

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, PURI

Nizarat Section

Letter No 252 /Niz., Dt 21-04-22

NOTICE INVITING

EXPRESSION OF INTEREST

Collector, Puri invites **Expression of Interest (EoI)** from reputed potential Service Providing Agencies/ Distributors / Reputed Firms of Odisha towards preparation of Local Area Network (LAN) in Collectorate Building, Puri for implementation of OSWAS Project for smooth functioning of day-to-day official work. The EOI document with all information, instructions, eligibility criteria, Terms & Conditions etc. are available in the district website of Puri i.e. [www.puridistrict.gov.in](#). The interested Agency / Distributors / Reputed Firms may refer the above website, read the EoI document carefully & furnish the EoI proposal in sealed envelope superscripted as "Expression of Interest for Local Area Network (LAN) in Collectorate, Puri".

Corrigendum / Addendum, if required, will be uploaded in the above website time to time. Hence, potential Service Providing Agencies / Distributors / Reputed Firms of Odisha are requested to be in continuous touch with the above website for the purpose. The EoI Inviting Authority i.e. Collector, Puri reserves the right to accept or reject any / all bids and also can cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the applicants on account of such rejections.


Collector, Puri

EXPRESSION OF INTEREST



OFFICE OF THE COLLECTORATE & DISTRICT MAGISTRATE, PURI

Nizarat Section

Email ID - dm-puri@nic.in, Website - www.puri.nic.in

Telephone: 06752 - 221800

**EXPRESSION OF INTEREST (EOI) TOWARDS SUPPLY AND INSTALLATION OF
EQUIPMENT FOR PREPARATION OF LOCAL AREA NETWORK (LAN) FOR
IMPLEMENTATION OF OSWAS PROJECT**

INTRODUCTION:

It is informed to all the bidders that the Govt. has been pleased to introduce for implementation of automated file work flow system in the Collectorate, Puri. As per instruction of E & IT Department, it is decided to implement OSWAS System in the Collectorate, Puri in phase manner which is functioning at State Secretariate and Directorates.

ELIGIBILITY CRITERIA, GENERAL INSTRUCTIONS & TERMS AND CONDITIONS OF THE EOI:

The potential Service Providing Agencies / Distributors / Reputed Firms of Odisha, who wants to submit the Eoi proposal, should meet the following eligibility criteria:

1. The firm must have valid PAN/TAN and GSTIN (Mandatory)
2. Must have filed IT return of last five years i.e. Financial Year (FY) 2015-16, 2016-17, 2017-18, 2019-20 & 2020-21 and Assessment years 2021-22 and acknowledgement with computation.
3. Must have submitted their minimum Three completion certificate (Work done) from any Government Offices / PSU / Authorities (Government of Odisha or Government of India). Completion certificates must indicate the work value of the work done.
4. Must have a Bank Account in the name of the Service Providing Agencies / Distributors / Reputed Firms. Under no circumstances, Private/ Personal A/C Number shall be furnished. In case of any deviation found during the scrutiny of total proposal or at the later part, the Proposal shall be rejected subject to approval of the District Level Technical Committee so formed and further approval of Collector, Puri.
5. Must not have been blacklisted by any Government Offices / Societies / Authorities (Government of Odisha or Government of India) / PSU / Govt. run autonomous body, Society in India for corrupt, fraudulent or any other unethical business practices or any other reason. To that effect, the firm must submit additional terms and condition (ATC) in form of Notary Affidavit in Non-Judicial Stamp Paper (Rs.11/-).

GENERAL INSTRUCTIONS & TERMS AND CONDITIONS OF THE EOI:

- (a) **Eoi Processing Fee:** The proposal completed in all respect as specified in the Eoi Document shall be accompanied with a **non-refundable** amount of **Rs.1000/- (Rupees One Thousand only)** in shape of Demand Draft in favour of **Collector & District Magistrate, Puri** drawn in any scheduled Nationalized Bank payable at Puri. Proposal/s received without Eoi processing fee will be rejected.
- (b) The work will be categorized as per need of the Collectorate, Puri. The detail of the work mapped will be available in the Eoi Document for reference. The reputed potential Service Providing Agencies / Distributors / Reputed Firms must visit the site during office hour as mentioned dates where work will be implemented for better clarification and proper financial bidding.
- (c) The selected bidder must execute an agreement for the purpose with the Authority.
- (d) Accordingly, the reputed potential Service Providing Agencies / Distributors / Reputed Firms are requested to calculate the final estimated price taking into consideration of all cost of components, transportation, labour charges and any other levies to the destination. Eoi Process held for the current financial year 2022-23 as mentioned above and reflect the same in Format-A. No payment over and above the finally submitted price will be paid extra.

Documents to be submitted:

Self-attested photocopies of the following documents along with the Eoi proposal;

- (i) PAN/TAN and GSTIN (Mandatory)
- (ii) Submission of Computation of Income Statement duly signed by the Service Providing Agencies / Distributors / Reputed Firms showing minimum average annual turnover of Rs.25 lakh (Twenty five lakh) & above for the Financial Year 2021-22.
- (iii) IT return of five years i.e. Financial Year (FY) 2015-16, 2016-17, 2017-18, 2019-20 & 2020-21 and Assessment year 2021-22 and acknowledgement with computation.
- (iv) Proof of submission OEM Authorisation

- (vi) Proof of minimum Three completion certificate (Work done) from any Government Offices / PSU / Authorities (Government of Odisha or Government of India). Completion certificates indicate the work value of the work done.
- (vii) Proof of Updated Bank Pass book. (Copy of the front page and the last page of the bank passbook) registered in the name of the Service Providing Agencies / Distributors / Reputed Firms only.
- (viii) Forwarding letter, organisation details and Check list
- (ix) Preferably the Service Providing Agencies / Distributors / Reputed Firms registered under ISO.
- (x) Non-Refundable Demand Draft in respect of participating the Expression of Interest (EoI)

Submission and opening of EoI Proposal:

The Service Providing Agencies / Distributors / Reputed Firms are required to submit their proposals complete in all respect only by Registered Post / Speed Post / Courier in sealed cover superscripted as "Expression of Interest for Installation of Local Area Network (LAN)" to the O/o Collector & District Magistrate, Puri from Dt 22-04-2022 10 a.m. to Dt 06-05-22 at 2 P.M. The entire Expression of Interest carries one Technical Bid and another one Financial Bid and packed with two separates envelop. The Technical Bid & Financial Bid Envelope shall properly be superscripted as "Technical Bid & Financial Bid", Both the bids envelop will be sealed in a single envelop with superscripted as "Expression of Interest for Installation of Local Area Network (LAN)". The Authority will not be responsible for postal delay / any consequence in receiving of the proposal. Submission of proposal by hand is not permissible/ acceptable. Proposal received after the deadline shall be rejected by District Authority. The EoI proposal will be opened on Dt 06-05-2022 at 04 A.M/ P.M before the EoI Evaluation Committee.

The Service Providing Agencies / Distributors / Reputed Firms are required to survey the location for installation of Local Area Network (LAN) at Collectorate, Puri. During the pre-survey by the above agencies, the Asst. Collector, Nizarat, (Tel-06752-221800), will be coordinating the activities relating to pre-survey of Agencies. The Pre-Survey by the agencies should be finished from Dated 25-04-2022 to

28.04.2022 during office hours (10 am to 5.30 pm) before submission of EOI along with Technical & Financial Bids.

Selection Process:

The District Administration, Puri constituted a District Level Purchase Committee / District Level Evaluation Committee as per guidelines of Finance Department for preparation of Local Area Network (LAN) for implementation of OSWAS Project. The Committee will study/examine the technical bids proposals individually there after opening the financial bids of the eligible Firms. **The decision of the Evaluation Committee regarding selection of firm is final binding to all applicants.**

Award of Contract:

After detailed evaluation of the proposals by the Evaluation Committee, a final list of firms as selected by the Committee will be prepared basing upon the Technical & Financial Evaluation. Thereafter, the contract will be awarded to Service Providing Agencies / Distributors / Reputed Firms by the District Level Evaluation Committee / Evaluation Committee after due approval of the Collector & District Magistrate, Puri. Subsequently the selected Service Providing Agencies / Distributors / Reputed Firms shall be asked to submit the performance security to deposit and to sign an agreement with District Authorities. During the Setting up of LAN in Collectorate, the Asst. Collector, Nizarat, (Tel-06752-221800) will give permission & monitoring the digging up of Cables by Selected Agencies in Roads & buildings of Collectorate.

Performance Security Deposit:

The selected Service Providing Agencies / Distributors / Reputed Firms will have to submit performance security deposit of 3% of the contract value in shape of Demand Draft drawn on any scheduled Nationalised Bank in favour of Collector & District Magistrate, Puri payable at Puri along with the agreement as its commitment to perform the assignments given under the contract. The Collector, Puri reserves the right to forfeit the "Performance Security" partly or fully for failure to fulfil the terms and conditions and obligation as mentioned in Contract Agreement by the selected Service Providing Agencies / Distributors / Reputed Firms. The Performance security Deposit shall be released after 03 (three) months of expiry of contract provided that there is no breach of contract on the part of the work assigned to the Service Providing Agencies / Distributors / Reputed Firms. No interest shall be paid on the Performance security Deposit at the time of release.

Validity of the Proposal:

Proposals shall remain valid for a period of 120 days from the date of opening of Expression of Interest (EoI). The Authority reserves the rights to reject the proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

Post Delivery Evaluation:

The District Administration will randomly check the work assigned through its district functionaries for Post Delivery Evaluation purpose. The decision of District Administration in this regard is final and binding on Service Providing Agencies / Distributors / Reputed Firms.

FORMAT - A (FINANCIAL BID)

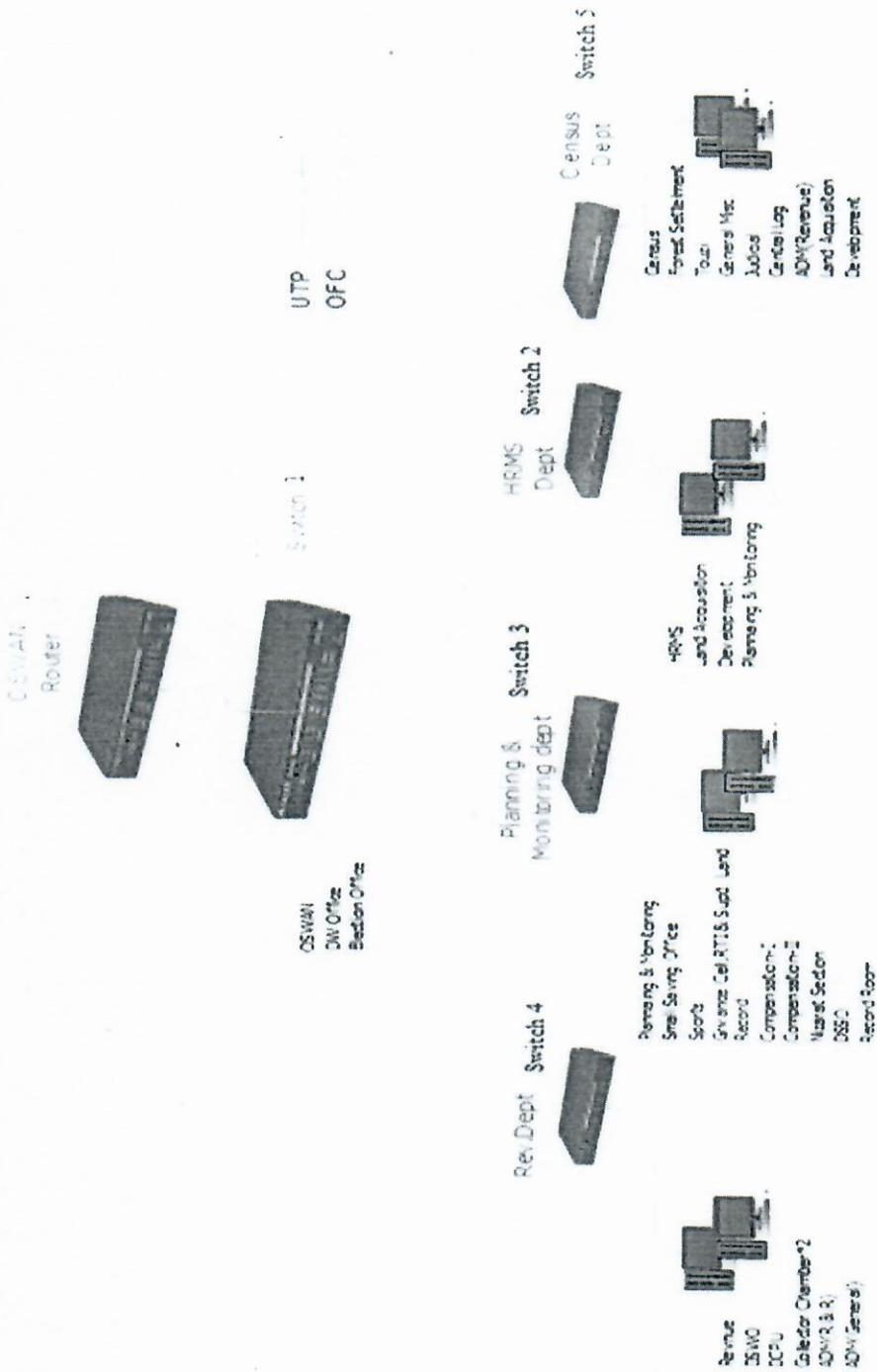
Sl	Description	Make & Model	UoM	Qty.	Quoted Price (Inclusive all)
	ACTIVE COMPONENTS	Prefer Model			
1.	Access Switch (24 Port Managed Switch) - 1930 24 port with 4SAP -JL682A	HP / CISCO / SIMENS	Nos	5	
2.	1G SM Transceiver for above Access switch	CISCO/HP/JUNIPER	Nos.	10	
3.	1KVA Online UPS with 30min Backup	Vertiv / APC / Numeric	Nos.	4	
4.	Cat6 UTP Cable 23 AWG CM Rated FR PVC	Honeywell / Dlink / Digisol	Mtr	1525	
5.	CAT6 information outlet with face plate and back box (IO Box)	Honeywell / Dlink / NetGear	Nos.	28	
6.	CAT6 24 port jack panel Loaded	Honeywell / Dlink / NetGear	Nos.	5	
7.	CAT6 UTP Patch Cords (1Mtr)	Honeywell/Legrand/Commscope	Nos.	28	
8.	CAT6 UTP Patch Cords (3Mtr)	Honeywell/Legrand/Commscope	Nos.	28	
9.	6 Core SM outdoor Optical Fiber Cable	Honeywell/Legrand/Commscope	Mtr	300	
10.	12 Port Rack Mount Sliding LIU with Loaded SC / LC SM Adaptor/ Couple	Honeywell/Legrand/Commscope	Nos.	6	
11.	Pigtail SC SM 1.5M LSZH	Honeywell/Legrand/Commscope	Nos.	48	
12.	SC-LC SM OFC Duplex Patch Cord-2 meter.	Honeywell/Legrand/Commscope	Nos	10	
13.	Wall mount 9U 600D Equipment Rack	NetRackWMSS-9U/Valrack/TATA	Nos.	4	
14.	Chemical Earthing	N/A	Nos.	5	
15.	Electrical wiring includes MCB S/W Socket	N/A	Nos.	4	
16.	Cat-6 Cable Laying with double lock casing capping / PVC conduit	N/A	Mtr	1525	
17.	OFC Cable Laying with digging / saddling using HDPE/PVC	N/A	Mtrs	300	
18.	LIU Fixing	N/A	Nos.	6	
19.	OFC Splicing	N/A	Nos.	48	
20.	I/O punching & fixing	N/A	Nos	28	
21.	Patch Panel Fixing and Installation	N/A	Nos.	5	
22.	Rack Installation	N/A	Nos.	9	
23.	Cable Manager		Nos.	5	

Full Signature of the Bidder with Seal

format - B

map

OSWAS Network Diagram Puri District Office



Format - C

(IN BIDDER'S LETTER HEAD)

To
The Collector & District Magistrate
Puri

DECLARATION

Sir,
Having examined the details given in Notice/Advertisement and EOI document for the above work, I/We hereby submit the Expression of Interest (EOI) proposal and other relevant information and declared as under,

1. I, _____ Son / Daughter / Wife of
Shri _____ Proprietor / Director/
Authorized Signatory of the bidder, mentioned above, am competent to sign this declaration and execute this bid document.
2. I/we have carefully read and understood all the terms and conditions of the Eoi and hereby convey our acceptance for the same.
3. I/We certify that the IT Equipment and Peripherals furnished in Format-A does not include any below standard. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
4. I/We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my BID at any stage besides liabilities towards prosecution under appropriate law.
5. I/We shall accept the final decision of short-listing of Publishers/ Publishing Houses and will abide by the decisions of District Administration in this regard.
6. I/We also authorise District Administration to approach individuals, employers, firms and corporation to verify our competence and general reputation.
7. I/we also certify that our firm has not been black-listed by any State Govt. /UT / Central Govt. /Govt. organization / Govt. Institution / PSU /Govt. run autonomous body, Society in India This is also certified that neither I nor my organization will be indulged in any corrupt practices so far as this bidding is concerned to that effect, I am to separately submit the Notary affidavit.

Yours faithfully

Full Signature of the Bidder with Seal

**COVERING LETTER
(ON BIDDER'S LETTER PAD)**

To
The Collector & District Magistrate
Puri

Sub:

Sir
I/we, the undersigned, request you to participate in the selection process to supply and installation of Local Area Network (LAN) for implementation of OSWAS Project in accordance with your Eol Notice _____ dated _____ We are hereby submitting our proposal in accordance with the above Eol.

I/we, hereby declare that all the information and statements made in this proposal are true and correct and I/we accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to 120 Days from the date of opening of the Eol and I/we confirm that this proposal will remain binding upon us and may be accepted by you at any time before the stipulated date.

I/we have carefully read and understood the EOI document and hereby unconditionally undertake to accept all the terms and conditions as incorporated therein. In case any provisions of this Eol document are found violated, then District Administration shall without prejudice to any other right or remedy be at liberty to reject our proposal.

Yours faithfully,

Full Signature of the Bidder with Seal

Format - E

GENERAL DETAILS OF THE BIDDERS

Sl.	Description	Full Details	
1	Name of the Service Providing Agencies / Distributors / Reputed Firms		
2	Address for Communication Tel: Email id :		
3	Name of the authorized Person signing & submitting the bid on behalf of the Service Providing Agencies / Distributors / Reputed Firms: Mobile No.: Email id:		
4	Confirm to carry out assignments as per the provisions of the Eol Document	Yes	No
5	Confirm to accept all the terms and conditions as specified in the Eol Document	Yes	No

Place:

Full Signature of the Bidder with Seal

CHECK LIST OF DOCUMENTS PRODUCED

Sl.	Description of the documents	Submitted / not Submitted	Page no of the Proposal
1	PAN/TAN, GSTIN (Compulsory)		
2	Submission of Computation of Income Statement duly signed by the firm showing minimum average Annual turnover of Rs.30 lakh & above in last two years i.e. FY 2020-21 & 2021-22		
3	Income Tax Return (Acknowledgement with Computation of income statement) for last five Financial Years i.e. Financial Year (FY) 2015-16, 2016-17, 2017-18, 2019-20 & 2020-21 and Assessment years 2021-22		
4	Copy of Bank Pass book. (Copy of the 1st page and the last page of the bank passbook) registered in the name of Firm/Publishing House only.		
5	Declaration Format		
6	Demand Draft		
7	Covering Letter		
8	Organization Details		
9	Affidavit for Not being Blacklisted		

Place:

Full Signature of the Bidder with Seal