



# NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textile, Govt. of India)

**INVITING E-TENDER (TWO BID) FOR RENEWAL, SUPPLY AND INSTALLATION OF ANTIVIRUS AT NIFT, BHUBANESWAR**, Plot No. 24, Opposite KIIT SOM, Chandaka Industrial Estate, Bhubaneswar, Odisha – 751024, website [www.nift.ac.in/bhubaneswar](http://www.nift.ac.in/bhubaneswar)

**E-Tender No:14077/NIFT/ BBSR/Admin/Tender/2019-20/102 Date of issue: 02.11.2019**

## Time schedule for short notice tender process:

Date of publication of tender notification	02.11.2019
Opening date for online submission	02.11.2019
Closing date for online submission	25.11.2019 at 2:00 PM
Last date for receipt of duly filled in tender document at NIFT, Bhubaneswar	25.11.2019 at 2:30 PM
Date & time of the opening of technical bids of tender	25.11.2019 at 3:30 PM
Date & time of the opening of financial bids of tenders	To be informed to technically qualified bidders separately

Note: 1. E-Tender conditions may be read properly & accordingly filled the tender and enclosure may be submitted.

Note: 2. This tender document contains **19 pages** (total no. of pages including Annexure) and bidders are requested to sign on all the pages before uploading. The e-tender should be submitted in two separate sealed envelopes superscripted with (i) "E-Tender for renewal, supply and installation of Antivirus"- Technical Bid" and (ii) "E-Tender for renewal, supply and installation of Antivirus"- Financial Bid". The 2 covers duly sealed (i.e. Technical Bid & Financial Bid) should thereafter be kept in third cover & sealed. This cover should also be super scribed with "E-Tender for renewal, supply and installation of Antivirus" and addressed to:

Purchase Officer  
National Institute of Fashion Technology,  
NIFT Campus, Bhubaneswar - 751024

The EMD draft should be put in the Technical bid envelope.

NIFT CAMPUS, Plot No.24, Opposite KIIT School of Management, Chandaka Industrial Estate, Bhubaneswar, ODISHA – 751024. Tele No. – 0674-2305700, Fax – 0674-2305710, Website: [www.nift.ac.in/bhubaneswar](http://www.nift.ac.in/bhubaneswar).

## **PREAMBLE/INTRODUCTION**

National Institute of Fashion Technology (NIFT) is a premier educational Institution set up under an Act of Parliament and functioning under the aegis of the Ministry of Textiles, Govt. of India. NIFT, Bhubaneswar centre was established in the year 2010 with undergraduate and post graduate programmes.

## **TENDER NOTICE**

NIFT invites sealed Tenders under two bid systems for **“Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar”** at IDCO Plot No. 24, Chandaka Industrial Estate, Patia, Bhubaneswar-751 024, Odisha as per the quantity and specification mentioned in Tender document. The tender bids duly-filled in all respects enclosing necessary documents may be addressed to the Director, National Institute of Fashion Technology, NIFT Campus, IDCO Plot No. 24, Chandaka Industrial Estate, Patia, Bhubaneswar-751 024, Odisha so as to reach on or before 2.30 pm, **25.11.2019** or the tender may be dropped in Tender Box placed at the Admin Office Area of NIFT, Bhubaneswar Centre.

## **Submission of Bids**

- (a) The interested firms should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **02.11.2019** to 25.11.2019 up to 2.00 P.M. Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <https://nifttenders.eproc.in>
- (b) Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- (c) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying
- (d) Annual Registration Charges of **Rs. 2000/- + GST** Charges Extra as per Applicable (Rupees Two Thousand Only + GST Extra (non-refundable).
- (e) Bid Processing Fee charges **Rs. 320.00 + GST** Charged Extra as per Applicable (Three hundred twenty only + GST Extra - non- refundable).
- (f) The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application submitted online with all relevant supporting documents by **25.11.2019** up to 2.30 P.M. Non-submission of hardcopy as directed will lead to rejection of the tender application.
- (g) The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application submitted online with all relevant supporting documents by **25.11.2019** up to 2.30P.M. Non-submission of hardcopy as directed will lead to rejection of the tender application.
- (h) The sealed hard copy of the tender shall be submitted in one big envelope superscripting **“Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar”** containing two separately sealed small envelopes, one for "Technical Bid " and another for "Financial Bid " superscripting as such and addressed to The Director, National Institute Of Fashion Technology, NIFT Campus, Bhubaneswar. The hard copies of sealed tenders documents must be dropped in the tender box kept at Admin Office Area NIFT Bhubaneswar, on or before **25.11.2019** up to 2.30.

- (i) The technical bid envelope must contain the technical bid in prescribed Performa as per Annexure - I along with a **demand draft of Earnest Money Deposit (refundable but non-interest bearing) of Rs. 10,000/-** (Rupees Ten Thousand Only) favoring National Institute Of Fashion Technology and payable at Bhubaneswar with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid. The financial bid shall include all the charges including all taxes etc to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.
- (j) The technical bid will be opened at NIFT, Bhubaneswar on **25.11.2019** up to 3.30 P.M. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.
- (k) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.
- (l) Any further clarifications can be sought from the NIFT office on Telephone No. 0674-2305700, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Bhubaneswar-751 024. (for specification) and

**For online procedure:**

For More enquiries / For Helpdesk officers :- Mr.Sandeep Bhandari ,

E-mail :- [sandeep.bhandari@c1india.com](mailto:sandeep.bhandari@c1india.com)

Phone No.:- 0124-4302033 &36

Earnest Money Deposit : Rs 10,000/-

Commencing date of Tender : 02.11.2019

Last date of Submission: **25.11.2019** up to 2.00 PM

Date of opening of Tender (Technical Bid): **25.11.2019** at 3.30 PM

Estimated Amount: 4 Lakhs

**1. TECHNICAL QUALIFYING CRITERIA**

The Tenderer must fulfill the following eligibility condition.

- i) Bidder should be an OEM/Authorized Partner for Antivirus Tender Specific Authorization Letter from OEMs must be submitted.
- ii) Tenderer's sales turnover should not be less than 50 lacs (Rupees Fifty lacs) per annum in the past three years. The tenderer should submit copies of supporting records to prove the condition.
- iii) The Firm should have all the necessary registrations of the Govt. under the Shop and Establishment Act. PAN Number, GST, VAT Registration for Odisha, CST, Services Tax, Sale Tax and Exercise Duty (If applicable) etc. (enclose all the documents)
- iv) The Technical Bid should be accompanied by Rs-10,000/- (Ten Thousand only) in the form of a bank Demand Draft/Pay Order in favour of NIFT Bhubaneswar as an Earnest Money Deposit (EMD).
- v) The Tenderer should be a supplier of IT equipment for at least three years. The tenderer should submit copies of supporting records to prove the same.
- vi) The tenderer should not have been blacklisted by any State Government/Central Government and/or any Central PSU.

Declaration to this effect should be furnished in the Technical Bid. (**Annexure VI**)

## **2. MODE OF SUBMISSION**

- A. Tenders should be addressed to The Director, NIFT Bhubaneswar by designation only.
- B. Tender should be submitted in the following two separate covers.

- i) Technical Bid
- ii) Price Bid

C. **(i) Hard copy of the tender** can be submitted in person on or before the due date and time specified in the tender notice. Such tenders may be dropped in the **TENDER BOX** kept at the Admin Office area of: National Institute of Fashion Technology, NIFT Campus, IDCO Plot No. 24, Chandaka Industrial Estate, Patia, Bhubaneswar-751 024, Odisha

**(ii)** Alternatively, the tenderer who prefers to submit copy of the tender through post can dispatch the same through Registered Post or Courier so as to reach the above address on or before the due date and time specified in the Tender Notice. Tenders received after the due date and time, for what so ever reasons will not be considered, And the Director, NIFT Bhubaneswar, will not be liable or responsible for the same.

- D. Tender should be submitted in the prescribed Tender Document downloaded from NIFT website.

## **3. DUE DATE & TIME**

The tenders (Technical Bid) will be opened 25.11.2019 at 3.30 pm. If the last day happens to be a holiday, the Tender will be opened on the next working day at the same time. The tender received after due date and time or unsealed or incomplete or by electronic mail will be summarily rejected.

## **4. EARNEST MONEY DEPOSIT**

1. Tenderer shall enclose a demand draft/pay order of any scheduled bank of Rs-`10,000/- (Ten Thousand only) in favour of NIFT Bhubaneswar payable at Bhubaneswar as the non-interest bearing Earnest Money Deposit in Technical Bid. Technical bid without EMD shall be rejected.
2. The Earnest Money Deposit of the unsuccessful tenders will be returned, after the acceptance of the work order by successful tender, at the expense of the Tenderer within reasonable time. Earnest Money Deposit will not bear any interest thereon.
3. Cheques, Bank Guarantees will not be accepted towards EMD.
4. On opening Technical Bid Envelope if it is found that Earnest Money Deposit is not enclosed, then the Tender offer will be summarily rejected; unless any category of Tenderer specially exempted by the Government from the payment of Earnest Money Deposit reasons and proof of the same have to be enclosed.
5. The Earnest Money Deposit/Security Deposit will be forfeited if:
  - a. Successful bidder fail to execute the work.
  - b. Tenderer withdraws his tender or backs out after submission of tender.
  - c. Tenderer fails to remit the Security Deposit.
  - d. Tenderer violates any of the conditions prescribed in the Tender Document.
  - e. Tenderer revises any of the terms quoted, during validity period.

## **5. REFUND OF EARNEST MONEY DEPOSIT**

Earnest Money Deposit shall be refunded to the unsuccessful tenderer. For this purpose, the tenderer is advised to send along with the original tender itself, an Advance Stamped Receipt for the Earnest Money Deposit amount, so as to avoid any delay in refund. The advance stamped receipt shall be in favour of the Director, NIFT Bhubaneswar.

## **6. SUBMISSION OF E-TENDER - TWO COVER SYSTEM**

### **A. TECHNICAL BID (IN ENVELOPE-A)**

The Technical Bid as prescribed should be filled up, and sealed in a separate cover along with all the enclosures specified. The cover shall be called **“Envelope-A”**. Cover should be super-scribed as “Technical bid for renewal, supply and Installation of antivirus at NIFT Bhubaneswar Tenderers furnishing Technical bid and Price Bid in the same will be summarily rejected.

### **The Technical Bid Envelope should contain the following:**

- I. Demand Draft for Earnest Money Deposit along with Advance Stamped Receipt for Refund of EMD.
- II. Documentary proof for the constitution of the tenderer firm with details of the name, address, telephone number, cell phone number, fax number and e-mail address of the tenderer should be furnished.
- III. Annual turnover statement, Annual Report and Balance Sheet for the last three years viz., 2016-2017,2017-2018,2018-2019 duly attested by a qualified Company Auditor, should be submitted. (Annexure II).
- IV. Duly attested Copy of PAN, GST registration certificate and copy of Income Tax return (ITR) of last three FY in respect of Indian Tenders.
- V. Authorization for a Senior Responsible Officer/Representative of the company duly authorizing him to transact business.
- VI. Undertaking duly signed by the tenderer. (Annexure V)
- VII. Declaration duly signed by the tenderer. (Annexure VI)
- VIII. The Tenderer should provide warranty/guarantee and Free Service for a period of minimum three years from the date of installation. Undertaking to this effect shall be furnished in Annexure VII.

- IX. Illustrated pamphlets containing all the Technical Details, Specification of the tendered items should be sent along with the tender. Failure to send detailed pamphlet, brochure, and drawing may result in the rejection of tender.
- X. Bidders should submit Manufacture authorization form along with the Technical bid.
- XI. Credentials of the tenderer with his experience in **Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar**” in the last 03 years. (*Annexure III*)
- XII.** The Signed TENDER DOCUMENT which contains ***1 to 20 pages*** and TECHNICAL BID which contains above details in original should be enclosed in full without omitting any paper / pages. This cover should be super scribed as **“Technical Bid Envelope ‘A’**.

## **B. PRICE BID (IN ENVELOPE – B)**

The Price Bid as prescribed in Annexure IX should be filled up and sealed in a separate cover along with Price Bid certification as prescribed in Annexure VIII. The cover shall be called **“PRICE BID – Envelope B”**. Cover should be super-scribed as Price bid for renewal, supply and Installation of antivirus at NIFT Bhubaneswar.

Both the Technical Bid and Price Bid should then be put in a single outer cover, duly sealed and super scribed as **“E-Tender for the renewal, supply and Installation of Antivirus at NIFT Bhubaneswar”**

The Tenders not submitted as specified above will summarily be rejected. All items in Annexure – I to VII should be in Envelope ‘A’ (meant for Technical Bid) and all items in Annexure – VIII and IX should be in Envelope ‘B’ (meant for Price Bid).

## **8. PRICE**

Basic unit Rate shall be quoted per item as listed in the tender (Annexure XI), shall be inclusive of all charges of installation at NIFT Bhubaneswar. The rates should be indicated clearly both in Figures and in words. If there is variation between the rates in Figures and words the lower rate will be taken for evaluation.

The rate quoted shall be inclusive of rate of all accessories specified in Annexure –IX and no separate rate should be quoted for such accessories.

1. Validity of the rates quoted in the Tender will be up to 90 days from the date of opening of Tender.
2. Rates should be quoted only for one model for a single item.
3. Rates should be inclusive of all taxes.

## **9. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION**

- a) The Tenders should contain all particulars like the name and address of the Tenderer in their letter-head as per the format given in Annexure – I to IX.
- b) The Price details (including supply, installation & training) must be quoted in the PRICE BID only as per format given in Annexure – IX and incomplete details on the above will be treated as non-responsive offer, and the tender is liable for rejection.

The rates should be kept firm and valid for 90 days from the date of opening the Tender.

- c) The Rates should be quoted for item as per specification and it should be indicated clearly both in words and Figures. The tenderer with full signature should attest any scoring or overwriting. The rate quoted should not be subjected to any price variation clauses.

**d) Pamphlets and specifications of quoted items should necessarily accompany the offer.**

## **10. CERTIFICATES**

### **Warranty / Guarantee Certificate**

Tenderer should furnish **three years** warranty / guarantee and free service from the date of installation.

## **11. SAMPLE**

The tenderer may be asked to give a representative sample of the items listed in Annexure – IV for technical evaluation.

## **12. OPENING OF E-TENDER AND EVALUATION THEREON**

1. The e-tenders received up to 2:30 pm on the last day as mentioned in the Tender Notice will be opened at 3:30 pm on the same day by the Director, NIFT Bhubaneswar or by any other officer authorized on his/her behalf at NIFT Bhubaneswar.
2. The Tenders should be submitted only in the original form downloaded from the NIFT Website.
3. The Tender forms issued in the name of the intending Tenderer / firm only should be used. If the tender form issued to others is used, such Tender will be summarily rejected.
4. The Tenderers are advised to go through all the terms and conditions carefully. Reporting of any corrections or alteration, etc., after submitting the tender, will not be entertained.
5. The Director, NIFT Bhubaneswar reserves the right to accept the whole tender or any part thereof or reject all the tenders, in the interest of the NIFT so require, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received.
6. If the successful Tenderer fails to execute the agreement and / or deposit the required security Deposit within the time specified or withdraws the tender after intimation of the acceptance of the tender or fails to comply with the conditions above or owing to any other reason, tenderer is unable to execute the contract, the Earnest Money Deposit / Security Deposit by tenderer, will be forfeited along with liability for all damages sustained by the NIFT by reasons of such breach including

the liability to pay any difference between the rates accepted by tenderer and those ultimately paid by the NIFT for **renewal, supply and Installation of Antivirus at NIFT Bhubaneswar**” i.e. loss suffered by the NIFT such damages, shall be assessed by the Director, NIFT Bhubaneswar whose decision is final and the amount assessed is recoverable by proceeding under the suitable law.

7. NIFT will either purchase or renewal the existing antivirus depending upon the cost involved in new antivirus or renewal. Thus tender should have to submit cost for purchase of antivirus or renewal of existing antivirus. The NIFT authority will decide whether new antivirus is to be purchase or existing antivirus is to be renewed depending upon the lowest price.

### **13. E-TENDER EVALUATION CRITERIA**

1. Tenderers who satisfy the conditions stipulated in the tender document and who have submitted all the documents/materials required will alone be considered as qualified Tenderers. The tenders of such qualified Tenderers alone will be considered for “Opening the Price Bid in Envelope B”.
2. For the items mentioned in Annexure IX the lowest price quoted for all the items or for any of the item is the criterion for selection. However the NIFT reserves the right of placing the orders to any of the Tenderers.
3. In case the successful tenderer fails to execute necessary agreement within 5 days from the date of receipt of Letter of acceptance of the tender, his Earnest Money Deposit (EMD) shall be forfeited and the tender will be held as non-responsive.
4. The expenses incidental to the execution of agreement shall be borne by the successful tenderer. The conditions stipulated in the agreement form should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the NIFT Bhubaneswar to recover any consequential loss from the successful Tenderer.
5. The successful tenderer will be required to remit within five days from the date of receipt of communication intimating them of the acceptance of the Tenders, the security deposit equivalent to the 5% value of the total purchase orders placed with the firm by way of demand draft /bankers cheque drawn on any Nationalized Bank and payable to, NIFT Bhubaneswar. If the accepted Tenderer fails to remit the Security Deposit within the above said period, the Earnest Money Deposit remitted by him shall be forfeited by NIFT Bhubaneswar and his Tender will be held void.
6. The Security Deposit will not bear any interest. The Security Deposit furnished by the Tenderer in respect of his Tender will be returned to him after the lapse of the warranty period.
7. In case of successful Tenderer, Earnest Money Deposit if paid may be adjusted towards Security Deposit payable. If the Tenderer failed to act upon the Tender conditions or backs out when the Tenders accepted, the security deposit above will also be forfeited by the Director, NIFT Bhubaneswar.



#### **14. FORFEITURE OF EARNEST MONEY DEPOSIT**

If the Successful Tenderer (referred as “Tenderer”) fail to act according to the Tender Conditions or Backs out after the Tender has been accepted, the Earnest Money will be forfeited by the Director, NIFT Bhubaneswar.

#### **15. VARIATION IN QUANTITIES**

The Director, NIFT, Bhubaneswar reserves the right to accept the tender either in full or in part and either to increase or to decrease the quantities to the extent of twenty five percent (25%) indicated in the tender schedule, unless qualified by the specific limitation of the tender.

#### **16. RELEASE OF PURCHASE ORDER**

1. It is not binding on the part of the Director, NIFT Bhubaneswar to accept the lowest or any other tender and reserves the right to reject or accept any tender fully or partly or retender without assigning any reason. The Director, NIFT Bhubaneswar reserves the right to accept and place the supply orders to the successful tender / tenderer.
2. The Director, NIFT Bhubaneswar also reserves the right to relax or waive any of the tender condition and reject the tender if anyone of the conditions enumerated above is violated or any counter condition is given by the tender.
3. On receipt of the security deposit remittance as in the Tender Document, NIFT Bhubaneswar will release the formal purchase order to the Tenderer.

#### **17. EXECUTION OF PURCHASE ORDER**

The tenderer should nominate and intimate to NIFT Bhubaneswar his authorized representative specifically to handle the Purchase order from NIFT and ensure that he fully familiarizes with the terms and conditions of the Tender Purchase Order and the Guidelines, and is responsible to effectively execute the Purchase Order complying all the terms and conditions.

#### **18. DELIVERY**

- a) The successful bidder should supply all the items and installation and commissioning should be done within 30 days from the date of purchase order.
- b) be liable to be cancelled. In such a case, the Security Deposit will be forfeited.
- c) In order to take care of situation arising out of the failure of the tenderer to supply as per the schedule and quality, norms, order for additional quantities will be placed with the other tenderer to make good the shortfall caused by such defaulter and the orders placed with such tenderer will be cancelled with sufficient cause.

#### **19. ASSEMBLING and INSTALLATION**

The installation should be completed within 30 days from the date of receipt of purchase order at the National Institute of Fashion Technology, Bhubaneswar.

#### **20. PAYMENT TERMS**

The payments shall be made after the successful execution of the order.

## **21. JURISDICTION FOR LEGAL PROCEEDING**

Suit or any legal proceedings in regard to this matter arising in any respect under this contract shall be instituted in any court in Bhubaneswar only.

## **22. PENALTY**

In the event of failure of the successful tenderer to make the Supply, Installation & Commissioning of antivirus within the stipulated time, without prejudice to other remedies under the contract a penalty equivalent to 0.5% (Half Percent) of the value of delayed goods will be levied per week with a maximum of 5% of the contract value. If requested by the tenderer, it is the discretion of the Director, NIFT, Bhubaneswar to grant extension of time with penalty/without penalty and to purchase the stock from any other source at the prevailing market rate at the risk and responsibility of the successful tenderer and to claim any loss sustained by NIFT, Bhubaneswar in the transaction from the tenderer besides forfeiting Earnest Money Deposit and Security Deposit.

## **23. REJECTION CRITERIA**

Tenders with incomplete information subjective and conditional offers as well as partial offers will be liable for rejection.

## **24. SAVING CLAUSE**

1. In case any doubt arises on interpretation or otherwise of any point in this tender document, NIFT shall be referred for clarification.
2. At any time after the issue of the tender documents and before the opening of the tender, the Tender Inviting Authority may make any changes, modifications or amendments to the tender documents and shall send intimation of such change to all those who have purchased the original tender documents.
3. In case anyone tenderer asks for a clarification on the tender documents before 48 hours of the opening of the Tender, the Tender Inviting Authority shall ensure that a reply is sent and copies of the reply to the clarification sought will be communicated to all those who have purchased the tender documents without identifying the source of the query.

## **25. GENERAL**

The tenderer while sending their tender should enclose Original Tender Documents in the respective envelopes with the conditions stipulated duly certified and attested by them in token of having accepted the Tender conditions that they understood and accepted them fully. The Tenderer should enclose, proof for carrying out supplies, as specified, to various customers during the last three years, turnover details and financial statement, major purchase order copies, and acceptance certificate by customers in the Technical Bid.

## **26. SIGNATURE AND SEAL**

The Tenderer must sign and affix their Seal in every page of the Tender Document and the complete Signed Original Tender.

Documents must be submitted only in the respective covers.

I/We \_\_\_\_\_ have gone through the terms and conditions and will abide by them as laid down above.

**EARNEST MONEY DEPOSIT PAYMENT PARTICULARS**

- I. Number of Demand Drafts enclosed:
- II. Demand Draft particulars

<b>S. No.</b>	<b>D.D. No.</b>	<b>Date</b>	<b>Name of the Bank and Place</b>	<b>Amount in Rs.</b>
<b>1.</b>				
<b>2.</b>				

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 Tenderer :

Seal of Tenderer

Date:

Place:

## **ANNEXURE – II**

### **TURN OVER DETAILS**

As per the tender eligibility criteria, the sales turn-over should not be less than **`50 lacs (Rupees Fifty lacs only)** per annum in the past three years in the sale of IT software and Hardware. These turn-over 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:**

<b>S. No.</b>	<b>Financial Year</b>	<b>Turnover ( ` In Lakhs)</b>
1	2016-17	
2	2017-18	
3	2018-19	

Proof of the above sales turn-over details should be furnished in the form of audited balance sheet of the tenderer. In case if the Audited balance sheet is not ready, financial statements duly authenticated by the qualified Company Auditor should be enclosed.

Signature :

Name :

Designation :

Name of the Agency :

Address of the Tenderer :

Seal of Tenderer

Date:

Place:

**ANNEXURE – III**

**Credentials of the tenderer with his experience in the last 03 years for Renewal, Supply and Installation of Antivirus and at NIFT Bhubaneswar”:**

S. No.	Year	Date of Receipt of order	Name of the Department	Value of order	Whether full supply was made within the time stipulated, if not, Give details of delayed offers and reasons thereof.
1.					
2.					
3.					
4.					
5.					
6.					

Supply made by the tenderer alone will be considered towards the eligible criteria.

**(\*Attach copies of the orders, if required additional sheets may be attached following proper format and declaration)**

Signature :

Name :

Designation :

Name of the Agency :

Address of the Tenderer :

Seal of Tenderer

Date:

Place:

## Annexure – IV

### List of items with technical specifications:

S. No.	Description	QTY.
1.	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 3years license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353
2.	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 3 Years	241
3.	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 2years license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353
4.	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 2 Years	241
5.	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 1year license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353
6.	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 1Year.	241

### Note:

The above items should be delivered and installed at NIFT Campus, Bhubaneswar.

Signature :

Name :

Designation :

Name of the Agency :

Address of the Tenderer :

Seal of Tenderer

Date:

Place:

**ANNEXURE – V**

**UNDERTAKING**

We hereby accept all terms and conditions in the mentioned in Tender enquiry for  
**“Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar”**

We hereby certify that the specifications offered in our technical and financial bids conform in every respect to the specifications spelt out in the tender document.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Seal of tenderer :

Date :

Place :

**ANNEXURE – VI**

**DECLARATION**

I/We having our office at 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 tenderer :

Seal of tenderer :

Date :

Place :



**ANNEXURE - VII**

**UNDERTAKING for WARRANTY/GUARANTEE**

I/We \_\_\_\_\_ hereby accept to provide Free Service for a period of minimum 3 years from the date of installation if the antivirus supplied for stipulated time period.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Seal of tenderer :

Date :

Place :

**ANNEXURE – VIII**

**PRICE BID CERTIFICATION**

To,  
The Director  
NIFT  
Bhubaneswar.

I/We ..... of  
.....

hereby agree on the acceptance of this tender by Director, NIFT, Bhubaneswar to **Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar** in accordance with the terms and conditions of contract stated in the tender document, Antivirus hereunder named of the quality and sort and at the rates or price specified in Annexure – IX.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Seal of tenderer :

Date :

Place :

**ANNEXURE - IX**

**PRICE BID**

**“Renewal, Supply and Installation of Antivirus at NIFT Bhubaneswar”**

<b>S. No</b>	<b>Description</b>	<b>Qty.</b>	<b>Unit Price (*)</b>	<b>Total (Inclusive of all taxes) (*)</b>
1	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 3yrs license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353		
2	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 3 Years	241		
3	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 2years license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353		
4	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 2 Years	241		
5	<b>Antivirus: (Quickheal, Seqrite, Sophos, Bitdefender,)</b> Antivirus with admin console with 1year license ( Mail protection, spam protection, browsing protection, browser sandbox, anti-phishing, parental control, track cleaner, data theft protection, registry clean up, registry defragmenter, startup booster, boot time scan, Device Control, Firewall, Remote Installation, Compatible with Mac and Windows OS	353		
6	<b>Renewal of Existing Antivirus:</b> Seqrite End Point Total security antivirus for 1Year.	241		

Price\*:- Unit price and total price should be inclusive of all taxes.

Items quoted must be as per the specifications (including supply, installation & training) given.

Note:-NIFT reserves the right to assign L1 bidder, based on price quoted for 1 to 3 years for new and renewal antivirus software licenses cost decided by the Director.

Signature :

Name & Designation :

Name of the Agency :

Seal of the Tenderer :

Date :

Place :