



Surat Municipal Corporation (SMC)

**Bid for
Supply, Installation, Configuration and Integration
Of Networking Equipments
[DC-ISD-Network-01-2018]**


**Last Date of Downloading & Online Submission of Bids
April 04, 2018**

**Last Date of Physical Submission of
EMD, Bid Fee
April 11, 2018**

**Information Systems Department (ISD)
Surat Municipal Corporation
Muglisara, Surat-395003**



Notice Inviting Bid

	<p align="center">Surat Municipal Corporation (SMC) Muglisara, Surat – 395003, Gujarat. www.suratmunicipal.gov.in</p> <p align="center">Notice Inviting Bid for Supply, Installation, Configuration and Integration of Networking Equipments [DC-ISD-Network-01-2018]</p>
<p>Bid for Supply, Installation, Configuration and Integration of Networking Equipments is being published by Surat Municipal Corporation (SMC) online on https://smc.nprocure.com from the bidder meeting the basic eligibility criteria as stated in the bid document.</p>	
<p>Bid Fee (Non-refundable)</p>	<ul style="list-style-type: none"> Rs. 1680/- (Rs. 1500/- + 12% GST) (by DD or Banker's Cheque only)
<p>EMD</p>	<ul style="list-style-type: none"> Rs. 40,000/- (by DD or Banker's Cheque only)
<p>Last date to submit the Online Pre Bid Queries</p>	<ul style="list-style-type: none"> Bidders shall have to post queries by email to dmc@suratmunicipal.org on or before 26.03.2018, 16:00 hrs.
<p>Online Bid End Date (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy)</p>	<ul style="list-style-type: none"> To be submitted online only on https://smc.nprocure.com on or before 04.04.2018 up to 18:00 hrs.
<p>Submission (in Hard Copy) of Bid Fee, EMD.</p>	<ul style="list-style-type: none"> In sealed envelope strictly by RPAD/Postal Speed Post on or before 11.04.2018 up to 18:00 hrs. to the Chief Accounts, Surat Municipal Corporation, Muglisara, Surat – 395003
<p>RFP Document Availability</p>	<ul style="list-style-type: none"> https://smc.nprocure.com, https://www.suratmunicipal.gov.in
<p>The right to accept/reject any or all bid(s) received is reserved without assigning any reason thereof.</p>	
<p align="right">(Sd/-) Deputy Commissioner Surat Municipal Corporation</p>	



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Surat Municipal Corporation (SMC)

**Bid for
Supply, Installation, Configuration and Integration
Of Networking Equipments
[DC-ISD-Network-01-2018]**

Technical Bid

**Last Date of Downloading & Online Submission of Bids
April 04, 2018**

**Last Date of Physical Submission of
EMD, Bid Fee
April 11, 2018**

**Information Systems Department (ISD)
Surat Municipal Corporation
Muglisara, Surat-395003**



TECHNICAL BID

1. Key Events & Dates

Event	Target Date
Notice Inviting Tender	DC-ISD-Network-01-2018
Bid Fee (Non-refundable)	Rs. 1,680/- (Rs. 1,500/- + 12% GST) (by DD or Banker's Cheque only)
EMD	Rs. 40,000/- (by DD or Banker's Cheque only).
Last date to submit the Online Pre Bid Queries	Bidders shall have to post queries by email to dmc@suratmunicipal.org on or before 26/03/2018, 16:00 hrs
Online Bid End Date (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy)	To be submitted online only on https://smc.nprocure.com on or before 04.04.2018 up to 18:00 hrs.
Submission (in Hard Copy) of Bid Fee, EMD.	In sealed envelope strictly by RPAD/Postal Speed Post on or before 11.04.2018 up to 18:00 hrs. to the Chief Accounts, Surat Municipal Corporation, Muglisara, Surat – 395003
Opening of Technical Bids	To be decided and communicated later
Opening of Price Bids	To be decided and communicated later



2. Instructions for the Bidder

2.1. Availing Bid Documents

Blank bid documents can be downloaded from the web site <https://smc.nprocure.com> up to the date and time mentioned in the Online Bid Invitation Notice DC-ISD-Network-01-2018.

2.2. Addenda & Corrigenda

If required the Addenda and Corrigenda will be issued and the same will **form the part of the original bid documents** and shall override any contradicting effects in the original bid document.

2.3. Submission of Price Bid and Technical BID

The price bid and the technical bid containing all the relevant supporting documents must be submitted online only on <https://smc.nprocure.com> on or before the last date of submission of the bid. No documents except the Bid Fee, EMD to be accepted in hardcopy. It is advised to keep the softcopy of the relevant documents ready and upload the same in advance on <https://smc.nprocure.com> with respect to this tender to avoid issues if any.

All the relevant softcopy should invariably follow the (n)Code portal's specific requirements pertaining to file types, file size, file name length, etc.

- **File Types:** Files with only .pdf, .doc, .txt, .xls, .ppt, .pps, .png, .gif, .jpg, .zip, .rar extension can be uploaded.
- **File name:** It should not be more than 70 characters. Special Characters Like ('% @ < >: *? | & ~ ^) are not permitted.
- **File size:** Single file size should not be more than 3 MB.

The bid document (duly signed and stamped) in hard copy shall be submitted by the successful bidder upon intimation from SMC.

2.4. Pre-bid Queries

A prospective Bidder requiring any clarification on the RFP Document may submit his queries, via email, to the following e-mail id on or before **26/03/2018 up to 16:00 hrs.**

Email Id for submission of queries: **dmc@suratmunicipal.org**

The queries must be submitted in the following format:

Bidder's Request for Clarification		
Name and Address of the Organization submitting request	Name and Position of Person submitting request	Contact Details of the Organization / Authorized Representative
		Tel: Mobile: Fax:



		Email:	
Sr. No	Bid Reference(s) (Section, Page)	Content of Bid requiring clarification	Points of clarification required

2.5. Bid Fee & Earnest Money Deposit (EMD)

- The bidder should pay non-refundable **Bid Fee of Rs. 1,680/- (Rs. 1,500/- + 12% GST)** and **EMD of Rs. 40,000/-** by separate Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal Corporation.
- Failure to submit Bid Fee, EMD as required shall lead to the bid being rejected summarily.

2.6. The bid should be filled in legibly, clearly indicating the figures and its value in words too.

2.7. Online Submission of the Technical Bid:

The bidder will be required to upload the **duly signed, stamped and notarized colour scanned copy** of below mentioned documents in the same order of sequence online on smc.nprocure.com during e-tendering process.

- Scan copy of Tender (Bid) Fee
- Scan copy of EMD
- Scan copy of Solvency certificate
- Scan copy of the all supporting documents clarifying compliance to the eligibility criteria as stated in Section-4 Indicative list of Documents to be submitted.
- Scan copy of Bid Format given in Section – 7, Annexure to Technical Bid
 - Bidder's Details (signed and stamped page no. 27-28)
 - Information of Authorized Signatory / Contact Person (signed and stamped page no. 29)
 - Authorization Letter from OEM, **Form A** (on OEM's letterhead, Page No. 30) (For Item No 1 & Item no 2).
 - Performa of Compliance letter, **Form B** (on Bidder's letterhead, Page No 31) (for all items).
- Scan copy of duly filled, signed and stamped Technical Specification given in Section – 6 (To be submitted on **OEM's letterhead**)
- Scan copy of duly filled, signed and stamped Technical Specification given in Section – 6 (To be submitted on **Bidder's letterhead**)
- Scan copy of PAN card



9. Scan copy of company registration with local body and state government/central government.
10. Scan copy of GST Registration Certificate.
11. Scan copy of duly signed addendum and Corrigendum, if any.
12. Scan copy of any other document not mentioned above but required to be attached as per the tender requirement (Optional).
13. Authorization Letter as per Clause-2.26 (**mandatory in case tender signatory is other than Owner/Partner/MD/Director/Company Secretary**) (Optional)

2.8. Demand Draft for E.M.D. & Tender (Bid) fee shall be submitted in electronic format through online mode (by scanning) while uploading the bid. This submission shall mean that E.M.D. & tender fee are received for purpose of opening of the bid. Accordingly offer of those shall be opened whose E.M.D. & tender (bid) fee is received electronically. However, for the purpose of realization of D.D. bidder shall send the D.D. in original through RPAD / Speed post as per Clause-2.11 below so as to reach to Chief Accountant, SMC within 7 days from the last date of online submission of the bid as per tender notice. Penaltative action for not submitting D.D. in original to shall be initiated and action shall be taken for abeyance of registration and cancellation of E-tendering code for one year. Any documents in supporting of bid shall be in electronic format only through online (by scanning) & hard copy will not be accepted separately.

2.9. All documents must be coloured scanned to be seen as original. Scanning in black and white or grey shall not be acceptable.

2.10. All documents must be notarized with clearly-displaying stamp, number and name of the notary.

2.11. Sealing, marking and submission of the Bid Fee, EMD:

Following documents shall only be submitted in Hard Copy to Surat Municipal Corporation by the bidder:

- Earnest Money Deposit (EMD)
- Tender Fee.

The "Bid Fee, EMD" shall be put in an envelope containing Bid Fee, Earnest Money Deposit (EMD) and shall be super scribed as "**Bid Fee, EMD**"

The envelope must be sealed and super scribed and must be sent as under:

Details to be mentioned exactly on sealed envelop	
TENDER DETAILS <ul style="list-style-type: none">• Notice No.: DC-ISD-Network-01-2018• Bid for Supply, Installation, Configuration and Integration of Networking Equipments.• Last date of Online Submission: 04/04/2018 up to 18:00 hrs.	To, The Chief Accountant, Surat Municipal Corporation, Mahanagar Seva Sadan, Gordhandas Chokhawala Marg,



<ul style="list-style-type: none">Last date of Physical Submission: 11/04/2018 up to 18:00 hrs.	Muglisara, Surat - 395 003, Gujarat, INDIA.
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The envelope containing EMD, Bid Fee must be sent **strictly by Postal Speed Post or Registered Post AD** only so as to reach on or before **11/04/2018 up to 18:00 hrs.** **Bids received in any other manner or mode (like courier, in person, etc.) will not be considered. SMC won't be responsible for postal delays.**

TECHNICAL BID & PRICE BID

The technical bid & price bid must be submitted online on <https://smc.nprocure.com>. It should not to be sent physically, if submitted physically the bid shall be rejected.

2.12. The bidder will be bound by the details furnished to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the bidder is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

2.13. Late Bids: Bids not reaching on or before the specified time limit will not be accepted.

2.14. Conditional Bids: All the terms and conditions mentioned herein must be strictly adhered to by all bidders. Conditional tenders shall not be accepted on any ground and shall be subject to rejection without assigning any reason.

2.15. Withdrawal of Bids

Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture.

2.16. Period of Validity

The offer should be valid for acceptance for a minimum period of **120 days** from the date of opening of the Price Bid. If required, SMC may request the bidder to have it extended for a further period.

2.17. Language of Bids

The bids prepared by the bidder shall be in the English language. The supporting documents in language other than English/Hindi/Gujarati must have its English translation (which is to be duly attested by the bidder), for purposes of interpretation of the bid, the English translation shall govern.

2.18. Right To Accept or Reject Any Bid or All Bids

SMC reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for SMC's action.

2.19. Firm Prices & Bid Currency

Prices quoted must be firm and final and shall not be subject to any upward modifications, on any account whatsoever. Prices shall be expressed in Indian Rupees (INR) only.

2.20. Costs to be Borne by Bidder



All costs and expenses (whether in terms of time or money) incurred by the bidder in any way associated with the development, preparation and submission of the bid, including but not limited to attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by SMC, will be borne entirely and exclusively by the bidder.

2.21. Acceptance of Terms & Conditions

The bidder will, by taking participation in the bidding process and submitting the bid documents, be deemed to have thoroughly read, studied and understood the bid documents including scope of work, the terms and conditions, instructions, etc. referred there in and the same are acceptable to the bidder.

2.22. All entries in the bid form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. However, the interlineations, erasures or overwriting, if any, in the Technical Bid Application must be attested by the person authorized to sign the bids.

2.23. It is to be ensured that the complete information as required by this office may be furnished by the bidders in the prescribed format. Formats submitted with incomplete information and not conforming to the requirements are liable to be rejected.

2.24. The agency will be bound by the details furnished by him/her to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

2.25. The participation in the online tendering process implies that the bidder have thoroughly read, studied and understood the instructions of the Bid documents, Scope of work, formats as well as the terms and conditions referred there in and the same are acceptable to the bidder.

2.26. Authorized Signatory

For the purpose of submission of the bid, the bidder may be represented by either the Principal Officer (Owner/MD/Director/Company Secretary) or his duly Authorized Representative, in which case he/she shall submit a certificate of authority along with the technical bid. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized representative or the principal officer.

2.27. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of the errors, its bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

2.28. Disqualifications: A Bidder shall be disqualified and Bids will not be considered if



- a) Hardcopy envelop does not show on it the reference of bid number and description as denoted and thus gets opened before due date(s) of opening specified in Notice Inviting Bids.
- b) The Price Bid and Technical Bid is submitted physically which leads to revelation of prices before the due date of opening of the Price Bid.
- c) The Earnest Money Deposit (EMD) & Bid fee is not deposited in the manner specified above Clause 2.11.
- d) The Bid documents are not in a language as per Clause 2.17.
- e) The Bid documents are not signed affixing stamp by the authorized signatory.
- f) The Bid documents submitted are incomplete and/or ambiguous in any respect.
- g) Non-compliance of provisions and requirements of the Bid documents.
- h) Any or all correction(s) or pasted slip(s) is/are not initialled, authenticated by the Bidder.
- i) The Bid documents are not submitted in the manner specified in the bid document.
- j) Eligibility criteria are not met with.
- k) Any form of canvassing/lobbying/influence/query regarding short listing, status, etc. will result in a disqualification.

(sd/-)

Deputy Commissioner
Surat Municipal Corporation



3. Eligibility Criteria

The bidder must possess the requisite experience, strength and capabilities in providing the equipments necessary to meet the broad requirements, as described in the bid document.

The bidder interested in being considered for this bid must meet the following eligibility criteria.

- 3.1.** The bidder should have completed at least 3 years of experience/operation in the field of supply, installation and Commissioning of Network Equipments (like Routers, L3/L2 Managed Switches, Firewall/UTM) from bid start date and should have local office in Surat.
- 3.2.** Bidder should have a minimum average annual turnover not less than Rs. 10 Lacs (Rs. Ten Lacs) for last three financial years i.e. FY 2016-17, FY 2015-16, FY 2014-15.
- 3.3.** The bidder should have completed/ undertaken assignments of Supplying and Implementing Network range of products (Networks Devices like Routers, Switches, Firewall/UTMs, Access Points, etc.) during last three years (for this purpose financial years would be FY 2016-17, FY 2015-16, FY 2014-15:

Single order worth Rs. 32,00,000 (Thirty two lacs)

OR

Two orders worth Rs. 20,00,000 (Twenty lacs)

OR

Three orders worth Rs. 16,00,000 (Sixteen lacs).

- 3.4.** The bidder shall be the manufacturer/OEM of the Networking equipments specified. In case the bidder is not manufacturer/OEM, the bidder should be duly authorized by the manufacturer/OEM to supply the goods/equipments by submitting Manufacturer's Authorization as per Section 7 Annexure C, Form A.
- 3.5.** The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender.
- 3.6.** The bidder should furnish Bid Fee and an Earnest Money Deposit (EMD) as per Clause No. 2.11.
- 3.7.** The bidder should furnish Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalised bank.

Note:

Bidders who wish to participate in this bid will have to register on <https://smc.nprocure.com> Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.



4. Indicative list of Documents to be submitted

Following documents shall be submitted in soft copy online on <https://smc.nprocure.com> by the bidder so as to ascertain the claims made. Following is the indicative list of documents that are to be submitted.

#	Description of Requirement	Proof Required to be Submitted
1.	The bidder must have completed at least 3 years of experience/operation in the field of supply, installation and Commissioning of Network Equipments (like Routers, L3 Switches, L2 Managed Switches, Firewall/UTM) from bid start date and should have local office in Surat.	Copy of work order / Completion certificate/ Contract certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue of respective document. Proof of address for local office in Surat.
2.	Bidder should have a minimum average annual turnover not less than Rs. 10 Lacs (Rs. Ten Lacs) for last three financial years i.e. FY 2016-17, FY 2015-16, FY 2014-15.	Copy of Audited Balance sheet of Last 3 Financial Years.
3.	The bidder should have completed/ undertaken assignments of Supplying and Implementing Network range of products (Networks Devices like Routers, Switches, Firewall/UTMs, Access Points, etc.) during last three years (for this purpose financial years would be FY 2016-17, FY 2015-16, FY 2014-15: Single order worth Rs. 32,00,000 (Thirty two lacs) OR Two orders worth Rs. 20,00,000 (Twenty lacs) OR Three orders worth Rs. 16,00,000 (Sixteen lacs).	Copy of work order / Completion certificate/ Contract / Performance certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue, amount of contract/work order value.
4.	The bidder shall be the manufacturer/OEM of the Networking equipments specified. In the case the bidder is not manufacturer/OEM, the bidder should be duly authorized by the manufacturer/OEM to supply the goods/equipments by submitting Manufacturer's Authorization as per Section 7 Annexure C, Form A.	Submit Authorization letter from OEM as per MAF format at Section – 7, Part – C (Form – A: Authorization Letter from OEM).
5.	Information of Authorized Signatory / Contact Person as per Section-5, Item No 3.	Self-Declaration in this regard by the



		authorized signatory of the bidder.
6.	The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender.	Compliance letter/ Self-declaration / Undertaking by bidder as per Section – 7, Form–B.
7.	EMD & Bid Fee.	As per Section 2, Item No 2.11.
8.	Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalised bank.	Solvency Certificate as per Section –5, Item No 5.11.
9.	Compliance with technical specification as mentioned in Section – 6	Duly filled Section – 6 [Technical Specification] must be submitted separately on OEM's letter head as well as on Bidder's letter head. The same must be duly signed and stamped by authorized person.
10.	Product literature	Technical details/brochures / specification sheet of bided products
11.	Goods & Service Tax Registration Nos.	Copy of the Goods & Service Tax (GST) Registration Certificate duly notarized
* Note: Additional documents other than above if any, required for supporting the claims made by the bidder should be attached.		



5. General Terms and Conditions

5.1. The prices/charges quoted should also include:

- a. Cost of necessary power cables, signal cables, connectors, controllers and necessary device drivers.
- b. **Warranty as specified in Technical Specification** section for each item including service and parts. Warranty of particular Item will be start from the date of delivery/supply to SMC.
- c. Delivery & Installation at Various SMC offices located throughout the city or at any other office to be decided by the SMC.
- d. Transit Insurance, Freight and loading, unloading charges up to SMC's site location.
- e. Supplying, Installation, Configuration & Integration with existing LAN & WAN of SMC.

5.2. OEM / Implementation Partner Participation Criteria

- i. The bidder shall be the manufacturer or the authorized service provider or authorized **service partner** of the hardware quoted.
- ii. The bidder will be required to submit a manufacturer's authorization form from all the OEMs stating that the bidder in concern would be bidding for their products/solutions and have to provide "**Authorization Letter from OEM**" (as per **Form 'A'**) in soft copy online on <https://smc.nprocure.com> on its letter head duly signed by the authorized signatory.
- iii. The OEM for all active components should mention in authorization letter that products or technology quoted are neither **end of sale** nor **end of life** and are not **end of support** till the successful completion of warranty period mentioned in this tender.
- iv. Bidders are required to specify only one specific make and model of each item and provide the details in the Technical bid. Providing more than one option shall not be allowed.

5.3. The bidder has to submit the "**Self-Declaration**" as per the Performa of Compliance Letter (as per **Form 'B'**) in soft copy online on <https://smc.nprocure.com> on its letter head duly signed by the authorized signatory.

5.4. The offer should be valid for acceptance for a minimum period of **120 days** from the date of opening of the Price Bids. If desired by SMC, it will have to be extended for a further period also.

5.5. Rate Contract:

The above network equipments will be required for connecting various remote offices with SMC HQ. The work for establishing WAN connectivity with these offices has already been awarded. The requirement of these devices will come up as and when the connectivity to these locations is commissioned. Hence, the work order will be issued in staggered manner over a period of time.



The approved rate of the selected bidder shall be considered as the rates under rate contract and the same will be valid for the period of One year from date of first work order. SMC will use this rates for procurement in desired quantity during the rate validity period i.e. one year.

- 5.6.** SMC may buy/order full/partial quantity from one/more bidder(s) and may split/ defer/ stagger the order(s)/ deliveries. The quantities shown in the tender are approximate and no claim shall be entertained for variation of quantities being less or more than those mentioned in the bid. The variations in the quantities shall not vitiate the contract. The selected bidder shall be bound to supply additional quantity up to 30% (thirty percent) of tender amount/quantity at the approved rate, in accordance to any instruction, which may be given to him in writing by SMC. The rates quoted by the bidder will be applicable on full / partial /additional quantity also.
- 5.7.** The Bidder may participate in the bid by quoting for one, more or all the items depending on his techno-commercial capability to supply & support that range of products.
- 5.8.** The right to reject accepts any/all Bids(s) without assigning any reason thereof is reserved.
- 5.9.** In case the quoted Item is not available in the market, the bidder will have to supply Higher Version/replacement of that Item in the quoted cost in the same time duration with prior approval of SMC. No "End of Life" product should be quoted to minimize such instances till the bid validity (Make & Model quoted by the bidder should be available till the bid validity, duly supported for spares/OEM support for 5 years).

5.10. Security Deposit:

The successful agency will be required to place Security Deposit @ 5% of the consideration of the Contract by Demand Draft or Banker's Cheque Payable at Surat in favour of Surat Municipal Corporation of any scheduled/nationalized bank within 10 working days from the date of notice of award of contract, failing which a penalty @ 0.065% of the amount of security deposit will be imposed for delay of each day. The EMD placed may be considered for conversion towards the security deposit and amount falling short of the required amount shall be payable. No interest shall be paid on Earnest Money Deposit and/ or Security Deposit placed.

5.11. Solvency Certificate

Along with the technical bid documents, the bidder should submit Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalized bank. The Solvency Certificate should valid and should not be older than one year from the bid start date.

- 5.12.** In case, the awardee i.e. the selected agency fails to supply specified quantity and quality of goods in time or the performance of such supply/supplies is/are not found up to the mark or found of an inferior quality vis-à-vis specifications, the security deposit will be forfeited at once.



5.13. Agreement & Undertaking :

The Awardee i.e. the selected agency will have to enter into an Agreement and submit an Undertaking with SMC for supply of goods and its/their installation, Commissioning etc. on a Rs.100/- stamp paper of Government of Gujarat at the agency's own cost within 10 (Ten) working days (of SMC) period from the date of Notice of Award. No claims for payments will be entertained without completion of this process.

5.14. TAX LIABILITY

GST (Goods & Service Tax) has come in existence from 1st July 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract.

During the course of execution of Contract, if there is any change in Rate of GST (Goods & Service Tax) by the Government, the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof of the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate from Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted / claimed within 30 (Thirty) Days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor / Successful Bidder in this regard. Further, the non-payment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount.

If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (excluding GST) are imposed during the course of the contract, the same shall be borne by the Contractor/Successful Bidder Only, in no case SMC shall be liable for the same.

The contractor will submit the invoice to the SMC having GSTIN of SMC mentioned therein and the taxes shall be shown separately on the face of the invoice so as to claim as ITC by SMC.

SMC GST Provisional ID/ Registration Number 24AAALS0678Q1ZE

5.15. Technical details/Datasheets of goods to be supplied shall be submitted along with the Bid.

5.16. Manuals relating to Hardware/Peripherals shall be supplied.

5.17. It shall be noted that the lowest rate(s)/price(s) will not be the sole criterion for accepting Bid for any of the goods but emphasis will be given to the quality of the products and even the readiness to offer innovative technology thereof.

5.18. Any offer/Bid not meeting the terms and conditions mentioned hereinabove will be liable for rejection without assigning any reason thereof.

5.19. Delivery schedule:



The successful agency shall deliver, install, configure and integrate the goods as detailed in this Bid within **21 calendar days** from the date of the Work/Purchase order. A penalty of 0.2% of the consideration of contract for a particular item will be charged for delayed supply and installation for delay of each day thereafter.

- 5.20.** The agency shall extend all the benefits to the SMC such as free samples of products, materials, goods, articles including any kind of discount, rebate, commission, incentives normally offered to any other buyer in the form of gift or otherwise as part of the sales promotion scheme(s). If any such sales promotion scheme(s) is /are already launched for the product and is/are in force while the Bid process is on, mention of details of such scheme(s) must be made explicitly in the offer.
- 5.21.** The liability as to any damages and/or loss otherwise to any movable or immovable properties, assets during loading, unloading or otherwise during the period of supply, whether knowingly or unknowingly done or occurred shall be made good forthwith to the SMC by the Awardee agency upon a communication made therefore.
- 5.22.** The contract shall be governed by the Laws in India and shall be subject to the jurisdiction of Surat.
- 5.23.** Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture. The agency is expected to examine the Bid Document carefully. Failure to furnish all information required as per the Bid Document may result in the rejection of the bid.
- 5.24.** The agency will be bound by the details furnished by him/her to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.
- 5.25.** On commissioning of the product, the successful agency shall ensure maximum uptime for the product/service during warranty period. The call must be attended within **4 working hours** and problem to be resolved within **8 working hours** of reporting by either repairing or replacing the Switch/Hardware with same or higher configuration in case of product replacement is required. Failing which a penalty as per below mentioned rate will be deducted from the amount payable and/or security deposit for each day of downtime

Delay >8 Hrs. to 3 working days	Penalty at 0.5% of the product cost per day
Delay beyond 3 working days	Penalty at 1% of the product cost per day

If any component/equipment gives continuous trouble, the bidder shall replace the same with the new compatible component/equipment of the same or higher configuration without any additional cost to the purchaser

- 5.26.** All goods to be supplied shall be of specified or higher speed/technology/version. The SMC or its representative shall have the right (if it so desires) to test the goods to ascertain their



conformity to the specifications. The SMC shall notify to the agency for this purpose & nature.

5.27. Terms of Payment: SMC will not make any advance payment. Payment will be made once the ordered products are delivered and installed. The Security Deposit will be released only after the successful completion of the minimum warranty period of five years.

- 90% in 15 days of Full Supply.
- 2.5 % on completion of 1st year of warranty.
- 2.5 % on completion of 2nd year of warranty.
- 2.5 % on completion of 3rd year of warranty.
- 2.5 % on completion of 4th year of warranty.

5.28. Municipal Commissioner, SMC reserves the right to reject, accept any/all bid(s) without assigning any reason thereof.

5.29. The participation in the online tendering process implies that the bidder have thoroughly read, studied and understood the instructions of the Bid documents, Scope of work, formats as well as the terms and conditions referred there in and the same are acceptable to the bidder.

5.30. The agency will be bound by the details furnished by him/her to SMC, while submitting the tender or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

5.31. The total penalty could be up to 10% of the Consideration of Contract and the decision of the SMC shall be treated as final in such cases.

5.32. Consortium or JV or Sub-contracting

The Bidder is NOT allowed to form Consortium or Joint Venture for any specific service within the scope of the tender. Sub-contracting is also NOT be permitted.

5.33. If it is found that the same firm has submitted multiple bids under different names for the proposed contract, all such tender(s) shall stand rejected and bid deposit of each such firm/establishment shall be forfeited. In addition, such firms/establishments shall be liable, at the discretion of the Municipal Commissioner, SMC for further penal action including blacklisting.

5.34. The bidder shall indemnify SMC from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Contract period out of:

- any negligence or wrongful act or omission by the bidder or any third party associated with bidder in connection with or incidental to this Contract; or
- any breach of terms as stated in the bid document, the bidder's Bid and the Contract with the bidder



- Any infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied goods and related services or any part thereof.



6. Technical (minimum) Specification

- The Bidder may participate in the bid by quoting for one, more or all the items depending on his techno-commercial capability to supply & support that range of products. Bidders are required to mention make & Model of the product.
- The bidder can quote only one option (i.e. only one product can be quoted) against each item meeting or exceeding the below mentioned minimum specification.
- The bidder must clearly specify the features of the offered product vis-à-vis specification and deviation if any in the Column-C and Column-D respectively.
- The exact make and model of the product offered must be specified in the Column-E.
- The technical spec sheet and the product brochure of the product offered should also be submitted along with technical bid.
- In case the space provided is not sufficient then a separate paper as per the format below can be annexed to the bid. The same must be duly signed and stamped.
- The Technical Specification Sheet must be submitted separately on OEM's letter head (for Item-1 & Item-2) as well as on Bidder's letter head (for all items). The same must be duly signed and stamped by authorized person of respective entity.

Item No.	Description and Minimum Specification	Matched/ [Yes/No]	Deviation from Specification /Remarks if Any	Specify Make and Model
A	B	C	D	E
1.	24 Port all gigabit Web Managed Switch [Cisco or HP make] [Required Quantity-30]			
	Ports			
	<ul style="list-style-type: none"> Minimum 24 x RJ-45 auto-Sensing/negotiating 10/100/1000 ports (IEEE 802.3 Type 10BASE-T, IEEE 802.3u Type 100BASE-TX, and IEEE 802.3ab Type 1000BASE-T). 			
	<ul style="list-style-type: none"> Minimum 2 x 1000 BASE-X SFP Fiber & 1000BASE-T ports combination (RJ45 & Fiber ports Combination). 			
	<ul style="list-style-type: none"> Auto-negotiation for speed, duplex mode and flow control & Manual for 10M Half/Full/100M Half/Full. 			
	<ul style="list-style-type: none"> Auto-MDI/MDIX. 			



	<ul style="list-style-type: none"> • IEEE 802.3X flow control. 			
	<ul style="list-style-type: none"> • Integrated LEDs for improved visual monitoring and analysis. 			
	Administrative Switch Management			
	<ul style="list-style-type: none"> • Must have IEEE 802.1Q Static & Trunk VLAN (4096 VLAN IDs) & Port-based VLAN. 			
	<ul style="list-style-type: none"> • Spanning Tree Protocol (STP) to support standard IEEE 802.1D STP, IEEE 802.1w Rapid Spanning Tree Protocol (RSTP) for faster convergence, and IEEE 802.1s Multiple Spanning Tree Protocol (MSTP). 			
	<ul style="list-style-type: none"> • SNMPv1, v2c, and v3 Configuration and management. 			
	<ul style="list-style-type: none"> • IEEE 802.3ad Link Aggregation Control Protocol (LACP). 			
	<ul style="list-style-type: none"> • IPv6 Host, Management, multicast and QoS. 			
	<ul style="list-style-type: none"> • Built-in switch Web-based GUI configuration utility for easy browser-based device configuration (HTTP/HTTPS) which Supports configuration, system dashboard, system maintenance, and monitoring. 			
	<ul style="list-style-type: none"> • Local password and restricted IP addresses for secure access to the switch. 			
	<ul style="list-style-type: none"> • Layer 3 IPv4 and IPv6 static Routing. 			
	<ul style="list-style-type: none"> • Provision of Dual flash images to provide independent primary and secondary operating system files for backup while upgrading. 			
	<ul style="list-style-type: none"> • Intuitive web interface to upload/download the Switch software to the switch. 			
	<ul style="list-style-type: none"> • Intuitive web interface to upload/download Configurations to and from the switch. 			
	<ul style="list-style-type: none"> • Availability of Port statistics through industry-standard RMON 			
	<ul style="list-style-type: none"> • Jumbo frame support for packets. 			
	<ul style="list-style-type: none"> • Broadcast storm control to help eliminate network traffic storms. 			
	<ul style="list-style-type: none"> • Must have Network traffic filtering and network control using MAC and IP Binding based ACLs & Time based ACLs. 			



	<ul style="list-style-type: none"> Inbuilt Feature of Dynamic Host Configuration Protocol (DHCP) Server which simplifies the management of large IP networks and supports client and server system. (Optional) 			
	Warranty: Minimum 5 Years OEM Direct/Back to back Comprehensive Warranty with parts, modules, software and minimum 1 Year OEM 8x5 technical support.			
	Chassis: 1U, rack-mounting kit included			
	Power: Power supply AC 230 V (50/60 Hz)			
2.	24 Port Web Managed Switch [Cisco or HP make] [Required Quantity-190]			
	Ports			
	<ul style="list-style-type: none"> 24 x RJ-45 auto-negotiating 10/100 ports (IEEE 802.3 Type 10BASE-T, IEEE 802.3u Type 100BASE-TX). 			
	<ul style="list-style-type: none"> Minimum 2 x 1000 BASE-X SFP Fiber & 1000BASE-T ports combination (RJ45 & Fiber ports Combination). 			
	<ul style="list-style-type: none"> Auto-negotiation for speed, duplex mode and flow control & Manual for 10M Half/Full 100M Half/Full. 			
	<ul style="list-style-type: none"> Auto-MDI/MDIX. 			
	<ul style="list-style-type: none"> IEEE 802.3X flow control. 			
	<ul style="list-style-type: none"> Integrated LEDs for improved visual monitoring and analysis. 			
	Administrative Switch Management			
	<ul style="list-style-type: none"> Must have IEEE 802.1Q Static & Trunk VLAN (4096 VLAN IDs) & Port-based VLAN. 			
	<ul style="list-style-type: none"> Spanning Tree Protocol (STP) to support standard IEEE 802.1D STP, IEEE 802.1w Rapid Spanning Tree Protocol (RSTP) for faster convergence, and IEEE 802.1s Multiple Spanning Tree Protocol (MSTP). 			
	<ul style="list-style-type: none"> IEEE 802.3ad Link Aggregation Control Protocol (LACP). 			
	<ul style="list-style-type: none"> IPv6 Host, Management, multicast and QoS. 			
	<ul style="list-style-type: none"> SNMPv1, v2c, and v3. 			



	<ul style="list-style-type: none"> Built-in switch Web-based GUI configuration utility for easy browser-based device configuration (HTTP/HTTPS) which Supports configuration, system dashboard, system maintenance, and monitoring. 			
	<ul style="list-style-type: none"> Local password and restricted IP addresses for secure access to the switch. 			
	<ul style="list-style-type: none"> Layer 3 IPv4 and IPv6 static Routing. 			
	<ul style="list-style-type: none"> Provision of Dual flash images to provide independent primary and secondary operating system files for backup while upgrading. 			
	<ul style="list-style-type: none"> Intuitive web interface to upload/download the Switch software to the switch. 			
	<ul style="list-style-type: none"> Intuitive web interface to upload/download Configurations to and from the switch. 			
	<ul style="list-style-type: none"> Availability of Port statistics through industry-standard RMON 			
	<ul style="list-style-type: none"> Jumbo frame support for packets. 			
	<ul style="list-style-type: none"> Broadcast storm control to help eliminate network traffic storms. 			
	<ul style="list-style-type: none"> Must have Network traffic filtering and network control using MAC and IP-Binding based ACLs & Time based ACLs. 			
	<ul style="list-style-type: none"> Warranty: Minimum 5 Years OEM Direct/Back to back Comprehensive Warranty with parts, modules, software and minimum 1 Year OEM 8x5 technical support 			
	<ul style="list-style-type: none"> Chassis: 1U, rack-mounting kit included 			
	<ul style="list-style-type: none"> Power: Power supply AC 230 V (50/60 Hz) 			
3.	9U Wall Mount Network Rack (Valrack, APC, Rittal, Netrack, APW President make) [Required Quantity-220]			
	Rack Size			
	- 9U Wall mount			
	- Lock & key with glass door at front			
	- Powder coated Steel cabinet			
	Accessories			
	-1 Cooling Fan			
	-1 Cable Manager			



	-1 Equipment placement tray			
	-5 Socket Power Strip			
	Warranty: Min. 5 Years comprehensive warranty with parts like FAN, Power Strip			

Place :

Signature of Authorized Person :

Date :

Designation :

Company stamp :

Name :



Surat Municipal Corporation (SMC)

**Bid for
Supply, Installation, Configuration and Integration
Of Networking Equipments
[DC-ISD-Network-01-2018]**

ANNEXURES TO TECHNICAL BID

**Last Date of Downloading & Online Submission of Bids
April 04, 2018**

**Last Date of Physical Submission of
EMD, Bid Fee
April 11, 2018**

**Information Systems Department (ISD)
Surat Municipal Corporation
Muglisara, Surat-395003**



7. ANNEXURES TO TECHNICAL BID

All the documents listed below shall be annexed to the bid in the prescribed formats along with the necessary supporting documents to ascertain the claims made by the bidder.

A. Bidder's Details

1	Details of responding firm/company		
a.	Name of the Bidder/Supplier		
b.	Address		
c.	Telephone		Fax: <input type="text"/>
d.	Website		
e.	Are you a Manufacturer / Authorized dealer / Sub dealer / Any other		
f.	Income Tax Number [PAN]		
g.	Goods & Service Tax (GST) No.		
2	Information about responding firm / Company		
a.	Address of Head Quarter/Head Office		
b.	Address of Registered Office		
c.	Main Office in Gujarat		
d.	Office in Surat		
e.	No. of years of operation in India		
f.	Turnover (figures as per last three audited balance sheets are to be provided)	Yr.-1 (20__ - __)	
		Yr.-2 (20__ - __)	
		Yr.-3 (20__ - __)	
3	Details of Contact Person		
a.	Name		
b.	Designation		
c.	Address		
d.	Telephone No.		



e.	Mobile No.			
f.	Fax No.			
g.	E-mail			
4	Details of Authorized Signatory			
a.	Name			
b.	Designation			
c.	Address			
d.	Telephone No.			
e.	Mobile No.			
f.	Fax No.			
g.	E-mail			
5	Forum of Business (Select appropriate option and provide the Registration Details along with attested copies of certificates)			
#	Forum of Business	Yes/ No	Registration Details (submit attested copies of certificates)	Validity Date
h.	Sole Proprietor? (Registration Number under Shops and Establishment Act.)			
i.	Hindu Undivided Family?			
j.	Partnership Firm?			
k.	Public Limited Company under The Companies Act?			
l.	Private Limited Company under The Companies Act?			
m.	State Govt. owned Undertaking/ Corporation / Enterprise?			
n.	Central Govt. owned Undertaking/ Corporation / Enterprise?			
o.	Co-operative Society?			
p.	Association of Persons?			



B. Information of Authorized Signatory / Contact Person

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		



C. Authorization Letter from OEM

FORM – A

(To be submitted on OEM's letterhead duly signed by its Authorized signatory)

Date:

To

The Deputy Commissioner,
Surat Municipal Corporation,
Mugalisara, Surat- 395 003.

Sub : Bid for Supply, Installation, Configuration and Integration of Networking Equipments
[DC-ISD-Network-01-2018]– Authorization Letter from OEMs

Ref : Tender No: <No> **Dated** <DD/MM/YYYY>

Dear Sir/ Madam,

We _____, (name and address of the manufacturer) who are established and reputed manufacturers of _____ having factories at _____ (addresses of manufacturing / development locations) 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 below mentioned equipment manufactured / developed by us.

Sr. No.	Product Name	Make & Model
1	24 Port Web Managed Switch	
2	24 Port all gigabit Web Managed Switch	
3	9U Wall Mount Network Rack	

We herewith certify that the above mentioned equipment / products are neither end of sale nor end of the life nor end of support and we hereby undertake to support these equipments till the successful completion of Warranty Period for five years from date of delivery/supply.

Yours faithfully,

(Signature of the Authorized Signatory
from OEM)

Name

Designation

Seal.

Date:

Place:

Business Address:

(Signature of the Authorized Signatory
from Bidder)

Name

Designation

Seal.

Date:

Place:

Business Address:



D. Self-Declaration

FORM – B

Performa of Compliance letter

(To be submitted on Bidder's letterhead duly signed by Authorized signatory)

To

The Deputy Commissioner,
Surat Municipal Corporation,
Mugalisara, Surat- 395 003..

Sub: Compliance with the bid terms and conditions, specifications and Eligibility Criteria

Ref: Bid for Supply, Installation, Configuration and Integration of Networking Equipments
[DC-ISD-Network-01-2018]

Dear Sir,

With reference to above referred bid, I, undersigned <<**Name of Signatory**>>, in the capacity of <<**Designation of Signatory**>>, is authorized to give the undertaking on behalf of <<**Name of the bidder**>>.

I/We the undersigned, hereby submit our proposal along with the necessary documents. The information/documents furnished along with the above application are true and authentic to the best of my/our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

I/We have thoroughly & carefully read, studied and understood the Bid documents and Addenda and Corrigenda (if any) including the technical specification, terms and conditions, instructions, etc. referred there in and the same are acceptable to our company.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document, moreover the items bided are not end of life items. .

We hereby confirm that all the components/parts/assembly/software which we shall supply on award of contract shall be original new components /parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software shall be used.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

I/We also state that our company is not black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender

Further, I/we agree to abide by all the terms and conditions as mentioned in the bid document without any condition(s). We have also noted that SMC reserves the right to consider/ reject any or all bids without assigning any reason thereof.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of SMC for disqualification will be accepted by us.

Thanking you,



For

<<Name of the bidder>>

<<Authorized Signatory>>

<<Stamp of the bidder>>



Surat Municipal Corporation (SMC)

**Bid for
Supply, Installation, Configuration and Integration
Of Networking Equipments
[DC-ISD-Network-01-2018]**

Price Bid

**Last Date of Downloading & Online Submission of Bids
April 04, 2018**

**Last Date of Physical Submission of
EMD, Bid Fee
April 11, 2018**

**Information Systems Department (ISD)
Surat Municipal Corporation
Muglisara, Surat-395003**



Surat Municipal Corporation

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PRICE BID

[Note: Must be submitted online, not to be sent physically]

#	Description and Specification of Buy Back Items (Unused)	Make, Model	Qty.	Unit Rate exclusive of all taxes	GST (%)	Amount inclusive of all GST (In words & numbers)
A	B	C	D	E	F	$G = D * (E + (E * (F/100)))$
1	24 Port Web Managed Switch		190			
2	24 Port all gigabit Web Managed Switch		30			
3	9U Wall Mount Network Rack		220			
Note: Bidders have to filled "0" in "Unit Rate exclusive of all taxes" and "GST" column in case bidders do not want to quote particular item/items.						

Note:

1. The rates (Quoted in Unit Rate Column) should be exclusive of all taxes. The applicable GST should be quoted separately in GST column in Price Bid.
2. The taxes at prevailing rate will be considered for payment purpose.