

# NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

SECTOR A-7, INSTITUTIONAL AREA, NARELA, DELHI 110040

F.No. 2-1/2015-16/Internet/ICT

August 1, 2016

To

## **Subject: Providing Leased Line internet Connection in NILERD Campus – reg**

1. The National Institute of Labour Economics Research and Development ((NILERD) is an autonomous organization under the administrative control of NITI Aayog, Govt. of India. At present the Institute has RF Leased line connection of 16 Mbps. However, the Institute would like to increase it to 20 Mbps of which 10Mbps would be for the use of International Participants and remaining 10 Mbps would be for use by NILERD faculty/staff.

2. In order to have uninterrupted internet facility to ensure smooth conduct of official activities and business in the Institute, the Institute invites sealed quotations for providing of Leased Line Internet Connection in the campus. The Leased Line Internet Connection should have the following technical specifications/provisions.

**Service: Leased Line Internet Connection**

**Media: Fiber Optic (RF)**

**Bandwidth: (1:1) 20MBPS**

**Scope of Work: The Institute requires a dedicated Internet Leased Line connection of 20Mbps. The Internet leased line should enable the Institute to carry out a secure data transfer over the digital Link. The vendor will carry out the complete installation and implementation.**

3. Terms and Conditions for inviting quotations:

- i) Sealed quotations containing technical bid and financial bid both kept in a separate envelope must be submitted on the letter head of the bidders.
- ii) The technical bid should have the information regarding background of the company, its business and expertise, list of clients, annual turnover, technical manpower etc. in prescribed format (Annexure-I)

- iii) The financial bid in Annexure-II should indicate (i) one time expenditure (non-recurring) and (ii) annual charges/cost (recurring) for provision of **Leased Line Internet Connection** as per the technical specifications and requirement as indicated in **para 2 above**. The financial bid should also contain **EMD of Rs. 14,000/-** in the form of **Demand Draft** drawn in favour of **NILERD**.
- iv) Sealed quotation can either be sent to Administrative Officer, National Institute of Labour Economics Research & Development, Sector A-7, Institutional Area, Narela, Delhi-40 or dropped in the Tender box kept in General Section of the Institute. Last date for receipt of the quotations is **22.08.2016 up to 1.00 pm. The quotations will be opened on the same day (22.08.2016) on 2.30 pm.**
- v) The bidder shortlisted on the basis of evaluation of technical bid will give presentation (if required) about their proposed plan of action before the committee constituted at specified date and time.
- vi) Any quotation that is received without EMD money will be rejected. The EMD (without interest) will be returned after finalization of the process.
- vii) The quoted price should clearly indicate the details of taxes separately otherwise it will be presumed that the quoted prices are inclusive of taxes.
- viii) Correction/over-writing in the quotation is not permissible. Every sheet of the quotations and the terms and conditions shall be signed and stamped by the authorized signatory of the Firm and enclosed with the quotation.
- ix) The prices quoted in the quotation will remain valid for a period of at least three months.
- x) The hardware items to be supplied shall carry a minimum warranty of one year from the date of supply.
- xi) The successful bidder on award of work shall be required to sign a Service Level Agreement with the Institute for network & services availability, average round trip delay packet delivery and maximum time to respond and to resolve a problem etc.
- xii) If the Items/services supplied are found to be substandard or do not conform to the specification, such defective items shall be required to be replaced by the bidder at their own cost.
- xiii) The successful bidder will be required to submit performance security either in the form of fixed deposit hypothecated to NILERD, or an account payee demand draft or in the form of bank guarantee which will remain valid for a period of 60 days beyond the date of warranty period.

- xiv) The amount of performance security will be informed at the time of award of work.
- xv) The bill for payment should be submitted in duplicate Government and taxes such Service Tax/VAT etc. will be payable, wherever applicable.
- xvi) Payment will be made on satisfactory installation and commissioning of the Leased Line Internet Connection as per specifications in the campus of the institute of Narela, Delhi 110040.
- xvii) No advance payment will be made.
- xviii) Incomplete Quotations are liable to be rejected.
- xix) The competent authority in NILERD reserves the right to accept/ reject/allow any of the bids or cancel the process at any time without assigning any reason.
- xx) If any dispute(s) arises between NILERD and the firm with reference to the supplied items/service, NILERD will decide the matter and its decision will be binding on the Firm.
- xxi) In case the successful bidder declines the offer, for whatsoever reason(s), the earnest money would stand forfeited.
- xxii) The firm would be required to deliver the items in the campus of the institute at Narela, Delhi and cost thereof would be borne by them.
- xxiii) The successful bidder shall not be allowed to sub-contract the work to any other bidder/agency.
- xxiv) These terms and conditions are not exhaustive but general in nature. NILERD shall have the right to clarify any clause or part thereof of the terms & conditions and that will be final & binding

(Raj Kumar)  
Administrative Officer

Terms and Conditions are acceptable

Date:

(Authorized Signatory)

Signature of the bidder with seal in token of acceptance of the terms and conditions

**ANNEXURE - I**

**TECHNICAL BID ( Should be given in a separate sealed envelope)**

1. Name of the Agency:
  - a. Postal Address:
  - b. Name of the Contact Person(s) with address:
  - c. Name, Designation and address of the person(s) authorized to sign on behalf of the Agency( herein after referred as bidder)
  - d. Telephone no. and Fax no. registered in the name of the Agency
  - e. Email Address of the Agency
  - f. Website address, if any:
2.
  - a. Place of Headquarters of the Agency:
  - b. Date of Establishment:
3. Date of registration of the Agency with Government/Statutory local bodies for Company's Registration, Service tax etc (Kindly attach a certified copies of the same)
4. Profile and detailed Set-up of the Agency: (Attach also the brochure, booklet etc. of the Company, if available)
5. Total No. of technical regular staff employed by the Agency:
6. Financial Turnover of the Agency for the last 2 years Years:

| <b>Year</b> | <b>Amount (in lacks)</b> |
|-------------|--------------------------|
| 2015-2016   |                          |
| 2014-2015   |                          |

(Please attach the attested copies of proof of annual turn over for the financial year)

7. Give the details of major Contracts handled by the Agency during the past 3 years (in both government and Private sector) in the following format:

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| <b>Sr. No.</b> | <b>Customer details with address,</b> | <b>Amount of Contract</b> | <b>Duration</b> |
|----------------|---------------------------------------|---------------------------|-----------------|
|----------------|---------------------------------------|---------------------------|-----------------|

8. Any other relevant information:-

NAME & SIGNATURE OF THE BIDDER WITH COMPANY SEAL

\_\_\_\_\_

\_\_\_\_\_

**FINANCIAL BID**  
**Annexure -II**

**Format for submission of quotation for internet leased line with last mile on RF**

| <b>S. No.</b> | <b>Item/Service</b>   | <b>Unit cost (in Rs.)</b> | <b>Total cost (in Rs.)</b> |
|---------------|---|---------------------------|----------------------------|
| <b>A.</b>     | <b>Recurring charges (Annual charges)</b>   |                           |                            |
| 1.            | 20Mbps internet leased line (1:1)   |                           |                            |
| 2.            | Service charges for router maintenance, bandwidth management, user Management, user authentication etc. |                           |                            |
|               | <b>Total (A)</b>  |                           |                            |
| <b>B.</b>     | <b>Non-Recurring charges</b>  |                           |                            |
| 1.            | Iron Mast   |                           |                            |
| 2.            | Router/Bandwidth/User Management Software/Hardware  |                           |                            |
| 3.            | Solid Dish & Radio for RF link  |                           |                            |
| 4.            | Installation and commissioning charges  |                           |                            |
|               | <b>Total (B)</b>  |                           |                            |
|               | <b>Grand Total</b>  |                           |                            |

Note: please clearly mention:

- (i) taxes as applicable.
- (ii) extra item/cost and service required for providing the internet leased line with last mile on RF.
- (iii) Whether Hardware items are branded, indicating brand of items.

Name & Signature of the  
Bidder with company seal