



TENDER DOCUMENT

Sub: Tender for Supply, Installation & Commissioning of Server Hardware

Tender No. : Purchase: 2014-15 (Server)

Date: October 8, 2014

PART 'A'

Sealed tenders are invited for supply, installation & commissioning of Server Hardware as per the details given in the Part 'C' of the Tender Document. The terms and conditions governing the instant Tender are as under:

1. The tender document may be obtained during working hours from **October 8, 2014 to October 27, 2014 (till 1.00 PM) on all working days on payment of Rs. 200/-** from the Reception Counter of the Institute on cash payment or by submitting a demand draft in favour of **"The Institute of Company Secretaries of India", payable at New Delhi**. The tender document can also be downloaded from the website of the Institute (www.icsi.edu) for which parties would be required to enclose a demand draft of **Rs. 200/-** towards the cost of the tender document along with their quotes, failing which the tender shall be out rightly rejected.
2. The sealed tenders are to be submitted in prescribed format on your business letter head duly stamped and signed and dated on each page of Part 'A' & 'B' and 'C' as their unconditional acceptance to the terms prescribed by the Institute. Details/supporting documents wherever applicable, if attached with the tender should be duly authenticated by the vendor/s. No over-writings shall be accepted unless authenticated with full signature of the vendor/s.
3. Each tenderer shall submit the tender in two separate sealed envelopes, Part 'A' & 'B' along with EMD should be put in envelope No. 1 (Please mark the envelope as **"No. 1 – Technical Bid"**), Envelope No. 2 will contain only Part 'C' (Please mark the Envelope as **"No.2 – Financial Bid"**). Both the sealed envelopes bearing No. 1 and 2 are to be put in main envelop i.e. Envelope No. 3.
4. The sealed tender duly superscribed, **"Tender for Supply, Installation and Commissioning of Server Hardware" due on October 27, 2014**, should be addressed by name to **Shri Sutanu Sinha, Chief Executive & Officiating Secretary, The ICSI** and sent at the Institute's address given below either by registered post/speed post/or by dropping in the tender box placed at 3rd floor of Institute's Headquarter & should reach on or before **3.00 PM of October 27, 2014**.

Address:

Shri Sutanu Sinha
Chief Executive & Officiating Secretary
The Institute of Company Secretaries of India
ICSI House, 22, **(3rd Floor: Tender Box)**
Institutional Area, Lodi Road
New Delhi-110003

Tenders received after the stipulated date and time shall not be entertained. The Institute shall not be liable for any postal delays whatsoever and tender received after the stipulated time/date are liable to be rejected summarily without giving any reason

5. **The Technical Bid shall be opened on October 28, 2014 at 11:00 AM** in the Institute of Company Secretaries of India at ICSI House, 22 Institutional Area, Lodi Road, New Delhi in the presence of those tenderer(s), who wish to be present. No separate communication will be sent in this regard. In the event of due date being a close holiday or declared Holiday for Central Government offices, the due date for opening of the bids will be the following working day at the appointed date, time and venue.
6. ICSI shall have the right to assess the competencies and capabilities of the Tenderer by going through the credentials given in the Technical Bid and on the basis of such credentials, ICSI may reject the candidature of the Tenderer without assigning any reason. In such case(s) the Financial Bid shall not be opened for that particular Tenderer. The Financial Bid of only those parties who qualify in the technical scrutiny shall be opened and time and date for opening the financial bid shall be intimated separately.
7. Prices quoted should be FOR Institute premises and should be inclusive of all charges viz. installation, acceptance test and charges for **Five (5) years onsite comprehensive warranty, 24 hours CRT (Call Resolution Time) for 365 days including Saturdays and Sundays, off hours support, escalation Matrix up to three (3) levels.** In case the warranty is for one year by default, the vendor shall quote for the support pack from the principal manufacturer, so as to validate the warranty for Five years.
8. The terms "acceptance test" imply running of supplied material for 12 hours daily for seven days at two different locations including 72 hours continuous running of system. If the Server, so supplied fails in acceptance test, the same shall be liable to be rejected. During the acceptance test, replacement of cards/devices shall not be permitted.
9. **The Principal Manufacturer will provide a certificate of warranty for Five (5) years in the name of the Institute.**
10. Though Institute prefers to deal with manufacturers/principal manufacturers directly, it may also consider the offers received through its authorized channel partners, provided the principal authorizes the said channel partner in this regard.
11. Delivery and installation period should be mentioned clearly in the proposal. Penalty for the late delivery and installation would be levied at the rate of half percent per week subject to a maximum of 10 percent of the value of the order as has not been supplied during the stipulated period. In case of delay beyond fifteen days from the stipulated period, Institute may at its discretion cancel the order and arrange to procure the same from the next bidder on the panel/open market at the sole risk, cost and responsibility of the vendor.
12. Institute's usual payment terms are 30 days for 90% payment upon installation & commissioning of equipments as detailed above and acceptance of the supplied material and remaining 10% will be paid within thirty days of receipt of the Bank Guarantee of equivalent amount valid for entire warranty period failing which 10% amount will be retained as security deposit for the entire period of warranty. Vendor will be fully responsible for onsite comprehensive maintenance free of charge during the warranty

period and in case of default, the Institute will have the right to arrange maintenance at vendor's risk, cost and responsibility.

13. While Part "C" describes specifications desired by the Institute, vendors are also welcome to quote for richer specifications, which will be considered at the sole discretion of the Institute.
14. The rates quoted should be valid for at least 90 days from the date of opening of quotations.
15. The tenderers are required to deposit an earnest money of **Rs. 80,000/- (Rupees Eighty Thousand only)** for supply, installation and commissioning of Server by way of demand draft drawn in favour "**The Institute of Company Secretaries of India**", payable at "New Delhi". The tender not accompanied with earnest money shall be rejected summarily. The earnest money of unsuccessful tenderers will be refunded without any interest/bank commission/collection charges after the order has been issued in favour of successful party. EMD amount of the successful tenderer will be refunded without any interest/bank commission/collection charges after the order has been executed successfully and payment to the vendor for the procurement has been settled as per the terms and conditions of the purchase order.
- 16.

GENERAL:

- a) All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the arbitrator to be appointed by the Chief Executive of the Institute of Company Secretaries of India, New Delhi. The award of the sole arbitrator shall be final and binding on both the parties under provisions of the Arbitration and Conciliation Act, 1996 or any statutory modifications on re-enactment thereof as in force. Place of such arbitration proceedings shall be at Delhi.
- b) The Institute reserves the right to accept or reject any or all tenders including the lowest tender/s without assigning any reason at its sole discretion and the decision of the Institute will be final and binding on all concerned.
- c) The quantities indicated in Part "C" are tentative and may be increased/decreased at the sole discretion of the Institute and the vendor shall have no right to claim any minimum/definite volume of business.
- d) For any details/clarifications, Shri Ankur Yadav, Joint Secretary (SG), IT on telephone No. 0120-4522012, may be contacted.

Date: **October 8, 2014**

(B. Pradhan)
Director

THE INSTITUTE OF COMPANY SECRETARIES OF INDIA

**'ICSI HOUSE', 22, INSTITUTIONAL AREA, LODI ROAD
NEW DELHI 110 003**

PART 'B' INFRASTRUCTURAL BID

Purchase: 2014-15 (Server)

October 8, 2014

1. Name and complete address of the Tendered & Company
2. Tele/Fax/E-mail/Cell No. of the Tendered Company
3. Contact person's name & residence telephone No.
4. Details of registered office, if any, along with contact person's name and tele. No.
5. Legal status i.e. public/private limited/any other alongwith documentary evidence.
6. Composition of Directors/ Partners etc.
7. Income-Tax registration number along with documentary evidence.
8. CIN Number along with documentary evidence.
9. TAN Number along with Documentary evidence.
10. Service Tax Registration number (if any).
11. VAT (TIN No.) (if any).
12. a) Sales Tax registration number along with documentary evidence.
b) Please also specify, if you are registered with appropriate Authority under Works Contract Act, 1999. (Please provide details).
13. List of existing clients to whom hardware/ software of similar kind in last 1 year installed with details of company, value of business, concerned person name & his telephone no. (Please attach full details).
14. a) List of existing installations being maintained as per following:
Name of the Company/Type of Hardware being maintained/No./Last year's turn over.
b) Please indicate the hardware principal & brands you represent and your level of association.
15. Please indicate in full the following details:
 - a) Manpower available - Technical & Non-technical
 - b) Collaborations for spares. Please indicate the quantum of inventories you maintain for spares and consumables and Lead-time for obtaining spares from open market.
 - c) Turnover of the company for last 3 financial years (Please attach supporting documents)
 - d) Escalation matrix for lodging the complaint during the warranty.
16. Brochure of the product with detailed specifications.

Date:

Name and Signature of Bidder with
Corporate Seal and Mobile No.

PART- 'C' FINANCIAL BID

Rates Quoted should be Net Unit Rate (Unit Price + VAT + Cartage, if any)

Purchase: 2014-15 (Server)

October 8, 2014

Sl. No.	Item Name/Specification	Unit of Measurement	Qty. Reqd.	Unit Rate in Rupees
1	<p>Server: with 5 years onsite comprehensive warranty Chassis: 2 U Rack Mountable; CPU : Two * 6C Intel Xeon E5-2620 v2 series Processor; CPU L3 CACHE Memory : 10MB L3 Cache or higher; Motherboard: Intel® C600 Series Chipset; Intel® E5-2600 v2 Processor Family; Memory : 32GB DDR3 memory @ 1333MHz or higher Scalable Up to 512GB or higher with DDR3 Registered (RDIMM) memory. Server should support RDIMM, UDIMM and LRDIMM; HDD bays: Upto 8 Hot Plug 2.5" hard disk bays; Hard disk drive: 8*600 GB SAS 10K RPM in RAID 5; Controller: PCIe 3.0 based SAS Raid Controller with RAID 0/1+0/5/5+0 with 512MB cache (onboard or in a PCI Express slot). Controller should support 512MB/ Minimum 1GB or higher flash backed write cache; Controller should support caching the most frequently accessed data ("hot" data) onto lower latency high performing SSDs to dynamically accelerate application workloads.; Networking features: Server should be populated with:1Gb 4-port network adaptor supporting advanced features such as Large Send offload capability, TCP checksum and segmentation, VLAN tagging, MSI-X, Jumbo frames, IEEE 1588, and virtualization features such as VMware NetQueue and Microsoft VMQ. and 10Gb 2-port Ethernet adaptor with SFPs. Ports: Minimum 5 USB Ports (Min 2 – Front, Min 2 – Rear, Min 1 – Internal) or higher.; Bus Slots: Two PCI-Express slots PCIe 3.0.; Optical drive: DVD-RW drive; Power Supply: Redundant & Hot Plug Power Supplies; Fans: Redundant & Hot Plug Fans; Industry Standard Compliance: ACPI 2.0b Compliant, PCIe 3.0 Compliant, PXE support, WOL Support, Microsoft® Logo certifications, USB 2.0 Support; Security: Power-on password; Serial interface control;Administrator's password;Server should also support Trusted Platform Module microcontroller chip that can securely store artifacts used to authenticate the server platform. These artifacts can include passwords, certificates and encryption keys.; OS Support: Minimum requirement is Microsoft Windows Server; Red Hat Enterprise Linux (RHEL); SUSE Linux Enterprise Server (SLES);Vmware ; Citrix XenServer; Warranty: 5 year warranty all inclusive online; Remote Management: 1. System remote management should support browser based Graphical Remote Console; Virtual Power button, Remote boot using USB / CD/ DVD Drive and should be capable to offer upgrade of software and patches from a remote client using Media / image/folder; Optional (server power capping and historical reporting); should have support for multifactor authentication.; 2. Optional (Remote management port should be able to download the firmware from the website directly or from internal system. Server should support automated firmware update.); 3. Server should support agentless management using the out-of-band remote management port instead of OS and SNMP port on the OS. This will enable zero downtime updates; 4. The server should support features which monitors and records changes in the server hardware and system configuration. It assists in diagnosing problems and delivering rapid resolution when system failures occur.; 5. Optional (Applications to access the server remotely using popular handheld devices based on Android or Apple IOS should be available.); 6. Remote console sharing with multiple users simultaneously during pre-OS and OS runtime operation, Console replay - Console Replay captures and stores for replay the console video during a server's last major fault or boot sequence. Microsoft Terminal Services Integration, 128 bit SSL encryption and Secure Shell Version 2 support. Optional (Should provide support for AES and 3DES on browser) . Should provide remote firmware update functionality. Optional (Should provide support for Java free graphical remote console).</p>	Each	8 Nos.	
Buyback				
2	HP ProLiant DL380 G5 (8 Nos.)	Each	8 Nos.	

Terms & Conditions:-

- 5 years on site comprehensive warranty on Servers with 2 hours call attending support and penalty of Rs.5000/- per day in case of default after 24 hours. The Server should be repaired or standby with same configuration be arranged within 24 hours of lodging the complaint. In case of default, a penalty of Rs.5000/- per day would be levied. In case standby is provided, the server should be repaired and provided back within seven days of lodging the complaint. In case of default, a penalty of Rs.5000/- per day would be levied.
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Delivery : C-37 Sector-62 Noida

Delivery Period Days :

Validity of Offer :
_____Any Special Terms :

(Please Specify)

Date:

Name and Signature of Bidder with
Corporate Seal and Mobile No.