



INDRAPRASTHA INSTITUTE *of*  
INFORMATION TECHNOLOGY  
DELHI

**TENDER FOR INTERNET LEASED LINE FOR  
THE INSTITUTE AT OKHLA PHASE-III, NEW  
DELHI-110020**

(Tender no. IIIT-D/IT/SIP-Trunk/027/2024-25)

## Invitation for Bids

Indraprastha Institute of Information Technology-Delhi (IIITD), a State University created by an Act of Govt. of NCT of Delhi invites sealed Bids for **SIP Trunk Telephone line** (as per Scope of Work below) for its campus at Okhla Phase-III New Delhi-110020 (behind Govind Puri Metro Station).

1. An amount of Rs.25,000/-(Rupees Ten Thousand only) towards earnest money (EMD) must be deposited in the form of Account Payee Demand Draft / Fixed Deposit Receipt / Banker's Cheque / Bank Guarantee from any of the commercial bank in favor of "IIIT-Delhi Collections" account, payable at New Delhi. No interest will be paid on the earnest money deposited by the bidder. Tender Document without earnest money will be summarily rejected.

Earnest Money Deposit may not be provided by Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department.

2. The tender document can be downloaded from the Institute's web-site, may please deposit non- refundable Tender Document Fee of Rs. Rs.1,180/- (Rupees One Thousand one Hundred Eighty only) in the form of Demand draft drawn in favor of "IIIT-Delhi Collections Account", payable at New Delhi or may deposit Rs.1,180/- with F&A division of the Institute and enclose the receipt with the filled up tender document. The tender fee is exempted for MSMEs/NSIC registered suppliers (Certificate to be submitted for exemption).

3. The last date for submission of bid is 17<sup>th</sup> Oct 2024 up to 3:00 PM. The Tender Document should be addressed to:

### **Registrar**

**Indraprastha Institute of Information Technology-  
Delhi  
Okhla Phase-  
III  
(Behind Govind Puri Metro  
Station)  
New Delhi-  
110020.**

4. The document may be deposited in the Tender Box kept in the Store department at the Room no.107, First Floor, Old Academic Block of the Institute. Bids received after 3:00 PM will not be accepted or considered under any circumstances. In this regard decision of the Institute shall be final and no request in this regard will be entertained. Bid must be submitted in sealed envelope super scribed with "***Bid for SIP Trunk Telephone Line***".

The bids shall be opened on the same day i.e. 17th Oct 2024 at 3:30 PM.

### **Bidding Procedure**

1. Bids are invited in Two Bids System i.e. (1) Technical and (2) Financial.

Technical and Financial bids should be sealed separately and enclosed in a sealed envelope clearly indicating separately "**Technical Bid for SIP Trunk telephone Line**" and "**Financial Bid for SIP Trunk telephone Line**" addressed to Registrar IIIT-Delhi, Okhla Industrial Area Phase-III, New Delhi.

2. Sealed quotations shall be received not later than 3.00 P.M. on 17<sup>th</sup> Oct 2024. No bids will be accepted after this date & time under any circumstances. The Institute will not be responsible for any postal/courier delay and also for reasons beyond control of the Institute.

3. Technical bids must contain the EMD for specified amount, along with complete technical details as desired by this tender. Technical bids of all the tenderers will be opened on pre scheduled date, time & venue. Technical bids without EMD will be summarily rejected. The financial bid will be opened after evaluation of the technical bid. Financial bid of only those meeting the requirement of the Institute will be opened and no representation in this regard will be entertained. The date, time of opening of financial bid will be communicated later.

### Scope of Work

Description
<p><b><u>A SIP Trunk line is required with 30 Channels in fiber mode on quarterly rental basis.</u></b></p> <p>i) 100 DIDs are required with SIP Trunk line ii) STD and ISD facility should be available iii) Unlimited calling including Local and STD (FUP worth plan) iv) Additional DID price should be mention v) Inclusion of all installation and other required accessories price vi) Minimum 99.00% uptime per month for the connectivity. vii). Any fault in the connectivity will need to be resolved by the vendor as per the following schedule: a. On failure of fiber, problem should be resolved within 4 hours, b. Downtime penalty after four hour of the downtime will be the deduction of one-day payment of the month. Downtime due to the following situations will not be considered for the purpose of penalty: a) Link down due to power failure / or any situation which are beyond the control of service provider. b) Due to schedule maintenance by the Service Provider, with prior approval of Institute.</p> <p><b>Note : The contract shall have an initial term of three years, subject to annual renewal contingent upon satisfactory performance of services and support. The contract may be terminated by either party at any time, provided that a one-month notice is given</b></p>

**Following information must accompany the Technical bid**

S.N.	Eligibility Terms	Compliance (Yes/No)
1	Bidder should provide uptime report quarterly	
2	Bidder should ensure that the local loop provisioning does not violate regulations as laid by Government of India / TRAI in respect of such links / networks.	
3	The bidder should have Toll Free number for fault registering within India and should provide support on 365 x 24 x 7 basis. <b><u>A self-certified document in support of this must be enclosed</u></b>	
4	The vendor has to provide onsite support, when required. Bidder should have an office in Delhi/NCR. <b><u>A self-certified document in support of this must be enclosed</u></b>	
5	Vendor has to mention the escalation procedure and matrix for customer complaints.	
6	The vendor has to ensure minimum 99.00% uptime per quarter for the connectivity.	
7	The bidder should provide all necessary equipment for connectivity.	
8	Bidder has to submit their clientele list	
9	Bidder should have ISO 9001 Certification or Higher. <b><u>A document in support of this must be enclosed</u></b>	
10	The bidder should have multiple connectivity from various service providers at their end in order to avoid the break of services	
11	Certification from a Chartered Accountant (CA) / firm of CAs certifying turnover in the financial years 2020-21, 2021-22 and 2023-24. A copy of the audited annual accounts for these years. b. Copy of GST Certificate. c. Copy of PAN Card.	
12	The bidder must not be blacklisted by Central Government, State Government or Government of Corporations in India. <b><u>A certificate or undertaking to this effect must be submitted</u></b>	

Bidders can seek clarifications, raise technical queries etc. related to Tender by 11-10-2024 via email to [adarsh@iiitd.ac.in](mailto:adarsh@iiitd.ac.in), & [tenders@iiitd.ac.in](mailto:tenders@iiitd.ac.in) for financial queries to e-mail [ajay@iiitd.ac.in](mailto:ajay@iiitd.ac.in) The replay to clarifications sought or queries raised will be replied within 5 working days and uploaded on the website of the institute under [www.iiitd.ac.in](http://www.iiitd.ac.in) Based on this the bidders may submit bids as prescribed by the due date the time. No clarifications in any other form will be provided.

I /We hereby certify that the information furnished above is full and correct to the best of my/our knowledge

authorized Signatory)

Date :

Place:

(Signature of the

Name :

Official Seal :

**Following information must accompany the financial bid:**

1	Name, address and telephone number of the firm/company	
2	Name of the contact person and contact details (mobile/telephone number etc.)	
3	Name of the Bank and full address	
4	Bank Account Number	
5	PAN & GSTIN (Attach self-certified copy)	
6	Copy of Partnership Deed/ Certificate of registration of company or any other document evidencing registration of the bidder	
7	Number of Years of Experience	
8	Details of DD towards: Tender Fee: EMD:	

I /We hereby certify that the information furnished above is full and correct to the best of my/our knowledge.

(Signature of the authorized  
Signatory) Name:  
Office Seal:

Date:  
Place  
:

## **TERMS AND CONDITIONS**

- 1) The financial bid should be valid for a period of not less than 60 days from the date of opening of bid. The leased line is to be delivered & installed within a period of 8 weeks from the date of issue of Purchase Order (PO) by the Institute.
- 2) Upon placing of the Purchase Order (PO), the successful bidder is required to submit performance bank guarantee (PBG) equivalent to 5% of the PO value within 07 days' of the date of PO, failing which the EMD amount will be forfeited and the bidder shall be notified as blacklisted. The PBG shall be valid for a period of 36 months from 17<sup>st</sup> Oct 2024. No interest is payable on the PBG.
- 3) The PBG will be valid for a period of 60 days beyond the stipulated date for cessation of the contract which is co-terminus with the warranty period
- 4) No interest is payable on the PBG.
- 5) PBG will be realized by IIIT-D in case of termination of the contract for unsatisfactory performance and/or non-performance of the contract.
- 6) Bids will be opened in the presence of bidder's representatives, who choose to attend on the specified date and time. Only one representative shall be allowed to attend.
- 7) Sealed bid can be sent either by post or by messenger. The responsibility of delivery of bid lies entirely with the bidder.
- 8) In the event of dispute, Director, IIIT-Delhi shall be the sole arbitrator and his decision shall be final and binding on both the parties.
- 9) IIIT-Delhi does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
- 10) Payment for installation and commissioning will be made within one month from the date of satisfactory completion of job.
- 11) Leased line rental Payment will be made on quarterly basis, only after the completion of each quarter and on submission of GST compliant invoice.
- 12) Leased line rental Payment will be paid only if required SLA as stated above is met.
- 13) Delivery, installation and commissioning should be done within 8 weeks of confirm order. Leased line service duration from 17<sup>st</sup> oct 2024 to 16<sup>th</sup> Oct 2027.
- 14) Standard LD clause for delay in supply/completion of job @ 2% per week subject to max 10% will be applicable.
- 15) Receipt of material is subject to inspection.
- 16) The bidder/tenderer shall submit an undertaking on its letter head, duly signed and Stamped , that none of the staff, faculty members, relatives, etc. of the Indraprastha Institute of Information Technology-Delhi are related directly or indirectly to any employees, Directors, or Key Managerial Personnel, etc. of the

bidder/tenderer. In the event of the IIIT-D coming to know or pointed about the same, the bidder/tenderer undertakes to deposit a sum of Rs.100000/- (Rs. One lakh only) as a penalty with the Institute. Such bidders/tenderers shall be liable to be blacklisted and announced on the website of IIITD

**PROFORMA FOR FINANCIAL BID**

S. No.	Particulars	Duration	All Inclusive Price (INR) for 3 years
1	Installation of SIP Trunk telephone line	3 Years (From 1 <sup>st</sup> Nov 2024 To 31 <sup>th</sup> Oct 2027)	
		Total Amount (INR)	
		GST	
		All Inclusive	
*It is compulsory to submit the both above prices separately			

Please note the price should be inclusive of all taxes/charges and installation at IIIT-Delhi. The discount, if any should be mentioned herein and nowhere else.

Total Cost (all inclusive) of quantity mentioned above (in words):

\* The bidder must bid for three years. Payment will be done in equal proportion in three years on quarterly basis.

We accept that the rate quoted above shall remain valid for a period of 60 days from the last date of the tender document. It is certified that the rates quoted above are not more than the rates charged from any Central / State Govt. Deptt. / Institution / DGS&D etc.

(Signature and seal of the Bidder)  
Annexure Y



**ON NON JUDICIAL STAMP PAPER OF RS 100/-**

AN AGREEMENT made on \_\_\_\_\_ day of \_\_\_\_\_ two thousand Twenty  
One

BETWEEN

(Hereinafter called the contractor, which expression shall include its proprietor, partners, heirs, executors, administrators, legal representatives, successors and assignees) WITH REGISTERED ADDRESS.....of the one part

AND

The REGISTRAR Indraprastha Institute of Information Technology Delhi, Okhla Industrial Area Phase III, New Delhi - 110020 (hereinafter called the IIITD, which expression shall include its successors and assignees) of the other part.

Whereas the IIITD had invited Bids <Please write tender name> ; vide its Bid Document No.

\_\_\_\_\_, which shall be deemed to be a part of this agreement; FOR THE

SCOPE OF WORK/SUPPLY

Whereas the contractor submitted its TENDER Bid dated \_\_\_\_\_, a copy of the price bid, submitted by the contractor, is annexed hereto as Annexure;

Whereas the IIITD has accepted the Bid submitted by the contractor, on the terms and conditions mentioned in the IIITD's said Bid Document and conveyed its acceptance to the contractor; vide its letter No. dated \_\_\_\_\_, AND ANY OTHER CORRESPONDENCE .....which shall be deemed to be a part of this agreement;

Whereas the contractor is agreeable to the terms and conditions mentioned in the IIITD's said Bid document;

Whereas the contractor undertakes to comply with all relevant laws like Contract Labour (Regulation and Abolition) Act, 1970; Employees' State Insurance and Miscellaneous Provisions Act, 1952; Employees' State Insurance Act, 1948; Minimum Wages Act, 1948; Payment of Bonus Act, 1972; Payment of Wages Act, 1936; Income Tax Act; GST Act etc. and to indemnify the IIITD

from the contractor's acts of omission or commission, as regards the compliance with the relevant laws;

Whereas the contractor declares that he/she/it shall own all responsibility for any act of omission or commission, as regards the compliance with the relevant laws;

AND WHEREAS the IIITD is agreeable to make necessary payment to the Contractor, at the rates mentioned in the Annexure annexed hereto and as per the terms and conditions mentioned in the IIITD's said Bid Document;

In WITNESS whereof Shri (name), (designation), the authorized representative of the contractor, for and on behalf of the contractor, has hereunto set his hand and

..... for and on behalf of the IIITD has hereunto set his hand.

(Signature of the authorized representative of the Contractor) Name  
and designation of the contractor's representative

In the presence of

1

2

(Signature of witnesses with full name and full address)

Registrar  
for and on behalf of the IIITD

In the presence of

1

2