender forms can be downloaded from the website (www.inst.ac.in) of the Institute.

The Director, INST reserves the right to select the item (in single or multiple units) or to reject any quotation wholly or partly without assigning any reason. Incomplete tenders, amendments and additions to tender after opening or late tenders are liable to be ignored and rejected.

Work Details

S. No.	Ref. No.	Services Description	Tender Submission Date and Time	Tender Opening Date and Time	Tender Fee (Non-refundable)	EMD
1	INST/12(253)/2017/Pur	10 Mbps Internet Leased Line and UTM firewall	28/12/2017 upto 2.00PM	28/12/2017 at 3.00PM	₹ 500/-	₹ 15,000/-

Note: The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

Eligibility Criteria:

1. ISP must be a class 'A' licensed ISP with redundant bandwidth sources from different gateways.
2. ISP must have ISP NOC within Chandigarh TRICITY.
3. ISP must have provided internet leased line services to minimum 03 government departments with minimum 5Mbps within TRICITY for past 5 years or more; copies of PO/Certificate to be submitted as part of bid.
4. ISP must have local 24x7 customer care centre within Chandigarh TRICITY for immediate resolution of complaints, if any.
5. In case of any urgent requirement, ISP have the capacity to increase the B/W as per demand by INST within 24 hours.
6. Rates should be supplied for one time covering of fibre optics and other infrastructure.
7. Recurring cost on yearly basis for 10 years should be supplied.

TERMS AND CONDITIONS

Important Conditions of the tender to be abide by the tenderer

1. **Due date:** The tender has to be submitted before the due date. The offers received after the due date and time will not be considered.



2. Preparation of Bids: The Bidders are advised to follow the following instructions. As single bid systems is to be followed, three envelopes duly sealed should be used for submission of tender as detailed below:-

Technical Bid duly completed and signed should be put in this envelope, also each page of this Notice inviting Tender/Quotation along with Terms & Conditions should be signed by the authorized person of the firm and placed in this envelope. The envelope should be sealed properly and super scribed as **“TECHNICAL BID: 10MBPS INTERNET LEASED LINE CONNECTIVITY and UTM Firewall at Institute of Nano Science and Technology, Sector 81, Mohali”**. Firm’s name and address should be written on the envelope. Financial bid will be considered who will qualify the eligibility & technical criteria.

The Quotations should be valid for 90 days from the due date. The Quotations duly sealed and super scribed on the envelope with the reference No. and due date, should be addressed to **“The Director, Institute of Nano Science and Technology, Habitat Centre, Sector 64, Phase –X, Mohali, 160062, Punjab”** so as to reach on or before the due date.

3. **Delivery of the tender:** The tender shall be sent to the addressee given in para 2 (above) either by post or by courier so as to reach our office before the due date specified in our Schedule. The offer/bid can also be dropped in the tender box on or before the due date specified in the schedule. The tender box is kept in Foyer area of INST.
4. **Opening of the tender:** The offer/bid will be opened by a committee duly constituted for this purpose. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening. Only one representative will be allowed to participate in the tender opening.
5. **Acceptance/Rejection of bids:** The INST reserves the right to reject any or all offers without assigning any reason.
6. Prices for Internet Leased line services with firewall may be quoted for three years however, contract will be issued for one year and may be extended after evaluation of performance on yearly basis by the committee.
7. **EMD:** Tender fee/EMD is to be obtained from the bidders except those who are registered with the Central Purchase Organisation, National Small Industries Corporation (NSIC) or the



concerned Ministry or Department. The tenderer should submit Tender Fee/EMD amount as per tender ref. no. through NEFT/RTGS in INST Account. Account Details are as follows:

- a. Name of Beneficiary: Institute of Nano Science and Technology (INST)
- b. Account No. 2452201001102
- c. Name of Bank: Canara Bank, Sector 34, Chandigarh
- d. IFS Code: CNRB0002452
- e. MICR Code: 160015003
- f. Swift Code: CNRBINBBFFC

The details of transaction for EMD viz. Name of bidder firm, Tender Description, Transaction ID/No. of Transfer, Transaction date, Amount of Transaction, Name of Bank, Address of Bank shall be furnished by the tenderer on their letterhead separately along with their tender.

8. **Refund of EMD:** Bid securities of the unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. In case of successful Tenderer, it will be retained till the successful and complete installation of the equipment.
9. **Performance Security:** The supplier shall be required to submit the performance security in the form of irrevocable bank guarantee issued by any Indian Nationalized Bank for an amount which is equal to the 10% of Purchase value within 7days after completion of work assigned / allotted. The PBG should be valid for one year and should be kept valid for a period of 60 days beyond the date of completion of warranty period.
10. **Reasonability of prices :**
Please quote best minimum prices applicable for a premier Research Institution. **The quoting party should give a certificate to the effect that** the quoted prices are the minimum and they have not quoted the same item on lesser rates than those being offered to INST to any other customer nor they will do so till the validity of offer or execution of the purchase order, whichever is later. We request you to fill the price reasonability certificate format in the enclosed file (Annexure "1")
11. **Force Majeure:** The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.



- For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

12. **LIQUIDATED DAMAGES:** If the work is not completed within the due date for any reason, INST will have the right to impose penalty @ 0.5% per week or part-thereof and the maximum deduction is 10% of the contract value / price.

13. **Prices:** The price should be quoted in net per unit (after breakup) and must be include. The offer/bid should be exclusive of GST, which will be paid by the purchaser as applicable. However the percentage of GST shall be clearly indicated.
(Please refer Annexure – 2 for the price to be quoted).

14. **Notices:** For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.

i. **Purchaser:** The Director,
Institute of Nano Science and Technology,
Habitat Centre, Sector – 64, Phase X, Mohali – 160064.

ii. **Supplier:** (To be filled in by the supplier)

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15. **Resolution of Disputes:** The dispute resolution mechanism to be applied pursuant shall be as follows:

- i. In case of Dispute or difference arising between the Purchaser and the supplier relating to any matter arising out of or connected with this contract, such disputes or difference shall be



settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, Institute of Nano Science and Technology (INST) Mohali and if he is unable or unwilling to act, to some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.

16. **Applicable Law:** The place of jurisdiction would be Mohali (Punjab) INDIA.
17. **Warranty:** Minimum One Year Warranty shall have to be provided by the firm for UTM firewall device. The Warranty should be comprehensive on site.
18. **GST**
Suppliers shall be entirely responsible for GST, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, GST in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.
19. **Payment:** 100% payment shall be made by the Purchaser after inspection, successful installation, commissioning and acceptance of the work completed at INST and to the entire satisfaction of the Purchaser and on production of unconditional performance bank guarantee as specified in Clause 9 of tender terms and conditions.
20. **Acknowledgement:** It is hereby acknowledged that we have gone through all the conditions mentioned above and we agree to abide by them.

**SIGNATURE OF TENDERER
ALONG WITH SEAL OF THE COMPANY WITH DATE**



BID PARTICULARS

1. Name of the Firm : _____
2. Address of the Firm : _____
3. Tender cost enclosed: : Yes/No if yes
4. Online EMD submission information enclosed : Yes / No if Yes

Sr. No.	Particulars	EMD Details	Tender Fee Details
i)	Transaction ID / UTR No.		
ii)	Transaction date:		
iii)	Amount of Transaction		
iv)	Name of Bank		
v)	Address of Bank		

5. Name and address of the Officer/contact person to whom all references shall be made regarding this tender enquiry.

Sr. No.	Particulars	Details
i)	Name:	
ii)	Address:	
iii)	Phone Number	
iv)	Fax	
v)	Mobile No.	
vi)	Email ID	
vii)	Website address	



Compliance statement for the tender specifications

Tender Ref No.: **INST/12(253)/2017/PUR**

S.No.	Check list of documents/Undertakings	Yes/No	Remarks (give explanation if the answer is No)
1.	Is EMD details attached? (if applicable)		
2.	Is the bidder is direct agency/authorised channel partner?		
3.	If authorised, channel partner certificate to this effect from OEM, attached or not?		
4.	Undertaking from OEM regarding technical support & extended warranty period		
5.	Validity of 90 days or not?		
6.	Price Reasonability Certificate enclosed as per format??		
7.	Undertaking from bidder regarding acceptance of tender terms & conditions		



Annexure – 1

PRICE REASONABILITY CERTIFICATE

This is to certify that we have offered the maximum possible discount to you in our Quotation No. _____ dated _____ for (Value Rs.) _____.

We would like to certify that the quoted price are the minimum and we have not quoted the same item on lesser rates than those being offered to INST to any other customer nor we will do so till the validity of offer or execution of purchase order, whichever is later.

Seal and Signature of the tenderer



Annexure - 2

Name of Services: **Internet Leased Line / UTM Firewall**

Name & Address of Services Provider: _____

Price Quoted

1. a. Cost of Internet Leased Line (one time) (Rs.) _____
b. Taxes (GST on @ _____) (Rs.) _____
2. a. Cost of UTM firewall with instrument (Rs.) _____
b. Taxes (GST on @ _____) (Rs.) _____
3. Recurring cost for maintenance of internet facility per year for next 10 years:
(Rs.) _____
4. Any other charges (Rs.) _____
5. Total cost (1 to 4) (in Rs.) F.O.R, INST, Mohali _____

Signature of Tenderer with date and seal