

**Request for Proposal (RFP)**

**For**

**Supply, Installation, Commissioning of**

**“IT Hardware, Software, Networking Equipment, Setup of  
Structured LAN System and Maintenance of All Systems for  
3 Years”**

**At GSCL Guwahati**

**Tender No.: SPV/GSCL/Acct./9/2016/50 dated: 03/08/2017**



**Guwahati Smart City Limited**

**Statfed Building,**

**Bhangagarh, Guwahati-781005 (Assam)**

**Phone: 0361-2529824, 2529650 FAX: 0361-2529991**

***e-mail* : mdsmartguwahati@gmail.com**

**IMPORTANT INFORMATION**

<b>Non-Refundable Tender Cost</b>	Rs. 2,000/- (Rupees Two Thousand) to be paid through DD from a Nationalize Bank in favor of MD, Guwahati Smart City Limited payable at Guwahati, Assam, only.
<b>Sale of RFP document</b>	Till 2.00 PM of 29/08/2017
<b>EMD</b>	Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand) to be paid through DD from a Nationalize Bank in favor of MD, Guwahati Smart City Limited payable at Guwahati, Assam, only.
<b>Last date for submission of online Bids</b>	<b>29/08/2017 till 3:00 PM.</b>
<b>Last Date of Physical submission of Bids</b>	<b>29/08/2017 till 3:00 PM.</b>
<b>Opening of Pre-Qualification cum Technical Bids</b>	<b>29/08/2017 after 4.00 PM.</b>
<b>Financial Bid Opening Date &amp; Time</b>	<b>Will be communicated later</b>

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## 1. INTRODUCTION

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Guwahti Smart City Limited (herein after referred to as GSCL) a Nodal agency for implementation of Guwahati Smart City and undertaking under Guwahati Development Department (GDD), Govt. of Assam, invites proposals from IT Company/Firm for “Supply, Installation, Commissioning of IT Hardware, Software, Networking Equipments, Setup up of Structured LAN System and Maintenance of all systems for 3 years at **GSCL Office 4th Floor, Aditya Tower, opposite Down Town Hospital, Dispur, Guwahati, Assam**. Submission of bids shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

## 2. TENDERING PROCESS

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- Bidder shall submit the Pre-qualification cum Technical bid and Financial Bid through [www.assamtenders.gov.in](http://www.assamtenders.gov.in)
- Bidder shall submit separate Pre-qualification cum Technical bid and Financial bid.

## 3. OBJECTIVE OF THIS RFP DOCUMENT

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The Request for Proposal (RFP) document is purely for the selection of Bidder/IT Company/Firm for Supply, Installation, Commissioning IT Hardware, Software, Networking Equipments and Setup up of Structured LAN System and Maintenance of all systems for 3 years at GSCL office, 4th Floor, Aditya Tower, opposite Down Town Hospital, Dispur, Guwahati, Assam.

## 4. INSTRUCTIONS

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- i. The tender should be submitted through e-Procurement portal “[www.assamtenders.gov.in](http://www.assamtenders.gov.in)” only. No other form of tender submission will be valid for evaluation.
- ii. Tenders duly filled and accompanying all supporting documents, should be uploaded in the e-Procurement portal.
- iii. The online bids will be opened at GSCL Office, Statfed Building, Bhangagarh, Guwahati-781005. The Financial Bids of those Bidders short listed from the Pre-qualification cum Technical bids will be opened.
- iv. Tenders should be fully in accordance with the requirements as the specified in this RFP document.
- v. Appropriate forms furnished with this specification shall be used in filling quotation. Incomplete e-form will be rejected.

- vi. All offers should be made in English. Conditional offers and offers qualified by such vague and indefinite expression such as “Subject to immediate acceptance”, “Subject to prior sale” etc. will not be considered.
- vii. The Price and conditions of the offer should be valid for at least a period of 180 days from the date of tender opening. Quotations/ Bids with validity of less than 180 days may be rejected.
- viii. The bidder shall make its own arrangements, for supply, installation and commissioning of materials at the site/location.
- ix. While tenders are under consideration, bidders and their representatives or other interested parties, are advised to refrain from contacting by any means Purchaser's personnel or representatives, on matters relating to the tenders under study. GSCL, if necessary will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary. The bidder will not be permitted to change the substance of his offer after the bid submission date. Any attempt by any bidder to bring pressure of any kind, may disqualify the bidder for the present tender and the bidder may be liable to be debarred from bidding for GSCL.
- x. For all the items listed in the tender document, the make and model should be mentioned clearly in the Pre-qualification cum Technical bid with complete details.
- xi. On completion of the Project duration of Three (3) years, the Performance Bank Guarantee (PBG) shall be released if no any calls, complains are pending. If considered necessary, suitable amount of penalty shall be recovered from their Performance Bank Guarantee (PBG).
- xii. All disputes are subject to jurisdiction within the geographical and administration confines of Guwahati only.

#### 4.1 DEFINITIONS

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Unless otherwise clearly required by the context, the following terms as used in this document/RFP shall have the respective meanings as defined below:

1. **"Agreement"** means the Agreement to be signed between the successful L1 bidder/IT Company/Firm and GSCL. including all attachments, appendices, Corrigendum, Addendum, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.
2. **"LOI"** means issuing of "Letter of Intent" which shall constitute the intention of the Tenderer to place the Purchase Order with the successful L1 bidder of this RFP.
3. **"Proposal"** means Pre-qualification cum Technical Proposal and Financial Proposal.
4. **"Request for Proposal (RFP)"**, means the detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.
5. **"Service"** means provision of Contracted service viz., Supply, Installation, Commissioning, maintenance and associated services for the NIT as per this RFP.
6. **"Termination Notice"** means the written notice of termination of the Agreement issued by one Party to the other in terms hereof.
7. **SLA:** Service Level agreement between GSCL and the Selected L1 Bidder of the Project (Implementing Agency/Service Provider).
8. **Bid Amount:** Total cost quoted by the Bidder for Supply, Installation, Commissioning IT Hardware, Software, Networking Equipments and Setup up of Structured LAN System and Maintenance of all systems for 3 years.
9. **EMD:** Earnest Money Deposit
10. **GSCL:** Guwahati Smart City Limited.
11. **GDD:** Guwahati Development Department
12. **PMC:** Project Management Consultant
13. **"Parties"** means GSCL and L1 Bidder/Service Provider for this project
14. **"Stake Holders"** means GDD, GSCL, PMC and Implementing Agency
15. **"P.O"** means Purchase Order issued to the selected L1 Bidder for the Project.
16. **"AMC" means** Annual Maintenance Contract of the project after expiry of warranty period of the project.
17. **"Acceptance Test Document"** means a mutually agreed document, which defines procedures for testing the Scope of work and BOM of the project against requirements laid down in the RFP
18. **"Authorized Representative"** shall mean any person authorized by either of the parties.

19. **“Contract”** is used synonymously with Agreement.
20. **“Final Acceptance Test (FAT)”** means the acceptance testing of Hardware/Software/Networking Items/Services deployed by Implementing Agency at GSCL office, Guwahati.
21. **“GoA”** shall stand for the Government of Assam.
22. **“Implementation Period”** shall mean the period from the date of signing of the Agreement and up to the issuance of Final Acceptance Certificate of the Project.
23. **“Period of Agreement”** means Three (3) years from the date of Final Acceptance Test.
24. **“QGR”** means Quarterly Guaranteed Revenue will be paid to the service provider at the end of each quarter.



## 5. SCOPE OF WORK

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The broad scope of this project to be undertaken by the Bidder for Supply, Installation, Commissioning of IT Hardware, Software, Networking Equipments and Setup up of Structured LAN System and Maintenance of all systems for 3 years at GSCL office, Guwahati is as specified below.

1. The bidder will submit list of Manpower and Project Manager who will involve in this project during execution period.
2. The bidder will do Project Site/GSCL Office survey for installation of Server, Computers, Printers, Network Points, path for lying of Fiber/UTP cables and will prepare a diagram with signoff by GSCL and PMC representative. The Bidder will install Server, Computers, Printers and other Network items as per locations marked & identified by GSCL officials and PMC Team.
3. The lying of data cable with concealed, casing, capping & flexible cables such that no cabling work (Data) shall be visible at any place of GSCL office. Most of the duct used should also not be visible.
4. The supply of data cabling and Networking Items for structured cabling for GSCL office are also responsibility of the selected L1 bidder for this project.
5. The UPS connectivity with Main DB of GSCL Office is also responsibility of the Bidder. The supply of Electrical cable required for connectivity from Main DB to UPS is also responsibility of the Bidder.
6. The Bidder shall be responsibility for Earthing pit of Voltage equal to 1 or 2 Volt, which is required for UPS and other Networking components installed at GSCL office.
7. The Bidder shall be responsible for supply & installation of Racks, Jack Panels, Patch Panels, CAT6 UTP Cables, Patch cords, Connectors, I/o Boxes, Face Plates, Ferule, Tie for all network components in GSCL Office, Guwahati.
8. The bidder will provide one technical manpower (Graduate in Science) with minimum Two years' experience in similar Field at GSCL office, Guwahati after issuance of Final Acceptance Test (FAT) Certificate upto project duration of 3 years. This manpower will provide services of the Equipments installed in the office of GSCL upto Project cycle of 3 years duration.

## 6. GENERAL TERMS & CONDITIONS

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Bidders should read these conditions carefully and comply strictly while submitting their tenders.

### **I. Items under the contract**

The detailed Technical Specifications of the Systems proposed are given in the Technical Bid Section.

### **II. Opening and Validity of the Bids**

The bids will be opened on scheduled date and time even in case of absence of the bidders. Financial bid should be valid for a minimum period of 180 days from the date of tender opening for placing the initial order.

### **III. Area of Operation and Location of Supply Goods and Services**

The tender items being procured through this tender shall be Supply, installed, configured and commissioned at **GSCL Office, 4<sup>th</sup> Floor, Aditya Tower, opposite Down Town Hospital, Dispur, Guwahati, Assam.**

### **IV. Integration of Hardware, Software, Networking Items**

- The Bidder shall install the hardware, software, Networking Items supplied by them to fully operational and they will also be responsible for installing patches from time to time for the software supplied. However, in case of problems with machines and / or Equipments, it will be the Bidder's responsibility to locate the exact nature of the problem/s and rectify the same except for the problems in the application software installed on the machine/s, if any.
- The Bidder shall note that all the Equipments shall be supplied with the relevant interface & data cables.

### **V. Software Drivers and Manuals**

All Equipments will have to be supplied with all the software drivers and detailed operational and maintenance manuals free of cost. The bidder shall provide comprehensive onsite warranty for a period of Three (3) years from the date of installation and commissioning of equipment/s and software supplied and release & issuance of FAT by GSCL. The software's and licenses supplied to GSCL, Guwahati will be in name/favor of Guwahati Smart City Limited, Guwahati, Assam and validity of License of each software will be 3 years from the date of FAT released.

### **VI. On- site Warranty Clause**

- a. The bidder would give Three (3) years on-site comprehensive warranty of all Equipments including Hardware, Software, and Networking items mentioned in the RFP. The date of warranty will start from the date of issuing of "Final Acceptance Test" report by GSCL. Acceptance Test Report issued by GSCL after successfully Supply, installation, configuration and commissioning of all equipment & networking items as per RFP.

- b. The bidder shall be replaced the defective parts during the warranty period of Three (3) years, so as to make the equipment working & operationalize. The bidder shall also replace parts of equipment, in case it is found to be malfunctioning and that the equipment cannot be put to operation otherwise. Complaint logging procedure and contact number will be given to GSCL. Failing to this compliance will result in deduction in payment, forfeiture of the Performance Security Deposit and blacklisting of firm from GSCL /Govt. of Assam for future Tender Process.

**VII. Delivery and Penalty**

1. **Delivery Period:** The RFP to be given for testing and acceptance and / or delivery and installation at site is to be strictly adhered to in view of the strict time schedule for implementation of the project. Any unjustified and unacceptable delay in delivery beyond the delivery schedule as mentioned in the RFP will render the Bidder liable for damage at the rate of 1% (one percent) of the total cost of the project per week subject to a maximum of 6 weeks, The maximum amount of agreed liquidated damage shall be Six (6%) of the total project cost and thereafter GSCL, holds the option for cancellation of the order for pending supply, and procure the same from any other Bidder/Manufacturer, forfeiting the EMD/Security deposit of the Bidder and blacklisting of firm from GSCL /Govt. of Assam for future transaction. Also, GSCL has option to procure the items from alternate source at the risk and cost of the defaulting bidder.
2. Delivery period may be extended with or without liquidated damages if the delay in the supply of goods is on account of hindrances beyond the control of the bidder.

**VIII. Installation Schedule and Penalty**

1. Bidder should install these items at **GSCL Office, 4th Floor, Aditya Tower, opposite Down Town Hospital, Dispur, Guwahati**, without any additional charge. Installation should be completed in 8 Weeks from the scheduled or actual date of delivery whichever is later. If the scheduled date of delivery /installation falls on holiday / non-working day (at the delivery location), the next working day shall be treated as due date of delivery / installation. The delay in installation will carry a penalty of 0.2% (point two percent) for a period of 15 days and 0.4% (point four percent) per day for next 15 days subject to maximum 30 days in total. Thereafter, GSCL holds the option to get the procured item install through alternate sources at the risk and cost of the defaulting vendor. A sticker mentioning the service support call centre number of the vendor should be pasted on each supplied item. An installation certificate as per format given in **Annexure-6** must be obtained from user.
2. For Site Not Ready (SNR) cases, vendor requires to submit SNR certificate as per **Annexure-5: SNR** signed by user. However, regarding readiness of site, the decision of GSCL officials will be final. No penalty will be imposed for SNR cases, however, vendor has to install the

items within 15 days of receipt of Site Ready notice from User else it will attract penalty recoverable from Bill.

**Schedule & Timelines**

Timelines	Milestone	Time Period	Total Time
T0	Date of signing of MSA	0	0
T1	Site survey for Server, Computers, Printers, Data Cabling, UPS at GSCL Office,	T0+1 Week	1 Week
T2	Supply/ Delivery of Items	T1+4 Weeks	5 Weeks
T3	Installation, Configuration, Implementation & testing of hardware, Software Networking Items, Setup up of Structured cabling, LAN System etc.	T2+2 Weeks	7 Weeks
T4	Acceptance Test	T3+1 Week	8 Weeks

**IX.** M/s GSCL reserves the right to reject any or all the tenders without assigning any reason whatsoever. M/s GSCL would not be under obligation to give any clarification to such rejected tenders. M/s GSCL may decide not to procure any particular item even after opening the bids.

## 7. UNPRICED BILL OF MATERIAL (UBOM)

The bidder has to mentioned Make & Model clearly in the below column for each quoted line items/ products. It is mandatory otherwise bid will be rejected on the technical reason.

Sl. No.	Item	Description	Qty.	Unit	Make	Model
1	Server	Tower/Rack	1	Nos.		
2	Server OS	Server OS with Client License for 25 Users	1	Nos.		
3	Work Station	Work Station	2	Nos.		
4	Desktop Computer	Desktop Computer	25	Nos.		
5	Laptop	Laptop	6	Nos.		
6	Printer	Color Printer A4, Color , MFP (Print/Scan/Copy)	1	Nos.		
6a		Tonners	1 Set	Nos.		
7	Printer	Color Printer A3, Color, MFP (Print/Scan/Copy)	1	Nos.		
7a		Tonners	1 Set	Nos.		
8	Plotter	Plotter - Paper Size A0	1	Nos.		
9	Projector	Projector - Lumen 2500 or higher	1	Nos.		
10	Presenter	Presenter - Wireless	2	Nos.		
11	Antivirus	Antivirus	46	Nos.		
12	AutoCad	AutoCad	8	Nos.		
13	Sewer CAD	Sewer CAD	1	Nos.		
14	Storm CAD	Storm CAD	1	Nos.		
15	Photoshop	Photoshop 8CS or Better	1	Nos.		
16	Sketchup	Sketchup - Pro -2017	1	Nos.		
17	MS Office	MS Office -2017 - with 40 user license	1	Nos.		
18	MS Project	MS Project	1	Nos.		
19	UPS	UPS- 5 KVA Online with 30 Minutes battery backup,	1	Nos.		

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Sl. No.	Item	Description	Qty.	Unit	Make	Model
		Battery Stand, Battery Cable, SNMP Card, Earthing				
20	Switch	48 Ports 10/100/1000 Copper Ports, 2 GBIC Ports with Fully Loaded.	2	Nos.		
21	Rack	Floor Rack-42U with PDU, Fan Assembly, Mounting Kit with all Accessories	1	Nos.		
22	Rack	Wall mounted Rack - 12U with PDU, Fan Assembly, Mounting Kit with all Accessories	1	Nos.		
23	LAN	Structured Cabling for 60 Nos. of LAN Points	1 LoT	Lumpsum		
24	Manpower	Technical Manpower for the complete project duration (60 Months) after issuance of FAT	1	Nos.		
25	Wi-Fi	Controller	1	Nos.		
26	Wi-Fi	Access Point (AP)	4	Nos.		
27	Printer	Mono Printer A4, Mono , MFP (Print/Scan/Copy)	5	Nos.		
27a		Tonner	1 Set	Nos.		
28	Photocopier	Monochrome Copy/Print	1	Nos.		
29	Mouse	Wireless	1	Nos.		
30	Keyboard	Wireless	1	Nos.		
31	Page Shredder	Page Shredder -A4	10	Nos.		
32	Pen drive	16GB/32GB	5	Nos.		
33	External Hard Disk	1TB	2	Nos.		
34	Smart Board	84" Smart Board with all accessories	3	Nos.		

## 7.1 TECHNICAL SPECIFICATION OF EQUIPMENT

The bidder has to attach Datasheet of each quoted Make & Model of the Item mentioned below. It is also mandatory to submit MAF and to comply all conditions; otherwise bid will be rejected on the technical reason.

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
<b>Hardware</b>			
<b>Server</b>	CPU	Intel® Xeon® Processor E5-2620 v4 or higher	
	Memory	32GB UDIMM, 2400 MT/s	
	Hard Disk	2 x 600GB 10K RPM SAS 2.5" Hot-plug Hard Drive in RAID-1	
		4 x 2TB 7.2K RPM NLSAS 3.5" Hot-plug Hard Drive in RAID-5	
	RAID	RAID Controller with 1GB Memory, supporting RAID1 & RAID 5 for SAS, SATA	
	Optical Drive	Internal/ External DVD ROM	
	Ethernet	1GB, Dual, Gigabit Ethernet	
	Power Supply	Dual, Redundant, Hot-plug, Power Supply (1+1), 600W or less	
	Chassis	Tower/ Pedestal with Stand	
	Power Cords	230V, 5A, 2M Power Cords, Indian Standard - 2 nos.	
	Management	Integrated Remote Management Card/Port & License	
	Warranty	5 Year, NBD Onsite Service	
<b>OS</b>	Operating System	Microsoft® Windows Server® 2016 with OEM DVD	
<b>Windows CAL</b>	Windows CAL	Windows User CAL for 2016 for 25 Users	
<b>Network Switch</b>	Access Ports	48 Port, 1GB Copper Ports	

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
	Uplink Ports	2 x 10 GbE SFP+ Ports, no optics populated	
	Access Layer	Layer 2	
	Stacking Cable	Stacking Cable, 1M, Optional	
	Power Cords	230V, 5A, 2M Power Cords, Indian Standard	
<b>LAN Cabling</b>	LAN Cabling	Structured LAN cabling for all the systems and Servers with Surface Mount I/O Box, Cabling in PVC Casing/Capping, with 1Ft and 7 Ft patch Cord, for 60 nos. of I/O Points.	
		Supply, Laying of Cat6 UTP Cable, Casing & Capping, I/O Box, Face Plate, Jack Panel, Patch Panel, 1 feet Patch Cord, 7 Feet Patch Cord, Ferule, Tie etc. for 60 Points LAN cabling.	
<b>Workstation</b>	CPU	6th Gen, Intel Core i5-6500, Quad Core 3.2 GHz, 6MB Cache	
	Memory	16GB 2133 MHz DDR-4 non-ECC	
	Hard Disk	1TB 7.2K RPM SATA Hard Disk	
	Optical Drive	Internal DVD RW	
	Ethernet	Integrated Gigabit Ethernet	
	Graphics	NVIDIA Quadro K420, 2GB, with Adaptor/ Connector for Monitor	
	Keyboard	USB Keyboard, Black,	
	Mouse	USB Optical Mouse, Black	
	Power Supply	200W or less	
	Chassis	Small/Desktop Form Factor	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard, 2 nos	
	Monitor	23.8" LED Monitor with Stand	
	OS	Windows 10 Professional, 64 bit	



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Item	Specification	Minimum configuration requested	Compliance (Yes/No)
	Office Suite	MS office Home and Business 2016	
<b>Desktop</b>	CPU	6th Gen, Intel Core i3-6100, Dual Core 3.7 GHz, 3MB Cache	
	Memory	8GB 2133 MHz DDR-4 non-ECC	
	Hard Disk	500GB 7.2K RPM SATA Hard Disk	
	Optical Drive	Internal DVD RW	
	Ethernet	Integrated Gigabit Ethernet	
	Keyboard	USB Keyboard, Black,	
	Mouse	USB Optical Mouse, Black	
	Power Supply	200W or less	
	Chassis	Small/Desktop Form Factor	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard, 2 nos	
	Monitor	18.5" WLED Monitor with Stand	
	OS	Windows 10 Professional, 64 bit	
	Office Suite	MS office Home and Business 2016	
<b>Laptop</b>	CPU	Intel Processor, i5, 2 core, 3.2 Ghz	
	Memory	4GB DDR SDRAM, 2 Slots supporting upto 32GB	
	Hard Disk	1TB 7.2K RPM SATA Hard Disk	
	Optical Drive	Internal/External DVD RW (Optional)	
	Ethernet	Integrated Gigabit Ethernet	
	Display	14.0" LCD/LED Screen	
	Wireless	802.11ac Dual Band Wireless Adaptor + Bluetooth	
	Keyboard	US International QWERTY Keyboard	

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Item	Specification	Minimum configuration requested	Compliance (Yes/No)
	Battery	Minimum 4-Cell 40W battery, 1 year Warranty	
	Power Adaptor	90W AC Adaptor, Indian Standard	
	Carry Case	Carry Case / Sling Bag / Backpack	
	OS	Windows 10 Professional, 64 bit	
	Office Suite	MS office Home and Business 2016	
<b>Printer</b>	A4, Color, MFP		
	Type	Multifunction Printer - Print, Scan, Copy	
	Paper Size	A4	
	Mono/Color	Color	
	Print Speed	25 PPM	
	Processor	1200 MHz	
	Memory	256MB	
	Print	Yes	
	Scan	Yes	
	Copy	Yes	
	Connectivity	Ethernet & USB	
	Duplex	Yes	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard	
<b>Printer</b>	A3, Color, MFP		
	Type	Multifunction Printer - Print, Scan, Copy	
	Paper Size	A3	
	Mono/Color	Color	
	Print Speed	40 PPM	
	Processor	800 MHz	

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Item	Specification	Minimum configuration requested	Compliance (Yes/No)
	Memory	1.5 GB	
	Hard Disk	320GB	
	Print	Yes	
	Scan	Yes	
	Copy	Yes	
	Connectivity	Ethernet & USB	
	Duplex	Yes	
	Trays	1- 500 Sheets A4, 2- 500 Sheets A3, 3 - Multipurpose	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard	
<b>Plotter</b>	Paper Size	A0	
	Mono/Color	Color	
	Print Speed	2 A1 per Minute	
	Memory	64GB	
	Hard Disk	320GB	
	Roll	36"	
	Manual Feed Support	Yes	
	Stand	Yes	
	Output Bin	Bin/ Stacker	
	Connectivity	Ethernet & USB	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard	
<b>Projector</b>	Lumens	2500 or higher	
	Aspect Ration	4 : 3	

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Item	Specification	Minimum configuration requested	Compliance (Yes/No)
	Native Resolution	SVGA (800 x 600)	
	Auto Sync	upto UXGA (1600 x 1200)	
	Input	VGA & HDMI	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard	
	Remote Control	Yes	
	Ceiling Mount Kit	Optional	
	In-built Speaker	Yes, 2W minimum	
<b>Presenter</b>	Presenter	Wireless	
	Laser	Yes	
	Mode	Forward/Back, Screen Blank, Play Buttons	
	Compatibility	Windows	
<b>Rack</b>	Network Rack-42U	Equipment Floor Rack 42U with PDU, Fan Assembly, mounting kit with all accessories	
	Network Rack-12U	Wall mounted Equipment Rack 12U with PDU, Fan Assembly, mounting kit with all accessories	
<b>UPS</b>	UPS	5 KVA Online UPS with 30 Minutes battery backup	
<b>Software</b>			
Antivirus	Antivirus	Antivirus for all Desktops, Laptops, Workstation and Server with 5 Year Subscription	
AutoCAD	AutoCAD	AutoCAD Desktop Subscription for 3 Years, named user license	
SewerCAD	SewerCAD	Bentley SewerCAD, Unlimited	

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Item	Specification	Minimum configuration requested	Compliance (Yes/No)
StormCAD	StormCAD	Bentley StormCAD, Unlimited	
MS Project	MS Project	Microsoft Project Standard 2016	
Photoshop	Photoshop	Photoshop -8 CS or better	
Sketchup	Sketchup-Pro	Sketchup-Pro -2017 or better	
MS-Office	MS-Office	MS-Office 2027 or better	

**Printer (Mono)**

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
Printer	A4, Mono, MFP		
	Type	Multifunction Printer - Print, Scan, Copy	
	Paper Size	A4	
	Mono/Color	Mono	
	Print Speed	22 PPM	
	Processor	600 MHz	
	Print	Yes	
	Scan	Yes	
	Copy	Yes	
	Connectivity	USB	
	Duplex	Manual	
	Power Cords	230V, 5A, 1-2M Power Cords, Indian Standard	

**Photocopier**

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
Photocopier	Type	A4, Monochrome Multifunctional Device	
	Copy/Print Speed	A4:22PPM A3: 11PPM	

	Memory	512 MB	
	Interface	USB, Ethernet 100Base-Tx/10Base-T	
	Copy/Print Resolution	600x600 dpi	
	Multiple Copies/Prints	80	
	Power supply	220-240V AC, 50/60 HZ	
	Paper Sizes	Cassette 1: A4, A3 Cassette 2: A4, A3	
	Paper Input Capacities	Cassette 1: 250 sheets (80 gsm) Cassette 2: 250 sheets (80 gsm)	

#### Wi-Fi Controller

Sr. No.	Specification	Compliance (Yes/ No)
1	Must be compliant with IEEE CAPWAP or equivalent for controller-based WLANs.	
2	Should have 2 x 1Gigabit Ethernet interface and a USB Port	
3	Should support both centralized as well as distributed traffic forwarding architecture with L3 roaming support from day 1. Should have IPv6 ready from day one.	
4	Controller should have hot-swappable redundant power supplies.	
5	Controller should support minimum 500 users per chassis	
6	WLAN Controller should support minimum of 25 Access points in a single chassis.	
7	Should be rack-mountable. Required accessories for rack mounting to be provided.	
8	WLC should support AVC functionality on local switching architecture	
9	WLC should support AC powering options	
10	WLC should support AP License Migration from one WLC to another	
11	WLC should support L2 and L3 roaming for IPv4 and IPv6 clients	
12	WLC should support guest-access functionality for IPv6 clients.	
13	Should support IEEE 802.1p priority tag.	
14	Should ensure WLAN reliability by proactively determining and adjusting to changing RF conditions.	
15	Should provide real-time radio power adjustments based on changing environmental conditions and signal coverage adjustments.	

Sr. No.	Specification	Compliance (Yes/ No)
16	Should support automatic radio channel adjustments for intelligent channel switching and real-time interference detection.	
17	Should support client load balancing to balance the number of clients across multiple APs to optimize AP and client throughput.	
18	Should support policy based forwarding to classify data traffic based on ACLs	
19	Should support flexible DFS to prevent additional 20/40/80 Mhz channels from going unused	
20	Should support minimum 100 WLANs	
21	Should support dynamic VLAN assignment	
23	To deliver optimal bandwidth usage, reliable multicast must use single session between AP and Wireless Controller.	
24	Should able to do dynamic channel bonding based on interference detected on particular channel.	
25	Must support coverage hole detection and correction that can be adjusted on a per WLAN basis.	
26	Must support RF Management with 40 MHz and 80 Mhz channels with 802.11n & 802.11ac	
27	Should provide visibility to Network airtime in order to set the airtime policy enforcement	
28	Must be able to restrict the number of logins per user.	
29	Should support web-based authentication to provide a browser-based environment to authenticate clients that do not support the IEEE 802.1X supplicant.	
30	Should support port-based and SSID-based IEEE 802.1X authentication.	
31	Should support MAC authentication to provide simple authentication based on a user's MAC address.	
32	WLC Should support Rogue AP detection, classification and standard WIPS signatures.	
33	WLC should be able to exclude clients based on excessive/multiple authentication failure.	
34	Shall support AES or TKIP encryption to secure the data integrity of wireless traffic	
36	Shall able to provide an air quality index for ensuring the better performance	
37	Shall able to provide real time chart showing interference per access point on per radio and per-channel basis.	
38	Should support AP location-based user access to control the locations where a wireless user can access the network	
39	Should support Public Key Infrastructure (PKI) to control access	
40	Must be able to set a maximum per-user bandwidth limit on a per-SSID basis.	
41	Should support SNMPv3, SSHv2 and SSL for secure management.	
43	Should support AP Plug and Play (PnP) deployment with zero-configuration capability	

Sr. No.	Specification	Compliance (Yes/ No)
44	Should support AP grouping to enable administrator to easily apply AP-based or radio-based configurations to all the APs in the same group	
45	Should support selective firmware upgrade APs, typically to a group of APs minimize the impact of up-gradation	
46	Should have a suitable serial console port. (RJ-45 or USB)	
48	Controller should support deep packet inspection for all user traffic across Layer 4-7 network to analyses information about applications usage, peak network usage times for all access points from day one in a central and local switching mode.	
49	Should be able to do application visibility for application running behind HTTP proxy.	

### Wi-Fi Access Point

Sr. No.	Specification	Compliance (Yes/No)
1	Access Points proposed must include radios for 2.4 GHz and 5 GHz with 802.11ac Wave 2	
2	Access Point must provide lock option for theft protection.	
5	The Access Point should have a capability to handle high density environment with more number of concurrent.	
6	Access point must support flexible Dynamic Frequency Selection across 20Mhz, 40Mhz, 80MHz and 160Mhz wide channels to combat performance problems due to wireless interference. And when radar is detected, it should able to identify the exact 20 Mhz channel & should able to block that channel only	
9	Access point should have built in BLE smart beacon option	
10	Access point should have 2x10/100/1000 Ethernet and serial/console port	
11	Must have at least 4 dBi Antenna gain on both 2.4 Ghz and 5Ghz	
12	Must support 4X4 multiple-input multiple-output (MIMO) with three spatial streams	
13	Must support the physical rate of 2.6 Gbps on 5GHz radios.	
14	The access point should have a capability to enable both the radios on 5Ghz for serving the client thereby increasing the bandwidth capacity to 5.2 Gbps per access point.	
15	Must support minimum of 22dbm of transmit power on both 2.4 Ghz & 5GHz Radio.	
16	The AP must be capable of optimizing the SNR exactly at the position where 802.11a/g/n/ac client is placed) without requiring any support or feedback from clients, hence it should work with all 802.11a/g/n/ac clients.	



Sr. No.	Specification	Compliance (Yes/No)
17	Should have detecting and classifying non-Wi-Fi wireless transmissions while simultaneously serving network traffic	
18	Should support configuring the access point as network connected sensor to access any network location covered by the access point to get real-time Spectrum analysis data.	
19	Must support AP enforced load-balance between 2.4Ghz and 5Ghz band.	
20	Must incorporate radio resource management for power, channel, coverage hole detection and performance optimization	
22	Must support Proactive Key Caching and/or other methods for Fast Secure Roaming.	
23	Must support Management Frame Protection.	
24	Should support locally-significant certificates on the APs using a Public Key Infrastructure (PKI).	
25	Must operate as a sensor for wireless IPS	
26	Should support non-Wi-Fi detection for off-channel rogues and Containment for both radio while serving the client simultaneously.	
27	Access Points must support a distributed encryption/decryption model.	
28	Access Points must support Hardware-based encrypted user data and management traffic between controller and Access point for better security.	
29	Same model AP that serves clients must be able to be dedicated to monitoring the RF environment.	
30	AP model proposed must be able to be both a client-serving AP and a monitor-only AP for Intrusion Prevention services.	
32	Mesh support should support QoS for voice over wireless.	
33	Must be plenum-rated (UL2043).	
34	Must support 16 WLANs per AP for SSID deployment flexibility.	
35	Must continue serving clients when WAN link to controller is back up again, should not reboot before joining	
36	The APs must support centralized wireless mode with the use of a controller, but the APs must also support operation in autonomous mode without the presence of any controller, when needed.	
37	When operated in remote AP mode, the AP must not disconnect any clients when the connection to the controller fails or in the case the failed connection has been restored again.	
38	When operated in remote AP mode, the AP must be able to authenticate new users with local radius server directly at the AP itself in case of link failure to controller.	
39	Access point should able to do the spectrum scanning for WiFi and non-WiFi interference for both on-channel and off-channel at all 20Mhz ,40Mhz, 80Mhz and 160Mhz channels	
40	Must support telnet and/or SSH login to APs directly for troubleshooting flexibility.	

Sr. No.	Specification	Compliance (Yes/No)
41	Must support Power over Ethernet)/ power injectors.	
43	802.11e and WMM	
44	Must support Reliable Multicast to Unicast conversion to maintain video quality at AP level	
45	Must support QoS and Video Call Admission Control capabilities.	

### Smart Board

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
Smart Board	Panel size	Diagonal: 84" wide	
	Display type	Liquid crystal display	
	Backlight	LED system	
	Resolution	Maximum: 1,920 x 1,080 (Full HD)	
	Aspect ratio	16 : 9	
	Contrast ratio	4,000 : 1	
	Viewing angle (H/V)	178°/178°	
	Touch technology	Infrared touch	
	Touch point	10 point (display only)	
	Touch output	USB 2.0	
	Detection system electronic pen	<ul style="list-style-type: none"> <li>• Light interception method</li> <li>• pen sensor kit and controller required</li> </ul>	
	Interface (input)	<ul style="list-style-type: none"> <li>• Video (VGA, HDMI x2, DVI-D, Display port)</li> <li>• Audio (L/R RCA, Line 3.5 mm)</li> </ul>	
	Interface (output)	<ul style="list-style-type: none"> <li>• Video (VGA, DVI)</li> <li>• Audio (L/R RCA, Speaker-out)</li> </ul>	
	Interface (others)	RJ45, USB2.0, RS-232	
	Power source	100 - 240 V, 50/60 Hz	
	Accessories	RGB cable Power cable Remote control with batteries	

Item	Specification	Minimum configuration requested	Compliance (Yes/No)
		USB cable Felt-tipped pen Remote License Stand Pen sensor kit including digital pen	

## 8. LOCAL CONDITIONS

1. Each Bidder is expected to fully get acquainted with the local conditions and factors, which would have any effect on the performance of the contract and /or the cost.
2. The Bidder is expected to know all conditions and factors, which may have any effect on the execution of the contract after issue of letter of Award as described in the bidding documents. The Tenderer shall not entertain any request for clarification from the Bidder regarding such local conditions.
3. It is the Bidder's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the Tenderer. Neither any change in the time schedule of the contract nor any financial adjustments arising thereof shall be permitted by the Tenderer on account of failure of the Bidder to know the local laws / conditions.

## 9. ELIGIBILITY CRITERIA (PRE- QUALIFICATION CUM TECHNICAL)

### 9.1 ELIGIBILITY CRITERIA OF BIDDER

Sr. No.	Particulars	Document Required
1	1.1 The bidder should be a System Integrator or IT Company for participation in this Tender. 1.2 The bidder should be registered under the Indian company's act-1956 or registered under Shop & Establishment act 1953.	a) Certificates of incorporation b) Memorandum of Association c) Registration Certificate
2	2.1 The bidder should have an annual turnover of INR 3 Crores or above in each of the last three Financial years. (2013-14, 2014-15, 2015-16). 2.2 Bidder should be a profit making organization, and should have positive net worth as per audited balance sheet of last financial year i.e. 2015-16.	2.3 Certified Copy of Audited balance sheet of last three financial years (2013-14, 2014-15, 2015-16). a) Certificate from the Chartered Accountant / Statutory Auditor with their Registration Number & Seal for confirming Positive Net Worth.
3	The bidder should have a local office in Guwahati or Assam State.	a) Documentary Proof of Local Office, Copy of Rent Agreement / Copy of Telephone Bill / Copy of Electricity Bill.
4	The bidder should have GST registration.	Copy of GST Registration certificate / GST No.
6	Bidder should not have been declared blacklisted / ineligible during last three calendar years by any State Government / Central Government / PSU due to unsatisfactory performance, breach of general or specific corrupt / fraudulent or any other unethical business practices.	A Self declaration on company letter head with sign and stamp of authorized signatory
7	The bidder should have executed similar work order /purchase order of Rs. 60 Lakhs in a single order or 2 Orders of minimum 40 Lakhs each or three orders of minimum 30 Lakhs each	Work Order with Completion Certificate from the client
8	The bidder should have executed Networking Project of minimum Rs. 2 Lakhs in a single order.	Work Order with Completion Certificate from the client

## 10. BID DOCUMENTS

Bidder is expected to examine all instructions, forms, terms, and requirements in the bid document. Failure to furnish all information required by the bid document or submit a bid not substantially responsive to the bid document in every respect may result in the rejection of the Bid. The bids should be submitted in two parts through "[www.assamtenders.gov.in](http://www.assamtenders.gov.in)".

### 10.1 PRE-QUALIFICATION CUM TECHNICAL BID

1. A letter on the Bidder's letter-head describing the Pre-qualifying cum Technical competence and experience of the bidder.
2. Incorporation certificate issued by the Registrar of the company (ROC).
3. The profile of the Bidder :

Sr. No.	Details	Description
A	Name of the Bidder	
B	Registered Office address: Telephone Number: Fax Number: e-mail address:	
C	Correspondence/ contact address	
D	Details of Contact Person: (Name, designation, address etc.) Telephone Number: Mobile No.: Fax Number: e-mail address:	
E	Factory/Go-down Address	
F	Year of Establishment of firm	
G	Is the firm registered with GST? If yes, submit valid GST registration certificate.	
H	Type of firm(documentary proof to be submitted) · Manufacturer · Supplier · System Integrator · IT Company · Consultant · Service Provider (pl. specify details) · Total solution provider (Design, Supply, Integration, O&M)	

Sr. No.	Details	Description
	· Software Company	
I	Do you have a local representation /office in Guwahati? If so, please give the address.	

1. Audited annual financial results certified by the Chartered Accountant, Balance sheet and Profit & Loss statement of the bidder for the last three financial years. The bidder must be a profitable organization with minimum turnover of Rs. 3 crores in each of the last three financial years.

Financial Year	Turnover	Net-worth	Profit/ Loss
2015-16			
2014-15			
2013-14			

4. Copy of PAN/TIN number of the Bidder allotted by the Income Tax Authorities.
5. The bid security in the form of a Demand Draft issued by a Nationalized / Scheduled Bank, in favour of Guwahati Smart City Limited.
6. Necessary detailed technical write-up highlighting the features of the system offered.
7. Any other document which the bidder feels necessary to support his bid.

## 10.2 FINANCIAL BID

- Financial bid of those bidders, who will qualify the technical bid, will be opened.
- Bidders shall submit the Prices inclusive of all Taxes & Expenditures.

### 10.2.1 FORMAT OF FINANCIAL BID

To,

**Managing Director,**  
Guwahati Smart City Limited  
Statfed Building, Bhangaghar,  
Guwahati- 781005 (Assam).

RFP for Supply, Installation, Commissioning & Maintenance of IT Equipments

**Subject:** Financial Bid for Supply, Installation, Commissioning of IT Hardware, Software, Networking Equipments, Setup up of Structured LAN System and Maintenance of all system for 3 years at GSCL Office, Guwahati.

Sir,

Having examined the Bid Document, NIT No. \_\_\_\_/17 Dated: \_\_/\_\_/2017

We the undersigned, offer to quote the amount including all Taxes for delivery of services mentioned in the tender document.

**Financial Bid (With 3 years Operation & Maintenance after release of FAT)**

Sl. No.	Item	Description	As per Specification mentioned in RFP Clause No.	Qty.	Unit	Unit Price inclusive of all Taxes	Total Price inclusive of all Taxes
1	Server	Tower/Rack	Clause No. 7.1	1	Nos.		
2	Server OS	Server OS with Client License for 25 Users	Clause No. 7.1	1	Nos.		
3	Work Station	Work Station	Clause No. 7.1	2	Nos.		
4	Desktop Computers	Desktop Computers	Clause No. 7.1	25	Nos.		
5	Laptops	Laptops- i5	Clause No. 7.1	6	Nos.		
6	Printer	Color Printer A4, Color , MFP (Print/Scan/Copy)	Clause No. 7.1	1	Nos.		
6a		Tonner (1 Set)	N/A	1			
7	Printer	Color Printer A3, Color, MFP (Print/Scan/Copy)	Clause No. 7.1	1	Nos.		
7a		Tonner (1 Set)	N/A	1			
8	Plotter	Plotter – Paper Size A0	Clause No. 7.1	1	Nos.		
9	Projector	Projector – Lumen 2500 or higher	Clause No. 7.1	1	Nos.		
10	Presenter	Presenter – Wireless	Clause No. 7.1	2	Nos.		

RFP for Supply, Installation, Commissioning & Maintenance of IT Equipments

Sl. No.	Item	Description	As per Specification mentioned in RFP Clause No.	Qty.	Unit	Unit Price inclusive of all Taxes	Total Price inclusive of all Taxes
11	Antivirus	Antivirus	Clause No. 7.1	46	Nos.		
12	AutoCad	AutoCad	Clause No. 7.1	8	Nos.		
13	Sewer CAD	Sewer CAD	Clause No. 7.1	1	Nos.		
14	Storm CAD	Storm CAD	Clause No. 7.1	1	Nos.		
15	Photoshop	Photoshop 8CS or Better	Clause No. 7.1	1	Nos.		
16	Sketchup	Sketchup – Pro -2017	Clause No. 7.1	1	Nos.		
17	MS Office	MS Office -2017 – with 40 user license	Clause No. 7.1	1	Nos.		
18	MS Project	MS Project	Clause No. 7.1	1	Nos.		
19	UPS	UPS- 5 KVA Online with 30 Minutes battery backup, Battery Stand, Battery Cable, SNMP Card, Earthing.	Clause No. 7.1	1	Nos.		
20	Switch	48 Ports 10/100/1000 Copper Ports, 2 GBIC Ports with Fully Loaded.	Clause No. 7.1	2	Nos.		
21	Rack	Floor Rack-42U with PDU, Fan Assembly, Mounting Kit with all Accessories	Clause No. 7.1	1	Nos.		
22	Rack	Wall mounted Rack – 12U with PDU, Fan Assembly, Mounting Kit with all Accessories	Clause No. 7.1	1	Nos.		
23	LAN	Structured Cabling for 60 Nos. of LAN Points	Clause No. 7.1	1 LoT	Lumpsum		
24	Manpower	Technical Manpower for the complete project	N/A	1	Nos.		



RFP for Supply, Installation, Commissioning & Maintenance of IT Equipments

Sl. No.	Item	Description	As per Specification mentioned in RFP Clause No.	Qty.	Unit	Unit Price inclusive of all Taxes	Total Price inclusive of all Taxes
		duration (60 Months) after issuance of FAT					
25	Wi-Fi	Controller	Clause No. 7.1	1	Nos.		
26	Wi-Fi	Access Point (AP)	Clause No. 7.1	4	Nos.		
27	Printer	Mono Printer A4, MFP (Print/Scan/Copy)	Clause No. 7.1	5	Nos.		
27a		Tonner	N/A	1	Nos.		
28	Photocopier	Monochrome Copy/Print	Clause No. 7.1	1	Nos.		
29	Mouse	Wireless Mouse	N/A	1	Nos.		
30	Keyboard	Wireless Keyboard	N/A	1	Nos.		
31	Page Shredder	Page Shredder-A4	N/A	10	Nos.		
32	Pen Drive	16GB/32GB	N/A	5	Nos.		
33	External Hard Disk	1TB	N/A	2	Nos.		
34	Smart Board	84" Smart Board with all accessories	Clause No. 7.1	3	Nos.		
				<b>Net Amount for 3 years (INR)</b>			

**Note: Quoted Price must be in Indian Rupees only (Rupees \_\_\_\_\_)**

**CONDITIONS:**

- i. We undertake, if our Bid is accepted, we will deliver services mentioned in the tender document.
- ii. We agree to abide by this Bid for a period of 180 days after the date fixed for opening of the financial bid and shall remain binding upon us and may be accepted at any time before the expiry of that period.

- iii. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding contract between us.
- iv. We understand that in competing for and if the award is made to us, in executing the above contract we will strictly observe the laws against fraud and corruption in force in India namely “ Prevention of corruption act 1988”

### ***Bid Validity***

The Bid is valid for a period of 180 days from the date of opening of Financial Bid.

Place:

Date:

Name:

Signature & Seal of the Bidder:

## **11. INFORMATION ON BID SECURITY**

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1. The Bid Security shall be submitted in Indian Rupees.
2. The Bid Security will be for an amount of **Rs. 1,50,000/- (Rupees One Core Fifty Lakh Only)** Demand draft drawn on a Scheduled Nationalized Bank / BG from any Nationalized Bank in favor of “The Managing Director, Guwahati Smart City Limited”, Payable at Guwahati, Assam.
3. To an unsuccessful bidders’ Bid Security amount will be discharged/returned, as promptly as possible, after the expiration of the period of Bid validity. The refund of the bid security amount shall not carry any interest.
4. The Bid security may be forfeited:
  - a) If a Bidder withdraws his Bid during the period of Bid validity.
  - b) In case of a successful Bidder, if the Bidder fails to sign the contract agreement.

### **11.1: PERFORMANCE BANK GUARANTEE (PBG) FOR OPERATIONS**

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The Selected bidder (L1 bidder) for this project will submit a Performance Bank Guarantee (PBG) to The Managing Director, M/s Guwahati Smart City Limited, Staffed Building, Bhangaghar, Guwahati, for an amount equal to 10% of Project Value within 15 days of the issuance of Letter of intent (LOI). The PBG will be valid for a period of 3 years (Upto O&M Period).

The PBG will be denominated in Indian Rupees and will be in the form of a Bank Guarantee (BG) issued by a Nationalized Bank or a scheduled Bank located in India with at least one branch office at Guwahati, Assam in the format provided in **Annexure-3**.

In case Bidder unable to perform his duties as per agreement signed between M/s GSCL and Bidder, GSCL may forfeit the PBG for whole or any part of required service to complete its obligations under the Agreement.

The PBG will be returned to the bidder within 30 days of the successful discharge of all contractual obligations at the end of the period of the project.

## 12. BIDDING COST

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The RFP document can be downloaded from the website [www.assamtenders.gov.in](http://www.assamtenders.gov.in). For any related queries please contact GSCL Office. The cost of tender document is **Rs. 2,000/- (Rupees Two Thousands Only)** which is nonrefundable. This fee shall be paid in form of demand draft of any Nationalized bank located in India, payable at Guwahati, Assam, drawn in favor of “ The Managing Director, Guwahati Smart City Limited, Guwahati, Assam” or can pay the amount through e-payment prior to the last date of tender submission.

## 13. AMENDMENT OF BID DOCUMENT

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At any time prior to the deadline for submission of Bids, the GSCL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bid Document through amendment/s. GSCL will upload the amendment/s on [www.assamtenders.gov.in](http://www.assamtenders.gov.in) . Such amendment/s will be binding to bidders.

## 14. BID EXTENSION, IF ANY

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M/s GSCL Ltd may extend the deadline for the submission of Bids, in order to allow prospective bidders a reasonable time in which to take the amendment into account in preparing their bids.

## 15. LATE BIDS

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Bids will not be accepted by the e-Procurement system after the due date and time prescribed in this document.

## 16. BID PROCESS

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## **17. OPENING OF BIDS**

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1. Step 1: Pre-qualification cum technical bid will be opened electronically by the Bid Committee at Guwahati Smart City Limited, Statfed Building, Bhangaghar, Guwahati on date & time specified in the RFP document.
2. Step 2: Financial bid will be opened electronically by the Evaluation Committee of only for those bidder who have qualified in the Pre- qualification cum technical bid as specified in the RFP.
3. In the event of the date specified for bid receipt and opening being declared as a holiday, the bids will be received/opened the following working day at the appointed times.

## **18. PRE-QUALIFICATION CUM TECHNICAL BID: EVALUATION**

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A duly constituted Tender Cum Purchase Committee (TCPC) shall shortlist the Technical Bids on the basis of Technical Parameters, including possible visit to inspect manufacturing facilities, if considered necessary. GSCL, reserves the right to test any specified system pertaining to the items mentioned in this tender and so present at the site of the bidder or some other location. The names of short listed bidders will be communicated to the respective bidders only whose Technical bids are found suitable for opening the financial bids. The Financial/Commercial bids will be evaluated by a duly constituted Tender Cum Purchase Committee (TCPC). There will be no NEGOTIATIONS REGARDING THE FINANCIAL BIDS. The OEMs / Bidders, who are not registered with Guwahati Sales Tax, if selected, should get themselves registered with Guwahati Sales Tax before receiving award of contract or purchase order or else they will have to pay requisite tax.

## **19. FINANCIAL BID EVALUATION PROCESS**

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1. The basic prices in Indian rupees should be quoted separately for each set of item mentioned in Financial form given in the tender document inclusive of GST as applicable, interface cables, power cables, documents such as systems and operating Manuals, packing forwarding, freight, insurance and installation charges at sites etc. Form-D for concessional rate of sales tax as well as certificates for exemption from payment of octroi charges shall be furnished. Financial bid will be evaluated on the basis of calculated price.
2. Financial Bid will be opened only for technically qualified bidders.
3. L1 / lowest bidder will be decided on total quoted price inclusive of Supply, installation & maintenance Charges and all taxes and duties, and the bidder who will quote total minimum price will be declared as lowest (L1) bidder.

## 20. FAT PROCESS

After successful Installation, Commissioning & Implementation of all Hardware, Software, Networking Items, Setup of Structured LAN System and their services as defined in the RFP, Bidder will conduct test run for complete solutions and services as defined in scope of work & BOM, mentioned in the RFP for a minimum period of 15 days continuously at the site, in an integrated manner.

The bidder will submit a detailed documentation for acceptance test plan to GSCL in line with scope of work as per RFP and solution proposed. Test Plan would include following but not limited to:

- Compliance check
- Quantity check
- Functionality checks etc.

The GSCL will conduct AT process at the site with authorized representative of the bidder and the PMC consultant as per mutually agreed test plan. The AT certificate will be released by GSCL to the Bidder/Service provider of this project, after successful completion of AT and acceptable to GSCL, Guwahati.

## 21. PAYMENT TERMS

The AT certificate is mandatory for submission of bill. The bidder may submit bill (inclusive of all taxes) of project. The amount of bill (inclusive of all taxes) shall not be more than the quoted price/L1 price in the Financial Bid. The Bidder will request payment to GSCL as per payment terms mentioned in the RFP document.

Sr. No.	Percentage (%) of payment	Condition/Event
1	Nil	No Advance payment shall be made.
2	40%	Against Delivery Certificate issued by GSCL.
3	30%	Against supply, installation, commissioning, testing and release of FAT certificate by GSCL.
4	30%	Amounts will paid into 12 equal QGRs. 70% of invoice amount will be paid within fifteen days of invoice submission of GSCL and rest will be paid after verification against SLA terms and deduction of penalty, if any. Rest amount will be paid before submission of next QGR invoice.

**Note:**

1. Payments shall be made subject to deductions of any amount for which vendor is liable and deduction under late delivery, Installation clause, and SLA monitoring.
2. Further, all payments shall be made subject to deduction of TDS (Tax deduction at Source) as per the Income-Tax Act, 1961 and any other taxes.

**22. PENALTY**

- a. The GSCL may make a complaint about the equipment/service through letter, fax, e-mail, phone, SMS or any other means as they think fit or convenient to the Service Center of bidder.
- b. On receiving complaint about Equipments/services, the service provider will respond and repair/replace or provide required services as per the schedule given below.

Sr. No.	Location of Complaint	Response Period (Visiting Site)	Resolution/Replacement Period
1.	GSCL Office, 4th Floor, Aditya Tower, opposite Down Town Hospital, Dispur, Guwahati	Same day (2-3 Hours)	2 Working days from the date of complain.

**c. Penalty Rate**

Sr. No.	Description	Downtime per day
1	Server	Rs. 500
2	WorkStation, Desktop Computers, Printers, Projectors, Plotters, Racks, Smart Boards etc.	Rs. 100
3	Softwares	Rs. 200
4	UPS- 5 KVA	Rs. 100
5	Switch (L2/L3)	Rs. 250
6	Network/LAN Point	Rs. 50

- d. If the original Equipments are replaced by a temporary substitute equipment/s within resolution period, the penalty will not be charged for one week from the date of substitution /replacement. If the same is not repaired/ replaced within one week, the

penalty at the above rate will be charged thereafter for one week and the same shall be 2(two) times thereafter. If Penalty amount is more than payable of the QGR, then balance will be recovered from next QGR/PBG.

- e. If the total penalty reaches an amount equal to or more than 10% of the order value, the same shall invoke from the PBG.
- f. The natural calamities or alike incidents like Bandh, Curfew, Riots or natural calamities will not be consider while calculating penalties.

## 23. FORCE MAJEURE

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Neither party shall be responsible to the other for any delay or failure in performance of its obligations due to any occurrence commonly known as Force Majeure which is beyond the control of any of the parties, including, but without limited to, fire, flood, explosion, acts of God or any Governmental body, public disorder, riots, embargoes, or strikes, acts of military authority, epidemics, strikes, lockouts or other labour disputes, insurrections, civil commotion, war, enemy actions. If a Force Majeure arises, the Bidder shall promptly notify GSCL in writing of such condition and the cause thereof. Unless otherwise directed by GSCL, the Bidder shall continue to perform its obligations under this Agreement as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

## 24. EXIT MANAGEMENT

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24.1 Upon expiration of Three (3) years from the issuance of Final Acceptance Test or earlier termination of this Agreement for any reasons, Successful Bidder shall comply with the following:

- (a) Notify to the GSCL forthwith the particulars of all Assets

24.2 Prior to delivery of the Assets, successful L1 bidder shall ensure the following:

- (a) All Assets shall have been renewed and cured of all defects and deficiencies so as to be compliant with the specifications and standards herein provided;
- (b) **Successful L1 bidder** shall deliver relevant records and reports pertaining to the System and its design, engineering, operation and maintenance including all operation & maintenance records and manuals pertaining thereto and complete as on the date of transfer; and
- (c) **Successful L1 bidder** shall comply with all requirements in accordance with law to complete the transfer of all its rights, title and interest in the Assets free from all encumbrances absolutely and free of any charge or tax to GOA.

24.3 Not earlier than 3 (three) months before the expiry of the term of this Agreement but not later than 30 (thirty) days before such expiry, or in the event of earlier termination of this

Agreement, immediately upon but not later than 15 (fifteen) days from the date of such termination Notice, GSCL shall verify, in the presence of a representative of Service provider, compliance by the service provider with the requirements of this Exit Management as hereinbefore provided and, if required, cause appropriate tests to be carried out at the Service provider's cost for determining the compliance therewith. If any shortcomings are noticed the service provider shall rectify the same at its own cost.



## 25. ANNEXURE – TEMPLATES

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**ANNEXURE-1: BID LETTER (PRE-QUALIFICATION CUM TECHNICAL)**

To,

**Managing Director,  
Guwahati Smart City Limited  
Statfed Building, Bhangagarh,  
Guwahati-781005 (Assam)**

**Reference:** Tender Number: ..... Dated: .....

Sir,

We hereby declare:

- i. We are the System Integrator / IT Company covered in this tender proposed in our solution.
- ii. That we are equipped with adequate maintenance and service facilities within Assam for supporting the offered items. Our maintenance and service facilities are open for inspection by representatives of GSCL, Government of Assam.

We hereby offer to supply Items/ Equipments and provide the services at the prices and rates mentioned in the attached commercial bid.

In the event of acceptance of our bid, we do hereby undertake:

- I. To supply the Items/Equipments and commence services as stipulated in the schedule of delivery forming a part of the attached technical bid.
- II. We affirm that the prices quoted are inclusive of delivery, installation, and commissioning charges and all sales/service taxes. (Octroi and any local levies will be charged on actual on submission of proof of remittance.)

We enclose herewith the complete Technical Bid as required by you. This includes: Manufacturer's authorization form(s).

We agree to abide by our offer for a period of 180 days from the last date of submission of commercial bid prescribed by GSCL, Government of Assam and that we shall remain bound by a communication of acceptance within that time.

We have carefully read and understood the terms and conditions of the tender and the conditions of the contract applicable to the tender. We do hereby undertake to provision as per these terms and conditions. Apart from that agree to abide by the following:

- a. Certificate of satisfactory past performance (last 3 years) has been enclosed.
- b. We shall give benefit of any price reduction found by the time of placing the supply order.
- c. We agree to accept partial order if it is placed.

- d. We have quoted rates of items for Three (3) years comprehensive on-site (COS) warranty, with spare and labor.
- e. In case the item quoted is imported, direct shipment of the entire machine/item including add-ons from OEM, is ensured & would be provided. It is undertaken that no item supplied is used/reprocessed or refurbished in any manner either in part or otherwise.
- f. The above document is executed on \_\_/\_\_/2017 at (place) \_\_\_\_\_ and we accept that if anything out of the above information is found wrong, our tender shall be liable for rejection.
- g. We hereby undertake that all the components/parts/assembly are original and no duplicate parts are used in the entire manufacturing process.

There are no deviations from the RFP document of the tender.

We hereby certify that the Bidder is a Directorate and the person signing the tender is the constituted attorney.

Bid Security in the form of a DD (only) issued by \_\_\_\_\_ (bank), valid till \_\_/\_\_/\_\_\_\_ (dd/mm/yyyy), for an amount of Rs. XXXXX/- (**Rupees XXXX Only**) is enclosed in the cover containing pre-qualifying requirements.

We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and notification of award of contract, shall constitute a binding contract between us.

**Signature of Bidder (with official seal):**

**Date:**

**Name:**

**Designation:**

**Address:**

**Telephone:**

**Fax:**

**E-mail address:**

**Details of Enclosures:**

**ANNEXURE-2: UNDERTAKING OF AUTHENTICITY**

Date: dd/mm/yyyy

To,

**Managing Director  
Guwahati Smart City Limited  
Statfed Building, Bhangagarh,  
Guwahati-781005 (Assam)**

**Subject:** Supply, Installation, Commissioning of IT Hardware, Software, Networking Equipments and Setup up of Structured LAN System and Maintenance of all system for 3 years at GSCL office, Guwahati,

Ref: 1. Your LOI No .....dated.....

With reference to the above Project being implemented/ quoted to you vide our invoice no. / Quotation no. /order no. cited above.

We hereby undertake that all Equipments and other items shall be original new components/parts/assembly only, from respective OEMs of the products and that no refurbished/duplicate/second hand Hardware Equipments and other items are being used or shall be used.

In case of default and we are unable to comply with above at the time of delivery or during installation, we agree to take back the items without demur, if already supplied and return the money if any paid to us by your in this regard.

We (IT Company/ Integrators name) also take full responsibility of both Parts & Service SLA as per the content even if there is any defect by our authorized Service Centre/Reseller/Sl. etc.

**Authorized Signatory:**

**Name:**

**Designation:**

**ANNEXURE-3: PERFORMANCE BANK GUARANTEE (PBG) & EARNEST MONEY DEPOSIT (EMD)**

To,

**Managing Director  
Guwahati Smart City Limited  
Statfed Building, Bhangagarh,  
Guwahati-781005 (Assam)**

Whereas..... (Hereinafter called “the Bidder”) has submitted its Bid dated..... (Date of submission of Bid) for “ Supply, Installation, Commissioning of IT Hardware, Software, Networking Equipments and Setup up of Structured LAN System and Maintenance of all system for 3 years at GSCL, Guwahati, of the Tender NIT No: \_\_\_\_/17 dated: \_\_\_\_/\_\_\_\_/2017 issued by the Managing Director of Guwahati Smart City Limited Guwahati, (hereinafter called “the Bid”).

Whereas as per Clauses of the Bid, the Bidder is required to furnish a bank guarantee as Earnest Money Deposit from a scheduled commercial bank (Bank Guarantee)

In consideration of the fact that the Bidder is our valued customer and the fact that the bidder has submitted the Bid, we, (name and address of the bank), (hereinafter called “the Guarantor Bank”), has agreed to bind ourselves, our successors, and assigns to irrevocably issue this Bank Guarantee and guarantee as under

NOW THIS GUARANTEE WITNESSETH: -

1. If the Bidder
  - (a) Withdraws its Bid proposal during the period of Bid validity specified by the Bidder on the Technical Proposal Cover Letter; or
  - (b) Having been notified of the acceptance of its Bid by the Managing Director, Guwahati Smart City Limited during the period of Bid Proposal validity.
    - (i) Fails or refuses to enter into the Contract; or
    - (ii) Fails or refuses to furnish the performance guarantee, in accordance with the Terms of Reference of the Tender document issued to the Bidder.

The Guarantor Bank shall immediately on demand pay the Managing Director, Guwahati Smart City Limited without any demur and without the Managing Director, Guwahati Smart City Limited having to substantiate such demand a sum of Rs \_\_\_\_\_(Guaranteed Amount).

2. The Guarantor Bank will make the payment of the Guaranteed Amount forthwith on the demand made by the Managing Director, Guwahati Smart City Limited, notwithstanding any objection or

dispute that may exist or arise between the Managing Director, Guwahati Smart City Limited and the Bidder or any other person.

3. The demand of the Managing Director, Guwahati Smart City Limited on the Guarantor Bank for the payment of the Guaranteed Amount, shall be deemed as the final proof of fulfillment of the conditions stipulated in (1) above.
4. This Guarantee shall be irrevocable and shall not be discharged except by payment of the above amount by us to the Managing Director, Guwahati Smart City Limited and our liability under this Guarantee shall be restricted to the Guaranteed Amount being Rs\_\_\_\_\_).
5. If it is necessary to extend this Guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on the request of the Bidder under intimation to the Managing Director, Guwahati Smart City Limited.
6. To give full effect to the Guarantee contained herein, the Managing Director, Guwahati Smart City Limited shall be entitled to act as if the Guarantor Bank is the principal debtor in respect of claims against the Bidder and the Guarantor Bank hereby expressly waives all its rights of surety-ship and other rights, if any, which are in any way inconsistent with any of the provisions of this Guarantee.
7. Any notice by way of demand or otherwise may be sent by special courier, telex, fax, registered post or other electronic media to our address as afore-said and if sent by post, shall be deemed to have been given to us after expiry of 48 hours when the same has been posted.
8. Our liability under this Guarantee will continue to exist until a demand is made by the Managing Director, Guwahati Smart City Limited in writing or up to and including One Hundred and Eighty (180) days after the period of the Bid Proposal validity, i.e. up to \_\_\_\_\_2017, and any demand in respect thereof should reach the Bank not later than the above date.

Dated ..... this ..... Day .....2017

Yours faithfully,

For and on behalf of the ..... Guarantor Bank,

**ANNEXURE- 4: MANUFACTURER AUTHORIZATION FORM**

Date: dd/mm/yyyy

To,

**Reference:**

Sir,

We \_\_\_\_\_, *(name and address of the manufacturer / developer)* who are established and reputed manufacturers of \_\_\_\_\_ having factories centers at \_\_\_\_\_ *(addresses of manufacturing location)* do hereby authorize M/s \_\_\_\_\_ *(name and address of the bidder)* to bid, negotiate and conclude the contract with you against the above mentioned tender for the above equipment manufactured by us.

Yours faithfully,

For and on behalf of M/s _____ <i>(Name of the manufacturer)</i>	
Signature	
Name	
Designation	
Address	
Date	
<b>Seal</b>	

**Note:** This letter of authority should be on the letter head of the concerned manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer.

**ANNEXURE- 5: SITE NOT READY (SNR) CERTIFICATE**

1.	Agency / Vendor Name	
2.	Project Name	
3.	Purchase Order No. & date	
4.	Equipment Name	
5.	Date of delivery	
6.	Date of 1 <sup>st</sup> Visit for installation	
7.	Site not ready reason	
8.	Tentative date of site being ready for installation	
9.	Contact detail of vendor for getting equipment installed, if site get ready.	
10.	Certificate	There is no delay on the part of vendor in getting the equipment installed
11.	<p>Name of GSCL Official site in charge:</p> <p>Designation:</p> <p>Signature: (with official seal)</p> <p>Date:</p>	



**ANNEXURE- 6: INSTALLATION CERTIFICATE**

1.	Agency/ Vendor Name	
2.	Project Name	
3.	Purchase Order No. & date	
4.	Equipment Name & Description	
5.	Equipment Serial No.	1)
		2)
		3)
6.	Date of delivery	
7.	Date of intimation of call for installation / site readiness information (in case of SNR)	
8.	Installation Date	
9.	Certificate	Equipment (As per ordered configuration) has been installed successfully
10.	<p>Name of GSCL Official site in charge:</p> <p>Designation :</p> <p>Signature: (with official seal)</p> <p>Date:</p>	