

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

4th Floor, Nehru Sahkar Bhawan, Bhawani Singh Road, Jaipur -06

Tel. No. : 0141-2740475 Email: itcell.rsgsm@rajasthan.gov.in

NOTICE INVITING LIMITED BIDS

NIB No. RSGSM/ ITCELL/2020-21/

Date **30/07/2020**

Sealed quotation/ proposals are invited for supply, installation, testing & commissioning of **Cloud based antivirus software** on urgent basis by **05/08/2020** till **12.00 p.m.** at Head Office, Rajasthan State Ganganagar Sugar Mills Ltd, Jaipur. The received quotation/ proposal will be opened on the same day i.e. **05/08/2020** at **3.00 p.m.**

Quantity and Estimated amount of bid as given below:-

Sr. No.	Product	Qty of Software	Total Estimated Amount (Incl. GST)
1	Cloud based antivirus software for one year	71	Rs.85200/-

Anti-virus software should confirm to the features/ capabilities specifications as detailed below:

01. Technical features/ capabilities:-

- Ransomware Protection
- Web Security & Filtering
- Email Security
- Firewall Protection
- PC2Mobile Scan
- Phishing Protection
- Browsing Protection
- Vulnerability Scan
- Spam Protection
- Cloud based Centralized management and Graphical Reports (Minimum 30 Days)
- Enhanced Protection (Antivirus software must have the capability to clean, Quarantine or delete viruses and should be able to detect new classes of viruses.)
- Scans & Antivirus
- Spyware, adware
- Device Control
- Application Control
- IDS/IPS
- Client Deployment
- Update Manager
- Windows Support (32/64 bit)

02. Others:-

- Antivirus software should be certified by **CERT** & the bidder firm should attach a valid **CERT & OEM certificate** for the quoted product.
- Antivirus software should have **one year** service support (**24x7 toll free number & local/on site**) from the date of installation. The bidder firm should provide details of the service centre in Jaipur.
- All kind of service support would be managed by bidder firm for one year after anti-virus installation.
- Firm will have to provide commissioning report(No. of antivirus software installed/ uninstalled/ updated/ not-updated) of users linked with anti-virus Software on monthly basis to the designated person.

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

- Firm will have to ensure installation/ re-installation of antivirus software in case of computer hardware being formatted or there is any other technical problem.
03. The bidder firm will have to provide training to the designated person/persons for anti-virus software implementation & analytical reports.

01. Total bid cost is ₹ 85200/- including GST.

02. **Delivery Period** – Bidders will have to supply & install complete quantity of subject matter of procurement within 07 days from the date of issue of purchase order.

03. **Payment:** 100% payment shall be made from Head Office after supply, installation, testing & commissioning of **Cloud based antivirus software** and satisfactory working report.


04. **Liquidated Damages:**

- (i) If the bidder fails to execute the order/contract within the period specified in the bid, the General Manager of RSGSM Ltd may at his discretion allow extension of time subject to recovery from the bidder as liquidated damages with 18% GST and not by way of penalty, a sum equal to the following percentage of the value of goods which the bidder has failed to supply for the period of delay as stated below:-
- a) Delay up to one fourth period of the prescribed delivery period – 2.5% + 18% GST
 - b) Delay exceeding one fourth but not exceeding half of prescribed delivery period – 5% + 18% GST
 - c) Delay exceeding half but not exceeding three fourth of the prescribed delivery period – 7.5% + 18% GST
 - d) Delay exceeding three fourth but not exceeds the period equal to the prescribed delivery period – 10% + 18% GST
- (ii) If the contractor fails to execute the order/contract within the period specified in the bid, and if such failure has arisen from, any unforeseen cause such as strike, fire, accident, any natural calamity resulting in stoppage of work in the factory, of the manufacturer or similar reasons which the General Manager of RSGSM Ltd. may feel valid for an extension of the time, may extend the period without charging any liquidated damages. His decision shall be final regarding the sufficiency or otherwise for extension of time.

Notes :

- (a) Fraction of a day in reckoning the period of delay in supply shall be eliminated if it is less than half a day.
- (b) The maximum amount of liquidated damages shall be 10%.

05. This bid document is being issued in accordance to provisions of RTTP Act, 2012 and RTTP Rules, 2013 and if there is any contradiction between the provisions of the said Act/ rules and the bid document, the firm shall prevail.


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RSGSM



RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

Instructions to bidders:												
1.	NIB No.	NIB No. RSGSM/ ITCELL/2020-21/										
2.	Procuring Entity	Rajasthan State Ganganagar Sugar Mills Ltd.										
3.	Subject matter of procurement & period	Cloud based antivirus software for one year										
4.	Procuring Entity's address	ACP(Dy. Director), IT CELL 3 rd Floor, Nehru Sahkar Bhawan Bhawani Singh Road, Jaipur - 302006 Tel. 0141-2740475 Email ID : dgmit.rsgsm@rajasthan.gov.in & itcell.rsgsm@rajasthan.gov.in										
5.	Language of the bid	English and/ or Hindi										
6.	Documents required to be submitted along with bid	As detailed in the bid document at RSGSM Head Office in Jaipur.										
7.	Bid validity period	90 days from the date of opening of bids.										
8.	Bid Security	<p>The amount of bid security shall be 2 % of estimated value of the quantity i.e. Rs. 1704/- through demand Draft/ Banker's Cheque in the name of 'Rajasthan State Ganganagar Sugar Mills Limited' payable at Jaipur, should be submitted alongwith the bid</p> <p>Or</p> <p>Online deposited in RSGSM account as per the detail given below:</p> <p>1) Online payment towards bid security shall also be accepted along with the other methods mentioned in the bid. The bidders may deposit the requisite fee through NEFT/ RTGS in the following bank account of RSGSM and attach copy of the deposition slip with details (viz. name of depositor, amount with break-up, bank branch, bank transaction number, date, etc.) for verification:</p> <table><tr><td>Beneficiary Name:</td><td>Rajasthan State Ganganagar Sugar Mills Ltd., Jaipur</td></tr><tr><td>Beneficiary Account Number:</td><td>25220200001309</td></tr><tr><td>Bank Name:</td><td>Bank of Baroda</td></tr><tr><td>Branch Name:</td><td>Bais Godam, Jaipur Branch</td></tr><tr><td>IFS Code:</td><td>BARB0INDBAI</td></tr></table>	Beneficiary Name:	Rajasthan State Ganganagar Sugar Mills Ltd., Jaipur	Beneficiary Account Number:	25220200001309	Bank Name:	Bank of Baroda	Branch Name:	Bais Godam, Jaipur Branch	IFS Code:	BARB0INDBAI
Beneficiary Name:	Rajasthan State Ganganagar Sugar Mills Ltd., Jaipur											
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9.	Downloading of bids	From Rajasthan Government's portal www.sppp.rajasthan.gov.in and RSGSM's website rajexcise.gov.in										
10.	Submission of Bids	Bids are to be submitted offline in sealed envelope. Bids received after										



RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

		the specified time and date shall not be accepted.
11.	Opening of bids	<u>05.08.</u> /2020 on 03.00 p.m. at IT CELL, RSGSM
12.	Work Performance Security	5% of value of ordered quantity
13.	Appellate authority	First: Joint Secretary Finance (Excise) Second: Any two directors appointed by the board

I/ We _____ (*Name of the bidder*) in the capacity of (*Designation*) as bidder have read the instructions, NIB and all the terms and conditions of bid annexed hereto carefully and agree to abide by all the terms and conditions and have signed and serially numbered all the pages in token of acceptance thereof. Details of the bidding firm/ company are as below:



RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

Bidder Details:

Name of Firm/Company/Individual : _____

Nature of firm : _____

Office Address (with pin code) : _____

: _____

: _____

Telephone Nos. : _____

Office : _____

Residence : _____

E- Mail ID : _____

Mobile : _____

Website (if any) : _____

Statutory Details

GSTN : _____

PAN : _____

Details of Bank Account of the Bidder

Bank Name and branch address : _____

Bank Account No : _____

Bank IFSC/MICR Code : _____

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

DETAILS OF THE ANTI-VIRUS SOFTWARE OFFERED FOR BIDDING

1. Brand Name of Anti-Virus Software: _____
2. Manufacturer of Item : _____
3. Manufacturer/ supplier/ dealer/ authorized distributor (attach document: _____)
4. Specifications complied by the item :

Sr. No.	Specifications	Compliance (Yes/ No)	Remarks (details of attached certificate; page number) if any
1	Ransomware Protection		
2	Web Security & Filtring		
3	Email Security		
4	Firewall Protection		
5	PC2Mobile Scan		
6	Phishing Protection		
7	Browsing Protection		
8	Vulnerability Scan		
9	Spam Protection		
10	Cloude based Centralized management and Graphical Reports (Minimum 30 Days)		
11	Enhanced Protection		
12	Scans & Antivirus		
13	Spyware, adware		
14	Device Control		
15	Application Control		
16	IDS/IPS		
17	Client Deployment		
18	Update Manager		
19	Windows Support (32/64 bit)		
20	Service Support Centre should be in Jaipur.		
21	OEM & CERT Certificate		

Date: _____

Place: _____

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

RATES OFFERED BY BIDDER

Bid Inviting Authority: A.C.P (Dy. Director), ITCELL, RSGSM Ltd.
Name of Work/Item: Supply, Installation, Testing & Commissioning of <i>Cloud based Antivirus Software</i>
Bid No.: RSGSM/ ITCELL/2020-21/
Bidder Name:
Bidder Address:

Sl. NO	Item Description	Basic Unit Rate Including all charges but excluding GST (in Rs.)	GST (in Rs.)	Total rate including GST F.O.R. in Rs.	Total quantity	Total Amount
1	2	3	4	5(3+4)	6	7 (5x 6)
1	Antivirus software for one year				71	
Total Amount in Words (for 71 units):						

Note:- All cutting/ overwriting should be attested.

Date: _____

Place: _____

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

GENERAL TERMS & CONDITIONS OF BID

1. The bidder shall have to carefully study and understand the conditions, specifications, etc. of the product to be supplied. If he has any doubt about the meaning of any term, condition or specifications etc., he should refer to officer in charge and get clarification. The decision of the Company regarding interpretation of the conditions and specifications shall be final and binding on the bidders.
2. Bidder who is not registered under the GST Act prevalent in the Rajasthan state where its business is located, are eligible for bid. The GST Registration number should invariably be quoted.
3. If a bidder imposes conditions which are in addition to or in conflict with the conditions mentioned herein, his bid may be rejected.
4. Rates quoted must be inclusive of all charges, Taxes and GST shall be added at the prevailing rates. The rates quoted must be F.O.R at the directed address.
5. The bidder shall not assign or sublet his order or any part thereof to any other agency.
6. The bidder should sign at the end of each page of bid document as token of his acceptance of all the terms and conditions.
7. **Bid security-**
 - i. Bid security shall be 2% as specified by the State Government of the estimated value of subject matter of procurement put to bid i.e. Rs. 1704/-. Every bidder, if not exempted, participating in the procurement process shall be required to furnish the bid security as specified in the notice inviting bids.
 - ii. In lieu of bid security, a bid securing declaration shall be taken from Departments' of the State Government and Undertakings, Corporations, Autonomous bodies, Registered Societies, Cooperative Societies which are owned or controlled or managed by the State Government and Government Undertakings of the Central Government.
 - iii. Bid security instrument or cash receipt of bid security or a bid securing declaration shall necessarily accompany the sealed bid.
 - iv. Bid security of a bidder lying with the procuring entity in respect of other bids awaiting decision shall not be adjusted towards bid security for the fresh bids. The bid security originally deposited may, however, be taken into consideration in case bids are re-invited.
 - v. The bid security may be given in the form of cash by RTGS, banker's cheque or demand draft or bank guarantee, in specified format, of a scheduled bank. The bid security must remain valid thirty days beyond the original or extended validity period of the bid.
 - vi. Prior to presenting a submission, a bidder may request the procuring entity to confirm the acceptability of proposed issuer of a bid security or of a proposed confirmer, if required. The procuring entity shall respond promptly to such a request.

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

- vii. The bid security of unsuccessful bidders shall be refunded soon after final acceptance of successful bid and signing of agreement and submitting performance security. ix.
- viii. The bid security taken from a bidder shall be forfeited in the following cases, namely:-
 - a. when the bidder withdraws or modifies its bid after opening of bids;
 - b. when the bidder does not execute the agreement, if any, after placement of supply / work order within the specified period;
 - c. when the bidder fails to commence the supply of the goods or service or execute work as per supply / work order within the time specified;
 - d. when the bidder does not deposit the performance security within specified period after the supply / work order is placed; and
 - e. if the bidder breaches any provision of code of integrity prescribed for bidders specified in the RTPP Act and Chapter VI of RTPP rules.
- x. In case of the successful bidder, the amount of bid security may be adjusted in arriving at the amount of the performance security, or refunded if the successful bidder furnishes the full amount of performance security.
- xi. The procuring entity shall promptly return the bid security after the earliest of the following events, namely:-
 - a) the expiry of validity of bid security;
 - b) the execution of agreement for procurement and performance security is furnished by the successful bidder;
 - c) the cancellation of the procurement process; or
 - d) the withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdrawal is permitted.

8. Performance security-

- a) Performance security shall be solicited from all successful bidders except the departments of the State Government and undertakings, corporations, autonomous bodies, registered societies, co-operative societies which are owned or controlled or managed by the State Government and undertakings of the Central Government. However, a performance security declaration shall be taken from them. The State Government may relax the provision of performance security in particular procurement or any class of procurement.
 - b) The amount of performance security shall be five percent(5%), of the amount of supply order in case of procurement of goods/product and services.
 - c) If the firm fails to fulfill the service requirements, the organisation may forfeit the performance Security.
- 9. In the event of breach of the contract at any time on the part of the contractor/ bidder, the contract may be terminated summarily by the General Manager of the Company with such conditions as may be deemed fit.
 - 10. All legal proceedings, arising out of this contract shall be subject to the jurisdiction of the courts situated at Jaipur city only.
 - 11. In case of any dispute arising out of any matter related to the bid/contract/ agreement, the matter will be referred to Sole Arbitrator appointed by Director In charge, RSGSM whose

RAJASTHAN STATE GANGANAGAR SUGAR MILLS LIMITED

decision shall be final and binding on both the parties. The place of arbitration shall be Jaipur. The fees and other expenses of the arbitrator shall be borne by both parties equally.

12. If the bidder resiles from his offer or offers new terms after opening of the bid, his Bid Security is liable to be forfeited.

13. **Procuring entity's right to accept or reject any or all bids-** The Procuring entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the bidders. Reasons for doing so shall be recorded in writing.

14. The bidder should sign all the pages of the bid document including NIB and attach them with the with the terms.


15. Additional Conditions of Contract:

a. Correction of arithmetical errors

Provided that a bid is substantially responsive, the procuring entity will correct arithmetical errors during evaluation of bids on the following basis:

- i. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- iii. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be disqualified and its bid security shall be forfeited or its bid securing declaration shall be executed.


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