Notice Inviting Tender

Management Development Institute -Gurgaon

Tender Ref. No.: MDIG/CC/2024-25/EPABX-NAB-GH/11   **Tender Date:** 24.08.24

Sub: Invitation of sealed quotations from reputed manufacturers or their authorized representatives for IP PBX at New Academic Block and Girls Hostel.

Tender Schedule: -

Bid System	**Two Bid System** Financial Bid to be submitted in separate sealed envelope. Rest of the documents along with EMD to be submitted in separate sealed envelope as Technical Bid Both sealed envelopes of Technical and Financial Bid should be first sealed separately and then be placed in a single sealed bigger envelop superscribed "Bid for IP PBX at New Academic Block and Girls Hostel"
Last Date of Bid Submission	17.09.24 4:30 PM
Online Pre-bid meeting	06.09.24 12:00 Noon Register for the Online Pre-Bid meeting by expressing intent to join online meeting by sending email to ittender@mdi.ac.in latest by 05.09.24 3:00 PM. Online meeting link will be shared with all those who register.
For any correction after Pre-bid meeting, the Addendum will be communicated on or after	On or after 06.09.24
Bid should be addressed to	Senior Systems Analyst Computer Centre Management Development Institute Mehrauli Road, Sukhrali Gurgaon - 122 007, Haryana (INDIA)
EMD	EMD of Rs. 25,000/- (Twenty Five Thousand) through Demand Draft from any scheduled bank in favor of Management Development Institute Society payable at Gurugram, Haryana.

The Complete Tender details and any updates on the Tender will be available on the MDI Website at the link: https://mdi.ac.in/infrastructure/tenders.html

For any clarifications, write to Email- ittender@mdi.ac.in
The notice inviting bid along with instructions to bidders, Scope of Work, eligibility criteria, system of award of contract, etc. form part of the bid document containing 40 page**s** in all.

Sd/- For MDI-Gurgaon
(Senior Systems Analyst)

Checklist & Index for your bid

To help you prepare the best application possible, all items below need to be considered and ticked off. This will also assist us with assessment of your application.

During bid Submission, please keep this page after the cover page.

Checklist and Index of the required documents in the Order indicated Below

S.No. 1 to 10 would be part of Technical bid (sealed in separate envelope earmarked 'Technical Bid')

S.No.11 would be part of Financial bid (sealed in separate envelope earmarked 'Financial Bid')

S. No.	Document to be Attached	Whether Submitted	Mention Page Number
1.	Format-1 with all relevant documentary proof in the same serial order as given in format-1	Yes ❑ / No ❑	
2.	Format-2 with all relevant documentary proof in the same serial order as given in format-1	Yes ❑ / No ❑	
3.	Format-3 with all relevant documentary proof in the same serial order as given in format-1	Yes ❑ / No ❑	
4.	Format-4 with all relevant documentary proof in the same serial order as given in format-1	Yes ❑ / No ❑	
5.	The tender document with all addendums (if any) signed & stamped in each page.	Yes ❑ / No ❑	
6.	Copy of GST / PAN No.	Yes ❑ / No ❑	
7.	Affidavit as per format in Format-5	Yes ❑ / No ❑	
8.	Whether agree to the scope of project including the specifications of items given in Section E.	Yes ❑ / No ❑	
9.	Warranty Declaration on company letter head	Yes ❑ / No ❑	
10.	Valid MAF from OEM for all products quoted (Mention OEMs)	Yes ❑ / No ❑	
11.	Financial Bid (Format-6) (To be submitted in separate sealed envelope)	Yes ❑ / No ❑	

Section A

General Terms and Conditions: -

1. The bidders are requested to read the tender document carefully and ensure compliance with all specifications/ instructions herein. Non-compliance with specifications/ instructions in this document may disqualify the bidders from the bid process.
2. All documentation is required to be in English. Corrections/overwriting, if unavoidable, should be signed separately. Tender papers must be signed on all the pages by the tenderer.
3. The bid (including Financial Bid) should be valid for at least 180 Days from the date of submission of the bid. Institute will not entertain any request in respect of escalation of price due to any reason whatsoever.
4. All items are required to be quoted in INR for delivery and installation at MDI Gurgaon premises. All prices shall be fixed and shall not be subject to escalation of any description. The rates must be quoted as per the Financial bid format provided in Tender. (Format-6)
5. The Bid must be strictly as per tender specifications/conditions. If not, deviations must be spelt out specifically. In the absence of this, the bid may be rejected. Deviation on lower side of specifications will not be considered. No deviations in terms & conditions of the tender document will be accepted in any case.
6. Incomplete bids or receiving the bid after closing date and time are liable to be ignored and rejected.
7. The Institute will not be responsible for non-receipt of tender quotations within the specified date and time due to any reason including postal delay or holidays.
8. Please ensure that Tender document must be signed and stamped on all pages as a token of acceptance of all the terms and conditions. Bidder shall sign all pages of the bid document including all enclosures etc forwarded with the bid.
9. The bidder must quote for all the items as mentioned in the Section E. The bidder not quoting all the items of Section E will be summarily rejected.
10. Institute may seek any clarification on the bid and ask for documentary submissions as proof of the claims by bidder. The decision in this regard shall be taken by the concerned committee and this decision shall be binding on the bidder.
11. No quotations would be accepted by E-mail and only hard copies will be accepted.
12. The tender documents are non-transferable and should be submitted in the exclusive name of the party to whom we will actually provide the Purchase order.
13. **Sub-contract is not allowed**. The selected bidder(s)should not assign or sublet the work order or any part of it to any other agency in any form. Any such eventuality shall result in termination of purchase order and forfeiture of EMD of the bidder.
14. The bid should be submitted on company letter head and should be submitted duly signed by the authorized person.
15. Tender once submitted shall not be returned to the tenderer in future.
16. The bidders will have to arrange for all the testing equipment and tools required for installation, testing, maintenance etc.
17. The Institute will have the right to reject the components/equipment supplied if it does not comply with the specifications at any point of installation/ inspection and also, if they are not conforming to the specifications and other conditions.
18. The Institute reserves the right not to disclose names and rates of successful tenderers.
19. The bidder must give clause-by-clause compliance of the scope, technical specifications of the items, and terms & conditions mentioned in the tender document.

20. Conditional bid/ offer shall not be accepted on any ground and shall be rejected summarily.

21. Institute shall have the right to inspect or to test the items to confirm their conformity to the ordered specifications. The supplier shall provide all reasonable facilities and assistance to the concerned Institute official at no charge to MDI Gurgaon. In case any inspected or tested goods fail to conform to the specifications, Institute may reject them and supplier shall replace the rejected goods with the goods in conformity with the specification required free of cost to MDI Gurgaon. Any delay due to above shall attract relevant penalty clauses of the tender.

22. For any other query relating to the tender, the bidders may write to- ittender@mdi.ac.in

23. Each bid must be submitted with Earnest Money Deposit of RS. 25,000 (Rupees Twenty Five Thousand) in the form of Demand Draft/ Pay Order in the name of "Management Development Institute Society".

24. EMD is liable to be forfeited and bid is liable to be rejected, if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of the tender.

25. The earnest money of all the unsuccessful bidders will be returned after placement of order on the selected vendor. EMD submitted will be returned as it is. In case of EMD in the form of DD/Pay order, No interest will be payable by MDI Gurgaon on the Earnest Money Deposit.

26. MDI may, at its discretion, extend the date for submission and/or opening of the bid.

27. If work is awarded and service not commenced by the vendor within scheduled time as mentioned in this tender document, then EMD amount may be forfeited or liquidated damages may be enforced or both forfeiture of EMD and liquidated damages may be enforced which will be discretion of competent authority of MDI-Gurgaon.

28. Only those vendors should quote who can satisfy the scope of work and other requirements of MDI as stated in Section E.

29. Tenderers should note that the work is to be executed under the existing site conditions while quoting their rates, terms and conditions. The tenderers may visit the site to get fully acquainted with the site conditions. No compensation/claims in regard to site conditions /constraints /rules and regulations etc shall be entertained.

30. The delivery of items and Implementation of Project including testing and commissioning of the whole system should be completed within 8-10 weeks from day of the commencement of the work.

31. **Delivery, Installation, Commissioning:**

    The item delivery and project installation & commissioning should be completed in all respects within 8-10 weeks from the receipt of purchase order. The project will end only when all aspects of the project are working satisfactorily as per MDI-Gurgaon expectation and all warranty related work commenced.

32. **Liquidated Damages: -**
    In the event of failure to comply with the stipulated time schedule for completion of the project due to fault of vendor, MDI-Gurgaon will have the right to recover from the contractor towards Liquidated Damages for delay, to the extent of 2% of the cost of unfinished portion of work per week or part thereof subject to a maximum of 10% of the total contract value.

33. **Termination of contract-**
    a. If performance of the vendor is not satisfactory in executing the project or the intermittent problems come up after commencement of the new IP PBX system within warranty period, then same will be informed in writing by MDI as warning letter and if inspite of issue of warning letter the performance does not improve to the

satisfactorily level as per expectation of MDI within a fortnight then second warning letter will be issued.

b. If after issue of second warning letter also performance doesn't satisfy MDI expectation, then Institute reserves the right to terminate the work order prematurely by giving one-month notice in writing without assigning any further reason whatsoever.

c. After the contract comes null and void the amount deemed payable to the vendor (if any) will sine die without any further payment. No further claim from the vendor will be entertained.

d. After the contract comes to an end the vendor will withdraw their service/equipment from MDI-G premise within a month.

e. The purchase order / empanelment can be terminated by giving one month written notice to the bidder, without any compensation to the bidder, if the bidder becomes bankrupt or otherwise insolvent.

f. Decision of competent authority of MDI regarding determining the performance will be final.

34. Care of Work
From the commencement to the completion of the works, the bidder should ensure to take full responsibility for the care thereof and of all temporary works and in case any damages loss or injury happens to the works or to any part thereof or to any temporary works due to lack of precaution or negligence on the part of Bidder, the loss shall be made good at its own cost.

35. Damage to Person and Property
The bidder shall, indemnify and keep indemnified the Institute against all losses and claims for injuries or damage to any person or property arising out of or in consequence of the installation and maintenance of the works by them and against all claims demands, proceedings, damages, loss, charges and excesses whatsoever in respect of or in relation thereof.

36. DEFECT LIABILITY PERIOD
The bidder shall arrange for maintenance during the period of warranty from the date/dates of commissioning of equipments with regard to rectification/removal of defects if any observed during this period. If the bidder does not arrange to rectify the defects observed during the maintenance period within a reasonable time, the Institute shall be at liberty to get such defects rectified at the cost and risk of the bidder.

37. Schedule Chart
At the outset of the works, the bidder will submit a Time schedule chart bringing out completion of various activities in the project for approval of Tenderer. Thereafter, the bidder will submit weekly implementation progress for the assigned project. While getting the project executed, apart from adherence to time schedule the bidder shall strictly adhere to quality norms applicable. In case of delay of the project and/or non-adherence to the norms as set in the tender, suitable penalty clauses as per tender will be attracted. The Project team (Senior Technical persons and Project Manager) as mentioned in the technical document matrix should be available on MDI Gurgaon Campus during the Installation, Commissioning and testing phase for at least 20 hours spread across 3 days per work week. Critical date for project completion (SITC and handing over): 31.03.2025

38. **Format of Price Schedule and related terms:**
    a. ***Price must be quoted in Indian Rupees***. Prices should be quoted as per the enclosed format both in figures and words. ***The rates offered should be inclusive of all proposed work and comprehensive in nature.***
    b. The charges quoted shall be kept firm throughout the pendency of contract of this work and no price escalation shall be entertained.
    c. Any additional service required for successful completion of this project and not quoted in the financial bid by the tenderer then same shall have to be provided by contractor at no extra cost if the work is awarded to the tenderer.

39. **Payment Terms:**
    a. **70 percent of payment** of total Purchase Order value after successful supply of items required for project and generation of the invoice for the same.
    b. **20 percent of payment** of total Purchase Order value after generation of invoice post successful delivery, installation & commissioning of the project, handing over of warranty related papers of hardware and initiation of warranty period if vendor performed satisfactorily.
    c. **Rest 10 percent of Purchase Order Value** will be retained as security deposit. The amount will be refunded after the initial warranty & service period of three years is over, only if the project is executed satisfactorily as well as service under standard warranty service period of three years are conducted satisfactorily as per MDI expectation. If contract with vendor during execution of project or during warranty period is terminated prematurely by vendor or service rendered was not satisfactory as per MDI expectations, then security deposit amount will be forfeited.
    d. AMC would be paid quarterly.
    e. EMD of successful bidder would be released at the time of 1st payment without any interest.

40. **Cancellation of Tender**
    This tender document is not an offer and is issued with no commitment. The Institute is not bound to select bid(s) and it reserves the right without assigning any reason to
    a. accept or reject any bid
    b. cancel the bidding process or any bid wholly or partly
    c. withdraw this notice inviting tender and or vary any part thereof at any stage.
    d. modify/relax any of the terms & conditions of the tender by declaring / publishing such amendments on the website of MDI Gurgaon (mdi.ac.in).
    e. issue another tender for identical or similar items
    f. abandon the procurement process.

41. **Any dispute/ difference arising out or relating to this Tender:**

    a. Matters regarding any dispute shall be referred for arbitration to any officer appointed by the Director of Management Development Institute Gurgaon, whose decision shall be binding and final. Even after arbitration if any questions, disputes and/or differences arises under and out of, or in connection with the contract, if concluded, shall be referred to the High Court of Haryana or any other court in the district of Gurugram (Haryana).

    b. MDI further reserves the right to disqualify any bidder, should it be so necessary at any stage. Institute reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof and shall not be bound to accept the lowest tender. Institute reserves the right for distributing the work among several vendors.

42. Warranty/AMC

a. **Onsite warranty/AMC services** will comprise of back-to-back support from the successful bidder(s). The successful bidder(s) shall furnish the documents from OEM confirming back-to-back support at the time of acceptance of PO. In case the documents are not submitted, the EMD submitted by the bidder to shall be forfeited.

b. Onsite Warranty/ AMC services shall be provided at MDI Gurgaon.

c. Warranty shall include free maintenance of the whole equipment supplied including free replacement of parts free software upgrades/updates/renewals. Also, the warranty shall cover all type of subscription charges/ license cost associated with any supplied item. The defects, if any shall be attended to on immediate basis but in no case any defect should prolong for more than 24 hours.

d. The comprehensive warranty shall be for a minimum period of three years from the date of acceptance of the equipment by MDI Gurgaon.

e. The bidders are also required to quote for Comprehensive AMC of two years after warranty period is over. The Comprehensive AMC includes onsite support with parts and software updates/upgrades/renewals. The AMC shall cover all type of subscription charges/ license cost associated with any supplied item.

f. Work order for AMC of the items, if required, will be issued after satisfactory completion of warranty period. Also, the order will be placed on yearly basis only.

g. The bids received without quotes for Comprehensive AMC would be out rightly rejected.

h. AMC cost for two years will also be taken into account for commercial evaluation.

i. Payments for yearly AMC (if awarded) will be released after deducting all penalties (if any) in 4 equal installments on quarterly basis over the period of AMC support upon successful completion of every quarter.

43. Service Level Agreements

a. After SITC of project & acceptance, during warranty & AMC, the vendor(s) shall be responsible for minimum uptime of 99% on 24x7 basis of the equipment as a whole as per SLA. The uptime will be calculated over a period of six (06) month time frame.

b. (ii) The permissible downtime will further be subject to maximum downtime of 24 hours at a stretch at any instance. In case the same exceeds 24 hours at a stretch then penalty clause will be enforced. The same penalty clause will also be enforced in case the downtime exceeds the permissible total downtime as stated above.

c. In case the device location is inaccessible or for some reason due to no fault of the successful bidder, the downtime cannot be rectified, a communication from the Institute not to deduct the downtime would be required for calculation of penalty.

44. Penalty Clause

a. For critical components impacting several users namely IP PBX system: Institute would deduct Rs. 1000/- per hour of downtime from the due payments or recovered from 15%

hold payment as the case may be for every 1 hours of down time at a stretch or in part up to total down time of 10 hours. This down time shall be calculated over and above the total hours of downtime permissible. Beyond 10 hours of down time, Institute would deduct Rs. 3000/- per hour from the due payments or recovered from 15% hold payment as the case may be for every 1 hour of down time at stretch or in parts.

b. For noncritical components impacting individual user(s): Institute would deduct Rs. 200/- per hour of downtime from the due payments or recovered from 15% hold payment at a stretch or in part up to total down time of 10 hours. This down time shall be calculated over and above the total hours of downtime permissible. Beyond 10 hours of down time, Institute may deduct Rs. 500/- per hour from the due payments or recovered from 15% hold payment as the case may be for every 1 hour of down time at stretch or in parts.

c. In any case, if the equipment is not made operational for 08 days from the time of reporting of fault, the 10% hold payment by the vendor(s) to MDI shall be forfeited. Any payments (payable to vendor) shall not be paid & will be adjusted as penalty. This will be deemed to be an event of default and MDI Gurgaon may terminate the contract as per the applicable terms of tender.

45. Delivery Period:
   a. The successful bidder(s) have to complete the delivery (installation, commissioning, testing & acceptance of the ordered items) as per the scope of work within 6-8 weeks from the date of respective purchase orders.

   b. The items will be delivered at MDI Gurgaon. No separate charges shall be paid toward transportation, freight, cartage, delivery etc. All expenses involved in shipping and delivering the items to MDI Gurgaon will be borne by the bidder.

46. The bidders are expected to examine all instructions, forms, terms& conditions, other details in the tender document carefully. Failure to furnish complete information as asked in the tender document or submission of a proposal not substantially responsive to the tender documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

47. Indemnity
   a. The selected bidder shall indemnify the Institute against all third-party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied items and related services or any part thereof.
   b. Institute stand indemnified from any claims that the bidder's manpower may opt to have towards the discharge of their duties in the fulfillment of the purchase orders.
   c. Institute also stand indemnified from any compensation arising out of accidental loss of life or injury sustained by the bidder's manpower while discharging their duty towards fulfillment of the purchase orders.
   d. The bidder shall solely responsible for any damage, loss or injury which may occur to any property or to any person by or arising out the execution of the works or temporary works otherwise than due to the matters referred to in this tender hereinbefore.
   e. The bidder would ensure for observance of all labor and other laws applicable in the matter and shall indemnify and keep indemnified the Institute against the effect of

nonobservance of any such laws.

48. Force Majeure:
   a. Force Majeure is herein defined as any cause, which is beyond the control of the selected Bidder or the Institute as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the Contract, such as:
   b. Natural phenomena, including but not limited to floods, droughts, earthquakes, epidemics; Acts of any Government, including but not limited to war, declared or undeclared, priorities, quarantines, embargoes; Terrorist attacks, public unrest in work area Restriction, Freight Embargo; provided either party shall within ten (10) days from the occurrence of such a cause notify the other in writing of such causes. The Bidder or the Institute shall not be liable for delay in performing his/her obligations resulting from any Force Majeure cause as referred to and/or defined above.

49. Rates quoted by the bidder shall be final and no negotiation will be held. However, it would be subject to the discretion of the Competent Authority of MDI Gurgaon.

50. If selected bidder fails to accept order, his/her bid will be treated as cancelled and EMD would be forfeited.

51. Any conditions mentioned in their tender bids by the bidders which are not in conformity to the conditions set forth in the tender will not be accepted by the Institute. All the terms and conditions for the supply, testing and acceptance, payment terms penalty etc. will be as those mentioned herein and no change in the terms and conditions set by the bidders will be acceptable.

52. Institute reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon Project priorities vis-a-vis urgent commitments.

53. Keeping in view the existing Digital Infrastructure that would be integrated with Digital Infrastructure of new buildings, MDI Gurgaon reserves the right and has evolved a super-set of technically qualified accepted systems and subsystem, items of their brands and models for the entire range of systems detailed in the Section E of this tender, so as to take care of the integration with existing infrastructure and 5-year service delivery related aspects of entire PBX infrastructure.

54. The bidder should not assign its contractual obligations either in whole or in part of the work order to any other agency in any form. Any such eventuality may result in termination of contract and forfeiture of EMD of such bidder.

55. Laws of the Republic of India are applicable to this tender.

56. This Tender document is not transferrable. Bidders are advised to study the tender document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications. The response to this tender should be full and complete in all respects. Incomplete or partial bids shall be rejected. Bidders shall bear all costs associated with the preparation and submission of the bid, including cost of presentation and demonstration for the purposes of clarification of the bid, if so desired by Institute. Institute shall in no event be responsible or liable for those costs, regardless of the

conduct or outcome of the bidding process.

57. **Responses to Pre-Submission queries & issue of Addendum-**

    a. After publication of NIT in tender page of MDI website, MDI will begin accepting written questions from the applicants for pre-bid meeting. MDI will endeavor to provide timely response to all queries. However, MDI makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does MDI undertake to answer all the queries that have been posed by the applicants. For any clarifications, write to Email- ittender@mdi.ac.in .

    b. A Prebid meeting will be held on the date and time indicated in the tender document. Bidders are requested to attend a Prebid meeting for clarification on the Tenders' technical specifications and commercial conditions. Participation in such a Prebid meeting is not mandatory. If a bidder does not participate or submit any query, then no subsequent representations from them regarding the Technical/ commercial specifications/ conditions shall be entertained.

    c. At any time prior to the last date for receipt of tender, MDI may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the NIT document by an addendum.

    d. The addendum (if any) shall be posted online at https://mdi.ac.in/infrastructure/tenders.html.

    e. Any such addendum shall be deemed to be incorporated into this NIT.

    f. In order to provide prospective applicants reasonable time for taking the addendum into account, MDI may, at its discretion, extend the last date for the receipt of bids which shall again be notified online through MDI portal www.mdi.ac.in

58. **Definition of Similar Work/ Project:** Supply, installation Testing and Commissioning of Digital Infrastructure consisting of IP PBX system executed in last five years.

Declaration: -

I/We do hereby confirm that I/We have the necessary authority and approval to submit this bid for implementation *IP PBX system in MDI-Gurgaon Campus* as per the terms & conditions mentioned above and also, hereby, agree and accepts the terms & conditions mentioned in General terms and conditions.

Date :-   Signature of the bidder signatory

Full Name of bidder signatory

Full name of the bidder company

Stamp & Date

Section – B

Bid Rejection Criteria, Minimum Qualification Criteria and Other specific requirements from OEMs

A. **Bid Rejection Criteria**:
1. The bidder should submit authorization from aOEM to bid against this tender specifically without which bid shall be rejected.
2. Bids without EMD would be rejected.
3. Bids not received within the specified due date and time are liable to be rejected.
4. Bids without Profile and declaration on company's letterhead would be rejected.
5. Bidder should have average turnover of Rs. 2 Crore in the last three financial years. (2019-20, 2021-22, 2022-23) The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years. (2019-20, 2021-22, 2022-23). Bidders are required to submit attested audited copies of bidders' annual report for the mentioned years alongwith Certificate from practicing CA on his letter head confirming the turnover, profitability, positive networth for the last 3 consecutive Financial Years (FY 2019-20, 2021-22, 2022-23)
6. Bidder should have experience of successfully executing similar projects in the last five years.
7. The bidder should not have been barred/ blacklisted by any Central/ State Government departments/ Organizations/ PSUs/ University/ Institute. Declaration On Non-Judicial Stamp Paper of Rs. 10/- as per format given in Format-5
8. Not submitting copy of GST & PAN registration certificate.
9. If financial bid is submitted along with technical bid and not submitted separately in sealed envelope.
10. If warranty declaration in company letter head not submitted.
11. The bidder should quote for all the items mentioned in the tender, failing which, their bid will be rejected.
12. The bidder should have an office in Delhi NCR manned with their own qualified support staff/Engineer with their Customer Support Number (Details to be provided)
13. The Bidders are requested to furnish documents to establish their eligibility for each of the clauses. Relevant portions, in the documents submitted in pursuance of eligibility criterion mentioned in the tender, may be highlighted. If the tender is not accompanied by all the documents mentioned, the same would be rejected.
14. Upon verification, evaluation / assessment, if in case any information including all documents furnished by the Bidder is found to be false / incorrect, their bid shall be summarily rejected, their EMD shall be forfeited and no correspondence on the same shall be entertained
15. Not having minimum qualification criteria mentioned in the Tender.

B. Minimum Qualification Criteria:

Following will be the minimum pre-qualification criteria. Each eligible bidder should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

S. No.	Pre-qualification Criteria	Supporting Compliance document
1.	The applicant shall be a firm/ company registered under the Indian Companies Act, 2013 with their registered office in India for at least last five years and who have their registered offices in India and (office in National Capital Region of Delhi will be preferred)	Copy of Certificate of incorporation or any other relevant documents attested by Company Secretary/ Authorized Signatory, brief company profile with copy of GST & PAN.
2.	The firm should be in the business of providing similar services for at least 05 years as on 31.03.2021.	(Copy of purchase Order Submitted as proof as per Bid Rejection Criteria Clause e.
3.	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2020-21, 2021-22, 2022-23)	Attach certificate from CA or any other relevant certificate.
4.	The Bidder should have average annual turnover of Rupees 2 Crore in each of the last 3 consecutive Financial Years (FY 2020-21, 2021-22, 2022-23).	submit attested audited copies of bidders' annual report for the mentioned years alongwith Certificate from practicing CA on his letter head confirming the turnover, profitability, positive networth for the last 3 consecutive Financial Years (FY 2019-20, 2021-22, 2022-23) Practicing CA certified document with name of CA registration number, signature and stamp or any other relevant certificate.
5.	Bidder should have experience of successfully executing similar projects in the last five years and must enclose relevant copies of scope of work, deliverables, time period of execution, project value and work completion certificate from client for at least one similar project of value not less than Rs. 25 Lakhs or two similar projects of value not less than Rs. 20 Lakhs or three projects of value not less than Rs. 15 Lakhs. (Copy of purchase Order Submitted as proof)	Copy of Work Order / Contract along with Completion Certificate to be attached as proof.
7.	Names & addresses of prestigious clients (at least three) along with their contact details (telephone number/E-mail) of the contact persons of the clients of recent past if available.	1. 2. 3.

8.	The bidder should have ISO 9001:2008 or equivalent, ISO 27001 or equivalent certifications. Attach relevant documentary proof.	
9.	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies/ IITs & IIMs/Reputed Educational Institutes in India.	Affidavit on Non-Judicial Stamp Paper as per format in Format-5 to be submitted
10.	**Warranty and Support** All products should be quoted with at least 3-year warranty and 2-year AMC from OEM with next day business support. The Vendor shall provide comprehensive Support for all the equipment's listed in the document for a period of 3 years and AMC for 2-years.	Declaration in this regard to be submitted in company letterhead.
11.	**Undertaking to be submitted that** • The products being quoted would not be declared end-of-sale for the next 1 year from the last date of bid submission of this tender document. • The support including spares, patches, upgrades/ updates for the quoted items shall be available for the next 5 years from the date of successful installation, testing and commissioning of the system • All active equipment has a life-time of at least 5 years as per the industry practices adopted	
12.	Bidder should give following unconditional compliance & undertaking for all equipment/ services/ software that would be procured and installed. *"All the equipment & devices will be properly configured. There will not be any vulnerability left in the equipment. Further, Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to: -* *(i) Inhibit the desires and designed function of the equipment.* *(ii) Cause physical damage to the user or equipment during the exploitation.* *(iii) Tap information resident or transient in the equipment/network.* *(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software".*	Submit undertaking on letter head signed by authorized signatory

13.	All offered products, softwares & components should support seamless inter-operability among them. There should be no compatibility issue among the supplied products, software & components etc. All offered products, softwares & components should be as per IEEE/ITU/ WPC/DoT standards where ever applicable. An undertaking to this effect should be submitted by the bidder.	Submit undertaking on letter head signed by authorized signatory
14.	All equipment specifications are subject to Indian Government guidelines and any frequency/transmission power/Antenna Gain shall be in conformity with the Govt. rules & guidelines. An undertaking to this effect should be submitted by the bidder.	Submit undertaking on letter head signed by authorized signatory

C. Other specific requirements from OEMs

1. All replacements should be directly done by OEM. OEM should submit the advanced replacement methodology (h/w will be replaced in advance)
2. OEMs should have Technical support Centre and should have Toll Free Number to support the equipment. OEM(s) should have direct presence with their office in India manned with engineers for minimum of last 3 years. Relevant documentary proof should be submitted.
3. All products should be quoted with at least 3-year warranty plus 2-year AMC and next day business support.
4. OEMs should have a warehouse in India for ease of replacement. Documentary proof would be required for replacement warehouse.
5. OEM should have a dedicated call-center number to log the calls and should submit escalation matrix on their letterhead.

Section C
Evaluation Procedure and Selection of Bidder

A. Evaluation Procedure and Selection
- The evaluation process of the tender proposed to be adopted by the Institute is indicative only and to provide the Bidders an idea of the evaluation process that the Institute may adopt. However, the Institute reserves the right to modify the evaluation process at any time during the Tender process, without assigning any reason, whatsoever, and without any requirement of intimating the Bidders of any such change.
- When deemed necessary, during the evaluation process, the Institute may seek clarifications on any aspect from any or all the Bidders. However, that would not entitle the Bidder to change or cause any change in the substance of the tender submitted or price quoted.
- Bidders will be technically qualified based on Information/documents provided by the Bidder on the basis of eligibility criteria of the tender. The bids conforming to the eligibility criteria and the products quoted by them meeting the specifications given in the Tender will only be considered for further evaluation.
- The shortlisted eligible bidders would be asked for detailed technical presentation/ discussion on the proposed solution offered in the bid. Technical presentation is mandatory. Failure to give presentation would result in disqualification of the bid.
- In their own interest the bidders are advised to ensure that the goods/equipment quoted by them should conform to all tendered technical parameters/ specifications and are functional. Goods/Equipment quoted and not meeting complete tender specifications will not be considered for evaluation.
- For the evaluation purpose, Institute reserves the right to visit at a short notice to any similarly implemented site as claimed by the bidder.
- MDI decision will be final for the evaluation of Technical Bids and is binding on all bidders.

B. Procedure for Evaluation of Responsive Technical Bids and awarding Technical Score:
- Bidders will be technically qualified based on Information/documents provided and Technical presentation done by the Bidder.
- Only those Technical Bids that are found compliant/suitable after technical evaluation done by MDI will be called for Technical presentation.

C. Tentative Parameters for Technical Evaluation:

S.No.	Description	
1.	EMD of Rs. 20,000	Mandatory
2.	MAF Authorization from all products quoted	Mandatory
3.	Average Turnover of Rs. 2 Crores in the last three financial years. (FY 2020-21, 2021-22, 2022-23)	

4.	Company should be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years. (FY 2020-21, 2021-22, 2022-23).	
5.	Experience of executing similar projects	Mandatory
6.	Office in Delhi NCR with their own qualified support staff/Engineer with their Customer Support Number	Mandatory
7.	The bidder should have ISO 9001:2008 or equivalent, ISO 27001 or equivalent certifications	Mandatory
8.	All products should be quoted with at least 3-year warranty and 2-year AMC from OEM with next day business support	Mandatory
9.	Submission of Format-5 Non-Judicial Stamp Paper (Rs. 10/-)	Mandatory
10.	Profile of Company & number of years in Business Max Score: 10	2 marks for each year in operation for every year beyond minimum requirement of 5 years of operation in similar lines
11.	Qualification and experience of technical experts: • Project manager: highly skilled in project management PMP certified and experienced in PBX infrastructure implementation (5pts). • Minimum of 3 technical engineers/experts. Highly skilled, experienced in ICT infrastructure implementation. (5 pts) **Important Note:** Attach relevant certificates of the project manager as mandatory and technical experts (CV and credentials) Submit Technical Document giving Team structure and responsibility matrix for the MDI PBX Project.	Max Marks: 10
12.	No. of PBX Projects Executed (including all equipment as per specifications in Section E) supplied & Installed in any Institute/ University/	10 marks for each project with value of Rs. 25 Lakhs or more 07 marks for each project with Value in the range Rs. 20 Lakh - Rs

	PSU/ Government/ Corporate Max Score: 40	25 Lakh 05 marks for each project with Value in the range Rs. 15 Lakh – Rs 20 Lakh 03 marks for each project with Value in the range Rs. 10 Lakh – Rs 15 Lakh
13.	Presentation Total Score: 40	
	Total Technical Score: 100	
Points (except S.No. 13) would be given only on the basis of documents submitted as part of technical bids. The Purchase Order and Completion certificate must be attached to score Points in these categories.		

- Minimum Technical Score required for opening of Financial Bid: **70 Points**.
- MDI decision will be final for the evaluation of Technical Bids and binding on all bidders.
- The qualified bidder would be identified after considering both the Technical Bid and the presentation.
  The Financial Bids of only the technically qualified Bidders scoring 70 points and above would be opened.

D. Procedure for Selecting the bidder

The work shall be awarded to the L1 bidder from among the technically qualified bids.

E. System of award of contract:

a. The vendor who satisfies the qualification criteria and offering lowest rate (As per Financial bid format provided in Format-5) would be selected.

b. Also, during commercial evaluation of the price bid, Institute reserves the right to correct any of the arithmetical and/or tax rate errors in the bidders' price bid subject to the condition that in no circumstances Institute will be liable to pay any higher value against the Grand Total Value quoted by the L1 bidder. Unit rates will be taken as the base for making arithmetical corrections. The lower of the Grand Total Value or arithmetically corrected value would be considered.

c. In exceptional situation, the committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.

Section D
Formats
FORMAT – 1
(To be submitted on Letter Head)

S. No	Organizational Details	
1.	Name of Organization	
2.	Year of establishment	
3.	Number of employees	
4.	Main areas of business	
5.	Type of Organization Firm/ Company/ registered under the Indian Companies Act, 2013	
6.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous bodies/ IITs & IIMs/Reputed Educational Institutes in India. **If yes, details to be provided.** **If No, attach Undertaking in regards to not being blacklisted.**	
7.	Address of registered office with telephone no. & E-mail	
8.	Address of offices - in National Capital Region of Delhi if any	
9.	Authorized Contact Person with telephone no. & E-mail ID	
10.	Annual turnover in each of the last 3 consecutive Financial Years (FY 2020-21, 2021-22, 2022-23).	
11.	Profit earned in the last 3 consecutive Financial Years (FY 2020-21, 2021-22, 2022-23)	
12.	Experience of executing similar works in last five years (Attach work order copy and completion certificate)	Project Value: Rs. 25 Lakh and above 1. Project Value: Rs. 20 Lakh to Rs. 25 Lakh 1. 2. Project Value: Rs. 15 Lakh to Rs. 20 Lakh 1. 2. 3.
13.	Names & addresses of prestigious clients (at least three) along with their contact details (telephone number/E-mail) of the contact persons of the clients of recent past.	1. 2. 3.

14.	Whether ISO 9001:2008 or equivalent, ISO 27001 or equivalent certifications. Attach relevant documentary proof.	Yes ❑ / No ❑
15.	Agree to Warranty & Support All products should be quoted with at least 3-year warranty and 2-year AMC from OEM with next day business support. The Vendor shall provide comprehensive Support for all the equipment's listed in the document for a period of 3 years and AMC for 2-years.	Yes ❑ / No ❑
16.	**Undertaking1** submitted on letter head signed by authorized signatory • The products being quoted would not be declared end-of-sale for the next 1 year from the last date of bid submission of this tender document. • The support including spares, patches, upgrades/ updates for the quoted items shall be available for the next 5 years from the date of successful installation, testing and commissioning of the system All active equipment has a life-time of at least 5 years as per the industry practices adopted	Yes ❑ / No ❑
17.	**Undertaking2** to be submitted on letter head signed by authorized signatory. *"All the equipment & devices will be properly configured. There will not be any vulnerability left in the equipment. Further, Hardware and the Software being offered, as part of the contract, does not contain Embedded Malicious code that would activate procedures to: -* *(i) Inhibit the desires and designed function of the equipment.* *(ii) Cause physical damage to the user or equipment during the exploitation.* *(iii) Tap information resident or transient in the equipment/network.* *(b) The firm will be considered to be in breach of the procurement contract, in case physical damage, loss of information or infringements related to copyright and Intellectual Property Right (IPRs) are caused due to activation of any such malicious code in embedded software".*	Yes ❑ / No ❑

18.	**Undertaking3** submitted on letterhead signed by authorized signatory All offered products, software & components should support seamless inter-operability among them. There should be no compatibility issue among the supplied products, software & components etc. All offered products, software & components should be as per IEEE/ITU/ WPC/DoT standards where ever applicable. An undertaking to this effect should be submitted by the bidder.	Yes ❑ / No ❑
19.	**Undertaking 4** submitted on letterhead signed by authorized signatory All wireless equipment specifications are subject to Indian Government guidelines and any frequency/transmission power/Antenna Gain shall be in conformity with the Govt. rules & guidelines. An undertaking to this effect should be submitted by the bidder.	Yes ❑ / No ❑
20.	OEM Authorization (tender specific MAF from all PBX products)	Yes ❑ / No ❑
21.	OEM Specific requirements documentation submitted as indicated in the Bid Rejection Criteria and Minimum Qualification Criteria	Yes ❑ / No ❑
22.	Agree to Scope of Work, technical specifications as per Section D (To be submitted on letter head signed and stamped)	Yes ❑ / No ❑

23.	Agree to Payment Terms
	  a. **70 percent of payment** of total Purchase Order value after successful supply of items required for project and generation of the invoice for the same.
	  b. **20 percent of payment** of total Purchase Order value after generation of invoice post successful delivery, installation & commissioning of the project, handing over of warranty related papers of hardware and initiation of warranty period if vendor performed satisfactorily.
	  c. **Rest 10 percent of Purchase Order Value** will be retained as security deposit. The amount will be refunded after the initial warranty &
		Yes ❑ / No ❑

		service period of three years is over, only if the project is executed satisfactorily as well as service under standard warranty service period of three years are conducted satisfactorily as per MDI expectation. If contract with vendor during execution of project or during warranty period is terminated prematurely by vendor or service rendered was not satisfactory as per MDI expectations, then **security deposit amount will be forfeited**.	
24.	Delivery period (please mention)	_____Weeks
25.	Installation period (please mention)	_____Weeks

Enclose: -

1. All documentary proofs for all the above points and place them in same serial order in the technical bid.

                    Signature of the bidder signatory
                    Full Name of bidder signatory
                    Full name of the bidder company

Stamp & Date

Note: This is to be furnished on the letter head of the bidder.

FORMAT – 2

(To be submitted on Letter Head)

Experience of implementing similar works within last 5 years
Add a row for Each Client
Minimum three required

S. No.	Client Name (Higher Education Institute / University/ Govt. / PSU/ Others)	Size of the Project (No. of nodes/ IP PBX licenses in the same order)	Value of the Project	meter of Fiber Optical Cable installed	Client Contact No.	Client Email ID	Work Order Copy / Completion Certificate Attached
							Yes ❑ / No ❑
							Yes ❑ / No ❑
							Yes ❑ / No ❑
							Yes ❑ / No ❑
							Yes ❑ / No ❑

Encl: Documentary Proof to be attached

Signature of the bidder signatory
Full Name of bidder signatory
Full name of the bidder company

Stamp & Date

FORMAT – 3

(Certificate from Practicing CA on his letterhead)

Financial Strength of the Organization				
S. No	Financial Year	Whether profitable (Yes/NO)	Annual net profit (in Lakhs of Rs.)	Overall annual turnover (in Lakhs of Rs.)
1	**2020-21**			
2	**2021-22**			
3	**2022-23**			
Note: Please enclose annual report				

Signature of the bidder signatory
Full Name of bidder signatory
Full name of the bidder company

Stamp & Date

Encl: As above.

Format-4
(To be submitted on Letter Head)

Details of technical and administrative personnel to be deployed for this project
(Attach One Page CV of each person to be deployed for the project)

S. No.	Designation	No. of employees in this category	Name of person deployed for project	His/ Her Qualification	His/ Her Professional Exp.	Capacity in which employee would be involved in the work
						Project Manager
						Technical Engineer/ Expert
						Technical Engineer/ Expert
						Technical Engineer/ Expert

<div align="right">
Signature of the bidder signatory
Full Name of bidder signatory
Full name of the bidder company
</div>

Stamp & Date

Format-5
(DECLARATION ON NON-JUDICIAL STAMP PAPER OF RS. 10/-)

I/we_____Partner(s)/legal Attorney/ Proprietor(s)/ Accredited Representative(s) of M/s_____solemnly declare that:

2. I/we are submitting tender for -------------------------- against Tender Notice No._____ dated_____.

3. All information furnished by me/us in respect of fulfillment of eligibility criteria and information given in this tender is complete, correct and true. All documents/credentials submitted along with this tender are genuine, true and valid.

4. My/our bid shall remain valid for a period of 180 days from the last date fixed for the bid submission in accordance with the Bidding Documents and shall be binding upon us and maybe accepted at any time before the expiry of the period.

5. The Price-Bid submitted by me/us is "WITHOUT ANY CONDITION".

6. If any information or document submitted is found to be false/incorrect, MDI may cancel my/our Tender and can take any action as deemed fit including termination of the contract, for forfeiture of all dues including blacklisting of my/our firm and all partners of the firm etc.

7. I/we also declare that the Government of India or any other Government body has not issued any show-cause notice or declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

8. I/We understand that MDI Gurgaon decision will be final for the evaluation and rejection of Bids.

9. I/We have gone through all terms & conditions of the tender documents before submitting the same and accept the same along with the technical specification and all other conditions mentioned in the documents; including the condition that MDI is not bound to accept the lowest bid.

<div align="right">
Signature of the bidder signatory
Full Name of bidder signatory
Full name of the bidder company
</div>

Stamp & Date

Section E

Scope of Work, Schedule of Requirement and BoM

A. Brief Scope of Work

The scope of work for SITC of IP PBX in new Academic Block and Girls Hostel of MDI-Gurgaon Campus shall include site survey, site preparation, solution design, supply of all material as per detailed specifications in Section E, laying / installation, all electrical, all civil works required for & incidental to the project, configuration, testing & certification, integration of new Academic Block and Girls Hostel IP PBX to the existing Panasonic Hybrid PBX system at MDI Gurgaon Campus, migration & commissioning, documentation, project management, supply of spares, warranty and maintenance etc. complete in all respect as specified in the various technical specs.

1. The bidder will carry out the work as specified by MDI Gurgaon and will be responsible for total system integration and execution of project.
2. The bidder will try & reuse the item available to the extent possible subject to its functionality & feasibility.
3. The bidder will carry out the feasibility sites surveys, prepare the drawings, laying &cable route plans, rack locations, node placement, etc. for the IP PBX infrastructure in consultation with the Institute
4. The bidder will design, supply, install, commission, integrate and does maintenance of IP PBX system and IP Phones, accessories etc as per requirement in conformity with Schedule of Requirement (any subset of items & quantities) & Technical Specifications (Section E) and terms & conditions of the tender.
5. The bidder will ensure to install the supplied systems and make it operational on the campus and provide warranty & onsite support for three years plus maintenance for two years.
6. The bidder shall deliver and implement the technologies in conjunction with a set of best practices guidelines & industry standards.
7. The bidder will ensure smooth integration of the offered equipment with the existing equipment at MDI Gurgaon.
8. The bidder will provide user manual to end-user detailing operations of the equipment and onsite user level training at the time of installation.
9. The bidder will submit a detailed implementation plan after consultation with Institute within one week from the date of purchase order.
10. The Bidder has to ensure that during the execution of the project they do not damage or disrupt the existing services under and above the ground.
11. The Bidder has to comply with the security policy of the user organization and its nondisclosure agreement.
12. The methodology of conduiting & cabling and installation work (wherever required), to be adopted, has to ensure minimum damage to the existing finish and no loss to the aesthetic beauty of the floors & Walls. Any damage to the existing flooring / walls etc. shall be made good by the bidder.

13. The bidder shall organize technical training about the IP PBX equipment after installation and commissioning has been completed. Training will be provided on no additional cost for 2 days at the place of installation. All the training material will be provided by the bidder.
14. The bidder will ensure the availability of services from professionally qualified team during implementation of the project and to provide the required on-site warranty for three Years plus maintenance for another period of two years.
15. The Bidder will be liable for any hardware and software up-gradation for maintenance without any extra cost during warranty and AMC period.
16. On completion of the work the bidder shall submit the detailed diagram/drawings & documentation of the project to MDI Gurgaon, which will be submitted to Institute along with the bills.

B. **Testing & Certification**

1. The SYSTEM shall be subjected to inspection at various stages during implementation by MDI representative for compliance with various requirements spelt out in this document / PBX network design document / various other MDI approved documents, good workmanship, adherence to good engineering practice, safety requirements etc. The details of stage-inspection by MDI shall be finalized during document approval. The SYSTEM INTEGRATOR shall carry out the various test / checks as per the test plan and offer the same for witnessing by MDI representative.
2. The final inspection on the SYSTEM shall include the following as a minimum
   a. Final checks / tests for physical completion of the implementation as per this document and other MDI approved documents.
   b. Verification of the SYSTEM configurations to ensure implementation as per this PBX design document / various other MDI approved documents.
   c. Functional Tests / checks on the SYSTEM to ensure that the functional requirements
3. All the above tests / checks shall be carried out by the SYSTEM INTEGRATOR internally; Internal Test Reports / Certificates shall be furnished to MDI for verification and shall be demonstrated to MDI representatives to verify compliance.
4. The SYSTEM INTEGRATOR shall integrate the SYSTEM supplied and installed with the existing infrastructure to offer seamless operation

C. **Documentation**
1. The SYSTEM INTEGRATOR shall submit as-built / as-laid documents of the IP PBX infrastructure implemented as a part of the project.
2. The documents shall be kept updated throughout warranty / post warranty the maintenance period with appropriate version control. The documentation includes, but not limited to the following:
   a. Overall logical diagram
   b. Physical layout plan of cabling

c. Physical layout plan of the racks
3. Device wise configuration details of components deployed in the PBX.
4. Comprehensive Inventory of equipment/ devices / components deployed in the IP PBX.
5. All SYSTEM INTEGRATOR prepared documents shall be submitted as both in soft copies and in hard copies. The soft copies shall be submitted in the native format.

D. **Training**

The handover training shall broadly cover the design, administration, operation and management of all components of IP PBX.

E. **Bills of Material**

S. No.	2000 port Communication System Capabilities:	Compliance (Yes/No)	Deviations (if any)
1	The 2000 port communication system should be configured for: - 300 no's of IP user license - 50 no's of IP Softphone user license - 01 no's of IP based operator Console Phone - Should be capable to communicate with existing Panasonic NS-1000 IP PBX seamlessly	Yes ❏ / No ❏	

Detailed Technical Specifications

S. No.	Requirement Specifications	Compliance (Yes/No)	Deviations (if any)
2	The proposed IP-PBX/PABX/Communication System should employ IP at its core with IP switching technology. It should have a Pure IP architecture with embedded hardware platform support to meet the technological demands of the present and future.	Yes ❏ / No ❏	
3	The system should be IPv4 and IPV6 ready.	Yes ❏ / No ❏	
4	The offered system should have TEC/DOT Approval	Yes ❏ / No ❏	
5	The offered system should a redundant resources / CPU/ Power Supply/ All IP extensions should work seamlessly in case of main system failure	Yes ❏ / No ❏	
6	Preference would be given to the indigenous design manufacturer and made in India product. / OEM Declaration required	Yes ❏ / No ❏	
7	The system should have VoIP at its core i.e. VoIP modules should be mounted on the CPU itself.	Yes ❏ / No ❏	
8	The system should support SIP/IP extensions and trunks over SIP protocol. It should be possible to support SIP Trunks and SIP/IP Extension with the single VoIP module. It should support up to 99 SIP trunks and 2100 SIP/IP users (SIP/IP Phone, Mobile softphones, UC Client).	Yes ❏ / No ❏	
9	The system should support TDM ports through Gateways.	Yes ❏ / No ❏	

10	It should be possible to reach the maximum capacity of the system of 2100 IP users without any add-on CPU or chassis/hardware platform.	Yes ❏ / No ❏	
11	The architecture of the system should be capable of seamless migration to its maximum capacity by simply purchasing a license for the same. The architecture should be non-stackable which eliminates the individual power supply needed for each chassis required otherwise.	Yes ❏ / No ❏	
12	VoIP should be a daughter-board module mounted on a CPU. VoIP module(s) should support up to 550 concurrent VoIP channels without transcoding, 248 concurrent VoIP channels with transcoding, 99 SIP trunks and 2100 SIP/IP users (SIP/IP Phone, Mobile softphones, UC Client).	Yes ❏ / No ❏	
13	Voicemail features should be inbuilt in the system and should not require any additional hardware module. Voicemail features should be available to all the users connected to the system without any license.	Yes ❏ / No ❏	
14	The system should have adapter-based power supply with output of 24V DC, 2.5A. It should have dual power supply port for Hot redundancy.	Yes ❏ / No ❏	
15	The system should support at least 21 concurrent Call Tapping and Conversation Recording.	Yes ❏ / No ❏	
16	It should support a minimum 50 concurrent IP-IP Video calls without using any VoIP Channel.	Yes ❏ / No ❏	
17	The system should support UC Clients with following UC features:	Yes ❏ / No ❏	
18	Presence and Chat	Yes ❏ / No ❏	
19	Video Calling	Yes ❏ / No ❏	
20	Busy Lamp Field	Yes ❏ / No ❏	
21	Abbreviated Dialing (Global and Personal)	Yes ❏ / No ❏	
22	Contact Grouping	Yes ❏ / No ❏	
23	Drag and Drop Conference	Yes ❏ / No ❏	
24	Call Management - Call, Hold, Transfer, Forward, DND & Intercom	Yes ❏ / No ❏	
25	Corporate Directory Integration	Yes ❏ / No ❏	
26	MS Outlook Integration	Yes ❏ / No ❏	
27	Call Transfer & Direct Call to another User's Voicemail	Yes ❏ / No ❏	
28	Handover	Yes ❏ / No ❏	
29	Calendar Integration	Yes ❏ / No ❏	
30	Click to Call	Yes ❏ / No ❏	
31	Menu options - Call Pickup, Paging, Message wait, Call Retrieve, Alarm and Reminder, Dynamic Lock, Dial-In Conference, CLIR, Room monitoring & Call supervision	Yes ❏ / No ❏	
32	Multi-party Audio Conference	Yes ❏ / No ❏	
33	Drag and Drop Transfer	Yes ❏ / No ❏	
34	The system should support SIP over TLS and SRTP to ensure	Yes ❏ / No ❏	

	VoIP call security over IP network.	
35	**Following security features should be supported in the proposed system:**	Yes ❑ / No ❑
36	System should have provision to notify system log/activity to the administrator by email notification.	Yes ❑ / No ❑
37	System should provide reports of faults/activity through GUI in printable format in online/offline mode	Yes ❑ / No ❑
38	System should have buffer of storing minimum 500 faults/error logs	Yes ❑ / No ❑
39	System should have notification of all alarms. All system activity and fault logs should be saved in the system.	Yes ❑ / No ❑
40	The system should have MD5 Authentication for SIP and AES128 Password Protected Configuration by Admin and User.	Yes ❑ / No ❑
41	**Password Protection should have following features:**	Yes ❑ / No ❑
42	The system should check the age of password before login into the system. The system must require the user to change the password after every 90 days.	Yes ❑ / No ❑
43	Changed password must not be the same as the previous password.	Yes ❑ / No ❑
44	The system should not allow the access of the Telnet and FTP server of PBX by any user.	Yes ❑ / No ❑
45	The system must require the user to generate a strong password consisting of alphanumeric and special characters for System Login.	Yes ❑ / No ❑
46	The system should have two-level access for users with different access rights.	Yes ❑ / No ❑
47	**System should have two Gigabit Ethernet ports for LAN and WAN to separate out local and VoIP traffic on the external network.**	Yes ❑ / No ❑
48	System should have two external USB port to support various applications	Yes ❑ / No ❑
49	It should have built-in multi-party conferencing. It should be possible to carry out at least 21 conferences of 3-participants at a time. The maximum number of participants in a single conference should be at least 64.	Yes ❑ / No ❑
50	The system should have built-in Auto-attendant facility and should be able to answer up to 64 calls simultaneously and should support dial-by-name.	Yes ❑ / No ❑
51	The system should support multilingual IVR in at least 6 different languages in Auto-attendant.	Yes ❑ / No ❑
52	The system should have built-in web-based software programming tool for system administration.	Yes ❑ / No ❑
53	The system should have a built-in remote maintenance facility i.e. it should have the facility to be programmed remotely over the internet without any modem required on the system side.	Yes ❑ / No ❑

54	The system should have programmable call ringing sequence with options such as simultaneous, hunting off, round robin and delayed simultaneous.	Yes ❑ / No ❑	
55	Detailed reports of all system parameters should be generated through the SMDR port of the system.	Yes ❑ / No ❑	
56	The system should support flexible numbering for extensions up to 6 digits.	Yes ❑ / No ❑	
57	Access codes, system timers and access to features should be programmable.	Yes ❑ / No ❑	
58	The system should be able to generate and store outgoing, incoming and internal call reports on SMDR port. It should also be available online through Ethernet Port.	Yes ❑ / No ❑	
59	The system should support USB drive up to 256 GB for storage up to 8680 hours. The system should be able to send the back-up data to Network drive.	Yes ❑ / No ❑	
60	The system should store a Call Log Buffer of at least 6000 Outgoing, 4999 Incoming and 999 Internal calls.	Yes ❑ / No ❑	
61	The system should support dial from the corporate directory which should store minimum 2999 numbers and should be possible to make abbreviated number dialing.	Yes ❑ / No ❑	
62	**System should have provision to connect any TDM trunk and FXS extensions i.e. CO, PRI, GSM, Radio with external VoIP Gateway from same OEM**	Yes ❑ / No ❑	
63	Features given to an extension shall be accessed from any other extension by dialing the feature codes.	Yes ❑ / No ❑	
64	The system must have following features:	Yes ❑ / No ❑	
65	Abbreviated Dialing (Global and Personal)	Yes ❑ / No ❑	
66	Access Codes (Programmable)	Yes ❑ / No ❑	
67	Account Codes (Forced)	Yes ❑ / No ❑	
68	Multiple Alarms and Alarm-snooze	Yes ❑ / No ❑	
69	Alarms (Time, Daily, Future Date and Time, Remote)	Yes ❑ / No ❑	
70	Allowed and Denied Lists	Yes ❑ / No ❑	
71	Alternate Number Dialing	Yes ❑ / No ❑	
72	Auto Call Back (Busy, No Reply) and Redial	Yes ❑ / No ❑	
73	Background Music	Yes ❑ / No ❑	
74	Backup SMDR	Yes ❑ / No ❑	
75	Backup System Configuration and System Software	Yes ❑ / No ❑	
76	Barge In	Yes ❑ / No ❑	
77	Boss Ring	Yes ❑ / No ❑	
78	Call Budget on Extensions and Trunks	Yes ❑ / No ❑	
79	Call Chaining and Call Follow Me	Yes ❑ / No ❑	
80	Call Cost Calculation	Yes ❑ / No ❑	
81	Call Duration Control	Yes ❑ / No ❑	
82	Call Forward (Busy, No Reply, Dual Ring and to External Number)	Yes ❑ / No ❑	

83	Call Park (General and Personal Orbit)	Yes ❑ / No ❑	
84	Call Pick Up (Group and Selective)	Yes ❑ / No ❑	
85	Call Progress Tones (Programmable)	Yes ❑ / No ❑	
86	Call Splitting and Call Taping	Yes ❑ / No ❑	
87	Call Transfer (Screened, On Busy, While Ringing and Trunk to Trunk)	Yes ❑ / No ❑	
88	Calling Line Identification and Presentation (CLIP)	Yes ❑ / No ❑	
89	Calling Line Identity Restriction (CLIR)	Yes ❑ / No ❑	
90	Cancel all Station Features	Yes ❑ / No ❑	
91	Class of Service (COS)	Yes ❑ / No ❑	
92	CLI based Routing	Yes ❑ / No ❑	
93	Closed User Group (With/Without Exchange ID)	Yes ❑ / No ❑	
94	Conference Dial-in	Yes ❑ / No ❑	
95	Conference – Multiple Participants	Yes ❑ / No ❑	
96	Conflict Dialing	Yes ❑ / No ❑	
97	Continued Dialing	Yes ❑ / No ❑	
98	Conversation Recording	Yes ❑ / No ❑	
99	Date and Time Format	Yes ❑ / No ❑	
100	Day and Night Mode	Yes ❑ / No ❑	
101	Department Call	Yes ❑ / No ❑	
102	Digest Authentication (on SIP)	Yes ❑ / No ❑	
103	Direct Inward System Access (DISA)	Yes ❑ / No ❑	
104	Direct Outward System Access (DOSA)	Yes ❑ / No ❑	
105	Distinctive Rings	Yes ❑ / No ❑	
106	Do-not-Disturb (also possible from remote location)	Yes ❑ / No ❑	
107	Dual Ring	Yes ❑ / No ❑	
108	Dynamic DNS (DDNS)	Yes ❑ / No ❑	
109	Dynamic Lock (Manual)	Yes ❑ / No ❑	
110	Emergency Calls Detection and Reporting	Yes ❑ / No ❑	
111	Emergency Conference and Number Dialing	Yes ❑ / No ❑	
112	External Call	Yes ❑ / No ❑	
113	External Call Forward (ECF)	Yes ❑ / No ❑	
114	File Transfer Protocol	Yes ❑ / No ❑	
115	Flexible Numbers (Up to 6 Digits)	Yes ❑ / No ❑	
116	Forced Answer	Yes ❑ / No ❑	
117	Help Desk	Yes ❑ / No ❑	
118	Hold	Yes ❑ / No ❑	
119	Hotline (Immediate and with Delay)	Yes ❑ / No ❑	
120	Hunting/User Group	Yes ❑ / No ❑	
121	Incoming Call Management	Yes ❑ / No ❑	
122	Internal Call	Yes ❑ / No ❑	

123	Internal Call Restriction	Yes ❏ / No ❏	
124	Interrupt Request	Yes ❏ / No ❏	
125	Last Caller Recall	Yes ❏ / No ❏	
126	Last Number Redial	Yes ❏ / No ❏	
127	Least Cost Routing (Number, Time and Service Provider to Service Provider)	Yes ❏ / No ❏	
128	Live Call Screening (VMS) and Supervision	Yes ❏ / No ❏	
129	Missed Calls	Yes ❏ / No ❏	
130	Multi-stage Dialing	Yes ❏ / No ❏	
131	Music-on-Hold (MoH)	Yes ❏ / No ❏	
132	Mute	Yes ❏ / No ❏	
133	Name Programming (Station/Trunk)	Yes ❏ / No ❏	
134	Inbuilt NTP Server and Client	Yes ❏ / No ❏	
135	Online SMDR	Yes ❏ / No ❏	
136	Operator (Single/Multiple)	Yes ❏ / No ❏	
137	Override	Yes ❏ / No ❏	
138	Priority (Intercom and Trunk)	Yes ❏ / No ❏	
139	Privacy	Yes ❏ / No ❏	
140	Programming the System (Using Ethernet Port)	Yes ❏ / No ❏	
141	Quick Dial	Yes ❏ / No ❏	
142	Raid	Yes ❏ / No ❏	
143	Real-time Clock	Yes ❏ / No ❏	
144	Region Selection	Yes ❏ / No ❏	
145	Remote Alarm, Call Forward and Programming	Yes ❏ / No ❏	
146	Room Monitor	Yes ❏ / No ❏	
147	Routing Group	Yes ❏ / No ❏	
148	Routing of calls to only permissible legal networks (Logical Partitioning)	Yes ❏ / No ❏	
149	SMDR Posting (Call Accounting System Interface)	Yes ❏ / No ❏	
150	Support of SIP Trunk on LAN Port	Yes ❏ / No ❏	
151	Security Dialing and Reporting	Yes ❏ / No ❏	
152	Station Groups	Yes ❏ / No ❏	
153	Station Message Detail Record (Incoming, Outgoing and Internal – 12,000 Records)	Yes ❏ / No ❏	
154	Station Name	Yes ❏ / No ❏	
155	System Activity Log and Display	Yes ❏ / No ❏	
156	System Modes (Administrator (SA) and Engineer (SE))	Yes ❏ / No ❏	
157	System Fault Log	Yes ❏ / No ❏	
158	System Security (Password)	Yes ❏ / No ❏	
159	Termination Barring/Allowed	Yes ❏ / No ❏	
160	Time Tables and Time Zone Display	Yes ❏ / No ❏	

161	Toll Control	Yes ❏ / No ❏	
162	Trunk Access Group	Yes ❏ / No ❏	
163	SIP Trunk Reservation	Yes ❏ / No ❏	
164	Upgrading the Software	Yes ❏ / No ❏	
165	Virtual Stations	Yes ❏ / No ❏	
166	Voice Mail (Mailbox, Greetings, Auto Attendant)	Yes ❏ / No ❏	
167	Walk-in Class of Service (Single/Multiple Calls)	Yes ❏ / No ❏	
168	Web based Programming	Yes ❏ / No ❏	
169	The system should support SNTP protocol for Time and Date Synchronization.	Yes ❏ / No ❏	
170	**IP phone and Operator console must be from the same OEM of IP-PBX**.	Yes ❏ / No ❏	
171	Extension features should have an extension to extension, extension to central office and extension to operator call. Priority calling should be supported.	Yes ❏ / No ❏	
172	Operator features should by default include the assistance to extension, attended call transfer, call intercept, indication of call waiting, night service control and such other features.	Yes ❏ / No ❏	
173	The system should have a conversational recording in the mailbox.	Yes ❏ / No ❏	
174	Varied types of open SIP Terminals such as IP Phone, SIP softphone, Mobile SIP Client and UC Client shall be supported.	Yes ❏ / No ❏	
175	System's UC Client for PC should support 1000 DSS, 600 BLF and drag & drop conference.	Yes ❏ / No ❏	
176	The manufacturer should also have UC Client application for Android and iPhone and on Windows PC so that the mobility can be extended for the smartphone users.	Yes ❏ / No ❏	
177	The system should support the following features of IP telephony: Dynamic DNS, Registrar Server, Proxy Server, Presence Server, NAT and STUN.	Yes ❏ / No ❏	
178	**The system should support Voicemail System with following features:**	Yes ❏ / No ❏	
179	Attend as much as 64 calls simultaneously with flexibility of routing callers to desired extension or delivering information depend upon the selection	Yes ❏ / No ❏	
180	Dial-by-Name to reach the intended user directly without knowing/remembering extension number	Yes ❏ / No ❏	
181	Selectively allocate voicemails to users with the flexibility of customizable mailbox size and greetings for All/Selective users	Yes ❏ / No ❏	
182	Group mailbox to share messages between departmental groups	Yes ❏ / No ❏	
183	Anywhere access to voicemail with just a phone call	Yes ❏ / No ❏	
184	Password protected secured voicemail access	Yes ❏ / No ❏	
185	Record important conversations for future reference and	Yes ❏ / No ❏	

	record maintenance		
186	Redirection of voicemails to another extension in case of non-availability	Yes ❏ / No ❏	
187	Tag voicemails while Forwarding Messages to Another Mailbox	Yes ❏ / No ❏	
188	Broadcast voice message to a group of personnel, at a go	Yes ❏ / No ❏	
189	Distribution lists for delivery of voicemails to different set of users or groups	Yes ❏ / No ❏	
190	Message wait indication via ring, change in dial-tone, voice message or message wait lamp	Yes ❏ / No ❏	
191	Notification of a new voicemail via email alert or a phone call	Yes ❏ / No ❏	
192	The hardware should be 19'' rack mountable and not more than 1U size for compact foot-print.	Yes ❏ / No ❏	
193	Shall support Active/Hot Standby redundancy with Provision of Local redundancy	Yes ❏ / No ❏	
194	The server should support hot redundancy in 1:1 Active-Active OR Active/Standby mode. I.e. if one Server fails the second server will take the complete load of the calls automatically without any manual intervention & without dropping any existing calls.	Yes ❏ / No ❏	
196	The redundant server should be separate Hardware not sharing elements like cards or within the same hardware.	Yes ❏ / No ❏	

Technical specifications of IP Phone

197	**Specification of IP Phone:**	**Compliance (Yes/No)**	**Remarks**
198	Display: - 128 x 64 –pixel Graphical LCD (3.1 Inch) - LED for Call and message wait Indication - Intuitive user interface with icons	Yes ❏ / No ❏	
199	Feature Keys - 3 Feature Keys : Headset, Mute , Hands-free speaker phone - 4 Context Sensitive Keys - 2 Line keys - Function such as navigation, Call Appearance, feature status · Volume Control Keys	Yes ❏ / No ❏	
200	Interface - 2 X RJ45 10/100/1000 Mbps Ethernet Ports - Power Over Ethernet (IEEE 802.3af) - 1 x RJ9 Handset port - 1 xRJ9 Headset port DC Power Jack	Yes ❏ / No ❏	

201	Enhanced Desktop Viewing - LED for Call & message wait indication - Intuitive user interface with Icon	Yes ❑ / No ❑	
202	Clear Voice - Codec: G.722, G.711(A/µ), G.729, G.723 - DTMF: In-band, Out-of-band (RFC 2833) and SIP INFO - Full Duplex Speakerphone with VAD, CNG, AEC, AJB & AGC	Yes ❑ / No ❑	
203	Power Supply - Power on Ethernet (IEEE 802.3af) - 5VDC 0.6A	Yes ❑ / No ❑	
204	Power Consumption 1W(Typical)	Yes ❑ / No ❑	
205	Operating temperature: 0°C to 45°C	Yes ❑ / No ❑	
206	Operating Humidity: 10 ~ 95%	Yes ❑ / No ❑	
207	Secure Communications - Extended (Proprietary) SIP Protocol - TLS/SRTP for Voice Security	Yes ❑ / No ❑	
208	Adjustable Desk mount External AC Adaptor	Yes ❑ / No ❑	
209	Certification: CE, FCC, EMI- EMC, SAFETY, ROHS	Yes ❑ / No ❑	

Technical specification of Operator Console

210	**Specification for IP based Operator Console Phone**	**Compliance (Yes/No)**	**Remarks**
	- 2 x 10/100/1000 Mbps LAN & PC Ports - Graphical LCD with Backlit - LED for Incoming/Ongoing Call, Mute, Hold - 80 Programmable Keys - Intuitive User Interface with Icons - Multiple Languages Caller ID with Name, Number - 45 or more keys including 4 Context Sensitive Hard Keys - RJ9 Handset Port, RJ9 Headset Port,3.5 mm Headset Port - Installation: Wall Mount, Table-top - CE, FCC-15, RoHS, Power over Ethernet (IEEE 802.3af) - Power Consumption: 5W (Typical)/Connector: DC Power Jack, 5VDC/600mA - Operating Temperature Range - 0 to 45°C - Storage Temperature - 0 to 55°C - Message wait Lamp, Ringer Lamp, Voice Mail, Call Pickup– Group and Selective, Paging - TEC Approval required	Yes ❑ / No ❑	

	Phone Features		
211	Mute, Call Hold, Do Not Disturb, Speed Dial, Hotline, Redial, Call Back, Auto Answer, Call Forward, Call Waiting, Call Transfer, Room Monitoring, Conference, Directory, Call Logs, Paging Dial-by-Name	Yes ❑ / No ❑	
212	Certification: CE, FCC, EMI- EMC, SAFETY, ROHS	Yes ❑ / No ❑	
	Specification of Mobile UC client for Android/iPhone:	**Compliance (Yes/No)**	**Remarks**
213	- Shall be installed on android OS 5.1 or later - Shall be installed on IOS 7 or later - Comprehensive Call Management, One-Touch Access to PBX Features - Corporate Directory Integration, Video Calling, Favorites · Presence Sharing and Instant Messaging, Voice Mail Access - Conversation Recording, Call management – call hold, transfer, forward, DND and intercom - Multiparty audio conferencing, Blind transfer - Menu options - Call Pickup, Paging, Message wait, Call Retrieve, Alarm and Reminder, Dynamic Lock, Dial-In Conference, CLIR, Room monitoring & Call supervision · Dial by extension - Call Screening - ACB, Forced Answer, Global Hold, General Call Park, Call Chaining, IR & Barge-IN - Multiple call support, One touch transfer, Wi-Fi to cellular handover - Multiple language support, Call toggle, Auto call back, Auto redial, Forced answer - Open a door, Call logs, Missed calls notification, DND override	Yes ❑ / No ❑	
214	**Specification of Windows Desktop based UC Soft client:**	**Compliance (Yes/No)**	**Remarks**
	- Windows Desktop based UC Client for Seamless Collaboration, shall support installation on windows 7 service pack 1 or higher - Corporate Directory Integration, 1000 DSS & 600 BLF keys for Monitoring - Popup Window for Incoming Message and Call, Presence Sharing and Instant Messaging - Video Calling Drag and Drop Conference, Contact Grouping, Video call, Voicemail, Favorites - Call management – call hold, transfer, forward, DND and intercom - Multiparty audio conferencing, Blind transfer	Yes ❑ / No ❑	

	- Menu options - Call Pickup, Paging, Message wait, Call Retrieve, Alarm and Reminder, Dynamic Lock, Dial-In Conference, CLIR, Room monitoring & Call supervision - Handover to external number, Smart directory access • Dial by extension - Call Screening - ACB, Forced Answer, Global Hold, General Call Park, Call Chaining, Call Recording, IR & Barge-IN, Multiple call support - One touch transfer, Call toggle, Auto call back, Auto redial, Forced answer - Open a door, Call logs, missed calls notification, DND override, Click to Call, Outlook Integration - Calendar Integration, Keyboard Integration		

Format-6
Financial Bid

Quote for IP PBX at MDI-Gurgaon Campus with ==3-year warranty== and two-year AMC at MDI Gurgaon

*Qty may increase / decrease/ may be zero at the time of placing the order

S.No.	Description	Qty*	Unit Price (Excl GST)	Total Price (Excl. GST)	GST Rate (%)	Total Price (incl GST)
1	IP PBX with Redundant CPU and Redundant Power Supply, Preloaded with Active 300 IP User licenses/ Expandable to 2000 IP Subscribers or more/ with atleast 100 Concurrent calls capability between different networks	1				
2	Voice Mail card with 20 concurrent calls handling capability/ 2000 + hours of recording capability/ Mail boxes for all users/ customized voice prompts	1				
3	Multiparty conference facility for atleast 21 Party conference	1				
4	Mobility License - required to Register Android/iOS/Windows Desktop / UC Clients Screen Sharing, Outlook Call and Calendar Integration, IM through Outlook, Presence Status/ for 50 users and expandable	1				
5	SIP Phone with 2 Gigabit Ethernet Ports/ 128 x 64 Graphical LCD/ PoE Support/ Feature Keys / 4 Context Sensitive Keys/ Speaker Phone	300				
6	IP based Operator Console with 2 Ethernet Gigabit Ports/ PoE Support/ 80 Programmable Keys/ Full Duplex Speaker Phone/Feature keys / Headset Interface	1				
7	Integration with existing Panasonic IP PBX NS-1000 via SIP Trunking (Includes SIP Trunk Licenses of Panasonic NS-1000)	1				
8	Rack- 15U with roof top Fans/ PDU-5/15A/ Accessories	1				
9	Installation & commissioning charges - Excluding cabling	1				
10	3 Year Warranty of all offered products effective from date of installation, testing and commissioning					
	Total					
11	Year 1 AMC post three year warranty					
12	Year 2 AMC post three year warranty					
	Grand total					

Grand Total Amount in Figures: Rs. _____

Grand Total Amount in Words: Rs_____

Delivery period in Weeks: _____

Installation period in Weeks: _____

Note:

*Quantity of new purchase may increase/decrease/ may be zero at the time of placing order.

- The Scope and specifications given in Section-E must be agreed. The bid with deviations would be rejected.

- Quotation Validity Period: - 180 days from the last date of Submission of quotation/tender.

- In case of discrepancy in the amount quoted in figure and words, the amount mentioned, which results in lowest payable by MDI will be taken into consideration.

- 5-year warranty from OEM with next day business support.

- Price quoted should be inclusive of freight, cartage, delivery and installation at MDI Gurgaon Campus. Nothing extra will be paid.

- #MDI may place the order for the whole/ some of the items indicated above. Quantity of each item may vary (increase/ decrease) at the time of placing the order. Decision of competent authority of MDI in this regard shall be final and acceptable to the bidder.

- **Not delivering items within the period indicated above would attract penalty**

- **Financial bid not in the format-6 (as above) would be summarily rejected.**

- **All items must be quoted. Not quoting for one or more of the above items would lead to rejection of the bid.**

- **Payment terms not in conformity of the tender terms would lead to rejection of the bid.**

<div align="right">

Place Signature of the bidder signatory

Full Name of bidder signatory

Full name of the bidder company

</div>

Stamp
Date:
Place:

(To be submitted on company letter head)