

TENDER DOCUMENT FOR PURCHASE OF NETWORK SWITCHES
(Tender No: VJTI/IT Infra/2021/Tender/02)

Minutes of Pre-bid Meeting for the Tender of Purchase of Network Switches

Date: 24.11.2021

The prebid meeting for the tender no. **VJTI/IT Infra/2021/Tender/02** for Purchase of Network Switches is conducted on 24th November 2021 at 11:00 AM in online mode on Google Meet.

The minor queries were raised and answered which are as follows:

SN	Queries	Modifications/Clarifications
1	Quoted price should be inclusive of all charges (Installation, shipping, visiting, or any other charges) except taxes and duties	Installation is not required and should not be considered for quoting price.
2	Delivery of goods/ equipment's: Maximum 30 days from the date of purchase order.	Vendor has to submit the extension letter from OEM if vendor is not able to deliver devices within 30 days from the issue of purchase order.

All other terms and conditions will remain unaltered.

The minor queries were raised and answered. **There is no change in the tender document.**

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Veermata Jijabai Technological Institute
H R Mahajani Marg, Matunga, Mumbai – 400019

TENDER DOCUMENT
FOR

PURCHASE OF NETWORK SWITCHES
(Tender No: VJTI/IT Infra/2021/Tender/02)

Tender document can be downloaded during **16th November 2021 to 30th November 2021** from VJTI Website www.vjti.ac.in

No editing/addition/deletion of matter (in tender document) is permitted. If such action is observed at any stage, such tenders are liable for rejection outright and decision of the Institute shall be final and binding for all the vendor's.

Contact Person Name: Mr. Vaibhav Dhore
Contact No.:+91-8591724125

Email-Id: incharge_it_infra@vjti.ac.in

Director,
VJTI

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IMPORTANT POINTS

SN	ITEM	Details
1.	Downloading & submission of Tender Document	From 16.11.2021 to 30.11.2021
2.	Tender Document Cost (Rs.3000/- + 540(18% GST)= Rs. 3540/-) Earnest Money Deposit (EMD) (Rs 15,000/-)	Tender processing fees and Earnest Money Deposit (Total Rs 18,540/-) should be deposited on-line through STATE BANK COLLECT procedure.
3.	Pre-Bid Meeting	<u>24th November 2021 at 11:00 AM(Online mode)</u>
4.	Last date & time for submission of Tender	30.11.2021 by 5:00 PM
	Note: <ul style="list-style-type: none">• No Tender Document will be accepted after the last date of submission & time specified in this Tender document,• Tender to be submitted to inward section of VJTI, Mumbai.	

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SECTION 1

CHECKLIST OF THE DOCUMENTS TO BE ATTACHED

SN	Document and Envelope list	Whether enclosed (Yes/No)
1.	One big single envelope super-scribing “Bid PURCHASE OF NETWORK SWITCHES” containing	
	a Envelope 1 super-scribing “Tender processing fees and EMD”	
	b Envelope 2 super-scribing “Technical Bid”	
	c Envelope 3 super-scribing “Financial Bid”	
2.	Envelope 1 super-scribing “Tender processing fees and EMD”	
	a Payment receipt of Rs. 18,540/- (Rs. Eighteen Thousand Five Hundred Forty Rupees Only) against tender document processing cost and EMD paid on-line through STATE BANK COLLECT procedure.	
3.	Envelope 2 super-scribing “Technical Bid”	
	a Technical Bid	
	b Statement of experience in the domain	
	c Certified balance sheet and Profit and Loss statement for 2019-20 and 2020-21.	
	d Documentary proof of GST Registration.	
4.	Envelope 3 super-scribing “Financial Bid”	
	a Financial Bid as per format given in Section 6	

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SECTION 2

INVITATION OF THE BID

2.1	INTRODUCTION:	
	VJTI Invites sealed bids for supply and PURCHASE OF NETWORK SWITCHES as per the specifications/requirements contained in Section-5 of this Tender Document. The vendor should be a reputed IT support and service provider. The service need to be provided at VJTI, Matunga, Mumbai-19.	
2.2	DETAILS OF THE BID	
	Downloading of Tender documents	16.11.2021 to 30.11.2021
	Pre-Bid Meeting	24.11.2021
	Last date and time of submission of bids	30.11.2021 by 5:00 PM
2.3	BIDDING PROCEDURE	
	Submission of duly sealed big envelope super-scribing “Bid FOR PURCHASE OF NETWORK SWITCHES” containing	
	a	Envelope 1: Superscribed “Tender processing fees and EMD”
	b	Envelope 2: Superscribed “Technical Bid”
	c	Envelope 3: Superscribed “Financial Bid”
2.4	Submission of Tender:	
	To, Inward section, Main building administrative office, VJTI, Matunga, Mumbai-400019	
	OR	
	Sent through Registered Post (In case an acknowledgment of receipt of tender is desired) should reach at the aforesaid address on or before the last date and time of submission of tenders.	
2.5	NOTE:	
	<ul style="list-style-type: none"> • Technical Bids received without the printed e-receipt of tender processing fees and EMD or not fulfilling the prescribed conditions will be summarily rejected and decision of the Institute in this regard shall be final and binding. Only those Vendors, whose technical bids are complete in all respects and satisfy all laid down terms, will be considered for financial bids. • Incomplete offers will be rejected. VJTI reserves the right to accept or reject any or all bids at its absolute discretion without assigning any reason, whatsoever or any notice. 	

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SECTION 3

INSTRUCTIONS TO BIDDERS

SN	INSTRUCTIONS
1.	The Tender document can be downloaded from Institute website www.vjti.ac.in . No editing, addition/deletion of matter is permitted. If such action is observed at any stage, such tenders are liable for outright rejection.
2.	Only enclosed formats as provided in original should be used. All sheets need to be submitted after affixing seal of the Company and Signature of the authorized signatory. Additional sheets, duly authenticated, may be attached to elucidate specifications or clarify the specific issues.
3.	The prescribed tender documents consisting of duly sealed big envelope super-scribing “Bid for PURCHASE OF NETWORK SWITCHES containing 3 separate envelopes may be submitted to inward section of administrative office, main building of VJTI, Matunga, Mumbai – 400019 or sent though Post at the same address.
a.	Envelope 1: Superscribed “Tender processing fees and EMD”
b.	Envelope 2: Superscribed “Technical Bid”
c.	Envelope 3: Superscribed “Financial Bid”
4.	Tenderer has to submit Earnest Money Deposit (EMD) and Tender processing fees on-line through STATE BANK COLLECT procedure OR DD.
	Note: <ul style="list-style-type: none"> • Tenders received without EMD and Tender processing cost shall be summarily rejected. • The EMD shall be refunded (without interest) after the execution of the contract.
5.	Bids not fulfilling the prescribed conditions will be summarily rejected and decision of the Institute in this regard shall be final and binding. Financial bids of only technically qualified bidders shall be opened and considered for final evaluation. VJTI reserves the right to forfeit the EMD amount on non-acceptance/ non-compliance of offer in full or part or if VJTI feels that Tenderer has misguided in any way.
6.	The bidder should quote only for the specific brands/models giving details of make, brand, part number, model number etc.
7.	Relevant product literature should be enclosed with the bid along with media (if any).
8	Corrections/Alterations, if any, in the tender documents should be attested properly duly signed by authorized signatory and affixing seal by the vendor, failing which the tender will be rejected.
9.	The items can be supplied by the manufacturer directly or through their authorized dealer/authorized channel partners/distributors. Letter of authorization in original from the manufacturer/parent company to be enclosed in case of authorized dealer/distributor.
10.	The bidder shall quote the prices in INR only. All taxes, freight, levies, and service charge if any should be clearly specified. No other charges shall be paid separately.

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11.	In case of any discrepancy between the unit price and the total price, the unit price shall prevail and total price shall be corrected unless it is lower than the sum total of unit prices. If there is any variation between amount written in figure & words and then amount whichever is lower shall be taken into consideration.
12.	All the terms and conditions for the supply, delivery, payment, warranty, penalty, etc. will be as given herein and no change in any term or condition by the vendors will be acceptable.
13.	The firms should also submit a list of their clients/customers (with complete name, address of the firms and telephone number of the contact person therein) including in Govt. educational institutions & public sectors with details of the material and services (only for specified in the tender) supplied by them for information and reference of the Institute.
14.	Canvassing in any form will be viewed seriously and if any tenderer is found to be resorting to such practice, the tender of such firm will be rejected.
15.	All the terms and conditions for the deployment will be as given herein and no change in any term or condition by the vendors will be acceptable.
16.	Steps to be followed for making online payment Online through “STATE BANK COLLECT”
a.	Log On to https://www.onlinesbi.com
b.	Home Page STATE BANK COLLECT
c.	Click on State Bank Collect
d.	Click Checkbox to Accept ‘Terms & conditions’
e.	Then click on ‘Proceed’
f.	Select State as ‘Maharashtra’
g.	Select Type of Category as ‘Educational Institutions’
h.	Click on ‘Go’
i.	Select the Name of the institution as ‘Veermata Jijabai Technological Institute’ .
j.	Select the ‘Payment category’ ‘EMD and/or Tender Processing Fee’ on next screen Enter Name of firm, Place, PAN, VAT/CST No, Enter appropriate Tender Number, Enter appropriate amount in Rupees.
k.	Proceed as instructed and Click on ‘Submit’
l.	On next screen verify details and click on ‘Confirm’
m.	You will be taken to payment gateway.
n.	Select appropriate payment mode.
o.	Check the charges/commission applicable for selected ‘Mode of Payment’ .
p.	Follow instructions to Print Challan and pay at any branch of SBI Bank in Cash / Pay ‘online’ using Internet Banking / Credit / Debit card.
q.	Print e-receipt and submit along with Tender.

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SECTION 4

TERMS & CONDITIONS OF CONTRACT

SN	TERMS & CONDITIONS
1.	Statement of experience in the domain
2.	Balance sheet for 2019-20, 2020-21 to be submitted along with the bid.
3.	Vendor should have registration of GST. Documentary proof of the same need to be enclosed.
4.	The period of delivery of the equipment and making the service available in full, should be clearly indicated.
5.	To assist the examination, evaluation and comparison of bids, VJTI may at its discretion, ask the bidders for clarification of bids including price. The request for clarification and the response shall be in writing.
6.	Delivery of goods/equipments: Maximum 30 days from the date of purchase order. The delivery/installation report should be signed by the firm engineer jointly with authorized VJTI personnel/representatives. The items shall be delivered and installed at VJTI, Matunga, Mumbai-400019.
7.	Payment terms: 100% of the payment shall be released after delivery and successful/satisfactory test report of goods/equipment, and it is to be certified by firm's engineer jointly with authorized VJTI representatives. No advance payment shall be made.
8.	The supplier's request for payment shall be made in writing accompanied by relevant document such as proper invoice and successful/satisfactory test reports duly signed by VJTI's representatives.
9.	VJTI reserves the right to accept or reject any or all offer(s) in part or full without assigning any reason thereof, and to amend the terms and conditions before award of the contract.
10.	Any disputes arising out of this tender will be under the jurisdiction of court of Mumbai only.
11.	Quoted price should be inclusive of all charges (Installation, shipping, visiting, or any other charges) except taxes and duties.
12.	Vendor should clearly specify the taxes and duties or any other charges applicable
13.	Vendor should submit the OEM letter of authorization.
14.	Vendor has to keep 3% of total payment against security deposit with VJTI in the form of DD or Bank guarantee. The same shall be refunded back (without interest) after the completion of warranty period.
15.	As per GFR 170, the firm registered under MSME / NSIC / CPO / DIPP are exempted of tender Fee and EMD. The required certificate of firm registration need to be provided for exemption.

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SECTION 5

TECHNICAL SPECIFICATIONS & ESSENTIAL CONDITIONS TO BE FULFILLED

Vendors should clearly mention the offered product in the Vendor's Specifications column and attach the catalog/data sheet of the product. If vendor cannot comply with the particulars mentioned or wishes to provide higher specifications, same should be mentioned clearly in Vendor's Specifications column. **The detailed specification is attached in the Annexure-I. If the Vendor's specification column is blank, it will be treated as incomplete offer.**

SN	Description of Items	Qty in NOs	Vender's Specification
1.	NETWORKING SWITCHES		
a	CISCO CBS350-24T-4G-IN (5 years Comprehensive Onsite replacement OEM's warranty with update, upgrades and security patches.)	05 nos.	
b	CISCO CBS350-48T-4G-IN (5 years Comprehensive Onsite replacement OEM's warranty with update, upgrades and security patches.)	05 nos.	

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SECTION 6

FINANCIAL BID

Price should be quoted in INR only, freight insurance and specify separate GST [All additional expenditure should be indicated clearly.]

SN	Item	Bid Price For Network Switches in Rs.
1	Purchase of Network Switches	
2	GST	
3	Other charges/taxes (if any) Please Provide Details	
	Total bid price in figure	
	Total bid price in words	

SN	Details	
1.	Contact Person	
2.	Business Address	
3.	Tel No.	
4.	Mobile No.	
5.	Fax No.	
6.	e-mail	

- This offer shall be valid for 60 calendar days from the last date of submission of tender.
- Evaluation will be done on the basis of Total Annual Bid Price(including all Taxes).
- We accept all terms & conditions of the contract.

Place :

Date :

Signature of Vendor with seal

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Annexure-I

1. Specifications for CISCO CBS350-24T-4G-IN:

Product Name	CBS350 Managed 24-Port Ge, 4X1G SFP
Manufacturer Part Number	CBS350-24T-4G-IN
Product Type	Ethernet Switch
Manageable	Yes
Ethernet Technology	Gigabit Ethernet
Number of Total Expansion Slots	4
Product Family	350
Media Type Supported	Optical Fiber, Twisted Pair
Total Number of Network Ports	24 x 1G
Expansion Slot Type	SFP (mini-GBIC)
Form Factor	Rack-mountable
Power Source	Internal Power Supply
Layer Supported	3
Number of SFP Slots	4
Modular	Yes
Uplink Port	Yes
Port / Expansion Slot Details	24 x Gigabit Ethernet Network, 4 x Gigabit Ethernet Expansion Slot
Product Series	350
Features	Layer 2 switching, VLAN support, Spanning Tree Protocol (STP), advanced threat protection, IPv6 first-hop security, quality of service (QoS), sFlow, dynamic routing
Network Management	Cisco Business Dashboard and mobile app; on-device UI, CLI, and SNMP
Product Model	CBS350-24T-4G
Network Technology	1000Base-T, 1000Base-X
Warranty	5 years Comprehensive Onsite replacement OEM's warranty with update, upgrades and security patches

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2. Specifications for CISCO CBS350-48T-4G-IN:

Product Name	CBS350 Managed 48-Port Ge, 4X1G SFP
Manufacturer Part Number	CBS350-48T-4G-IN
Product Type	Ethernet Switch
Manageable	Yes
Ethernet Technology	Gigabit Ethernet
Number of Total Expansion Slots	4
Product Family	350
Media Type Supported	Optical Fiber, Twisted Pair
Total Number of Network Ports	48 x 1G
Expansion Slot Type	SFP (mini-GBIC)
Form Factor	Rack-mountable
Power Source	Internal Power Supply
Layer Supported	3
Number of SFP Slots	4
Modular	Yes
Uplink Port	Yes
Port / Expansion Slot Details	48 x Gigabit Ethernet Network, 4 x Gigabit Ethernet Expansion Slot
Product Series	350
Features	Layer 2 switching, VLAN support, Spanning Tree Protocol (STP), advanced threat protection, IPv6 first-hop security, quality of service (QoS), sFlow, dynamic routing
Network Management	Cisco Business Dashboard and mobile app; on-device UI, CLI, and SNMP
Product Model	CBS350-48T-4G
Network Technology	1000Base-T, 1000Base-X
Warranty	5 years Comprehensive Onsite replacement OEM's warranty with update, upgrades and security patches.)