



कृषिमूला ऋद्धिः

Director of Information Technology
Navsari Agricultural University, Navsari-396450, Gujarat

Tender Document

for

Various IT procurements at NAU

[NAU/IT/01-2017-18]

Table of contents

Chapter	Title	Page No.
1	Tender Notice - NAU/IT/01-2017-18	3
2	Guidelines and Terms & conditions	4
3	Bidder Information	6
4	Technical Bid Document (Checklist Documents)	7
5	Tender Fee, EMD and Submission Address	8
6	Instructions to bidders for Online Tender Participation	9
7	Specification, Requirement and Scope of work for procurements	10

Chapter 1: Tender Notice - NAU/IT/01-2017-18

Various IT procurements at NAU [NAU/IT/01-2017-18]

Department of Information Technology, Navsari Agricultural University (NAU) is having role of process automation in service delivery. This tender is intended to procure material and services which accelerate automation activity in NAU.

Tender available for downloading	11/01/2018 to 31/01/2018
Last date for submission of tender fee, EMD and other documents.	01/02/2018 up to 17:00 Hrs.
Tender Fees	Rs. 1500

The bidder who is participating in this tender can take part with any groups and EMD would be applicable accordingly. Participation in this tender for all group is not compulsory but participation for all items under each group is compulsory. Following groups of procurements are invited in this tender.

Procurements (Groups)	EMD (In Rs.)	Bid Validity	Pre Bid Meeting & Inspection of Buy Back Items (Date & Time)
Firewall Services Renewal	13,500	90 Days	24/01/2018 (10:00)
Computer purchase including old Buy Back	13,500	90 Days	24/01/2018 (11:00)
Admission & Online Examination Software	9,000	90 Days	24/01/2018 (14:00)

The detail requirements, specifications of procurements and tender document will be published on website www.nau.in under tender section. If any future updates /corrigendum regarding tender will be there, it will be only published in website www.nau.in / www.nprocure.com during tender period. Bidder may check www.nau.in / www.nprocure.com periodically during tender period. Bidder can participate in this tender through www.nprocure.com only.

Pre Bid Meeting & Inspection of Buy Back Items are arranged for each procurement groups separately as per scheduled specified. The scope of the procurements will be elaborated and discussion would be took place in the form of question answer between bidders and tender invitee. Participation in Pre Bid Meetings is not compulsory for participation in this tender, but bidder are requested to take part for understating requirement undoubtedly. Inspection of Buy Back Items is arranged with specified schedule only.

Venue of Pre Bid Meetings: Conference Hall, ASPEE Agribusiness Management Institute, Navsari Agricultural University, Navsari - 396450

Director IT, NAU

Chapter 2: Guidelines and Terms & conditions

1.	Contents of the tender document & Clarification of tender document	
	1.1	The parties are expected to examine all instructions, forms, terms and requirements in the tender document. Failure to furnish all information required by the tender document or submission of a bid not substantially responsive to the tender document in every respect will be at the party's risk and may result in the rejection of the bid.
	1.2	A prospective party requiring any clarification on the tender document may clear their doubt in Pre Bid Meetings only. If any bidder is not attending this meeting is considered that he is well aware with requirements of this tender. In future bidder can't claim that they were not aware about pre-bid meeting discussions.
2.	Amendment of tender document	
	2.1	At any time prior to the last date for receipt of bids, the Purchaser, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective party, modify the tender document by an amendment.
	2.2	The amendment will be notified through website (www.nau.in / www.nprocure.com) to all prospective parties. So all the bidders are requested to frequently visit the Navsari Agricultural University website.
	2.3.	In order to afford prospective parties reasonable time in which to take the amendment into account in preparing their bids, the Purchaser may, at its discretion, extend the last date for the receipt of Bids.
3.	Bid Prices	
	3.1	The bidders should have to quote the prices in Indian Rupees for the each including installation, configuring, commissioning, labour, transportation and taxes charges. Prices quoted must be firm and final and shall remain constant throughout the bid validity period of the contract and shall not be subject to any upward modifications, whatsoever.
	3.2	Travel expenditures of man power for installation and configuration will not be given by Navsari Agricultural University.
4.	Site Conditions	
	4.1	It will be imperative on each party to fully acquaint him with the Navsari Agricultural University building conditions and factors which would have any effect on the performance of the work and / or the cost.
5.	Selection of Bidders	
	5.1	Selection of each bidders will be done on the basis of the overall grand total obtained for the individual procurement group.
6.	Documentation	
	6.1	The party shall supply the following documents at the time of Acceptance Test: Complete set of Technical/Operation and Maintenance Manual.
7.	Terms of Payment	
	7.1	The Bidder should specifically note that no advance payment will be made.
	7.2	The payment of all charges shall be made after satisfactory completion of the work as specified.
	7.3	The annual charges will be paid in advance for Firewall Service Renewal.
8.	Rights	
	8.1	Right is reserved to accept or reject any or all tender without assigning any reasons thereof.

SEAL & SIGNATURE OF BIDDER

9	Warranty	
	9.1	The parties should warrants that the Goods supplied under this tender are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the tender. This warranty shall remain valid for a period of a minimum 12 months after the Goods or any portion thereof as the case may be, have been delivered, commissioned and accepted at the final destination.
	9.2	The Purchaser shall promptly notify the party in writing of any claims arising under this warranty.
	9.3	Upon receipt of such notice, the party shall, within 48 hours and with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Purchaser.
	9.4	If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in 9.3 above, the Purchaser may proceed to take such remedial action as may be necessary, at the party's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
10	Conditions for group: Firewall Services Renewal	
	10.1	Fortinet Fortigate 1000C and Forti Analyzer 100C are installed at NAU Server Room, Navsari. The Service Renewal is covering AMC, all technical support of the products 24x7, Upgradation of software products, configuration support for NAU requirements, warranty of the products.
11	Conditions for group: Admission & Online Examination Software	
	11.1	The software required to be installed at NAU Server Room, Navsari.
	11.2	Online Examination Software will be tested with Mockup Online Examination in 4 Agricultural University campuses simultaneously.
	11.3	Source code required to provided to NAU without encryption.
12	Condition for group: Computer purchase including old Buy Back	
	12.1	The bidder will be disqualified under this group while Buy Back price is not offered.

SEAL & SIGNATURE OF BIDDER

Chapter 3: Bidder Information

1. Name of supplier / firm :
2. Complete postal address :
3. Telephone Number :
4. FAX Number (if any) :
5. E-mail address (if any) :
6. Sales Tax / Service Tax No. :
7. VAT / TIN No. :
8. PAN No. :
9. Registration No. :
10. Any other details:

We agree to abide by the terms and conditions of supply mentioned in this tender document.

Signature of Bidder
(With Stamp, Name & Designation)

Chapter 4: Technical Bid Document (Checklist Documents)

Sr. No.	Check List Documents	Remarks
1	Scan copy of Tender Fee: Demand draft of Rs. 1500/- (Non-Refundable)	Mandatory
2	Scan copy of EMD : Demand draft as applicable (Refundable)	Mandatory
3	Valid Registration Certificate of bidder's firm. (Shop Act Registration / Partnership deed /Memorandum of article/Registration of firm / Small Scale Industry Registration)	Mandatory
4	Scan copy of Chapter 2: Guidelines and Terms & conditions	Mandatory
5	Scan copy of Chapter 3: Bidder Information	Mandatory
6	Last 3 Year Income Tax Returns of financial year 2014-15, 2015-16, 2016-17	Mandatory
7	Original affidavit from the bidder that business entity is not blacked listed (notarized on Rs. 100 stamp paper)	Mandatory
9	Manufacturer certificate / subsidiary company certificate / Fresh Authorization Certificate on OEM's letterhead (whichever is applicable) for <u>Firewall Services</u> group only.	Mandatory

Chapter 5: Tender Fee, EMD and Submission Address

Tender Fee: Bidder has to submit nonrefundable Tender Fee 1500 in the form of Bank Draft in favor of "Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c", payable at Navsari. Tender fee is compulsory for tender participation, without which tenders will not be considered.

Earnest Money Deposit: Tender shall be accompanied by an earnest money, without which tenders will not be considered. The amount of EMD should be deposited in the form of Nationalized or Scheduled Bank Draft in favor of "Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c", payable at Navsari. Bidder has to deposit EMD as per the participation in procurement groups.

Procurements (Groups)	EMD (In Rs.)
Firewall Services Renewal	13,500
Computer purchase including old Buy Back	13,500
Admission & Online Examination Software	9,000

Refund of earnest money: The earnest money of unsuccessful Bidder will be refunded.

Forfeiture of earnest money: The earnest money will be forfeited in the following cases:

- When Bidder withdraws or modifies the offer after opening of tender.
- When the Bidder does not deposit the security money after the work/purchase order is given.

Security Deposit: Successful bidder shall deposit security/performance guarantee money (5% of purchase/work order) in the form of Bank Draft in favor of "Drawing and Disbursing Officer (DDO) ASPEE Agri. Mgmt. Inst. A/c", payable at Navsari or Performance Bank Guarantee (25% of purchase/work order).

Refund of Security Deposit: The amount of security deposit will be refunded after completion of warranty period / service contract.

Forfeiture of Security Deposit: The security deposit will be forfeited in the following cases:

- When works/services are not successfully executed as per requirement mentioned in the tender document.
- When successful bidder terminate the works/services in during execution period.
- When any issue raised in quality or services during warranty period

Tender Fee, EMD and Tender Submission Address:

Director IT,
ASPEE Agribusiness Management Institute, Navsari Agricultural University,
Eru Char Rasta, Navsari– 396450 (Gujarat)

Chapter 6: Instructions to bidders for Online Tender Participation

1. All tender documents can be downloaded free from the website <http://au.nprocure.com> or <http://www.nprocure.com>
2. All bids should be submitted online on the website <http://au.nprocure.com> or <http://www.nprocure.com>
3. All bids should be digitally signed. For the details regarding digital signature certificate and related training involved the below mentioned address should be contacted

(n)Code Solutions
A division of GNFC
301, GNFC Infotower, Bodakdev,
Ahmedabad 380054 (India)
Tel. : +91 79 26857316 / 17 / 18
Fax : +91 79 26857321
Toll Free Number : 1-800-233-1010
www.ncodesolutions.com

4. The user can get a copy of instructions to online participation from the website <http://au.nprocure.com> or <http://www.nprocure.com>
5. The service provider should register on the website through the "New User" link provided at the home page, the registration on the site should not be taken as registration or empanelment or any other form of registration with the tendering authority.
6. The application for training and issue of digital signature certificates should be made at least 72 hours in advance to the due date and time of tender submission.
7. For all queries regarding use of digital signature certificate should be addressed to M/s. (n)Code Solutions.
8. For all queries regarding tender specifications and any other clauses included in tender should be addressed to personnel in tendering office address provided below

Director IT,
ASPEE Agribusiness Management Institute,
Navsari Agricultural University,
Eru Char Rasta, Navsari- 396450 (Gujarat)
Email: dit@nau.in, Phone: 02637-282960

Chapter 7: Specification, Requirement and Scope of work for procurements

Procurements Group-1: Firewall Services Renewal

Item No.	Item Specification	Quantity
1.1	Firewall Services Renewal for the period of 1 Year. Service Renewal required for 2 products: Fortinet Fortigate 1000C and Forti Analyzer 100C. It is covering License, AMC, all technical support of the products 24x7, Upgradation of software products, configuration support for NAU requirements, warranty of the products.	1

Procurements Group-2: Computer purchase including old Buy Back

Item No.	Item Specification	Quantity
2.1	All-In-One Computer with following configuration or higher configuration: H110/ 19.5" HD+ / i3-7100 3.9G 2C Full Powered Proc/ 4GB DDR4 2400/ 1 TB HD 7200 RPM/Wifi + BT/DVDRW/Win 10 Pro /Wired Kybd Mouse/720P CAM/ Internal Speaker/ 3 Yrs Onsite warranty	10
2.2	Buy Back price of System: ACER CPU, Intel P4 Processor, 256 MB RAM, ACER CRT Monitor	6
2.3	Buy Back price of System: ACER VERizone CPU, AMD Athleon Processor, 2 GB Ram, Windows 7 Preloaded	1
2.4	Buy Back price of System: Wirpo Super Genius, White Body, Intel P4 Processor, 256 MB RAM, Wipro CRT Monitor	1
2.5	Buy Back price of System: Wipro Power Server, Intel Xeon Processor, 4 GB RAM, 120 GB Hard Disk, 1 CRT Monitor	1
2.6	Buy Back price of System: Wipro Net Power Server, Intel P4 Processor, 1GB of RAM, 1 CRT Monitor	1

Procurements Group-3: Admission & Online Examination Software

Item No.	Item Specification	Quantity
3.1	Admission Software with following requirements. <ul style="list-style-type: none"> -> This software intended to develop to apply for the PG program of All States Agricultural University of Gujarat. -> Candidates will apply for admission through online medium using this software. -> NAU will share the required data in pre-bid meeting which required to incorporate for FORM design. -> Online and Offline payment required to be integrated. -> From Admin panel few details of can be preloaded using Excel File, which result populating data set of the candidates upon selection of University and inputting his/her enrollment number. -> SMS integration. -> Reports of Application in Excel Format. -> Other customized reports if required. -> Multiple Admin 	1

3.2	<p>Online Examination Software with following requirements.</p> <ul style="list-style-type: none"> -> Online Examination must take place in WAN environment. -> Main Server will communicate with sub server located on different geographic location through WAN. -> Main server will populate exam information to sub server than sub server will took examination in LAN environment. -> The exam must go on even if the connection is disrupted between Main server and sub server. -> Question bank creation and Section management is required. -> Facility for inserting or uploading bulk multiple choice questions with security credential. -> Software is required to support English / Gujarati font. -> Duration of examination should be dynamic. -> Software is required to show random questions and random options to candidate during examination. -> Administrator side control panel is required for Start/Stop examination with Security credential for examiner. -> Individual logs for each and every activity of user are required to be maintained. -> Option for manual choice of online publication of results/marks is required. -> Software must provide self-service functionality. Logins will be provided to each user on privileged based for appearing examination. -> Software is required to be developed in open source technologies. -> Software must provide proper security of data and transactions. -> In case of technical issue if examination process get stop in individual node, it must be resumed from the last stage even if the node itself get changed. 	1
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