



F.No.10/67/2016-NCLAT

NATIONAL COMPANY LAW APPELLATE TRIBUNAL

3rd, Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.

Dated: 06th December, 2017

Subject: Inviting tender for supply & installation of Servers for implementation of NIC eOffice in NCLAT.

National Company Law Appellate Tribunal (NCLAT) invites sealed quotations from reputed firms/companies who have sound knowledge as well as technical and financial capabilities for supply of Servers as per specification to setup NIC eOffice instance on NCLAT's own servers i.e. **Local Data Centre (LDC)**.

As per the **eOffice Deployment Guidelines** shared by NIC, the server (Application, Database, SR Server) configuration is given below:

Servers and SAN Specifications for eOffice									
S. NO.	Category Based on User Base	Database Server		SR Server		Application Servers			SAN (TB)
		RAM (GB)	Cores	RAM (GB)	Cores	Qty.	RAM (GB) (each)	Cores (each)	
1.	Category 1	16	4	8	2	1	16	4	1
2.	OS - Red Hat Enterprise Linux (RHEL) latest with subscription for all server								
3.	3 Yrs. 24x7 Onsite Support								

Last date & Time for Submission of bids: 08.01.2018 at 05.00 PM

Date/Time for opening of Technical Bids: 09.01.2018 at 03.00 PM

Date/Time for opening of Financial Bids: 15.01.2018 at 03.00 PM

Interested parties may submit their detailed proposal along with the certificate towards acceptance of the aforesaid terms of agreement, agency profile viz. documents in support of experience in the related field and any other document, which it may consider proper.

The prospective bidders are required to keep a watch on the website of the National Company Law Appellate Tribunal (www.nclat.nic.in), Ministry of Corporate Affairs (www.mca.gov.in) and CPP Portal (eprocure.gov.in) for any amendment to the tender notice or to the clarification to the queries raised by the bidder(s).

The Competent Authority reserves the right to reject the bids if they are submitted without taking into account these amendments/clarifications.

In order to allow the prospective bidders reasonable time in which to take the amendment into account in preparing the bids, the Competent Authority may at its discretion, extend the deadline for the submission of the bids.

The bids shall be submitted along with a crossed Demand Draft of a value of ₹60,000/- (Rupees Sixty Thousand Only) towards the Earnest Money Deposit (EMD), drawn in favour of the "Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi". The bids received without EMD or bids incomplete in any manner would be summarily rejected.

The EMD of the unsuccessful bidders would be returned after the finalization of the tender process. However, in the case of the successful bidder, the EMD would be returned only after the bidder deposits necessary Performance Security with this Tribunal.

The successful bidder is required to deposit an amount equivalent to 10% of the contract value as Performance Security by way of FDR of any Nationalized Bank, drawn in favour of the "Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi", within seven days from the date of acceptance of the bid. The Performance Security would be refunded after a period of one year of the completion of the work.

After the acceptance of the bid, the successful bidder has to undertake the job specified in the Tender Notice under the overall supervision and guidance of the Competent Authority of this Tribunal.

The work has to commence within seven days from the date of award of the contract. The time allowed for completing the work will be 20 days from the date of commencement of the work.

Since time is the essence of the contract, the work awarded shall be completed by the bidder within the time specified in the tender notice. Failure to adhere to the time schedule specified in the tender notice, the Competent Authority shall, without prejudice to its other remedies under the Contract, deduct from the contract price, as penalty, a sum equivalent to 1% per day or part thereof until actual completion of work subject to a maximum of 10% of the contract value. Once the maximum is reached, the Competent Authority may consider termination of the Contract.

The bids will be opened in the presence of the representatives of the bidders, if any. **Requests for postponement will not be entertained.** The

Competent Authority reserves the right to accept/ reject any or all bids either in part or in full without assigning any reasons thereof.

The contractor(s) shall not delegate, transfer or assign the contract or any part thereof without the prior written approval of the NCLAT. In the event of the contractors contravening this condition, the NCLAT is entitled to terminate the contract and recover any loss or damage which the NCLAT may sustain in the event of NCLAT entering into a new contract.


The bids shall be sent in two separate sealed covers super scribed as under:-

- (1) Technical Bid along with EMD for servers for eOffice in NCLAT.
- (2) Financial Bid for servers for eOffice in NCLAT.

The above two sealed covers shall be put in one sealed cover super scribed **“Supply & installation of Servers for implementation of NIC eOffice in NCLAT”** and sent by post/speed post/registered post or submitted at the Reception Counter. The bids shall be addressed to the **“Registrar, National Company Law Appellate Tribunal, 3rd Floor, Antyodaya Bhawan, Lodhi Road, CGO Complex, New Delhi – 110 003.”**

The acceptance of the bid would rest with the Competent Authority, National Company Law Appellate Tribunal, who does not bind itself to accept the lowest quotation and reserves the right to reject or partially accept any or all the quotations received without assigning any reason.

The detailed terms and conditions are enclosed herewith.



(Umesh Chandra)
Deputy Registrar)

QUALIFICATIONS FOR TECHNICAL BID

- (1) The firm should be registered with relevant authorities (Registration with service tax, GST, PAN No. etc.) Self-attested copy of documents to be enclosed.
- (2) The bidder shall have at least five years' experience in the field of supply and installation of servers and setup local data centers. A list of such projects to be furnished with the proposal.
- (3) The bidders should sign and stamp each page of the bid document for acceptance of all the terms and conditions and the same should be enclosed along with the technical bid.
- (4) The annual turnover of the firm/company should not be less than ₹ 5 Crore per annum. Documentary evidence including name of the bankers and copies of the IT Returns for the last three years are to be enclosed.
- (5) The rates of taxes and duties, as applicable, should be clearly indicated wherever chargeable.
- (6) Attested copies of Partnership deed/copy of Memorandum and Articles of Association, as the case must be attached.
- (7) Name and address of all the Partners/ Directors/ Proprietors as the case must be attached.



(Umesh Chandra)
Deputy Registrar

PROFORMA FOR FINANCIAL BID

To

The Registrar,
National Company Law Appellate Tribunal,
3rd Floor, Pt. Deen Dayal Antyodaya Bhawan,
Lodhi Road, CGO Complex,
New Delhi-110003.

Madam,

I/We _____ (name of the contractor) am/are submitting the financial bid in a sealed cover for appointment as contractor at NCLAT for supply & installation of Servers for implementation of NIC eOffice in NCLAT.

I/We have thoroughly examined and understood the instructions given in the Notice Inviting Tender, Terms and Conditions annexed thereto, Qualifications for Technical Bid and agree to abide by them.

I/We undertake that I/We am/are not entitled to claim any enhancement of rates on any account during the period of the contract.

Servers and SAN Specifications for eOffice										Rate
S. NO.	Category Based on User Base	Database Server		SR Server		Application Servers			SAN (TB)	
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1.	Category 1	16	4	8	2	1	16	4	1	
2.	OS - Red Hat Enterprise Linux (RHEL) latest with subscription for all servers									
3.	3 Yrs. 24x7 Onsite Support									
Total										

I/we agree to keep the offer valid for acceptance up to a period of one months.

I/We do hereby declare that the entries made in the tender document, all other appendices/schedules attached with it, the Technical Bid and the Financial Bid are true to the best of my/our knowledge and belief and also that I/we shall be bound by the act of my/our duly constituted attorney, Shri _____

_____ whose signature is appended hereto in the space as specified for the purpose and of any other person who in future may be appointed by me/us to carry on the business of the concern, whether any intimation of such charge has been given to the Competent Authority, NCLAT or not.

Yours faithfully,

(_____)

Signature of Tenderer