

**SINGLE TENDER**

Single Tender No: IITH/AMC/KOTARO/NKN ROUTER/2022/S/T010

Date:17/05/2022

Indian Institute of Technology Hyderabad invites online bids (e-tender) in Single Bid ( Technical + Financial) System , from Original Equipment Manufacturer (OEM) /Authorized distributors/Authorized dealer for the following item

Item Description / Service	Qty
Item Name: Cisco ASR 1001-X 20Gbps license upgradation with Warranty for 3 years (list of items mentioned below)	As per the list
Annexures: Service as per Annexure A Compliance Statement as per Annexure B Manufacturer authorization as per Annexure –‘C’ Bidder Information Sheet as per Annexure D	

The Tender Document can be downloaded from <https://mhrd.euniwizarde.com> OR Institute website- <https://iith.ac.in/tenders>

The bid is to be submitted online only through the E-procurement portal of <https://mhrd.euniwizarde.com> up to the last date and time of submission of tender.

Schedule of Dates

Sr.No	Particulars	Date	Time
1	Date of Online Publication/Download of Tender	17/05/2022	14:00 Hrs
2	Bid Submission Start Date	17/05/2022	14:10 Hrs
3	Bid Submission Close Date	24/05/2022	11:00 Hrs
4	Opening of Bids	24/05/2022	11:10 Hrs

No manual bids will be accepted. All quotation should be submitted online through E-procurement portal of <https://mhrd.euniwizarde.com>

Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support - Phone No. 011-49606060. Mail id: - [helpdeskeuniwizarde@gmail.com](mailto:helpdeskeuniwizarde@gmail.com)

## **INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bid electronically on the e-Wizard Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the e-Wizard Portal, prepare their bids in accordance with the requirements and submit their bids online on the e-Wizard Portal. For more information, bidders may visit the Portal (<https://mhrd.euniwizarde.com/>)

### **1. REGISTRATION PROCESS ON ONLINE PORTAL**

- a) Bidders to enroll on the e-Procurement module of the portal <https://mhrd.euniwizarde.com/> by clicking on the link “Bidder Enrolment”.
- b) The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. This would be used for any communication from the e-Wizard Portal.
- c) Bidders to register upon enrolment, with their valid Digital Signature Certificate (Class III Certificates with signing and Encryption key) issued by any Certifying Authority recognized by CCA India with their profile.
- d) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- e) Bidder then logs in to the site through the secured log-in by entering their user
- f) ID/password and the password of the DSC / e-Token.
- g) After registration send mail to Helpdesk: [helpdeskeuniwizarde@gmail.com](mailto:helpdeskeuniwizarde@gmail.com) for Account activation.
- h) As per portal norms Registration Fee will be applicable.

### **2. TENDER DOCUMENTS SEARCH**

- a) Various built-in options are available in the e-Wizard Portal like Department name, Tender category, Estimated value, Date, other keywords, etc. to search for a tender published on the Online Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘Interested tenders’ folder.
- c) The bidder should make a note of the unique Tender No assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

### 3. BID PREPARATION

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c) Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that needs to be submitted. Any deviations from these may lead to rejection of the bid.
- d) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLSX/PNG, etc. formats.

### 4. BID SUBMISSION

- a) Bidder to log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidders to note that they should necessarily submit their financial bids in the prescribed format given by department and no other format is acceptable.
- d) 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, the opening of bids, etc. The bidders should follow this time during bid submission.
- e) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- f) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- g) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- h) The off-line tender shall not be accepted and no request in this regard will be entertained whatsoever.
- i) As per portal norms Tender Processing Fee will be applicable.

## 5. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the department reserve the right to add/modify/delete any portion of this document by the issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

## 6. ASSISTANCE TO BIDDERS

- A. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- B. Any queries relating to the process of online bid submission or queries relating to e-Wizard Portal, in general, may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is 8448288994/86/87/89/88/81/90/92/82 011-49606060, 07903269552, 9355030608, 9055030613, 7903810198, 9355030606, 9315620706, 9355030623, 9355030628, 8800526452, 9205898228, 9122643040, 9355030604, [eprochelpdesk.01@gmail.com](mailto:eprochelpdesk.01@gmail.com), [eprochelpdesk.44@gmail.com](mailto:eprochelpdesk.44@gmail.com) , [eprochelpdesk.06@gmail.com](mailto:eprochelpdesk.06@gmail.com)
- C. The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of the bid(s).
- D. The bid should be submitted through e-Wizard portal (<https://mhrd.euniwizarde.com/>) only.

## TERMS & CONDITIONS

1. It may kindly be noted that your bid should:
  - a) Technical Bid (Scope of services/items to be supplied )
  - b) Financial Bid (Price Bid as per the prescribed format provided)
1. The acceptance of the quotation will rest with the competent authority, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotations received without assigning any reason.
2. Price quoted should be as per the BoQ and validity of the price bid for a minimum period of 60 days from the date of opening of the quotation. The rate quoted should be free delivery at IITH Stores, Kandi 502284 .
3. Complete specification with manufacturer's name and address should be given while quoting. Literature/Pamphlets should also be enclosed wherever applicable
4. In cases of agents quoting on behalf of the manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/dealer. There can be only one bid from the following:
  - I. The manufacturer directly or through one agent on his behalf; or
  - II. Agent on behalf of only one principal.
5. IIT Hyd is registered with Dept. of Scientific & Industrial Research, Govt. of India and concessional customs duty and GST & IGST are leviable vide notification no. 54/2002-Customs on all imports covered under notification No.51/96-Customs dated 23.07.1996, Notification No.47/2017-Integrated Tax (Rate) and Notification No.45/2017-Central Tax (Rate) both dated 14th November, 2017.
6. In case the items in the enquiry are covered by any rate contract or running contract finalised by any other state or central Government, it should be specified in your quotation and accepted contract rates should also be mentioned.
7. The **contract shall be comprehensive in nature**, covering both Breakdown Maintenance and periodical functional checking, regular preventive maintenance (PM) for the NKN Router License Upgradation and AMC for 3 years and replacement / rectification of defective equipment installed at IIT Hyderabad.
8. Liquidated Damages Clause for delays: The applicable rate is 0.5% per week and maximum deduction is 10% of the contract price.
9. If the deliveries are not maintained and due to that account the purchaser is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.

**10. Payment: - No advance payments are allowed.**

- i. 100% payment shall be made against delivery, installation, commissioning and on demonstration of the whole system to the satisfaction of the Indentor/ User.
- ii. Charges for warranty will be paid in three equal instalments on yearly basis after completion of warranty period each year.

11. **Warranty & Maintenance contract:** The supplier shall warranty equipment, system components for a minimum period of 03 years onsite warranty following satisfactory installation and commissioning. The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. All expenditure including government levies on account of the replacement are to be borne by the supplier/agent.

12. **Installation & Testing:** The installation shall be completed within a week from the date of intimation regarding the arrival of the equipment in the institute. The installed system shall be performance tested at our premises in accordance with the manufacturer's/supplier's recommendation/specifications. Tests shall demonstrate the proper operation of the instrument and all components.

13. All supplies are subject to inspection and approval before acceptance. Manufacturer warranty certificates and manufacturer/Government approved lab test certificate shall be furnished along with the supply, wherever applicable

14. Kindly furnish your PAN & GST Number etc. in your quotation for our records.

15. Conditional tenders will not be accepted.

**16. ARBITRATION:**

- i. Unless otherwise specified, in all cases of disputes which cannot be settled by mutual negotiations, the disputes or differences shall finally be settled and binding on both parties by arbitration in conformity with the rules of Indian Arbitration Act, 1940. All disputes or differences what so ever arising between the parties out of relating to the construction, meaning and operation or effect of the general terms and conditions including the Purchase Order or the breach thereof shall be settled by Arbitration Act, 1940 and the award made in pursuance thereof shall be binding on the parties.
- ii. Performance of the purchase order shall continue during arbitration and any subsequent proceedings.
- iii. The Jurisdiction and Venue of arbitration shall be Hyderabad. The Arbitrator will be the Director, IIT Hyderabad, or his nominee.

17. All disputes shall be settled in the courts of Hyderabad/Sangareddy only

18. The Director, IIT Hyd reserves the right to accept the offer in full or in parts or reject summarily or partly and also reserves the right to cancel the tender at any stage without assigning reasons

**For any technical query related to enquiry you may to contact**

Dr. Kotaro Kataoka, Department of Computer Science Engineering -Email: [kotaro@cse.iith.ac.in](mailto:kotaro@cse.iith.ac.in)

For Commercial query

Mr. Suresh Nair - Assistant Registrar Email : [ar.purchase@iith.ac.in](mailto:ar.purchase@iith.ac.in)

Mr. Syed Ali Sabeer – Deputy Registrar Email : [dr.snp@iith.ac.in](mailto:dr.snp@iith.ac.in)

With CC: [office.stores@iith.ac.in](mailto:office.stores@iith.ac.in)

***Note : Participation in this tender is by invitation only and is limited to the selected Purchaser's registered suppliers. Unsolicited offers are liable to be ignored.***

ANNEXURE A

**SCOPE OF WORK / REQUIREMENT**

<b>Quotation for Router License</b>					
<b>Sl.no</b>	<b>Part No</b>	<b>Product Description</b>	<b>Duration</b>	<b>Unit</b>	<b>Qty</b>
<b>Quotation for Router License</b>					
1	L-FLA1-1X-2.5-20G=	2.5G to 20Gbps upgrade License for ASR 1001-X, Built-in 2x10	---	Nos.	1
1.0.1	CON-SNT-LFLA120G	SNTC-8X5XNBD Upgrade from 2.5 Gbps to 20Gbps License	---	Nos.	1
1.1	FLSA1-BIN-2X10GE-P	ASR1001-X Built-In 10GE 2-port License	---	Nos.	1
2.0	CON-SNT-ASR1001X	SNTC-8X5XNBD Cisco ASR1001-X Chassis, Crypto, 6 built	36 months	Nos.	1
3	SFP-10G-LR-S	10GBASE-LR SFP Module	---	Nos.	4



ANNEXURE – B

MANUFACTURER’S AUTHORIZATION FORM

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer]

Date: [Insert date (as Day, month and year) of Bid submission]

Tender No.: [Insert number from Invitation for Bids]

To: [Insert complete name and address of Purchaser]

WHEREAS

We [insert completer name of Manufacturer], who are official manufacturers of [Insert type of goods manufactured] having factories at [insert full address of Manufacturer’s factories], do hereby authorize [insert complete name of Bidder] to submit a bid the purpose of which is to provide the following goods, manufactured by us [insert name and or brief description of the goods], and to subsequently negotiate and sign the contract.

We hereby extend our full guarantee and warranty in accordance with the Terms and Conditions of Contract with respect to the Goods offered by the above firm.

Signed: [insert signature(s) of authorized representative(s) of the Manufacturer]

Name: [insert complete name(s) of authorized representative(s) of the Manufacturer]

Title: [insert title]

Duly authorized to sign this Authorization on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_ [insert date of signing]

ANNEXURE – C

BIDDER INFORMATION FORM

Company Name : \_\_\_\_\_

Registration Number : \_\_\_\_\_

Registered Address : \_\_\_\_\_  
\_\_\_\_\_

Name of Partners /Director: \_\_\_\_\_  
\_\_\_\_\_

City : \_\_\_\_\_

Postal Code : \_\_\_\_\_

Company's Establishment Year : \_\_\_\_\_

Company's Nature of Business : \_\_\_\_\_

- Company's Legal Status (tick on appropriate option )
- 1) Limited Company
  - 2) Undertaking
  - 3) Joint Venture
  - 4) Partnership
  - 5) Others ( In case of Others please specify)

- Company Category
- 1) Micro Unit as per MSME
  - 2) Small Unit as per MSME
  - 3) Medium Unit as per MSME
  - 4) Ancillary Unit
  - 5) SSI
  - 6) Others ( In case of Others please specify)

**CONTACT DETAILS**

Contact Name : \_\_\_\_\_

Email Id : \_\_\_\_\_

Designation : \_\_\_\_\_

Phone No : ( \_\_\_\_\_ ) \_\_\_\_\_

Mobile No : \_\_\_\_\_

**BANK DETAILS**

Name of Beneficiary : \_\_\_\_\_

A/c. No. CC/CD/SB/OD: \_\_\_\_\_

Name of Bank : \_\_\_\_\_

IFSC NO. (Bank) : \_\_\_\_\_

Branch Address and Branch Code: \_\_\_\_\_

\_\_\_\_\_

**Other Details**

Vendor's PAN No. \_\_\_\_\_

Vendor's GST \_\_\_\_\_