



Government of Tripura
Forest Department



Project Management Unit, Tripura JICA Project

(Project for Sustainable Catchment Forest Management in Tripura)

Prakriti Bhawan, Gandhigram, West Tripura 799012

Phone: +91-3812397022, e-mail: tripurajica@gmail.com.



No.F. 22-8(12)/For-JICA/IT-Communication/Vol-III/PartFile/13337-339 Dated, 05/11/2022

Short Notice Inviting Tender

Quotations in sealed cover are invited by the undersigned from the resourceful agency for Supply & installation of Network Equipment's and Commissioning of LAN Setup including Wifi Access point in the PMU building of Tripura JICA Project as per the specification mentioned in Terms of Reference (ToR). **The technical bid and financial bid should be given in separate sealed envelopes and the bidder will be disqualified if the technical bid and financial bid are not provided in separate sealed envelopes.** The financial bid shall be opened only for those bidders who satisfy the technical bid which will be evaluated as per the eligibility criteria mentioned in the tender document.

The detailed terms and conditions with eligibility and list of topics shall also be available in PMU Notice board and interested bidders may collect the documents from the PMU office. The same can also be downloaded from the website jica.tripura.gov.in.

Quotation may be dropped in tender box kept at - Project Management Unit, Tripura JICA Project, Hatipara, Gandhigram up to 3.00 p.m. on dated 25/11/2022. The authority will open the quotations at 4.00 p.m. on the same date if possible in the presence of the bidder's representatives who choose to be present at the office of the Tripura JICA Project, PMU, Gandhigram. The successful bidder will be considered for supplying and installation of the equipment.

Encl:-

1. Terms of Reference (ToR).

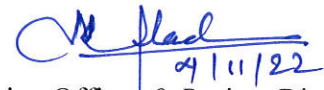

4/11/22

(Dr. Avinash M. Kanfade, IFS)

Chief Executive Officer & Project Director

Copy to:-

1. PS to the PCCF & HoFF (Tripura), for kind information of PCCF & HoFF (Tripura).
2. Office Notice Board, PMU, Tripura JICA Project / JICA Tripura Website (jica.tripura.gov.in).


4/11/22

Chief Executive Officer & Project Director

Tripura JICA Project (SCATFORM)

**Terms of Reference (ToR) for Supply & installation of Network Equipment's
and Commissioning of LAN Setup including Wifi Access point in the PMU
Building of Tripura JICA Project (SCATFORM)**

Tripura JICA Project (SCATFORM) is invited a short notice-inviting tender for Supply & installation of Network Equipment's and Commissioning of LAN Setup including Wifi Access point in the PMU building of Tripura JICA Project from resourceful agency.

The technical bid and financial bid should be given in separate sealed envelopes and the Bidder will be disqualified if the technical bid and financial bid are not provided in separate sealed envelopes. The financial bid shall be opened only for those bidders who satisfy the technical bid which will be evaluated as per the eligibility criteria mentioned in the tender document.

A. Scope of Work

1. The scope of work in this SNIQ covers supply & installation of Network Equipment and commissioning of LAN Setup in the PMU building.
2. Structure of Network diagram is attached in Annexure - I.
3. A sketch showing location of workspace where LAN connectivity has to be provided is enclosed as annexure - II.
4. List of the equipment's is enclosed as annexure – III.
5. Scope of work shall also include-
 - a. Powering on equipment after ensuring correctness of terminations, interfaces and power supply and making the system ready for testing and commissioning.
 - b. Testing of LAN Cables after laying, terminations and ferruling at both the ends. All testing tools and instruments shall be brought by the bidder and taken back after the testing.
 - c. Configuration of the equipment as per the requirements of PMU including Network segmentation and Network Monitoring.
 - d. Onsite warranty for all Networking Equipment's delivered for one year.
6. All LAN components such as patch cords, Jackpannel, cable managers, I/O box, Rack etc. offered shall be of the standard make such as Cisco/DLink/AMP/Systmax/HP or equivalent and Switches shall be of standard make of Cisco.
7. Equipment furnished shall be complete in every respect with all mountings, fittings, fixtures and standard accessories normally provided with such equipment and/or needed for erection, completion and safe operation of the equipment's as required by applicable codes though they may not have been specifically detailed in the technical specification, unless included in the list of exclusions.

B. Eligibility Criteria

1. The Bidder should have satisfactorily completed works of installation and commissioning or supply of Networking equipment of Local Area Network (LAN) during the last three FY years. Copy of completion report along with work order may be enclosed. The bidder shall enclose relevant documents for providing its Eligibility along with the Annexure-IV (technical Bid).


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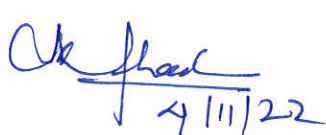

2. Bidder should have a minimum financial turnover of above Rs. 10 lakh and above in a single year, during the last 3 years commencing from 2019-20, 2020-21, and 2021-22 (relevant documents to be enclosed from Charter Accountant).
3. The Bidder should have technical support office in Agartala.
4. The Bidder should have mandatory registrations such as TIN/ TAN/ PAN etc.
5. The Bidder should not have been blacklisted by any Central/ State Government/ Public Sector Undertaking/ Autonomous Bodies/Project under Central and State Governments in India.

C. Schedule of Events and Other details

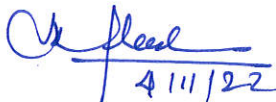
S.N.	Particulars	
1.	Bid Security/ Earnest Money Deposit	Rs. 10,000/-
2.	EMD Validity	1 year from the date of opening of technical bid
3.	Bid Validity	90 days from the date of opening of technical bid.
4.	Completion of the Work	45 days from the date of award
5.	Last date & time for submission of Bids	25/11/2022 upto 3.00 PM
6.	Date & time for opening of Technical bid	25/11/2022 at 4.00 PM (if possible)
	Date & Time for opening of Financial Bid	Will be informed later on

D. Terms and Conditions

1. The work has to be executed within stipulated time period as mentioned in the para C. of ToR.
2. Rates have to be submitted separately for basic cost, GST and any other applicable taxes in prescribed format (Annexure-V) .
3. The firm has to submit TIN/ PAN and other registration papers.
4. Applicable taxes will be deducted as per rules.
5. The bidder will have to submit, refundable earnest money deposit (E.M.D) as per amount mentioned in the para C. above in the form of a Bank draft/Pay order of Scheduled Commercial Bank drawn in favor of **The CEO & PD, Tripura JICA Project**. The DD should be kept in separate envelop mentioning EMD for supplying and installation of Network Equipment. The envelope would be submitted along with technical and financial bids. Without EMD bids would not be accepted.
6. The EMD may be forfeited if the Bidder withdraws bid during the period of bid validity.
7. Within 15 days after the receipt of notification of award of work, the agency shall furnish Performance Guarantee, which shall be equal to 10% of the value of the work and shall be in the form of a Guarantee Bond from a Nationalized / Scheduled Bank. The validity of the Performance guarantee submitted should be for a period of two months beyond the expiry of warranty period of the Hardware provided or 1 year from the date of award of work order (whichever later).
8. The agency shall not sublet whole or part of the work to any other agency, in case of award of contract.

9. Bidder are advised to understand the magnitude of the job involved before submitting the bids.
10. The bidder may visit the office of the PMU in any working days at 11.00 am to 4.00 pm for physical ground trothing.
11. In case of default on the part of the bidder in carrying out any order, apart from the legal remedy, the **Tripura JICA Project** shall be entitled to get the work done by any other persons and all expenses consequent thereon or incidental thereto shall be borne by the bidder and will be deducted by the **Tripura JICA Project** from any money due or it may become due to the bidder.
12. The decision of the **Tripura JICA Project** in the matter arising out of this contract shall be final and binding in regard to all matters relating to the contract.
13. Canvassing in any form by the bidder directly or by any other agency/person on their behalf may lead to disqualification of their bid.
14. Falsification/ suppression of information shall lead to the disqualification of the bidder.
15. All cases/ proceedings relating to any dispute or claim arising out of any cases of performance of this contract shall be falling in appropriate court having jurisdiction in Agartala, Tripura.
16. In the event of the bidder committing breach of any of the above terms and conditions or the services of the bidder being found to be unsatisfactory, the contract can be terminated by the **Tripura JICA Project** even before the expiry of the period of agreement by giving 5 day's notice to the bidder. Even otherwise, the **Tripura JICA Project** will have the right to terminate the engagement of bidder by giving 10 day's notice.
17. The agency needs to be under the control of official designated for the purpose authorized by the **Tripura JICA Project**.
18. Any financial expenditure or loss on account of any accidents during the service period will be the sole responsibility of the successful bidder.
19. The **Tripura JICA Project** shall have right to issue addendum tendered documents to clarify, amend modify supplement or delete any of the condition, clause or items stated therein. Each addendum shall from a part of the original invitation to tender.
20. The undersigned reserves the right to accept or reject any quotation including the lowest one without assigning any reasons.
21. The **Tripura JICA Project** reserves the right to accept or reject bid or cancel without assigning any reason thereof. No claim or complaint in this regard will be entertained by the **Tripura JICA Project**.
22. The **Tripura JICA Project** is under no obligation to accept the lowest or any tender received in response to this tender notice.
23. Technical and Financial bids should be signed on all the pages by the Authorized signatory along with seal of the bidder.
24. In the event of the bidder committing a breach of the contract the **Tripura JICA Project** is entitled to receive from the bidder compensation to the extent of loss incurred as determined by the **Tripura JICA Project** for any loss or damage caused to the **Tripura JICA Project**.


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25. The sealed quotation may be dropped by hand in the tender box kept at - Project Management Unit, Tripura JICA Project or may be sent by registered post so as to reach this office within due date and time. No sealed quotation shall be entertained after due date and time and the delay on any account shall not be condoned.
26. The sealed quotation must contain the name, address and contact number of the bidder.
27. In case of any doubt regarding contents and meaning thereof of the tender document, the bidder may contact O/o the **CEO&PD, Tripura JICA Project, PMU, Gandhigram, West Tripura -799012** for clarification of such doubt on **14/11/2022** at 11:00 AM in the conference hall of Tripura JICA Project prior to submitting the sealed quotation.
28. **Jurisdiction:** The enforcement of the terms of the contract as well as all the transactions entered into by the firms/ companies with the **Tripura JICA Project** shall be deemed to have been taken place within the jurisdiction of Agartala High Court and any cause of action arising to the due performance or breach of contract by either of the parties hitherto shall be deemed to have arisen within the jurisdiction of Agartala notwithstanding the residence or place of business of the contractor.
29. **ARBITRATION:** Notwithstanding anything contained in any document under this contract, all disputes and claims whatsoever, arising out of this contract between the parties shall be referred to a sole arbitrator who shall be nominated and appointed by the **Tripura JICA Project** and the Arbitrator's decision shall be final and binding. The place of Arbitration will be Agartala and venue will be the Office of the CEO&PD, **Tripura JICA Project, PMU, Hatipara, Agartala.**

E. Terms of Payment

The payment to the Agency shall be made as under:

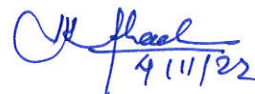
S.N	Item	Release of Payment
1.	Delivery of Networking equipment's and completion of fitting/ installation of networking equipment's for all connection and commission of the LAN including Wifi Access point with test reports.	i. 100% of the cost of networking equipment's ii. Charges for fitting / installation of networking equipment and LAN Connections.

F. How to Apply

Application of agencies/bidder that fulfills the all criteria only would be considered by the **Tripura JICA Project**. Mere accepting the application by the organizers would not guarantee the award of contract.

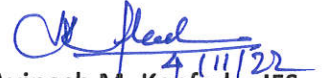
Quotation may be dropped in tender box kept at - Project Management Unit, Tripura JICA Project, Hatipara, Gandhigram as per the timeline mentioned under the para C. The authority will open the quotations at 4.00 p.m. on the same date if possible in the presence of the bidder's


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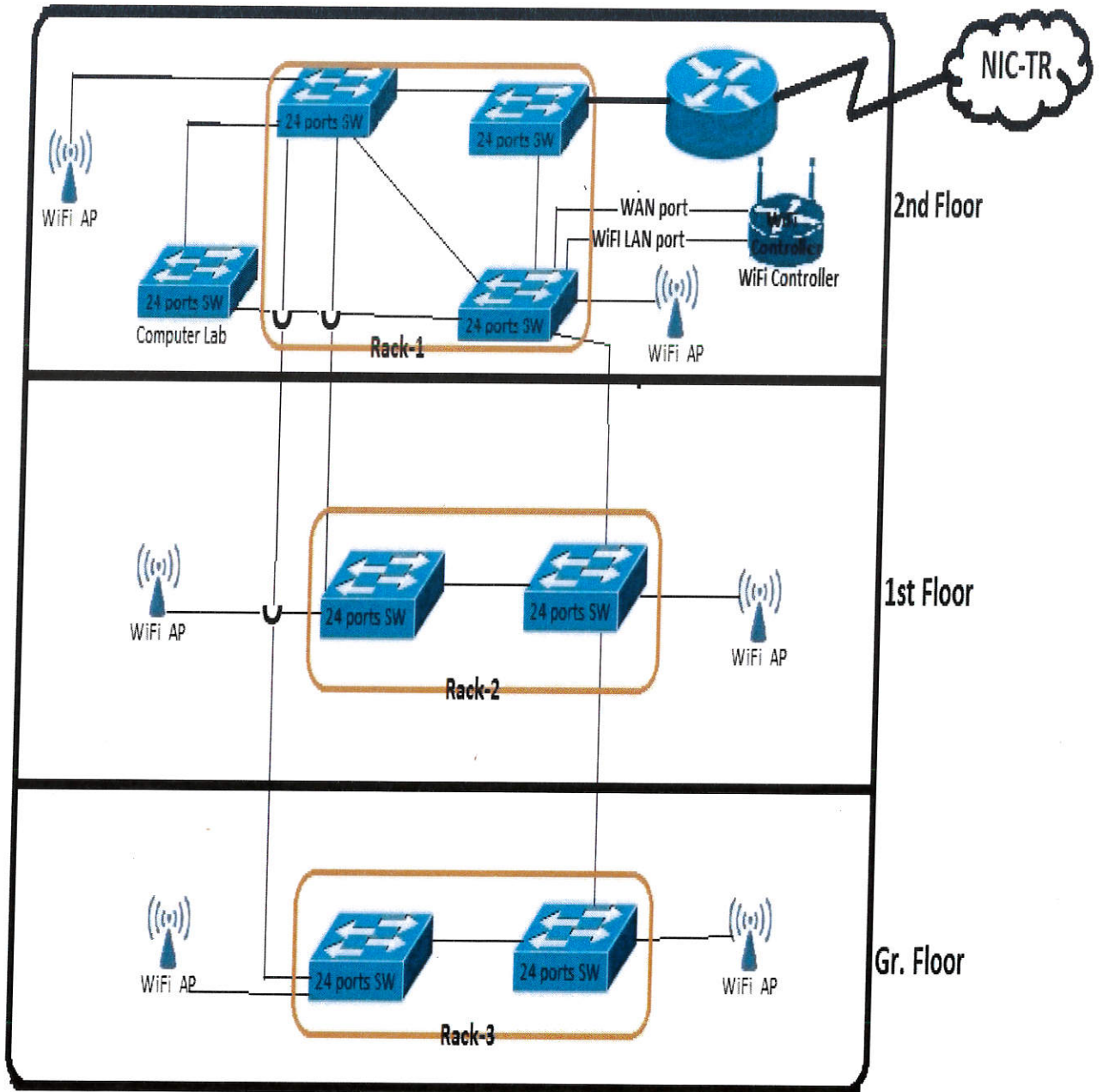
representatives who choose to be present at the office of the Tripura JICA Project, PMU, Gandhigram or next working day. The successful bidder will be considered for supplying and installation of the equipment.

**The Chief Executive Officer & Project Director,
Tripura JICA Project (SCATFORM)
Project Management Unit, Prakriti Bhwan
Gandhigram, Hatipara
West Tripura 799012**



**Dr. Avinash M. Kanfode, IFS
Chief Executive Officer & Project Director
Tripura JICA Project (SCATFORM)**

NETWORK DIAGRAM



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Location of LAN workspace

Dormitory	Dormitory	blank	I/C GIS (5)	Canteen (2)	2 nd Floor	GIS Lab (6)	MISO (5)	PM(Trg) (3)	Fish (3)	CO (5)	Blank (5)	
Dormitory	Dormitory	Blank	Computer Operator (5)	Mini Conference hall (5)		PE (5)	Server (3)	Printer & Scanner (3)	NeoGeo Team (6)	OM (6)		Total 91 points

PMC	WP	AD(M&E)/DDO (2)	Store Section Dir (M&E) (2)	Biometric (1)	1 st Floor	Working Plan	VIP Room (2)	Visitor room (1)	PA Room (6)	Dir (AFA) (2)		
PMC	Account Section (9)	Establishment Section (3)	Main Conference Hall (5)			DCF (WP) (2)	CEO & PD (3)	PS to CEO PD (3)	PM (Audit) (2)	Dir (LCD) (2)		Total 44 points

NCE Conference hall (2)	Dir NCE (2)	NCE (3)	DDO NCE (2)	Store	Ground Floor	JICA Store	WP (2)	WP (2)	WP (2)	WP (2)		
NCE Account Section (6)	NCE Workstation (8)	NCE Establishment (3)	Display board Biometric(3)	Driver room			WP (2)	DCF WP(2)	WP (2)	WP (2)		Total 43 points

#. No of Points depicted above are tentative. No of points may increase or decrease. Actual requirement and Location of LAN workspace may be accessed and finalized by agency during LAN installation with prior approval of Authority.

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List of Equipment's

S.N	Item with Specification	Qty	Remarks
1.	24 port Layer-2 Managed Switch 10/100/1000 BASE-T/SFP Ports (Brand – CISCO preferable)	04	
2.	24 port Layer-2 Un-Managed Switch	04	
3.	Wifi Access points (Software base Wifi Controller shall be provided Free minimum to 250 users to control these Wifi access points) (Brand – Dlink/Cisco/Netgear/TP-Link/other)	06	
4.	Wall mountable 4 U Rack (Brand – Dlink/Cisco/Netgear/TP-Link/other)	03	
5.	CAT-6 Ethernet Cable	LS	(LAN connection to all rooms need to be lay down from Switch as per the diagram shown in Annexure – I and Annexure – II.
6.	Other accessories	LS	I/O Box, Casing, RJ-45 connector, etc to make LAN connection as per diagram shown in Annexure – I and Annexure – II.

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Technical Bid

Annexure – IV

S.N	Particulars	Details to be filled in by the bidder
1	Name	
2	Registered Office	
3	Contact Person Name & Mobile No	
4	Address	
5	Phone/Mobile	
6	Email	
7	Year of Incorporation	
8	PAN CARD*	Yes/No
9	Income Tax returns' *	Yes/No
10	GST REGN *	Yes/No
11	TIN Registration*	Yes/No
12	Turn Over 2017-18	
13	Turn Over 2018-19	
14	Turn Over 2019-20	
15	Company Registration Certificate*	Yes/No
16	Experience with Govt/PSU/Private Project details in no's *	
22	EMD of Rs. 10,000.00/= submitted	Yes/No

* Copies to be attached


4/11/22


4/11/22

Signature of the Bidder

Table					
SN	Item	Qty	Rate (including all TAX)	Amount (including all TAX)	Amount in Words
1.	24 port Layer-2 Managed Switch	04			
2.	24 port Layer-2 Un-Managed Switch	04			
3.	Wifi Access points with Single Software based Wifi Controller (minimum 250 user)	06			
4.	Wall Mountable Rack	03			
5.	CAT -6 Ethernet Cable	LS			
6.	Other Accessories (Name of items may be mentioned here)	LS			
7.	LAN Connection in each room as per diagram Annexure – I and II	LS			
Total					

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Signature of the Bidder