



ODISHA COMPUTER APPLICATION CENTRE

REQUEST FOR PROPOSAL

Enq.No.: OCAC-SEGP-INFRA-0014-2021-22006

Odisha Computer Application Centre (OCAC) invites Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Orissa. For details please visit websites www.ocac.in & www.odisha.gov.in. **The bid shall be submitted in electronic mode only in the portal <https://enivida.odisha.gov.in> latest by 21.03.2022, 02:00 PM.** OCAC reserves the right to accept/ reject any/ all bids without assigning any reason thereof.

General Manager(Admin), OCAC, Plot No.-N-1/7-D, Acharya Vihar, P.O.-RRL, Bhubaneswar-751013, Ph.-2567280/ 2567064/ 2567295

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

RFP No. - OCAC-SEGP-INFRA-0014-2021-22006, Dated 25-02-2022



Odisha Computer Application Centre (Technical Directorate of E&IT Department, Government of Odisha), N-1/7-D, Acharya Vihar, PO- RRL, Bhubaneswar – 751013, EPBX: 0674-2567280 / 2567064 / 2567295 / 256728

Disclaimer

The information contained in this Request for Proposal (hereinafter referred to as "RFP") document provided to the Bidders, by the Odisha Computer Application Centre (OCAC) Odisha, or any of its employees, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist in the formulation of Proposals. This RFP document does not aim to hold all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for the Odisha Computer Application Centre (OCAC) Odisha and its employees to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. Odisha Computer Application Centre (OCAC) Odisha and its employees make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document. Client Department also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in the Bidding Documents.

Information provided in the RFP Document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. OCAC/Client Department accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The issue of this RFP Documents does not imply that the OCAC/Client Department is bound to select a Bidder or to appoint the Selected Bidder or Service Provider for the Project and the OCAC/Client Department reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, uploading, expenses associated with any demonstrations or presentations which may be required by OCAC/Client Department or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the OCAC/Client Department shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Selection process. OCAC may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

Instruction to Bidders for Online Bid Submission

e-Nivida is the complete process of eTendering, from publishing of tenders online, inviting online bids, evaluation and award of contract using the system. You may keep a watch of the tenders floated under <https://enivida.odisha.gov.in>

Bidder Enrolment can be done using "Bidder Enrolment".

The instructions given below are meant to assist the bidders in registering on the e-Nivida Portal, and submitting their bid online on the portal as per uploaded bid. More information useful for submitting online bids on the eNivida Portal may be obtained at: <https://enivida.odisha.gov.in>

GUIDELINES FOR REGISTRATION:

1. Bidders are required to enroll themselves on the eNivida Portal <https://enivida.odisha.gov.in> or click on the link "Bidder Enrollment" available on the home page of e-tender Portal by paying the Registration fee of Rs.2,500/- + Applicable GST.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidders.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.
8. After completion of registration payment, bidders need to send their acknowledgement copy on our help desk mail id odishaenivida@gmail.com, for activation of the account.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.

2. Once the bidders have selected the tenders they are interested in, then they can pay the Tender fee and processing fee (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colour option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g., PAN card copy, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process. Already uploaded documents in this section will be displayed. Click "New" to upload new documents.

SUBMISSION OF BIDS

1. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions laid down by Department.
3. Bidder has to select the payment option as per the tender document to pay the tender fee / Tender Processing fee & EMD declaration as applicable and enter details of the instrument.

4. In case of BG bidder should prepare the BG as per the instructions specified in the tender document. The BG in original should be posted/couriered/given in person to the concerned official before the Online Opening of Financial Bid. In case of non-receipt of BG amount in original by the said time, the uploaded bid will be summarily rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the yellow Coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. The uploaded bid documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
9. The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

For any clarification in using eNivida Portal:

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support.

Please feel free to contact eNivida Helpdesk (as given below) for any query related to e-tendering.

Phone No. 011-49606060

Mail id: - odishaenivida@gmail.com

Acronyms and Glossary of Terms

Acronyms / Abbreviations	Description
OCAC	Odisha Computer Application Centre
EMD	Earnest Money Deposit
IT	Information Technology
LD	Liquidated Damages
LOI	Letter of Intent
OEM	Original Equipment Manufacturer
OS	Operating System
SLA	Service Level Agreement
UAT	User Acceptance Test

Important Dates & Information

Information	Details
Bid Inviting Authority	Odisha Computer Application Center (OCAC) (Technical Directorate of I.T. Dept, Govt. of
Correspondence Address	The General Manager (Admin) Odisha Computer Application Centre (OCAC) (Technical Directorate of I.T. Dept, Govt. of Odisha) N-1/7-D, Acharya Vihar, P.O.- RRL, Bhubaneswar - 751013
RFP Name	RFP for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha.
Bid Reference No. and Date	OCAC-SEGP-INFRA-0018-2021-22006, Dated 25/02/2022
Non-Refundable RFP Document Fee	₹ 5,600/- (inclusive of 12% GST) (Five Six Hundred Only) in the form of Demand Draft drawn on any Nationalized Bank or Scheduled Commercial Bank in favor of "Odisha Computer Application Centre", payable at Bhubaneswar.
EMD	Considering the difficulties faced by the bidders and to facilitate competition in wake of slowdown of the economy due to Covid-19 pandemic, it is hereby decided as per Finance Department notification no 8952 dated 18/03/2021 and 290 dtd. 05/01/2022 that no provisions regarding Bid Security should be kept in the Bid Documents and only provision for "Bid Security Declaration" should be kept. The bid security declaration is attached in
Availability of Bid Document in the website (www.ocac.in , www.odisha.gov.in)	25-02-2022 To 21-03-2022 by 02:00 PM
Last date for receiving queries	03-03-2022 by 04:00 PM
Date and Time of Pre-bid Conference	04-03-2022 at 12:00 PM
Issue of Corrigendum (if Required)	07-03-2022
Last Date and Time for Submission of Bid document	21-03-2022 by 02:00 PM
Date and Time of opening of Pre-Qualification Bids(PQ)	21-03-2022 at 04:00 PM
Date and Time of opening of Technical Bids (TB)	To be informed later
Opening of Commercial Bid(CB)	To be informed later

1. Fact Sheet

This Fact Sheet comprising important factual data of the tender is for quick reference of the Bidder.

Clause Reference	Topic
The Proposal	RFP for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha.
Method of Selection	Least Cost Selection (LCS) i.e., L1 method shall be used to select the bidder. The bidder is required to submit the bids General (Pre-qualification), Technical & Financial bid in eNivida portal (https://enivida.odisha.gov.in). Technical bid of those bidders who qualify in General Bid shall be opened. Financial bid of those bidders who qualify in Technical Bid by scoring 70% mark or above shall be opened.
RFP Document Fee	RFP Document RFP document fee ₹5,600/- (Inclusive of 12% GST) must be submitted along with the proposal. The RFP document fee must be in favor of Odisha Computer Application Centre from any Nationalized / Scheduled Commercial Bank payable at Bhubaneswar.
Earnest Money Deposit (EMD)	Considering the difficulties faced by the bidders and to facilitate competition in wake of slowdown of the economy due to Covid-19 pandemic, it is hereby decided as per Finance Department notification no 8952 dated 18/03/2021 and 290 dtd. 05/01/2022 that no provisions regarding Bid Security should be kept in the Bid Documents and only provision for "Bid Security Declaration" should be kept. The bid security declaration
Performance Bank Guarantee (PBG)	Performance Bank Guarantee (PBG) @ 3% of the cost of project from any Nationalized /Scheduled Commercial Bank in the prescribed format in favor of the Odisha Computer Application Centre shall be submitted by the successful bidder within 30 days of issue of work order.
Time Period for Completion of Work	Selected Bidder is expected to complete the entire work within 12 weeks as mentioned in the scope of work of this RFP.

Language	Bid must be prepared by the Bidder in English language Only
Clause Reference	Topic
Currency	The bidder should quote in Indian Rupees only. The total price inclusive of taxes and duties will be considered for evaluation. So, the bidder must mention the base price and the tax component separately.
Validity Period	Proposals/bid must remain valid minimum for 180 days from the last date of bid submission.
Bid to be submitted on or before last date of submission at:	The proposal must be submitted to: The General Manager (Admn.) Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013 (INDIA) Proposals must be submitted on or before 14-03-2022 by 03:00 PM through electronic mode only.

2. Invitation for Bids

Odisha Computer Application Centre (OCAC) invites bids from eligible bidders who have the necessary qualifications for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha as per the "Scope of Work" described in this RFP.

The Bid document has been published in the official website of OCAC www.ocac.in, <https://enivida.odisha.gov.in> and <http://www.odisha.gov.in>. The tender advertisement has also been published in leading newspapers for wide circulation. Bidders are requested to go through the Bid document carefully and participate in the bidding process with all necessary details as required.

This RFP is issued by OCAC, which is the sole point of contact during the selection process. The Nodal Officer responsible for entire process is General Manager (Admin).

3. Background Information

To achieve Computerization in all the courts which includes High Court of Orissa, various Court Rooms and Court Complexes across the State under the E-Court Project which has been passed by Honorable Supreme Court.

The E-Courts Project was conceptualized on the basis of "National Policy and Action Plan for Implementation of Information and Communication Technology (ICT) in the Indian Judiciary - 2005" submitted by e-Committee of the Hon'ble Supreme Court of India.

The e-Courts National portal (ecourts.gov.in) was launched by Hon'ble the Chief Justice of India on 7th August 2013. This provides Case Status, daily Cause-list, Cases Filed and Cases Registered through the Case Information System (CIS) Software.

The main objectives of the e-Court Project are as follows:

- To provide efficient & time-bound citizen-centric service delivery.
- To develop, install & implement decision support systems in courts.
- To automate the processes to provide transparency of Information access to its stakeholders.
- To enhance judicial productivity both qualitatively & quantitatively, to make the justice delivery system affordable, accessible, cost-effective & transparent.

This RFP is issued by OCAC, which is the sole point of contact during selection process. The officer responsible for entire process is General Manager (Admin). The purpose of this RFP is to provide interested Agencies / Bidders with information to enable them to prepare and submit a proposal for Supply, Installation & Commissioning in the High Court of Orissa and various Court Rooms and Court Complexes across the State under the eCourts Project with a view to achieve computerization.

4. Requirement, Scope of Work, Deliveries & Timelines

Odisha Computer Application Centre (OCAC) with Head Office at Bhubaneswar proposes to invite Request for Proposal (RFP) from the eligible bidders for Supply, Installation & Commissioning in the High Court of Orissa and various Court Rooms and Court Complexes across the State under the eCourts Project with a view to achieve computerization.

This includes procurement, supply, installation, & commissioning of Hardware Items including Five (5) year warranty.

4.1 Detailed Requirement under this Project

- a) Procurement, Supply and Installation of Desktops, Printers, Monitors, video conferencing cameras and Kiosk.
- b) Procurement, Supply and Commissioning of LAN equipment.
- c) Procurement, Supply and Commissioning of Networking equipment.
- d) Procurement, Supply and Commissioning of power back-up equipment.
- e) Procurement, Supply of Smart phones.
- f) All the software and hardware required to meet the required functionalities should be supplied by the selected bidder.
- g) Training at courts for the day-to-day operation management of the system.
- k) The product specifications are mentioned in detail in the **Annexure-3 under minimum technical specification**. Please refer to the same for required sizing. Bidder should propose products in order to comply the requirement.

4.2 Detailed Scope under this Project

The scope of work primarily focuses on Implementation of Hardware in the selected Courts which includes supply, installation, testing and commissioning of Hardware Items with Five (5) year warranty. The major components factored for the project are listed below: -

- a.) Procurement of Hardware Items in the RFP.
- b.) Handing/taking over the site for possession.
- c.) Setting up required minimal works at respective courts.
- d.) Installation/Implementation of hardware Items in Selected courts. All the software and hardware required to meet the required functionalities should be supplied by the selected bidder.
- e.) The Bidder shall ensure the safe delivery of the equipment up to the designated place of installation. Any transit insurance, labor, road permits etc., if required for the same, shall be arranged by the Bidder at no extra cost to OCAC/site mentioned by High Court.
- f.) Testing of the equipment's commissioned and ensuring proper functioning at all levels.
- g.) Hand holding training support at each Court.
- h.) The proposed solution should have latest technology features and standards.
- i.) Overall operation and management of the entire system for a period of 5 years.
- j.) The product specifications are mentioned in detail in the Annexure-3, under minimum technical specification. Please refer to the same for required sizing. Bidder should propose products in order to comply the requirement asked in this RFP.

4.2.1 Warranty & Support

- ✓ The Bidder should have the **Back to Back support agreement with OEM for 5 Years**, till the completion of the warranty period of the entire equipment to ensure the smooth functioning and to achieve the highest uptime on the offered solution.
- ✓ Advanced replacement of hardware.
- ✓ Software updates and upgrades at no cost to OCAC.
- ✓ On-site support from the Bidder.

4.2.2 Training & Handholding

- ✓ The Selected Bidder shall impart necessary handholding for effective usages of the equipment.

4.3 Project Deliverables, Milestones & Time Schedule

The milestones, deliverables and time schedule for the implementation of project shall be as follows: -

- a) The time specified for delivery and other activities as mentioned in the table below shall be deemed to be the essence of the contract and the successful bidder shall arrange supplies and provide the required services within the specified period.
- b) It should be noted that any delay in the project timelines shall attract Liquidated damages to the Agency.

SI #	Activity / Mile stone	Delivery Schedule
1	Delivery of Equipment	6 Weeks from date of issue of purchase order to the Bidder
2	Installation, Configuration & Integration	4 Weeks from date of Delivery of Equipment
3	Verification by OCAC	2 weeks after complete installation

Note: -Total time for completion of the contract / project is 12 weeks. The delivery will be at High Court of Odisha, District Courts and Subordinate Courts in the state of Odisha.

4.4 Service Levels and Penalty Terms

Service Level Agreement (SLA) shall form part of the contract between OCAC/Client Department and the Bidder. SLA defines the terms of the Bidder's responsibility in

ensuring the timely delivery and the compliance to the Performance Indicators as detailed in this RFP document. The Bidder shall comply with Service Levels requirements to ensure adherence to timelines, quality and availability of services. OCAC shall have the right to expect the following service levels as also to impose penalty on Bidder on its failure to meet them as under: -

SI No.	Description	Service Level	Applicable Penalty
1.	Supply and complete acceptance testing for 100% of the ordered quantity at all locations of device(s) within 98 days of issuance of Work Order by the Department	Within 98 days	No Penalty
		98 to 154 days	0.5 % (the value of undelivered and / or not accepted quantity) per week or part thereof, for every subsequent week subject to
		> 154 days	The Contract shall be terminated and the PBG shall be forfeited.
2.	Resolution of any hardware or software issue related to the Device(s) during the maintenance period through helpdesk support.	Within 2 working days from the date of reporting of issue.	No Penalty
		> 3 - 14 working days	The bidder shall provide temporary replacement of device(s) in which the issue has been reported. Failing to do so will attract penalty of Rs. 200 per day per reported device.
		> 3 - 14 working days	Rs. 200 per day per reported device, maximum up to 60 days, post that the department shall reserve the right to terminate the contract and forfeit the PBG

4.5 Helpdesk and Support

The Bidder shall be required to set up a centralized Helpdesk support at Odisha High Court, Cuttack office for logging issues and complaints from various stakeholders and resolving them in time bound manner.

The Bidder shall deploy adequate manpower including IT Coordinators / Operators, Resident Engineer and IT Managers who would provide day to day operation & management support at 30 districts of Odisha.

5. Pre-Qualification/Eligibility Criteria

Following table describe the pre-qualification criteria. A bidder participating in the bidding process shall possess the following minimum pre-qualification/ eligibility criteria. Any bidder failing to meet the stated criteria shall be summarily rejected and will not be considered for Technical Evaluation.

Sl. No.	PQ Criteria	Description of the Criteria	Documents to be Submitted
1	Legal Entity	The bidder must be a company registered in India under Indian Companies Act 1956/2013, since last 7 years as on 31st March 2021. The bidder must have GST registration & up- to-date Income Tax Return, PAN Number as on 31st March, 2021.	a. Valid copy of certificate of incorporation and registration certificates. b. Copy of GST registration. c. Copies of relevant Certificates of registration Income Tax / PAN Number from the respective Government Department.
2	Turnover	The average annual turnover of the bidder during the last 3 financial years ending with 2020-21 should not be less than ₹ 50 Crores from IT/ITeS (as per the last published audited balance sheets).	- Audited Balance Sheets - CA Certificate
3	Net Worth	The company must be positive net worth in last three financial years ending at 31st March 2021. Net-worth should be as per the definition mentioned in the section 2(57) of Companies Act 2013.	Certificate from the Statutory Auditor

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4(A)	Technical Capability	<p>The bidder must have successfully undertaken at least the following numbers of similar assignments of value specified herein: -</p> <p>One project of similar nature in system integration, not less than the amount ₹ 12,00,00,000/- (Twelve Crores Only)</p> <p>OR</p> <p>Two projects of similar nature in system integration) not less than the amount ₹9,00,00,000/- (Nine Crores Only)</p> <p>OR</p> <p>Three projects of similar nature in system integration, not less than the amount ₹ 6,00,00,000/- (Six Crores Only)</p> <p><i>"Similar Nature" is defined as: "Supply, Installation & Commissioning of IT hardware like Desktop Computers, Laptops, Servers, Network & Security devices, System Software & other IT devices in government/judiciary establishments/ public sector enterprises in India".</i></p>	<p>Copy of the Work order with clear mention of order value + Document supporting the proof of supply.</p> <p>OR</p> <p>Copy of Work Order + Phase Completion Certificate from the client for ongoing projects.</p> <p>Annexure- 15</p>
4(B)	Technical Capability-2	<p>The Bidder should have executed 1 Project as System Integrator containing both IT and non-IT components in Government/PSU with minimum value ₹2,00,00,000/- in last 5 years.</p>	<p>Work-order towards the same to be submitted</p>
5	Quality Certification	<p>The bidder must possess a valid ISO 9001:2015, 20000-1:2011 & 27001 Certifications.</p>	<p>Copies of the valid certificates.</p>
6	Blacklisting	<p>The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India.</p>	<p>Self-declaration</p> <p>Annexure- 14</p>

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<p align="center">7</p>	<p>OEM Authorization</p>	<p>The bidder must attach Manufactures Authorization certificate specific to this tender & Back-to- back support letter from major OEMs for providing Comprehensive support and services of the OEM"s product covered under the RFP as below: - -Desktop -Printers -Display Monitors -DG Sets -UPS -Kiosk -Projector -USB Speaker & Camera -Smart Phone</p>	<p>OEM MAF Annexure- 9</p>												
<p align="center">8</p>	<p>OEM Quality Certificates</p>	<p>All below mentioned certificates for major components for the solution to be submitted: -</p> <table border="1" data-bbox="536 969 1104 1344"> <tr> <td>Desktop</td> <td>BIS and CE/UL/CB/FCC/ RoHS</td> </tr> <tr> <td>Printer</td> <td>BIS and CE/UL/CB/FCC/ RoHS</td> </tr> <tr> <td>Monitor</td> <td>TCO 8.0 & Energy Star</td> </tr> <tr> <td>UPS</td> <td>ISO 9001, ISO14001, ISO 45001 certified</td> </tr> <tr> <td>Projector</td> <td>BIS & CE/UL/CB/FCC/RoHS</td> </tr> <tr> <td>Smart Phone</td> <td>BIS and CE/UL/FCC/RoHS</td> </tr> </table>	Desktop	BIS and CE/UL/CB/FCC/ RoHS	Printer	BIS and CE/UL/CB/FCC/ RoHS	Monitor	TCO 8.0 & Energy Star	UPS	ISO 9001, ISO14001, ISO 45001 certified	Projector	BIS & CE/UL/CB/FCC/RoHS	Smart Phone	BIS and CE/UL/FCC/RoHS	<p>Relevant Certificates from the OEMs.</p>
Desktop	BIS and CE/UL/CB/FCC/ RoHS														
Printer	BIS and CE/UL/CB/FCC/ RoHS														
Monitor	TCO 8.0 & Energy Star														
UPS	ISO 9001, ISO14001, ISO 45001 certified														
Projector	BIS & CE/UL/CB/FCC/RoHS														
Smart Phone	BIS and CE/UL/FCC/RoHS														
<p align="center">10</p>	<p>Local Presence</p>	<p>The bidder should have an office in Odisha. Also should have Service /Support Engineer in all 30 districts of Odisha.</p>	<p>Relevant Documents supporting office addresses. EPF/ESI document of the bidder to be submitted.</p>												
<p align="center">11</p>	<p>Document Fee</p>	<p>The bidder must have made a payment of ₹5600.00 (Rupees Five Thousand Six Hundred Only) towards tender document fee.</p>	<p>The RFP document fee must be in favor of Odisha Computer Application Centre from any Nationalized / Scheduled Commercial Bank payable at Bhubaneswar.</p>												

12	EMD	Considering the difficulties faced by the bidders and to facilitate competition in wake of slowdown of the economy due to Covid-19 pandemic, it is hereby decided as per Finance Department notification no 290 dated 05/01/2022 that no provisions regarding Bid Security should be kept in the Bid Documents and only provision for "Bid Security Declaration" should be kept. The bid security declaration is attached in this RFP.	Bid Security Declaration as in Annexure-11
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5.1 Technical Evaluation Criteria

In order to facilitate the technical proposal evaluation, the technical criteria laid down along with the assigned weights have been presented in subsequent section. The marking scheme presented here is an indication of the relative importance of the evaluation criteria. Bidders securing a minimum of 70% marks in the technical evaluation will only be considered for further financial bid evaluation. Bids or Tenders which do not secure the minimum specified technical score will be considered technically non-responsive and hence debarred from being considered for financial evaluation.

Evaluation & Tabulation of Technical Score			
Sl. No.	Description of the Parameters	Max Score	Supporting Document
1	Technically Compliance to all IT & Non-IT items asked in this RFP.	20	Technical Compliance Documents
2	Bidder should have Related Annual average Turnover Minimum of ₹50 Crores generated from IT/ITES during last three Financial Years i.e., FY 2018-19, FY 2019-20 and FY 2019-21. > ₹50 Cr to <= ₹60 Cr =10 Marks > ₹60 Cr to <= ₹70 Cr = 15 Marks	15	Proof of Supporting Documents
3	Bidder's Quality Certification: - - ISO 9001:2015: 5 Marks - ISO 27001: 5 Marks - ISO 20000: 5 Marks	15	Proof of Supporting Documents

4	Experience in Supply, Installation & Commissioning of IT hardware like Desktop Computers, Laptops, Servers, Network & Security devices, System Software & other IT devices in government/judiciary establishments/ public sector enterprises in India. - Between 6 to 9 Crores = 5 Marks - Between 9 to 12 Crores = 10 Marks - 12 Crores or above = 15 Marks	15	Proof of Supporting Documents
5	The Bidder should have executed 1 Project as System Integrator containing both IT and non-IT components in Government/PSU with minimum value ₹2,00,00,000/- in last 5 years - 2 crore or above = 10 Marks	10	Proof of Supporting Documents
6	Demonstration for successfully run the eCourt software: - a) Solution Proposed b) Implementation Plan c) Demonstration of compatibility and successful running of the eCourt software (to be provided by client) with the entire proposed setup (which includes Desktop, Printer, Video Conference camera, external monitors etc) of the bidder.	30	Demonstration before the committee.

Note: - All the bidders who secure a Technical Score of 70 marks or more and after successful demonstration will be declared as technically qualified and are eligible for financial bid opening.

6 Instruction to Bidders

6.1 General

- a) While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may consult their own legal advisers with regard to this RFP.
- b) All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by OCAC on the basis of this RFP.

- c) No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the OCAC. Any notification of preferred bidder status by OCAC shall not give rise to any enforceable rights by the Bidder. OCAC may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the OCAC.
- d) This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.
- e) No further communication of any shortfall of bidding documents shall be considered after submission of bids through online.

6.2 Availability of RFP Document

- a) The availability of bidding documents shall be commenced from the date as mentioned in Notice Inviting Bids (NIB). The complete bidding document can be downloaded from the official website of OCAC www.ocac.in, <https://enivida.odisha.gov.in> and www.odishsa.gov.in. The prospective bidders are requested download the bidding document from the websites and follow the bidding steps as prescribed.
- b) The bid Notice is also published in leading newspapers (Odia & English) for wide Circulation.

6.3 Compliant Proposals/ Completeness of Response

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- b) Failure to comply with the requirements set out in this RFP may render the Proposal non-compliant and the Proposal may be rejected. Bidders must include all documentation specified in this RFP.
- c) Follow the format and respond to each element in the order as set out in this RFP. Comply with all requirements as set out within this RFP.

6.4 Pre-bid Meeting & Clarifications

6.4.1 Pre-bid Conference

- a) A pre-bid conference will be scheduled by OCAC to clarify doubts of potential bidders in respect of the procurement and the records of such conference shall be published on the respective websites as Pre-bid clarifications.

- b) A pre-bid meeting will be held through online only. Only the prospective bidders who have deposited the RFP document fee shall be allowed to participate in the Pre-bid meeting.
- c) The RFP document fee can also be transfer online through NEFT only to **Union Bank of India, Account Number 149311100000195, IFSC Code - UBIN0814938, Acharya Vihar Branch, Bhubaneswar**, Account Name Odisha Computer Application Centre. In case of NEFT online transfer of RFP Document fee, the firm must mention the Firm Name, Amount Transfer with Transaction ID, Tender Enquire Number, GST No to the mail.
- d) The web-link of Pre-bid meeting shall be shared through the mail to the prospective bidders those have submitted the pre-bid queries along with proof of payment of RFP document fee.
- e) The Bidders will have to ensure that their queries for Pre-Bid meeting should reach the below email id on or before the prescribed date as mentioned in "Important Dates and information" section of this RFP.
- f) Pre-Bid Queries to be sent to gm_ocac@ocac.in with a copy to jayashree.mishra@odisha.gov.in
- g) The Queries should necessarily be submitted in the format as prescribed in **Annexure-4** of this RFP.
- h) OCAC shall not be responsible for ensuring receipt of the bidders' queries. Any requests for clarifications post the indicated date and time may not be entertained by OCAC.

6.4.2 Responses to Pre-Bid Queries and Issue of Corrigendum

- a) The Nodal Officer notified by the OCAC will endeavor to provide timely response to all queries. However, OCAC neither makes representation or warranty as to the completeness or accuracy of any response made in good faith, nor does OCAC undertake to answer all the queries that have been posed by the bidders.
- b) At any time prior to the last date for receipt of bids, OCAC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- c) The Corrigendum (if any) & clarifications to the queries from all bidders will be posted on www.ocac.in, <https://enivida.odisha.gov.in> and www.odisha.gov.in.
- d) Any such corrigendum shall be deemed to be incorporated into this RFP.
- e) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, OCAC may, at its discretion, extend the last date for the receipt of Proposals.

6.4.3 Amendments to RFP Document

At any time prior to the deadline for submission of Proposal, OCAC reserves the right to modify and amend any of the stipulated condition/criterion in the RFP, depending upon project priorities vis-à-vis urgent commitments. Such amendments in shape of corrigendum/addendum shall be hosted in the websites where the original RFP was hosted. The bidder shall acknowledge the receipt of each corrigendum/addendum by submitting a signed copy of it along with the Technical bid to the RFP issuing authority. Failure to acknowledge receipt of each corrigendum/addendum shall be interpreted as receipt of the corrigendum/addendum by the bidder and no claim will be entertained or accepted in this regard.

6.5 Period of Validity of Bids

- a) Bids submitted by the bidders shall remain valid for a period of 180 Days from the date of submission of RFP. A Bid valid for a shorter period shall be rejected by the procuring entity as nonresponsive Bid.
- b) Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid security shall not be forfeited.
- c) Bidders who agree to an extension of the period of validity of their Bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its Bid.

6.6 Format and Signing of Bids

- a) All the Bids submitted by the bidders must be submitted with the checklist.
- b) Each page of the bidding document shall be kept with the office seal and signature by the authorized representative from the Bidder.

6.7 Cost & Language of Bidding

- a) The bidder shall be responsible for all costs incurred in connection with participation in the bid process, including site visits but not limited to, costs

incurred in conduct of informative and other diligence activities, participation in meetings/ discussions / presentations, preparation of bid, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

- b) The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

6.8 Alternative/ Multiple Bids

- a) Each bidder shall submit only one Proposal. The bidder who submits or participates in more than one proposal will be disqualified.
- b) The bidder may not quote for multiple brands/ make/ model for each item in the technical Bid of the respective items.

6.9 RFP Document Fees

The bidders are required to submit the RFP Document Fee of ₹5,600/- (Inclusive of 12% GST) in shape of Demand Draft in favour of Odisha Computer Application Centre and payable at Bhubaneswar from any Nationalized or Scheduled Commercial banks along with the General Bid Proposal. Proposals received without or with inadequate RFP Document fees shall be rejected.

6.10 Bid Security/Earnest Money Deposit (EMD)

- a) Considering the difficulties faced by the bidders and to facilitate competition in wake of slowdown of the economy due to Covid-19 pandemic, it is hereby decided as per Finance Department notification no 8952 dated 18/03/2021 and 290 dtd. 05/01/2022 that no provisions regarding Bid Security should be kept in the Bid Documents and only provision for "Bid Security Declaration" should be kept. The bid security declaration is attached in this RFP. Bidders shall submit, along with their Bids, EMD declaration in the format specified in **Annexure-11**. The EMD declaration should be submitted in the General/Pre-qualification Bid.
- b) The bid / proposal submitted without EMD declaration, mentioned above, will be summarily rejected.

6.11 Submission of Bids

- a) The bidders should submit their responses as per the format given in this RFP in the following manner.
 - i. Prequalification Proposal- in first file.
 - ii. Technical Proposal- in second file.
 - iii. Commercial Proposal - in third file.
- b) The Response to Pre-Qualification criteria, Technical Proposal and Commercial Proposal (as mentioned in previous paragraph) should be submitted in **three files only** through online mode only in e-Nivida Portal.
- c) Please Note that Prices should not be indicated in the Pre-Qualification Proposal or Technical Proposal but should only be indicated in the Commercial Proposal.
- d) The three files containing Pre-Qualification Proposal, Technical Proposal and Commercial Proposal should be marked as "Response to RFP for Selection of Agency for Procurement, Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha, RFP Ref. No. OCAC-SEGP-INFRA-0018-2021-22006, Dated XX-02-2022.
- e) All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- f) All pages of the bid shall be signed and stamped by the authorized person or persons who sign the bid.

6.12 Submission of Manufacturer's Authorization Form

Bidder must submit the dully signed MAF of the major items at the time of bid submission in the Prequalification Proposal as per the prescribed format (Annexure-9). The MAF should be submitted in OEM's letter head mentioning required details.

6.13 Deadline Submission of Bids

- a) Bidder must ensure to submit their response on or before the deadline date as mentioned in "Important Dates & Information" section of this RFP.
- b) Normally, the date of submission and opening of Bids will not be extended. In exceptional circumstances or when the bidding documents are required to be substantially modified as a result of discussions in pre-bid meeting/ conference or otherwise and the time with the prospective bidders for preparation of Bids appears insufficient, the date may be extended by the procuring entity. In such case the publicity of extended time and date shall be given in the manner, as was given at the time of issuing the original Bidding Document.
- c) It shall be ensured that after issue of corrigendum, reasonable time is available

to the bidders for preparation and submission of their Bids. OCAC shall also publish such modifications in the bidding document in the same manner as the publication of initial bidding document. If the last date of submission or opening of Bids is a non- working day, the Bids shall be received or opened on the next working day.

6.14 Venue for Submission of Bids

Response to Bid, in its complete form in all respects as specified in the RFP, must be submitted to OCAC at the address specified below:

Address To	General Manager (Admin) Odisha Computer Application Centre N-1/7-D, Acharya Vihar Square, Bhubaneswar – 751013 Odisha
Telephone	0674-2567280/ 2567064/ 2567295
Fax	0674-2567842
Email id	gm_ocac@ocac.in

6.15 Mode of Submission of Bids

The bid documents as asked in this RFP shall submitted only through online mode in e-Nivida Portal.

6.16 Withdrawal, Substitution, and Modification of Bids

- a) If permitted by OCAC, a Bidder may withdraw its Bid or re-submit its Bid as per the instructions/ procedure prescribed by OCAC.
- b) Bids withdrawn shall not be opened and processed further.

6.17 Opening of Bids

- a) The Bids shall be opened by the Evaluation Committee in the presence of the bidders or their authorized representatives who choose to be present.
- b) The committee may co-opt experienced persons in the committee to conduct the process of Bid opening.
- c) The committee shall prepare a list of the bidders or their representatives attending the opening of Bids and obtain their signatures on the same. The list shall also contain the representative's name and telephone number and corresponding bidders' names and addresses. The authority letters, if any, brought by the representatives shall be attached to the list. The list shall be signed by all the members of Bid opening committee with date and time of opening of the Bids.

- d) The committee shall conduct a preliminary scrutiny of the opened technical Bids to assess the prima-facie responsiveness and ensure that the: -
 - i. Bid is accompanied by bidding document fee, bid security or bid securing declaration, and processing fee (if applicable).
 - ii. Bid is valid for the period, specified in the bidding document.
 - iii. Bid is unconditional and the bidder has agreed to give the required performance security and other conditions, as specified in the bidding document are fulfilled.
 - iv. Any other information which the committee may consider appropriate.
- e) No Bid shall be rejected at the time of Bid opening except the Bids not accompanied with the proof of payment or instrument of the required price of bidding document, processing fee and bid security.
- f) The Financial Bid cover shall be kept unopened and shall be opened later on the date and time intimated to the bidders who qualify in the evaluation of technical Bids.

6.18 RFP Evaluation

6.18.1 Evaluation & Tabulation of Pre-qualification Bid

- a) Determination of Responsiveness: The designated committee of OCAC shall determine the responsiveness of a Bid on the basis of bidding document and the provisions of pre-qualification/ eligibility criteria of the bidding document.
- b) A responsive Bid is one that meets the requirements of the bidding document without any material deviation, reservation, or omission where: -
 - 1. "Deviation" is a departure from the requirements specified in the bidding document.
 - 2. "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and
 - 3. "Omission" is the failure to submit part or all of the information or documentation required in the bidding document.
- c) A material deviation, reservation, or omission is one that, if accepted, shall:-
 - 1. Affect in any substantial way the scope, quality, or performance of the subject matter of procurement specified in the bidding documents; or
 - 2. Limits in any substantial way, inconsistent with the bidding documents, the procuring entity's rights or the bidder's obligations under the proposed contract; OR
 - 3. If rectified, shall unfairly affect the competitive position of other bidders presenting responsive Bids.

- d) The designated committee of OCAC shall examine the technical aspects of the Bid in particular, to confirm that all requirements of bidding document have been met without any material deviation, reservation or omission.
- e) Fulfillment of eligibility criteria: All the criteria mentioned in **Section 5 (Eligibility Criteria)** are mandatory. The bidder has to comply with all the components mentioned in the eligibility criteria.
- f) All supporting documents as mentioned in **Annexure-16**.

6.18.2 Evaluation & Tabulation of Technical Bid

The Technical evaluation committee will evaluate the technical response submitted by the Bidder. The Technical bid response includes the below details:-

- a) The Technical Bid response will be initiated with the Technical Bid Cover letter in specified format as mentioned in **Annexure- 8**.
- b) Detailed Compliance Sheet of the Technical Specification asked in the RFP (**Annexure-3**) dully signed in Company Letter Head.
- c) In case of deviation while evaluating the Technical Bid response based upon the criteria, the bid will be subjected for rejection.
- d) All supporting documents as mentioned in **Annexure-16**.

6.18.3 Evaluation & Tabulation of Financial Bids

- a) The Financial bid of the technically qualified bidders (those have secured equal or more than 70% of mark in technical evaluation) will be opened on the prescribed date in the presence of bidders' representatives.
- b) The bid with lowest Financial (L1) i.e., "lowest price quoted" will be awarded the contract.
- c) Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- d) The bid price will be inclusive of all taxes and levies and shall be in Indian Rupees.
- e) Any conditional bid would be rejected
- f) Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

6.18.4 Correction of Arithmetic Errors in Financial Bids

The Proposal evaluation committee shall correct arithmetical errors in substantially responsive Bids, on the following basis, namely: -

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Proposal Evaluation Committee there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
- b) If there is an error in a total corresponding to the addition or subtraction of Subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to clause (a) and (b) above.

6.19 Exclusion of Bids / Disqualification

- a) A procuring entity shall exclude/ disqualify a Bid, if: -
 - i. The information submitted, concerning the qualifications of the bidder, was false or constituted a misrepresentation; or
 - ii. The information submitted, concerning the qualifications of the bidder, was materially inaccurate or incomplete; and
 - iii. The bidder is not qualified as per pre-qualification/ eligibility criteria mentioned in the bidding document;
 - iv. The Bid materially departs from the requirements specified in the bidding document or it contains false information;
 - v. the bidder, submitting the Bid, his agent or any one acting on his behalf, gave or agreed to give, to any officer or employee of the procuring entity or other governmental authority a gratification in any form, or any other thing of value, so as to unduly influence the procurement process;
 - vi. a bidder, in the opinion of the procuring entity, has a conflict of interest materially affecting fair competition.
- b) Bid shall be excluded/ disqualified as soon as the cause for its exclusion / disqualification is discovered.
- c) Every decision of a procuring entity to exclude a Bid shall be for reasons to be recorded in writing and shall be: -
 - i. communicated to the concerned bidder in writing;
 - ii. Published on the State Public Procurement Portal, if applicable.

6.20 Lack of Competition

- a) A situation may arise where, if after evaluation of Bids, the proposal evaluation committee may end-up with one responsive Bid only. In such situation, the Proposal Evaluation Committee would check as to whether while floating the Bid all necessary requirements to encourage competition like standard bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc. were fulfilled. If not, the tender would be re-floated after rectifying deficiencies. The bid process shall be considered valid even if there is one responsive Bid, provided that:-
- i. the Bid is technically qualified;
 - ii. the price quoted by the bidder is assessed to be reasonable;
 - iii. the Bid is unconditional and complete in all respects;
 - iv. there are no obvious indicators of cartelization amongst bidders; and
 - v. the bidder is qualified as per the provisions of pre-qualification/ eligibility criteria in the bidding document;
- b) The Evaluation Committee shall prepare a justification note for approval by the next higher authority of the procuring entity, with the concurrence of the accounts member.
- c) In case of dissent by any member of Proposal Evaluation Committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.

6.21 Acceptance of the successful Bid and award of Project

6.21.1 Award Criteria

OCAC will award the Project to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the process outlined above.

6.21.2 Right to Accept Any Proposal and To Reject Any or All Proposal(s)

OCAC reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such action.

6.21.3 Purchaser's Procurement Rights

Without incurring any liability, whatsoever to the affected bidder or bidders, the Purchaser reserves the right to:-

- a) Amend, modify, or cancel this tender and to reject any or all proposals without assigning any reason.
- b) Change any of the scheduled dates stated in this tender.
- c) Reject proposals that fail to meet the tender requirements.
- d) Increase or decrease the quantity of the hardware items
- e) Remove any of the item at the time of placement of order.
- f) Increase or decrease no. of resources supplied under this project.
- g) Should the Purchaser be unsuccessful in negotiating a contract with the Agency, the Purchaser will begin contract negotiations with the next best value bidder in order to serve the best interest.
- h) Make typographical correction or correct computational errors to proposals
- h) Request bidders to clarify their proposal.

6.21.4 Notification of Award

Prior to the expiry of the validity period, OCAC will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, OCAC may like to request the bidders to extend the validity period of the bid. The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, OCAC will notify each unsuccessful bidder.

6.21.5 Issuance of Purchase Order

The OCAC shall reserve the right to negotiate with the bidder(s) whose proposal has been ranked best value bid on the basis of Technical and Commercial Evaluation to the proposed Project, as per the guidance provided by CVC. On this basis the Purchase order would be issued.

6.21.6 Performance Guarantee

The OCAC will require the Agency to provide a Performance Bank Guarantee, within 30 days from the Notification of award, for a value equivalent to 10% of the total cost of ownership i.e. total order value excluding taxes. The Performance Guarantee should be valid for a period of 5 years 3 months (63 months). The Performance Guarantee shall be kept valid till completion of the project and Warranty period. The Agency shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the Agency fails to submit performance guarantee within the time stipulated, the OCAC at its discretion may cancel the order placed on the Agency after giving prior written notice

to rectify the same. OCAC shall invoke the performance guarantee in case the selected Service Provider fails to discharge their contractual obligations during the period or OCAC incurs any damages due to Service Provider's negligence in carrying out the project implementation as per the agreed terms & conditions.

6.21.7 Issuance of Purchase Order

After the OCAC notifies the successful bidder that its proposal has been accepted, OCAC shall issue a Purchase Order to the successful bidder taking into account the relevant clauses of RFP, pre-bid clarifications, Corrigenda, the proposal of the bidder in addition to other agreed clauses.

6.21.8 Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful bidder to agree with the Terms & Conditions of the RFP and the Proposal submitted by the successful bidder, despite the deviations submitted by the Bidder are adequately considered and mutually agreed, shall constitute sufficient grounds for the annulment of the award, in which event OCAC may award the Project to the next best value bidder or call for new proposals from the interested bidders. In such a case, the OCAC shall invoke the PBG as the case may be, of the most responsive bidder.

6.22 Confidentiality

- a) Notwithstanding anything contained in this bidding document but subject to the provisions of any other law for the time being in force providing for disclosure of information, a procuring entity shall not disclose any information if such disclosure, in its opinion, is likely to:
 - i. Impede enforcement of any law;
 - ii. Affect the security or strategic interests of India;
 - iii. Affect the intellectual property rights or legitimate commercial interests of bidders;
 - iv. Affect the legitimate commercial interests of the procuring entity in situations that may include when the procurement relates to a project in which the procuring entity is to make a competitive bid, or the intellectual property rights of the procuring entity.
- b) The procuring entity shall treat all communications with bidders related to the procurement process in such manner as to avoid their disclosure to competing bidders or to any other person not authorized to have access to such information.
- c) The procuring entity may impose on bidders and sub-contractors, if there are any for fulfilling the terms of the procurement contract, conditions aimed at protecting information, the disclosure of which violates (a) above.

- d) In addition to the restrictions specified above, the procuring entity, while procuring a subject matter of such nature which requires the procuring entity to maintain confidentiality, may impose condition for protecting confidentiality of such information.

7. General Terms and Conditions of RFP

Bidders should read these conditions carefully and comply strictly while submitting their bids.

7.1 Definitions

For the purpose of clarity, the following words and expressions shall have the meanings hereby assigned to them: -

- a) "Request for Proposal (RFP)", means this detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.
- b) "OCAC", shall mean the Odisha Computer Application Centre, the Designated Technical Directorate of Information Technology Department, Government of Odisha.
- c) "GM" shall mean the General Manager of Odisha Computer Application Centre or any authorized officer to act on his behalf for a specified work.
- d) "Authorized Representative" shall mean any person authorized by either of the parties.
- e) "Agency/Vendor/Bidder" means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Vendor/Bidder when used in the pre-award period shall be synonymous with Bidder, and when used after award of the Work shall mean the successful Bidder or Agency to whom OCAC issues the Purchase Order for rendering of sales & services.
- f) "Service" means provision of Contracted service as per this RFP.
- g) "Site" shall mean the location(s) for which the Order has been issued and where the service shall be provided as per Scope mentioned in the RFP.
- h) "Termination Notice" means the written notice of termination of the Purchase Order issued by one Party to the other in terms hereof.

7.2 Language

- a) The Proposal should be filled by the bidders/Agency in English language only. For purposes of interpretation of the documents, the English translation shall govern. All Proposals and accompanying documentation will become the property of OCAC and will not be returned.

- b) The Purchase Order as well as all correspondence and documents relating to the Project exchanged by the successful/ Agency and the Purchaser, shall be written in English language only. Supporting documents and printed literature that are part of the Project may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the special conditions of the contract, in which case, for purposes of interpretation of the Project, this translation shall govern.
- c) The successful Bidder/Agency shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.

7.3 Notices

- a) Any notice given by one party to the other pursuant to the Project shall be in writing to the address specified in the Purchase Order. The term "in writing" means communicated in written form with proof of dispatch and receipt.
- b) A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.

7.4 Governing Law

The Project shall be governed by and interpreted in accordance with the laws of the Govt. of Odisha/Govt. of India unless otherwise specified in the Purchase Order.

7.5 Scope of Supply

- a) Subject to the provisions in the bidding document and Purchase Order, the Goods/Equipment and related services to be supplied shall be as specified in the bidding document (RFP).
- b) Unless otherwise stipulated in this document, the quantity and specifications are for minimum quantity and configuration respectively. The bidder may supply higher configuration.
- c) Unless otherwise stipulated in the Purchase Order, the scope of supply shall include all such items not specifically mentioned in the Purchase order but that can be reasonably inferred from the Contract as being required for attaining delivery and completion of the goods and related services as if such items were expressly mentioned in the Contract.
- d) The bidder shall not quote and supply hardware/ software that is likely to be declared as End of Sale and End of Service/ Support for the period as mentioned in BoM (**Annexure -2**) from the last date of bid submission. OEMs are required to mention this in the MAF for all the quoted hardware/ software. If any of the hardware/ software is found to be declared as End of Sale/ Service/ Support, then the bidder shall replace all such hardware/ software with the latest ones

having equivalent or higher specifications without any financial obligation to the purchaser.

7.6 Project Value

- a) The Project value (PO Amount) shall be paid as specified in the Purchase Order subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Project.
- b) Prices charged by the Supplier/ Agency for the Goods delivered and the Related Services performed under the Project shall not vary from the prices quoted by the Supplier/ Agency in its bid, with the exception of any price adjustments authorized in the special conditions of the Project.

7.7 Recoveries from Supplier/ Agency

- a) Recovery of liquidated damages, short supply, breakage, rejected articles shall be made ordinarily from bills.
- b) OCAC shall withhold amount to the extent of short supply, broken/ damaged or for rejected articles unless these are replaced satisfactorily. In case of failure to withhold the amount, it shall be recovered from performance security deposit of AGENCY available with OCAC.
- c) The balance, if any, shall be demanded from the Supplier/ Agency and when recovery is not possible, OCAC shall take recourse to law in force.

7.8 Taxes & Duties

- a) The GST if applicable shall be deducted at source.
- b) For goods/Equipment supplied from outside India, the successful/ Agency shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the country.
- c) For goods/Equipment supplied from within India, the successful Agency shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- d) If any tax exemptions, reductions, allowances or privileges may be available to the successful Agency in India, OCAC shall use its best efforts to enable the successful Agency to benefit from any such tax savings to the maximum allowable extent.

7.9 Packing and Documents

- a) The Agency shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Purchase Order. During transit, the packing shall be sufficient to withstand,

without limitation, rough handling and exposure to extreme atmospheric temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.

b) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Project, including additional requirements, if any, specified in the Purchase Order, and in any other instructions ordered by OCAC.

7.10 Insurance

The Agency should be responsible for undertaking comprehensive insurance including liability insurance, system and facility insurance and any other insurance for the personnel, Assets, data, software, etc relating to this assignment.

7.11 Transportation

The Agency shall be responsible for transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at project locations. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.

7.12 Extension in Delivery Period and Liquidated Damages (LD)

a) Except as provided under clause "Force Majeure", if the supplier/ selected bidder fails to deliver the related Services within the period specified in the Purchase Order, the Purchaser may without prejudice to all its other remedies under the Contract, deduct from the Purchase Order Price, as liquidated damages, a sum equivalent to the percentage specified in Section "Service Level Standards" for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the bidding document and/ or Purchase Order. Once the maximum is reached, the Purchaser may cancel the Purchase Order pursuant to clause "Termination".

b) The time specified for delivery in the bidding document shall be deemed to be the essence of the Project and the supplier/ selected bidder shall arrange goods supply and related services within the specified period.

c) Delivery period may be extended with or without liquidated damages, if the delay in the supply of goods or service is on account of hindrances beyond the control of the selected bidder:

i. The selected bidder/Agency shall request in writing to the Purchaser giving reasons for extending the delivery period of service, if he/she finds himself/herself unable

to complete the supply of goods or service within the stipulated delivery period or is unable to maintain prorate progress in the supply of goods or service delivery. This request shall be submitted as soon as a hindrance in delivery of goods and service occurs or within 15 days from such occurrence but before expiry of stipulated period of completion of delivery of goods and service after which such request shall not be entertained.

ii. The Purchaser shall examine the justification of causes of hindrance in the delivery of goods and service and the period of delay occurred due to that and recommend the competent authority on the period of extension which should be granted with or without liquidated damages.

Normally, extension in delivery period of service in following circumstances may be considered without liquidated damages:

- When delay has occurred due to delay in approval by OCAC.
- When the delay has occurred in providing space or any other infrastructure, if OCAC was required to provide the same as per the terms of the Bid.

iii. If the competent authority agrees to extend the delivery period/ schedule, an amendment to the Purchase Order with suitable denial clauses and with or without liquidated damages, as the case may be, shall be issued. The amendment letter shall mention that no extra price or additional cost for any reason, what so ever beyond the contracted cost shall be paid for the delayed supply of goods and service.

7.13 Termination

OCAC may at any time terminate the Purchase Order by giving written notice to the Bidder if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to OCAC. OCAC reserves the right to cancel the Purchase Order in the event of happening one or more of the following Conditions:

-

- a) Failure of the successful bidder to accept the contract.
- b) Delay in delivery beyond the specified period.
- c) In addition to the cancellation of the contract, OCAC reserves the right to appropriate the damages through encashment of Bid Security / Performance Guarantee given by the Bidder.
- d) OCAC would not be liable to pay any damages to the Agency in cases comprising termination for default.

7.14 Settlement of Disputes

- a) General: If any dispute arises between the supplier/ Agency and OCAC during the execution of a Project that should be amicably settled by mutual discussions.

However, if the dispute is not settled by mutual discussions, a written representation will be obtained from the supplier/ Agency on the points of dispute. The representation so received shall be examined by the concerned Committee which sanctioned the tender. The Procurement Committee may take legal advice of a counsel and then examine the representation. The supplier/ Agency will also be given an opportunity of being heard. The Committee will take a decision on the representation and convey it in writing to the supplier/ Agency.

- b) Standing Committee for Settlement of Disputes: If a question, difference or objection arises in connection with or out of the Order issued or the meaning of operation of any part, thereof or the rights, duties or liabilities of either party have not been settled by mutual discussions or the decision of tender sanctioning Procurement Committee, it shall be referred to the empowered standing committee for decision.

8. Special Terms and Conditions of RFP

8.1 Payment Terms and Schedule

The payment schedule is as follows:

Sl.No.	Project Milestone	Payment (%)	Documents Required
1	Delivery, Installation and Certification from the client department for the Equipment's.	80% of the contract value	1. Original Delivery Challan 2. Original Invoice (In triplicate) 3. Installation Certificate Note: If case the site is not ready and any dependency from the department then the bidder will get 40% of amount towards delivery of the materials at site. The remaining 40% will be released after Installation.
2	Integration & Commissioning	10% of the contract value	1. Handholding 2. Warranty Certificate for 5 years
3	Day-to-Day Operation Maintenance and Management Support	0.5 % of the contract value x 20 Nos of QGRs Payable on Quarterly Basis (Total 10% of the contract value)	On submission of manpower attendance sheet with seal and signature of the successful bidder. after the end of respective quarter. (Total 20 Quarters)

8.2 Payment of Goods & Services Tax

GST shall be shown extra by the bidder in their invoices for the items applicable. The same shall be paid by OCAC as per actual after verification. If there is any tax savings, the same shall be reduced from the payable amount. In case of any new incidence of tax or increase in existing tax rates taking place during the Project Period, that shall be borne and payable by the OCAC over and above the agreed price for each item as may be applicable as per the Invoice raised by the agency on the OCAC. Similarly, any reduction in taxes shall be to the benefit of OCAC.

8.3 Penalty

Penalty will be charged @ 0.5% of the Project value per week subject to maximum of 5% of total order value, in case of delayed in supply of stipulated time period. Similarly, 0.5 % will be deducted from the PBG on each time there is a delay in providing support in terms of Repair/replace of equipment per hour beyond the minimum support assistance response period of 48 Hrs. maximum value that may be deducted from the PBG is 5%.

8.4 Dispute Resolution Mechanism

The Bidder and OCAC shall endeavor their best to amicably settle all disputes arising out of or in connection with the Contract in the following manner:

- i. The Party raising a dispute shall address to the other Party a notice requesting an amicable settlement of the dispute within seven (7) days of receipt of the notice.
- ii. The matter will be referred for negotiation between OCAC and the Authorized Official of the Bidder. The matter shall then be resolved between them and the agreed course of action documented within a further period of 15 days.
- iii. In case, it is not resolved between OCAC and the bidder, it will be referred to Principal Secretary to Govt., E&IT Department., Govt. of Odisha for negotiation and his decision would be final and binding for both the parties.
- iv. In case any dispute between the Parties, does not settle by negotiation in the manner as mentioned above, the same may be resolved exclusively by arbitration and such dispute may be submitted by either party for arbitration within 20 days of the failure of negotiations. Arbitration shall be held in Bhubaneswar and conducted in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. Each Party to the dispute shall appoint one arbitrator each and the two arbitrators shall jointly appoint the third or the presiding arbitrator.
- v. The "Arbitration Notice" should accurately set out the disputes between the parties, the intention of the aggrieved party to refer such disputes to arbitration as provided herein, the name of the person it seeks to appoint as an arbitrator with a request

to the other party to appoint its arbitrator within 45 days from receipt of the notice. All notices by one party to the other in connection with the arbitration shall be in writing and be made as provided in this tender document.

- vi. Each Party shall bear the cost of preparing and presenting its case, and the cost of arbitration, including fees and expenses of the arbitrators, shall be shared equally by the Parties unless the award otherwise provides. The Bidder shall not be entitled to suspend the Service/s or the completion of the job, pending resolution of any dispute between the Parties and shall continue to render the Service/s in accordance with the provisions of the Contract/Agreement notwithstanding the existence of any dispute between the Parties or the subsistence of any arbitration or other proceedings.

Annexure- 1: Particulars of the Bidders

Sl. No.	Information Sought	Details to be Furnished
1	Name of the bidding Company	
2	Address of the Company	
3	Incorporation status of the firm (Public limited / Private limited, etc.)	
4	Year of Establishment	
5	Date of registration	
6	RoC Reference No.	
7	Details of company registration	
8	Details of registration with appropriate authorities for GST	
9	Name, Address, e-mail ID, Phone nos. and Mobile Number of Contact Person	
10	Roles & Responsibilities	

Annexure-2: Indicative Bill of Quantity (BOQ)

SI No	Item Details	Offered Make & Model (to be filled in by the bidder)	Quantity	UoM
1	Desktop PC (i5 or equiv.)		408	Nos.
2	Desktop PC (i3 or equiv.)		1224	Nos.
3	Small UPS (600VA)		1216	Nos.
4	MFP Printer		152	Nos.
5	Display Board Monitor		152	Nos.
6	Extra Monitor with splitter		152	Nos.
7	Duplex Laserjet Printer		152	Nos.
8	Online UPS (2KVA)		44	Nos.
9	Diesel Generator Set		44	Nos.
10	KIOSK Machine		44	Nos.
11	Projector with Screen		44	Nos.
12	2 TB USB Hard Disk		44	Nos.
13	PTZ Camera along with USB mic-cum-speaker		650	Nos.
14	Document Visualizer		47	Nos.
15	Smart Phone		869	Nos.

Annexure-3: Minimum Technical Specifications

Technical Specifications for I5/Ryzen 5 Desktop	
ITEM	DESCRIPTION
Computer System Type	Intel core i5/AMD Desktop or Equivalent
Category	Business Segment
Form Factor	MFF/SFF with volume less than 13 ltrs
Make, Model/Part No.	Should be mentioned by Bidder
PROCESSOR & MOTHERBOARD	
Processor Family	Intel core i5 10th Gen (10500) or Higher /AMD Ryzen 5 (4600G) with latest Generation or Higher
Processor Cores	Min 6 Cores or Higher
Base Frequency	3.1 Ghz or Higher/2.3 or higher
Processor Cache	11MB or Higher
Motherboard & Chipset	Business Class Motherboard or Equivalent with Minimum two free PCI/PCI-X/PCI-E/M2 Slots
TDP (Thermal Design Power)	Not more than 65W
MEMORY & DISK STORAGE	
RAM	8 Gb/ 2666MHz, DDR-IV Memory or Higher
Expandable Memory	Upto 64 Gb, at least 2 Memory Slots
Hard Disk	Integrated Dual Port SATA Controller HDD 1TB, 7200 RPM or more
PLATFORM/ARCHITECTURE	
Preloaded Operating System	Preloaded Ubuntu Linux 20.04 LTS down-gradable to Ubuntu Linux 16.04 LTS
Operating System Certificate	Ubuntu-Linux (Must in Linux/Ubuntu 20.04LTS Website)
System Architecture	64-bit
DISPLAY & GRAPHICS	
Screen Size & Resolution	19-inch TFT LED Monitor (HD Resolution) or Higher
Screen Type	HD Wide Screen Backlit LED Anti-Glare Display
Graphic Processor	Intel Integrated Graphics or Equivalent
Monitor Mounting Support	Vesa Screws cover for wall Mount or equivalent
INPUT	
Web Camera	NA
Pointer Device & Keyboard	OEM USB Optical Scrolling Mouse & OEM USB Standard 104 Keys Keyboard
AUDIO	
Microphone	NA
Speakers	Sound Speakers (Build in with CPU Cabinet or Monitor)
COMMUNICATION	
Ethernet	Integrated Gigabit Ethernet Controller with IPv6 Compliant
Wireless	IEEE 802.11 b/g/n/ax
Bluetooth	Version 4.2 or higher
PORTS / SLOTS	
USB Port	Minimum 4 x USB 2.0, 2 x USB 3.0

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Other Ports	Mic In, Speaker Out or Combo Audio Jack, RJ45, VGA/Display Out/HDMI
POWER SUPPLY & ENERGY EFFICIENCY (GREEN COMPLIANCE)	
Power Supply/Adaptor	Optimum Wattage SMPS to support full use of System with all USB ports utilized
Energy Certification	Energy Star (EPA) Ver 6.0 or later/BEE India Star Ver 1 or latest
Power Management	ACPI Complaint
Battery Backup	NA
SECURITY FEATURES	
Security	USB Port Disable (through BIOS), TPM2.0
Security Lock	NA
OTHER SPECIFICATION	
Hardware Drivers	Vendor to provide drivers for Ubuntu-Linux 16.04 LTS and All drivers should be able to download from OEM website for Ubuntu-Linux 16.04
OEM Product	OEM Manufacturer or its authorised Partner of OEM
WARRENTY & SERVICES SUPPORT	
Warranty	5 Years on site Comprehensive Warranty support with Level 1 Support from bidder and level 2 support
Service Centre	Must have company authorised service centre in capital city/High Court place

Technical Specifications for I3/Ryzen 3 Desktop	
ITEM	DESCRIPTION
Computer System Type	Intel i3/AMD Desktop or Equivalent
Category	Business Segment
Form Factor	MFF/SFF with volume less than 13 ltrs
Make, Mode/Part No.	Should be mentioned by Bidder
PROCESSOR & MOTHERBOARD	
Processor Family	Intel core i3 10th Gen (10300) /AMD Ryzen 3 (4300 U) with latest Generation or Higher
Processor Cores	Min 4 Cores or Higher
Base Frequency	2.6 Ghz or Higher
Processor Cache	5MB or Higher
Motherboard & Chipset	Business Class Motherboard or Equivalent with Minimum two free PCI/PCI-X/PCI-E/M2 Slots
TDP (Thermal Design Power)	Not more than 55W
MEMORY & DISK STORAGE	
RAM	4 Gb/ 2666MHz, DDR-IV Memory or Higher
Expandable Memory	Upto 64 Gb, at least 2 Memory Slots
Hard Disk	Integrated Dual Port SATA Controller HDD 1TB, 7200 RPM or more
PLATFORM/ARCHITECTURE	

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Preloaded Operating System	Factory Preloaded Ubuntu Linux 20.04 LTS down gradable to Ubuntu Linux 16.04 LTS
Operating System Certificate	Ubuntu-Linux (Must in Linux/Ubuntu 20.04LTS Website)
System Architecture	64-bit
DISPLAY & GRAPHICS	
Screen Size & Resolution	19-inch TFT LED Monitor (HD Resolution) or Higher
Screen Type	HD Wide Screen Backlit LED Anti-Glare Display
Graphic Processor	Intel Integrated Graphics or Equivalent
Monitor Mounting Support	Vesa Screws cover for wall Mount or equivalent
INPUT	
Web Camera	NA
Pointer Device & Keyboard	OEM USB Optical Scrolling Mouse & OEM USB Standard 104 Keys Keyboard
AUDIO	
Microphone	NA
Speakers	Sound Speakers(Build in with CPU Cabinet or Monitor)
COMMUNICATION	
Ethernet	Integrated Gigabit Ethernet Controller with IPv6 Compliant
Wireless	IEEE 802.11 b/g/n/ax
Bluetooth	Version 4.2 or higher
PORTS / SLOTS	
USB Port	Minimum 4 x USB 2.0, 2 x USB 3.0
Other Ports	Mic In, Speaker Out or Combo Audio Jack, RJ45, VGA/Display Out/HDMI
POWER SUPPLY & ENERGY EFFICIENCY (GREEN COMPLIANCE)	
Power Supply/Adaptor	Optimum Wattage SMPS to support full use of System with all USB ports utilized
Energy Certification	Energy Star (EPA) Ver 6.0 or later/BEE India Star Ver 1 or latest
Power Management	ACPI Complaint
Battery Backup	NA
SECURITY FEATURES	
Security	USB Port Disable (through BIOS), TPM2.0
Security Lock	NA
OTHER SPECIFICATION	
Hardware Drivers	Vendor to provide drivers for Ubuntu-Linux 16.04 LTS and All drivers should be able to download from OEM website for Ubuntu-Linux 16.04
OEM Product	OEM Manufacturer or its authorised Partner of OEM
WARRENTY & SERVICES SUPPORT	

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Warranty	5 Years on site Comprehensive Warranty support with Level 1 Support from bidder and level 2 support
Service Centre	Must have company authorised service center in capital city/High Court place

MFP Printer	
PRINT	
Printing Method	Monochrome Laser
Simplex Printing Speed (A4)	25 ppm or more
Print Resolution	1200 x 1200 dpi
First Printout Time	10 second or less
Auto Duplex Print	Auto Duplex Standard
Available Paper Size for Auto Duplex Print	Plain Paper, Heavy Paper, Transparency, Label, Index Card, Envelope
BIDDER TO GIVE DETAILS	
A. Yield per Toner Cartridge	
B. Whether Toner cartridge & Drum Integrated	
C. Whether Cartridge is refillable	
PAPER HANDLING	
Auto Document Feeder (ADF)	30 sheets
Available Paper Size for Auto Document Feeder	A4, B5, A5, B6, Letter, Legal
Paper Input (Standard)	250 sheets (Plain paper of 60-80 gsm) Sheet multipurpose tray
Paper Output	100 sheets
Paper Sizes (Standard Cassette)	A4, B5, A5, B6, Letter, Legal
Paper Sizes (Multipurpose Tray)	A4, B5, A5, B6, Letter, Legal
Paper Types	Plain Paper, Heavy Paper, Transparency, Label, Index Card, Envelope
SCAN	
Scan Resolution	Optical 600x600 dpi or letter
Color Depth	24 bit color Scanning
Scan Speed	Upto 14 ppm (Black & White), Upto 5ppm (Color)
Pull Scan	Yes, USB & Network
Push Scan (Scan to PC)	Yes, USB & Network
Scan Features	TWAIN Compatible
Scan Output	PDF, JPG, TIFF etc

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Scanning Option	Color, Grey Scale, Black & White etc
Scanner Combability	SANE Family of Scanner (SANE Project)
COPY	
Copy speed (Simplex: A4)	25 cpm (copies per minute) or more
Copy Resolution	600 x 600 dpi
First Copy Out Time (A4)	10 second or less
Reduce /Enlargement	25-400%
FAX	
Modem Speed	Upto 33.6kbps
Memory Capacity	Upto 100 pages
Coded Dial	Upto 99 dials
Receive Mode	FAX Only, Manual, Answering Fax/Tel Auto, Switch
Memory Backup	Permanent fax memory back-up
Other Fax Features	Plain paper fax, EPABX Compatible, Auto Redial, Fax activity Reports, Fax Activity Result Report
CONNECTIVITY & SOFTWARE	
Standard Interface	USB 2.0, High Speed,10/100/1000 Ethernet (Network), Phone Line Port
Network Security (Wired)	IP/Mac address filtering
Compatible Operating System	Ubuntu 16.04 LTS, Windows Vista and later including Windows 10 (all 32 and 64 bit both)
GENERAL SPECIFICATION	
Memory	256 Mb or Higher
Power Requirements	AC 220_240V(+10%),50/60Hz(=2Hz)
Monthly Duty Cycle	30000 Pages OR Higher
Energy Certification	Energy Star (EPA) ver 6.0/BEE India Star ver 1
Warranty	5 Years Comprehensive warranty including all parts except toner cartridge with onsite support

Duplex LaserJet Printer	
PRINT	
Printing Technology	Monochrome Laser
Duplex Printing	Auto Duplex with Ubuntu Driver support for Duplex
Simplex Printing Speed (A4)	25 ppm or more
Print Resolution	600 x 600 dpi
First Printout Time	8 second or less
Available Paper Size for Auto Duplex Print	Plain Paper, Heavy Paper, Transparency, Label, Index Card, Envelope
PAPER HANDLING	
Available Paper Size for Auto Document Feeder	A4, Letter, Legal
Paper Input (Standard)	250 sheets (Plain paper of 60-80 gsm) Sheet multipurpose tray or higher

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Paper Output	100 sheets
CONNECTIVITY & SOFTWARE	
Standard Interface	USB 2.0, High Speed,10/100/1000 Ethernet(Network),Phone Line Port
Network Security(Wired)	IP/Mac address filtering
Compatible Operating System	Ubuntu 16.04 LTS and later including Windows 10 (all 32 and 64 bit both)
GENERAL SPECIFICATION	
Memory	64 Mb or Higher
Power Requirements	AC 220_240V(+10%),50/60Hz(=2Hz)
Monthly Duty Cycle	10000 Pages
Energy Certification	Energy star (EPA) ver 6.0/BEE India Star ver 1
Warranty	5 Years Comprehensive warranty including all parts except toner cartridge with onsite support
BIDDER TO GIVE DETAILS	
A. Yield per Toner Cartridge	
B. Whether Toner cartridge & Drum Integrated	
C. Whether Cartridge is refillable	

Display Monitors	
Make and Model No.	(exact details to be provided by the bidder with its official brochure)
Display Type & Technology	FHD Wide Screen Backlit TFT LED Anti-Glare Display
Screen size	23.8 inches
Resolution	HD Resolution
Viewing Angle	170 degrees or more horizontal and vertical
Orientation	Landscape
Color	16 Million or more
Video Input	VGA/HDMI/DisplayPort if not having the required port, necessary converter required to connect it to the thin client system to be provided with this Display monitor HDMI/VGA/Display port cable included
Energy Certification	Energy star (EPA) ver 6.0/BEE India star ver 1
TCO Certification	Relevant category of TCO Certification required
Mounting	Wall-Arm Mountable through VESA bracket Mounting Kit inclusive
Power Supply	200-250 V AC 50 Hz, Power Cable Included
Visibility	Must have optimum outdoor visibility
Thin/Mini PC Client	
Processor	Industry Standard 1.8 GHz or above Speed processor
Video Controller	On board video controller
RAM	4GB or above expandable upto 16 GB
Storage	32GB or above (eMMC/SSD/SATA DOM)

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Monitor	18.5" or higher TFT LED flat HD monitor with 5 ms or better response time
Display Ports	VGA/HDMI/Dual Display Port if VGA or HDMI or Display port not there, converter to be provided which may be required to connect the client system with Display Monitor
USB ports	At least 3 USB ports ver 2.0 or above
Bootability	BIOS should support bootability from USB device.
Network	Gigabit Ethernet Controller with WOL support Ipv4 & Ipv6 Compliant with RJ45 Port.
Mounting	Ultra-small form factor chassis mountable at rear side of the monitor with VESA mount compatible (Wall- Arm Mount KIT included in addition to the Kit required for Display Monitor)
Operating system Compatibility	Embedded with linux OS. All hardware must be compatible with ubuntu Linux OS 16.04 LTS.
Hardware Driver	Supplier to provide latest drivers for all hardware for Ubuntu Linux OS 16.04 LTS.
Peripheral Devices	Keyboard & Mouse not required
Power Supply	External Power Adaptor for 200-250 V AC 50Hz (Power Cable included)
Software	Linux & Open/Libre Office embedded in Flash RAM/Storage
	JVM Support for Linux Firefox & Mozilla
	Multilingual Support
	Thin Client Management S/W
Compatibility between Display Monitor and Thin/ Mini PC Client	
Compatibility	Display Monitors and Thin/Mini PC Clients to be supplied must be compatible with each other for display connectivity while also adhering to all the technical specifications given in these specifications
Common features for Display Monitor and Thin/Mini PC Client	
OEM Product	OEM Manufacturer or its authorised distributor/dealer with OEM
Warranty	5 Years on site Comprehensive Warranty support with Level 1 Support from bidder and level 2 support
Service Centre	Must have company authorised service center in capital city/High Court place

Display Monitors with Splitter	
Make and Model No.	(exact details to be provided by the bidder with its official brochure)
Display Type & Technology	HD Wide Screen Backlit TFT LED Anti-Glare Display
Screen size	18.5/19 inches or higher
Resolution	HD Resolution

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Viewing Angle	170 degrees or more horizontal and vertical
Orientation	Landscape
Color	16 Million or more
Video Input	VGA/HDMI/DisplayPort if not having the required port, necessary converter required to connect it to the thin client system to be provided with this Display monitor HDMI/VGA/Display port cable included
Energy Certification	Energy star (EPA) ver 6.0/BEE India star ver 1
TCO Certification	Relevant category of TCO Certification required
Mounting	Wall-Arm Mountable through VESA bracket Mounting Kit inclusive
Power Supply	200-250 V AC 50 Hz, Power Cable Included
VGA/HDMI/Display Port Splitter	
VGA/HDMI/Display Port Splitter	USB Powered VGA or HDMI or DisplayPort two port Splitter (3 Mtr length) as per video connectivity options in the above Display Monitor and the already available Computer System with the Court. Relevant USB Cable and VGNHDMI/DisplayPort Cable Required
Common features of Display Monitor VGA/HDMI/DisplayPort Splitter	
OEM Product	OEM Manufacturer or its authorised distributor/dealer with OEM
Warranty	5 Years on site Comprehensive Warranty support with Level 1 Support from bidder and level 2 support
Service Centre	Must have company authorised service centre in capital city/High Court place

Duplex LaserJet Printer	
PRINT	
Printing Technology	Monochrome Laser
Duplex Printing	Auto Duplex with Ubuntu Driver support for Duplex
Simplex Printing Speed (A4)	25 ppm or more
Print Resolution	600 x 600 dpi
First Printout Time	8 second or less
Available Paper Size for Auto Duplex Print	Plain Paper, Heavy Paper, Transparency, Label, Index Card, Envelope
PAPER HANDLING	
Available Paper Size for Auto Document Feeder	A4, Letter, Legal
Paper Input (Standard)	250 sheets (Plain paper of 60-80 gsm) Sheet multipurpose tray or higher
Paper Output	100 sheets
CONNECTIVITY & SOFTWARE	
Standard Interface	USB 2.0, High Speed,10/100/1000 Ethernet(Network),Phone Line Port
Network Security (Wired)	IP/Mac address filtering
Compatible Operating System	Ubuntu 16.04 LTS and later including Windows 10 (all 32 and 64 bit both)
GENERAL SPECIFICATION	

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Memory	64 Mb or Higher
Power Requirements	AC 220_240V(+10%),50/60Hz(=2Hz)
Monthly Duty Cycle	10000 Pages
Energy Certification	Energy star (EPA) ver 6.0/BEE India Star ver 1
Warranty	5 Years Comprehensive warranty including all parts except toner cartridge with onsite support
BIDDER TO GIVE DETAILS	
A. Yield per Toner Cartridge	
B. Whether Toner cartridge & Drum Integrated	
C. Whether Cartridge is refillable	
Diesel GenSet	
Rated/Max Power Output (VA)	5000/5500 VA
Compliance	Latest Government Emission Norms CPCB II
Start Type	Controller Based Easy Push Start
Type of Product	Portable Genset
Comparison Method	55% savings over petrol gensets
Fuel Consumption (At 50% Load)	0.9 ltrs/hr
Fuel Consumption (At 75% Load)	1.2 ltrs/hr
Fuel Consumption (At 100% Load)	1.5 ltrs/hr
Lube. Oil Capacity (ml)	1650 ml
Fuel Type	Diesel
Features	Number of Cylinder: 1
Frequency	50 Hz
Fuel Tank Capacity (Ltrs)	12.5 L
Rated Voltage	230 V
Sound Level	<75 dba
CORROSION RESISTANCE	<ol style="list-style-type: none"> 1. All sheet metal parts/components are hot dipped in seven tanks process, pretreated and passivated. 2. Sheet metal components are painted with P.P base power. 3. Base frame is epoxy coated. 4. Zinc passivated hardware is used to avoid rusting
ACOUSTIC INSULATION	<ol style="list-style-type: none"> 1. Sound proofing of the enclosure done with quality Foam confirming to IS: 8183. 2. Acoustic form shall be fire retarded and fire resistant. 3. Attenuates are provided to control sound at entry and exit to and from the container. 4. Specially designed Residential Silencer is provided.
VENTILATION AND AIR CIRCULATION	Exhaust pipe is thoroughly insulated by covering it with glass wool and further cladded in Enclosure.
ELECTRICAL	Neutral Body earthing points at the sides of enclosure are isolated through Dough Moulded compound

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NOISE EMISSION	The acoustic enclosure being offered is for output of < 75 dbA at a distance of 1-meter average around the set as per CPCB-II norms.
Warranty	5 Years Comprehensive warranty
UPS	
Capacity	600 VA LINE INTERACTIVE
Input Voltage and Frequency	140-270 V, 45 to 65 Hz
Output Voltage and Frequency (On Mains)	230 +/- 8% with AVR (Automatic Voltage Regulation), 50 Hz +/- synchronized with Input Power Frequency
Output Voltage and Frequency (On Battery)	230 V +/- 3% with 50 Hz
Backup Time	15 minutes on full load of 0.6 PF or higher
Battery Type	Maintenance-free sealed Lead-Acid battery with suspended electrolyte: leakproof
Overload Capacity	110% for two minutes (on both Mains & Battery)
Efficiency	75% or more at Full Load
Output Wave type	Quasi Sinewave or Better
Transfer Time	<=5 milliseconds
Other Features	Cold Start, Auto Start, Generator Compatible
Protections	Surge, Short Circuit, Spikes, DC Undervoltage and Overload, Low Battery
Battery Saver Option	UPS Should have Battery Saver Option to increase the life of the Battery upto 5 years
Indicators	Mains, On Battery, Charge, Overload
Alarms	Low Battery, Main Off, Tripping
Operating Environment	0 - 40 degree Celsius
Operating Relative Humidity	0-95%
Audible noise at 1	Not more than 50.00 dBA
Output Sockets	3 or more with 3 pin
OEM	Original Equipment Manufacturer (OEM) Product
Warranty	5 Years Onsite & Two Years on Battery

UPS for Network Rooms	
Capacity	2 KVA ONLINE
Input Voltage and Frequency	140-270 V, 45 to 65 Hz
Output Voltage and Frequency (On Mains)	230 +/- 5% with AVR (Automatic Voltage Regulation), 50 Hz +/- synchronized with Input Power Frequency
Output Voltage and Frequency (On Battery)	230 V +/- 3% with 50 Hz
Backup Time	120 minutes on full load of 0.6 PF or higher
Total VAH	6200 or higher
Battery Type	Maintenance-free sealed Lead-Acid battery with suspended electrolyte: leakproof
Overload Capacity	110%
Efficiency	84% or more at Full Load & 80% at Half Load
Output Wavetype	Pure Sinewave

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Other Features	Cold Start, Auto Start, Generator Compatible, No Load Shutdown, RS232 communication, Display
Protections	Surge, Short Circuit, Spikes, DC Undervoltage and Overload
Indicators	Mains, On Battery, Charge, Overload
Alarms	Low Battery, Main Off, Tripping
Operating Environment	0 - 40 degree Celsius
Operating Relative Humidity	0-95%
Audible noise at 1	Not more than 45.00 dBA
Output Sockets	4 or more with 3 pin
OEM	Original Equipment Manufacturer (OEM) Product
Warranty	5 Years Onsite & Two Years on Battery

Information KIOSK	
Make and Model No.	(exact details to be provided by the bidder with its official brochure)
Construction base	The Kiosk shall be wall mounted with permanent and screw less chassis or pedestal. The enclosure shall be of minimum 1.6 mm thick CRCA Stell, polymer powder coated designed to work in harsh conditions. The design shall be vandal resistant. Design must be sleek and attractive.
Display Type:	
(a) Type	Colour LED HD Wide Screen Backlit TFT LED Anti-Glare Display
(b) Screen size	Capacitate Touch Screen with 21 inches (HD Resolution) with TCO6 Certification
(c) Touch Screen	APR/SAW Type with 3mm or higher anti glare & overlay tempered vandal resistant glass.
(d) LCD Touch Panel	Minimum 250 CD/m2 (NITS) brightness or better.
System Details:	
(a) Processor	Minimum Core i3 or equivalent with 2.6 GHz or higher
(b) RAM	4 GB, DDR4 or above expandable upto 16 GB
(c) Storage	Integrated Dual Port SATA Controller HDD 1TB 7200 RPM or more
(d) Optical Device Drive	Provision to connect external CD/DVD ROM
(e) Operating System	Ubuntu-Linux 16.04 LTS
Ethernet	Integrated Gigabit Ethernet Controller with IPv6 compliant
Other Ports	RJ45, VGA/HDMI/Display Port out
Wireless	IEEE 802.11 or Higher
USB Ports	2 X USB 2.0, 1 X USB 3.0
Power Supply	Optimum Wattage SMPS to support full use of System.
Cooling	Suitable no. of fans to be provided inside the chasis
UPS	Inbuilt UPS 600 VA with 30 minutes backup on full load at 0.6 PF
Warranty	5 Years on site Comprehensive Warranty support with Level 1 Support from bidder and level 2 support
Service Centre	Must have company authorised service centre in capital city/High Court place

Projector	
Make and Model No.	(exact details to be provided by the bidder with its official brochure)

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Display Technology	LCD/DLP
Projection Method	Front & Rare Both
Native Resolution	1024 x 768 (XGA) OR 1366 x 768 or better
Brightness	3200 Lumens or more
Contrast Ratio (Minimum)	12000:1
Zoom	Manual/Optical Zoom (Min 1.1X) %
Throw Ratio	1.37:1 to 2.16:1
Aspect Ratio	04:03
Keystone Correction	Automatic
Minimum Life of Projector Lamp	5000 Hours (In Normal Mode)
Counter	Lamp Hour Counter (In-Built)
Video Compatibility	PAL/NTSC
Ports	HDMI with MHL support, DVI Port, Audio In, Audio Out, Video In, Analog RGB In, Analog RGB Out and Storage Media Port (USB- Type A)
Connectivity	LAN, WiFi
Noise Level	Upto 35dB (Sleep Mode), Upto 38 dB(Normal Mode)
Power Supply	219V-240V, 50 Hz
Other Features	Remote Control, Speaker, Auto lens off, Energy Saving Compliance o prescribed standard
OEM Product	OEM Manufacturer or its authorised distributor/dealer with OEM
Warranty	5 Years onsite Warranty
Screen	
Size (feet)	8 x 6 or more
Type	MAP (Calendar)/ Wall/ Stand Mount (Tripod Type)
Format	04:03
Actual Screen size	85 x 65 Inches or more
Material	High Gain Fabric- Treated Matte - Low Reflection - Wide Angle - Anti UV coating

2TB USB Hard Disk (with external power adapter)

Memory Storage Capacity	2 TB USB with External power adaptors
Connectivity	USB 3.0 with backward compatibility for USB 2.0, Gigabit Ethernet (RJ45)
operating Systems Compatibility	Compliance with Linux & Windows partition types
Accessories	USB 3.0 cable, AC power Adaptor
Power Adaptor	External
Features	Read & Write Storage access through network protocols like samba, cifs etc.
Warranty	3 Years

Technical Specifications for PTZ Camera along with USB mic-cum-speaker

S.No.	Description	Specification Parameter
1	Camera Type	PTZ

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

2	Video Capture	1920 X 1080p at 30 FPS or better
3	Connectivity Technology	Wired
4	Compression	H.264 or better
5	Focus	Auto
6	Field of View	minimum 75 degrees or higher
9	Video Pan View	170 degree or higher
10	Tilting	55 degree or higher
11	Exposure	Auto or better
12	Interface	Should have one USB 2.0/3.0 port
14	Supported Operating System	It should support Windows 10 & Linux-Ubuntu 16.04 LTS or later
15	Warranty	The complete solution should be from the same OEM with 5 year warranty from day one.

Technical Specifications of USB Speakerphone

S.No.	Description	Specification Parameter
1	Microphone	It should have omnidirectional microphone with audio pick up range of 6 feet minimum and frequency response from 200 Hz to 8 kHz or better
2	Speaker	It should have built-in, full duplex speakerphone and noise-cancelling microphone
3	Interface	Integrated USB2.0 type A cable to connect to computer
5	Supported Operating System	It should support Windows 10 & Linux-Ubuntu 16.04 LTS or later
7	Warranty	The complete solution should be from the same OEM with 5 year warranty from day one.

Document Visualizer

System	Desktop Visualizer
Recording in 2D/3D	2D
Camera	3.2 Mp/CMOS or Higher
Zoom	10 x Digital or more, 20 x Optical or more
Pictures per second	30 frames or more
Resolution	720P or Higher
Output	XGA, SXGA, WXGA, 1080P
Working Surface	A4, A3 and Can be higher based on adjustment of Camera
Image Rotation	Tilt & Rotation (90 degree, 180 degree, 270 degree or more)
Alternative Image display	negative image / negative-blue image / black and white image
Brightness control	Automatic/Manual
White balance adjustment	Automatic/Manual
Autofocus / Speed	Yes (continuously working, high speed)
Manual focus	Yes
Firmware Updates via	USB/LAN/USB Stick
Image Capture	Yes, 32 Volatile Image or more
Image Split/Mirror /Freeze	Yes
Layout	Landscape & Portrait Both

Request for Proposal (RFP) for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha

Light source	Maintenance free high-brightness LED light system (high light output, low power consumption), lamp lifetime: 30,000 hours or more
OS Support	Windows 10 , Windows Server 2012 R2/2016, Linux-Ubuntu-16.04
Input Interface	HDMI, USB, audio, Mic-in.
Output Interface	VGA x 1, HDMI x 1, USB, RJ45
Power	Not more then 36 Watts
Warranty	3 Years

Smart Phone		
SI No.	Parameter	Detailed Specifications
1	Processor speed (GHz)	1.8 GHz or higher
2	Minimum Processor core	Octacore
	Operating System	Android 10 or higher
3	Storage Expandable up to (in GB)	128
4	Internal Storage (in GB)	32 or higher
5	RAM Size (in GB)	3 or higher
6	Display Resolution (Horizontal x Vertical)(Pixel)	HD (Minimum 1280 x 720)
7	Display Size (in inch)	5.7 or more
8	SIM Card Slots	Dual
9	Type of SIM	Micro/Nano
10	Rear Camera Resolution (Mega Pixel)	>/=12 or higher
11	Touch Support	Multi Touch
12	Front Camera Resolution (Mega Pixel)	8
13	Bluetooth Connectivity	4.0 or higher
14	Connectivity	4G LTE/ 4G VoLTE
15	Wi-Connectivity	802.11a/b/g/n
16	Battery Capacity (mAH) Minimum	4000 or higher
17	OEM Warranty for smart phone	6 Months
18	Warranty Service	On-Site/Carry-in
19	OEM Warranty for smart phone	1 Year

Annexure-4: Pre-Bid Queries Format
(To be filled by the Bidder)

Name of the Company/Firm:

Bidding document Fee Receipt No _____

Person(s) Representing the Company/ Firm:

Name of the Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

**Query/Clarification Sought:
(MS-Excel Sheet Format)**

Sl.No.	Bidder Name	RFP Chapter No.	RFP Clause No.	RFP Page No.	Clause Details as per RFP	Query/Clarification/ Suggestion

Note: Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX/ .PDF). Queries not submitted in the prescribed format will not be considered/ responded at all by the tendering authority. Also, kindly attach the coloured scanned copy of the receipt towards the submission of the bid document fee. Also, the bidders having purchased the tender/ RFP document will only be responded to i.e. their pre-bid queries will be entertained and responded. Also, the softcopy of the queries (**only in MS-Excel Sheet format**) should also be submitted through e-mail at gm_ocac@ocac.in & jayashree.mishra@odisha.gov.in

Annexure-5: Bidder's Authorization Certificate
(To be filled by the Bidder)

To,

The General Manager (Admn.)
Odisha Computer Application Centre (OCAC)
OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL
Post Office, Bhubaneswar-751013 (INDIA)

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with RFP reference No.-OCAC-SEGP-INFRA-0014-2021-22006, Dated 25/02/2022. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified Signature

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

Annexure-6: Bank Guarantee Format

(To be signed by bank and submitted by Bidder)

RFP REF: OCAC-SEGP-INFRA-0014-2021-22006, Dated 25/02/2022

To,

The General Manager (Admn.)
Odisha Computer Application Centre (OCAC)
OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post
Office, Bhubaneswar-751013 (INDIA)

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP reference No.-OCAC-SEGP-INFRA-0014-2021-22006, Dated 25/02/2022 for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha (hereinafter called "the Bid") to OCAC Know all Men by these presents that we <<Name of the Bidder>> having our office at <<Address>> (hereinafter called "the Bank") are bound unto the <<Nodal Agency>> (hereinafter called "the Purchaser") in the sum of Rs. <<Amount in figures>> (Rupees <<Amount in words>> only) for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <<Date>>

The conditions of this obligation are:

1. If the Bidder having its bid withdrawn during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of validity of bid
 - a) Withdraws his participation from the bid during the period of validity of bid document;
 - Or
 - b) Fails or refuses to participate in the subsequent RFP process after having been short listed;

We undertake to pay to the Purchaser up to the above amount upon receipt

of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the RFP occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- I. Our liability under this Bank Guarantee shall not exceed Rs. <<Amount in figures>> (Rupees <<Amount in words>> only)
- II. This Bank Guarantee shall be valid up to <<insert date>>)
- III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <<insert date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date:

Annexure-7: RFP Form

(To be filled by the Bidder)

Name of the Tendering Authority	The General Manager (Admin.)
Address	Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013 (INDIA)
Telephone	
Tele Fax	
Email	

2) Firm Details:

Name of Firm				
Name of CMD of the firm with email id, contact number				
Name of Contact Person with Designation				
Registered Office Address				
Address of the Firm				
Year of Establishment				
Type of Firm Put Tick (√) mark	Public Limited	Private Limited	Partnership	Proprietary
Telephone Number(s)				
Email Address/ Web Site	Email:		Web-Site:	
Fax No.				
Mobile Number	Mobile:			
Certification/Accreditation/Affiliation, if Any				

3)The requisite tender fee amounting to Rs. _____/- (Rupees <in words>) has been deposited vide DD/BC/receipt no. _____ Dated _____.

4) We agree to abide by all the terms and conditions mentioned in this form issued by the Empanelment Authority and also the further conditions of the said notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein along with stamp of the firm).

Date:

Name & Seal of the firm: _____

Authorized Signatory: _____

Annexure-8: Covering Letter - Technical Bid

(To be filled by the bidder and signed in Company Letter Head)

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep't, Govt. of Odisha)
N-1/7-D, Acharya Vihar, P.O. - RRL,
Bhubaneswar - 751013

Subject: Technical Proposal for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha, RFP No-OCAC-SEGP-INFRA-0020-2020-22006, Dated 25/02/2022.

Sir/Madam,

We, the undersigned, offer to provide our services against your RFP enquiry no. <Insert RFP no> dated <insert date>. We are hereby submitting our Proposal, which includes this Technical Bid sealed in the envelope.

We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We agree to abide by all the terms and conditions of the tender document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

We agree that you are not bound to accept the lowest or any bid response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products / services specified in the bid response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company /firm/organization and empowered to sign this document as well as such other documents which may be required in this connection.

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Annexure-9: Manufacturer's Authorization Form (MAF)

Letter No. _____

To

The General Manager (Admin.)
Odisha Computer Application Centre
Plot No. - N-1/7-D, Acharya Vihar P.O. - RRL,
Bhubaneswar – 751013

Sub: OEM Authorization Letter

RFP Ref No: OCAC-SEGP-INFRA-0018-2021-22006, Dated 25/02/2022

Dear Sir

We, who are established and reputable

_____ having factories / development facilities at (*address of factory / facility*) do hereby authorize M/s _____ (*Name and address of Agent*) to submit a Bid, and accept the Purchase Order against the above Bid Invitation. We hereby extend our full guarantee and warranty for the Solution, Products and services offered by the above firm against this Bid Invitation. We further undertake that we will support the supplier will all related spares and maintenance during the entire contract period.

We duly authorize the said firm to act on our behalf in fulfilling all installations, Technical support and maintenance obligations required by the Project.

Yours faithfully,

(Name) Seal

Note: This letter of authority should be on the letterhead of the OEM and should be signed by a person competent and having the power of attorney to bind the manufacturer.

Annexure-10: Financial Bid Cover Letter and Format

(To be filled by the bidder and signed in Company Letter Head)

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dept, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL,
Bhubaneswar – 751013

Date:

Subject: Submission of the financial bid for Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha.

Dear Sir/Madam,

We, the undersigned, offer to Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha, RFP No- OCAC-SEGP-INFRA-0020-2020-22006, Dated 25/02/2022 and our Proposal (Pre-qualification, Technical and Financial Proposals). Our attached Financial Proposal is for the sum of <<*Amount in words and figures*>>inclusive of taxes and duties.

1. Price and Validity

All the prices mentioned in our RFP are in accordance with the terms as specified in the RFP documents. We declare that our Bid Price is for the entire scope of the work as specified in the appropriate section in the RFP. All the prices and other terms and conditions of this Bid are valid minimum for a period 180 days from the date of opening of the Bid. Subject to further extended period as mutually agreed upon.

We hereby confirm that our prices do not include any taxes and duties.

We understand that the actual payment would be made as per the existing tax rates during the time of payment.

2. Unit Rates

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to / decrease from the scope of work under the contract.

3. Qualifying Data

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in Odisha Computer Application Centre (OCAC) this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

4. Bid Price

We declare that our Bid Price is for the entire scope of the work as specified in the RFP. These prices are indicated at Price Bid attached with our bid as part of the Bid.

We understand you are not bound to accept any tender you receive.

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

We understand that our bid is binding on us and that you are not bound to accept a bid you receive.

Thanking you,

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Annexure:11 Bid Security Declaration

To,

The General Manager (Admn)
Odisha Computer Application Centre
Plot No. - N-1/7-D, Acharya Vihar
P.O.- RRL, Bhubaneswar - 751013
EPBX: 0674-2567280/2567064/2567295
Fax: +91-0674-2567842

Whereas << name of the bidder >> (hereinafter called the Bidder) has submitted the bid for Submission of RFP # << RFP Number >> dated << insert date >> for << name of the assignment >>(hereinafter called "the Bid") to Odisha Computer Application Centre.

Know all Men by these presents that we <<>> having our office at << Address >> (hereinafter called "the Bank") are hereby submitting the Bid Security Declaration letter to the << Nodal Agency >> (hereinafter called "the Purchaser") which binds our organization, its successors and assigns by these presents under the following obligations.

The conditions of this obligation are:

1. Fails to submit PBG.
2. Withdraws his participation from the bid during the period of validity of bid document; or
3. Modify the bid during period of bid validity.

We undertake to accept the suspension for a specific period as decided by the Purchaser due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

(Authorized Signatory of the Bidder)

Seal:

Date:

Annexure-12: Commercial Bid - Item Wise Price Schedule.

Sl. No.	Item Description	Qty	UoM	Unit Price	GST Charges as Applicable	Unit Price (Including GST)	Total Cost (Including GST)
A	B	C	D	E	F	G = (E+F)	H = (C x G)
1	Desktop PC (i5 or equiv.)	408	Nos.				
2	Desktop PC (i3 or equiv.)	1224	Nos.				
3	Small UPS (600VA)	1216	Nos.				
4	MFP Printer	152	Nos.				
5	Display Board Monitor	152	Nos.				
6	Extra Monitor with splitter	152	Nos.				
7	Duplex Laserjet Printer	152	Nos.				
8	Online UPS (2KVA)	44	Nos.				
9	Diesel Generator Set	44	Nos.				
10	KIOSK Machine	44	Nos.				
11	Projector with Screen	44	Nos.				
12	2 TB USB Hard Disk	44	Nos.				
12	PTZ Camera along with USB mic-cum-speaker	650	Nos.				
14	Document Visualizer	47	Nos.				
15	Smart Phone	869	Nos.				
Grand Total							

Note:-

- All the above price would be in INR only.
- The above price would include Compressive OEM Warranty Support for a period of Five (05) years from the date of UAT.
- The bidder has to compulsorily quote for all items mentioned in the Commercial-bid Tables. In case bidder fails to quote for any of this stage, the bid would be summarily rejected.
- Above is indicative, however the quantity may increase or decrease at the time of placing the purchase order as per actual.
- The Tax rates will be mentioned as per standards.

Annexure-13: Financial Capabilities
(To be filled by the Bidder)

Turnover (Rs. In Crores)		
2017-2018	2018-2019	2019-2020
Net worth (Rs. In Crore)		
2017-2018	2018-2019	2019-2020

Annexure-14: Self-Declaration
(Non-blacklisted in company Letter Head)

To

The General Manager (Admin)
Odisha Computer Application Centre
(Technical Directorate of I.T. Dep^t, Govt. of Odisha)
N-1/7-D, Acharya Vihar P.O. - RRL,
Bhubaneswar - 751013

Sir

In response to the RFP Ref. No: OCAC-SEGP-INFRA-0018-2021-22006, Dated 25/02/2022, for RFP titled "Selection of Agency for Supply, Installation & Commissioning of IT Hardware for eCourt Project under High Court of Odisha", as an owner/ partner/ Director of (organization name) _____ I/ We hereby declare that presently our Company/ firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

I/We further declare that there is no past / ongoing legal trial in name of any of the Owner / Partner / Director of the bidding company as on the tender submission date.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Signature:

Seal:

Date:

Place:

Annexure-15: Project Citation Format
(To be filled by the Bidder)

Relevant IT Project Experience	
General Information	
Name of the project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the project	
Scope of services	
Other Details	
Total cost of the project	
Duration of the project (no. of months, start date, completion date, current status)	

Annexure-16: Project References for Experience of Bidder

Sl. No.	Name of Customer:	Contact person Name	Phone, fax and e-mail of customer	Project Location:	Name of the Project with Brief	Year				
						2016-17	2017-18	2018-19	2019-20	2020-21
1										
2										
3										

(Indicative Format, to be filled by Bidder & submitted in Company Letter Head)

Note: Please attach a copy of the work order/ completion certificate/ purchase order/ letter from the customer for each project reference.

Annexure-17: Details of documents to be submitted by the Bidder

Sl. No.	Documents to be submitted		
	Pre-qualification bid	Technical Bid	Financial Bid
1	Bidder's Authorization Certificate (Annexure-5)	Technical Bid Covering Letter (Annexure-8)	Financial Bid Cover letter and Format (Annexure-10)
2	Particulars of the Bidder's (Annexure-1)	Detailed Bill of material as per components indicated in Bill of Quantity. (Annexure-2)	Financial/Commercial Bid (Annexure-12)
3	a. Valid copy of Certificate of incorporation and Registration Certificates b. Copy of GST registration. c. Copies of relevant Certificates of Registration, Income Tax/ PAN Number from the respective Government Department.	Technical Specification Compliance Documents with all supporting details (Annexure-3)	
4	Audited Balance Sheets		
5	CA Certificate with CA's Registration Number & Seal		
6	Valid Copy of ISO Certificates		
7	Relevant Documents supporting Office Addresses /Undertaking. (Local presence)		
8	RFP Form (Annexure- 7)		
9	MAF (Annexure- 9)		
10	EMD/Bid Security Declaration (Annexure-11)		
11	Financial Capabilities (Annexure- 13)		
12	Self-Declaration on Blacklisting (Annexure-14)		
	Project References (Annexure- 15)		
13	RFP document fee as mentioned in the Eligibility/Pre-qualification Criteria of the RFP		

Annexure-18: Location List for delivery and installation at different District Courts and Subordinate courts:

17	Nabarangpur	ADJ Court Complex, Umarikote	1	2	6	8	1	1	1	1
18	Nabarangpur	JMFC Court Complex, Chandabandi	1	2	6	8	1	1	1	1
19	Jagatsinghpur	District Court Complex, Jagatsinghpur	4	8	24	32	4	4	4	4
20	Jagatsinghpur	CJM Court Complex, Jagatsinghpur	2	4	12	16	2	2	2	2
21	Jagatsinghpur	Civil Court Complex, Kuzaga	2	4	12	16	2	2	2	2
22	Jagatsinghpur	JMFC Court Complex, Titul	1	2	6	8	1	1	1	1
23	Nayagarh	District Court Complex, Nayagarh	6	12	36	48	6	6	6	6
24	Nayagarh	JMFC Court Complex, Khandapada	1	2	6	8	1	1	1	1
25	Nayagarh	JMFC Court Complex, Daspalla	1	2	6	8	1	1	1	1
26	Nayagarh	Gram Nyayalaya Court Complex, Odagan	1	2	6	8	1	1	1	1
27	Nayagarh	JMFC Court Complex, Bhapur	1	2	6	8	1	1	1	1
28	Sonepur	Civil Court Complex, Sonepur	3	6	18	24	3	3	3	3
29	Sonepur	Judge Family Court Complex, Sonepur	1	2	6	8	1	1	1	1
30	Sonepur	Sr Civil Judge cum ASJ, Court Complex, Birameshpur	1	2	6	8	1	1	1	1
31	Sonepur	JMFC Court Complex, Biska	1	2	6	8	1	1	1	1
32	Sonepur	JMFC Court Complex, Tarva	1	2	6	8	1	1	1	1

Court wise H/W requirement with delivery location

Sr. No.	Name of the Judicial District	Delivery Location	Number of Court Rooms	Estimated High Configuration Desktop PC (15 equiv.) count	Estimated Desktop PC (13 equiv) count	Estimated Small UPS for Personal Computers count	Estimated MFD Printer count	Estimated Display board monitor count	Estimated Extra monitor with splitter count	Estimated Duplex laserjet printer count
1	Balangir	Civil Court Complex, Balangir	6	12	36	48	6	6	6	6
2	Balangir	SDJM Court Complex, Titlagarh	1	2	6	8	1	1	1	1
3	Balangir	Civil Court Complex, Kantabanji	1	2	6	8	1	1	1	1
4	Balangir	Civil Court Complex, Muribahal	1	2	6	8	1	1	1	1
5	Kemphar	Civil Courts Complex, Anandapur	1	2	6	8	1	1	1	1
6	Balasore	Court Complex, Nilgiri	1	2	6	8	1	1	1	1
7	Balasore	Kacheri Complex, Nilgiri	1	2	6	8	1	1	1	1
8	Balasore	Granya Nyalaya, Bhogurai	1	2	6	8	1	1	1	1
9	Balasore	New Court Complex, Basta	1	2	6	8	1	1	1	1
10	Jajpur	District Court Complex, Jajpur	5	10	30	40	5	5	5	5
11	Jajpur	Court Complex, Jajpur Road	1	2	6	8	1	1	1	1
12	Jajpur	Court Complex, Chandikhoole	2	4	12	16	2	2	2	2
13	DEOGARH	DISTRICT COURT COMPLEX, DEOGARH	5	10	30	40	5	5	5	5
14	DEOGARH	JMFC COURT COMPLEX, REAMAL	1	2	6	8	1	1	1	1
15	Puri	Civil Judge(S.D) Court Complex, PpB	1	2	6	8	1	1	1	1
16	Puri	J.M.F.C Court Complex, Konark	1	2	6	8	1	1	1	1

33	Sonepur	Gram Nyayalay cum JMFC Court Complex, Danguripali	1	2	6	8	1	1	1	1
34	Khurda	District Court, Khurda at Rhabaneswar	7	14	42	56	7	7	7	7
35	Khurda	ADJ Court Complex, Khurda	1	2	6	8	1	1	1	1
36	Khurda	CJJD-Cum-JMFC, Khurda Road	1	2	6	8	1	1	1	1
37	Khurda	Georgya Nayalaya, Tangi	1	2	6	8	1	1	1	1
38	Nuapada	District Court Complex, Nuapada	2	4	12	16	2	2	2	2
39	Nuapada	J.M.F.C., Court Complex, Khariar	1	2	6	8	1	1	1	1
40	Nuapada	J.M.F.C., Court Complex, Komsa	1	2	6	8	1	1	1	1
41	Nuapada	J.M.F.C., Court Complex, Sinapali	1	2	6	8	1	1	1	1
42	Nuapada	J.M.F.C., Court Complex, Boden	1	2	6	8	1	1	1	1
43	Angul	District Court Complex, Angul	7	14	42	56	7	7	7	7
44	Angul	Civil Court Complex, Talcher	2	4	12	16	2	2	2	2
45	Angul	Civil Court Complex, Athmalik	1	2	6	8	1	1	1	1
46	Angul	J.M.F.C., Court Complex, Chhendipada	1	2	6	8	1	1	1	1
47	CUTTACK	Civil Court Complex, Cuttack	3	6	18	24	3	3	3	3
48	CUTTACK	SDJM Court Complex, Collectorate Campus, Cuttack	4	8	24	32	4	4	4	4
49	CUTTACK	J.M.F.C Court, Niali	1	2	6	8	1	1	1	1
50	CUTTACK	Civil Court Complex, Saltpur	1	2	6	8	1	1	1	1

51	District Court Complex, Boudh	9+1(Circuit ADJ Court, Boudh)	3	6	18	24	3	3	3	3
52	J.M.F.C Court Complex, Kantamal	1+1(Sanctioned ADJ Court but not yet functioning)	1	2	6	8	1	1	1	1
53	Rayagada	Family Court Complex, Rayagada	1	2	6	8	1	1	1	1
54	Malkangiri	District Court Complex	2	4	12	16	2	2	2	2
55	Malkangiri	SDJM Court Complex	2	4	12	16	2	2	2	2
56	Malkangiri	Civil Court Complex, Moa at M.V.79	1	2	6	8	1	1	1	1
57	Mayurbhanj	District Court Complex, Mayurbhanj at Baripada	4	8	24	32	4	4	4	4
58	Dhenkanal	Civil Court Complex, Dhenkanal	2	4	12	16	2	2	2	2
59	Dhenkanal	JMPC Court, Gonda	1	2	6	8	1	1	1	1
60	Jharsuguda	CJM Court Complex	3	6	18	24	3	3	3	3
61	Jharsuguda	SDJM Court Complex	4	8	24	32	4	4	4	4
62	Jharsuguda	G.N Lakhsapur	1	2	6	8	1	1	1	1
63	Bhadrak	CJJD-Cum-JMPC, Basudevpur	2	4	12	16	2	2	2	2
64	Bargarh	Gram Nyayalaya Court Complex, Attabira	1	2	6	8	1	1	1	1
65	Bargarh	JMPC Court Complex, Bheden	1	2	6	8	1	1	1	1

66	Kandhamal	District Court Complex, Kandhamal, Phulibani N.B. - Spl. Judl. Magistrate Court is not functioning at present, but not defunct. Two new JMFC Courts and one previously functioning JMFC Court till date are to be covered in the Courts Phase-II.	3	6	18	24	3	3	3	3
67	Kandhamal	Civil Court Complex, Baliguda	1	2	6	8	1	1	1	1
68	Gajapati	Civil Court Complex, Paralakhemundi	2	4	12	16	2	2	2	2
69	Gajapati	Civil Court Complex, R. Udayagiri	1	2	6	8	1	1	1	1
70	Gajapati	Gram Nyayalaya, Kainagar	1	2	6	8	1	1	1	1
71	Koraput	JMFC Court Complex, Semiliguda	1	2	6	8	1	1	1	1
72	Koraput	JMFC Court Complex, Dasamantapur	1	2	6	8	1	1	1	1
73	Koraput	JMFC Court Complex, Boragumma	1	2	6	8	1	1	1	1
74	Gunjam	District Court Complex, Berhampur	5	10	30	40	5	5	5	5
75	Gunjam	S.D.J.M. Berhampur	1	2	6	8	1	1	1	1
76	Gunjam	Civil Court Complex, Khalkote	1	2	6	8	1	1	1	1
77	Gunjam	Civil Court Complex, Chatrapur	2	4	12	16	2	2	2	2
78	Gunjam	Civil Court Complex, Aska	1	2	6	8	1	1	1	1
79	Gunjam	Civil Court Complex, Kodala	1	2	6	8	1	1	1	1

80	Genjam	J.M.F.C Court, Bugada	1	2	6	8	1	1	1	1
81	Genjam	J.M.F.C Court, Seragada	1	2	6	8	1	1	1	1
82	Genjam	J.M.F.C Court, Kabitsreyan ager	1	2	6	8	1	1	1	1
83	Genjam	Sanalhetun di Gramanay alaya.	1	2	6	8	1	1	1	1
84	KALAHANDI BHAWANI ATNA	DISTRICT AND SESSIONS JUDGE COURT COMPLEX	1	2	6	8	1	1	1	1
85	KALAHANDI BHAWANI ATNA	CIVIL JUDGE(JUNI OR DIVISION)- CUM- J.M.F.C KOKSARA	- 1	2	6	8	1	1	1	1
Total				304	912	1216	152	152	152	152

Court Complex wise H/W requirement with delivery location

Annexure-A2

Sl No	District Name	No of Court Complexes	Delivery Location	Estimated 2KVA Online UPS count	Estimated Diesel Generator Set count	Estimated KIOSK Machine count	Estimated Projector with Screen count	Estimated 2 TB USB Hard Disk (with external power adapter) count
1	Angul	1	J.M.F.C, Court Complex, Chhendipada	1	1	1	1	1
2	Balangir	1	Civil Court Complex, Muribahal	1	1	1	1	1
3	Balasure	4	Court Complex, Nilgiri Kacheri Complex, Nilgiri Gramya Nyalaya, Bhogarai New Court Complex, Basta	4	4	4	4	4
4	Bargarh	2	Gram Nyayalaya Court Complex, Attabira JMFC Court Complex, Bheden	2	2	2	2	2
5	Boudh	1	J.M.F.C Court Chari Chhak	1	1	1	1	1
6	Cuttack	1	J.M.F.C Court, Niail	1	1	1	1	1
7	Deogarh	1	JMFC COURT COMPLEX, REAMAL	1	1	1	1	1
8	Dhenkanal	1	JMFC Court, Gondia	1	1	1	1	1
9	Gajapati	1	Gram Nyayalaya, Kasinagar	1	1	1	1	1
10	Ganjam	3	J.M.F.C Court, Buguda J.M.F.C Court, Seragada J.M.F.C Court, Kabisurayanagar	3	3	3	3	3
11	Jagatsinghpur	1	JMFC Court Complex, Tirtol	1	1	1	1	1
12	Jajpur	1	Court Complex, Chandikhule	1	1	1	1	1
13	Jharsuguda	3	CJM Court Complex SDJM Court Complex G.N, Lakhanpur	3	3	3	3	3
14	Kalahandi	1	CIVIL JUDGE (JUNIOR DIVISION)-CUM-J.M.F.C KOKSARA	1	1	1	1	1
15	Keonjhar	1	Civil Courts Complex, Anandapur	1	1	1	1	1
16	Khurda	2	"CJD-Cum-JMFC, Khurda Road" Gramya Nayalaya, Tangi	2	2	2	2	2

17	Koraput	3	JMFC Court Complex, Semiliguda JMFC Court Complex, Dasamantapur JMFC Court Complex, Borigumma	3	3	3	3	3
18	Malkangiri	1	District Court Complex	1	1	1	1	1
19	Mayurbhanj	1	JMFC, Betnati	1	1	1	1	1
20	Nabarangpur	2	ADJ Court Complex, Umerkote JMFC Court Complex, Chandahandi	2	2	2	2	2
21	Nayagarh	1	JMFC Court Complex, Bhaipur	1	1	1	1	1
22	Nuapada	3	J.M.F.C., Court Complex, Komna J.M.F.C., Court Complex, Sinapali J.M.F.C., Court Complex, Boden	3	3	3	3	3
23	Puri	2	Civil Judge(S.D) Court Complex, Pipili J.M.F.C Court Complex, Konark	2	2	2	2	2
24	Rayagada	1	Family Court Complex, Rayagada	1	1	1	1	1
25	Sonepur	5	Judge Family Court Complex, Sonepur Sr Civil Judge cum ASJ, Court Complex, Biramaharajpur JMFC Court Complex, Binka JMFC Court Complex, Tarva Gram Nyayalay cum JMFC Court Complex, Dunguripali	5	5	5	5	5
Total Count				44	44	44	44	44

PTZ camera requirement along with delivery location details

SI No.	Name of the Judgeship	Delivery Location	Number Court rooms are functioning in such Court Complexes	No. of PTZ Camera requirement
1	ANUGUL	District Court Complex, Angul	14	14
		Civil Court Complex, Talcher	5	5
		Civil Court Complex, Athmallik	3	3
		SDJM Court complex, Pallahara	1	1
		JMFC Court Complex, Chendipada	1	1
2	BALASORE	Civil Court Complex, Baleswar	20	20
		S.D.J.M. Court Complex, Balasore	3	3
		Nilgiri Court Complex, Nilgiri	3	3
		Soro Court Complex, Soro	3	3
		Jaleswar Court Complex, Jaleswara	3	3
		Bhograi Court Complex, Bhograi	1	1
		Basta Court Complex, Basta	1	1
3	BALANGIR	Civil Court Complex, Balangir	17	17
		SDJM Court Complex, Titilagarh	4	4
		SRM Court Complex, Titilagarh	1	1
		Civil Court Complex, Kantabanji	3	3
		SDJM Court Complex, Patnagarh	3	3
		Civil Court Complex,, Loisingha	1	1
		Civil Court Complex, Saintala	1	1
		Civil Court Complex, Muribahal	1	1

4	BARAGARH	District Court Complex, Bargarh	10	10
		Civil Court Complex, Padampur	2	2
		Fast track Court Complex , Padampur	1	1
		Civil Court Complex, Sohela	1	1
		Civil Court Complex, Barpali	1	1
		Gramnyayalaya Court Complex, Attabira	1	1
		Civil Court Complex, Bheden	1	1
5	BHADRAK	Civil Courts, Bhadrak	13	13
		Civil Courts, Basudevpur	3	3
		Civil Courts, Chandbali	1	1
		Civil Courts, Dhamnagar	1	1
6	BOUDH	District Court Complex, Boudh	10	10
		J.M.F.C., Kantamal	2	2
7	CUTTACK	District Court Complex, Cuttack	31	31
		Collectorate Campus SDJM Court Complex, Cuttack	7	7
		Civil Court Complex, Salipur	4	4
		Civil Court Complex, Banki	2	2
		Civil Court Complex, Athagarh	4	4
		J.M.F.C, Court Complex, Tigiria	1	1
		J.M.F.C Court Complex, Baramba	1	1
		J.M.F.C Court Complex, Narshinghpur,	1	1
		J.M.F.C Court Complex, Niali	1	1
8	DEOGARH	Deogarh	8	8
		Reamal	1	1
9	DHENKANAL	District Judge Court Complex,Dhenkanal	16	16
		Civil Court Complex, Kamakshya Nagar	3	3
		SDJM Court Complex, Hindol	2	2
		JMFC Court Complex,Bhuban	1	1

		JMFC Court Complex,Parjung	1	1
		JMFC Court, Gondia	1	1
10	GAJAPATI	Civil Court Complex, Paralakhemundi	8	8
		Civil Court Complex, R. Udayagiri	2	2
		Civil Court Complex, Mohana	1	1
		Civil Court Complex, Kashinagar	1	1
11	GANJAM	District Court Complex, Berhampur	23	23
		S.D.J.M., Berhampur	1	1
		Civil Court Complex, Khallikote	3	3
		Civil Court Complex, Chhatrapur	4	4
		Civil Court Complex, Aska	5	5
		Civil Court Complex, Bhanjanganagar	4	4
		Civil Court Complex, Kodala	3	3
		J.M.F.C. Court, Patrapur	1	1
		J.M.F.C. Court, Buguda	1	1
		J.M.F.C. Court, Hinjli	1	1
		J.M.F.C. Court, Sergada	1	1
		J.M.F.C. Court, Kabisyryanagar	1	1
		Sanakhemundi, Gramnyayalaya	1	1
		JMFC Court, Purusottampur	1	1
		JMFC Court, Digapahandi	1	1
JMFC Court, Soroda	1	1		
12	JAGATSINGHPUR	District Court Complex, Jagatsinghpur	10	10
		Civil Court Complex, Kujanga	4	4
		JMFC Court Complex, Tirtol	1	1
13	JAJPUR	District Court Complex, Jajpur	11	11
		Court Complex, Jajpur Road	4	4
		Court Complex, Chandikhole	2	2
		CJM Court Complex, Jharsuguda	6	6

14	JHARSUGUDA A	SDJM Court Complex, Jharsuguda	3	3
		G.N. Iakhanpur	1	1
15	KALAHANDI	District Court Complex, Bhawanipatna	11	11
		Civil Courts, Dharmagarh	4	4
		JMFC Court Complex, Kesinga	1	1
		JMFC Court Complex, M- Rampur	1	1
		JMFC Court Complex, Jaipatna	1	1
		JMFC Court Complex, Kokasara	1	1
		Gramnyalaya, Junagarh	1	1
		16	KANDHAMA L	District and Session Court Complex, Kandhamal, Phulbani
Civil Court Complex, Balliguda	4			4
Addl Civil Judge-cum- JMFC,G. Udayagari	1			1
Addl Civil Judge-cum- JMFC, Daringbadi	1			1
17	KENDRAPA RA	Civil Court Complex, Kendrapara	13	13
		Court Complex, Pattamundai	3	3
		Court Complex, Aul	1	1
		Court Complex, Rajnagar	1	1
18	KEONJHARA	District and Session Judge Court Complex	11	11
		Civil Courts Complex, Anandpur	4	4
		Civil Courts Complex, Champua	4	4
		JMFC Court Complex, Barbil	1	1
		Gram Nyayalaya, Ghasipura	1	1
19	KHURDA	District Court Complex, Khurda at Bhubaneswar	28	28
		ADJ Court Complex, Khurda	10	10
		CJSD Court Complex,Banpur	2	2
		Spl Railway magistrate, Jatni	1	1

		JMFC Court Complex, Jatni	1	1
		Gram Nyayalaya, Tangi	1	1
20	KORAPUT	Jeypore	11	11
		Koraput	6	6
		Semiliguda	2	2
		Laxmipur	1	1
		Dasmantpur	1	1
		Borigumma	1	1
		Kotpad	1	1
21	MALKANAG IRI	District Court Complex	2	2
		Revenue Court Complex	2	2
		SDJM Court Complex	3	3
		Civil Court Complex, Motu at MV79	1	1
22	MAYURBHA NJA	District Court Complex, Mayhurbhanj at Baripada	17	17
		Civil Court Complex, Rairangpur	4	4
		Civil Court Complex, Karanjia	3	3
		Civil Court Complex, Udala	2	2
		JMFC Court Complex, Betnoti	1	1
23	NABARANG PUR	District and Sessions Judge, Nabarangpur	7	7
		A.D.J, Umerkote	1	1
		JMFC, Umerkote	2	2
		NGN, Raighar	1	1
		JMFC, Chandahandi	1	1
24	NAYAGARH	District Court Complex, Nayagarh	12	12
		JMFC Court Complex, Khandapada	2	2
		JMFC Court Complex, Ranpur	1	1
		JMFC Court Complex, Daspalla	2	2
		Gram Nyayalaya Court Complex, Odagaon	2	2
		JMFC Court Complex, Bhapur	1	1
25	NUAPADA	District Court Complex, Nuapara	6	6
		SCJ Court Complex, Nuapara	1	1
		JMFC Court, Khariar	2	2
		JMFC Court, Komna	1	1
		JMFC Court, Sinapali	1	1

		JMFC Court, Boden	1	1
26	PURI	New Civil Court Complex, Puri	13	13
		Old Civil Court Complex, Puri	4	4
		Civil Court Complex, Nimapara	5	5
		JMFC Court Complex, Pipili	1	1
		CJSD Court Complex, Pipili	1	1
		JMFC Court Complex, Konark	1	1
27	RAYAGADA	Civil Court Complex, Rayagada	9	9
		Civil Court Complex, Gunupur	4	4
		Civil Court Complex, Bissamcuttack	2	2
		Civil Court Complex, Kashipur	1	1
		Family Court Complex, Rayagada	1	1
28	SAMBALPUR	New Civil Court Complex, Sambalpur	11	11
		Old SDJM Court Complex, Sambalpur	7	7
		Civil Court Complex, Kuchinda	1	1
		SDJM Court Complex, Kuchinda	2	2
		SDJM Court Complex, Rairakhol	2	2
29	SONEPUR	Civil Court Complex, Sonapur	8	8
		Judge Famili Court Complex, Sonapur	1	1
		CJSD, Birmaharajpur	1	1
		SDJM Court Complex, Birmaharajpur	1	1
		JMFC Court Complex, Rampur	1	1
		JMFC Court Complex, Binka	1	1
		JMFC Court Complex, Tarbha	1	1
		GN-cum-JMFC Court Complex, Dunguripali	1	1
		District Court Complex, Sundargarh	9	9
30	SUNDARGA RH	Civil Copurt Complex, Rourkela	11	11
		Civil Court Complex, Bonai	3	3
		Civil Court Complex, Rajgangpur	2	2
Total No of PTZ camera requirement				650

Note: The location list may change (Increase/decrease) as per requirement of High Court of Odisha.