

INDIAN INSTITUTE OF MANAGEMENT SHILLONG
Umsawli, Shillong-793018

Website: www.iimshillong.ac.in

Tender No: V-1601/10/2022-SPO/24-25/01

Dated: 02 July 2024



Notice Inviting e-Tender (NIeT)

For

Supply of Switches and Access Points

DETAILED NOTICE INVITING e-TENDER

Online tenders, in two bid system are invited on behalf of Director, IIM Shillong from eligible, experienced agencies /vendors for Supply of Switches and Access Points

NIT No	V-1601/10/2022-SPO/24-25/01
Name and Location of Work	Supply of Switches and Access Points
Estimated Cost:	Rs 49,00,000/-
EMD (Ernest Money Deposit) Refundable	Rs. 1,00,000/- to be paid via following Payment link Online:- https://erp.iimshillong.ac.in/fee/PaymentPortal/GeneralPayment.aspx?p=unPpDMmNMgyLM9LLfrXUhXoSTjyLVw6DxTjCWVtMbdUcKbkE3r0UFNdpDrBZtmv5JhOdVvOs8MPHWsVh6gLjh45XOxUWidPMR7679vaCe2dLdvfSjkNiE3K0xY3niU31iMNA1wdlQQbsbJ2TelfsKxH9JcJrAI8GhymImHoLN84%3d
Date of Completion of the Work	60 days from the date of issue of Lol/ Work Order.
Date of Issue/e-Publishing at CPPP website	02 July 2024 at 05:00 pm
Document Download Start Date and time at CPPP website	02 July 2024 at 05:00 pm
Tender Queries should reach by	Latest by 15 July 2024 till 05:00 pm. Tender queries received later than the date and time as mentioned above shall not be entertained. Pre-Bid queries should only be emailed to spo@iimshillong.ac.in
Last Date and Time for receipts of Tender online at CPPP website	22 July 2024 at 05:00 pm
Date and Time for opening of Tender at CPPP website	23 July 2024 at 05:00 pm
Date and Time for Financial Evaluation at CPPP website	To be declared after successful evaluation of technical bid documents.
No. of Bids	02 (Two bids) {Technical and Financial}
Bid Validity days	90 days (From the date of opening of financial bid)
Address for correspondence	Store and Purchase Office, IIM Shillong, Umsawli, East Khasi Hills, Shillong-793018, Meghalaya Office Contact No : 0364-2308012/2308070 Email: spo@iimshillong.ac.in

Sd/-

Chief Administrative Officer
IIM Shillong

1.0 INSTRUCTIONS FOR ONLINE BID SUBMISSION :

- 1.1 Bidders would be required to register on the Central Public Procurement Portal at <https://eprocure.gov.in/eprocure/app> using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.
- 1.2 Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Center (NIC) in India.
- 1.3 Bidders can download the bid document from Central Public Procurement Portal website at <https://eprocure.gov.in/eprocure/app> and required to submit the bid online by scanning and uploading all the relevant documents through the online Portal only.
- 1.4 Tender information is also available in the Institute's website at <https://www.iimshillong.ac.in/tender-notices/>. Any further detail regarding Amendment /Addendum /Extension/ Corrigendum (if any) will be upload online only at both the given websites.
- 1.5 Earnest Money Deposit (EMD)(Refundable) as mentioned at **Detailed Notice Inviting e-Tender** above, has to be deposited as per online link provided. Bidders are required to upload the transaction receipts. A copy of the same has to be mailed spo@iimshillong.ac.in and accountsofficer@iimshillong.ac.in clearly mentioning the firm's name and Tender ID no. along with tender description, **No other mode of EMD payment will be accepted.**
- 1.6 The bid submitted shall become invalid if-
 - i The bidder doesn't pay EMD to the Institute on or before the last date and time of online submission of the tender document.
 - ii The bidder doesn't upload all the relevant testimonials as mentioned in this tender document.
 - iii The Bidders will be required to produce the original copies of the eligibility criteria documents along with other document mentioned in the tender whenever needed at the various stages of tendering {if required}. Any discrepancy is noticed in the uploaded documents with reference to the original documents, the bid will be treated as invalid.
- 1.7 The tender document shall be uploaded in two parts as follows:
 - 1.7.1 **"TECHNICAL BID"**: This stage shall contain the Techno-Commercial Bids comprising along with list of the documents.
 - 1.7.2 **"FINANCIAL BID"**: This stage shall contain only the Price Bids
- 1.8 Payment to the vendor for supply of items/services at IIM SHILLONG shall be made through E-payment.

Sd/-

Chief Administrative Officer
IIM Shillong

2.0 GENERAL TERMS & CONDITIONS:

2.1 INSTRUCTIONS TO BIDDERS

General Conditions of Tendering

- 2.1.1 **Tender document:** One set of tender documents along with one set of BOQ are uploaded in the CPPP portal along with the drawings/ specifications/brochures etc (if any). Bidder shall download the tender documents and are advised to read the instructions carefully to ensure that his response complies fully before participating in the CPPP portal along with their offer letter.
- 2.1.2 **Tender validity:** Tender shall remain valid for a period of 90 **days** from the date of opening of the financial bid. The bidder shall not be entitled during the said period to revoke or cancel his tender or to vary the tender given. In case of bidder revoking or cancelling his tender, the Institute will forfeit the earnest money paid by him along with the tender. Bids shall be revalidated for extended period as required by Institute and will be published in CPP Portal and Institute's website.
- 2.1.3 **Tender submission:**
1. Bidders must upload their documents by the time and date mentioned in the Notice Inviting e-Tender in the CPP Portal (www.eprocure.gov.in), within stipulated time. Bidder may go through the given special instruction before participation in e-Tendering.
 2. The tender and all details submitted subsequent to the tender shall be e-signed by any one, legally authorised to enter into commitment on behalf of the bidder.
 3. If bidder have a relative or relatives or in the case of a firm or a company, one or more of its shareholders or a relative or relatives of the shareholder(s) employed in IIM SHILLONG, the authority inviting tenders shall be informed of the fact at the time of submission of the tender, failing which the tender may be disqualified or, if such fact subsequently comes to light, the Institute reserves the right to take any other action as it deems fit in accordance with any applicable law, rules, regulations or the like in force for the time being.
- 2.2 **Bidder's responsibility for bid & Clarification:**
- 2.2.1 The details presented in this tender document consisting of conditions of works/ supply/ service contract, scope of work, technical specifications/ requirements have been compiled with due understanding of the requirement, it is also the bidder's responsibility to ensure that the information provided are clearly understood.
- 2.2.2 The bidder shall be deemed to have inspected, examined and understood the site of / supply/ service and including surroundings and other information in connection therewith and to have satisfied himself before submitting his/her tender as to all the prevailing conditions and deemed to have obtained all necessary information as to the risks, contingencies and other circumstances which may influence or effect his/her tender. Bidder's quote is the responsibility of bidder and no relief or consideration can be given for errors and omissions.
- 2.2.3 Bidder may request clarification at any time up to the mentioned last date of seeking Clarification. Such clarification requests shall be addressed to the **Store & Purchase Officer, IIM Shillong (Email: spo@iimshillong.ac.in)**

- 2.3 **Pre-Bid meeting** : Techno-commercial discussion with the Bidders will be arranged {if required}. The bidder shall depute his representative(s) with authority for attending the discussion.
- 2.4 **Amendments.**
Institute may issue clarifications/ amendments in the form of addendum/ corrigendum during the tendering period. For the addendum/ corrigendum issued during the tendering period, bidders are required to check CPP Portal (<https://eprocure.gov.in/eprocure/app>) and the Institute's website (www.iimshillong.ac.in) for details. No other mode of notice will be given.
- 2.5 **Scope of Tender**
The complete scope of works/ supply/ service has been defined in the tender document. Only those Bidders who undertake total responsibility for the complete scope of works/ supply/ service in line with basic scheme and scope as defined in the tender document shall be considered.
- 2.6 **Deviations in terms and condition**
Bidders are required to submit offers strictly as per the terms and conditions and specifications given in the tender document and not to stipulate any deviations/ exceptions. **Conditional tenders are liable to be summarily rejected.**
- 2.7 **Institute's right**
Institute reserves the right to accept a tender other than the lowest and to accept or reject any tender in whole or in part, or to reject all tenders with or without notice or reasons. Such decisions by Institute will bear no liability whatsoever consequent upon such decisions.
- 2.8 **Earnest money**
- 2.8.1 The tender is to be accompanied by Earnest Money (interest free) for the amount indicated in NleT.
- 2.8.2 **The intending bidder registered with the competent government authorities as a Micro or Small Enterprises under MSME Scheme (having Valid Registration) shall be exempted from payment of EMD as per the existing government policies.** Such intending bidder shall furnish valid registration certificate issued by the competent government authorities and the registration certificate must cover the item/work/service tendered to get EMD exemptions. If the bidder fails to submit valid registration certificate his claim for EMD exemptions shall not be entertained.
- 2.8.3 If the bidder, after submitting his/her tender, revokes his/her offer or modifies the terms and conditions thereof during the validity of his/her offer except where the Institute has given opportunity to do so, the earnest money shall be liable to be forfeited.
- 2.8.4 After placement of Work Order/ Supply Order on successful bidder, the earnest money will be refunded to the unsuccessful Bidders. For successful bidder, the EMD will be converted to Security Deposit without any interest and will be refunded after one month of successful completion of Defect Liability Period.

2.8.5 In case of cancellation/ withdrawal of this 'NleT' i.e. Notice Invitation to e-Tender by the Institute, which it shall have the right to do at any time, the earnest money paid with the tender will be refunded to Bidders without any interest.

2.9 **Tender requirement**

2.9.1 **Technical and Price Bid**

2.9.1.1 The technical bids will be opened online by a committee duly constituted for the purpose at the time and date as specified in the tender document. All required documents against Notice Inviting e-Tendering documents need to be uploaded at CPP Portal as per checklist at Annexure II by the bidders and verified by the Digital Signature Certificate (DSC). The same will be downloaded for technical evaluation and the result of technical bid evaluation will be displayed on <https://eprocure.gov.in/eprocure/app> in which can be seen by all bidders who participated in the tender.

2.9.1.2 It is important that bidder clearly demonstrates his ability, giving to Institute a high level of confidence that the bidder will be able to perform the works/ supply/ service within the schedule and meeting the other requirements listed in the tender document. Failure to do so may result in disqualification of the tender.

2.9.1.3 Priced bid of Technically qualified bidders will be opened on designated date.

2.10 **PERFORMANCE GUARANTEE :**

As Performance Security, EMD of the successful bidder shall be retained by the Institute as a Performance Guarantee. At the successful completion of contract/ supply/ work/ service the Performance Guarantee will be refunded to the bidder. MSME registered firms who have sought exemption for submission of EMD will require to furnish a Performance Bank Guarantee (PBG) to the amount of 3% of the contract/ supply/ service value within 3 weeks of receipt of work/supply order.

2.11 **Completion Certificate:**

Upon satisfactory completion of contract/supply/work, a Completion Certificate will be issued by the Institute.

2.12 **Liquidated Damages for delayed completion/ supply:**

If the successful bidder fails to perform within the stipulated time then penalty at the rate of 0.5% per week or part thereof subject to a maximum of 10% of the Work/ contract/ supply order value will be levied and deducted from the payment due to the firm.

2.13 **Work/ Purchase at Risk and Cost**

The institute reserves the right to get the whole or part of the work/ purchase executed by some other agency at the risk and cost of the bidder to whom the contract has been awarded if it is found that the quality and/or the progress in respect of whole or part of the Work/ contract/ supply is not satisfactory.

2.14 **Insurance**

The bidder shall take insurance to cover any accident or accidents of nature, for an amount as required for the type of Work/ contract/ supply against damage /loss/ injury to property or person or loss of life during the complete period of the supply/ contract.

2.15 Indemnity

The bidder shall indemnify and keep indemnified the institute against all losses and claims for injuries and or damages to any person or property.

2.16 Jurisdiction

Any dispute or difference which may arise shall be referred to the Director IIM Shillong for settlement whose decision shall be final and binding. Any dispute are subject to Shillong court's jurisdiction only.

3. ELIGIBILITY CRITERIA

- 3.1 The agency should be a Registered firm (Sole proprietor/ Partnership/ Company) Documents/Certificates issued from appropriate authorities should be enclosed to support this.
- 3.2 The agency should have a valid GST and PAN registration. (Copy to be attached)
- 3.3 The bidder should have sufficient/ adequate Infrastructure, manpower and financial strength to undertake the contract.
- 3.4 The bidder must attach associated spec. sheets and brochures in the technical bid.
- 3.5 Manufacturer's Authorization Form (MAF) with regard to the requirements of this particular tender is to be submitted by the bidder in the OEM's letterhead.
- 3.6 The agency must have an Average Annual Turnover of Rs. 1 Cr or more (Rupees One crore more) during last three (3) financial years i.e. 2020-21, 2021--22 and 2022-23 in the line of business. The agency must submit a duly signed certificate with membership number from Chartered Accountant (CA) clearly showing financial turnover year-wise.
- 3.7 The agency should have a minimum continuous three (3) years of experience in related line of business. The agency should have executed similar works with Government Institute /Organization, Autonomous Bodies, PSU, Large/Reputed Private Institute /Organization and Educational Institutes like IIMs, IITs, NITs and/or Other Central Universities. During these three years, it should have supplied for a minimum of three organizations and preferably 01(one) of them should be academic Institute (IIMs, IITs, NITs and other central universities).
- 3.8 The bidder should have not been debarred/black listed/should have not been terminated/ceased without completing the entire duration of contract period by any Central/State Govt. Department, Public Sector Undertaking, Autonomous Bodies, Academic Institutions, CFTIs etc. during past five years from the last date of submission of bids. (Declaration is to be submitted).

4. TECHNICAL SPECIFICATIONS

4.1 Bill of Quantity (BoQ)

Sl. No.	Description	Qty	UoM
1	Supply of 48 Port Multi-Gigabit PoE Switch with 4x1/10G/25G Port – As per Technical Specification	4	Nos.
2	Supply of Indoor 802.11ax Wireless Access Point with Mounting Bracket – As per Technical Specification	10	Nos.
3	Supply of Outdoor 802.11ax Wireless Access Point with Mounting Bracket – As per Technical Specification	8	Nos.
5	Wireless Controller with license (If Required) (As proposed by bidder)	1	Nos

4.2 Technical Specification

Indoor Access Point		
Sl. No.	Specification	Compliance (Yes/No)
1	Should have the capability to act as a standalone and Inbuilt Controller. Should be managed through Controller and Cloud Controller.	
2	Should support the IEEE 802/11a/b/g/n/ac/ax with dual radio capabilities conforming to Wi-Fi 6 standard.	
3	Should support 4x4:4 MIMO on 5 GHz and 2x2:2 on 2.4 GHz bands. It should support minimum 2400 Mbps data rates on 5 GHz and minimum 570 Mbps data rates on 2.4GHz.	
4	Should have 1 x 2.5Gbps Ethernet port.	
5	Should support software and services like Location Based Services, Network Analytics, Security and Policy	
6	Should be able to operate in full MIMO mode and the necessary power POE/POE+ should be provided.	
7	Security mechanisms should be in place to protect the communication between the Access Point controller and the Access Points.	
8	Should have an option to be powered up through DC power in addition to POE. Power over Ethernet (802.3af/at) with Category 5/5e/6 cable	
9	The AP should have a receive sensitivity of -96dBm.	
10	The AP should provide an antenna gain of minimum 3dBi on both the bands.	
11	The AP should support 20, 40, 80, 160/80+80MHz channelization.	
12	The access point should be able to detect clients that have dual band capability and automatically steer those clients to use the 5GHz band instead of the 2.4GHz band.	
13	The AP should provide minimum Tx Power of 23dBm on both the bands	
14	The access point should support 802.1q VLAN tagging	
15	The access point should support WPA-PSK, WPA-TKIP, WPA2 AES, WPA3, 802.11i security.	
16	The Access Point should provide concurrent support for high-definition IP Video, Voice and Data application without needing any configuration change. This feature should be demonstrable.	
17	Should support the following: a. WMM b. Power Save c. Tx Beamforming d. LDPC e. STBC f. 802.11r/k/v g. Application Recognition and Control h. Access Control Lists i. Device Fingerprinting j. Rate Limiting k. Spectrum Analysis l. SpeedFlex m. Directed Multicast n. QoS-based scheduling	

18	Should support mechanisms such as beam steering/adaptive antenna technology/ beamforming to minimize radio interference with the surrounding of the AP along with 802.11n spatial multiplexing.	
19	Should have mechanisms that reduce the impact of interference generated by other radio equipment operating in the same band.	
20	Should have internal omnidirectional or directional antennas.	
21	Channel selection based on measuring throughput capacity in real time and switching to another channel should the capacity fall below the statistical average of all channels without using background scanning as a method.	
22	Should support 500 or more clients per AP.	
23	Should support IPv6 dual stack from day one	
24	Should support mesh configuration either directly or through the controller.	
25	Operating Temperature: 0°C to 40°C (+32 °F to +104 °F). Operating Humidity: up to 95% non-condensing.	
26	Should be plenum rated and comply to RoHS	
27	Should be Wi-Fi certified and WPC approved.	
28	Mounting: Wall, acoustic ceiling, desk, Secure bracket to be provided	
29	Mechanism for physical device locking using padlock /Kensington lock / equivalent	
30	Should be Enterprise level	
31	Need to integrate with Existing Ruckus ZD1200 / HPE Aruba 7240XM Wireless Mobility Controller (AP License not required). If the proposed AP does not support the above-mentioned controller the vendor has to provide separate Controller with required AP License	

Outdoor Access Point		
Sl. No.	Specification	Compliance (Yes/No)
1	Should support IEEE 802/11a/b/g/n/ac/ax standards with Dual Band Concurrent 4x4:4 streams 2.4GHz) + 4x4:4 streams (5GHz)	
2	Should be 802.11ax (Wi-Fi 6) and Operate in Dual band radio.	
3	Should provide minimum 2400 Mbps data rates on 5 GHz and minimum 1100 Mbps data rates on 2.4GHz.	
4	Should have Minimum 1 x 2.5Gbps Ethernet port	
5	Should have option for Standalone and Controller based Management.	
6	Should support Link Aggregation (LACP) to maximize the backhaul bandwidth using both Ethernet ports.	
7	Should support 40 MHz channelization on 2.4GHz and 20/40/80+80/160 MHz channelization on 5 GHz. It should also support MU-MIMO and OFDMA	
8	Security mechanisms should be in place to protect the communication between the Wireless controller and Access Point.	
9	Should support mechanisms such as beam steering/adaptive antenna technology/ beamforming to minimize radio interference with the surrounding of the AP along with 802.11n spatial multiplexing.	
10	Should have mechanisms that reduce the impact of interference generated by other radio equipment operating in the same band.	
11	Should have mechanism to detect clients that have dual band capability and automatically steer those client to use the 5GHz band instead of the 2.4GHz band.	
12	Should have internal omnidirectional or directional antennas.	
13	Should support 802.1q VLAN tagging	
14	Should support WPA2/3 enterprise authentication and Authentication via	

	802.1X and Active Directory.	
15	Should be WMM, 802.11d, 802.11h and 802.11e certified.	
16	Should have capability for concurrent support for high definition IP Video, Voice and Data application without needing any configuration change.	
17	Channel selection based on measuring throughput capacity in real time and switching to another channel should the capacity fall below the statistical average of all channels without using background scanning as a method.	
18	Should support Transmit power tuning in 1dB increments in order to reduce interference and RF hazards	
19	Antenna gain (integrated) must be at least 3dBi.	
20	Up to 31BSSIDs on 2.4G radio and 5G radio for multiple differentiated user services (e.g. voice).	
21	Should support upto 800 clients per AP with 40 Concurrent VoIP Clients	
22	Should support IPv6 from day one	
23	Should have the ability to remotely capture 802.11 and / or 802.3 frames from an access point without disrupting client access for troubleshooting purpose	
24	Operating Temperature: -20°C to 65°C	
25	Operating Humidity: up to 95% non-condensing.	
26	Should be IP67 rated.	
27	Should be WiFi certified and WPC approved; ETA certificate to be enclosed	
28	Should have option for PoE and 100-240 V AC Input	
29	Should have mechanism for physical device locking using padlock/Kensington lock or equivalent	
30	Should be Enterprise level	
31	Need to integrate with Existing Ruckus ZD1200 / HPE Aruba 7240XM Wireless Mobility Controller (AP License not required). If the proposed AP does not support the above-mentioned controller the vendor has to provide separate Controller with required AP License	

48 Port Multi-Gigabit PoE Switch		
Sl. No.	Specification	Compliance (Yes/No)
1	1U Rack Mountable Wire-Speed Non-Blocking Switching & Routing Performance at Layer 2 & Layer 3.	
2	Should have minimum Forty-Eight (48) x 1GbE PoE+ RJ45 ports and should have 4x 1/10/25 GbE SFP/SFP+/SFP28 uplinks, and Up to 4x25 GbE SFP28 stack port support	
3	Should support Stacking up to 8 Switches with minimum 80Gbps stacking bandwidth per Switch. Should be able to stack with different models of same switch series of gigabit and multi-gigabit access switch for future scalability.	
4	Should have Dual hot-swap power supplies and fan modules with PoE of minimum of 1480 W watts	
5	Should provide Non-Blocking switch fabric capacity of 340 Gbps or more and Forwarding Capacity of 240 Mpps or more.	
6	Should have minimum 4Gb DRAM, minimum 8Gb FLASH with minimum 4Mb Packet buffer	
7	Should have aggregated stacking bandwidth of 1Tbps or more	
8	Should support for VXLAN for advanced network segmentation and data confidentiality	
9	Should support 32K MAC addresses or more and Jumbo Frames (up to 9K bytes)	

10	Shall support IP multicast snooping with support for IGMP v1, v2, v3 and MLD v1 & v2	
11	Should support Basic IPv4 and IPv6 Static Routing, ECMP, Host Routes, Virtual Interfaces, Routed Interfaces, Route Only and Routing between directly connected subnets from day 1.	
12	Should support Dynamic IPv4 & IPv6 Routing protocols (OSPFv2 and OSPFv3) and Multicast Routing Protocols.	
13	Should support RADIUS, TACACS/TACACS+ and username/password for Authentication, Authorization and Accounting (AAA)	
14	Should support secure communications to the management interface and system through SSL, Secure Shell (SSHv2), Secure Copy and SNMPv3	
15	Should support IP Source Guard, DHCP snooping, DHCPv4, DHCPv6 and Dynamic ARP Inspection, IPv4 and IPv6 ACLs	
16	Should support Byte and packet based broadcast, multicast, and unknown-unicast limits with suppression port dampening.	
17	Should support IPv6 Router Advertisement (RA) Guard.	
18	Should support Flexible Authentication with 802.1x Authentication and MAC Authentication.	
19	Should provide Protection against (DoS) attacks, Change of Authorization (CoA) or equivalent, Trusted Platform Module, RADSEC, Encrypted Syslog	
20	Advanced Encryption Standard (AES) with SSHv2	
21	Should support manageability using Centralized Management platform using Web based Graphical User Interface (GUI)	
22	Integrated Standard based Command Line Interface (CLI), Telnet, TFTP, HTTP access to switch management/monitoring	
23	Should support SDN features in native as well as hybrid modes	
24	Should support Digital Optical Monitoring or equivalent and Virtual Cable Tester (VCT) or equivalent,	
25	Maximum PoE++ Class 6 ports (60W) on 16 Nos of port and support Energy Efficient Ethernet (802.3az)	
26	Should be Enterprise Level Switch	

5. SPECIAL TERMS & CONDITIONS AND PAYMENT TERMS/ SCHEDULE

1. The IIM Shillong reserves its absolute right to seek any clarifications from the respective Bidder(s).
2. The products/ services offered should strictly conform to the specifications given in the product literature. The models proposed/ marked for withdrawal from the market or models under quality testing should not be offered.
3. Equipment offered should be capable of being fully integrated with the existing network of IIM Shillong immediately on installation.
4. The Bidder(s) are required not to impose their own terms and conditions to the bid and if submitted, it will not be considered as forming part of their bids. The decision of the IIM Shillong shall be final, conclusive and binding on the Bidder(s).
5. It is implicit that the Bidder has guaranteed that all the equipment supplied are original & new including all its components and as per the technical specifications. All the hardware and software supplied is licensed and legally obtained in the name of the IIM Shillong.

6. All Wi-Fi component including PoE Injector, Switches should be from single OEM.
7. The Scope of Work will include only Supply, Testing and Commissioning of equipment's
8. 100% payment will be made within 30 days of complete delivery of equipment's
9. Delivery period: 60 days from issuance of supply order.
10. **Warranty: 3 years comprehensive onsite.**

Note: The vendor should submit all associated spec. sheets and brochures in the Techno-Commercial Bid.

6. CHECKLIST FOR SUBMITTED DOCUMENTS AS PER ELIGIBILITY CRITERIA & TECHNICAL SPECIFICATIONS

COVER – 1 (TECHNICAL BID)					
(Following documents to be provided as single PDF file)					
Sr. No.	Documents	Content	File Types	Remarks Yes/ No	Page No.
1.	Technical Bid	Tender Acceptance Letter as per Annexure - I	.PDF		
2.		Proof of and EMD deposited	.PDF		
3.		Copy of Permanent Account Number (PAN) in the name of the firm, if not proprietorship firm.	.PDF		
4.		Copy of GST.	.PDF		
5.		Manufacturer’s Authorisation Form (MAF)	.PDF		
6.		Copy of profit loss statement & balance sheet of Last Three Financial Years.	.PDF		
7.		Detail of Experience as per eligibility criteria, along with the copy of work order and completion / performance certificates.	.PDF		
8.		Duly signed and stamped of the entire tender document along with its addendum/ corrigendum, if any.	.PDF		
9.		Technical Compliance Sheet mentioned in Clause no. 4	.PDF		
10.		All other documents, spec sheets, brochures as required in terms of the tender, to claim eligibility.	.PDF		
Note: Institute may ask the vendor to submit any other certificate/document as it may deem fit.					
COVER – 2 FINANCIAL BID (PRICE-BID)					
Sr. No.	Types	Content	File Types		
1.	Financial Bid	Price Bid in given format BOQ only.	.xls		

7. FINANCIAL BID

1. The bidders should download the BOQ.xls from CPP Portal and fill in the blank spaces provided for mentioning the name of bidder and rates. Bidders need not modify any other text or background shown in the BOQ template or replace it with any other copy of same BOQ in .xls format. The Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) will accept the BOQ template only and hence the rate should not be quoted in any other place except BOQ template.
2. A sample BOQ is placed herewith in excel sheet format.
3. If any column is not applicable, keep the sheet as it is or quote '0'. The BOQ is in excel sheet, as such only number will be taken calculable.

Sample Financial Bid for Supply of Switches and Access points

Tender Inviting Authority:									
Name of Work:									
Contract No:									
Name of the Bidder/ Bidding Firm / Company :									
PRICE								SCHEDULE	
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBE R #	TEXT #	NUMBE R #	TEXT #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	BASIC RATE Excl. Taxes In Figures To be entered by the Bidder in Rs.	GST Amount in Rs.	TOTAL RATE AMOUNT Without Taxes in Rs.	TOTAL RATE AMOUNT With Taxes	TOTAL RATE AMOUNT In Words
1.01	Supply of 48 Port Multi-Gigabit PoE Switch with 4x1/10G/25G Port	4	Nos.	INR			0.00	0.00	INR Zero Only
	Supply of Indoor 802.11ax Wireless Access Point with Mounting Bracket	10	Nos.	INR			0.00	0.00	INR Zero Only
	Supply of Outdoor 802.11ax Wireless Access Point with Mounting Bracket	8	Nos.	INR			0.00	0.00	INR Zero Only
	Wireless Controller with license (If required)	1	Nos.	INR			0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

**PROFORMA FOR SUBMISSION OF OFFER LETTER OF E -TENDER DOCUMENT,
DECLARATION AND BIDDER DETAILS**

(THIS "OFFER LETTER" TO BE SUBMITTED IN BIDDER'S LETTER HEAD)

Ref no.

Date:

To
The Chief Administrative Officer
IIM SHILLONG
Umsawli, Shillong – 793 018.

Sub: " _____ ."
against Tender No: _____ Dated: _____

1. In reference to above, I/We are enclosing our irrevocable tender for execution of the work " _____ ." as per tender document within the time schedule mentioned therein and accepted by me/us, at the value quoted by me/us for the whole works/ supply/ service in accordance with terms and conditions, specifications as detailed in the tender document. Having examined the detail given in Tender Notice and Bid Document for the above works/supply/service, I/We hereby submit the relevant information.
2. I/We had paid the EMD or I/ We are exempted being MSME registered firm. A valid certificate is enclosed.
3. I/ We had read entire tender documents and unconditionally accept all the terms and conditions laid down in the Tender document.
4. I/We enclose herewith documentary evidence of my/our experience of execution of work/ supply/ service of similar nature and magnitude carried out by me/us as per the eligibility criteria along with the other documents mentioned in the tender document.
5. I/ We confirm and declare that we are not blacklisted/ debarred/ de-registered by any Government department/ Public Sector Undertaking/ Autonomous bodies or any other agency for which we have executed/ undertaken the works/ supply /services during the last 5 years.
6. It is certified that all the information given hereby as well as in the enclosed eligibility bid documents are correct to the best of my knowledge and believe. It is also understood that I/We shall be liable to be debarred, disqualified in case any information furnished by me/us found to be incorrect.

Date.....day of.....20.....

Name of the Bidder with Address:

Name:

Address:

Signature of Bidder(s), with the seal of Firm

BIDDER's DETAILS

Tender No: V-1601/10/2022-SPO/24-25/01

Dated: 02 July 2024

1.	Name of the Firm/Agency	
2.	Full address with Pin code, Telephone No/Mobile No. E-mail. Address Telephone/ Mobile no.: Email id:	
3.	Name & Designation of Contact Persons Name Designation Telephone/ Mobile no.: Email id:	
4	Registration Details for Constitution of the Firm/ Agency (if any) (Attached copy)	
5	Nature of Business:	
6	a. GSTIN: b. PAN:	
7	Bank Account Particulars: Name of the Beneficiary Bank Account Number Bank's Branch IFS code: Account type (SB/ CA) Name of the Bank Branch name & Address (Please attached a copy of cancelled cheque)	
8	Details of EMD paid: EMD Amount: Rs. Receipt No.	

Signature of the bidder with seal