



INDIAN MARITIME UNIVERSITY – Navi Mumbai Campus
(A Central University, Govt. of India)

NOTICE INVITING QUOTATION

Sealed quotations are invited for **Supply of Non-Comprehensive Annual Maintenance Contract for Networking System at IMU Navi Mumbai Campus** under Two bid system.

Bidders are advised to study the Quotation Invitation Document (including all Sections, Schedules and Annexure etc.) carefully. On submission of Quotation, it shall be deemed that a careful study and examination of the Quotation Invitation Document with full understanding of its implications have been done.

The Quotation Invitation Document can be downloaded free of cost from IMU website www.imu.edu.in and www.imunavimumbai.ac.in from 17th September, 2021 onwards. The last date for receiving Quotations at IMU – Navi Mumbai Campus is 1130 Hrs on 24th September, 2021.

DEPUTY REGISTRAR
IMU Navi Mumbai Campus

**QUOTATION INVITATION FOR NON-COMPREHENSIVE ANNUAL MAINTENANCE
CONTRACT FOR NETWORKING SYSTEM AT
INDIAN MARITIME UNIVERSITY
NAVI MUMBAI CAMPUS**



Reference No: IMU/NMC/00/2021/23

Issue Date: 17/09/2021

Last Date of Submission: 24/09/2021

1	Title	:	Supply of Non-Comprehensive Annual Maintenance Contract @ IMU Navi Mumbai Campus
2	Notice Inviting Quotation No.	:	IMU/NMC/00/2021/ 23
3	Quotation Invitation document download date	:	17 th September, 2021
4	Pre bid meeting	:	14:30 PM on 21 st September, 2021 at Indian Maritime University, Navi Mumbai Campus (T S Chanakya), Karave, Nerul, Navi Mumbai-400076.
5	Last date and time for receipt of bids	:	1130 Hrs on 24 th September, 2021
6	Date and time for opening of Technical bid	:	1430 Hrs on 24 th September, 2021
7	Date and time for opening of Financial bid (for technically qualified bidders)	:	1100 Hrs on 27 th September, 2021
8	Proposal currency	:	Prices shall be quoted in Indian Rupees (INR)
9	Language of the proposal	:	This proposal should be filled in English language only. If any supporting documents are to be submitted, in any other language other than English, then translation of the same in English language, attested by the bidder should be attached.
10	Validity of Quotation	:	180 days from date of opening of Technical bid
11	Security Deposit (for finalized bidder only)	:	10% of the contract value in the form of Bank Guarantee of any nationalized /Scheduled Bank having branch at Navi Mumbai.
12	Address for Submission of Quotations	:	Deputy Registrar (Admin), IMU, Navi Mumbai Campus, (T S Chanakya) Karave, Nerul, Navi Mumbai-400 706

IMU – Navi Mumbai Campus invites sealed quotation for Non-Comprehensive Annual Maintenance Contract of following Networking system installed at IMU – Navi Mumbai Campus. The details of the networking components are given below:-

Sr. No	DESCRIPTION	UNIT	QTY
1	Fiber Components -		
A	Fiber Connectivity - Horizontal (Building to Building)		
1.1	Fibre Cable Single Mode (6 core) outdoor in Metres (Armoured) for Backbone	Mtr	900
1.2	Fiber panel 19" rackmount, with 24 SC adaptors.(Couplers, splicetrays & panels included)	No	1
1.3	Fiber panel 19" rackmount, with 6 SC adaptors.(Couplers, splicetrays & panels included)	No	3
1.3	Single Mode SC Pigtails	No	48
1.4	SC-LC Duplex Patch Cord Singlemode 3 mtr for OM3	No	6
1.5	Supply, Installation of 25 MM HDPE Conduit through the trenches	Mtr	800
B	Fiber Connectivity - Vertical (Floor to Floor)		
1.1	Fibre Cable Multi-mode OM3 (6 core) outdoor in Metres (Armoured) for Backbone	Mtr	700
1.2	Fiber panel 19" rackmount, with 24 SC adaptors.(Couplers, splicetrays & panels included) Fully loaded with SC adapters	No	1
1.3	Fiber panel 19" rackmount, with 12 SC adaptors.(Couplers, splicetrays & panels included) Fully loaded with SC adapters	No	3
1.4	Fiber panel 19" rackmount, with 6 SC adaptors.(Couplers, splicetrays & panels included) Fully loaded with SC adapters	No	7
1.5	Multimode SC Pigtails for OM3	No	96
1.6	SC-LC Duplex Patch Cord Multimode 3 mtr for OM3	No	16
2	Copper Components -		
A	Rack Side		
2.1	Cat 6 Fully Loaded Patch Panel 24 Port	No	11
2.2	Cat 6 Mounting patch Cords (1 mtrs)	No	200
B	User Side		
2.1	Unshielded Twisted Pair CAT6 (as per EIA/TIA Standards)	No	30

	Cable Box of 305 Meter		
2.2	Cat 6 Information Outlet (user side)	No	185
2.3	Dual port Face Plates	No	185
2.4	Back Box	No	185
2.5	Cat 6 information Outlet with 1 port Surface Mount Box (for Wireless AP's)	No	15
2.6	Cat 6 Mounting patch Cords (2 mtrs)	No	200
3	Network/Server Racks -		
3.1	Floor Standing Rack 42U/800W/1200D, Aluminum frame. Top cover with 4 No of 90 CFM FANS. Top & Bottom cover with cable entry gland plates. Front & rear dual steel door fully perforated. All door lockable. 2 Nos of Power Distribution Units (PDUs) with Vertical strip consist of 6/16 Amp 12 sockets. Vertical Cable Channels, Captive Mounting Hardware	No	1
3.2	Wall Mount Rack 12U/550W/500D, Basic steel frame. Top cover with 2 No of 90 CFM FANS. and bottom cover having cable entry provision. Front toughened glass door lockable. 2 Nos of Power Distribution Units (PDUs) with Horizontal strip consist of 6 Amp 6 sockets, Captive Mounting Hardware	No	7
4	Core Switch		
4.1	OS 6860-U28, Fixed-configuration chassis in a 1U form factor with 28 ports supporting 1000Base-X and 100Base-FX, four fixed SFP+ (1G/10G) ports and two 20G Virtual Chassis link ports and Redundant Power Supply	No	1
5	Access Switch-		
5.1	OS 6350-48, Gigabit Ethernet chassis in a 1U form factor with 48 10/100/1000 Base-T ports, 4 fixed SFP+ (1G) ports and one expansion slot for optional stacking or uplink modules.	No	5
5.2	OS 6350-24, Gigabit Ethernet chassis in a 1U form factor with 24 10/100/1000 Base-T ports, 4 fixed SFP+ (1G) ports and one expansion slot for optional stacking or uplink modules.	No	4
5.3	OS 6350-P24, Gigabit Ethernet chassis in a 1U form factor with 24 PoE 10/100/1000 Base-T ports, 4 SFP Ports and one expansion slot for optional stacking or uplink modules.	No	2
6	Fiber Module		
6.1	SFP-GIG-SX, 1 Gigabit optical transceiver (SFP+). Supports multimode fiber over 850nm wavelength (nominal) with an LC connector. Typical reach of 300m	No	14

6.2	SFP-GIG-LX ,1 Gigabit optical transceiver (SFP). Supports singlemode fiber over 1310 nm wavelength (nominal) with an LC connector.	No	6
6.3	SFP-GIG-T, Copper Base-T Transreceiver	No	4
6.4	POE Injector for Indoor AP's	No	10
7	WLAN		
7.1	OA-IAP-277,Outdoor AP - OmniAccess Instant Outdoor access point designed for gigabit Wi-Fi performance. Supports 802.11b and 802.11a/g/n/ac. 3 x 3 MIMO with three spatial streams, providing up to 1.3 Gb/s data rate. Supports two 10/100/1000Base-T (RJ-45) Ethernet interfaces. Supports 802.3at Power over Ethernet. Six integrated multipolarized directional antennas with 80° H x 80° V beamwidths Including Pole & assembly	No	12
7.2	OAW-AP1101, Wireless Access Point with Dual radio IEEE 802.11ac (2x2:2) wireless access point with support for 802.11'B' and 802.11'A/G/N/AC' operation, integral antenna, 1 x 10/100/1000Base-T (RJ-45) Ethernet Interface (Supports 802.3af Power over Ethernet), 1 x 48V DC power. Mounting kit included	No	4
7.3	U-500, AAA server for wireless access management for 500 concurrent users	No	1
8	Conduits & Accessories		
8.1	32 mm PVC Casing and capping with all accessories	Mtr	200 0
8.2	75 mm PVC Casing and capping with all accessories	Mtr	300

* There may be addition/deletion in the quantity as per the requirements of the IMU-NMC.

Scope and description of Works inclusive of the following but not limited to:

1. **Preventive Maintenance:** Quarterly & whenever called for maintenance.
2. **Emergency Service:** In addition to Preventive maintenance visit the holder of this agreement may call for additional visit. In case of WLAN Network is dead, every reasonable effort will be made to give us as preferred attention in such circumstances as possible.
3. **Hours:** All the services will be rendered as and when required.
4. **Spare Parts:** Any replacement of faulty/damaged spare parts (such as active and passive components of networking) will be done at extra cost at actual.
5. **Reinstallation:** Reinstallation and configuration of any equipment or peripherals at same premises (building/block) or other premises (building/block) should not be charged extra as per requirement if any.
6. **Service not included:** Service Provider is not obliged to provide service under AMC agreement for:
 - a. Damage or destruction of equipment due to fire, water, explosion, riots, civil disorder,

- b. Labor dispute, pests, lightening, Act of God etc.
 - c. Abuse and misuse of equipment.
 - d. Improper mains, power supply and environmental conditions.
7. **Assistance:** User will provide manual labor, services of electrician if required by service engineer. User will make arrangement to send the instrument/ part to our Service Center, if required.
 8. All service calls should be attended to within twenty-four hours.
 9. Thereafter, the agency shall be responsible for non-comprehensively maintaining the Network System of IMU – Navi Mumbai Campus. The agency shall be responsible for all preventive and break down maintenance of the system and fault rectifications.
 10. On receipt of a break down intimation, a qualified and competent team would be deputed immediately on the same day and fault would be rectified immediately on priority basis and within 24 hrs so as to ensure that Networking System is functioning satisfactorily.
 11. **Tools and Equipments:** The agency shall arrange, at its own expense, all necessary tools, equipments and spare parts which are required for proper execution of the work.
 12. No increase in amount shall be considered at all during the currency of the AMC. No other charges like transportation fare etc. will be payable.
 13. **The term Maintenance shall include crimping of wires, re-crimping of wires, testing of the connection, nodes, assessing networking components and others similar networking related equipment. The list is only inclusive and not exhaustive.**
 14. They shall be required to inspect all the access points, switches, servers, ports and other equipment related to Networking System and put these into operation immediately, failing which, the contract may be cancelled without assigning any reasons and the security money deposited by the contractor shall be forfeited.
 15. For regular and proper maintenance of the Networking System and for attending to the complaints received, it shall be obligatory on the part of the firm to assign a qualified engineer on all working days from 9.30 am to 5.00 p.m. from Monday to Friday throughout the currency of the contract immediately. In case of emergency the complaints would also be required to be attended on holidays.
 16. As far as possible, the repair work shall be carried out in the premises of the IMU– Navi Mumbai Campus. Only such repairs which are not possible to be undertaken in the premises of the IMU Navi Mumbai Campus may be allowed to be done in the workshop/service center of the firms. In no case, a networking equipment or part thereof shall be taken out of the premises without formal written permission of this Office. No transportation charges will be paid on this account. The networking equipment or part thereof, taken into the workshop/service center will have to be brought back at the earliest maximum within 07 days failing which the cost of the machine/part will be recovered from the firm and if considered necessary the contract will be terminated without further notice.
 17. The working of Networking System should be checked physically by the bidder before bidding.

18. **Security Deposit:** The successful bidder shall, within 07 days from the date of receipt of award letter, deposit with Indian Maritime University, Navi Mumbai Campus a sum equal to 10% of the value of the accepted quote, in the form of Demand Draft from any Nationalized bank/Scheduled bank, failing which Indian Maritime University – Navi Mumbai Campus may at its discretion cancel the award letter.
- The security deposit amount of 10% of the contract value so deposited will be refunded within 30 days from the date of completion of contract as per P.O. document.
- In case, security deposit amount fall short on subsequent order, the bidder must deposit the differential amount of Security deposit within 10 days of subsequent order. Security Money will not carry any interest.
19. **Tenure of Contract:** The tenure of the contract shall ordinarily be one year. However, the competent authority in IMU – Navi Mumbai Campus, may at the discretion, extend the contract for 6 months on same terms & condition without change in financial terms with prior consent of the vendor.
20. The competent authority reserves the right to terminate the contract at any time before completion of the tenure in case the services of the firm are found unsatisfactory, by issuing a warning first and pointing out shortfall in service.
21. **Satisfactory Services:** In the event of poor services, IMU-NMC holds the right of risk purchase at your cost. Also in the event of foreclosure of service the security deposit would be forfeited.
- The satisfactory services would be determined by following parameters:
- (a) Attending to defect within 24 hours.
 - (b) Affecting repairs with 48 hours in case major component is changed / repaired.
 - (c) The mechanic would issue a service report of repair work undertaken and obtain user/ IMU-NMC representative signature on completion of work.
22. **Prohibition of Sub Contract:** The firm / agency shall not sub- contract this work under any circumstances.
23. **Deduction of Income Tax at source:** Since it is a "Works Job Order", Income Tax shall be deducted at source from all the accepted payment to be made, in accordance with the provision of Income Tax Act, 1961 as amended from time to time.
24. **Resolution of Dispute:** In case of disputes the issue would be first discussed mutually and resolved. In case firm is not satisfied the case could be put to an arbitrator appointed by Director, IMU- NMC.
25. **Penalty Clauses:**
- (a) **Deficiency in quality:** In case of failure on the part of agency to rectify the defect within a period of 48 hrs, the IMU – Navi Mumbai Campus shall have the discretion to get it rectified from other sources at contractor's risk and cost.
26. The IMU – Navi Mumbai Campus reserves the right to annul the selection process and issue fresh quote invitation without assigning any reason. Incomplete quotations would be rejected.

27. Rs.500 Per Day will be penalized, if the mechanic/technician does not visit the IMU - Navi Mumbai Campus for attending the call/inspection/repairs within 24 hours.

24. Qualification of Bidders:

- a) The agency should have its Registered Office in Mumbai/Navi Mumbai/ Thane/Panvel. The bidder should submit copy of the Certificate of Registration.
- b) The firm must have a valid PAN Number and GST Registration No.
- c) The Firm must have at least two years experience in the last five years (i.e. since 2014 -2015) of providing similar service which may include installation and maintenance of Networking System to Central Government/State Govt. /PSUs/Private Organizations of repute. The Firm must furnish certificates from such Organizations in support of their experience.

- 25. Submission of Quotation:** The quotation must be submitted in the prescribed pro-forma provided in **Annexure- I**. Quotations not in the prescribed pro-forma are liable to be rejected.
- 26.** Required documents, as mentioned in **Annexure - I**, and **Price Bid** shall be submitted by the bidders in two separate sealed envelopes, Cover-I named '**ANNEXURE - I IMU/NMC/OO/2021/ 23**' and Cover-II named '**Price Bid**' **IMU/NMC/OO/2021/00 23**', latest by 1130 hrs on 24th September, 2021 and both the above said Sealed Covers i.e. Cover-I & Cover-II be then put in one big cover (Cover-III) and properly wax sealed. Each sealed cover should be signed across the sealing lines by an authorized signatory of the bidder firm.
- 27.** In exceptional cases Indian Maritime University, Navi Mumbai Campus or his representative reserves the right to obtain the additional documents / clarifications from any of the bidder without vitiating the selection process.
- 28. Payment Terms:** Payment shall be made quarterly and released within 10 working days of receipt of the bill.
- 29.** Campus address: IMU-Navi Mumbai Campus, Karave, Nerul, Navi Mumbai-400 206, India. Website: www.imunavimumbai.ac.in

Kindly fill the forms given below while submitting the quotation / bid



1. Name of the Firm : _____
2. Address : _____

3. Telephone No. : _____ Fax No. : _____
4. PAN. : _____
5. GST Registration No.: _____
6. E-Mail Address: _____
7. List of Clients: (Additional sheet may be used if the space provided below is insufficient).

Sr.No.	Name of the Client	Duration of Services		Remarks (if any)
		From	To	

Date : _____ (Signature of the authorized signatory)

Full Name _____
Mob. No. _____
Company Seal _____

List of Enclosures:

- i) Attested copy of PAN No.
- ii) Attested copy of GST Registration No.
- iii) Certificate of Registration
- iv) Experience certificate from client organizations.
- v) Bank Mandate Form

PRICE BID

Serial No. _____

Schedule to invite quotation for **Non - Comprehensive Annual Maintenance Services for Networking System** at IMU, Navi Mumbai Campus, Karave, Nerul, Navi Mumbai-400 706, during the period _____._____ to _____._____.

Sl.No.	Description	Total (excluding GST)
1.	Non-Comprehensive Annual Maintenance contract of Networking System at Indian Maritime University, Navi-Mumbai Campus, Karave, Nerul Period :- 12 Months	
	GRAND TOTAL(in figures)	
	GRAND TOTAL(in words)	

We/I have read the terms & conditions mentioned in "**QUOTATION INVITATION FOR NON-COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR NETWORKING SYSTEM AT INDIAN MARITIME UNIVERSITY NAVI MUMBAI CAMPUS, Reference No: IMU/NMC/OO/2021/ 23**", Issue Date: ____/____/2021" specifications & quantities of the work and agreed to abide by them. We/I agree to carry out the above work at the rate mentioned against the item.

Place:

Date:

**Signature of the Contractor
(With Seal)**

MANDATE FORM
(Account/s Information form)
REAL TIME GROSS SETTLEMENT (RTGS)/ NATIONAL ELECTRONIC TRANSFER (NEFT) / INTRA BANK ACCOUNT TRANSFER FACILITY FOR RECEIVING PAYMENTS FROM IMU.

A. DETAILS OF ACCOUNT HOLDER:

NAME OF ACCOUNT HOLDERER / FIRM

COMPLETE CONTACT ADDRESS

MOBILE NUMBER / PH NO

E.MAIL:

PAN :

B, BANK ACCOUNT DETAILS:

ACCOUNT NAME (Name appearing in your Cheque Book)

BRANCH NAME WITH COMPLETE ADDRESS,

TELEPHONE NO

BRANCH CODE

Note: Please attach a Cancelled Cheque along with the account information form.

COMPLETE BANK ACCOUNT NUMBER (Please note that the Bank Account must be in the name of the Firm as appeared in the bill. In case of other Beneficiaries (Non-vendor) the Account name must be in the name of Applicant)

IFSC CODE

TYPE OF ACCOUNT (SB/CURRENT/CASH CREDIT)

MICR CODE OF BANK

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the IMU responsible.

(.....)

Signature of Beneficiary

Date:

Mandatory for Vendors/suppliers/Contractors etc., Payment:

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp with Date & Place)

(.....)

Signature of Bank Manager