

**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY,
ODISHA, BURLA – 768018**

Advt.No.VSSUT/CIF/OOR/3407 Date: 03.09.2015

07.09.2015

QUOTATION CALL NOTICE

Sealed quotations are invited by the undersigned from intending reputed, registered and experienced firms for Supply & Installation for LAN extension including integration with existing LAN switch at VSSUT. The last date of submission of quotation is 21.09.2015 up to 04.00PM. The Technical bid shall be opened on 23.09.2015 at 04.00PM & price bid on 23.09.2015 at 05.00PM For details visit University website www.vssut.ac.in.

Sd/-
Registrar

Memo No. VSSUT/CIF/ OOR/ 3408(7)

Dated: 03.09.2015

07.09.2015

Copy to :

1. M/s/ Display Lines, 219 Saheed Nagar, Bhubaneswar. The above advertisement may be published in Odisha edition of "The Samaj (Oriya Daily)" and "The Times of India (English Daily)" newspaper on 07.09.2015 or 08.09.2015 in I & PR approved rates in one issue using minimum space. The bill may be sent in triplicate alongwith a copy of the paper in which the publications is made.
2. University Notice Board
3. Dean (Faculty & Planning) with a request to display the advertisement on the University website.
4. The Comptroller of Finance, VSSUT, Burla for Information.
5. PA to Vice Chancellor for kind information of Hon'ble Vice-Chancellor.


REGISTRAR
REGISTRAR
V.S.S. University of Technology
Burla, Sambalpur, Odisha-768018

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA
(Formerly University College of Engineering, Burla)

Po: Engineering College, Burla, Dist: Sambalpur, Odisha, India, PIN: 768018

Phone: 0663-2430211, FAX: 0663-2430204, Website: www.vssut.ac.in



Quotation Document for Supply & Installation for LAN extension including integration with existing LAN at Arundhati Halls of Residence, VSSUT, Burla.

Quotation Call Notice No. VSSUT/CIF/OOR/3407

Date: 07.09.2015

Submitted by

M/s _____

Last Date and Time of Submission of Quotations by Registered/Speed Post only : 21.09.2015(Monday)up to 4.00PM during Office Hours.

Cost of Quotation Documents : Rs 500/-(rupees Five Hundred Only)

Cost of EMD : Rs 5,000.00(Rupees Five Thousand Only)

Date & Time of Opening of Technical bid : 23.09.2015(Wednesday)at 4.00PM

Date & Time of Opening of Price bid : 23.09.2015(Wednesday)at 5.00PM

The Document is prepared by VSSUT, Burla. It should not be reused or copied or used either in partially or fully in any form. The information provided by the bidders in response to this quotation document will become the property of VSSUT, Burla and will not be returned.

(Signature of Authorized signatory of Bidder with seal)

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VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

Detail Quotation Call Notice

Quotation Call Notice No. VSSUT/CIF/OOR/3407

Date: 07.09.2015

Sub: Inviting quotation for Supply & Installation for LAN extension including integration with existing LAN at Arundhati Halls of Residence, VSSUT, Burla.

The Registrar, Veer Surendra Sai University of Technology, Burla” invites sealed quotation from intending reputed and experienced firms for Supply & Installation for LAN extension including integration with existing LAN at Arundhati Halls of Residence, VSSUT, Burla.

This quotation document contains the following.

- (i) General Guide Lines for submission of quotation
- (ii) Technical Specification
- (iii) Scope of work
- (iv) Terms & Conditions of Supply & Installation
- (v) Information sheet of the bidder
- (vi) Undertaking by the Bidder
- (vii) The price bid

Sd/-

Registrar

GENERAL GUIDE LINES FOR SUBMISSION OF QUOTATION

1. Eligibility: The bidder should verify its eligibility criteria as mentioned below before submitting the quotation and enclose the required documents in the sequence listed below, to avoid rejection or disqualification of your quotation. The bidder should meet the following criteria.
 - a. The Bidder should be OEM (Original Equipment Manufacturer) or Authorized Dealer/ Distributor of the OEM of offered products (Please submit manufacturer's authorization letter, in original, on the OEM's letter head duly signed by authorized signatory).
 - b. The bidder must have wide experience in the field of LAN work in Govt. organization / public sector / Educational organization. The documentary evidence shall be provided by the firm in support of their experience.
 - c. The bidder should be a registered company making profit for the last three years, having good business track record.
 - d. The bidder should be a registered firm in India, having C.S.T /VAT/PAN/TIN/Service Tax etc.
 2. The intending firms may visit the hostel site of University, at their own expense on all working days during office hours before quoting, to acquaint themselves with the (i) scope and extent of work, (ii) extent of the university campus and (iii) environment in which their work is required to be carried out. A pre-bid presentation is to be given by the vendors with prior appointment with the Prof.-in-Charge; Central Internet Facility of the University. Vendors quoted without understanding the requirement may be rejected.
 3. The Bidder shall have the single point responsibility for the complete Turnkey solution including supply & installation of LAN extension as per scope of work.
 4. **Cost of quotation documents:** The cost of quotation documents is Rs.500/-(Rupees Five Hundred Only) (Non-refundable). The quotation documents can be downloaded from the University website www.vssut.ac.in and have to deposit a DD equal to the cost of quotation documents drawn in favor of "The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla" payable at SBI, Burla along with quotation.
 5. **Cost of EMD:** EMD for the amount of **Rs.5,000.00** (Rupees Five Thousands Only) in the shape of Bank draft drawn in favor of "The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla" payable at SBI, Burla. The EMD will not carry any interest. The EMD of unsuccessful bidder shall be returned within fifteen days of finalization of the
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work order. It shall be returned by speed post to the address of the bidder mentioned in Table-1. The University shall not be responsible for any non-receipt of the EMD by post.

6. **Submission of quotation:** This quotation documents must reach to “The Registrar, Veer Surendra sai University of Technology, Burla, Sambalpur-768018 (Odisha) by the last date of submission under a sealed cover by registered/ speed post only. The quotations received after the due date & time is liable to be rejected. Quotation by FAX/ e-mail will not be entertained.
7. This quotation documents must be filled in completely and signed by the authorized signatory of the bidder on all the pages as acceptance of all the guidelines, terms and conditions laid in this quotation document. (This document should be printed on both side of the A4 size paper sheet).
8. The quotations shall be opened in the presence of all bidder or their authorized representatives on due date and time. The bidder's representatives shall carry the letter of authorization and are required to sign an attendance sheet. Only one representative for any bidder shall be permitted to attend the quotation opening.
9. If the date of opening of quotation happens to be a holiday, a revised schedule will be notified. However, in absence of such notification, the quotation will be opened on the next working day. The time and venue remains unaltered.
10. Any additional information bidders wish to provide may be attached separately.
11. The quotation must be submitted in two parts :(i) **Technical bid** & (ii) **Price bid**.
The two bids must be submitted in two separate sealed envelopes clearly marking the bid's name and must be put in the single outer cover subscribing as “**Quotation for LAN Extension**” and also the quotation call notice number.
12. The quotation should contain the following documents.
 - a. **Technical bid containing,**
 - i. This quotation document signed on each page by the authorized signatory of the bidder.
 - ii. Self-attested copy of PAN, VAT registration, VAT clearance and service tax and incorporation etc., issued by appropriate government authority for the required services with seal of the quotation.
 - iii. Bank draft (Non-refundable) towards the cost of quotation documents in favor of the Comptroller of Finance, Veer Surendra Sai University of Technology, Burla payable at SBI, Burla.

- iv. Bank draft for EMD in favor of the Comptroller of Finance, Veer Surendra Sai University of Technology, Burla payable at SBI, Burla.
 - v. List of user Clients and documents related to experience of the bidder along with address and contact no.
 - vi. Table-2 containing details of make, model & specification of product.
 - vii. A technical capability document describing the relevant facilities and services available with them.
 - viii. Detailed literature along with make, model, data sheets, pamphlets and performance curves as applicable shall be attached with the technical offer.
 - ix. Undertaking by bidder & information sheet duly filled in in Table-1
 - x. Any other documents in support of the eligibility of the bidder.
 - b. **Price bid:** The price bid shall specify the following,
 - i. Cost for supply and installation of LAN as per technical specification and scope of work in the table-3.
13. **Cancellation of bid:** The quotation is liable to be cancelled, and the EMD shall be forfeited to the **COF, VSSUT, Burla**, in the event of any failure to comply with any of the clauses of the terms and conditions of this quotation call document or in the event of bidder withdrawing his offer before/ after finalization of this selection process. Bid without the required EMD amount and the DD for cost of quotation document will be summarily rejected.
14. **Validity:** Bid shall remain valid for 90 days after the date of bid opening. The bid valid for a shorter period shall be rejected by the University as non-responsive. In exceptional circumstances, the University may request for the consent of the bidder for an extension to the period of bid validity.
15. To assist evaluation and comparison of the bids, the University at its discretion may ask the bidder for clarification of the bid. The clarification and response from bidder shall be in writing.
16. The University reserves the right at the time of award of the order to increase or decrease the quantity of the goods and services specified in the schedule of requirements without any change in unit price of the ordered quantity.

Technical Specification

Vendors should mention the make, model and technical specification of each item to be supplied in the technical bid in the format given in table-2. Vendors quoted for substandard products will not be considered and the offered quotations are liable for rejection. Technical specification mentioned below is the minimum; any better specification will also be accepted. A list of some known/ approved makes of some items as given below is indicative and for reference of the bidders.

1. CAT6 UTP CABLE: Finolex /Tyco/D-Link or equivalent
(Unshielded Twisted Pair, Category 6, TIA / EIA 568-C.2 & ISO/IEC 11801)
2. CAT6 UTP JACK PANELS 24 PORT: HP/D-Link or equivalent
(24-port, Modular, 1U, PCB based, Unshielded Twisted Pair, Category 6, TIA / EIA 568-C.2 and ISO/IEC 11801)
3. 24p Ethernet Switch: Rack mountable: HP/D-Link or equivalent
4. 4U Rack with patch panel with glass window: Tyco/
5. I/O box set: D-Link or equivalent
6. Casing & Capping material: prime make or equivalent
7. RJ-45 connectors: D-Link or equivalent

SCOPE OF WORK

The University intends to extend the existing LAN set up in the common room of Arundhati Hostel to individual room. Hence the scope of work includes supply, installation, testing & commissioning of LAN to individual floors, Wings & Rooms and integration with existing LAN switch.

The networking of the Hostel building is proposed to be done by laying down UTP cat-6 cable between the existing rack to the proposed rack and hence to individual room. Bidders are advised to quote for total bill of materials considering this as a turnkey project for LAN extension in the hostel of the University. Please note that any addition to bill of materials will have to be mentioned in the bidder's commercial offer itself. New installation and integration with existing LAN setup includes but not limited to the following tentative work:

1. A sketch showing LAN in the hostel building is enclosed as a part of the quotation for 200 nodes.
2. Wall mounting of 4U racks in each floor and wing as per drawing with 24-p patch panel. Fitting of 24p Ethernet switches in the racks.
3. Laying and Termination of CAT6 UTP Cable. All cabling must be "structured".
4. The switches proposed by the bidders must be compatible to the existing network.
5. Cabling of UTP Cat-6 with casing & capping of suitable size from existing switch to new switches to be installed in individual floor and wing.
6. Cabling of UTP Cat-6 with casing & capping of suitable size from patch panel of new switches to I/O ports to be installed in individual rooms.
7. Patch cords as required for connecting jack panel to switches are to be provided by the vendor.
8. Installation of I/O ports in each node in position equals to number of rooms.
9. Wherever required, local power supply to the switches is to be provided with necessary electrical arrangement by the vendor.
10. Successful Bidder after placement of order shall be fully responsible to get all drawings approved from University before execution.
11. The price quoted by the vendor should include all the expenses to be incurred in commissioning of all equipment with power supply and accessories.
12. No extra cost shall be paid for miscellaneous items if required to complete the work as per the design concept.
13. The bidders proposal shall include the list of tools (such as crimping tool, Krone

Punch tool) and other accessories, which are required for installation of the

Connection. No separate charges for fixing/crimping/other connection charges would be paid by University

14. Repair/Refurnishing work owing to damage caused due to cabling or any other work related to this Project. There should not be any hanging or uncovered wire.
15. Equipment furnished shall be complete in every respect with all mountings, fittings, fixtures and standard accessories normally provided with such equipment's and/or needed for erection, completion and safe operation of the equipment's as required by applicable codes though they may not have been specifically detailed in the quotation document, unless included in the list of exclusions. All similar standard components/parts of similar standard equipment's provided shall be inter-changeable with one another.
16. The installation of equipment shall be accepted only after installation tests are over.
17. The bidder should ensure while installation of LAN, day-to-day functioning of official work and existing network setup/connectivity/internet connectivity should not get disrupted.
18. Any addition/ alternation/ modification to the LAN structure required and/or inevitable, if any during execution of the job shall be taken up in consultation and recommendation of PIC, Central Internet Facility.

TERMS AND CONDITIONS OF SUPPLY & INSTALLATION, OF LAN

All the terms and conditions enumerated in the quotation document shall remain enforced and shall form part of the contract.

1. Acceptance Certificate: The firm must submit a certificate for the acceptance of the work order within seven days of the issue of the work order.
2. The firm may be required to install and run the system within a month from the date of issue of the work order. Rate offered in the quotation shall not be enhanced under any circumstance.
3. The price coated by the vendor should include all the expenses incurred in commissioning of LAN with power supply, accessories and other devices complete.
4. Termination of contract: The University, may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Supplier, terminate this contract in whole or in part.
 - a. If the supplier fails to deliver any or all the goods within the time period (s) specified in the contract, or any extension thereof granted by the University.
 - b. If the Supplier fails to perform any other obligation(s) under the contract;
 - c. If the Supplier, in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as the University may authorize in writing) after receipt of the default notice from the University.
 - d. On a notice period of 30 days.
5. The University may at any time terminate the Contract by giving written notice to the Supplier, without compensation to the supplier if the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the University.
6. **Payment: Payment of supply and installation Part:** 90% Payment will be made after 15 days of successful supply, installation, and testing the functioning of the system and also imparting training. Balance 10% shall be paid after 30 days of successful functioning of the system.
7. The supplier shall submit all bills in triplicate on printed forms to the University. The billing must be done with Odisha State VAT billing.
8. The firm must submit valid and up-to-date VATCC, service tax certificate and PAN along with the bill before release of payment.

9. The University will make payments through account payee cheque drawn on SBI Burla, in Indian Rupees. No interest on any deferred claim arising out of this contract shall be payable in any case what so ever.
10. The assets and articles once purchased and installed by the University shall be property of the University.
11. All equipment/ devices shall be covered by at least **one year on-site warranty** from the date of commissioning of the project. However, if any individual component has warranty of more than one year offered by manufacturers, the same will prevail.
The equipment/ devices found faulty during warranty period shall be replaced soon.
12. Jurisdiction and Right to Amend Rules: The University reserves the right to amend the rules of operation whenever and wherever considered necessary and appropriate. The same shall be intimated to the firm in due course. The University rules shall be binding for execution of the contract. Further, in case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, the Vice-Chancellor of the University is the sole arbitrator to decide the same and his decision is final and binding on both the parties. If differences persist even after attribution and there are compelling reasons to go to the court, it will be decided in the court of Sambalpur only.

Table-1 INFORMATION SHEET OF BIDDER

S/L	Description	To be filled in by the supplier
1	Name of the Vendor	
2	Address with phone No./FAX/ e-Mail	
3	Contact Person(s) Phone No. /Mobile No.	
4	Contact Escalation Matrix (Separate sheet may be attached)	
5	Details of Bank Draft towards the cost of quotation documents	
6	Details of EMD	
7	VAT /Service Tax registration details	
8	Experience Details (Separate sheet may be attached)	
9	Financial Turn Over (Annual) for last three years	

DECLARARION: I/We hereby certify that the information furnished above is full and correct to the best of my/our knowledge. I/We understand that in case any deviation is found in the above statement at any stage, the quotation is liable to be rejected.

(Signature of Authorized signatory of Bidder with seal)

UNDERTAKING BY THE BIDDER

To
The Registrar,
Veer Surendra Sai University of Technology,
Burla, 768-018.

Subject: Quotation for Supply & Installation for LAN extension including integration with existing LAN at Arundhati Halls of Residence, VSSUT, Burla.

Dear Sir,

Having examined the conditions of this quotation call document I/we, undersigned, offer for Supply & Installation for LAN extension including integration with existing LAN at Arundhati Halls of Residence, VSSUT, Burla.

I/We undertake to complete the job within 45 days' time, calculated from the date of issue of your work order.

1. I/We understand that you are not bound to accept the lowest or any quotation, you may receive.
2. I/We enclose all the sheets of this quotation call document duly signed by me/us on every page, as a token of having studied the specifications pertaining to this site and having accepted the same.
3. Certified that I/We have studied the full contents of the quotation call document and enclosures and agree to quote by the terms and conditions herein. In case of non-observance of any of the conditions mentioned in the quotation form, my/our quotation may be cancelled.

Dated:

Signature of

In capacity of

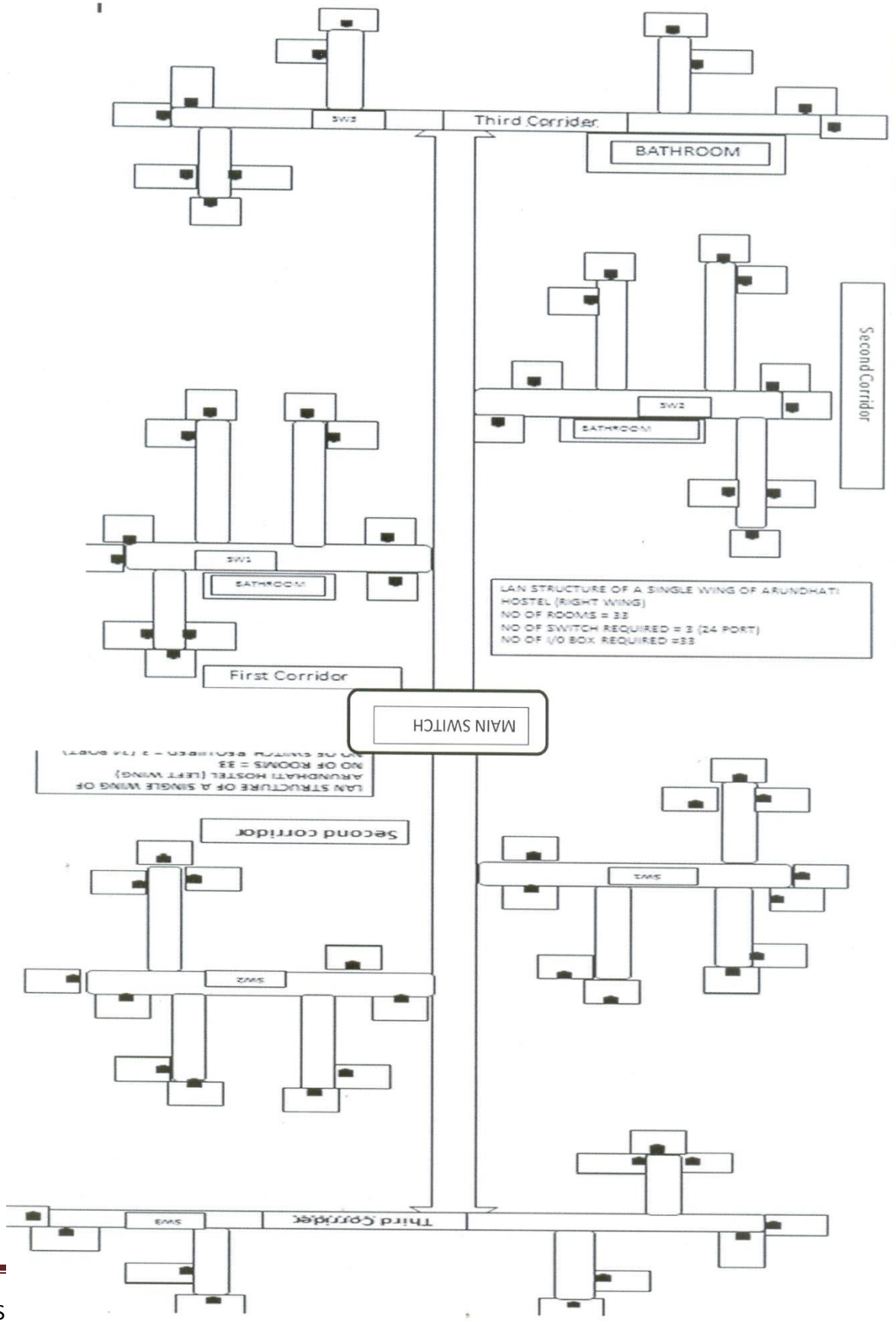
Duly authorized to sign the quotation for and on behalf of

Name and Address of the authorized Signatory

Signature

TABLE- 2 (Details of make, model & specification of items)

SL NO	ITEM	Make	Model	Specification
1	4U wall mountable Rack with glass window			
2	24-p Ethernet switch, Rack mountable			
3	I/O Box Set			
4	RJ-45 Connector			
5	UTP Cat-6 Cable			
6	Casing & Capping			
7	Patch cord			
8	Patch Panel			
9	Electric board with plug ,switch & wire as requires			
10	Others, if any			



Financial Bid

The Financial Bid may be submitted as per the technical bids covering all possible equipment/materials required for the LAN extension work. (Cost for each item may be mentioned separately).

Table-3: LAN Extension Work: All the items mentioned below are for Supply, installation & Commissioning.

SL NO	ITEM	QUANTITY	UNIT	Rate	Amount
1	Supply & fixing of 4U wall mountable Rack in position	18	Nos.		
2	Supply & Fitting of 24P Ethernet switch in Rack	18	Nos.		
3	Supply & fitting of I/O Box in each room	200	Nos.		
4	UTP Cat-6 cabling with casing & capping for up-linking to switches & individual room/ node.	3690 (approx.)	mtr.		
5	Supply & installation of Patch Panel with termination of cabled cat-6	18	Nos.		
6	Supply & installation of Power supply point for switches with required cable, switches ,plugs etc	18	nos		
Total					
Taxes:					
Total including Taxes					
In words:					

N.B.:-i. The quantity mentioned above is subject to change; however for finding out the lowest Bidder the above mentioned quantities will be used the bidder must submit the sheets mentioning the designation wise breakup for the total cost. No correction on this sheet shall be entertained.

- i. Prices shall be quoted inclusive of all taxes, duties, freight and forwarding and cost of

Unit Price will prevail.

ii.The quantity of UTP cabling mentioned above is tentative. The actual quantity may vary while execution. However, payment shall be made as per actual quantity of cabling done to meet the requirement.