

**Request for Proposal (RFP)
for
Selection of Agency for shifting
(dismantle), installation and
commissioning of NAS Storage and
related IT assets & accessories along
with insurance from Bhubneshwar to
Faridabad**

SECTION – 1 ELIGIBILITY CRITERIA

Table 1.1: Pre-qualification Criteria for bidders

#	Basic Requirement	Specific Requirement	Documents Required
1.	Legal Entity	The bidder should be a registered company (registered under Indian Companies Act, 1956 or Indian Companies Act, 2013) in India. The bidder should have been in operation for at least five financial years (FY2018-19, FY2019-20, FY2020-21, FY2021-22, FY2022-23,)	Copy of Letter of Incorporation/ Certificate of Registration attested by Authorized signatory of the company
2.	Financial Turnover	The bidder should have minimum annual average turnover of Rs. 30 Lakhs from IT/ITES services in the last three financial years (i.e. 2020-21, 2021-22 & 2022-23) as on 31 st March 2023 for which bidder's accounts have been audited.	<ul style="list-style-type: none"> • Audited and Certified Balance Sheet & Profit/Loss Account of last 3 Financial Years. • CA certificate clearly certifying the turnover requirements as per the clause
3.	Work Execution Experience	The bidder should have executed at least 2 projects for supply/shifting, Installation, commissioning and provided support of enterprise Storage with minimum usable capacity of 1 PB in past 3 years (as on RFP date) to Government Organisations / PSUs / Commercial Banks / Financial Institution in India.	The bidder shall submit Purchase Order/ Engagement letter/ Work Order and Project completion / Go-Live Certificate from the respective institutions
4.	Letter from OEM	The bidder must be an authorized partner of the OEM and the migration of the Netapp Storage will be in consultancy and guidance of the OEM.	The Bidder should submit the letter issued by OEM confirming on the clause.
5.	Technical Manpower	Bidder should have min 5 qualified Storage implementation engineers on their payroll	Certificate from the Authorized Signatory with list of names of the resources duly certified
6.	Neighbouring country	Bidder does not belong to a country which shares a land border with India.	Signed and stamped Annexure “ ” on company letterhead
7.	Mandatory Undertaking	Bidder should not be blacklisted by any Ministry of Government of India or by Government of any other State in India	Self- Declaration Certificate on Non-Judicial Stamp Paper duly Notarized, Annexure 'B'

#	Basic Requirement	Specific Requirement	Documents Required
		or by Government of Gujarat or any of the Government PSUs at the time of bidding.	
8.	Consortium/ Subletting	Consortium/ Subletting shall not be allowed	Not applicable

Note:

- i. The Bidder must attach valid documents in support to their Technical and Financial capabilities/strength, as mentioned above. Without proper supporting documents, the Bid proposals are liable to be rejected.

SECTION – 2 SCOPE OF WORK (BUT NOT LIMITED TO)

The department has a NAS Storage setup of – **Netapp FAS 8300 unified Storage** with usable 1.5 PB usable capacity Bhuvneshwar Sites. The Department want to shift the current NAS Storage along with related IT assets and accessories from Bhuvneshwar Sites to Faridabad Site with Zero Data Loss.

Role of Bidder:

The bidder shall have to arrange for all tools / equipment / items required for dismantling, Packaging, transportation, Unpacking and installation of the Storage.

The Bidder shall document the details of the current setup of Storage before dismantling and the same can be referred while installation and commissioning the Storage at Faridabad location in similar way.

The bidder has to arrange for necessary arrangement to shift the storage device with Zero Data Loss.

The shifting of storage along with related IT assets and accessories has to be executed based on the industry standard parameters and as per the instructions of the OEM.

The Bidder has to properly shutdown the Storage device and related IT assets and dismantle the IT Hardware, detach the cables and dismantle the device as required for transportation ensuring zero data loss.

The bidder has to properly package all the IT equipment's along with necessary cables and other accessories related to the storage device and dispatch the items to Faridabad site. The Bidder should ensure that all the items related to storage has been dispatched and share the copy of list of items dispatched with the department.

The bidder shall be responsible to execute the insurance defining proper risk for shifting the Storage to Faridabad site. The bidder has to execute all required activity carefully to shift the storage with zero data loss. The copy of the insurance has to be submitted with the department 24 hours before transit of IT equipments.

The Bidder has to Unpackage, Install, Integrate, Commission the storage at Faridabad site. The bidder will be responsible to arrange the items identified as missing or left back at Bhubaneswar site without additional cost to the tenderer.

Once the Storage device is installed, the bidder has to get the installation verified by the OEM and submit the certificate issued by the OEM confirming on the installation as per industry standards and with Zero Data Loss.

The Bidder will handover the Storage setup Commissioned at Faridabad to the designated department officials or the authorized third-party personals.

SECTION – 3 PENALTIES AND SERVICE LEVEL AGREEMENT (SLA)

1. If the bidder fails to dismantle, dispatch, deliver, install and commission any or all of the equipment within the time mentioned in this document, the department shall levy as penalty a sum equivalent to 2% of the total order value per week or part thereof subject to maximum of 10% of total order value.
- 2.

SECTION – 4: Financial Bid:

S No.	Item Description	Quantity	Total Price (INR) for 1 month(with tax)
1	Dismantle of NAS Storage and related IT assets from Bhubaneswar AND installation, and commissioning of NAS Storage, related IT assets, accessories at Faridabad with Zero data loss (including insurance, transportation and other requirement as per scope of work mentioned in the RFP)	1	

Note: All prices quoted by the Bidder should be in INR.

4.1 Bid Evaluation Process

- The TENDERER will form a committee which will evaluate the proposals submitted by the bidders for a detailed scrutiny. During evaluation of proposals, the TENDERER, may, at its discretion, ask the bidders for clarification of their Proposals.
- The bidders are expected to provide all the required supporting documents & compliances as mentioned in this RFP.
- During the evaluation, committee may seek the clarification in writing from the bidder, if required. If bidder fails to submit the required clarifications in due time, the evaluation will be done based on the information submitted in the bid.
- The financial bid will be evaluated based on the lowest financial cost quoted (L1) for the bid.
- Tenderer may negotiate the prices with L1 Bidder, under each item/head offered by Bidder.

4.2 Award of Contract

In case, the L1 bidder does not accept the award of contract or found to be involved in corrupt and/or fraudulent practices, then in that case, the L2 bidder will be awarded the contract. Further, if the L2 bidder also declines, the tenderer may award the contract to the L3 bidder.

SECTION – 4: Project Timelines

The indicative milestones and project timelines are given below:

Sl. No	Project Milestone	Indicative Timelines
1	Issue and Acceptance of Work Order	T0
2	Shifting of NAS Storage from Bhuvneshwar to Faridabad and Handover the to the Tenderer	T0 + 4 Week

- The bidder shall strictly adhere to above mentioned timelines. However, if the bidder is confident of completing the work before the stipulated period, he shall submit a revised project timelines along with the technical bid.

SECTION – 5: PAYMENT TERMS

1. 100% after installation, Commissioning of Storage at Faridabad site and Submission of OEM Certificate for implementation as per Industry standards and Zero Data Loss.
2. The bidder has to submit the invoice along with legible documents and reports to process, failing which the payment for the invoice may get rejected.
3. No advance payment will be released against purchase order.
4. The Bidder shall bear all costs and expenses for the execution, stamp duty and submission of the contract and agreements. The department shall not be responsible or liable for reimbursing / compensating these costs and expenses.
5. Payments shall also be subject to deductions of any penalty or other amount for which the bidder is liable under the RFP conditions.

ANNEXURE – A: Certificate / Undertaking from Supplier

<Bidder Company Letterhead>

To
Deputy General Manager (H&N)
Gujarat Informatics Ltd.
Block no. 2, 2nd floor, Karmayogi Bhavan,
Sector-10A, Gandhinagar.

Ref: Tender / Enquiry No xx dt xx

We have read the clause mentioned in Office Memorandum No. F.No.6/18/2019-PPD of Public Procurement Division, Department of Expenditure, Ministry of Finance dated 23rd July 2020 and Order (Public Procurement No. 1) No.F.No.6/18/2019-PPD of Public Procurement Division, Department of Expenditure, Ministry of Finance dated 23rd July 2020 and further Order/OMs regarding restrictions on procurement from a bidder of a country which shares a land border with India.

In view of this, we certify that,

- a. We are not from a country sharing land border with India and any registration as mentioned in said OM is not applicable to us.

OR

- b. We are registered with the competent authority as mentioned in said OM. The copy of registration No.xxx dt.xxx is enclosed.

For (Name of Bidder)

Authorised Signatory

(Name & Signature)

(Company's Seal)

Date

ANNEXURE – B: SELF DECLARATION

(TO BE SUBMITTED PHYSICALLY ALONG WITH EMD)

AFFIDAVIT

(To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs 300/- duly attested by Notary public)

I/We, _____, age _____ years residing at _____
in capacity of _____ M/s. _____
hereby solemnly affirm that

All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me which are completely acceptable to me and I agree to abide by the same.

I I We have submitted following Certificates I Documents for T.E. as required as per General Terms & Conditions as well as Special Terms & Conditions of the tender

Sr. No.	Name of the Document
1	
2	

All the Certificates I Permissions I Documents I Permits I Affidavits are valid and current as on date and have not been withdrawn I cancelled by the issuing authority.

It is clearly and distinctly understood by me that the tender is liable to be rejected if on scrutiny at any time, any of the required Certificates I Permissions I Documents I Permits I Affidavits is I are found to be invalid I wrong I incorrect I misleading I fabricated I expired or having any defect.

I I We further undertake to produce on demand the original Certificate I Permission I Documents I Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.

I I We also understand that failure to produce the documents in "Prescribed Performa" (wherever applicable) as well as failure to give requisite information in the prescribed Performa may result in to rejection of the tender.

My I Our firm has not been banned I debarred I black listed at least for three years (excluding the current financial year) by any Government Department I State Government I Government of India

I Board I Corporation I Government Financial Institution in context to purchase procedure through tender.

I I We confirm that I I We have meticulously filled in, checked and verified the enclosed documents I certificates I permissions I permits I affidavits I information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed. Page numbers are given on each submitted document. Important information in each document is "highlighted" with the help of "marker pen" as required.

The above certificates/ documents are enclosed separately and not on the Proforma printed from tender document.

I I We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of _____ [Kindly mention here either name of the Proprietor (in case of Proprietor Firm) or name of the tendering firm;1, whichever is applicable].

I I We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, this office reserves the right to take legal action on me/us.

I / We have physically signed & stamped all the above documents along with copy of tender documents (page no. ---- to --).

I I We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliment with specification mentioned in the bid document.

My I Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company .

I / We hereby commit that we have paid all outstanding amounts of dues/ taxes/ cess/ charges/ fees with interest and penalty.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Tender Committee for disqualification will be accepted by us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date:

Stamp & Sign of the Tenderer

Place:

(Signature and seal of the Notary)