

**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY,
ODISHA, BURLA-768018**

Advt. No.: VSSUT/CCF/1897/2023

Date. 08/08/2023

The Registrar, Veer Surendra Sai University of Technology , Burla invites sealed tender from intending reputed and experienced firms for Secondary Lease Line Internet Connectivity Service of VSSUT, Burla. The last date of submission of Tender is 25/08/2023 during office hours. The Technical bid and financial bid shall be opened on 26/08/2023 at 11.00AM and 28/08/2023 at 4.00PM respectively. For details visit University website www.vssut.ac.in.

Sd/-
Registrar

Memo No. VSSUT/ CCF/1899/2023

Date. 08/08/2023

Copy to:

1. M/s Display Lines, 219 Saheed Nagar, Bhubaneswar. The above advertisement may be published in Odisha edition of the Samaj (Oriya Daily) and The New Indian Express (English Daily) newspaper all Odisha edition on 08.08.2023 in I & PR approved rates in one issue using minimum space. The bill may be sent in triplicate along with a copy of the paper in which the publications is made.
2. University Notice Board
3. Dean (Faculty & Planning) with a request to display the advertisement on the University website.
4. PA to Vice Chancellor for kind information to VC


Registrar
REGISTRAR
V.S.S. University of Technology
Burla, Sambalpur, Odisha-768018

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

Detail Tender Call Notice

Tender Call Notice No. VSSUT/ CCF/ 1897

Date: 00/00/2023

08/08/2023

Sub: Tender for Secondary Lease Line Internet Connectivity Service of VSSUT, Burla

The "Registrar, Veer Surendra Sai University of Technology, Burla" invites sealed Tender from intending reputed and experienced firms for Secondary Lease Line Internet Connectivity Service of VSSUT. The Tender document contains the following.

- (i) General Guidelines for submission of Tender.
- (ii) Terms & Conditions of Leaseline Internet Connectivity Service.
- (iii) Information sheet of the bidder
- (iv) Undertaking by the Bidder
- (v) The price bid

Important Dates

Last Date and Time of Submission of Tenders	: 25 / 08 /2023 During Office Hours.
Cost of Tender Documents	: Rs.500.00 (Rupees Five Hundred only)
EMD Cost of the Tender	: Rs.5000.00 (Rupees Five Thousand only)

Sd/-
Registrar



GENERAL GUIDE LINES FOR SUBMISSION OF TENDER

1. Eligibility: The bidder should verify its eligibility criteria as mentioned below before submitting the Tender and enclose the required documents in the sequence listed below, to avoid rejection or disqualification of the Tender. The bidder should meet the following criteria.
 - a. The bidder should be a leading supply, installation and maintenance firm of Lease Line Internet Connectivity Service.
 - b. The bidder must have wide experience in the development and maintenance of Lease Line Internet Connectivity Service in Govt. organization / public sector/ Universities.
 - c. The bidder should have large support network, with presence across India.
 - d. The bidder should have capability and experience to execute large similar work to corporate/Govt./other Academic Institutions or Public Sectors in India.
 - e. The bidder shall have minimum 2 to 3 years of experience to execute such services preferably in a University or an educational organization.
 - f. The bidder should be a registered company making profit for the last three years, having good business track record.
 - g. The bidder should be a registered firm in India, having up-to-date GST / PAN /TIN /Service Tax etc.
2. The bidder shall have sufficient experience as on bid calling date in the following areas:
 - a. Development and Maintenance of Lease Line Internet Connectivity Service.
 - b. The bidder must fill up Table-1 of this Tender Call Document.
3. The intending firms may visit the University to acquaint themselves with the (i) scope and extent of work, (ii) extent of the University campus and (iii) environment in which their work is required to be carried out.
4. The Intending firms may visit different Departments / Sections of the University to study the volume of work at their own expenses on all working days during office hours before quoting for the same.
5. Firms quoting should note that their offers should remain open for acceptance up to 90 days; if the 90th day falls on holiday then last date will be the next working day from the date of opening of Tender. Cost of Tender documents:



The cost of Tender documents is Rs.500/-(Rupees Five Hundred Only) (Non-refundable). The Tender documents can be downloaded from the University website www.vssut.ac.in and have to deposit a Bank Draft equal to the cost of Tender documents drawn in favor of "VSSUT, Burla" payable at SBI, Burla along with the Tender.

6. EMD for the amount of Rs.5,000.00 (Rupees Five Thousands Only) in the shape of Bank draft drawn in favor of "VSSUT, Burla" payable at SBI, Burla. The EMD will not carry any interest. EMD of unsuccessful bidder shall be returned within thirty days of finalization of this contract on request. It shall be returned by speed post to the address of the bidder mentioned in Table-1. The University shall not be responsible for any non-receipt of the EMD by post.
7. The Tenders shall be opened in the presence of bidders present on the date of opening or their authorized representatives on due date and time. The bidder's representatives shall carry the letter of authorization and are required to sign an attendance sheet. Only one representative for any bidder shall be permitted to attend the Tender opening.
8. If the date of opening of Tender happens to be a holiday, a revised schedule will be notified. However, in absence of such notification, the tender will be opened on the next working day. The time and venue remains unaltered.
9. This tender documents must reach to "The Registrar, Veer Surendra Sai University of Technology, Burla, Sambalpur-768018 (Odisha)" by the last date of submission i.e. 25.08.2023 under a sealed cover by registered/speed post only.
10. The Tenders received after the due date & time is liable to be rejected. Tender by FAX/ e-mail will not be entertained.
11. This Tender documents must be filled in completely and signed by the authorized signatory of the bidder on all the pages as acceptance of all the guidelines, terms and conditions laid in this Tender document. (This document should be printed on both side of the A4 size paper sheet).
12. The envelope containing the Tender must be super-scribed as "Tender for Secondary Lease Line Internet Connectivity Service" with due date & time of submission.
13. Any additional information you wish to provide may be attached separately.
14. The Tender should contain the following documents.
 - a. This Tender document signed on each page by the authorized signatory of the bidder.



- b. Detail Name & address with Phone no./FAX No., e-mail ID of the contact person.
 - c. Bank draft for EMD in favor of the VSSUT, Burla payable at SBI, Burla.
 - d. Bank draft (Non-refundable) towards the cost of Tender documents in favor of VSSUT, Burla payable at SBI, Burla.
 - e. Self-attested copies of Certificates of registration for GST issued by appropriate government authority for the required services with seal of the Tender.
 - f. Self-attested copies of GST/VAT clearance certificate/service tax clearance certificate.
 - g. List of Clients along with the letters of satisfaction and documents related to experience of the bidder.
 - h. A technical capability document describing the relevant facilities and resources available with them along with a list of technically qualified and certified engineers for development and maintenance of University Automation System.
 - i. Financial bid in a separate sealed envelope mentioning the "Financial bid for Secondary Lease Line Internet Connectivity Service" on top of envelope.
15. The Tender is liable to be cancelled, and the EMD shall be forfeited to the COF, VSSUT, Burla, in the event of any failure to comply with any of the clauses of the terms and conditions of this Tender call document or in the event of bidder withdrawing his offer before/ after finalization of this selection process. Bid without the required EMD amount will be summarily rejected.
16. The University reserves the right to reject any or all the Tenders without assigning any reason there of and the decision of the University shall be final & binding.
17. The University reserves the right to call the bidders and to conduct negotiations, if necessary and has the right to select more than one bidder for one or more software module at its discretion.
18. The element of applicable taxes is required to be shown separately and distinctly.
19. The University is not responsible for any delay, loss or non-receipt of Tender documents sent by the post.
20. Any deviation in terms and conditions shall not be entertained ordinarily. If it is necessary to change any of the terms and conditions of the contract during the contract execution process, it should be agreed upon by both the parties.

21. The University reserves the right to add additional modules as per the requirement of any Department/Section based on the rates finalized as a result of this Tender.
22. The University may at any time terminate the contract by giving written notice to the firm, without compensation to the firm, if the firm becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to the University.
23. Any dispute arising out of the deal shall be subjected to the jurisdiction of the court at Sambalpur within the State of Odisha. The University reserves the right to add/delete/change any of the terms and conditions stipulated in this Tender call document.
24. The University may reject the bid even if it is accepted but the successful bidder fails to execute any of the terms and conditions mentioned herein.

25. A)Delivery Address: The Registrar,
Veer Surendra Sai University of Technology, Odisha
BURLA-768018
Dist. Sambalpur (Odisha)

B)BillingAddress: The Registrar,
Veer Surendra Sai University of Technology, Odisha
BURLA-768018
Dist. Sambalpur (Odisha)



TERMS AND CONDITIONS OF LEASE LINE INTERNET CONNECTIVITY
SERVICE

1. All the terms and conditions enumerated in the Tender document shall remain enforced and shall form part of the contract.
2. Acceptance Certificate: The firm/firms must submit a certificate for the acceptance of the work order within seven days of the issue of the work order.
3. Period of contract: The period of contract will be for three years from the date of completion of the free service period provided by the firm after successful installation and development of Lease Line Internet Service. It can be extended depending on satisfactory performance.
4. The completed successful installation and development of Lease Line Internet Service must be submitted to the University within one month from the date of issue of work order. However, 90% of the payment shall be made after the successful installation and testing of the lease line internet connectivity service. 10% of the payment shall be released after one year of free service provided by the firm.
5. The firm shall be given contract for three years for maintenance of the lease line internet connectivity service. The firm should quote the cost of lease line internet connectivity service development, testing and the maintenance cost for a period of three years separately year wise.
6. Termination of contract: If service of the firm is not found satisfactory, the contract will be terminated by the University at any stage with one month notice and without any obligation on its part. However, if the bidder desires to terminate contract, then a clear 3 month notice is required to be given. The contract can be terminated under any one of the following circumstances.
 - i. The University technical expert committee shall review the progress of the work in an interval of one month during development. If the progress is not found satisfactory then the University has the right to cancel the contract.
 - ii. If in the opinion of the authority, such termination is in the interest of the University then this termination will not be challenged by the firm.
 - iii. If the firm/agency not performing his duties properly as per the agreed terms and conditions of the contract then the University shall decide whether the performance of the firm/ agency meets the requirements of the University or is deficient and to what degree.



- iv. For committing breach of the terms and conditions of the contract or assigning the contract or any part thereof by the firm to any third party or subletting whole or part of the contract or the premises to any third party. The firm/ agency being declared as insolvent by court of law. The notice period shall be one week.
7. During the notice period for termination of contract in any of the situation contemplated above the firm shall keep discharging the duties as before till the expiry of notice period. It shall be the duty of the firm to remove all the deployed manpower by the firm on termination of the contract on any ground whatsoever and to ensure that no person creates any disruption/problem of any nature to the University.

Payment

8. Payment: 90% of the payment shall be made after the successful installation and testing of the lease line internet connectivity service. 10% of the payment shall be released after one year the complete delivery, testing and training of the successful installation and testing of the lease line internet connectivity service, the firm shall be given contract for three years for maintenance of the successful installation and testing of the lease line internet connectivity service. The firm should quote the cost of the lease line internet connectivity service in a separate sheet and the maintenance cost for a period of three years separately year wise in Table-2 format highlighting.
9. The firm shall submit all bills in triplicate on printed forms to the University. The billing must be done with applicable tax billing for the state of Odisha.
10. The firm must submit valid and up-to-date GST certificate and PAN along with the bill before release of payment.
11. The University will make payments through Account Payee cheque drawn on SBI Burla, in Indian Rupees. No interest on any deferred claim arising out of this contract shall be payable in any case whatsoever.
12. The prices charged by the firm for services performed under the contract shall not be higher from the prices quoted for development of software by the firm in this tender.
13. The firm should maintain confidentiality of the data in the systems, as per policy of University; the firm should take necessary steps to ensure that the data is not leaked to any unauthorized person or agency.
14. The assets and articles provided by the University shall be property of the University and the firm shall be merely the custodians of such assets and articles. On termination of the contract, any such property shall be handed



over to the University. The firm must have their own tools including the special tools required for smooth execution of contract.

15. Response time (time from placement of call to the engineer attending the fault) for attending the lease line internet connectivity service fault should be less than 24 hours.
16. The down time, maximum for 24 hours is permissible, otherwise the agreement service to be reviewed with the support head of the firm. The University may conduct periodic review with the firm support head or with the Onsite Engineer assigned at the University.

Penalty: If the firm fails to provide the services for more than 48 hours, penalty equal to charges for the period (this period excludes the time span due to force majeure such as earth quake, fire etc., or any such event, which are beyond the act of human) for which services has not been provided, may be imposed and deducted from the next bill.



Table-1 INFORMATION SHEET OF BIDDER

S/L	Description	To be filled in by the Firm
1	Name of the Service Provider/Agency	
2	Address with phone No./FAX/ e-Mail	
3	Contact Person(s) Phone No. /Mobile No.	
4	Details of Bank Draft towards the cost of Tender documents	
5	Details of EMD	
6	GST registration details	
7	Experience Details	
8	Financial Turn Over (Annual) for last three years	

DECLARATION: We hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the Tender is liable to be rejected.

2

UNDERTAKING BY THE BIDDER

To

The Comptroller of Finance,

Veer Surendra Sai University of Technology, Burla, 768018.

Subject: Tender for "Secondary Lease Line Internet Connectivity Service"

Dear Sir,

Having examined the conditions of this Tender call document I/we, undersigned, offer to develop and maintain the "Secondary Lease Line Internet Connectivity Service" I/We undertake to take up the work order within 15 days time, calculated from the date of issue of your work order.

1. I/We understand that you are not bound to accept the lowest or any Tender, you may receive.
2. I/We enclose all the sheets of this Tender call document duly signed by me on every page, as a token of having studied the specifications pertaining to this site and having accepted the same.
3. Certified that I/We have studied the full contents of the Tender call document and enclosures and agree to quote by the terms and conditions herein. In case of non-observance of any of the conditions mentioned in the Tender form, my/our Tender may be cancelled.

Signature of in capacity of duly authorized to sign the Tender for and on behalf of
Name and Address of the authorized Signatory

Dated:

Signature.

Date:



Price Bid

Table-2 : Price for the Secondary Lease Line Internet Connectivity Service

Name of the Bidder:- _____ Address: _____

Sl. No.	Description	Cost in Indian Rupees
A	Secondary Lease Line Internet Connectivity Service for 1 Gbps	
B	Cost of installation, Testing and Free Maintenance (One Year)	
C	Cost of extended warranty of three years	
D	Overhead expenses (If any)	
E	Taxes as applicable for the State of Odisha	

Total price : $A+B+C+D+E =$
(In Words)

1. The bidder must submit the sheets mentioning the designation wise breakup for the total cost of services for each year.
2. No correction on this sheet shall be entertained.

2