

REQUEST FOR PROPOSAL

No. EDP/Mech/Networking/2019-20

Dated: 26/12/2019

To

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Sub: Invitation of bids for "Relaying of LAN Cable in PAO (ORs) ASC South, Bangalore.

Dear Sir / Madam,

1. Bids in sealed cover are invited from bidders having IT infrastructure and service backup in Bangalore for **Relaying of Networking cable in PAO (ORs) ASC South, Bangalore** listed in Part – II Schedule of requirements (SOR) of this RFP. Please super scribe the Title and RFP number on the sealed cover to avoid the Bid being declared invalid. Bids should be in two separate forms (Technical & Commercial). The bids will be opened at O/o PCDA, # 107, Lower Agram Road, Bangalore at 11.00 hours on January 2020.

2. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below :-

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| a. | Bids / queries to be addressed to | : EDP Manager, O/o PCDA, B'lore |
| b. | Postal address for sending the Bids | : No. 107, Lower Agram Road
Agram Post, Bangalore - 560007 |
| c. | Name/designation of the contact personnel | : Ms. Divya K, IDAS, ACDA |
| d. | Telephone numbers of the contact personnel | : 080-29710474 / 29710475 |
| e. | e-Mail id of contact personnel | : cda-blor@nic.in |
| f. | Fax number | : 080-29710132 / 29710133 |

3. This RFP is divided into five Parts as follows:-

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| a. | <u>Part I:</u> Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, etc. |
| b. | <u>Part II:</u> Contains essential details of the items / services required, such as the Schedule of Requirements (SOR), Technical Specifications, Delivery Period, Mode of Delivery and Consignee details. |
| c. | <u>Part III:</u> Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder. |
| d. | <u>Part IV:</u> Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder. |
| e. | <u>Part V:</u> Contains Evaluation Criteria and Format for Price Bids. |

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

K. Divya
 26/12/19
 Asst. Controller (EDP)

Part I - General information

1. **Last date and time for depositing the Bids.** **1700 hours on 16/01/2020** (Date to be mentioned in terms of DD/MM/YEAR). E-Bids should be deposited / reach by the due date and time. The responsibility to ensure this lies with the Bidder.
2. **Manner of depositing the Bids.** Technical Bid along with the EMD in one sealed cover and Commercial bid in one sealed cover put together in one sealed cover with super scribing the Title and RFP number would be required to be submitted in physical form which will be dropped in the tender box / sent by post at the prescribed location/address. Sealed bids should be dropped in the tender box marked as "**Relaying of LAN Cable in PAO (ORs) ASC South, Bangalore**" at the, **Office of the PCDA, No. 107, Lower Agram Road, Agram Post, Bangalore – 560 007** so as to reach by the due date and time. Late tenders will not be considered.
3. **Time and date for opening of (E-Bids):** **1100 hours on 17/01/2020** (If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day / time, as intimated by the Buyer).
4. **Location of the tender box:** **Reception at O/o PCDA, Bangalore,** only those bids that are found in the tender box will be opened. Bids dropped in wrong tender box will be rendered invalid.
5. **Place of opening of Bids:** **Conference Hall at O/o PCDA, Bangalore,** The bidders may depute their representative, duly authorized in writing to attend the opening of bids on the due date and time. Rates and commercial / technical clauses quoted by bidders will be read out in the presence of the representative of all the bidders. This event will not be postponed due to non available of your representative.
6. **Forwarding of Bids:** Bids should be forwarded by Bidders under their original memo / letter pad inter alia furnishing details like TIN number, GST / CST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office. Technical and Commercial bids should be enclosed in the separate cover.
7. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than 14 (fourteen) days prior to the date of opening of the Bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.
8. **Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission provided that the written notice of modification or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.
9. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.
10. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.