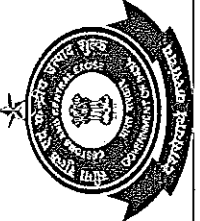


<b>Govt. of India</b> <b>Ministry of Finance</b> <b>Department of Revenue</b>		<b>Phone: 044-2256 0941</b> <b>Fax: 044-2256 1445</b> <b>e-mail: <a href="mailto:sysmgr.maa4@icegate.gov.in">sysmgr.maa4@icegate.gov.in</a></b>
<b>OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (COMMISSIONERATES I &amp; VII)</b> <b><u>INTEGRATED CARGO COMPLEX, MEENAMBAKKAM, CHENNAI – 600 027</u></b> <b><a href="http://www.aircustomschennai.gov.in">www.aircustomschennai.gov.in</a></b>		

F.No.S.Misc. 12/2015-EDI-ACC

Dated : 01.08.2015

**NOTICE INVITING TENDER FOR CREATING LOCAL AREA NETWORK / WIDE AREA NETWORK FOR COMMISSIONING INTRANET IN THE OFFICES OF COMMISSIONERATES (I & VII) OF CHENNAI CUSTOMS, MEENAMBAKKAM, CHENNAI-27**

The Office of the Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Chennai-27 invites sealed Tenders from reputed and experienced Firms / Vendors engaged in the business of Networking for supply and installation of Local Area Network / Wide Area Network for commissioning of Intranet among the various Offices situated in the Organisation of the Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Meenambakkam, Chennai-27.

The Customs Commissionerates (I & VII) of Chennai has been functioning in the Ground and Three Floors of the building at the above mentioned address. The Room for installing the Intranet Server has been allotted in the First Floor. The plan of the building and the locations of the Server Room, Rooms requiring network connectivity and their approximate distances from the Server Room in all the Floors are furnished as Annexure-III to this Tender Notice. However the Firms desiring to participate in the Tender are advised to conduct a survey of the building and the rooms requiring network connectivity before applying for the Tender. The number of rooms in each of the Floors and the number of network points are furnished below:-

S.No.	Details of the Required Networking	No. of Rooms	No. of Network Points
1.	Ground Floor	3	3
2.	First Floor	20	20
3.	Second Floor	21	24
4.	Third Floor	14	15
	<b>Total</b>		<b>62</b>

The method of creating the LAN / WAN for commissioning Intranet is left to the firms / vendors and for ascertaining the actual area to be covered for networking, they may visit the premises on any working day from 03.08.2015 to 17.08.2015 between 10 am and 5 p.m. The following materials of standard quality should be used in creating the Local Area Network and their estimated quantity in the work has to be furnished in the Financial Bid of this Tender Document:-

S.No.	Description of the Materials
1.	CAT-6 UTP Cables
2.	Information Outlets CAT 6 – Single RJ 45 Port with Box
3.	Rack Mountable Switch – 10 / 100 / 1000 – 16 / 24 Port
4.	Wall Mount Rack (Size 6U) with Cable Manager accessories Like power point, Fan etc
5.	24 Port Jack Panel
6.	Patch Cord – CAT 6 (2 Ft.)
7.	Patch Panel – 16 / 24 Port
8.	Casing & Capping for Cables

## **2. NAME OF WORK**

2.1 Creating Local Area Network / Wide Area Network for Commissioning Intranet among the various Offices of the Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Meenambakkam, Chennai-27 with comprehensive warranty of one year from the date of commissioning of the network.

## **3. TENDER PROCESS**

3.1 The tender is invited in two parts viz. (a) Qualifying Bid and (b) Financial Bid. In this tender document, the proforma for Qualifying Bid and Financial Bid of the tender are prescribed in Annexure-I and Annexure-II respectively. The Tender Document will be available with the Superintendent of Customs (EDI), O/o The Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Meenambakkam, Chennai – 600 027 from 03.08.2015 to 17.08.2015 between 1000 hrs to 1700 hrs. It may also be downloaded from the web site [www.aircustomschennai.gov.in](http://www.aircustomschennai.gov.in) or [www.chennaicustoms.gov.in](http://www.chennaicustoms.gov.in).

3.2 The entities applying for the abovesaid creation of Local Area Network / Wide Area Network for commissioning Intranet in the various Offices of the Commissionerate-VII shall submit the duly filled forms furnished in Annexure I and Annexure II of this tender document. The duly filled forms of Annexure-I with the enclosures of necessary documents & Earnest Money Deposit of Rs.5,000/- and Annexure-II shall be submitted in two separate sealed covers addressed to "The Additional Commissioner of Customs (EDI), O/o The Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Meenambakkam, Chennai – 600 027" before 1400 hrs on 18.08.2015. The sealed covers should be superscribed as "Qualifying Bid for Creating Local Area / Wide Area Network in the Offices of Commissionerate-VII, Chennai-27" and "Financial Bid For Creating Local Area / Wide Area Network in the Offices of Commissionerate-VII, Chennai-27" respectively and they have to be dropped in the Tender Box kept in the EDI Unit before the due date and time. Tenders received beyond the due date and time will be rejected.

3.3 ***The Technical Bids of the Tenderors will be opened on 18.08.2015 at 1500 hrs before the Tender Committee, headed by the Additional Commissioner of Customs (EDI), in Board Room, III Floor, Office of the Principal Commissioner of Customs [Commissionerates I & VII], New Custom House, Meenambakkam, Chennai – 600 027. The bidders or their authorized representatives may be present at the time of opening of the tenders. Thereafter at 1600 hrs on the same day, the Financial Bids of the Tenderors will be opened before the Tender Committee. Only the Tenderors whose Technical Bids are valid will be allowed to participate in the opening of the Financial Bids.***

3.4 The successful bidder will be required to create the Local Area / Wide Area Network between the Server and the rooms marked in the Building Plan furnished at Annexure-III to this Tender Notice within 15 days from the date of awarding of the work order.

## **4. TERMS AND CONDITIONS:-**

4.1 The Bidder should have been successfully engaged in the field of networking for a minimum period of 3 years and should have completed atleast 2 assignments for implementation of LAN with minimum of 10 nodes which involves Structured Network cabling for any State / Central Government Department / Organisation / Public Sector Units and other reputed offices. List of clientele with Name & Address, Telephone No. of the clients shall be submitted at the time of submission of the tender document.

4.2 The Bidder shall submit a Demand Draft for Rs.5,000/- (Rupees Five Thousand Only) drawn from any Nationalised Bank in favour of "The Commissioner of Customs (Commissionerate-VII), Chennai" and payable at Chennai towards the Earnest Money

Deposit. The said Earnest Money Deposit in the form of Demand Draft for Rs.5,00,000/- has to be enclosed with the Technical Bid without which the submitted Tender Document will be liable for rejection. However the firms who are in possession of valid and eligible Exemption Certificate from the Ministry of Micro, Small & Medium Enterprises, Government of India and having turnovers within the monetary limit mentioned in such Certificate are exemption from furnishing the said Earnest Money Deposit.

4.3 The Bidder having annual turnover of Rs.10,00,000/- and above during each of the 3 (Three) preceding financial years i.e. during the Financial Years 2012-13, 2013-14 and 2014-15 should only participate in the Tender. The documents in support of the turnover viz. copies of the Profit & Loss Account and Balance Sheet duly certified by a Chartered Accountant and copies of I.T. Returns for the 3 Assessment Years of the abovesaid Financial Years i.e. 2012-13, 2013-14 and 2014-15 have to be enclosed with the tender documents.

4.4 The Bidder should not have incurred loss in any of the last three years viz. during the financial years 2012-13, 2013-14 and 2014-15.

4.5 The Bidder should be in a position to provide 10% of the value of the work order as security deposit.

4.6 The bidder must possess Registration Certificate, VAT & Service Tax Numbers.

4.7 The bidder should submit the copies of PAN, TAN, VAT and service Tax Registrations numbers.

4.8 The Authorised Signatory of the Firm participating in the tender shall sign and stamp all the pages and enclosures of this tender document as a token of having read and understood the terms and conditions contained therein and submit the same alongwith the Technical Bid. All the information in Annexure-I and Annexure-II relating to Technical Bid and Financial Bid have to be clearly Typed / Printed without giving any room for ambiguity about the details.

4.9 The bidder should make no alterations and / or addition to the tender papers.

4.10 The bidder should abide by the terms and conditions specified in this tender document. The Tender Documents of the Firms submitting conditional offers are liable for outright rejection.

4.11 The Commissionerate of Customs (Chennai-VII) (hereinafter referred to as Department) reserves the right to postpone / and / or to extend the date of receipt / opening of bids or to withdraw the same, without assigning any reason thereof.

4.12 The Department shall be under no obligation to accept the lowest or any other officer received in response to this tender notice and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever.

4.13 The Department reserves the right to make any changes in the terms and conditions of the tender or cancel the tender without assigning any reason whatsoever.

4.14 The Department will not be obliged to meet or to have discussions with any of the bidders or to consider any representation from them. The offers containing erasures or alternations will not be considered.

4.15 The Department may treat offers not adhering to these guidelines as unacceptable.

4.16 The Department shall have the sole discretion to decide as to whether the applicant / tenderer has violated any term of the tender order and that any such decision shall be absolute and final.

- 4.17 The Firm which fails to fulfill any of the above terms and conditions, will be automatically disqualified from taking part in the tender process.
- 4.18 Any dispute between the Bidder and the Department shall be subject to the exclusive jurisdiction of courts in Chennai.
- 4.19 All components & equipments including cable must be of ISI / IEEE standard and their rates should be quoted in Indian Rupees inclusive of all levies like Sales Tax, VAT, Service Tax etc..
- 4.20 Supplies not as per order or as per specifications will be rejected and returned at the cost of supplier and the EMD will be forfeited..
- 4.21 **DEDUCTIONS-** Statutory taxes and duties will be deducted at source as per government norms. Further other deductions as applicable as per clauses mentioned in the document will also be made.
- 4.22 The Bidder is liable to compensate the Department for any loss suffered. All penalties imposed should be deposited by the Bidder immediately or may be deducted from any amount due to the Bidder
- 4.23 **The Financial Bid will be evaluated as per the grand total amount quoted by the bidder for the entire supply of equipments, cables, accessories and labour charges required for creating the Local Area Network / Wide Area Network for commissioning the Intranet in the Commissionerate.**
- 4.24 After the completion of the Tender Proceedings, the Earnest Money Deposit of all the unsuccessful bidders will be returned by this Office within a period of 15 days from the date of opening of the Financial Bids of the Tender Document. However, in case of the successful bidder breaking out from the terms and conditions of this Tender Notice or refuses to honour the award of the work order for carrying out the networking, the Earnest Money Deposit will be forfeited and a fresh Tender will be called for.
- 4.25 The successful bidder has to complete the task of creating the network in all the floors within 15 days from the date of awarding of the work order and has to submit the diagram of the network created in all the floors by indicating the locations of I/O Points, Switches, Racks etc in all the Rooms . The Earnest Money Deposit of the successful bidder will be returned only after execution of a Security Deposit for 10% of the value of the work order. The details of the security deposit to be furnished by the successful bidder are furnished in para 12.

## **5. SCOPE OF WORK**

The scope of works include the Supply, Installation, Testing and Commissioning of Network Equipment for providing efficient Network Services access to the Offices situated in the Commissionerate Building at New Custom House, Meenambakkam, Chennai-27 alongwith the following tentative works:-

- 5.1 Indoor UTP Cable Laying through PVC Pipe, Casing including all materials.
- 5.2 Installation of IO / Crimping / Patch Panel / Rack / Switch and System Integration
- 5.3 Laying and Termination of CAT6 UTP, all cabling must be structured.
- 5.4 Network Documentation with its Layout Plan (on Paper and CD).
- 5.5 All the operating / setup driver's CD's, operational manuals, stationeries and Similar accessories made available by Equipment vendor would be handed over by the Agency / Contractor / Firm to the Department after successful installation, testing and commissioning work is over.

- 5 -
- 5.6 Labeling of Cables, I/O's, Jack Panel, Switches for new connections for clear marking / understanding.
  - 5.7 Repair / Refurnishing work owing to damage caused due to cabling or any other work related to this Job / Project. There should not be any hanging or uncovered wire.
  - 5.8 Patch cord should be branded and factory crimped.
  - 5.9 Equipment furnished shall be complete in every respect with all mountings, fittings, fixtures and standard accessories normally provided with such equipment's and / or needed for erection, completion and safe operation of the equipment's as required by applicable codes though they may not have been specifically detailed in the tender document, unless included in the list of exclusions.
  - 5.10 All similar standard components / parts of similar standard equipment's provided, shall be inter-changeable with one another.
  - 5.11 The Bidder shall be responsible for providing all materials, equipment's, and services, specified or otherwise, which are required to fulfill the intent of ensuring operability, maintainability, and reliability of the complete equipment covered under this specification within his quoted price. This work shall be in compliance with all applicable standards, statutory regulations and safety requirements in force of the date of award of this contract.
  - 5.12 The bidder shall also be responsible for deputing qualified personnel for installation, testing, commissioning and other services under his scope of work as per this specification. All required tools and tackles for completing the scope of work as per the specification is also the responsibility of the bidder.
  - 5.13 The installation of equipments shall be accepted only after installation tests are satisfactorily over.
  - 5.14 The bidder should ensure while installation and integration of existing LAN with new Network connectivity, day-to-day functioning of official work and existing network setup/connectivity/internet connectivity should not get disrupted / hampered.
  - 5.15 The Bidder's proposal shall include the list of tools (such as crimping tool, Krone punch tool) and other accessories, which are required for installation of the connection. No separate charges for fixing / crimping / other connection charges / Labor Charges would be paid by the Department.
  - 5.16 The switches proposed by the bidders must be compatible to support the existing network and the facility for repairing / replacement should be undertaken by the Bidder.
  - 5.17 The scope covers design / development of a suitable architecture / layout of the proposed networking system, preparation of bill of materials, pre-dispatch inspection / testing, packing and forwarding, transportation, insurance and carrying out further activities at sites viz. unloading, storage, testing and commissioning including successful completion of acceptance tests and any other services required.
  - 5.18 The Department reserves the right for quantity variation due to increase / decrease in requirements.
  - 5.19 The bidder shall also provide all required equipment which may not be specifically stated herein but are required to meet the intent of ensuring completeness, maintainability and reliability of the total system covered under this specification, including integration and interoperability with the existing LAN, on occurrence of such necessary requirement, the written immediate intimation along with brief technical justification shall be given by the Bidder to the Department and after obtaining necessary approval on writing from the Department, if the extra work shall be carried out without obtaining approvals from the Department, then the Department shall not be liable to pay any extra cost to the bidder.

#### 5.20 Scope of Work shall also include:-

- a) Powering on equipment after ensuring correctness of terminations, interfaces, power supply and making the system ready for testing and commissioning.
- b) Testing of LAN Cables after laying, terminations, labeling at both the ends. All testing tools and instruments shall be brought by the bidder and taken back after the testing.
- c) Configuration of the equipment as per the requirements of the Department including Network segmentation and Network Monitoring though network management switch.
- d) Site acceptance tests to establish satisfactory performance of the equipment's as per specs.
- e) Assistance for familiarization and operation of the installed system after acceptance of system.
- f) Comprehensive onsite warranty for all Installation and Hardware delivered for 12 months from the date of technical certification of work completion.

5.21 The work under this system shall consist of the creation of network for intranet in the rooms mentioned in the Drawing provided by the department at Annexure-III to this Tender Notice, supply, installation, testing, handing over of the unutilised quantity of materials estimated in the Financial Bid and labour charges necessary to Commission the Networking for Intranet.

5.22 It shall also include laying of cables necessary for installation of the system as indicated in the specifications. The cables shall not be left open and should be covered with PVC Pipes / Casing / Channels of good quality. Any openings / chasing in the wall / ceiling required for the installation shall be restored to original condition in appropriate manner.

5.23 The bidder shall estimate the required quantity of each of the materials to be utilised in the abovesaid work and quote his price accordingly in the Financial Bid of this Tender Notice. In case of requirement of extra materials or extra labour, this Department will not pay the charges in excess of the amount quoted in the Financial Bid of this Tender Document. On the other hand, if any of the estimated quantity of the materials is left unutilised, the same shall be the property of the Department and shall be returned to this Department.

5.24 Any other work required for making the network functional up to the satisfaction of the Department.

#### **6. RESPONSIBILITIES OF THE SUCCESSFUL BIDDER**

6.1 The successful bidder will be required to survey the work places and the office areas and identify strategic locations as per the drawing provided by the department, to place the Switches / Racks etc and measure the total length of cables and PVC Pipes / Casings / Channels as required to be quoted in the financial bid.

6.2 The successful bidder will have to deploy suitable manpower to supervise and carry out the networking task within the stipulated period of 15 days.

6.3 The successful bidder shall continue to provide maintenance and support for 12 months from the date of commissioning of the Networking.

## **7. GUARANTEE PERIOD**

7.1 There must be an immediate replacement guarantee for a period of 12 months from the date of commissioning of the Network. Any complaint after the commissioning of the Network and within the guarantee period will be attended to and rectified within 48 hours of the lodging of the complaint by the Department.

## **8. SECURITY DEPOSIT**

8.1 The successful bidder will be required to furnish a Security Deposit @ 10% of the total contract value in the form of FDR drawn in favour of "The Commissioner of Customs (Commissionerate-VII), Chennai-27". This FDR will remain with the Department during the guarantee period of 1 year from the date of commissioning of the Networking and shall be liable to be forfeited in case of any breach of contract or any violation of technical specification / configuration while undertaking installation of the Networking Equipments. Flouting of any terms & conditions and flouting of technical specifications will also lead to termination of contract and black listing of the firm. The security deposit will be refunded to the bidder within 30 days after the expiry of the guarantee period of 1 year.

8.2 **If the successful bidder could not complete the work within the stipulated time frame of 15 days from the date of awarding of the work order or if the successful bidder breaks the contract in between, the Security Deposit will be forfeited and a fresh Tender will be called for.**

## **9. EFFECTIVE DATE OF CONTRACT, TIME FRAME FOR EXECUTION OF WORK ORDER & PENALTY CLAUSE**

9.1 The effective date of contract will be the date on which the work order is issued.

9.2 The supply and installation of equipments required for creating Local Area Network / Wide Area Network for commissioning Intranet in the Custom House Building will have to be completed within 15 days from the date of work order. Installation of switches / racks without the consent of the EDI Section will be treated as violation of terms and conditions and will lead to termination of the rate contract. In the event of non-execution of the work order, in all aspects, will invite penalty @ 2% of the value of the comprehensive work order, for the delay upto 7 days. Any delay from 8 to 15 days will call for a penalty @ 5% of the comprehensive work order. For any delay beyond 15 days, the Department will be at liberty to cancel the work order issued to the Bidder and forfeit the full security deposit furnished by the bidder.

9.3 After commissioning the Local Area / Wide Area Networking, the bidder will be required to provide Replacement Guarantee to the equipments / cables without levy of any Service Charge. Any complaint after the Commissioning of the Networking and within the guarantee period will be attended to and rectified by the bidder within 48 hours of the lodging of the complaint by the department. Any lapse in this regard will be treated as 'Lapse in after Sales Service' or 'Unsatisfactory after Sales Service' and will render forfeiture of the Security Deposit.

## **10. Pre-Bid MEETING**

The Pre-Bid meeting will be conducted at 11.00 a.m. on 10.08.2015 at the Host Room Hall, 1 Floor, Office of the Principal Commissioner of Customs (Commissionerate-I & VII), New Custom House, Meenambakkam, Chennai-600 027.

**The Firms / Vendors fulfilling the above conditions and in a position to take up the networking task of the above requirements and at the terms and conditions mentioned above, may attend Pre-Bid Meeting and apply in two bid system i.e. Technical Bid & Financial Bid, as explained in para 3 of this Tender Notice.**

**11. PAYMENT**

11.1 Bills can be submitted on successful execution of Work Order along with certification from the Superintendent of Customs (EDI) for release of payment. No advance payment shall be made under any circumstance.

Place : Chennai-27

Date : 01.08.2015

  
1.8.15

**(JAG RAM MEENA)**  
**Additional Commissioner of Customs (EDI)**  
**COMMISSIONERATE-VII, Chennai-27**



TENDER FOR CREATING LOCAL AREA NETWORK / WIDE AREA NETWORK FOR COMMISSIONING INTRANET IN THE OFFICES OF THE PRINCIPAL COMMISSIONER OF CUSTOMS, COMMISSIONERATES (I & VII), MEENAMBAKKAM, CHENNAI-600 027

ANNEXURE –I

QUALIFYING BID DOCUMENT

1. Name of the Registered Firm/Company :
2. Address of Firm/Company (with Tel No., Fax No.) :
3. Name & Address of the Proprietor / Partners / Directors (With Mobile No.) :
4. Contact person (s) (with mobile number) :
5. No. of years of experience in the task of Networking :
6. Annual Turnovers During the Last Three Financial Years (2012-13, 2013-14 & 2014-15) certified by Chartered Accountant :
7. Permanent Account Number (PAN) (The evidence for filing of IT returns along-with Profit and Loss Account & Balance Sheet for the Last Three Financial Years From 2012-13, 2013-14 & 2014-15 to be enclosed) :
8. List of clientele from two important Clients To whom the Networking Task was Carried Out :
9. Details of Service Tax Registration :

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case any deviation is found in the above statement at any stage, I / we will be blacklisted and will not have any dealing with the Department in future. I / We also undertake to abide by all the terms and conditions furnished in the Tender Notice issued in F.No.S.Misc.12/2015-EDI-ACC dated 01.08.2015 inviting quotations for creating Local Area Network / Wide Area Network for commissioning Intranet in the Offices of the Principal Commissioner of Customs (Commissionerates I & VII), New Custom House, Chennai-600 027.

(Signature of Authorized Signatory with date)

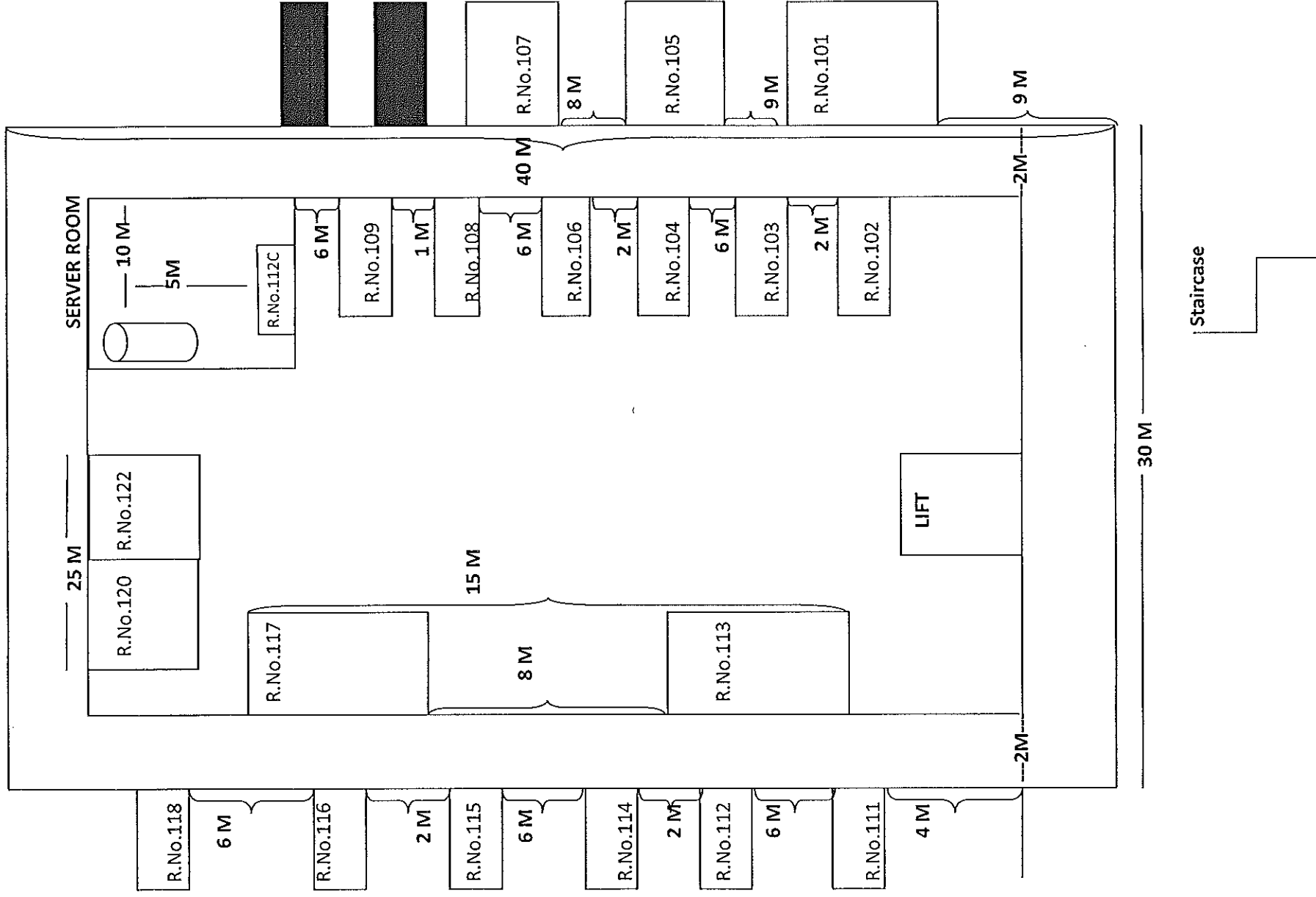






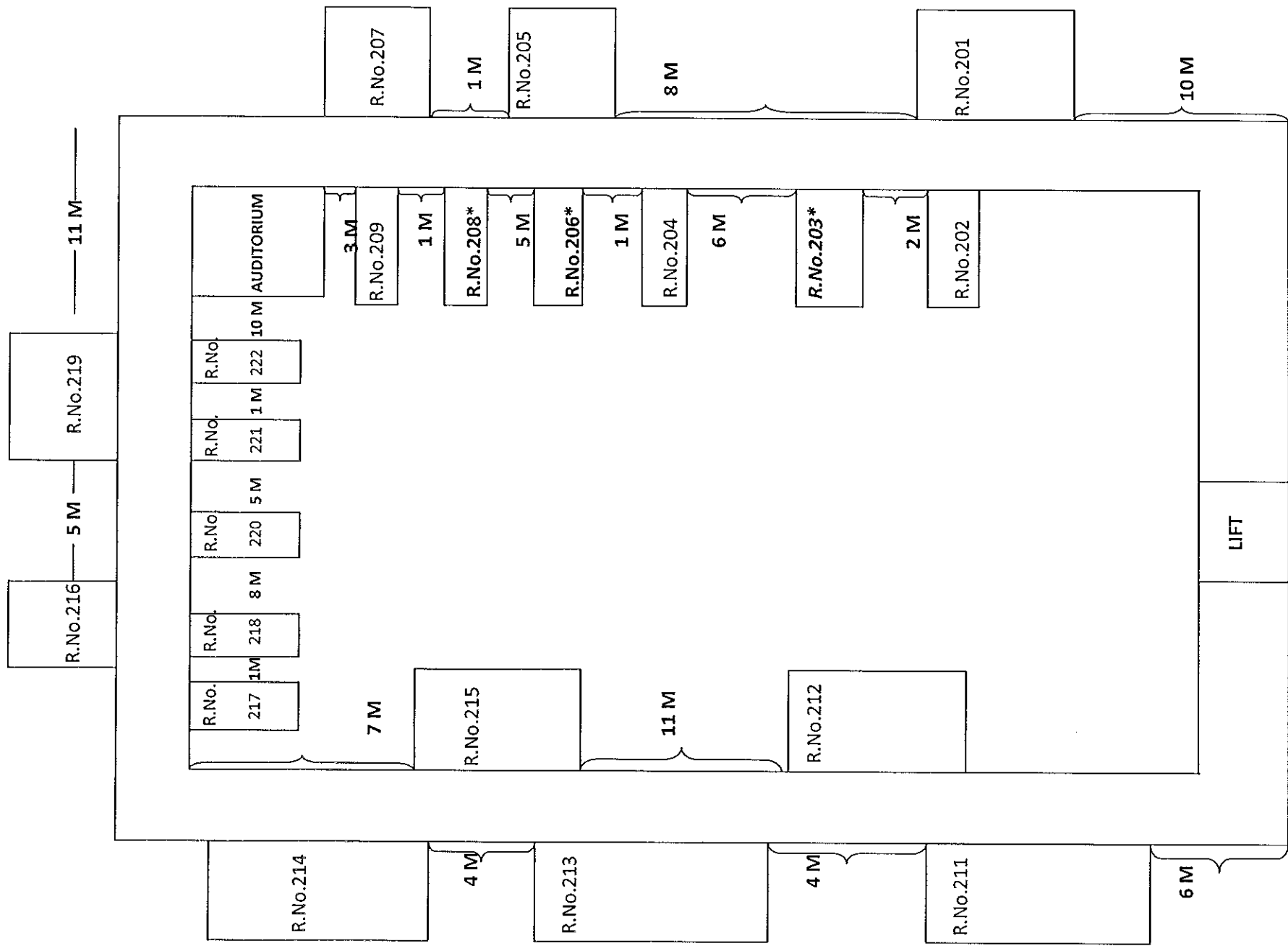
ANNEXURE-III TO Tender Notice in F.No.S.Misc.12/2015-EDI-ACC dated 01.08.2015 regarding creation of LAN / WAN for Commissioning Intranet in the Commissionerate

ROOMS IN FIRST FLOOR

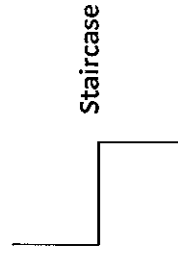


Note : The Length and Breadth of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Floors are 40 M and 30 M respectively and the Width of the Corridors on either side is 2 Metres. The width of the corridor is identical in all the Floors.

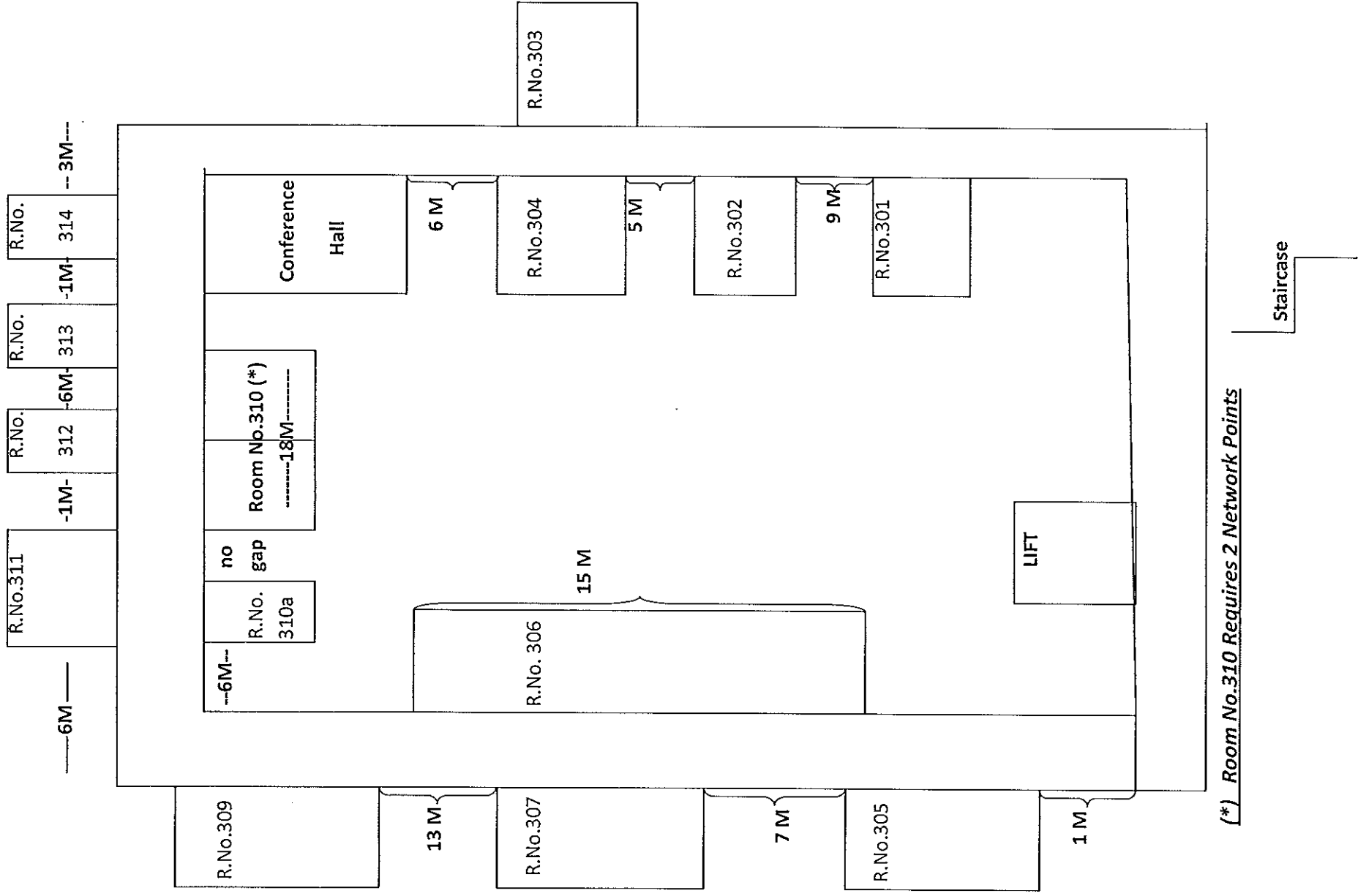
ROOMS IN SECOND FLOOR



*(\*) : The Room Nos. 203,206 and 208 require 2 Network Points each.*



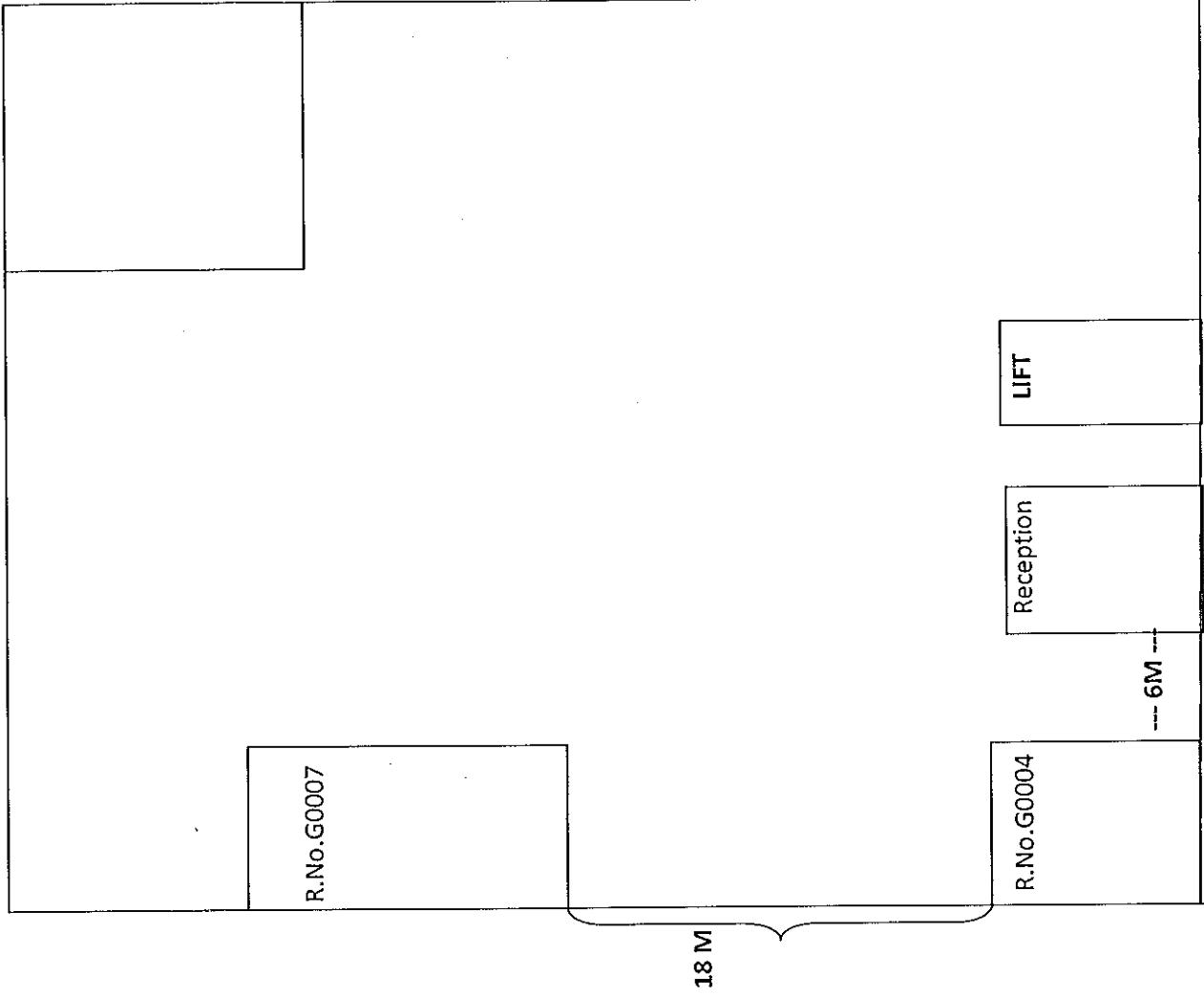
# ROOMS IN III FLOOR



**(\*) Room No. 310 Requires 2 Network Points**

Staircase

ROOMS IN GROUND FLOOR



Entrance



**CHECKLIST FOR THE TENDEROR BEFORE SUBMITTING THE TENDER DOCUMENT**

1. Duly Signed pages of the Tender Document by the Authorised Signatory of the Firm participating in the Tender.
2. Duly Completed and Signed document of "Technical Bid"
3. Duly Completed and Signed document of "Financial Bid"
4. Copy of Permanent Account No. of the Firm
5. Copy of Registration of Firm
6. Copy of Service Tax Registration
7. Copy of Income Tax Returns with Profit & Loss Account & Balance Sheet for the last 3 Assessment Years viz. 2012-13, 2013-14 & 2014-2015 pertaining to the Financial Years 2011-12, 2012-13 and 2013-14 respectively.
8. List of clientele from atleast Two Important Clients with Certificate on the Quality of the Services rendered to them.
9. Demand Draft for Rs.5,000/- in favour of "The Commissioner of Customs (Commissionerate-VII), Chennai" should be enclosed with the Technical Bid towards the Earnest Money Deposit or Exemption Certificate from the Ministry of Micro, Small & Medium Enterprises, Government of India

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