



**NATIONAL INSTITUTE OF TECHNICAL TEACHERS  
TRAINING & RESEARCH  
SECTOR 26, CHANDIGARH-160019**

(Website: <http://www.nitttrchd.ac.in>)

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**e-TENDER NOTICE**

e-Tenders are invited for Activation of subscription for Fortigate 600C Unified Threat Management (UTM) at NITTTR Chandigarh. The bid document and other details can be downloaded from the website of Chandigarh Administration at <https://etenders.chd.nic.in>.

1.	Downloading of e-tender document	Start Date : 30.06.2018 at 09.00 A.M. End Date : 24.07.2018 at 05.00 P.M.
2.	Date of submission of e-tender	Start Date : 01.07.2018 at 11.00 A.M. End Date : 31.07.2018 at 05.00 P.M.
3.	Physical submission of EMD and necessary documents	Start Date : 30.06.2018 at 11.00 A.M. End Date : 31.07.2018 at 05.00 P.M.
4.	Opening of Technical Bid (online)	01.08.2018 at 11.00 A.M.

The complete tender document is also available on NITTTR website at:-  
**<http://www.nitttrchd.ac.in>**

Director – NITTTR Chandigarh

## **INSTRUCTIONS TO BIDDERS REGARDING e-TENDERING PROCESS**

1. The Bidders shall have to submit their Bids online in Electronic Format Digital Signatures. For participation in the e-tendering process, the Bidders need to register themselves at <http://etenders.chd.nic.in/nicgep>. On registration, they will be provided with a user ID and a system generated password enabling them to submit their Bids online using Digital System Certificates (DSC).
2. Tenders without Digital Signatures will not be accepted by the electronic tendering system. No tender will be accepted in physical form and in case it has been submitted in physical, it shall be rejected.
3. Bids will be opened online as per time schedule mentioned in “**Terms and Conditions of the Tender**”.
4. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been uploaded with the bid.
5. Director, NITTTR, Chandigarh will not be responsible for any delay in online submission of bids due to any reason whatsoever.
6. Bidders should get ready with the scanned copies of EMD as specified in the tender documents. Related EMD as per the section and amount in the form of a Demand Draft in favour of the Director, NITTTR, Chandigarh payable at Chandigarh should be submitted to Director National Institute of Technical Teachers Training and Research Sector-26 Chandigarh or by NEFT/RTGS only so as to reach on or before the last date for receiving the tenders.
7. The details of EMD specified in the tender document should be same as submitted online (scanned copies) or reference copy for NEFT/RTGS. Otherwise tender will be rejected summarily.
8. The conditional bids shall not be considered and may be outrightly rejected in the very first instance.
9. The Financial Bid through e-tendering of only those bidders shall be opened who will qualify in the technical bid and are approved by the Purchase Committee/Technical Experts.
- 10. The tenderers are required to upload all self-attested copies of the relevant documents required as per Terms & Conditions and Check List, failing which their bids may be summarily/outrightly rejected and will not be considered.**

## **TERMS AND CONDITIONS OF THE TENDER**

1. The last date and time for submission online(through e-tendering only) and receipt of physical submission of EMD with necessary documents by post/courier/in-person related with the tender is **31.07.2018 up to 05:00 PM**.
2. Each tender must be accompanied with Earnest Money Deposit (EMD) in the shape of Demand Draft in favour of Director, NITTTR, Chandigarh payable at Chandigarh, valid for three months on any Scheduled Bank or, Electronically submitted through NEFT/RTGS in the following Bank Account:  
  
**Director, NITTTR Chandigarh**  
**State Bank of India, Grain Market, Sector-26, Chandigarh**  
**Account No: 55105008209**  
**IFSC : SBIN0050116**
3. The EMD amount should be shown as below :
  - **Activation of Subscription for Fortigate 600C UTM for 3 years - Rs. 30,000/-**
4. The sealed envelope of EMD bearing the Advertisement No. and should be clearly superscribed as **“EMD for Activation of subscription for Fortigate 600C (UTM) due on-31.07.2018.”** should be submitted in the office of Director, NITTTR, Sector-26, Chandigarh on or before **31.07.2018 up to 05:00 PM**.
5. Those who are exempted for EMD from Government have to furnish documentary proof along with technical bid online.
6. The quantity of items, quantity and time period indicated in the enclosed **Annexure I** are tentative. Director reserves the right to increase or decrease the quantity or delete some or all of the items depending on the needs of the institute.
7. The tenderer should indicate specifically the Goods and Service Tax (GST), Duties and Levies chargeable against each item. The Institute is entitled to custom duty exemption and concessional sales tax applicable to Educational and Research organizations.
8. The rates quoted should be F.O.R., NITTTR Chandigarh. In case rates are chargeable at any other place, the packing and forwarding charges should be clearly mentioned indicating the mode of transport and insurance during transit.
9. The tenderer should clearly indicate the delivery period and validity period of the offer.
10. The tenderer should clearly indicate the availability of service and maintenance facilities at Chandigarh for the items quoted.
11. The tenderer should clearly indicate the delivery period, validity period of the offer and duration of successful completion of the project. **If the project is not completed in the specific duration a penalty will be charged @ 0.5% per week or part thereof the project value.**

12. The above mentioned details particularly the Goods and Service Tax (GST) number, any other levies/charges, if not quoted properly, the bid can be cancelled. Conditional/doubtful bids will also be liable for cancellation. **[If the Goods and Service Tax (GST), any other levies/charges are not possible to enter in online tender, kindly quote your price inclusive of all taxes]**
13. Any attempt direct or indirect, to cast influence, negotiation on the part of the tenderer with the officials/authority to whom he/she will submit the tender or the tender accepting official/authority before the finalization of tenders will render the tenderer liable for exclusion from consideration.
14. Tender(s) received without earnest money (EMD) shall be rejected straightway.
15. The requirements of the Institute in terms of category of equipment, detailed specifications and quantity are given in **SCHEDULE OF TECHNICAL SPECIFICATION / REQUIREMENT (As per Annexures I)**. Director, NITTTR reserves the right to change the quantity for any/all items without assigning any reason.
16. The Tender must be submitted along with the copies of:
  - EMD in favor of Director NITTTR Chandigarh
  - Manufacturers License or Authority from the Manufacturer (if applicable)
  - Latest Income Tax Clearance Certificate
  - GST Number from Govt.
  - Certificate of Non Blacklisting from Magistrate/ Competent Authority
  - PAN or TAN
  - Balance Sheet of last three year
  - Product Specification/ Brochure
  - Tender Document duly signed
17. The Director reserves the right to reject any or all tenders without assigning any reason whatsoever.
18. The tenders will be opened on the date and time indicated in the presence of tenderers if any present on the occasion.
19. The tenders not accompanied by Earnest Money or incomplete in any respect will **be rejected outrightly.**
20. No advance payment or payment against performa invoice will be made. Payment will be made after receipt, installation and testing of items, to the satisfaction of the authorized representative(s) of the Director.
21. In case, the item(s) is to be imported for supply, irrevocable letter of credit will be opened with the Bank. The Institute's Banker is State Bank of India, Extension Counter, Chandigarh College of Engineering and Technology, Sector-26, Chandigarh – 160019

22. All damaged or unapproved goods shall be returned at the risk and cost of the Tenderer and the incidental expenditure thereupon shall be recovered from them.
23. This institute is recognized as R&D institute and is exempted from Excise Duty. The quoted prices must be mentioned showing Excise Duty separately.
24. The institute is eligible for Concessional Sales Tax against Educational Certificate. VAT/Sales Tax must be quoted separately.
25. Training for the operation of equipments, if any, shall be provided by the firm free of cost to the faculty/other staff of the institute.
26. The Equipment/Machinery will be maintained free of charges during the period as on the terms and condition of the tender or Annexures.
27. Instructional materials and **e-manuals** will be uploaded by the supplier free of cost.
28. The bidder must fill the Check List from the authorized signatory only with the seal of the firm. **(As per Annexure-II)**
29. The bidder if place with the purchase order must submit the bank guarantee as per GFR rules for all items having warranty/guarantee for the warranty/guarantee period.
30. The bidder must quote all the items mentioned in tender, else the bid will be considered as incomplete, and liable to be rejected.
31. The Courts at Chandigarh shall have the exclusive jurisdiction to try all disputes arising out this agreement between the bidder or supplier and NITTTR Chandigarh if any.



**Annexure-II**

**CHECK LIST DULY FILLED IN TO BE ATTACHED WITH PRE-QUALIFYING-  
CUM-TECHNICAL BID FOR THE MACHINERY/EQUIPMENT/SERVICES  
FOR NITTR CHANDIGARH**

- |    |  |        |
|----|--|--------|
| 1. | Whether EMD in the shape of Demand Draft valid for three months or through NEFT/RTGS, for the asked-for amount attached?   | Yes/No |
| 2. | Whether tender document duly signed by authorized signatory Attached?  | Yes/No |
| 3. | Whether a list of institutions / organizations where your firm has supplied this item / equipment / instrument / services recently, is Attached.                   | Yes/No |
| 4. | If you are an authorized agent / dealer / distributor of the firm / company / manufacturer and whether authority Letter as issued by them in your favour attached? | Yes/No |
| 5. | Whether Technical brochure of the equipment/services attached?   | Yes/No |

Note :- If Yes, must attach all relevant documents.

Signature of authorized signatory  
with seal of the firm