



**NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
(Indian Council of Medical Research)**

Department of Health Research, Ministry of Health and Family Welfare, Government of India
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, N.H-7, B. B. Road, Kannamangala Post,
Bengaluru-562 110 (India)

TENDER FOR

**Purchase of Internet Leased Line for
National Centre for Disease Informatics and Research (ICMR), Bengaluru**

Email: nkdir@ncdirindia.org / adm.ncdir@gov.in

Website: www.ncdirindia.org

Tender Inquiry No: NCDIR/ICMR/ILL/652/2018-19

Date: 20-12-2018

Name of the Bidder:

Cost of Tender Document – ₹ 250/-



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NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
Indian Council of Medical Research, Bengaluru

NOTICE INVITING TENDER

NCDIR, Bengaluru invites sealed tenders under two bid system for Purchase of Internet Leased Line for National Centre for Disease Informatics and Research (ICMR), Bengaluru.

SCHEDULE		
Sl. No.	Activity Description	Schedule
1.	Tender Enquiry	No. NCDIR/ICMR/ILL/652/2018-19
2.	Sale of tender Document	Tender can be collected from NCDIR, Bengaluru office or downloaded from our website www.ncdirindia.org , https://eprocure.gov.in From 20.12.2018 to 25.01.2019 up to 5:00 PM
3.	Time and date of Pre-bid Meeting	07.01.2019 at 2:00 PM
4.	Time and last date of depositing Tender/Bid	28.01.2019 upto 5:00 PM
5.	Time and date of Opening of Technical Bid	29.01.2019 at 2:00 PM
6.	Time and Date of opening of Financial Bid	The Financial bid will be opened after evaluation of technical bid, which will be announced later.
7.	Minimum Validity of tender Offer	One year from the date of Opening of tender
8.	Services to be offered	Purchase of Internet Leased Line for NCDIR, Bengaluru
9.	Estimated Cost of Tender	₹ 9,00,000/-
10.	Amount of EMD to be Deposited	₹ 18,000/-
11.	Cost of Tender Document	₹ 250/-

Important Notes:

1. NCDIR reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
2. Any Addendum/Corrigendum date extension in respect of above tender shall be displayed on our website www.ncdirindia.org only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit our website to keep them updated.

DIRECTOR
NCDIR (ICMR) BENGALURU

1. INTRODUCTION:

NCDIR invited bids from eligible bidders for providing secured Internet Leased Line connection to NCDIR, Server Room, Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, Adjacent to Trumpet Flyover of BIAL, Kannamangala Post, Bengaluru for enhancing organization communication infrastructure.

2. SCOPE OF WORK:

To provide one secured Internet Leased Line (1:1) (ILL) to National Centre for Disease Informatics and Research, Bengaluru-562110 with:

1. Bandwidth- 40 Mbps (1:1) dedicated wired Internet Leased Line Uncompressed and Unshared.
2. Public IP- 1 or more
3. The bidder should furnish Internet Bandwidth Utilization/performance reports on a monthly basis. However, the bidder should also provide interface to NCDIR for monitoring utilization / performance reports on real time, hourly, daily and weekly basis.
4. Termination last mile connectivity on fibre only (To be terminated at the Firewall provided by NCDIR in the 2nd floor Server room).
5. Should support dual stack (IPV4 and IPV6)
6. Support – 24 x 7 x 365 helpdesk and service facility.

3. ELIGIBILITY CRITERIA:

1. The bidder should have relevant experience of more than three years in the field of providing internet services in India and developing business solutions for Govt/PSU/Corporate organizations who need a dedicated bandwidth and leased line connection for 24 hours a day access.
2. It should have offered similar internet services or developed leased line connection setups for Govt/PSU/Corporate organization of India with bandwidth of 40 Mbps or more.
3. Bidders must have service tax registrations and PAN in the name of the bidding company.
4. Bidder should have its own POP (Point of Presence) in Bengaluru. Details about POP (contact No & address) should be provided for technical evaluation purpose.
5. The bidder must be a single entity. Consortiums will not be allowed to participate in the procurement process. The bidder should not have been blacklisted debarred from participating in tendering by the Central Government/State Government/other Govt. bodies or under a declaration of ineligibility for corrupt or fraudulent practices.
6. All related documentary proof of meeting eligibility criteria must be submitted with the Technical Bid.

7. The Bidder shall not be blacklisted by any of the Government agencies for any corrupt or fraudulent practices.
8. If either NCDIR or the Bidder wants to be end the contract, a notice of one month must be provided by the party initiating the termination of the contract.
9. NCDIR must be intimated / reminded at least two months in advance before the contract is due for renewal.
10. A New Disclosure Agreement (NDA) should be signed within one month of purchase order.

4. INSTRUCTIONS TO THE BIDDERS:

The tender shall be submitted in accordance with these instructions and any tender not confirming the instructions as under is liable to be rejected. These instructions shall form the part of the tender and contract.

1. Submission of Bids:

Only physical bids received by NCDIR, Bengaluru office will be considered for opening. Bids sent through fax or email will not be considered.

The tender should be submitted in a sealed cover in two parts as under

- a) **Technical Bid:** Envelope should be super-scribed as "Technical bid for Purchase of Internet Leased Line".
 - b) **Financial Bid:** The second envelope should be super-scribed as "Financial bid for Purchase of Internet Leased Line".
2. Both the above parts should be submitted in Tender method clearly mentioned as "Tender for providing Internet Leased Line connection to National Centre for Disease Informatics and Research, Bengaluru-562110". The bidder should give their name & address.
 3. Any proposal received by NCDIR after the date and time specified in the tender shall be rejected.
 4. NCDIR shall not be responsible for any postal delay or non-receipt/non-delivery of the documents. No further correspondence on the subject will be entertained.
 5. Any default by the bidder in respect of the tender terms & conditions will lead to rejection of the bid.
 6. NCDIR reserves the right to reject any or all proposals without assigning any reasons thereof.
 7. The bids shall be opened in the presence of the bidders or their authorized representatives on the appropriate date. The bidder's representatives who are present shall sign an attendance sheet. Letter of authorization shall be submitted by the bidders before they are allowed to participate in bid.

8. A pre bid meeting will be held on 07.01.2019.
9. The bids submitted shall remain valid for a period of one year from the date of opening the technical bid.
10. If the date fixed for opening of bids is declared a holiday by the authority, the revised date of opening will be the next working day / revised date will be fixed.
11. The Committee constituted by the Director NCDIR shall have the right to verify the particular furnished by the bidder independently. Those technically qualified bids will only be considered for price evaluation (Financial bid). Price should not be quoted with technical bid; otherwise the tender will be rejected without any correspondence. Decision of the Director, NCDIR Bengaluru on the eligibility for qualifying technical bids shall be final and no representation shall be considered in this regard.
12. All the communication with respect to the tender shall be addressed to:

The Director,
National Centre for Disease Informatics and Research (ICMR)
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli
Off N.H. -7, Adjacent to Trumpet Flyover of BIAL
Kannamangala Post, Bengaluru – 562 110

13. In the event of any dispute the legal matter shall be subject to the jurisdiction of Bengaluru Court only.
14. On receipt of the approval from ICMR Hqs. New Delhi, the purchase / work order will be issued to the successful bidder.

5. TECHNICAL BID:

Technical Bid must contain the following,

1. Copy of Certificate of incorporation / Certificate of Registration of the bidder.
2. **Technical Bid (Annexure- I)**: Duly filled in and signed on the letter head of the company.
3. **Proof of Experience (Annexure – III(a))**: Relevant Experience of the bidder in the field of providing bandwidth through dedicated leased line connectivity and internet services to Govt. /PSU organizations. (Documentary proofs like work order/contract agreement/invoices etc are required for ascertaining bidder's work experience).
4. **Satisfactory Performance Certificate (Annexure – III(b))**: Copy of satisfactory Performance certificate towards executing at least two similar contracts of same nature and value.
5. **Vendor/Contractor/Supplier Details (Annexure – IV)**: The Bidders shall submit the copy of details mentioned in Annexure - IV.

6. Detailed approach and Methodology for carrying out the task. (Substantiate with the pictorial diagram)

7. **Undertaking from Bidders (Annexure – V)**

8. **Tender Fee & Earned Money Deposit Payment Particulars (Annexure – VI)**

(i) Tender Fee of ₹ 250/-

The cost of tender document is ₹250/- (Rupees two hundred and fifty only) (Non - refundable). The tender document can be obtained by paying the fees through Demand Draft / Bankers Cheque drawn in favour of “The Director, NCDIR payable at Bengaluru”. The cost of tender document shall be attached with Technical Bid in case the tender document is downloaded from the website. The Tender Document is not transferable to any other bidder.

(ii) Earnest Money Deposit (EMD) of ₹ 18,000/-

- a. The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC), Micro and Small Enterprises (MSEs) as defines in MSE Procurement policy issued by Dept. of Micro, Small and Medium Enterprises or the concerned Ministry or Department shall be exempted from the payment of Earnest Money as defined under Rule 170 of General Financial Rules (GFR), 2017. In such case, copy of the certificate showing registration with the above mentioned institutions to be enclosed along with the bid.
- b. In case the unit is not covered as above, it shall submit the offer along with the Earnest Money Deposit (EMD) for ₹ 18,000/-

An Earnest Money Deposit of ₹ 18,000/- (Rupees eighteen thousand only) in the form of demand draft drawn in favour of Director, NCDIR Bengaluru may be submitted, failing which their bids will not be considered valid. The amount will be refunded to unsuccessful bidder without any interest after completion of the tender process. The EMD should remain valid for a period of 45 days beyond the final tender validity period.

Note: The EMD will be forfeited in following cases:

- a) If the bidder fails to accept the order based on his/her offer (bid) and within the prescribed time.
 - b) If the bidder fails to supply the material with technical specifications in compliance with the specification as mentioned in Annexure -I.
 - c) If the bidder delays supply beyond a reasonable time resulting in disruption of NCDIR works.
9. **Non-Blacklisting Declaration (Annexure – VIII):** A self-certified letter by the authorized signatory of the bidder stating that the bidder is not blacklisted or debarred from tendering by the Central Government/State Government/Other Government bodies or under a declaration of ineligibility for corrupt or fraudulent practices as on the last date for submission of the bid.

10. **Turn over Details (Annexure – IX):** A copy of the bidder's audited profit and loss account/balance sheet/annual report for at least last two financial years.
11. Details about their POP with 24x7x365 helpdesk/service facility with escalation matrix for attending the complaints are mandatory.
12. A copy of the tender document duly signed on each page by the authorized signatory for endorsing the compliance to all clauses of tender by the bidder.
13. All other relevant document required as evidence of meeting technical evaluation criteria and their proposal criteria.

6. FINANCIAL BID:

The bidder must give Financial Bid as per the price bid format given in **Financial Bid (Annexure-II)**. The bidders are also mandatorily required to give details for arriving at each of the figure. The details of taxes wherever applicable also be mentioned.

7. EVALUATION PROCEDURE:

The evaluation of technical bids shall be undertaken by committee of the officers duly constituted for this purpose. The Technical evaluation would be based on the following:

- (i) The assessment of bidders meeting the eligibility criteria.
- (ii) The assessment of technical capability of bidder to carry out desired scope of work.
- (iii) The assessment of the capability of bidder to carry out desired scope of work in stipulated time as assessed on the basis of carrying out past works in preceding three years.
- (iv) The Financial/ Price Bids of only those bidders will be opened whose bids have been technically found suitable.
- (v) On the basis of technical evaluation the eligible entities shall be identified and their financial bids shall be opened. The lowest bidder giving cost-effective solution will be awarded the work subject to meeting all terms & conditions and criteria.
- (vi) Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

8. PERIOD OF CONTRACT:

Under normal circumstances the contract shall be valid for a period of one-year from date of issue of purchase work order. However, contract may be extended for further period up to two years on the same rates, terms and conditions if the service is found satisfactory. However, the payment will be made as per actual and as defined under the Para 9 (Payment Terms).

9. PAYMENT TERMS:

- (i) Bidders should strictly quote the prices as per **Financial Bid (Annexure-II)**.
- (ii) Payment will be made on quarterly basis on submission of invoice with requisite details of payments being claimed.
- (iii) No advance payment will be made.
- (iv) The payment will be made through NEFT by NCDIR to the bank account as mentioned in the bank mandate. The bidder shall submit the documents which shall clearly indicate that the Purchase of Internet Leased Line are done and said document shall be duly acknowledged by the Administration of NCDIR.

10. DELIVERY PERIOD:

Successful bidder will be required to deliver the services as per scope of work within one week from the date of signing the contract agreement.

11. EARNEST MONEY DEPOSIT (EMD):

- (i) Bidder shall submit, EMD of Rs. 18,000/- (Rupees eighteen thousand only) in the form of a Demand Draft/Banker's cheque on any Scheduled / commercial bank, in favour of "The Director, NCDIR" payable at Bengaluru on or before the opening of the Technical Bid i.e. 29.01.2018. EMD in any other form shall not be entertained. The EMD shall be denominated in Indian Rupees only. No interest will be payable to the Bidder on the amount of EMD. Bids submitted without the EMD shall be summarily rejected.
- (ii) An unsuccessful Bidder's EMD will be discharged/ returned / refunded as promptly as possible, but not later than 30 days after the award of the contract to the Successful Bidder.

12. THE EMD MAY BE FORFEITED:

If a Bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any:

Or

If the successful bidder fails to submit the performances guarantee or sign the contract within specified time.

13. PENALTY CLAUSE:

- (a) In case of default in performance on the part of the Agency, NCDIR shall decide the penalty to be imposed for such default considering the quantum and other related factors which shall be deducted from the payments that may become due to the Agency.
- (b) In case the agency fails to carry out the contract to its logical conclusion, delays its performance or poor performance to the extent making the whole exercise futile, the NCDIR shall be at liberty to forfeit the Bank Guarantee and get the amount credited to NCDIR's accounts.

- (c) In case of any breach of terms of the contract agreement, the Agency shall be liable to penalty/ legal action as the circumstances warrant as assessed by NCDIR. However, any breakdown in service beyond one hour will be penalized as follows;
- i. A penalty of Rs. 500 per hour beyond first hour will be imposed for any breakdown in service. No penalty will be imposed if the fault is attended within one hour of reporting subject to maximum penalty of monthly rent during the month. A part of the hour will be considered as one hour for calculating penalty.
 - ii. Breakdown in excess of 12 hours during one month will be considered as unsatisfactory service and the contract is liable to be terminated solely on the basis of discretion of NCDIR.

14. VALIDITY OF TENDER:

- a) The tender shall be valid for a period of one year from the date of opening of the tender.
- b) Bidder for any reason whatsoever withdraws the tender after it is accepted or becomes unable or fails to execute the orders within stipulated delivery period, NCDIR shall be at liberty to cancel the order forthwith and the EMD of the tender in such a case will be forfeited by the NCDIR.
- c) No representation for the enhancement of the prices of the accepted tender or alteration of the terms and conditions will be entertained till the successful completion of installation of the Internet Leased Line.

15. OFFERS READY STOCK / SUBJECT TO PRIOR SALE:

- a) Offers from ready stock are preferred. In case the offers are subject to prior orders, the Bidders shall indicate the period within which the ordered quantity will be supplied. The Bidders shall note that in case Bidder fails to supply within the period of delivery indicated in the said tender, penalty at the rate of 1% of value of the order, per week of delay subject to maximum of 20% of the order value will be levied.
- b) The successful Bidder shall, within 5 working days from the date of receipt of communication of acceptance of quotes from NCDIR shall intimate his acceptance of the order. The successful Bidder shall complete supplies strictly as per the accepted delivery period.

16. PRICE APPLICABILITY:

The price shall be firm and shall include all applicable taxes and charges. Any variation in the duties, levies etc. during the period of services shall be charged to the bidder account. The rates quoted shall be all inclusive, with the delivery, up to destination i.e. NCDIR, Bengaluru.

17. INSPECTION AND TESTS

- a) The Purchaser or its representatives or ultimate client shall have the right to inspect and test the goods for their conformity to the specifications. The Purchaser may also appoint an agency for this purpose. The technical specifications shall specify what inspection and tests the Purchaser requires and where they are to be conducted, Where the Purchaser decides to

conduct such tests on the premises of the Contractor, all reasonable facilities and assistance like testing instruments and other test gadgets including access to the drawings and production data shall be furnished to the Inspector free of cost. In case the tested goods fail to conform to the specifications, the Inspector may reject them and the Contractor shall either replace the rejected goods or make alteration necessary to meet the specifications requirements free of cost to the Purchaser.

- b) Notwithstanding the pre-supply tests and inspections, the material on receipt in the Purchaser's premises shall also be tested and if any material or part thereof is found defective, the same shall be replaced free of cost to the Purchaser. If any material before it is taken over is found defective or fails to fulfil the requirements of the contract, the Inspector shall give the Contractor notice setting forth details of such defects or failures and the Contractor shall make the material good or alter the same to make it comply with the requirements of the contract and in any case within a period not exceeding 1 month of the initial report. These replacements shall be made by the Contractor, free of the all charges, at the site(s).

18. SERVICE FACILITY:

In order to ensure proper and timely after sales service, contact details with addresses of service centre nearest to Bengaluru shall be provided along with the bid.

19. TAXES:

Contractors shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser.

20. SUB-LETTING:

The Bidder cannot assign or transfer and sub-contract its interest/ obligations under the contract without prior written permission of the Purchaser.

21. ARBITRATION

- a) In the event of any dispute arising between Purchaser and the Contractor in any matter covered by this contract or arising directly or indirectly there from or connected or concerned with the said contract in any manner of the implementation of any terms and conditions of the said contract, the matter shall be referred to 'The Director, National Centre for Disease Informatics and Research (ICMR), Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, Adjacent to Trumpet Flyover of BIAL, Kannamangala Post, Bengaluru -562 110 (India), who may himself act as sole arbitrator or may name as sole arbitrator an officer of NCDIR notwithstanding the fact that such officer has been directly or indirectly associated with this contract and the provisions of the Indian Arbitration Conciliation Act, 1996 shall apply to such arbitration. The contractor expressly agrees that the arbitration proceedings shall be held in Bangalore.

- b) The proceedings of arbitration shall be in English language:

- c) In case any contractor wants to take the dispute to a court of law after arbitration award as aforesaid, it is clearly understood that only courts in Bangalore shall have the Jurisdiction.

22. RISK PURCHASE

In the event of Contractor's failure to execute the contract to the satisfaction of the purchaser, the purchaser reserves the right:

- a) To reject any part of the Contract executed and withhold payment for such portion of the Contract till such time the defects are rectified to the satisfaction of the purchaser.
- b) To terminate the Contract by giving 2 weeks' notice in writing without assigning any reason and to get the Contract executed by other agency at the risk and cost of the Contractor.

23. APPLICABLE LAWS

This contract shall be interpreted, construed and governed by the laws of the Republic of India and the parties hereby submit to the exclusive jurisdiction of the Court at Bangalore and to all Courts at Bangalore having jurisdiction in appeal there from. Any dispute in relation to the contract shall be submitted to the appropriate Court of the Republic of India for determination. The parties to the contract shall continue to fulfil their respective obligations under the contract during the currency of the contract pending the final decision of the Court.

24. TERMINATION FOR DEFAULT

- a) The Purchaser, may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this contract in whole or in part.
- 1) If the Contractor fails to perform any other obligation(s) under the contract;
 - 2) If the Contractor, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
 - 3) If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 12 hours/month (or such longer period as the Purchaser may authorize in writing) after receipt of the default notice from the Purchaser.
 - 4) On a notice period of 60 days.

For the purpose of this Clause:

- 1) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract
 - 2) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition".
- b) In the event the Purchaser terminates the contract in whole or in part pursuant to above paragraph the Purchaser may procure, upon such terms and in such manner as it deems

appropriate, goods similar to those undelivered and the Contractor shall be liable to the Purchaser for any excess cost for such similar goods. However, the Contractor shall continue the performance of the contract to the extent not terminated.

26. PERFORMANCE SECURITY

- a) The successful bidder shall deposit an amount equal to 10% of the approved tender cost within 2 weeks of conveying NCDIR's intention for accepting the bid as Performance Security.
- b) Performance Security shall be submitted in the form of Bank Guarantee issued by a scheduled Bank and the Proforma provided in Performance Security Bond Form (**Annexure VII**) of the bid document or DD/Banker's cheque drawn in favour of Director, NCDIR, Bengaluru
- c) Performance Security will be discharged after completion of contractor's performance obligations under the contract.

27. TERMINATION FOR INSOLVENCY

The Purchaser may at any time terminate the Contract by giving written notice to the Contractor, without compensation to the contractor if the contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

28. ADD ON/REPEAT ORDER

NCDIR, reserves the right to place Add on/Repeat order for additional quantity to 100% of the original quantity at the same rate and terms & conditions of the purchase order within six months from the date of issue of purchase order.

ANNEXURE – I
TECHNICAL BID

(To be submitted On Company Letter Head)

To,
Director,
National Centre for Disease Informatics and Research (NCDIR),
Bengaluru 562110

Subject: Submission of proposal in response to the Tender for providing Internet Leased Line services to NCDIR, Bengaluru.

Dear Sir,

1. Having examined the tender document, we the undersigned, herewith submit our proposal in response to your tender Notification for providing Internet Leased Line connection to NCDIR, Bengaluru in full conformity with the said tender document. Our contact persons are:
Name:
Title:
Company Name & Address:
Phone/ Mobile/ Fax/ Email:
2. We have read the provision of the tender document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
3. We agree to abide by this proposal, consisting of this letter, the detailed response to the tender and all attachments, for a period of one year from the date of opening of the technical bids as stipulated in the tender document.
4. We would like to declare that we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices.

Date:

(Signature)

Duly authorised to sign the Bid Response for and on behalf of:

(Name and Address of Company) Seal/Stamp:

ANNEXURE - II
FINANCIAL BID
(To be submitted On Company Letter Head)

Reference No.

To,
Director,
National Centre for Disease Informatics and Research (NCDIR),
Bengaluru 562110

Dear Sir

With reference to the tender no. NCDIR/ICMR/ILL/652/2018-19 dated for "Providing Internet Leased Line connection to NCDIR, Bengaluru", we have carefully studied its scope of work and deliverables and based on these, we submit our best rates for carrying out the desired scope of work as below:

Sl. No.	Services	Annual Charges (in Rs.)
1.	40 Mbps Internet Leased Line (1:1) NCDIR, Bengaluru 562110	
2	Installation charges if any	
3.	Applicable Taxes	
4.	Grand Total (1+2+3) in Rupees	

AFFIRMATION

We affirm that the total price given above represents the entire cost to complete the work in accordance with the scope of work and is inclusive of all expenses and incidentals etc. in particular, the price is also inclusive of cost of any stationery, telephone expenses, Infrastructure requirements such as manpower, transportation, telephone expenses, PCs, Laptops, data cards, application software, License requirement, installation & maintenance requirement, feasibility check or any special equipment required for design and delivery etc. and no claim will be made on account of any increase in expenses to be incurred during the validity of the work order.

Place: (Signature of the Authorized Person):
Date: (Name of the Authorized Signatory) :
Designation :
Contact Details :

ANNEXURE – III(a)
PROOF OF EXPERIENCE

Date: _____

To,
Director,
National Centre for Disease Informatics and Research (NCDIR),
Bengaluru 562110

Sl. No.	Name of the Organisation / Clients	Name of the Contact Persons & Number	Address	No. of years
1				
2				
3				
4				
5				
6				
7				
8				
9				

Important: Documentary Proof like work order/Agreement/Invoice should be enclosed for each organization mentioned above.

Signature of Bidder

Name: _____

ANNEXURE – III(b)

SATISFACTORY PERFORMANCE CERTIFICATE

Date: _____

To,
 Director,
 National Centre for Disease Informatics and Research (NCDIR),
 Bengaluru 562110

Sl. No.	Name of the Organisation / Clients	Name of the Contact Persons & Number	Address
1			
2			
3			
4			
5			
6			
7			
8			
9			

Important: Copy of satisfactory performance certificate should be enclosed for all the firms mentioned above.

Signature of Bidder

Name: _____

ANNEXURE – IV

ON THE LETTERHEAD OF THE VENDOR/CONTRACTOR/SUPPLIER DETAILS

Date:

To

The Director,
 National Centre for Disease Informatics and Research (NCDIR)
 Bengaluru – 562 110

Dear Sir,

We hereby give our consent to accept the related payments of our claims/bills on NCDIR through Cheques or Internet based online E-Payments system at the sole discretion of NCDIR. Our Bank account details for the said purpose are as under:

<u>A. Vendor Details</u>	
1. Name (As per the Bank Records)	
2. Address	
3. PAN No.	
4. TIN No.	
5. GST No.	
6. Email ID	
7. Mobile Number	
<u>B. Particulars of Bank Account:</u>	
1. Bank Name	
2. Branch Name/Branch Code	
3. Branch Address	
4. 9 Digit MICR No. of Bank and Branch (As appearing on the cheque)	
5. Account Type (Saving/Cash credit/ Current)	
6. Account Number (as appearing on the cheque book)	
7. IFSC Code of the Branch (For RTGS)	
8. IFSC Code of the Branch (For NEFT)	

***(please attach a blank copy of a cancelled cheque/photocopy of a cancelled cheque issued by your Bank related to the above account number for verifying the accuracy of the 9 digit MICR code number.

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected to all for reasons of incomplete or incorrect information, I would not hold the user Institution responsible.

Date:

Signature/Seal of Firm

Phone No:

Certified that the particulars furnished above are correct as per our records

Date:

Company's Authorized Signatory

Phone No:

Encl: Photocopy of cheque duly cancelled and copy of Indian PAN Card

ANNEXURE – V

UNDERTAKING FROM BIDDERS

To

The Director,
 National Centre for Disease Informatics and Research (NCDIR)
 Bengaluru – 562 110

Sir,

Nature of Services	Purchase of Internet Leased Line for NCDIR, Bengaluru
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Having examined and pursued the tender documents,

I/Wedo hereby submit tender in prescribed formats for supply of Internet Leased Line to NCDIR, Bengaluru, completed in all respects in accordance with the conditions applicable.

If this tender is accepted, I/We agree to abide by and fulfil all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before submission of this tender, I/We have carefully read and followed the instructions and I/We have understood the existing system of supply in the NCDIR, including the scope and nature of duties expected from the Bidder.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the NCDIR, Bengaluru based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post (registered or ordinary) or courier or left at my/our address furnished herein. I/We fully understand the terms and conditions in the tender documents.

Date:

Name, signature & seal of the bidder

ANNEXURE – VI

TENDER FEE & EARNEST MONEY DEPOSIT PAYMENT PARTICULARS

Number of Demand Drafts enclosed:

Demand Draft particulars:

Sl. No.	D. D. No.	Date	Name of the Bank / Branch and Place	Amount
1.				
2.				
3.				

I / We, hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

Signature :

Name :

Designation :

Name of the Agency:

Address of the Bidder:

Phone No. & Mob. No. :

Email Address :

Website Address (if any) :

Date :

ANNEXURE –VII

PERFORMANCE SECURITY BOND FORM

1. In consideration of National Centre for Disease Informatics and Research (ICMR) Bengaluru (here in after called the NCDIR Bengaluru) having agreed to exempt _____ (here in after called the said contractor(s) from the demand of security deposit/earnest money of

₹. _____ on production of Bank Guarantee for ₹. _____ For the due fulfilment by the said contractors of the terms & conditions to be contained in an Agreement in connection with the contract for Purchase - supply, installation, testing, commissioning of Internet Leased Line for National Centre for Disease Informatics and Research (ICMR) Bengaluru. _____ we, (name of the Bank) _____ (herein after referred to as “the Bank”) at the request of _____ Contractor’s do hereby undertake to pay the NCDIR Bengaluru an amount of not exceeding _____, against any loss or damage caused to or suffered or would be caused to or suffered by the NCDIR Bengaluru reason of any breach by the said contractor’s of any of the terms & conditions contained in the said agreement.

2. We (Name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the NCDIR Bengaluru stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the NCDIR Bengaluru reason of breach by the said contractor’s of any of terms & conditions contained in the said agreement or by reason of the contractors failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee, where the decision of the NCDIR Bengaluru in these counts shall be final and binding on the Bank. However, our liability under this guarantee shall be restricted to an amount not exceeding ₹. _____.

3. We undertake to pay to the NCDIR Bengaluru any money so demanded not withstanding any disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under the present being absolute and equivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s)/ supplier(s) shall have no claim against us for making such payment.

4. We (Name of the bank) _____ further agree that the guarantee herein contained shall remain in full force and effect immediately for a period of one year from date herein and further agrees to extend the same from time to time (one year after) so that it shall continue to be enforceable till all the dues of the NCDIR Bengaluru, under or by virtue

of the said agreement have been fully paid and its claims satisfied or discharged or till NCDIR Bengaluru certifies that the terms & conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges guarantee.

5. We further agree with the NCDIR Bengaluru that the NCDIR Bengaluru shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary and of the terms & condition of said agreement or to extend time of performance by the said contactor(s) from time to time or to postpone for any time to time any of the powers exercisable by the NCDIR Bengaluru against the said any contractor(s) and to forbear or enforce any of the terms & conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, and or any omission on the part of the NCDIR Bengaluru or any indulgence by the NCDIR Bengaluru to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. The guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s)/ supplier(s).

7. This guarantee shall be irrevocable and the obligations of the Bank herein shall not be conditional to any prior notice by NCDIR Bengaluru.

Dated: _____

For

(Indicating the name of the bank)

Note: This guarantee should be issued on non-judicial stamped paper, stamped in accordance with the stamp act.

ANNEXURE – VIII
NON-BLACKLISTING DECLARATION

I/We having our office as mentioned below and declare that I/we have never been blacklisted by any State Government/Central Government or any State/Central PSU.

Signature :

Name :

Designation :

Name of the Agency:

Address of the Bidder:

Date :

Place :

ANNEXURE – IX
TURN OVER DETAILS

As per the tender eligibility criteria, The Service Provider must have a turnover of Rs. 25 Lakh, at least two of the last three Financial Years ending on 31.03.2018. These turnover details will have to be substantiated with the appropriate documentary evidences duly enclosed.

The last three years' sales turn-over details are furnished as follows.

Name of the Company / Firm:

Sl. No.	Financial Year	Turnover (Rs. In lakh)
1	2015-16	
2	2016-17	
3	2017-18	

Important: Proof of the above sales turn-over details should be furnished in the form of Audited Annual Accounts of the bidder.

Date:

Company's Authorized Signatory