



ODISHA COMPUTER APPLICATION CENTRE

**EXPRESSION OF INTEREST (EoI)**

Enq.No.:OCAC-SEGP-INFRA-0002-2023/23041

Sealed proposals are invited from reputed and competent System Integrators for Supply, Installation & Commissioning of Server, Storage and WiFi equipment at IT Centre, Lok Seva Bhawan, Bhubaneswar. The details of RFP document is available in the websites [www.ocac.in](http://www.ocac.in) & [www.odisha.gov.in](http://www.odisha.gov.in) which may be downloaded by the interested bidders.

**The bid shall be submitted in electronic mode only in the portal <https://enivida.odisha.gov.in> latest by 30.06.2023, 03:00 P.M.** 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 Server, Storage and  
WiFi equipment at IT Centre, Odisha  
Secretariat**

**RFP ENQ. No.-OCAC-SEGP-INFRA-0002/2023/ENQ-23041**



**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 / 2567283**

### **Instruction to Bidders for Online Bid Submission**

e-Nivida is the complete process of e-Tendering, 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](mailto: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
- Odisha Computer Application Centre(OCAC)
-

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 <https://enivida.odisha.gov.in> 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
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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**

## Important Dates & Information

Information	Details
Bid Inviting Authority	Odisha Computer Application Center (OCAC) (Technical Directorate of I.T. Dept, Govt. of Odisha)
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 & Maintenance of Server, Storage and WiFi equipment at IT Centre, Odisha Secretariat (Sec LAN).
Bid Reference No. and Date	OCAC-SEGP-INFRA-0002-2023/ENQ-23041, Dated 04-06-2023
Non Refundable RFP Document Fee	₹11,200/-(inclusive of 12% GST) (Eleven Thousand Two 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	INR 40,00,000/- (Forty lakh only) in the form of Bank Guarantee/Demand Draft drawn on any Nationalized Bank or Scheduled Commercial Bank in favor of "Odisha Computer Application Centre", payable at Bhubaneswar.
Availability of Bid Document in the website ( <a href="http://www.ocac.in">www.ocac.in</a> <a href="http://www.odisha.gov.in">www.odisha.gov.in</a> )	04-06-2023 To 30-06-2023 at 02:00 PM
Last date for receiving queries	09-06-2023 by 04:00 PM
Date and Time of Pre-bid Conference	12-06-2023 at 04:00 PM through virtual mode
Issue of Corrigendum (if Required)	17-06-2023
Last Date and Time for Submission of Bid Document	30-06-2023 by 03:00 PM
Date and Time of opening of Pre-Qualification Bids (PQ)	30-06-2023 at 04:00 PM
Date and Time of opening of Technical Bids (TB)	To be informed
Opening of Commercial Bid(CB)	To be informed

## 1. Fact Sheet

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

Clause Reference	Topic
<b>The Proposal</b>	Odisha Computer Application Centre (OCAC) invites RFP for selection of agency for Supply, Installation, Commissioning, Integration & Maintenance of Server, Storage and WiFi equipment at IT Centre, Odisha Secretariat.
<b>Method of Selection</b>	Least cost based method (L1) shall be used to select the Bidder. The Bidder has to submit the bid in three separate sealed envelopes marked as Pre-Qualification (PQ), Technical Bid (TB) and Price Bid (PB) in a Single enclosed envelope marked as "RFP for selection of Agency for Supply, Installation and Commissioning of Server, Storage and WiFi equipment at IT Centre, Odisha Secretariat". Date: _____.
<b>RFP Document Fee</b>	RFP Document RFP document fee ₹11,200/-(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.
<b>Earnest Money Deposit (EMD)</b>	Earnest Money Deposit (EMD) of amount ₹40,00,000/ (Rupees Forty Lakh Only) in shape of Account Payee Demand Draft from any Nationalized /Scheduled Commercial Bank in favor of Odisha Computer Application Centre payable at Bhubaneswar.
<b>Performance Bank Guarantee (PBG)</b>	Performance Bank Guarantee (PBG) @ 10% 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 <b>15 days</b> of issue of work order.
<b>Scope of Work</b>	Selected Bidder is expected to deliver the services listed in Scope of Work as mentioned in this RFP. Responsibility of the services for a period of 11 weeks.
<b>Language</b>	Bid must be prepared by the Bidder in English language only

Clause Reference	Topic
<b>Currency</b>	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.
<b>Validity Period</b>	Proposals/bid must remain valid minimum for <b>180 days</b> from the last date of bid submission.
<b>Bid to be submitted on or before last date of submission at:</b>	<p>The proposal must be submitted to:</p> <p>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)</p> <p>All the three sealed separate envelopes <b>(PQ, TB &amp; PB)</b> shall be put in another separate envelope with superscription as "RFP for selection of Agency for Supply, Installation and Commissioning of Server, Storage and WiFi equipment at IT Centre, Odisha Secretariat" and RFP Enquiry No. _____ Date _____</p>

## 2. Invitation for Bids

Odisha Computer Application Centre (OCAC) invites bids from eligible bidders who have the necessary qualifications for Supply, Installation and Commissioning of Server, Storage and WiFi equipment at IT Centre, Odisha Secretariat "Scope of Work" described in this RFP.

The Bid document has been published in the official website of OCAC ([www.ocac.in](http://www.ocac.in)) and Govt. of Odisha (<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), Odisha Computer Application Centre (OCAC).



### **3. Project Profile & Background Information**

Odisha Computer Application Centre (OCAC) is requesting proposals from Original Equipment Manufacturer (OEM) or their Authorized Business Partners (here after called as Service Provider / Bidder) for implementation of Server, Storage and WiFi Solution for Odisha Secretariat for their Computing and Network infrastructure. The solution shall provide hardware, software licenses, day- to-day Support Services and training in accordance with the requirement mentioned in this request for proposal on a turnkey basis.

#### **3.1 Server, Storage and WiFi Solution for IT Centre, Odisha Secretariat**

OCAC is looking to implement Servers, Storage and WiFi Solutions at It Centre, Secretariat to cater the day to day needs of all Govt. Departments functioning at Lokseva Bhawan, Rajiv Bhawan etc.

The successful bidder will be responsible for delivery of all hardware/software and/or services requested in this proposal. OCAC will consider the bidder to be the sole point of contact with regard to contractual matters, including pricing structure, delivery, warranty, and payment of any and all charges resulting from the purchase of products specified in this proposal.

## 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 to provide Computing, Storage and WiFi Solution and Services for IT Centre, Odisha Secretariat. This includes procurement, supply, installation, commissioning and support & training of Servers, Storage and WiFi Solutions at It Centre, Secretariat for a period of five (5) years. Purpose of this RFP is to select a bidder to supply, installation, commissioning and maintenance of required Solution as mentioned above for a period of five (5) years.

### 4.1 Detailed Requirement under this Project

- a) IT Centre, Secretariat intent to implement highly agile, robust and modular Computing, Storage and WiFi solutions which can cater the current and future requirements of all the Govt. Departments.
- c) Proposed solution should not be declared with End of Life or End of Support by OEM for at least next 7 years.
- d) OEM should have Support Centre in India for last 5 years.
- e) All the software and hardware required to meet the required functionalities should be supplied by the selected bidder.
- f) The product specifications are mentioned in detail in the **Annexure-3 under minimum technical specification**. Please refer to the same for required sizing. Bidder may propose multiple products in order to comply the requirement.
- g) Bidders would be responsible to migrate the existing data and applications to the new environment. Upon awarding of the contract, the bidder should ensure a kick-off meeting within 15 days along with requirements to capture all required information. The final design document should be submitted for the approval within 1 week from the date of kick-off meeting.

### 4.2 Detailed Scope under this Project

- a.) The bidder has to take overall responsibility to supply, install and commission the Server, Storage and WiFi Solution with all components and accessories at Secretariat.
- b.) The bidder will coordinate with the officials of IT Centre, Secretariat for timely completion of the supply, installation and commissioning of the above solutions.
- c.) The bidder will configure the devices and install all the licenses/software required for smooth functioning of all the solutions.
- d.) The bidder will ensure to integrate the proposed Solutions to the existing set-up of IT Centre, Odisha Secretariat.

### **4.2.1 Supply, installation & commissioning of Server, Storage and WiFi Solutions**

- ✓ Supply, install and commission of above Solutions for Odisha Secretariat as per Bill of Quantity mentioned in **Annexure-2**, complying with the technical specification given in **Annexure-3**, along with software licenses, accessories and necessary documents/manuals will be delivered at OCAC.
- ✓ 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.
- ✓ The OEM/Bidder shall be responsible for end to end migration from existing infrastructure to newly supplied solutions i.e. Configuration, De- duplication, Rules Migration etc.
- ✓ Implementation of this project is extremely critical for IT Centre wherein the entire setup are going to be realigned. Hence the bidder is expected to use the services of OEM nominated professional services who will be present and be involved on the critical tasks from the day 1. The OEM professional services are supposed to impart the following services but not limited to the same.
  - **As-Is study** – The professional team (Bidder & OEM) will be required to do a thorough as-is study of the below requirement.
    - The existing data flow, configuration of existing devices, assets being protected by current security setup. The existing DMZ segments, Server zones and Storage configuration methods are the key elements, which needs to be studied by the professional services team along with the network and security policy Solution Design. The professional services team will be involved with the SECLAN team to design the same.
    - The Solution design should have a design document, exact data flow, polices, HLD and LLD.
    - The primary task will be with OEM nominated professional services for smooth migration.
    - The ongoing task to ensure performance as per design will be carried forward by SI as per this document OEM professional services will be providing onsite thorough training on the setup, design, etc.
  - ✓ The OEM shall ensure the seamless installation and integration of the offered solution without disturbing the on-going working of the existing equipment's and applications. Further the OEM shall ensure that there is no impact on the performance of the existing IT infrastructure / applications.
  - ✓ The installation & commissioning shall include all components and sub-components like cables (such as fiber, ethernet etc.), connectors, tools, transceiver, H/w & S/w licenses, accessories and other components (required for commissioning of the solution as a part of the RFP requirement) should be supplied by the bidder.

- ✓ The offered solution should be Robust, Secure and Scalable.
- ✓ Testing of the equipment commissioned and ensuring proper functioning at all levels.
- ✓ The proposed solution should have latest technology features and standards.
- ✓ The solution is compatible with all standard SIEM solutions. The central management can send/exchange log to the SIEM solution for correlation.

#### **4.2.2 Warranty & Support**

- ✓ The Bidder should have the **Back to Back support agreement with OEM**, 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/OEM.

#### **4.2.3 Training & handholding**

- ✓ The Selected Bidder shall impart necessary handholding for effective usages of the equipment if any when required by OCAC.
- ✓ The successful bidder will be required to hold training for at least 4 Officials / Management team of OCAC, covering basic concept, configuring as per the different specs, report generations in different customized formats like time wise, severity wise, protocol wise, source/destination etc., log analysis, definition & software version update/upgrade. The training will be provided on premise at IT Centre and OEM has to provide all licenses for the same. IT Centre may provide desktops as per available hardware configurations.

### **4.3 Project Deliverables, Milestones & Time Schedule**

The milestones, deliverables and time schedule for implementation of the 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.

Sl. No.	Activity / Mile stone	Delivery Schedule
1	Delivery of Equipment	<b>8 Weeks</b> from date of issue of purchase order to the Bidder
2	Installation, Configuration & Integration	<b>2 Weeks</b> from date of Delivery of Equipment
3	UAT, Sign-off & Training	<b>1 Week</b> from date of Installation, Configuration & Integration

**Note:** -Total time for completion of the contract / project is 11 weeks. In case the project is not completed in time, penalty of 0.5% per week maximum up to 8 weeks will be applicable. After that Odisha Computer Application Centre (OCAC) will be free to cancel the contract.

## 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	<b>Legal Entity</b>	The bidder must be a company registered in India under Indian Companies Act 1956, since last 5 years as on 31st March 2022. The bidder must have GST registration & up-to-date Income Tax Return, PAN Number as on 31st March, 2022.	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

Request for Proposal(RFP) for selection of Agency towards Supply, Installation & Commissioning of Server, Storage & WiFi Solution for Odisha Secretariat LAN

			respective Government Department.
<b>2</b>	<b>Turnover</b>	The average annual turnover of the bidder during the last 3 financial years ending with 2021-22 should not be less than <b>INR 100 Crores</b> from IT/ITeS (as per the last published audited balance sheets).	- Audited Balance Sheets - CA Certificate <b>Annexure-12</b>
<b>3</b>	<b>Net Worth</b>	The net worth of the bidder in the last three financial years as on 31st March 2022, (as per the last published audited balance sheet) should be Positive.	- CA Certificate <b>Annexure-12</b>
<b>4</b>	<b>Technical Capability</b>	<p>The bidder must have successfully undertaken at least the following numbers of similar assignments of value specified herein for <i>Government/Semi Government/PSU/Scheduled Banks</i>. :-</p> <p>One project of similar nature in system integration, not less than the amount <b>Rs.20,00, 00,000/- (Twenty Crore Only)</b></p> <p><b>OR</b></p> <p>Two project of similar nature in system integration not less than the amount <b>Rs.10, 00,00,000/- (Ten Crore Only)</b></p> <p><b>OR</b></p> <p>Three project of similar nature in system integration not less than the amount of <b>Rs.7,00,00,000/- (Two Crore Only)</b></p> <p><i>"Similar Nature" is defined as: supply, installation &amp; commissioning of Server, Network and Software Components</i></p>	<p>Satisfactory Work completion certificates from the client + Copy of the Work Order</p> <p><b>OR</b></p> <p>Copy of Work Order + Self Certificate of satisfactory work completion certificate/work in progress (Certified by the Statutory Auditor)</p> <p><b>OR</b></p> <p>Copy of Work Order +Phase Completion</p>

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			Certificate from the client for ongoing projects. <b>Annexure-14 &amp; 15</b>
<b>5</b>	<b>Quality Certification</b>	The bidder must possess a valid ISO 9001 & ISO 27001 Certification.	Copies of the Valid Certificates
<b>6</b>	<b>Blacklisting</b>	The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India.	Self-declaration <b>Annexure- 13</b>
<b>7</b>	<b>OEM Authorization</b>	The bidder must attach Manufactures Authorization certificate specific to this tender & Back-to-back support letter from OEMs for providing Comprehensive support and services of the OEM's product covered under the RFP.	OEM MAF <b>Annexure- 9</b>
<b>8</b>	<b>Local Presence</b>	The bidder should have an office in Odisha. However, if the presence is not there in the state, the bidder should give an undertaking for establishment of an office, within one month of award of the contract.	Relevant Documents supporting office addresses/ Undertaking.
<b>9</b>	<b>Document fee</b>	The bidder must have made a payment of ₹11,120.00 (Rupees Eleven Thousand One Hundred Twenty Only) towards tender document fee.	The RFP document fee must be in favor of Odisha Computer Application Centre from any Nationalized / Scheduled Commercial Bank payable at Bhubaneswar.
<b>10</b>	<b>EMD</b>	The bidder must have submitted the EMD of ₹ 40,00,000.00 (Rupees Forty Lakhs only). The EMD should be valid for minimum 180 days from the last date of Submission of the Bid.	Earnest Money Deposit (EMD)in shape of Bank

			Guarantee/ Account Payee Demand Draft from any Nationalized / Scheduled Commercial Bank in favor of Odisha Computer Application Centre payable at Bhubaneswar.
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## 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.

### 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](http://www.ocac.in)) and Official website of Govt. of Odisha ([www.odisha.gov.in](http://www.odisha.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 will also be 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 noncompliant 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) The Pre-Bid Conference will be held online through Team/Zoom. Details of the prebid meeting link as mentioned in "Important Dates and information" section of this RFP shall be provided through email/whatsapp.
- c) Prospective bidders, who have deposited the prescribed tender fee to the OCAC as specified in RFP, are allowed to attend the pre-bid conference/meeting.
- d) 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.
- e) Pre-Bid Queries to be sent to [sarathi.mallik@ocac.in](mailto:sarathi.mallik@ocac.in) & [m.pattanayak@nic.in](mailto:m.pattanayak@nic.in) by email with a copy to [tushar.mohapatra@ocac.in](mailto:tushar.mohapatra@ocac.in) & General Manager (Admin) at [gm\\_ocac@ocac.in](mailto:gm_ocac@ocac.in).
- f) The Queries should necessarily be submitted in the format as prescribed in **Annexure-4** of this RFP.
- g) 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) OCAC will have 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](http://www.ocac.in) and [www.odisha.gov.in](http://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.

## 6.9 RFP Document Fees

The bidders are required to submit the RFP Document Fee of ₹11,200/- (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) Bidders shall submit, along with their Bids, EMD of Rs. 40,00,000 (Rupees Forty Lakh Only), in the shape of Demand Draft OR Bank Guarantee (in the format specified in **Annexure-6**) issued by any Nationalized or Scheduled Commercial Bank in favor of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 90 days from the due date of the tender /RFP. The EMD should be submitted in the General/Pre-qualification Bid.
- b) EMD of all unsuccessful bidders would be refunded by OCAC within 60 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee.
- c) The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.

- d) The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.
- e) The EMD may be forfeited:
  - i. If a bidder withdraws its bid during the period of bid validity.
  - ii. In case of a successful bidder, if the bidder fails to sign the contract in accordance with this RFP.
  - iii. If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures etc.
  - iv. The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP.
  - v. A Proposal contains deviations (except when provided in conformity with the RFP) conditional offers and partial offers.

### **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- (Original in hard copy) in first envelope
  - ii. Technical Proposal- (Original in hard copy) in second envelope
  - iii. Commercial Proposal - (Original in hard copy) in third envelope
- b) The Response to Pre-Qualification criterion, Technical Proposal and Commercial Proposal (as mentioned in previous paragraph) should be covered in separate sealed envelopes super scribing "Pre-Qualification Proposal", "Technical Proposal" and "Commercial Proposal" respectively.
- 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 envelopes containing Pre-Qualification Proposal, Technical Proposal and Commercial Proposal should be put in another single sealed envelope clearly marked as "Response to Request for Proposal (RFP) for selection of Agency for Supply, Installation & Commissioning of Server, Storage and WiFi equipment at IT centre, Odisha Secretariat RFP Ref. No. XXX-XXX-XXX dated XX-XX-2023."
- e) The Outer envelope thus prepared should also indicate clearly the name, address, telephone number, E-mail ID and fax number of the bidder to enable the Bid to be returned unopened in case it is declared "Late".
- f) 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.
- g) The proposal/ bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialed by the person (or persons) who sign(s) the proposals.

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- h) All pages of the bid shall be initialed and stamped by the authorized person or persons who sign the bid.
- i) In case of any discrepancy observed by OCAC in the contents of the submitted original paper bid documents with respective copies, the information furnished on original paper bid document will prevail over others.

### **6.12 Submission of Manufacturer’s Authorization Form**

The Bidder will have to quote single OEM. Bidder must submit the dully signed MAF 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. The bidder doesn’t require to submit any MAF for the extra 10G-SR modules asked in the BOQ.

### **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 online through eNivida Portal <https://enivida.odisha.gov.in>:

Address To	General Manager (Admin) Odisha Computer Application Centre N-1/7-D, Acharya Vihar Square, PO : RRL Bhubaneswar – 751002 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 be submitted only through online mode in e-Nivida Portal <https://enivida.odisha.gov.in>.

## **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 Proposal Evaluation Committee in 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 of the Solution (**Annexure-3**) dully signed in Company Letter Head.
- c) Detailed Bill of material keeping in view the Requirement including all appliances, licenses, accessories and others proposed as per **Annexure -2 & 3**.



- d) In case of deviation while evaluating the Technical Bid response based upon the criteria, the bid will be subjected for rejection.
- e) All supporting documents as mentioned in **Annexure-16**.

### **6.18.2 Evaluation & Tabulation of Financial Bids**

- a) The financial bids/ cover of bidders who qualify in technical evaluation shall be opened at the notified time, date and place by the members of the designated Procurement Committee in the presence of the bidders or their representatives who choose to be present.
- b) The financial bid cover letter should be submitted in appropriate format as per **Annexure-10** followed by financial bid details as per **Annexure-11**.
- c) The process of opening of financial bids/ covers shall be similar to that of technical bids.
- d) The names of the bidders, the rates given by them and conditions put, if any, shall be read out and recorded.
- e) Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- f) Prices quoted in the Bid must be firm and final and shall not be subject to any modifications, on any account whatsoever except applicable tax rates. The Bid Prices shall be indicated in Indian Rupees (INR) only.
- g) The bid price will include all taxes and levies and mentioned separately.
- h) Any conditional bid would be rejected.
- i) If there is no price quoted for certain material or service, the bid shall be declared as disqualified.
- j) Commercial bids of those Bidders who are technically qualified in the technical evaluation will only be opened. All other commercial bids will not be opened. The financial evaluation shall be done based on the details submitted by the bidder as per the format provided. The bidders shall be sorted in the ascending order as L1, L2, and L3 etc.

### **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 Proposal 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
- i) 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 and return their EMD.

#### **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**

OCAC will require the Agency to provide a Performance Bank Guarantee, within 15 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 6 months (66 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 or the EMD 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 and OSWAN shall mean Odisha State Wide Area Network.
- 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.

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- 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.

**Note:** *The bidder shall be deemed to have carefully examined the conditions, specifications, size, make and drawings, etc., of the goods to be supplied and related services to be rendered. If the bidder has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before submitting the Bid refer the same to the procuring entity and get clarifications.*

## **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

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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 prorata 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 Warranty**

- a) The bidder must execute back to back support contract with OEM for the period of 5 (Five) Years from the date of UAT.
- b) The Agency shall either repair or replace the defective goods or parts thereof with brand new genuine/ authentic ones having similar or higher specifications from the respective OEM as per the time period specified.

### **7.14 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.

### **7.15 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 of Equipment	70% of the contract value	1. Original Delivery Challan 2. Original Invoice (In triplicate)
2	Installation, Configuration, Integration	20% of the contract value	1. Installation Certificate
3	Training & UAT	10% of the contract value	1. Training 2. Warranty Certificate for 5 years from UAT 3. Back to back support document from OEM & submission of BG

### 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 Network Security Components per hour beyond the minimum Support assistance response period of 48 Hrs. maximum value that may be deducted from the PBG is 5%.

### **Annexure- 1: Particulars of the Bidders**

<b>Sl. No.</b>	<b>Information Sought</b>	<b>Details to be Furnished</b>
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)

### **Bill of Quantities:**

<b>Sl.</b>	<b>Item Name</b>	<b>UoM</b>	<b>Quantity</b>
1.	Blade Server	Nos.	12
2.	Blade Chassis Solution	Set	01
3.	10G Switch	Set	02
4.	Storage Capacity Augmentation	Set	01
5.	SAN Switch Port Augmentation	Set	01
6.	Backup Hardware – D2D Appliance	Nos.	01
7.	Backup Software with Media Server	Nos.	01
8.	Wireless Controller Solution	Nos.	02
9.	Indoor Access point	Nos.	600
10.	Layer 2 Managed PoE Switch	Nos.	30
11.	Guest Management Application Solution / Software	Nos.	01
12.	Network Passive material	LS	As per requirement
13.	Other Software License(s):		
	a) VMware vSphere Standard Per-CPU	Nos.	24
	b) VMware vCenter Standard Per-instance	Nos.	01
	c) Microsoft Windows Server DC 2-core Pack	Nos.	384
	d) Red Hat Enterprise License 2-CPU 4-Guest	Nos.	05

### **Annexure-3: Minimum Technical Specifications of Server, Storage, WiFi, D2D Backup Appliance, Software Etc.**

<b>Blade Server</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
CPU	Dual latest generation Intel Xeon Gold 4 <sup>th</sup> -Gen (32-core /2.0GHz) or equivalent processor.		
	It should allow to disable any number of cores of the offered processor on a per-processor basis.		
	64-bit x86 processor fully binary compatible to 64/32-bit applications. Number of cores on a single die/socket will be treated as a single processor.		
Memory	32DIMM slots.		
	Minimum 1TB DDR5 memory using 64GB DIMMs or higher expandable up to 8TB.		
	Advanced ECC to detect and correct single and all multibit error that occurs within a single DRAM chip		
HDD	2 x 480GB NVMe SSD in HW-RAID1		
Video	Integrated Graphics controller		
Network Controller	Dual ported 50Gb Converged network Adaptor. Should support partitioning up to minimum 16 separated physical functions including 1 x FC, 1 x iSCSI and multiple Ethernet ports. OR Quad-ports of 25Gb Ethernet and Quad-ports of 32Gb FC.		
FC HBA	Should be capable of supporting 32 Gbps Dual port Fiber Channel HBA internal to the Server Blade.		
Bus Slots	Minimum of 2 Nos of x16 PCIe 5.0 based mezzanine slots supporting Converged Ethernet, Ethernet, & FC.		
Ports	1 * external USB 3.0. Dedicated 1Gb Ethernet for OOB (OS independent) management.		
OS Certification	Certification for latest Server version of Windows and Linux.		
Virtualization	Should support Industry Standard Virtualization Software		
Driver/Software Utilities	All required device drivers for OS installation /System Configuration and Server Management		

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System Management & Security	Remote management of Server over LAN & WAN with SSL encryption through OOB gigabit management port, Remote KVM, Server Health Logging, Virtual NIC, REST API, IEEE 802.1x & IEEE 802.1AR, Forensics capture of defective FW images to NAND/USB for external analysis, HTML5 Remote Console, TPM module, Encrypted Virtual Media, and virtual folder with required advanced IPMI license, AD or LDAP, Config backup, Syslog (local and remote). UEFI Secure Boot and Secure Start, Security feature to ensure servers do not execute compromised firmware code, digitally signed, and verified updates, Security Dashboard for Server to detect possible security vulnerabilities, CNSA compliance		
	Management software should support integration with popular virtualization platform management software like vCenter, SCVMM, and Red Hat RHEV.		
	Offered Server platform must be ready for container workload deployment		
	The Server Management Software should be of the same brand as of the server OEM.		
Serviceability	System should support embedded remote support to transmit hardware events support. The server should support monitoring and recording changes in the server hardware and system configuration. It assists in diagnosing problems and delivering rapid resolution when system failures occur. Should provide remote firmware update functionality.		
	Should help provide proactive notification of actual or impending component failure alerts on critical components like CPU, Memory and HDD		
	System should support embedded remote support to transmit hardware events directly to OEM or an authorized partner for automated phone home support		
IDC ranking	OEM should be ranked within top 3 as per IDC report for any one of the previous four quarter in India for server.		
Warranty	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		
IPv6 support	All devices should be IPv6 implementation ready from day One. No extra cost will be		

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	borne by OCAC for IPv6 implementation.		
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<b>Blade Chassis Solution</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Solution Requirement	Proposed solution should support provisioning virtual, physical and container infrastructure from pools of compute, storage, and networking resources		
	Solution should have single console provisioning for compute, storage and server-side network configuration with choice of direct attach storage (DAS), iSCSI and FC SAN should be available		
	Solution should support API to integrate into popular management tools such as Microsoft Systems Center, VMWare vCenter and into open-source automation for DevOps tools such as Chef, Docker and OpenStack.		
	Solution should support software defined templates to quickly make changes to the infrastructure. Template should include server BIOS, firmware, boot order, RAID, storage configs and network configs of the infrastructure required for workload.		
	Blade chassis solution should support Internal and external storage provisioning: Local/zoned direct attached storage (DAS), software-defined storage (SDS) and storage area networks (SAN). Should support SAN storage management compatibility for switched fabric, direct attached, or vSAN topologies.		
	Blade chassis solution should support Boot-from-SAN for Fibre Channel (FC), Fibre Channel over Ethernet (FCoE), and iSCSI storage		
	Blade Chassis solution should offer collaborative user interface which support logical resources to physical resources mapping, Smart Search, Activity Log, HTML5 mobile access, and Customizable Dashboard		
Form Factor & Technology	Blade chassis solution to be offered for housing 12 units of Dual-CPU blade servers. Offered blade chassis		

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	shall be from the latest generation from the Server OEM.		
	Offered Blade chassis should provide connectivity of the shared resources (network modules, management networks etc.) to the compute blades and offered blade chassis architecture should have no- single-point-of-failure design.		
	Redundant management network connection in the chassis for complete management of all the active modules in the chassis		
	Management software for the maximum config with perpetual license. The management software should be from the same OEM.		
	Built-in redundant management modules providing single management point for server, storage and networking for both single chassis & multi-chassis environment		
	Offered blade chassis shall have minimum six I/O module slots to support 3+3 redundancy.		
	Blade chassis should provide display port and USB port to connect Laptop/Monitor locally		
	Shall have integrated KVM solution		
System Panel	LEDs or LCDs on the chassis can be used to obtain the status of the chassis connection and health.		
Reporting	Should support reporting capabilities for: (a) asset and inventory information for the devices in the enclosures, (b) thermal and power information, including real-time actual power usage per server and per enclosure. Reports should be exportable to csv or Microsoft Excel format		
I/O Module	100G enabled Redundant I/O modules/switches shall be integrated within the chassis such that uplinks from the chassis can be directly connected to core LAN/SAN switches		
	I/O module should support 50Gbps downlink to the Server Blades in redundancy supporting carving of each port into at least eight ports.		
	Should support to configure Ethernet and FC uplinks as needed		



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	Should support MLAG/equivalent for resiliency against interconnect failure		
	Server to Server communication should be in 1:1 non-blocking		
	Each I/O module should have minimum 8 x 32Gbps active external FC ports, 8 x 25Gbps active SFP28 ports, and 2 x 100Gbps QSFP28 ports using transceivers/DACs.		
	Required cables/connectors/mounting-kits shall be included. Minimum cable length required: 15 meters for all patch cords.		
Power & Cooling	Blade chassis should be populated fully with power supplies of the highest capacity available with the vendor. Power supplies should support N+N as well as N+1 redundancy configuration, where N is greater than 1. Should offer a single-phase power subsystem enabled with technologies for lower power consumption and offering Platinum energy efficiency.		
	Blade chassis should have a cooling subsystem consisting of redundant hot pluggable fans or blowers enabled with technologies for improved power consumption and acoustics.		
Driver/Software Utilities	All required device drivers for OS installation /System Configuration and Server Management		
System Management & Security	Remote management of Server over LAN & WAN with SSL encryption through OOB gigabit management port, Remote KVM, Server Health Logging, Virtual NIC, REST API, IEEE 802.1x & IEEE 802.1AR, Forensics capture of defective FW images to NAND/USB for external analysis, HTML5 Remote Console, TPM module, Encrypted Virtual Media, and virtual folder with required advanced IPMI license, AD or LDAP, Config backup, Syslog (local and remote). UEFI Secure Boot and Secure Start, Security feature to ensure servers do not execute compromised firmware code, digitally signed and verified updates, Security Dashboard for Server to detect possible security		

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	vulnerabilities		
	Blade chassis Management Software should be of the same brand as of the server OEM.		
	Management software should support integration with popular virtualization platform management software like vCenter, SCVMM, and Red Hat RHEV.		
Serviceability	System should support embedded remote support to transmit hardware events support. The server should support monitoring and recording changes in the server hardware and system configuration. It assists in diagnosing problems and delivering rapid resolution when system failures occur. Should provide remote firmware update functionality.		
	System should support embedded remote support to transmit hardware events directly to OEM or an authorized partner for automated phone home support		
IDC ranking	OEM should be ranked within top 3 as per IDC report for any one of the previous four quarter in India for server.		
Warranty	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		
IPv6 support	All devices should be IPv6 implementation ready from day One. No extra cost will be borne by OCAC for IPv6 implementation.		

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<b>10G Switch</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Functional Requirement	Each switch shall have minimum of 24-ports of 1/10G SFP+ and 4 -ports of 40/100G QSFP28 ports including 12 nos. 10G SFP+ Transceiver and 2 nos. 40G Transceiver Module. <b>( All QSFP/SFP+/SFP Transceiver modules should be from same Switch OEM)</b>		
	Suitable rack mount kit and power cord to be included.		
	Switch should have wire speed of data switching capacity and forwarding throughput (Mpps).		
	QoS classification, QoS Rewrite, Queuing & Scheduling, RED/WRED, ECN, ACL, PFC, 802.3x flow control, 802.1Qbb, 802.1Qaz, DCBx, 802.1ab		
	VXLAN ready from day-1, VxLAN EVPN, VxLAN Hardware VTEP, VMware NSX integration, Open Flow support		
	802.1Q VLAN, Voice VLAN, QinQ, Concurrent 2K VLANs, RSTP, MSTP, RPVST, BPDU Filter & Guard, Loop Guard, Root Guard, VRRP, LAG, MLAG, LACP. Virtualisation, Static Route, OSPF, BGP, BFD, ECMP (64-way)		
	RADIUS, TACACS+ & LDAP, Access Control Lists (ACLs L2-L4 & user defined)		
	sFlow (RFC 3176)/Equivalent, CLI, SSH/Telnet		
	Offer to include all required downlink connectivity to Blade Chassis I/O modules over 40G or 100G as well as uplink to SDC network using 10G.		
	The switch should support IPv6 from day one		
	All relevant licenses for above features should be quoted along with switch		
	OEM must have India presence for last 5years on both Sales and Support operation		
	Switch/Switch OS should be EAL2 / EAL3 / NDPP certified from Day1		
	Equipment should be minimum TEC certified or IPV6 Ready . IPV6 Routing & Management features should be active from Day-1.		
	Suitable rack mount kit and power cord to be included.		
Warranty	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		

<b>STORAGE CAPACITY AUGMENTATION</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Capacity	Existing HPE PRIMERA 630 System to be augmented with additional 100 TB usable capacity with minimum 60% as SSD and remaining in SAS 10K drives. Usable capacity to be configured in RAID6.		
	Bidder needs to include all necessary hardware like Enclosures, cables, licenses etc. to complete this augmentation.		
	Bidder needs to perform activities like firmware upgrade, storage tuning required for augmentation		
Warranty	Augmented storage should have warranty till end of base system support		

<b>SAN SWITCH PORT AUGMENTATION</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Capacity	Two numbers Existing 8 Port HPE Sn3600B SAN switch to be augmented with additional 8 nos 32 Gb/s SW SFP, License and LC-LC cables.		
Warranty	Augmented SAN Switch should have warranty till end of base system support		

<b>BACKUP SOFTWARE</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Analyst Rating	Backup software proposed should be in Gartner's leader quadrant for last four years in Gartner Magic Quadrant report for Data Protection / Backup Software.		
Licensing	The proposed Backup software must offer host-based licenses with no restrictions on type of arrays (protecting heterogeneous storage technologies), front end production capacity or backup to disk target capacity restrictions. Licenses and associated hardware should be supplied for both primary and DR site.		
	Licenses supplied should have licenses for Backup and Replication workloads.		

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Reporting Capabilities	Backup software should have Capability to do trend analysis for capacity planning of backup environment, extensive alerting and reporting with pre-configured and customizable formats. Any specialized reporting modules needed must be quoted along with associated hardware to achieve this functionality. All necessary hardware resources required to run this module should be supplied.		
	Proposed solution should support 24x7 real-time monitoring, with at-a-glance and drill-down views of health, performance and workload of the virtual hosts.		
	Proposed solution should support automated action for popular alarms (automated or semi-automated), with at-a-glance and drill-down views of health, performance and workload of the virtual hosts.		
Data Protection and Recovery in the cloud	Software should be able to restore VMs to a cloud service provider like AWS, Azure or Google directly from the backup copy.		
	Backup software should support agentless backups of applications residing in VMs like SQL, Exchange, SharePoint, Oracle, etc. with non-staged granular recovery of all these applications. It should support crash consistent VM level backup for all other workloads. Backup software should support SAP HANA backup integrated with HANA Cockpit		
Backup support for hypervisors and Applications	Backup software should be a Hardware Agnostic software and it should support snapshot integration with hypervisors like VMware, Hyper-V and Nutanix AHV and support de-duplication on any storage target. It should be able to backup data to tapes (like LTO) as well for long term retention.		
	The proposed backup software should provide Instant recoveries for any backup to VMware or Hyper-V Virtual machine		
	Backup software should support file level recovery from any backup of any VM or physical server. It should support a full system recovery in case of a system crash, either on a physical system or virtual machine or as a Cloud Instance (AWS, Azure or Google)		

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	Backup software should have integrated data de-duplication engine with multi-vendor storage support to save space by storing de-duplicated copies of data. The de-duplication engine should also facilitate IP base replication of de-dupe data. All necessary hardware and software required to support this functionality should be supplied along with other components		
	Backup software should support instant database recoveries of MS SQL and Oracle.		
	Backup software should support instant recovery of multiple VMs to support quick application recovery. It should also allow instant recovery of selected VM disks, without having to do instant recovery of all VM disks for achieving highest levels of RTO for relevant business data		
RPO/ RTO and Recovery Assurance	Backup software must have a feature of data validation, whereby a workload (VM with OS and application) is powered-on in a sandbox environment and tested for its recoverability.		
	Recovery verification should automatically boot the server from backup and verify the recoverability of VM image, Guest OS and Application Consistency and then publish automated reports to be used in backup / recovery audits.		
	Backup software should provide Backup and Replication capabilities in one console only and also allow users to integrate with RBAC capabilities of the hypervisor, so that users can initiate backup and restore only those VMs to which they have access, without administrator intervention, thereby delivering self serve capabilities.		
	Proposed backup software should be able to Hardened the Linux Repository. This service will prevent backup copies of data from any corruption or ransomware attacks.		
	The proposed backup software should be able to integrate with anti-virus software and scan before recovery of VMs and ensure that any infected VM is not restored or restore it with disabled network adapters to prevent any infection to spread through the network		

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	Proposed backup software should have the ability to perform staged restores to enable admins to comply to regulations by selectively deleting files / records which should not be restored from the backup copies. This will help in complying to "right to be forgotten "regulations like GDPR, where user data is deleted from restored backup copies in an auditable manner.		
	Backup software should support instant file share recovery in NAS storages to allow users to access files fast after disaster.		
Backup and Replication Performance and SLA	The proposed Backup software must allow to configure the maximum acceptable I/O latency level for production data stores to ensure backup and replication activities do not impact storage Availability to production workloads.		
	Backup software should provide Recovery of Application Items, File, Folder and Complete VM recovery capabilities from the image level backup within 15Mins RTO.		
	The software should be Network-efficient, Secure backup data replication with variable-length encryption at the source, along with compression and encryption to ensure that backups are optimized for WAN transmission. This should be ensured with or without need of any other 3rd party WAN Accelerator requirements.		
Disaster Recovery Capabilities	Replication in the software should be a VM level replication and must replicate the VM level data with or without backing it up at the source site. It should also include failover and failback capabilities and should be able to perform automatic acquisition of network addresses at the destination site.		
	The Proposed solution should support Continous replication at VM level. The RPO must be less than 5 Seconds and it must deliver Application consistency.		
	Backup and replication software must deliver maximum investment protection by supporting replication of workloads between dis-similar systems like hyperconverged infrastructure to stand alone servers and storage running similar hypervisors across sites, thereby creating a Disaster recovery environment for production qworkloads irrespective of the underlying hardware.		

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	The proposed solution should be able to publish Disaster recovery plans and update them through automated discovery whenever prompted after changes in infrastructure.		
	Should be able to publish DR drill reports, DR test reports and DR readiness check reports for audit and compliance purposes.		
	Backup software should have ability to backup data from one server platform and restore it to another server platform to eliminate dependence on a particular machine and for disaster recovery purposes. This bare metal recovery capability should be built in for the physical servers and should even work on the dissimilar hardware.		
	Backup software should have the ability to backing up a Cloud VM running in AWS or Azure and restore it as a valid VM workload back onto a Vmware server farm.		
Backup/ Media Server	Minimum 64 Core, 256 GB Memory, 2*480 GB SSD, 2*16 Gb/s FC, 2*10Gb/s		



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<b>Disc Based Backup Appliance</b>			
<b>Minimum Requirement Description</b>		<b>Compliance (Yes/No)</b>	<b>Remarks</b>
Functional Requirement	Offered Disk to disk backup device shall be Modular design to allow configuration, add capacity increase performance.		
	Offered appliance shall be certified to work with at-least 3 Backup application vendor ISV like Data Protector, Veeam, Commvault etc.		
	Offered device shall be offered with Minimum of 120TB of usable space		
	Offered device shall also be scalable to at-least 550TB usable in native mode (Without de-duplication and compression)		
	Vendor shall not use any additional staging device in-between while moving the data from Disk based backup device to public cloud or object storage		
	Offered device shall have separate dedicated drives for Operating System of appliance and shall not participate in data backup		
	Vendor shall configure at-least 24TB space on SSD for data caching operation. This space shall be additional to above raw capacity asked in the RFP		
	Offered device shall be protected with hardware raid 6		
	Offered device shall support emulation of both VTL and NAS target like NFS and CIFS		
	Offered device shall have capability to do complete copy of data sets from on premise disk backup storage to Cloud storage instead of data tiering		
	Offered device shall have the ability to configure at-least combination of 128 tape Libraries & NAS targets along with 1,000,000 or more Cartridge slots in the single appliance		
	Offered device shall have capability to deliver selective restore from disk Library itself		
	Offered device shall have integrated de-duplication license, low bandwidth replication license so that only unique non duplicated block transfers to remote / DR location		
	Offered device shall have intelligence to understand both source based, and target based de-duplication and shall be integrated with all well-known backup ISVs. At-least 3 ISVs shall be supported		
	Offered device shall support receiving non		

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	duplicated data from remote locations or branch office directly from the application servers / Client servers in low bandwidth mode without using any backup or replication-based device at remote location / Branch office		
	Offered device shall have Minimum of 2 x 10 Gbps SFP IP ports & 4 x 32Gbps ports. License and SFP for all ports shall be offered and configured		
	Offered Appliance Fiber channel ports shall support connectivity of servers either directly or via SAN switches while supporting both source and Target based de-duplication		
	Offered disk based backup device shall also configured with encryption functionality		
	Offered disk based backup device shall also support Secure erase feature for protecting against unauthorized recovery of deleted data		
	Offered disk based backup appliance shall support VLAN tagging. Offered IP ports of same type shall also support Port bonding in Adaptive Load balancing as well as in Active-backup mode		
	Offered device shall support rated write performance of at-least 60TB per hour		
Warranty	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		

<b>Wireless Controller</b>			
<b>Sr. No</b>	<b>Specifications</b>	<b>Compliance (Yes/No)</b>	<b>Remarks</b>
1	Wireless solution should support up to 2000 Access points		
2	Wireless solution should support minimum 24000 concurrent devices.		
3	The wireless controller should support 802.11ax (Wi-Fi 6), WPA3, and Enhanced Open - and existing standards		
4	Wireless Controller should support 4K VLAN support		
5	The Solution should have Built-in AI-powered Wireless/RF optimization		
6	The wireless controller should support automate deployment with Zero-touch Provisioning and Hierarchical Configuration		
7	The wireless solution should support up to 4 controllers in a cluster to maximize performance and availability		
8	Wireless solution should support controllers clustering to enable seamless experience across Wi-Fi zone in the event of failure or significant crowd density.		
9	Wireless solution should support full set of northbound APIs to enable deep visibility into the network. The northbound APIs should provide RF health metrics, app utilization, device type and user data in an easy to integrate format.		
10	Wireless solution should have the ability to dynamically update individual service modules without requiring an entire system reboot.		
11	The solution should Live Upgrades and multiple version support to upgraded alongside active user sessions and eliminate the need for planned maintenance windows or downtime. Each Controller Cluster or individual service modules can also be selectively upgraded without impacting the rest of the network.		
12	The controller should support Hitless Failover and automated load balancing		
13	The solution should have the capability to use an AP infrastructure and terminate two different SSIDs on two different controllers while maintaining complete separation and security for all networks, policies, management and visibility.		

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14	Wireless solution should have the technology to eliminate sticky clients and boosts Wi-Fi performance by ensuring that clients associate with the best access point. It also groups the MU-MIMO clients together for simultaneous transmission to multiple devices, improving the overall WLAN capacity.		
15	Wireless solution should support application awareness to WLANs to prioritize applications for each user		
16	Should support an ability to dynamically adjust channel and power settings based on the RF environment.		
17	Wireless solution should support CCMP/AES ,WEP 64- and 128-bit,TKIP,SSL and TLS,RC4 128-bit,RSA 1024-bit,RSA 2048-bit,L2TP/IPsec (RFC 3193), XAUTH/Ipsec and PPTP (RFC 2637) Encryption protocols		
18	Wireless solution should control all user traffic and flexibility to control exactly which users can run what apps.		
19	Wireless solution should control highly granular visibility and control over 1,000 applications		
20	The wireless solution should support Active/Active (1:1) or Active/Standby (1+1) or N+1 High Availability Deployment Modes		
21	Permit non-essential traffic while preventing it from overwhelming mission critical applications.		
22	Should be able to classify different types of interference.		
23	Should provide real-time charts/log showing interferers per access point, on a per-radio, per-channel basis.		
24	Should support 802.11e WMM		
25	Support for configuring media streams with different priority to identify specific video streams for preferential quality-of-service treatment.		
26	To deliver optimal bandwidth usage, reliable multicast must use single session between AP and Wireless Controller.		
27	Should support IPv4 & IPv6.		
28	Should support Internet Group Management Protocol (IGMP) snooping and access point should transmits multicast packets only if a client associated to the access point is subscribed to the multicast group.'		
29	For smooth, seamless and easy manageability, operation, interoperability and maintenance, the bidder should offer/quote WLC & WAPs of the same make (OEM) as existing.		

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30	Controller should support deep packet inspection for all user traffic across Layer 4-7 network to analyses information about applications usage, peak network usage times for all access points from day one		
	Advance WIDS/WIPS Security		
30	The WLAN solution should have the HW to implement advance WIDS & WIPS from day 1.		
31	WIPS solution should Automatically blacklist clients when it attempt any attack.		
32	WIPS solution should be capable of wireless intrusion detection & prevention .The WLAN should be able to detect Rogue AP and take corrective action to prevent the rogue AP. The system should detect and prevent an organization's wireless client connecting to rogue AP and also prevent an outside client trying to connect to organizational WLAN.		
33	WIPS solution should detect an Ad-hoc connection (i.e. clients forming a network amongst themselves without an AP) as well as windows bridge (client that is associated to AP is also connected to wired network and enabled bridging between two interfaces)		
34	The system should detect an invalid AP broadcasting valid SSID and should prevent valid clients getting connected from these AP's.		
35	For advance forensic WIPS solution should perform spectrum analysis to detect and classify sources of interferences. System should provide chart displays and spectrograms for real-time troubleshooting and visualization.		
36	The WIPS solution should able to detect if a client use FATA-Jack 802.11 DoS tool (Available free on internet) and tries to disconnect other stations using spoofed authentication frames that contain an invalid authentication algorithm number.		
37	The WIPS solution should detect if a client/tool try to flood an AP with 802.11 management frames like authenticate/associate frames which are designed to fill up the association table of an AP.		
38	The WIPS solution should detect if a client/tool keep on sending disassociation frames to the broadcast address (FF:FF:FF:FF:FF:FF) disconnect all stations on a network for a widespread DoS.		
39	The WIPS solution should detect if somebody try to spoof mac address of client or AP for unauthorized authentication.		

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40	The WIPS solution should detect if a client/tool try de-authentication broadcast attempts to disconnect all clients in range rather than sending a spoofed deauth to a specific MAC address.		
41	The WIPS solution should detect if an attacker attempts to lure a client to a malicious AP using SSID on fake AP in close proximity of the premises. It should detect When the Valid Client probes for Valid SSID and these malicious APs respond and invite the client to connect to them.		
42	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		

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<b>Indoor Access Point</b>			
<b>Sr. No</b>	<b>Specifications</b>	<b>Compliance (Yes/No)</b>	<b>Remarks</b>
	Technical Specification		
1	Access Point radio should be minimum 2x2 MIMO with 2 on 5ghz and 2x2 on 2.4 Ghz radio. The AP should have Dual Radio 802.11ax access point with OFDMA and Multi-User MIMO (MU-MIMO)		
2	AP should have one 10/100/1000 Mbps speed LAN port and Auto-sensing link speed		
3	Access point should support Built-in technology that resolves sticky client issues for Wi-Fi 6 and Wi-Fi 5 devices		
4	Access point should IoT-ready Bluetooth 5 and Zigbee support		
5	Maximum data rates of 1.2Gbps in the 5GHz band and 570Mbps in the 2.4GHz band		
6	Access Point can have integrated internal antenna		
7	Access point should have Interna/External Bluetooth Low energy beacon to support advance location based serivces for Mobile engagement solutions and Applications.		
8	Should support 16x BSSID per AP radio.		
9	The access point should be capable of performing security scanning and serving clients on the same radio. It should be also capable of performing spectrum analysis and security scanning using same radio.		
10	Should support BPSK, QPSK, 16-QAM, 64-QAM, 256 QAM and 1024 QAM modulation types		
11	Access point should support 802.3af/at POE standard.		
12	Intelligent Power Monitoring (IPM) to continuously monitor and report hardware energy consumption. AP can also be configured to enable or disable capabilities based on available PoE power – ideal when wired switches have exhausted their power budget.		
13	Access point should have option of external power adaptor as well.		
14	Access point should have console port.		
15	AP model proposed must be able to be both a client-serving AP and a monitor-only AP for Intrusion Prevention services		
16	The Access Point should have the technology to improve downlink performance to all mobile devices.		

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17	Access point must incorporate radio resource management for power, channel, coverage hole detection and performance optimization		
18	AP should have Kensington security slot		
19	AP should support standalone mode/ Inbuilt Virtual controller mode for specific requirements.		
20	The AP should support Advanced Cellular Coexistence (ACC) to minimizes interference from 3G/4G cellular networks, distributed antenna systems and commercial small cell/femtocell equipment		
21	The AP should support Supports priority handling and policy enforcement for unified communication apps, including Skype for Business with encrypted videoconferencing, voice, chat and desktop sharing		
22	The AP should support deep packet inspection to classify and block, prioritize, or limit bandwidth for thousands of applications in a range of categories		
23	Passpoint Wi-Fi (Hotspot 2.0) offers seamless cellular-to-Wi-Fi carryover for guests		
24	The Access point should support Transmit beam-forming (TxBF) for increased signal reliability and range		
25	The Access point should support 802.11ax Target Wait Time (TWT) to support low-power client devices		
26	AP should be UL 2043 certified.		
27	Regulatory Compliance FCC/ISED CE Marked RED Directive 2014/53/EU EMC Directive 2014/30/EU Low Voltage Directive 2014/35/EU UL/IEC/EN 60950 EN 60601-1-1, EN60601-1-2		
28	Certifications UL2043 plenum rating Wi-Fi Alliance: - Wi-Fi CERTIFIED a, b, g, n, ac - Wi-Fi CERTIFIED 6 (ax) - WPA, WPA2 and WPA3 – Enterprise with CNSA option, Personal (SAE), Enhanced Open ( OWE) - Ethernet Alliance (POE, PD device, class 4)		
29	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		



<b>Guest Management Appliance Solution</b>			
<b>SL No.</b>	<b>Specifications</b>	<b>Compliance (Yes/No)</b>	<b>Remarks</b>
	The proposed AAA solution shall meet the below specifications. Any software/licenses required to enable the mentioned functionality shall be provided from Day 1		
<b>A</b>	<b>Authentication, Authorization and Accounting (AAA)</b>		
1	Integrated scalable AAA services (authentication, authorization, and accounting) including access policy management.		
2	User/device authentication based on IEEE802.1X, MAC authentication and Web Portal authentication methods across multi-vendor wired networks and wireless networks		
3	Usage of multiple authentication protocols concurrently, such as PEAP, EAP-FAST, EAP-TLS, EAP-TTLS, and EAP-PEAP-Public		
4	Fine-grained control using attributes from multiple identity stores, such as Microsoft Active Directory, LDAP-compliant directory, Open Database Connectivity (ODBC)-compliant SQL database, token servers, and internal databases across domains within a single policy		
5	Reporting with manual or scheduled reports in PDF/CSV/HTML formats,real-time monitoring of access requests and events		
6	Solution should support Inbuilt utilities for interactive policy simulation and monitor mode for assessing the policies before applying to the production network		
	<b>Guest Access Management</b>		
7	Easy-to-use guest management solution for visitors, contractors, partners, etc. on wireless and wired networks using any type of device.		
8	Guest access through captive portal with extensive branding and customization including company logos, visual imagery content to extend organization's messaging		
9	Guest self-registration through the web portal, delivering username and password directly to the visitor's Web browser, or sent via email or SMS Gateway		
10	Sponsor-based approval workflow to enable an internal employee to approve guest account before guest is allowed to access the network		
11	Customize guest access privileges to enforce bandwidth limits, access to specific resources, length of connections and set automatic account expiry after a specified number of hours or days		

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12	Guest portal shall have an option to accept Social logins using Facebook, Twitter and other social media credentials.		
	<b>Requirement Summary</b>		
13	HW/VM appliances deployed in a HA providing 1:1 redundancy from Day 1		
14	Licenses supporting minimum 1000 concurrent sessions for AAA/Guest access on Day 1.		
15	5-Year Software Warranty directly from the OEM with 24x7 TAC Access		
	<b>OEM and Product Eligibility/Compliance</b>		
16	The solution shall be Common Criteria certified for network access control (NAC) solution, under Network Device collaborative Protection Profile (NDcPP). The certificate shall be attached as reference		

**Layer 2 Managed PoE Switch**

<b>S.No</b>	<b>Specification</b>	<b>Compliance Yes/No</b>	<b>Remarks</b>
<b>1</b>	<b>Architecture</b>		
	Shall be 19" Rack Mountable		
	Should have sufficient RAM and flash for smooth functioning of the device		
	The Switch should support minimum 8000 MAC address and 500 active VLANs		
	Switch should have Static Routing for IPv4 & IPv6 from day1.		
	The should have 24x 10/100/1000 BASE-T POE+ ports and 4x 1/10 SFP+ ports including 2 nos. 10G SFP+ Transceiver Module. All Ethernet ports should be PoE & PoE+ enabled with 370W POE power. <b>(All QSFP/SFP+/SFP Transceiver modules should be from same Switch OEM)</b>		
	Switch should have wire-speed, non-blocking and distributed forwarding on all the ports.		
<b>2</b>	<b>Features and Protocol support from day-1</b>		
	Switch should support 802.1x authentication and accounting, IPv4 and IPv6 ACLs/QoS		
	Switch should have full Layer 2 features and support spanning tree protocols standards like STP (IEEE 802.1d), MSTP(IEEE 802.1s) RSTP (IEEE 802.1w) etc. LACP/IEEE802.3ad, ACL, QoS and IGMPv1/v2/v3 from day one.		
	The Switch should support IEEE 802.1s Multiple Spanning Tree and legacy support for IEEE 802.1d and IEEE 802.1w		
	The switch should support Strict priority (SP) queuing, Traffic prioritization (IEEE 802.1p) ,Class of Service (CoS) ,IP Type of Service (ToS), TCP/UDP port number, source port.		
	The Switch should support SNMP v2c/v3 provides SNMP read and trap support of industry standard Management Information Base (MIB), sFlow (RFC 3176),RMON		
	The Switch should support Network Time Protocol (NTP) synchronizes time keeping among distributed time servers and clients		
	The Switch should support IEEE 802.1AB Link Layer Discovery Protocol (LLDP)		
	The Switch should support Dual flash images provides independent primary and secondary operating system files for backup while upgrading		

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	The Switch should support IGMP Snooping		
<b>3</b>	<b>Layer 2 Switching</b>		
	The Switch should support Port mirroring duplicates port traffic (ingress and egress) to a monitoring port and support minimum 4 mirroring groups		
<b>4</b>	<b>Layer 3 Routing</b>		
	The Switch should support Static IPv4 and IPv6 routing from day1.		
<b>5</b>	<b>Security</b>		
	The Switch should support ACLs filtering based on the IP field, source/ destination IP address/subnet, and source/ destination TCP/UDP port number on a per-VLAN or per-port basis		
	The switch should support RADIUS and TACACS		
	The Switch should support Web-based authentication provides a browser-based environment, similar to IEEE 802.1X, to authenticate clients that do not support IEEE 802.1X.Should support MAC-based client authentication		
	The Switch should support Secure management access delivers secure encryption of all access methods (CLI, GUI, or MIB) through SSHv2, SSL, and/or SNMPv3		
	The Switch should support Dynamic IP lockdown with DHCP protection to block traffic from unauthorized hosts, preventing IP source address spoofing		
	The Switch should support Dynamic ARP protection to blocks ARP broadcasts from unauthorized hosts, preventing eavesdropping or theft of network data		
	The Switch should support STP root guard to protects the root bridge from malicious attacks or configuration mistakes		
<b>6</b>	<b>Certification</b>		
	Switch/Switch OS should be EAL2 / EAL3 / NDPP certified from Day1		
	Equipment should be minimum TEC certified or IPV6 Ready. IPV6 Routing & Management features should be active from Day-1.		
	Five years on-site comprehensive OEM Warranty Support with 24x7 coverage and access to OEM TAC/support		

**Annexure-4: Pre Bid Queries Format**

*(To be filled by the Bidder)*

**Name of the Company/Firm:**

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Bidding document Fee Receipt No. \_\_\_\_\_ Date \_\_\_\_\_

for Rs. \_\_\_\_\_

**Name of 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 colored 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 **sarathi.mallik.ocac.in** & **m.pattanayak@nic.in** copy to **tushar.mohapatra@ocac.in** & **gm\_ocac@ocac.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. XXX-XXX-XXX, dated XX-XX-2023. 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-XXX-XXX

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 Ref. No. XXX-XXX-XXX, dated XX-XX-2023 for Selection of Agency for Supply, installation & commissioning of Server, Storage & WiFi Solution For Odisha Secretariat (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)

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

### 2) Firm Details:

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

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

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4) The requisite EMD amounting to toRs. \_\_\_\_\_/- (Rupees <in words>) has been deposited vide Banker"s Cheque/ DD No. \_\_\_\_\_ dated\_\_\_\_\_.

5) 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<sup>t</sup>, 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 Server, Storage & WiFi Solution for Odisha Secretariat **RFP Ref.No- XXX-XXX-XXX dated XX-XX-XXXX.**

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: \_\_\_\_\_

Odisha Computer Application Centre(OCAC)

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

*(To be submitted in OEM Letterhead at the time of getting the Purchase Order)*

Letter No. \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
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-XXX-XXX**

Dear Sir

We, who are established and reputable manufacturers / producers of \_\_\_\_\_ 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 also undertake to provide any or all of the following materials, notifications, and information pertaining to the Products manufactured or distributed by the Supplier:

a) Such Products as OCAC may opt to purchase from the Supplier, provided, that this option shall not relieve the Supplier of any warranty obligations under the Project; and

b) in the event of termination of production of such Products:

i. Advance notification to OCAC of the pending termination, in sufficient time to permit to procure needed requirements; and

ii. Following such termination, furnishing at no cost to OCAC, the blueprints, design documents, operations manuals, standards, source codes and specifications of the Products, if requested.

Odisha Computer Application Centre(OCAC)

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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. It should be included by the bidder in its bid.

## **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. Dep<sup>t</sup>, Govt. of Odisha)  
N-1/7-D, Acharya Vihar P.O. - RRL,  
Bhubaneswar – 751013

Location:  
Date:

**Subject:** Submission of the financial bid for Selection of Agency for Supply, installation & Commissioning of Server, Storage & WiFi Solution for Odisha Secretariat.

Dear Sir/Madam,

We, the undersigned, offer to Supply, Install & Commission the Server, Storage & WiFi Solution for Odisha Secretariat Network (Sec LAN) RFP.Ref.No. XXX-XXX-XXX, Dated XX-XX-XXXX 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.

Odisha Computer Application Centre(OCAC)

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#### **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: Commercial Bid - Item Wise Price Schedule

Sl. No.	Item Description	Qty	Unit	Base Product Cost Including 5 Years OEM Support	Base Installation cost	Unit Price	GST Charges as applicable	Total Product Cost (Including GST)
1	2	3	4	5	6	7= 5+6	8	9= 7+8
1	Blade Server	Nos.	12					
2	Blade Chassis Solution	Set	01					
3	10G Switch	Set	02					
4	Storage Capacity Augmentation	Set	01					
5	SAN Switch Port Augmentation	Set	01					
6	Backup Hardware – D2D Appliance	Nos.	01					
7	Wireless Controller	Nos.	02					
8	Indoor Wireless Access Point	Nos.	600					
9	Layer 2 Managed PoE Switch	Nos.	30					
10	Backup Software with Media Server	Nos.	01					
11	Guest Management Application Solution / Software	Nos.	01					
12	CAT-6 UTP cable (305 Mtr.)	Box	80					
13	CAT-6 UTP Patch Panel	Nos.	30					
14	CAT-6 Information Outlet with SMB	Nos.	600					
15	CAT-6 UTP Patch cable 1 Mtr.	Nos.	1200					
16	I/O punching & fixing	Nos.	600					

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17	Cat-6 Cable Laying with double lock casing capping / PVC conduit	Mtrs.	24000					
18	Patch Panel Punching & Fixing Charges	Nos.	30					
19	Access point Installation with protective Enclosure	Nos.	600					
20	VMware vSphere Standard Per-CPU	Nos.	24					
21	VMware vCenter Standard Per-instance	Nos.	01					
22	Microsoft Windows Server DC 2-core Pack	Nos.	384					
23	Red Hat Enterprise License 2-CPU 4-Guest	Nos.	05					
	Grand Total Rs.:							

**Note:**

- All the above price would be in INR only.
- The above price would include Compressive OEM Warranty Support for a period of 5 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-12: Financial Capabilities**  
*(To be filled by the Bidder)*

<b>Turnover (Rs. In Crores)</b>		
<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>
<b>Net worth (Rs. In Crore)</b>		
<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>

**Annexure-13: 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: XXX-XXX-XXX, dated XX-XX-XXXX for RFP titled "Selection of Agency for Supply, Installation & Commissioning of Server, Storage & WiFi Solution for Odisha Secretariat (Sec LAN)", 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-14: Project Citation Format**  
*(To be filled by the Bidder)*

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

### **Annexure-15: 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				
						2017-18	2018-19	2019-20	2020-21	2021-22
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-16: 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 <b>(Annexure-5)</b>	Technical Bid Covering Letter <b>(Annexure-8)</b>	Financial Bid Cover letter and Format <b>(Annexure-10)</b>
2	Particulars of the Bidder <b>(Annexure-1)</b>	Detailed Bill of material as per components indicated in Bill of Quantity. <b>(Annexure-2)</b>	Financial Bid <b>(Annexure-11)</b>
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 <b>(Annexure-3)</b>	
4	Audited Balance Sheets		
5	CA Certificate with CA's Registration Number & Seal <b>(Annexure-12)</b>		
6	a. Valid ISO 9001 certificate b. Valid ISO 27001 certificate		
7	Relevant Documents supporting Office Addresses /Undertaking. (Local presence)		
8	RFP Form <b>(Annexure- 7)</b>		
9	MAF <b>(Annexure- 9)</b>		
10	Self-Declaration <b>(Annexure- 13)</b>		
11	Project Citation Format <b>(Annexure- 14)</b>		
12	Project References <b>(Annexure- 15)</b>		
13	<b>RFP document fee</b> as mentioned in the Eligibility/Pre-qualification Criteria of the RFP		
14	<b>EMD</b> as mentioned in the Eligibility/Pre-qualification Criteria of the RFP		