

## Supply and Installation of Wifi and Network Equipment at HNLU



**Hidayatullah National Law University,  
Nava Raipur, Atal Nagar -492002, (Chhattisgarh)**

[www.hnlu.ac.in](http://www.hnlu.ac.in)

Online bids are invited under two-bid system from reputed and experienced agencies on behalf of the Registrar, Hidayatullah National Law University, Nava Raipur, for “**Supply and Installation of Wifi and Network Equipment at HNLU**” as per following schedule.

<b>Notice Inviting Tender (NIT) No &amp; date</b>	HNLU/Goods/IT/2021-22/063 Date: 25.01.2022
<b>Place of Work</b>	Hidayatullah National Law University, Nava Raipur, Atal Nagar-492002 (C.G.)
<b>Pre- Bid Meeting and Site Inspection</b>	31.01.2022 @ 1100 hrs
<b>Bid Submission Start Date</b>	05.02.2022 @ 1500 hrs
<b>Last date of Submission of Bids</b>	10.02.2022 @ 1500 hrs.
<b>Date of Opening of Technical Bids</b>	10.02.2022 @ 1530 hrs.
<b>Tender Fee</b>	Rs.500/- (Non refundable)
<b>EMD</b>	Rs.: 35,000/- (Refundable) To deposit the Tender Fee/ EMD, bidder should visit URL: <a href="https://www.tenderwizard.com/HNLURAIPUR">https://www.tenderwizard.com/HNLURAIPUR</a> . Click Check Box to proceed for payment. Step2.Fill all Details and Submit (The online payment receipt should be submitted in the Technical e-bid)
<b>Tender Processing Fees</b>	As applicable online
<b>Contact information (Tender Inviting Authority)</b>	Stores and Purchase Officer Hidayatullah National Law University, Nava Raipur, Atal Nagar -492002, (Chhattisgarh) Contact No. 7587017924 Email: <a href="mailto:purchase@hnlu.ac.in">purchase@hnlu.ac.in</a> For Technical Queries: <a href="mailto:it@hnlu.ac.in">it@hnlu.ac.in</a>

In the event of last date being declared as a holiday / closed day, the bids will be opened on the next working day at the appointed time. Manual bids shall not be entertained. Copy of bid document is available in TENDERWIZARD Portal

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(URL:<https://www.tenderwizard.com/HNLURAIPUR> and University website i.e. [www.hnlu.ac.in](http://www.hnlu.ac.in). Instructions regarding submission of online bids are available at URL:<https://www.tenderwizard.com/HNLURAIPUR>. Please keep visiting our website for any corrigendum/ amendments and submit the bid documents accordingly.

### LIST OF DOCUMENTS TO BE UPLOADED IN TENDER WIZARD

1. Bidder should take into account notifications, corrigendum published, if any on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.
3. The two-bid system will be followed for this tender. In this system, online offer should be submitted under **TWO-BID** System in two separate e-packets i.e. **“Technical eBid”** and **“Commercial eBid”**.

Online Envelope No. 1: "Technical Bid" shall contain (Pdf format only)

1. EMD is exempted for Micro and Small Enterprises (MSE) as defined in MSE Procurement Policy issued by the Department of Micro, Small and Medium Enterprises (MSME) / NSIC and Start-ups as recognised by Department of Industrial Policy & Promotion (DIPP), Ministry of Commerce and Industry.  
Bidders not cover by para 1(a) of EMD, shall submit Bid Security Declaration as per the Government of India Order No. F.9/4/2020-PPD Dt. 12th November 2020. (Refer Format attached as Annexure - H.) The Exemption Certificate / Declaration should be enclosed in Technical Bid Only.  
Those firms, who are failing to submit the Valid MSME or Bid Security Declaration (As per annexure-H), their bid will be summarily rejected.  
A scanned copy of Authorization letter with proper seal and signature of the authorised person (with name, designation, email id & contact no.), as per the format attached at Annexure – C.
2. A scanned copy of Certificate of Incorporation, Partnership Deed/ Memorandum and Articles of Association/ any other equivalent document showing date and place of incorporation, as applicable.
3. A scanned copy of the commercial bid without prices (prices blocked) and copy of commercial terms & conditions (in details) as included in the commercial bid. HNLU reserves the right to reject the bid in case of discrepancy observed in the un-priced commercial bid and the actual commercial bid.
4. A scanned copy of audited balance sheet or the certificate from a Chartered Accountant for the financial year 2020-21, 2019-20 and 2018-19 indicating the annual sales turnover of the bidder. Bidder firm should not have suffered any financial loss for more than one year during the last three years, ending on ‘The Relevant Date’.

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5. The detailed technical specification, make, model, part number & compliance of each item offered supported by the printed catalogue/ leaflet published by the Principal Manufacturer.
6. Undertaking to the effect that a Performance Guarantee of 3% of the order value will be submitted in case HNLU decides to place the Purchase Order.
7. Undertaking to the effect that the terms and conditions, clauses etc. stipulated in this tender are acceptable.
8. Other documents necessary in support of eligibility criteria (as per Section-II - Instructions to Bidders-ITB), product catalogues, brochures etc.

*HNLU reserves the right to reject the bid if any of the above listed document/s is not submitted.*

### **Online Envelope 2: “Commercial Bid” shall contain**

1. The Commercial Bid should be filled properly in the .xls uploaded in tender wizard.
2. In case the bidder requires any clarifications/ information, they may write to purchase@hnl.u.ac.in.
3. Commercial bids of the technically qualified bidders only will be opened online.
4. Commercial bids must be offered in the format attached.
5. The applicable exact rates of Taxes will be added as per the format attached.
6. In case of any mistake or error in calculations or any discrepancy in price quoted in words and figures, the LOWEST amount will be considered for comparison. If this lowest price is not acceptable to the bidder, their bid will be rejected. In this case, HNLU reserves the right to forfeit their EMD.

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### **SECTION-I: INSTRUCTIONS TO BIDDERS (ITB)**

1. Locations for the Supply and Installation & Warranty Services. The entire products as described in Schedule of Requirements at Section - IV must be supplied, installed & supported at Hidayatullah National Law University.
2. All the items covered in the Schedule of Requirements at Section – IV must be supplied within 3-4 weeks from the date of placement of work/ purchase order. Supplier should complete the installation within two weeks from the date of supply.
- 3. Amendment to Bidding Documents**
  - 1) At any time prior to the deadline for submission of bids, HNLU may, for any reason, whether on its own initiative or in response to the clarification request by a prospective bidder, modify the bid document.
  - 2) The amendments to the tender documents, if any, will be notified by release of Corrigendum. Notice on the institute website against this tender. The amendments/ modifications will be binding on the bidders.
  - 3) HNLU at its discretion may extend the deadline for the submission of bids if it thinks necessary to do so or if the bid document undergoes changes during the bidding period, in order to give prospective bidders time to take into consideration the amendments while preparing their bids.
- 4. Preparation of Bids**

Bidder should avoid, as far as possible, corrections, overwriting, erasures or postscripts in the bid documents. In case however, any corrections, overwriting, erasures or postscripts have to be made in the bids, they should be supported by dated signatures of the same authorized person signing the bid documents. However, bidder shall not be entitled to amend/ add/ delete/ correct the clauses mentioned in the entire tender document.
- 5. Forfeiture of EMD**
  - 1) In case of the bidder whose offer is accepted, the EMD will be returned on submission of Security Deposit. However, if the return of EMD is delayed for any reason, no interest/ penalty shall be payable to the bidder.
  - 2) The successful bidder, on award of contract/ order, must send the contract/ order acceptance in writing, within 15 days of award of contract/ order, failing which the EMD will be forfeited and the order will be cancelled.
  - 3) If the bidder withdraws the bid during the period of bid validity specified in the tender.
- 6. Period of validity of bids**
  - 1) Bids shall be valid for minimum 90 days from the date of submission. A bid valid for a shorter period shall stand rejected.
  - 2) HNLU may ask for the bidder's consent to extend the period of validity. Such request and the response shall be made in writing only. The bidder is free not to accept such requests without forfeiting the EMD/ BG. A bidder agreeing to the request for extension will not be permitted to modify his bid.

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### **7. Deadline for Submission of Bids – online only**

- 1) The Bid documents shall be neatly arranged. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the Bid. The conditional bid will be summarily rejected.
- 2) Bids must be received by HNLU before the due date and time at the address specified in the tender document.
- 3) HNLU may extend this deadline for submission of bids by amending the bid documents and the same shall be suitably notified on its website.
- 4) HNLU shall not be responsible and liable for the delay in receiving the bid for whatsoever reason.

### **8. Bid Opening & Evaluation of Bids**

- 1) The technical bids will be evaluated in two steps.
  - a.) The bids of eligibility bidders only will be evaluable based on eligibility criteria mentioned in Section III of the tender documents.
  - b.) The technical bids of only the shortlisted eligible bidders shall be evaluated based on technical specifications stipulated at Section – IV
- 2) The bidders whose technical bid is found to meet both the requirements as specified above will qualify for opening of the commercial bid.
- 3) The duly constituted Tender Evaluation Committee (TEC) shall evaluate the bids. The TEC shall be empowered to take appropriate decisions on minor deviations, if any.
- 4) The bidder's name, bid prices, discounts and such other details considered as appropriate by HNLU, will be announced at the time of opening of the commercial bids.

### **9. Comparison of Bids**

- 1) Only the short-listed bids from the technical evaluation shall be considered for commercial comparison.
- 2) The bids shall be evaluated on the basis of total price quoted in the Commercial bid.
- 3) The bids shall be evaluated on the basis of the total prices including all taxes and duties as per the details mentioned in section I (10.2).
- 4) In the comparison of bids, preference will be given to Class – I Local Suppliers as per the provisions of the Order no. P-45021/2/2017-PP (BE-II) on Public Procurement (Preference to Make in India), 2017 dated 04.06.2020 and subsequent orders issued by Department for Promotion of Industry and Internal Trade. Provisions of the order can be referred from the link given below:  
<https://dipp.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf>

### **10. Purchase Order**

- i) HNLU issue purchase order to the eligible bidder whose technical bid has been accepted and determined as the lowest evaluated commercial bid. based on the Grand Total calculated of all items as mentioned in section V + taxes of the

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Commercial Bids. However, HNLU reserves the right and has sole discretion to reject the lowest evaluated bid.

- 2) If more than one bidder happens to quote the same lowest price, HNLU reserves the right to decide the criteria and further process for awarding the contract, decision of HNLU shall be final for awarding the contract.

### **11. Purchaser's Right to amend / cancel**

1. HNLU reserves the right to amend the eligibility criteria, commercial terms &
2. conditions, Scope of Supply, technical specifications etc.
3. HNLU reserves the right to cancel the entire tender without assigning any reasons thereof.
4. HNLU reserves the right to place part orders.

### **12. Corrupt or Fraudulent Practices**

1. It is expected that the bidders who wish to bid for this project have the highest standards of ethics.
2. HNLU will reject bid if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract.
3. HNLU may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the award / execution of contract.

### **13. Interpretation of the clauses in the Tender Document / Contract Document**

In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, the interpretation of the clauses by Hon'ble Vice Chancellor, HNLU shall be final and binding on all parties.

\*\*\*(END OF SECTION I)\*\*\*

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### SECTION-II: ELIGIBILITY AND QUALIFICATION CRITERIA

1. The bidder must be OEM or representative of the foreign concern in India
  - a) In a tender, either the Indian agent on behalf of the principal/ OEM itself can bid but both cannot bid simultaneously for the same item/ product in the same tender.
  - b) If an agent submits bid on behalf of the principal/OEM, the same agent shall not submit a bid on behalf of another principle/ OEM in the same tender for the same item/ product. There must be an authorization letter for this tender reference issued by principle/ OEM in firm of the agent.
2. The bidder should have minimum annual turnover of 32 Lakhs during the last three years
3. The bidder must have 3 years' experience in supplying the similar items in any other Central/ State Government educational institutes/ organizations. The documentary proof to be submitted along with all contact details of users.
4. The offered product must be compatible with the existing IT infrastructure primarily consisting of D-Link Products.
5. The OEM should be in Gartner magic quadrant for LAN and WLAN in leaders' quadrant in last 3 years + IDC report.
6. OEM should have registered hardware spare depots in India covering major cities.
7. OEM should have a presence in India at least from last 10 years.
8. OEM must be ISO Certified in Networking Business in terms of operations, Services & Support
9. The OEM of active network devices to be quoted by the bidder should have local Technical Assistance Centre (TAC) support in India through a toll-free number and Returned Materials Authorization (RMA) depot in India, where customer can directly lodge a complaint against any failure.
10. The Oem/ Bidder must visit inspect the site before submitting the bid and bidder have to submit a declaration stating that "I have inspected the HNLU site for the said tender".
11. A certificate (Affidavit) to be signed by MD / CEO of the company that they haven't been debarred or blacklisted for any services, supplies or products dealing in, by any organizations or educational Institute/ University or state/ central government and no criminal case/legal proceeding or industrial dispute is pending or contemplated against them.
12. Committee also reserves the right to modify the stipulated eligibility criteria at any time during the tenure of procurement.
13. The committee reserves the right to reject the technical bid if any of the above condition is not satisfied.
14. If in the view of bidder, any exemption/ relaxation is applicable to them from any of the eligibility requirements, under any Rules/ process/ Guidelines/ Directives of Government of India, bidder may submit their claim for the applicable exemption/ relaxation, quoting the valid Rule/ process/ Guidelines/ Directives. In this case the bidder must submit necessary and sufficient documents along with the technical bid, in support of his claim. The applicability of exemptions and /or validity of documents submitted by the bidders will be evaluated by the bid evaluation committee during technical evaluation of bids.

**Note:** *The bidders should provide sufficient documentary evidence to support the eligibility Criteria. HNLU reserves the right to reject any bid not fulfilling the eligibility criteria.*

\*\*\*(END OF SECTION II)\*\*\*

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### SECTION-III: GENERAL CONDITIONS OF CONTRACT (GCC)

#### 1. Prices

- 1) Prices should be quoted only in FOR Basis and should be inclusive of all taxes and duties.
- 2) The statutory taxes and duties applicable at the time of supply of material shall be applicable and will be reimbursed on submission of requisite documents/ proofs as the relevant Government Notification.
- 3) In case due to any error/ oversight, the GST quoted by the bidder is less than the actual rate as per tariff, the bidder will not be permitted to rectify the error/oversight. The orders/ contract will be placed for the total amount including the (lower) rate/s quoted by the bidder, with reduced basic amount to the extent of difference in tax/duty amount, so that the total amount (basic + actual rate as per tariff), remains same(quoted basic + quoted rate). The difference amount payable, if any, between the quoted rate and actual rate as per tariff (without exemption) shall be borne by the bidder. The exemption certificate, if applicable, will be issued for the reduced basic amount only

#### 2. Performance Bank Guarantee (PBG)

The successful bidder has to submit performance security for an amount of 3% of the order value in the form of BG from any nationalized bank within 14 (Fourteen) days from the date of award of contract and should be valid for 60 days beyond the date of completion of all contractual obligation including warranty obligation. And it will be returned after 60 days beyond the warranty period.

#### 3. Completeness Responsibility

Notwithstanding the scope of work, engineering, supply and services stated in bid document, any equipment or material, engineering or technical services which might not be even specifically mentioned under the scope of supply of the bidder and which are not expressly excluded there from but which – in view of the bidder - are necessary for the performance of the equipment in accordance with the specifications are treated to be included in the bid and has to be performed by bidder. The items which are over & above the scope of supply specified in the Schedule of Requirements may be marked as “Optional Items”.

#### 4. Warranty

All the equipment's and components supplied must have 1 (One) year warranty covering all parts & labour starting from the date after the successful installation, during the warranty period. The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract. The supplier further warrants that all Goods supplied under this contract shall have no defect arising from design, materials or workmanship (except when the design and/or material is required by the Purchaser's specifications) or from any act or commission of the supplier. The warranty should be comprehensive on site, repair/replacement basis free of cost. The defects, if any, during the guarantee/warranty period are to be rectified free of charge by arranging free replacement wherever necessary. Goods



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requiring warranty replacements must be replaced on a free of cost basis. Collecting of faulty Hardware from onsite and provisioning the replacement of Hardware under warranty at onsite shall be the responsibility of the supplier. HNLU reserves the right to invoke the Performance Bank Guarantee submitted by bidder, in case a) Supplied equipment & Software components fail to achieve the performance as stipulated in this document and / or b) The bidder fails to provide the warranty and other services in scheduled time frame, as stipulated in this document, penalty clauses mentioned under point 9 of this tender shall be applicable.

### **5. Payment**

INR Payment by NEFT – 100% against delivery, Installation, commissioning, acceptance by HNLU.

### **6. Delivery Location**

Hidayatullah National Law University,  
Nava Raipur,  
Atal Nagar -492002, (Chhattisgarh)

### **7. Liquidated Damage**

HNLU reserves the right to levy penalty @ of 0.5 % of order value per week of delay in supply and /or installation, beyond the schedule as mentioned in this tender document subject to maximum of 10% of the order value. HNLU reserves the right to cancel the order in case the delay is more than 06 weeks. The delay in delivery and/or installation not attributed to supplier viz. delay in site preparation, delay in submission of required documents etc. and the conditions arising out of Force Majeure will not be considered for the purpose of calculating penalties.

### **8. Force Majeure**

HNLU may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to perform its obligations under the contract is the result of a Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.), acts of states / state agencies, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises or any other act beyond control of the bidder.

### **9. Arbitration**

All disputes/claims of any kind arising out of supply, commissioning, acceptance, warranty maintenance etc. under this Contract, shall be referred by either party (HNLU or the bidder) after issuance of 30 days' notice in writing to the other party clearly mentioning the nature of dispute to the Sole Arbitrator appointed by HNLU. The venue for arbitration shall be specified in the purchase order/agreement. The arbitration proceedings shall be conducted in English and as per the provisions of Indian Arbitration and Conciliation Act, 1996. The decision of the Arbitrator shall be final and binding on both the parties.

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### **10. Jurisdiction**

The disputes, legal matters, court matters, if any shall be subject to Raipur jurisdiction only.

### **11. Indemnity**

Selected bidder shall save, indemnify and hold harmless HNLU from any third-party Govt. Claims, losses penalties, if any, arising in connection with this Contract

### **12. Assignment**

Selected bidder/ Party shall not assign, delegate or otherwise deal with any of its rights or obligations under this Contract without prior written permission of HNLU.

### **13. Severability**

If any provision of this Contract is determined to be invalid or unenforceable, it will be deemed to be modified to the minimum extent necessary to be valid and enforceable. If it cannot be so modified, it will be deleted and the deletion will not affect the validity or enforceability of any other provision.

### **14. Unloading**

The bidder should ensure to unload all the materials (equipment and other related accessories etc) to the installation site at HNLU. Unloading of the goods at HNLU is the responsibility of the bidder. No manpower will be provided by HNLU.

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### SECTION IV

#### Schedule of Requirement

S.No.	Item Description	Qty	Technically Complied  (Y/N)	Deviation, if any	Remarks
01	24-Port Gigabit PoE Smart Managed Switch with 2 nos 1 Gigabit SFP ports and 2 nos 10G SFP+ ports, 92 Gbps Switching fabric, 193 W PoE budget, IPv6 ready, Layer 2 management and security with Layer 3 capabilities. DGS 1510 28P	06			
02	High-performance, indoor/outdoor, 802.11ac WiFi access point, Wave 1 technology, 5 GHz (3x3 MIMO) and 2.4 GHz (3x3 MIMO) bands. Signal up to 100 meters away, powered with 802.3af PoE or 802.3at PoE+, and it is equipped with (2) GbE RJ45 ports and (1) USB port. Fully managed with the Network application, Wall \ Ceiling Mount and with Intuitive WiFi AP Controller Software etc (DLink/Netgear/Ubiquiti or equivalent)	40			
03	24-Port Cat 6 UTP Loaded Patch Panel , Suitable for 22-26 AWG	06			
04	6U Wall Mount Rack loaded with 1 PDU, 1 Fan, 1 Cable Manager, 1 Pack mounting screw set (Fully loaded)	04			
05	Cat 6 UTP Patch Cord, Bare Copper, TIA/EIA-568-C.2 standard, 1 Mtr	40			
06	1000BASE-LX Single-Mode 10 Km LC SFP Transceiver	04			
07	Optic Fiber Patch Cord Single Mode SC-SC/SC-LC - 3Mtr	06			
08	Installation, OFC and LAN laying, LIU, Rack, IO box, Pipes Fittings, Manpower, Fiber Splicing, testing and commissioning with accessories (ceiling mount drill, Nutbolts, Cable Tie, Kaju Nails, Fastener etc.).	01			

**Note:**

1. Only Cat 6 Cables and Optical fiber cable will be provided by the University, if required.
2. At Hostel site Ground, First and Second Floor corridors- 08 LAN ports already available in each floor corridors, for information.

**Bidders Signature**

**Stamp**

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### SECTION – V PRICE BID PRICE BID

Schedule of price bid in the form of BOQ format:

1. Financial Proposal/Commercial bid format is provided as BoQ along with this tender document at <https://www.tenderwizard.com/HNLURAIIPUR>
2. Bidders are advised to download this BoQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid.
3. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD shall be forfeited.
4. Any element of cost, taxes, duties levies etc. not specifically indicated in the BOQ, shall not be paid by the purchaser. If GST amount is not quoted in the BOQ (Financial Bid), the total cost will be treated as inclusive of GST. No further communication will be entertained later or else the EMD will be forfeited.
5. The tender shall remain valid for acceptance for 90 days, from the date of tender opening.

Signature of the Tenderer

Seal:

\*\*\*(END OF SECTION V)\*\*\*

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### Annexure C

<b>S.No.</b>	<b>Information Heading</b>	<b>Details</b>
<b>1</b>	<b>Name of Supplier/ Vender</b>	
<b>2</b>	<b>Name of the person(s) to whom, all references shall be made, regarding this TENDER/PROJECT (Authorized Signatory)</b>	
<b>3</b>	<b>Address of the contact person</b>	
<b>4</b>	<b>Designation of the contact person</b>	
<b>5</b>	<b>Telephone and Mobile Number of the contact person</b>	
<b>6</b>	<b>Fax No. of the supplier/ vender</b>	
<b>7</b>	<b>Email id</b>	
<b>8</b>	<b>Annual Turn Over (in Lakhs): Last 3 Financial years (in INR)</b>	1.
		2.
		3.
<b>9</b>	<b>PAN</b>	
<b>10</b>	<b>GSTN</b>	
<b>11</b>	<b>Bank Name and Account Number</b>	
<b>12</b>	<b>IFSC Code</b>	

Authorized Signatory:

(Signature of the Bidder, with Official Seal)

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**Annexure D**

**PREVIOUS WORK ORDER DETAILS  
(To be submitted on Company Letter Head)**

<b>Evaluation Criteria</b>	<b>Name of Client</b>	<b>Order No. and Date</b>	<b>Amount</b>	<b>Remarks</b>
<b>List of Purchase orders/ Work orders where the similar work of supply as per tender specification</b>	1			<b>Supporting Document to be attached</b>
	2			
	3			
	4			
	5			

Authorized Signatory:

(Signature of the Bidder, with Official Seal)

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### Checklist - Undertaking

S. No.	Document Description	Enclosed (Yes/ No)	Page No.	Remarks
1	Scanned copy of Tender fee payment advice of Rs.500/- showing DU number clearly or valid MSME/NSIC Exemption certificate.			
2	EMD: Valid MSME/NSIC Exemption certificate along with Bid Security declaration			
3	Scanned copy of OEM/ Authorized Dealer Certificate			
4	Scanned copy of Technical Compliance Sheet			
5	Detailed price bid			
6	Signed copy of Annexures wherever applicable			

*I / We do hereby declare that all the above mentioned documents are enclosed as per the tender document.*

**Authorized Signatory**  
**(Signature of the Bidder, with Official Seal)**

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### **//Instruction to Suppliers/Bidders//**

The tender shall be accepted only through **online e-tendering process** and all details pertaining to the tender and guidelines for e-tendering are available on the website <https://www.tenderwizard.com/HNLURAIPUR>.

Intending contractors needs to register themselves on the e-tendering website [www.tenderwizard.com](http://www.tenderwizard.com) to get the USER ID and PASSWORD by paying required registration fee (Annual & Non-Refundable) through e-payment only and completing the steps specified on above referred website.

Special Note: The price bid and other documents has to be submitted separately online at [www.tenderwizard.com](http://www.tenderwizard.com). The date of Submission of online Technical and Financial will be as per tender notice.

Requirement for Vendors:-

P.C./ Laptop Connected with internet

#### **Registration with portal [www.tenderwizard.com](http://www.tenderwizard.com)**

Class-III Digital signature certificate in the name of the company of the vendor is mandatory(in the name of the company who will be submitting the EMD & general information).this may be obtained by calling our helpdesk (9073677150/51/52).Bids will not be recorded without Digital signature Certificate.

Bidders will have to pay Tender Processing fee Rs /- including GST (Non-Refundable) through e- payment in favour of M/S ITI Ltd.

Note: Please check the Digital Signature Certificate. For more details bidders may visit e-tendering portal and download the help manuals uploaded in the website.

Contact Person:-

Help Desk

Email: [helpdesk518@etenderwizard.com](mailto:helpdesk518@etenderwizard.com)

Help Desk No: 9073677150/51/52