



बेहतर भविष्य के लिए प्रतिबद्धता
Capacity Building for a Better Future

Capacity Building for a Better Future

अन्तर्राष्ट्रीय जनसंख्या विज्ञान संस्थान International Institute for Population Sciences

(विश्वविद्यालय समतुल्य / Deemed University)

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के प्रशासनिक नियंत्रण के अधीन स्वायत्त संगठन
An Autonomous Organization under administrative control of Ministry of Health & Family Welfare, Govt. of India.

गोवंडी स्टेशन रोड, /Govandi Station Road, देवनार/Deonar, मुम्बई/Mumbai-400 088.
दूरभाष /Telephone: 022- 4237231, फैक्स /Fax: 022- 2556325, ईमेल/Email: registraroffice@iips.net

NOTICE INVITING TENDER FOR SUPPLY, INSTALLATION AND COMMISSIONING OF ANTI-VIRUS PACKAGE (TREND MICRO SOFT OFFICE E SCAN) AT IIPS, MUMBAI

Tender NO : IIPS/STORES/01/2020

Name of the work	:	Supply, Installation and Commissioning of Anti-Virus Package of – " Trend Micro Office Scan (latest version) Renewal for a period of 3 year "
Earnest Money Deposit	:	Rs.50,000/- in form of Demand Draft in favour of Director, IIPS, payable at Mumbai
Tender Cost	:	Rs. 1,000/- in form of Demand Draft in favour of Director, IIPS, payable at Mumbai
Date & Time of Closing of Tender	:	
Date & Time for Opening of Tender– (Technical Bid)	:	Will be uploaded on institute website : www.iipsindia.ac.in
Address for submission of Tender	:	International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai – 400088
Place of opening the Tender	:	International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai – 400088

SECTION – 1**NOTICE INVITING TENDER FOR SUPPLY, INSTALLATION AND COMMISSIONING OF ANTIVIRUS PACKAGE ("Trend Micro Office Scan (latest version) Renewal for a period of 3 year) AT IIPS,MUMBAI****Tender NO: IIPS/STORES/01/2020**

NOTICE INVITING TENDER

**INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
(Deemed University)
(Under Administrative Control of Min. of Health & Family Welfare
Government of India)**

Govandi Station Road, Deonar, Mumbai —400088

Phone: 91-022-42372433, 42372489, 42372477

Email: store@iips.net / ksjames@iips.netWebsite: <http://www.iipsindia.ac.in>Date of Issue **10th Oct 2020**Tender NO: [IIPS/STORES/01/2020](#)Due date/Last date of submission:- **Oct 25, 2020**

Technical bid opening date



On behalf of INTERNATIONAL INSTITUTE FOR POPULATION SCIENCE (IIPS) sealed bids are invited from eligible bidders for Supply, Installation & Commissioning of **anti-virus package ("Trend Micro Office Scan (latest version) Renewal for a period of 3 year)** to the documents of IIPS

Note :

1. This Tender Document contains 13 pages and bidder is requested to sign on all the pages. Tender Document in any other form will be rejected.
2. This Tender Document can be downloaded from the website : www.iipsindia.ac.in
3. The Technical Bid and Financial Bid should be sealed by the bidder in TWO SEPARATE ENVELOPES duly super scribed as 'TECHNICAL BID" AND FINANCIAL BID" & both these sealed cover to be put in a bigger envelope which should be sealed and super scribed "TENDER DOCUMENT FOR SUPPLY, INSTALLATION AND COMMISSIONING OF ANTI VIRUS PACKAGE ("Trend Micro Office Scan (latest version) Renewal for a period of 3 year)ATIIPS,MUMBAI
4. The EMD amount and Tender Cost should be attached with the Technical Bid and put in the envelope that contains the Technical Bid. In case of MSME and NSIC certificate holder exemption will be given in the processing fees (tender cost) and EMD.

Annexure 1

TECHNICAL BID*(Please go through the terms and conditions before filling up the Technical Bid)*

Sl	Particular	Details	Remarks if any
1	Name of the Firm/Agency/Company		
2	Full Address of the Registered Office/Branch Office (if any)		
3	Telephone No		
4	Fax No :		
5	Email Address		
6	Website (if any)		
7	Status (whether firm is Proprietary/ Partnership Firm/Private Limited/Public Limited, Registered under Societies Registration Act Etc.		

8	Registration Number of the Organization (Please attach certificate of Registration/Incorporation)		
9	Name of the Director/Proprietor		
10	Designation		
11	Complete Address		
12	Phone No		
13	Mobile No		
14	Email :		

15	Annual Turn Over (Amount in Lakhs) (Please attach copy of ITR for each financial year)	2017-2018 :	
		2018-2019 :	
		2019-2020 :	
16	Details of Registration under various statutes		

S N	Registration Under	Registration NO.	Certificate Attached (Pls. mention YES/NO)
1	Shops & Establishment Act		
2	License Under the Contract Labour Act		
3	Provident Fund Registration Number		
4	Employee State Insurance Registration Number		
5	Service Tax Registration Number		
6	Permanent Account No. (PAN)		

7	Certified extracts of the bank Current Account containing transaction during the last three years	1)Name of the Bank :	Attach certified copies
		Branch :	
		2)Name of the Bank :	
		Branch :	
9	Valid MSEM/NSIC certificate for exemption in processing fees and EMD		
10	The supplier must have supplied and installed at least 3 similar software in the last five years with at least 300 users (minimum) The supplier should provide list of installation in India with all the contact details and model details so that IIPS can approach the contact person for any feedback		
11	Attach work order of similar installation placed in any institute/govt. organization/IT firms etc.		
12	Any other relevant document(if you wish to enclose – please give details – if the space provided is insufficient, a separate sheet may be attached duly signed and sealed		

Details of Demand Draft :

DD No:..... Date
:.....

Amount :..... Name of Bank
:.....

Address:.....
.....
.....

Terms & conditions

1. Single Order: A single order will be processed for entire configuration.
2. Delivery date etc.: Time taken for delivery, installation and commissioning should be separately specified.
3. Bid Submission: The bids can be sent to us by Hand/ Speed post/ Courier so as to reach the marked address by due date and time. Late bids will not be accepted. The price bids of only those firms will only be opened who are found to be technically qualified after evaluation. The Institute reserves the right to cancel/reject any or all bids without assigning any reason thereof.
4. Bid document: The vendor should read the Tender documents carefully before quoting. It shall be deemed that the vendor has gone through the documents carefully and has understood its implication. Any lack of information shall not relieve the bidder of its responsibility to fulfill its obligations under the Bid.
5. Price: Prices quoted should be inclusive of all the taxes and on Door Delivery basis.
6. Technical bid: The technical bid should accompany full technical literature, pamphlets, leaflets of the technical features of the offered equipment must be submitted for proper evaluation.
7. Dealers: Valid Dealership certificate/ authorization certificate from OEM if the bidder is a dealer.
8. Similar Installation: A complete list of Institutes' / Organizations list where in the installation has been done and a Performance certificate along with such list where these installation has been done in past three years.
9. Validity of Quote: Quote should be valid for 90 days.
10. Declaration: The bidder should attach a self-declaration stating that he is not debarred/ blacklisted or banned from any University/ Central Government / PSU/

State Govt of India / any other Govt. agencies or any Institute of National / International importance.

11. GSTetc: Copy of up-to-date GST clearance certificate & GST. registration certificate indicating also the TIN number of the Firm will have to accompany the quotations. Copy of PAN must be submitted of Firm/ Company along with the TechnicalBid.

12. Bank Details: Banker's details of quoting Firm/ Vendor should be clearly mentioned asattached

13. Performance security: The supplier shall furnish a Performance Security within 21 days after the receipt of the Supply Order for an amount of 10% (Ten percent) of the price quoted, valid upto90 days after the date of completion of performance obligations including warranty obligations. In the event of any correction of defects or replacement of defective material during the warranty period, the warranty for the corrected/replaced material shall be extended to a further period of 12 months and the Performance Bank Guarantee for proportionate value shall be extended 90 days over and above the extended warranty period. This Performance Bank guarantee should be issued from any Nationalized Bank and validity of the same will be till warranty period +90 days from the date of delivery / installation of the material.

14. Warranty/ Guarantee/ AMC: The supplier should provide comprehensive warranty for three years for all components without any additional cost to the purchaser form the date of satisfactory commissioning. In case of breakdown during the warranty period, a competent Service Engineering of the supplier should make as many visits as are required to rectify the problem and replace the faulty parts, without any liability of cost. Service response time must be less than 48 hours.

15. Delivery: Unless otherwise stated delivery of the said software at IIPS, Mumbai will have to within a weeks from the date of issue of the Supply Order. All aspects of safe delivery shall bethe exclusive responsibility of the OEM / Bidder.

16. Bid Currencies: The quoted price should be in Indian Rupees for offers received for suppliers within India and in freely convertible foreign currency in case of offers received for supply from foreign countries.

17. Conditional tenders: Conditional tenders shall not be accepted.

18. Late and delayed Tenders: Late and delayed tender will not be considered. In case any unscheduled holiday occurs on prescribed closing/opening date the next working day shall be the prescribed date of closing/opening. The bidder should regularly visit our website www.iipsindia.ac.in

19. Rejection of Tender: The tenders are liable to be rejected if the conditions mentioned in the tender documents are not complied with. The tender should be complete in all respects and duly signed wherever required. Incomplete and unsigned offer will not be accepted.

20. Authorization for signing the bid: The authorization shall be indicated by written power-of-attorney accompanying the bid.

21. Liquidated Damage: If a firm accepts an order and fails to execute the order in full as per the terms and conditions stipulated therein, it will be open to this Institute to recover liquidated damages from the firm at the rate of 1% per week of the order value subject to a maximum of 10% of the order value. It will also be open to this Institute alternatively, to arrange procurement of the required stores from any other source at the risk and expense of the firm, which accepted the order but failed to execute the order according to stipulated agreed upon.

22. Payment Terms: - As per Government of India norms and successful supply installation, commissioning certificate to be issued by the System Manager, ICT, IIPS, Mumbai

23. Termination for default: Default is said to have occurred: -

(a) If the supplier fails to deliver any or all of the services within the time period(s) specified in the purchase order or any extension thereof granted by IIPS, Mumbai.

(b) If the supplier fails to perform any other obligation(s) stated in the Purchase Order.

(c) If the vendor, in either of the above circumstances, does not take remedial steps within a period of 30 days after receipt of the default notice from IIPS, Mumbai (or takes longer period in spite of what IIPS, Mumbai may authorize in writing). IIPS, Mumbai may terminate the contract / supply order in completely or in part. In addition to above, IIPS, Mumbai at its discretion also take the following actions: IIPS, Mumbai may procure, upon such terms and in such manner, as it deems appropriate, goods similar to the undelivered items/products and the defaulting supplier shall be liable to compensate IIPS, Mumbai for any extra expenditure involved towards goods and services to complete the scope of.

24. Acceptance and rejection of bids: The Institute may accept or reject any or all the bids in part or in full without assigning any reason and doesn't bind himself to accept the lower bid, without thereby incurring any liability to the affected Bidder or bidders. The institute at its discretion may change the quantity / upgrade the criteria / drop any item or thereof at any time before placing the Supply Order.

25. Blacklisting of Supplier: Furnishing of wrong/ambiguous information in the compliance statement may lead to rejection of bid and further black listing of the bidder, if prima-facie it appears that the information in the compliance statement was given with a malafied/fraudulent intent.

26. No Canvassing: Any effort by a Bidder to influence the Purchaser in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

27. Rejection of Bid: If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

28. Award of Purchase Order: IIPS, Mumbai will award the Order to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

29. Patent Rights: The Supplier shall indemnify the Institute against all third-party claims of trademark, industrial design right or infringement of Patent arising from the use of Goods or any part thereof in India.

FINANCIALBID

Sr. NO.	Name of the Item	Quantity	Unit Price	Total
1	Trend Micro Office Scan (" Trend Micro Office Scan (latest version) Renewal for a period of 3 year ") (latest version)	200		
GST @ 18%				
Total				

TECHNICAL & PRODUCT LICENCE DETAILS :

Trend Micro OfficeScan Version (OfficeScan™ 11.0 SP1) with
Control Manager Advanced Edition - Multi-lingual(TMVEWWM6XLCZZZ)
OfficeScan Plug-in - Virtual Desktop Infrastructure(VIOZWWM1XLCZZZ)
License Services: Antivirus, Damage cleanup services, Web Reputation and Anti-spyware for desktop andServer.

A copy of the Corporate Product License Agreement of Trend Micro Incorporated in attached herewith.

Signature of the Contract/or

**Authorized Signatory with
Seal of the Agency/Firm:.....**
(Name to be written – below signature)

Date:.....

Place:.....

Annexure A

DECLARATION

Is/o; d/o; w/o Shri.
..... Signatory of the service provider, mentioned in this Tender Document, am competent to sign this declaration and execute this Tender Document.

2. I have carefully read and understood all the Terms & Conditions of the Tender and undertake to abide bythem

3. The information/documents furnished along with the Technical and Financial Bid are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriatelow

4. It is also certified that our Agency’s has not been terminated/blacklisted by any other organization and also no court case is pending/on going against the agency with regard to manpower supply in anycourt.

5. We understand that the decision of IIPS to accept/reject would be final and binding

**Signature of the Contract/or
Authorized Signatory with
Seal of the Agency/Firm:.....
(Name to be written – below signature)**

Date:.....

Place:.....

Annexure B**Performa for Performance Statement (Last 3 years)**

Sl.No	Name of the buyer	Order no. and date	Full description of item and value	PO value	Attach satisfactory performance certificate from the buyer	Contact Person and Designation	Contact details Mobile no./email id	Remarks