Notice for Limited Tender Enquiry

Jamia Millia Islamia intends to procure Renewal of Cyberoam Licenses at FTK-CIT, JMI. The tender document completes in all respect alongwith bank draft of R 500/- towards tender fee and notified EMD in favour of Registrar must reach the Office of Asstt. Registrar (PICO), JMI latest by 15th March, 2013 upto 12.00 Nn. The tender document alongwith other details may be downloaded from the University Website Portal: http://jmi.ac.in.

Sd/-

(Prof. S.M. Sajid)
Registrar

Dated: 25/02/2013
Jamia Millia Islamia has a requirement of renewing Licences of its Cyberoam 1500 UTM system. All interested bidders are requested to submit their bids as per the criteria given in this document:

1. Technical Bid, Tender Fee and EMD should be sealed in a separate envelope subscribing the "Technical Bid for Tender No: JMI/ICT/2013/4"

2. Commercial Bid should be sealed in a separate envelope subscribing "Commercial Bid for Tender No: JMI/ICT/2013/4"

Both Technical and Commercial Bid envelopes should be enclosed and sealed in separate envelopes subscribing the Tender Number and due date addressed to:

The Registrar,
Jamia Millia Islamia,
Jamia Nagar, New Delhi.

Tender Schedule:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Activity</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Last Date of Tender Document Submission</td>
<td>15th March, 2013</td>
<td>12.00 Nn</td>
<td>Office of the AR (PICO)</td>
</tr>
<tr>
<td>2.</td>
<td>Last Date&amp; Time till which queries related to Tender will be entertained.</td>
<td>07th March, 2013</td>
<td>12.00 Nn</td>
<td>The Registrar, JMI or <a href="mailto:iihakim@jmi.ac.in">iihakim@jmi.ac.in</a> with cc to: <a href="mailto:zhkhan@jmi.ac.in">zhkhan@jmi.ac.in</a></td>
</tr>
<tr>
<td>3.</td>
<td>Opening of Technical Bids (If required, the bidders may depute their authorized representatives at the time of opening of the bid)</td>
<td>15th March, 2013</td>
<td>03.00 PM</td>
<td>Committee Room, FTK-CIT, JMI</td>
</tr>
<tr>
<td>4.</td>
<td>Opening of Financial Bids (in front of the authorized representatives of the bidder)</td>
<td>Will be separately notified to the technically shortlisted bidders</td>
<td>Committee Room, FTK-CIT, JMI</td>
<td></td>
</tr>
</tbody>
</table>

The completed Tender documents are to submitted with Tender Fee Amount of Rs. 500 in cash/DD in favour of The Registrar, Jamia Millia Islamia
Eligibility Criteria:

For Bidder

1. The Bidder should be an established Information Technology Private/Public company registered under Companies Act, 1956 or a registered firm. The company should have been in existence for more than 5 years as on date of opening of bid.
2. A letter of authorization from the Principal specific to the tender should be enclosed.
3. The bidder should be an authorized partner of the OEM. A copy of the agreement or authorization certificate in this regard has to be enclosed.
4. The bidder should have successfully supplied and installed/maintained at least two Cyberoam 1000i or above products range of the OEM products in at least 2- PSU/Govt./Educational or any other organizations during last one-year. This should be duly supported by the Purchase Order/Work Order copies or any other associated documents. The bidder should also submit work completion certificate/document issued by respective organization for the furnished Purchase Orders / Work Orders.
5. The bidder should have been a Cyberoam supplier for past three years.
6. The bidder should be a profit making organization in each of the last preceding 3 years.
7. The Bidder should not be currently blacklisted or have been blacklisted with any Government of India Agency/ PSU, any State Government department i. The bidder shall furnish a written declaration in this regards.

The following Documents signed by the Authorised Signatory should to be enclosed in the Technical Bid:

1. EMD of Rs. 15,000/-
2. Bid Proposal Sheet (As per the format given in Annexure – I)
3. Documents in support of "Eligibility Criteria" laid down in this Tender document.
4. Compliance to the Terms and Conditions of the Tender. (As per the format given in Annexure – II)
5. Compliance to the Scope of Work and Technical Specifications (As per the format given in Annexure–III)
6. Technical Literature of the Products quoted as Per the Technical Specifications.

Documents to be enclosed in the Commercial Bid:

1. Price sheet as per enclosed the Price Format in Annexure – IV.

Authorised Signatory Name……………………….. Signature ……………….. Seal…………..
BID PROPOSAL SHEET

Tenderer’s Proposal Reference No. & Date:

Tenderer’s Name & Address:

Person to be contacted:

Designation:

Telephone No.: Fax No.: E-Mail Id:

To

The Registrar
Jamia Millia Islamia University
Jamia Nagar, New Delhi

Subject: Renewal of Cyberoam Licences at Jamia Millia Islamia.

Dear Sir,

We, the undersigned, having read and examined in detail the specifications and scope of the work as specified in Annexure – III, IV and all other bidding documents in respect of Supply, Installation and Configuration of SPSS Software at Jamia Millia Islamia, do hereby propose to provide the solution as specified in Annexure IV in the bidding document.

PRICE AND VALIDITY

All the prices mentioned in our proposal are in accordance with the terms as specified in bidding documents. All the prices and other terms and conditions of this proposal are valid for a period of 60 calendar days from the last date of submission of bids.

EARNEST MONEY

We have enclosed the required earnest money in the form of Bank Draft/ Bank Guarantee in the Technical Bid.

DEViations

We declare that all the services shall be performed strictly in accordance with the Technical specifications mentioned in the Tender document. We understand that no Technical deviation will be acceptable and any technical deviation is liable to the rejection of tender.

ADDITIONAL PURCHASE/WORK ORDER

We understand that the Jamia Millia Islamia, in case of the requirements may also place repeat purchase order/work order on the company. In such cases, we shall accept and execute all the purchase/work order placed on us by Jamia.

BID PRICING

We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the bidding document. We further understand that the quantities as specified in this Tender may increase or decrease at the time of Award of Purchase Order as per the requirements of Jamia Millia Islamia.
QUALIFYING DATA
We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge & belief.

We understand that the Jamia Millia Islamia is not bound to accept the lowest or any bid that it may receive.

Thanking you,

Yours faithfully,

(Authorized Signatory)

Date:  
Name:  
Place:  
Designation:  
Business Address:  
Seal
**TERMS AND CONDITIONS FOR TENDERS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Compliance Statement/Deviation (Pl. write)</th>
</tr>
</thead>
</table>

1. The Tenders submitted after the due date and time shall be rejected. Your quotation must be neat and clean duly signed by authorized signatories. No erasure or alteration must appear in the quotation.

2. **REQUEST FOR CHANGES IN SPECIFICATIONS ETC.**
   Any request for changes in specifications/terms or any other content of this tender document must be received at least 1-week before the notified date and time of submission of the Tender documents. Any request in this regard will not be entertained at a later stage. However, JMI reserves the right to publish addendum/corrigendum to the document even at a later stage.
   Any query should be addressed to the Registrar, JMI and may also be send through Email to ihakim@jmi.ac.in with cc to: zhkhan@jmi.ac.in

3. **NOTIFICATION OF CORRIGENDA/ADDENDUM**
   Any notification for changes in specifications/terms shall be through corrigenda/addendum which shall only be notified on the University’s website.

4. **ELIGIBILITY CRITERIA:** Documentary proofs showing satisfaction of the eligibility criteria laid down in the Tender document must be attached.

5. **SCOPE OF WORK:** Please see Annexure – III

6. **COMPLETENESS:** The solution must be complete so as to supply all required hardware/software/services to make the features functional as per the scope of work

7. **PRICES:** The prices should be quoted in Indian Rupees.

8. **LICENSES:** Licenses should be valid for 1-year from the date of installation.

9. **TRAINING:** None

10. **SUPPORT:** The prices should be inclusive of one-year standard support.

11. **LITERATURE:** The Catalogue/Pamphlets/Technical Literature and Instruction Manual must be attached.

12. **TAXES/DUTY/ETC:** All applicable taxes, duties etc should be clearly and separately mentioned in the financial bid. Please note that Jamia Millia Islamia is an educational institution and is exempted from payment of a percentage of custom duty and certain taxes as per Govt. rules for which necessary certificates will be provided by the University, if required.

13. **DELIVERY SCHEDULE:** The successful bidders are required to supply the goods within 3-4 weeks after the receipt of PO from Jamia Millia Islamia.

14. **PAYMENT TERMS:** For products 100% after delivery and installation of licenses. For Support: 50% advance in two 6-monthly installments or 100% against Bank Guarantee.

15. **VALIDITY OF PRICES:** Your quotation must be valid for 60 days from the date of tender opening. No upward change in prices and changes in terms and conditions will be permitted.
### Item

#### Compliance Statement/ Deviation (Pl. write)

<table>
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<tr>
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</tr>
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<tbody>
<tr>
<td><strong>16. INSTALLATION AND COMMISSIONING:</strong> Complete installation, and configuration work will be carried out by the Technical Expert of the supplier up to the satisfaction of JMI. Time required for installation, configuration and integration shall be indicated in the quotation.</td>
<td></td>
</tr>
<tr>
<td><strong>12. ADDITIONAL PURCHASE/WORK ORDER</strong> Jamia Millia Islamia, in case of the requirements may also place repeat purchase order/work order on the company. In such cases, we shall accept and execute all the purchase/work order placed on us by Jamia.</td>
<td></td>
</tr>
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<td><strong>13. PENALTY:</strong> In case the equipment/accessories are not supplied within specified delivery period, or the installation and commissioning is delayed beyond the specified time, a penalty @0.05% of the Purchase Order value per day will be charged from the supplier. The same would be deducted from the final payment.</td>
<td></td>
</tr>
<tr>
<td><strong>14. ARBRITATOR:</strong> All disputes arising out of this shall be referred to the sole arbitrator to be appointed with mutual consent and his/her award shall be final and binding on both the parties to the dispute. All suits in respect of this shall be in courts of Delhi.</td>
<td></td>
</tr>
<tr>
<td><strong>15. JMI's RIGHT:</strong> The JMI reserves the right to reject lowest quotation or all the quotations or accept any quotation or part thereof without assigning any reason. Further BOM as indicated in this Tender Document is subject to change determined by the needs of the University.</td>
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</table>
### Scope of Work and Technical Specifications

<table>
<thead>
<tr>
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<th>Item</th>
<th>Qty</th>
<th>Compliance (Yes/No/Remarks)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Compliance for Scope of Work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Supply of keys/licenses for Total Value Subscription Plus Renewal for Cr 1500ia (For 1 Year)</td>
<td>01</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Value Subscription plus includes Anti Malware, Anti Spam, Web and Application Filter, Intrusion Prevention System</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Premium Support* 24×7 for Cr 1500ia (For 1 Year)</td>
<td>02</td>
<td></td>
</tr>
</tbody>
</table>

*Premium support includes 24x7 Phone, Email and Web Chat support with firmware upgrades

Period of Delivery of Licenses/Keys: ..........................
FINANCIAL BID

The rates should be quoted/TYPED (Not handwritten) in INR.

<table>
<thead>
<tr>
<th>S.N.o</th>
<th>Item</th>
<th>Part No</th>
<th>Qty</th>
<th>Unit Rate* (in Rs.)</th>
<th>Tax Name, % and Amount (Rs.)</th>
<th>Total Amount (in Rs.)</th>
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Total Cost in Words (Rs): ...........................................................