



UNIVERSITY OF GOUR BANGA

[Established under the West Bengal Act. XXVI of 2007 and Recognized U/S 2(f) & 12(B) of the UGC Act]

Office of the Registrar

★ Phone: 03512-223664 ★ URL: www.ugb.ac.in

P.O.: Mokdumpur, Dist.: Malda, Pin – 732 103, West Bengal, India

Ref. No.: 535/UGB/DR-24

Date: 03.12.2024

NOTICE INVITING QUOTATION

e-NIQ No.: 535/UGB/DR-24, Dated: 03.12.2024

Name of the Work: ‘Supply and Installation of Campus LAN (Boys Hostel & Girls Hostel & Bhasha Bhavan) at the University of Gour Banga, Malda, West Bengal, India’

The University of Gour Banga, P.O. – Mokdumpur, District – Malda, West Bengal, Pin – 732103 invites E-Quotations (Submission of Bid through online) from the reputed vendor(s)/supplier(s)/distributor(s)/dealer(s) and OEM authorized dealers having valid Trade License/Registration Certificate of incorporation/ Deed of partnership etc. for the “Supply and Installation of Campus LAN (Boys’ Hostel & Girls’ Hostel & Bhasha Bhavan)” at the University of Gour Banga. Interested bidders may obtain bidding documents by registering themselves to the e-tendering portal (Submission of Bid must be made online only (<http://www.wbtenders.gov.in>)). The details of the equipment to be supplied and installed are given in the table below.

BILL OF MATERIAL FOR BOYS HOSTEL & GIRLS HOSTEL & BHASHA BHAVAN.

Location	Cable conduit PVC with saddle clip for UTP cable (Ft)	UTP Cable (Mtr.)	Layer-3 Ethernet Switch(24 Ports) 1 G Ethernet	Edge (Layer-2 Ethernet) Switch(24 Ports)	Patch Panel 1 X 24 port with loaded IO Modules	Information Outlet Box (With only one RJ 45)	Firewall	Router	Patch Cord of 1mtr Cat 6 (from s/w to patch panel)	Patch Cord of 2mtr Cat 6 (From I/O box to PC)	Rack for remote location	OFC Patch Cord Single Mode Duplex SC-LC connectors (10mt)	HDPE PLB 40/33mm Duct as per GR in MTR	24F OFC as per GR in MTR	OFC JUNCTION BOX	SC Pigtail 5mt	OFC Patch Cord Single Mode Duplex SC-SC connectors (1 mt)	installation commissioning and testing & documentation
Make		D-link	Tech routes/ SonicWall	Tech routes/ Sonic Wall	D-link	D-link	SonicWall		D-link	D-link								
Unit	Mtr	Mtr	Nos	Nos	Nos	Nos	Nos	Nos	Nos	Nos	Nos	Nos	Mts	Mtr	Nos	Nos	Nos	Nos
computer center							1.00	1.00										1.00
Boys Hostel	2400.00	2500.00	1.00	14.00	9.00	76.00			110.00	85.00	9.00	10.00	500.00	500.00	1.00	72.00	1.00	
Girls Hostel	2400.00	2500.00	1.00	14.00	9.00	76.00			110.00	85.00	9.00	10.00	900.00	900.00	1.00	8.00	1.00	
Bhasha Bhavan	5300.00	5490.00	1.00	23.00	17.00	200.00			255.00	205.00	17.00	10.00	500.00	500.00	1.00	8.00	1.00	
Total	10100	10490	3	51	35	352	1.00	1.00	475.00	375.00	35.00	30.00	1900.00	1900.00	3.00	88.00	3.00	1.00

Technical Specifications For L3 Switch

Item	TR-S3930	TR-S3938F	TR-S3954	TR-S3954M
Backplane	256 Gbps	256 Gbps	256 Gbps	256 Gbps
Forwarding	168 Mpps	168 Mpps	192 Mpps	192 Mpps
MAC table	32K/64K	32K/64K	32K/64K	32K/64K
Ports	32 Gigabit TX ports +8 10G SFP ports	24 Gigabit SFP ports +8 Gigabit TX ports +8 10G SFP ports	48 Gigabit TX ports + 810G SFP ports	44 Gigabit SFP ports +4 Gigabit Combo (TX/SFP) Ports +8 10G SFP ports

Dimensions mm (W×D×H)	442*330*44	442*350*44	442.5*315*44	442*350*44
Power	AC: 100V-240V, 50Hz±10% DC: -36V~-72V Dual-power is optional	AC: 100V-240V, 50Hz±10% DC: -36V~-72V Dual-power is optional	AC: 100V-240V, 50Hz±10% DC: -36V~-72V Dual-power is optional	AC: 100V-240V, 50Hz±10% DC: -36V~-72V Dual-power is optional
Environment	Operating temperature/humidity: 0°C-50°C; 10%-90% non-condensing Storage temperature/humidity: -20°C-70°C; 5%-95% non-condensing			
MAC exchange	Static configuration and dynamic MAC learning MAC browsing and removal Configurable aging time of the MAC address Limited number of learnable MAC addresses MAC filtration Black-hole MAC list			
VLAN	4K VLAN GVRP 1:1 VLAN mapping and N:1 VLAN mapping QinQ and flexible QinQ PVLAN			
STP	802.1D (STP), 802.1W (RSTP) and 802.1S (MSTP) BPDU protection, root protection, and loopback protection			
Multicast	IGMP v1/v2/v3 IGMP Snooping IGMP Fast Leave Multicast group strategy and quantity limitation Multicast flow copying over VLANs PIM-SM and PIM-DM			
IPv4	Static routing, RIP v1/v2, OSPF, BGP Policy based routing Load balance by equivalent routing BFD for OSPF, BGP			
IPv6	ICMPv6, DHCPv6, ACLv6 and IPv6 Telnet IPv6 neighbor discovery Path MTU discovery MLD V1/V2 IGMP snooping IPv6 Static Routing, RIPng, OSPFv3, BGP4+ Manual tunnel, ISATAP tunnel, 6to4 tunnel			
MCE	MCE			
MPLS VPN	LDP protocol P/PE of MPLS VPN MPLS OAM			
QoS	Flow classification based on L2~4 protocols CAR flow limit 802.1P/DSCP priority re-labeling SP, WRR, and “SP+WRR” Congestion avoidance mechanisms like Tail-Drop and WRED Flow monitoring and flow shaping			
Security features	L2/L3/L4 ACL flow identification and filtration D DoS attack prevention, TCP’s SYN Flood attack prevention, UDP Flood attack prevention, etc Broadcast/multicast/unknown uni cast storm-control Port isolation Port security, and “IP + MAC + port” binding DHCP snooping and DHCP option 82 IEEE 802.1x authentication Radius, Tacacs + authentication URPF Level-based command line protection			
Reliability	1+1 power backup Static/LACP link aggregation EAPS VRRP GR for OSPF,BGP BFD for OSPF,BGP			

	ISSU uninterrupted system upgrade
Management	Console, Telnet, SSH 2.0, Web SNMP v1/v2/v3 TFTP RMON S FLOW
Energy saving	IEEE 802.3az
SFP Modular	Tech routes SFP Modular

Technical Specifications for L2 Switch:

Item		TR-S2528D/TR-S2928E
Ports	24x10/100/1000Base-T+4x100/1000Base-X(SFP)	
Performance		
Switching Capacity	56Gbps	
Forwarding Rate	41.7Mpps	
MACADDRESS	16K	
Jumbo Frame	12K	
ACL Table	2048	
Queues per port	8	
VLAN TABLE	4K	
Physical		
Dimension(W×H×D)	442mmx43.6mmx220mm	
Weight	2.42kg	
Power Input	100~240VAC,50~60Hz	
Power Consumption	20w	
Temperature	Working0°C~50°C,Storage-40°C~70°C	
Relative Humidity	5%~95%,non-condensing	
Physical Protection	LightningProtectionLevel:4KV	
Main Features		
Forwarding	Storage and Forwarding	
VLAN	Port-basedVLAN,IEEE802.1Q,privateVLAN,ProtocolVLAN,VoiceVLAN,MACVLAN NormalQinQ,SelectiveQinQ,FlexibleQinQVLANTranslation,N:1VLANTranslation	
DHCP	IPv4/IPv6DHCPClient,IPv4/IPv6DHCPRelay Option82,IPv4/IPv6DHCP Snooping,IPv4/IPv6DHCP Server	
Reliability	Spanning Tree	802.1DSTP,802.1WRSTP,802.1SMSTP Root Guard, BPDU Guard, BPDU Forwarding
	LACP	Support
	L2RingProtectio n	MRPP ITU-TG.8032 Loop back Detection Fast Link

Security	IPACL, MACACL, MAC-IPACL, User-Defined ACL Time Range ACL ACL on VLAN interface Storm Control based on packets and bytes
Item	TR-S2528D
	PortSecurity, MACLimitbasedonVLANandPortAnti-ARP-Spoofing, Anti-ARP-Scan, ARP Binding NDSnooping DAI IEEE802.1x Authentication, Authorization, Accounting Radius, TACACS+
Multicast	IGMPv1/v2/v3snooping, IGMPFastleave MVR MLDv1/v2snooping IPv4/IPv6DCSCM
QoS	8QueuesPerPort Band width Control Flow Redirect Classification based on ACL, VLAN ID, COS, TOS, DSCP, Policing Based on Port and VLAN Single Rates in global double color for Policing Remark DSCP, COS/802.1p, Precedence, TOSSP, WRR, SWRR, DWRR for Scheduling Match the IP fragmentation of message
Maintenance and Operation Management	TFTP/FTP CLI, Telnet, Console Web/SSL(IPv4/IPv6) SSH(IPv4/IPv6) SNMPv1/v2c/v3 SNMP Trap Public & Private MIB interface RMON1,2,3,9 Ping, Trace Route Radius Authentication Syslog (IPv4/IPv6) SNTP/NTP(IPv4/IPv6) DualIMG, Multiple Configuration Files Port Mirror, CPU Mirror, RSPANs Flow OAM EFM VCT, DDM ULDP LLDP/LLDP MED
Green Energy	IEEE802.3az (Energy Efficient Ethernet) LED Shut-off

Technical Specifications for Firewall			
Sl. No	Item Description	Technical Specification	Compliance (Yes/No)
1	Make	To be mentioned by the bidder/ Vendor	
2	Model No.	To be mentioned by the bidder/ Vendor	
3	Country of Origin	To be mentioned by the bidder/ Vendor	
4	Hardware Architecture	Proposed Firewall should not be proprietary ASIC based in nature & should be multi-core CPU's based architecture to protect latest security threats.	
		The proposed firewall should not use a proprietary ASIC hardware for any kind of performance improvement. If option to disable ASIC is there then OEM must mention the performance numbers in datasheet	

		Appliance must have 1x Console port, 1x Management port, & 2x USB Port.	
		The device should have 24x1GbE Port from day 1.	
		The device should have 6x10G SFP+ Port which can be downgradable to 5G/2.5G/1G.	
5	Performance & Scalability	Appliance should have firewall throughput of 18 Gbps or more.	
		Appliance should have IPS throughput of 10 Gbps or more.	
		Appliance should have Threat prevention throughput of 9 Gbps or more. Threat prevention throughput must be measure with enabling includes Gateway AV, Anti-Spyware, IPS and Application control enable.	
		Appliance should have Concurrent Sessions of 4M or higher.	
		Appliance should have New session or connection per second or 110K or higher.	
		Appliance should support Deep Packet Inspection connection of 2M or higher.	
		Appliance should support SSL Deep Packet Inspection connection of 350K or higher.	
		Appliance should have TLS/SSL throughput of 5 Gbps or higher.	
		Appliance should have IPSec VPN throughput of 10 Gbps or higher.	
		Appliance should support 2000 IPSec Site to Site VPN Tunnel.	
		Appliance should support 500 or more IPSec VPN Clients.	
		Appliance should have 500 SSL VPN users support.	
6	General Firewall Features	Solution must support unified threat policy, Bandwidth management (QoS), policy based routing & SDWAN.	
		Should support BGP,OSPF, RIP v1/v2 routing protocol and IPv4 & IPv6 functionality.	
		Should detect and prevent hidden attacks that leverage cryptography, blocks encrypted malware downloads, ceases the spread of infections, and thwarts command and control (C&C) communications and data exfiltration	
		Should have Layer 2 bridge or transparent mode, Wire/Route mode	
		solution should support policy based routing, Application based routing and also Multi Path routing.	
		Firewall should support Link aggregation to provide additional level of redundancy.	
		Firewall should support static routing, Dynamic Routing and WAN load balancing for redundant or backup Internet connections.	

		Should support Redundant VPN gateway when primary and secondary VPN can be configured to allow seamless, automatic failover and fallback of internet.	
		Solution should support Dead Peer Detection, DHCP Over VPN, RIP, BGP.	
		Proposed Appliance should support SD WAN features without adding any additional hardware components & Necessary licenses, if required, need to be provisioned from day 1.	
		Proposed solution must have Mac IP Spoof Prevention & Jumbo frames support.	
		The Firewall Solution must have dedicated centralized analytics, logging & reporting from same OEM. The solution should support customized reporting with the capability to create scheduled reports. The reporting platform must be accessible via a web-based interface / client-based GUI (without any limitation in number of client). The proposed solution should keep the logs for at least 6 months. In case of software-based application, required VM, computation and storage to be considered by the contractor. Also, if specific OS is required to make it operational, same shall be provided by the vendor. All other necessary licenses shall be provided by the bidder. If bidder wish to provide appliance-based reporting instead software based all necessary requirement shall be considered by the bidder.	
		The management platform must have future provision of integration mechanism, preferably in the form of open APIs and/or standard interfaces, to enable events and log data to be shared with external network and security management applications, such as Security Information and Event Managers (SIEMs), and log management tools.	
7	Firewall Security Features	Firewall should scan for threats in both inbound and outbound and intra-zone traffic for malware.	
		Firewall must support Proxy-less and non-buffering inspection technology for DPI scanning without introducing file and stream size limitations.	
		Firewall must have integrated IPS shall be able to scan packet payloads for vulnerabilities and exploits, covering a broad spectrum of attacks and vulnerabilities.	
		Should protect against DDoS/DoS attack through UDP/ICMP flood protection and connection rate limiting.	
		Should have facility to block the URL's based on categories, granular control like	

		Allow/Block, Bandwidth Management	
		shall be able to configure traffic shaping on a per policy basis for specific application / Specific networks and should be able to define maximum bandwidth per policy.	
		Should support deep packet SSL to decrypt HTTPS traffic for scanning(IPS, Gateway Antivirus, Content Filtering, Application control) transparently for future requirement and then re-encrypt and send to destination if no threat found.	
		The firewall must support cloud / appliance based Sandbox technology and OEM must have own Advanced Threat Protection solutions.	
		The cloud or appliance Sandbox should have technology that detects and blocks malware that does not exhibit any malicious behaviour and hides its weaponry via encryption. Should detect and block mass-market, zero-day threats and unknown malware.	
		The Firewall should have the capability to block/prevent from Side Channel attacks	
		Should support both for analysis of a broad range of file types, either individually or as a group, including executable programs (PE), DLL, PDFs, MS Office documents, archives, JAR, and APK plus multiple operating systems including Windows, Android, Mac OS X and multi-browser environments.	
		Should have ability to prevent potentially malicious files from entering the network and those files sent to the sandbox for analysis to be held at the gateway until a verdict is determined.	
		Should support min 60 millions AV signatures and 3500+ Application Signatures from day one.	
9	Visibility and Monitoring	Should provide real-time monitoring and visualization provides a graphical representation of top applications , top address, top users and intrusion by sessions for granular insight into traffic across the network.	
		The system should provide GUI panels and actionable, system status, system usage, network interface status, security services status.	
		Solution should have real-time visibility of infected hosts, critical attacks, encrypted traffic information & observed threats.	
10	Management & Reporting Feature	The management platform must be accessible via a web-based interface and without any additional client software	
		Firewall should support management via Cli, SSH ,GUI and support for SNMPv2/3.	

		The solution should have configurable options to send the alert emails based on event type & reports as a mail to the designated email address	
		The solution should support Real-time risk monitoring and analysis of all network and user traffic that passes through the firewall ecosystem	
		The solution should support on prem & Cloud-based configuration backup.	
		The solution should support IPFIX or NetFlow protocols for real-time and historical monitoring and reporting	
11	License and other parameters	Proposed Solution should support 24x7 telephone, email and web-based technical support.	
		Manufacturer's warranty should be mentioned minimum 03 (three) years warranty including all services like GAV, IPS, Antispyware or antimalware, CFS, Application control, BoT protection, Advance Threat Protection, Patch & Firmware upgrade.	
Other Terms & Conditions			
1		Supply, Installation, Integration, testing commissioning and training as per site requirements shall be done by the bidder.	
2		The product shall comply minimum 30% and Above Local content or higher.	
3		Certificate of authorization (MAF) for this bid must be submit with bid. Bidders need to submit MAF from respective OEM is mandatory, otherwise authority should have right to cancel the Bidder.	
4		The bidder should be ISO certified organization.	
5		The bidder should have their registered office in eastern India to ensure immediate support during downtime.	
6		OEM should have scored minimum 97% in Exploit Block rate in the last NSS Lab report for NGFW (2019)	
7		The Firewall OEM must be ICSA Lab certified for Network Firewall, Anti-virus and ATD and should have detection rate of 99% or higher.	
8		The proposed appliance should come from firewall appliance family which has ICSA labs certification/NSS/NDP/ Indian Standard, IC3S/Common Criteria and should be TEC certified.	
9		OEM should have TAC and R&D Center in INDIA with a Tollfree number.	
10		During Technical evaluations or Prior to Price bid open, Bidder need to do 7-15 Days POC if asked; POC will be at our premises and during POC if found product is not complying with mentioned requirement than authorities has the right to reject the bid during technical evaluations.	

Project feasibility compliance report must be submitted by the firm after doing the site survey and getting proper knowledge of all the physical and infrastructural resources available in the project site. The firm should submit the report as "**Annexure-I**" along with the bid.

"Annexure-I"
(Document to be submitted in Company letter Head Only)

Site Survey Report for Supply and Installation of Campus LAN (Boys Hostel & Girls Hostel & Bhasha Bhavan) at the University of Gour Banga, Malda, West Bengal, India

To
The Convener,
Tender & Purchase Committee
University of Gour Banga, Malda – 732103

Sub: Project feasibility study and Compliance Report after visit the site at University of Gour Banga, Malda, West Bengal, for the tender notice & Reference Number: Ref. No.: 535/UGB/DR-24 dated: 03.12.2024 for **Supply and Installation of Campus LAN (Boys' Hostel & Girls' Hostel & Bhasha Bhavan) at the University of Gour Banga, Malda, West Bengal, India**

Dear Sir,

This is to inform you that we have visited the project site on dated and we confirm that all the physical and infrastructural resources which are available in the project site are compiled for this project.

We confirm that all the tools and technical recourses which are required to complete the projects should be provides by the firm itself with its own expenses.

Name of the firm: Authorized Signatory
University of Gour Banga, Malda, West Bengal,
India

Name of the Representative:

Mobile No: Signature and stamp & Date
Email-Id:

Date:
Signature and stamp:

Copy to: The Registrar (Addl. Charge), University of Gour Banga, Malda.

Date & Time Schedule:

Sl. No.	Particulars	DateandTime
1	Date of uploading of NIT Tender Documents (online)	03.12.2024
2	Tender Document sale /download start date and time (online).	03.12.2024
3	Start Date of Bid Submission (Technical and Financial) (online).	03.12.2024
4	Closing date and time of sale/download of Tender Document (online).	24.12.2024
5	Closing date of Bid submission (Technical and Financial) (online).	24.12.2024
6	Date and time of opening of Technical Proposals (online).	26.12.2024
7	Date and time of submitting sample of paper in Sealed envelope with mentioning full details of every bidder. (Submission of sample is the prime factor of consideration during technical scrutiny.)	24.12.2024
8	Date and time of uploading of list of Technical qualified bidders (online).	To be notified later on.
9	Date and time of opening of Financial Proposals (online).	To be notified later on.

NOTE: Any complain / grievance will have to submit in writing only before the date & time of opening of tender / tenders. No complain / grievance will be entertained after opening of this / these tenders.

TERMS & CONDITIONS:

1. Intending bidders have to download the tender document from the website directly by the help of Digital Signature Certificate & cost of tender document, if any, may be remitted through Demand Draft only issued from any nationalized bank in favour of University of Gour Banga, payable at Malda & same may be documented along with earnest money through e-Filling. No interest shall be paid on EMD.
2. During Online submission of Bid only scan copy of EMD (Earnest Money Deposit) should be submitted. Only successful L1 Bidder will have to submit the EMD in original (same as submitted during online bidding) to the office of the Deputy Registrar and Convener, Tender and Purchase Committee, University of Gour Banga, Malda. However, the University will not be held responsible for late delivery or loss of the DD so mailed through post/courier. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website <https://etender.wb.nic.in> Tender documents may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in (Date & Time Schedule).
3. EMD –A sum of Rs. 3,00,000/- (Rupees Three Lakh Only) in the form of CTS Demand Draft from any Nationalized Bank in favour of ‘University of Gour Banga’ payable at ‘Malda’ is to be attached/uploaded with the tender documents as earnest money deposit, failing which the tender/quotation will be treated as cancelled. MSMEs registered in West Bengal are exempted from submission of EMD as per Finance Department, GoWB Notification 10500-F dated 19/11/2004, but their selection would be subject to the provisions of Notification No. 6142-F(Y) dated 10/10/2017 of the Finance Department, Government of West Bengal.
4. The tender is liable to be rejected if OEM Authorization is not given there-in, or if the particulars and data (if any) asked for.
5. Payments will be made on account pay in cheque on the basis of on finished work.
6. Taxes shall be deducted as per Govt. norms.
7. Documents like PAN, GST and Trade License are to be submitted with the tender paper.
8. The University of Gour Banga reserves the right to amend or cancel the scope of the work as well as to modify the terms and conditions of the tender.

9. The number of items may increase or decrease by the demand/decision of the authority of University.
10. Damage to goods or any other loss due to accident etc. during transit shall be the responsibility of the supplier.
11. The Bidder should have their registered office in West Bengal.
12. Time of delivery shall be reckoned before 60 (Sixty) days from the date of receipt of work order.
13. Bidder should be submitted OEM Authorized Letter. Without OEM Authorized Letter Tender will be treated as cancelled.
14. Warranty period will be considered as provided by the manufacturer.
15. Price shall be quoted in Indian Rupees (INR) inclusive of all taxes, installation & delivery Charges.
16. Tools and tackles for any installation work as required shall have to be arranged by the agency at their own cost.
17. Agency shall maintain & comply with all standard/relevant safety norms and measures at their own cost during installation of such equipment.
18. Recommendation of payment will be done only after successful delivery & installation of the equipment/materials.
19. University authority has the liberty to take administrative/legal steps as deem fit against the successful bidder at their discretion if the warranty/guarantee/services are not provided properly and in time by the agency/service provider. For any discrepancies, decision taken by the University of Gour Banga is final and binding.
20. No Conditional /Incomplete Tender will be accepted under any circumstances.
21. During scrutiny in the Technical Bid, if it is come to the notice to the tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, then the tenderer/bidder will not be allowed to participate in the tender and that application will be rejected without any prejudice.
22. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufactured or false, in that case, work order will not be issued in favour of the tenderer under any circumstances and the earnest money will be forfeited duly without any prejudice.
23. Bidders should upload their documents from the original copies. Uploaded copies which are not clearly visible will not be accepted.
24. For a particular work, in 2nd Call, Bona fide outsider Bidders may be allowed to participate along with other categories if that tender in 1st call cannot be finalized due to shortage of successful bidders.
25. Estimated Cost – Rs. 1.75 Crore (Including of all taxes).

INSTRUCTION TO BIDDERS:

1. General guidance for e-Tendering:

Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

2. Registration of Bidder:

Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in> (the web portal of public works department) the contractor is to click on the link fore-Tendering site as given on the web portal.

3. Digital Signature certificate (DSC):

Each bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC).

4. Downloading of Tender Documents:

The Bidders can search & download NIT & Tender Documents electronically from computer once the Bidders log on to the website mentioned in Clause 2 using the Digital Signature Certificate.

5. Participation in more than one work:

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

6. Submission of Tenders:

General process of submission - Tenders are to be submitted through online the web site stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & one in the Financial Proposal, before the prescribed date & time using the Digital Signature Certificate (DSC). Digitally Signed virus scanned copies of the documents are to be uploaded. The documents must be encrypted (transformed in to non readable formats).

a. Technical proposal:

The Technical proposal should contain scanned copies of the following further two covers (folders).

b. Statutory Cover Containing:

- i. Prequalification Application.
- ii. Demand Draft towards earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of the University of Gour Banga, payable at Malda.
- iii. Certificate of revolving line of credit by the Bank (if required).

c. Non-statutory Cover Containing:

- i. Professional Tax (PT), deposit receipt Challan, Pan Card, IT Return (for last three F.Y.), GST Registration Certificate and updated GST Return.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm/ Article of Association & Memorandum, if any.
- iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- v. Tax Audited Report along with Balance Sheet & Profit & Loss A/c for the last three years, (year just preceding the current Financial Year will be considered as year – 1).
- vi. Credential documents within last 3 (three) years from date of issue of NIT.

THE ABOVE STATED NON-STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER:

Click the check boxes beside the necessary documents in the My Document list and then click the tab “Submit Non-Statutory Documents” to send the selected documents to Non-Statutory Folder. Next Click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

Sl. No.	Category	Sub-Category Description	Details
1.	CERTIFICATES	CERTIFICATES	1. GST Registration Certificate & Acknowledgement. 2. PAN,I. Tax Return (for last three F.Y .P. Tax (Challan And Number, Current FY).
2.	COMPANYDETAILS	COMPANYDETAILS	1. Proprietorship Firm (Trade License). 2. Partnership Firm (Partnership Deed, Trade

			License). 3. Ltd. Company (Incorporation certificate, Trade License). 4. Co-operative Society (Society Registration copy, Renewal copy, NOC from ARCS, Upto date meeting resolution copy. 5. Power of Attorney.
3.	CREDENTIAL	CREDENTIAL-1 CREDENTIAL-2	
4.	P/L AND BALANCE SHEET	P/L AND BALANCE SHEET (Last 3(Three) Financial Year)	
5.	MANPOWER	TECHNICALPERSONNEL	

d. Financial proposal

- i. The financial proposal should contain the following documents in one cover (folder)
 - i.e. Bill of quantities (BOQ) the contract or is to quote the amount.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the Bidders.

7. Rejection of Bid:

The University of Gour Banga reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders.

8. Award of Contract :

The Bidder, whose Bid has been accepted will be notified by the University of Gour Banga through acceptance letter/ Letter of Acceptance / Work Order. The notification of award will constitute the formation of the Contract.

The Agreement will incorporate all agreements between the University of Gour Banga and the successful Bidder. All the tender documents including NIT & B.O.Q. will be the part of the Contract Document.

#NOTE: Successful bidders (i.e. L1 bidders) are requested to submit self- attested hard copies of all documents submitted during bidding.

GUIDELINES TO THE TENDERER

Instruction / guidelines for the tenderer for Electronic Submission of the tenders online: -

1. Registration of the Contractor/Bidders:

- a. Any Bidder willing to participate in the processes of e-Tendering is required to log on to <https://etender.wb.nic.in> with user ID (a valid e-mail ID with password) for enrolment and registration. The Bidders are to click on the link for e-Tendering site as given on the web portal.
- b. The registration page would appear where the contractor is to fill up the details asked for regarding basic organization information in that page.
- c. Upon submission of such details online, registration would be done.

2. Obtaining Digital Signature Certificate (DSC):

- a. A Digital Signature is not a digitized form of signature. It is rather an identity proof for the tenderer, who is tendering electronically online, this may be used is the name

of Authorized Representative of the Organization (Firm). It is stored in and given as a USB e-token.

- b. Class-III Digital Signature Certificate can be procured from the approved Certifying Authorities recognized the Controller of Certifying Authorities, Government of India on payment of requisite amount.
- c. The contractor/Bidders is again required to log on with the user ID and password to register the Digital Signature Certificate (DSC) without which he can not participate in e-Tendering. Once registered, this DSC can be used for participating in any e-Tendering.

3. Uploading documents:

- a. The tenderer is to log in with Digital Signature Certificate (DSC), e-token password to upload scanned copies of various documents, as sought for in the NIT. This can be saved, edited and even deleted, if necessary, by the tenderers.

4. Downloading Tender Documents:

- a. By tender search, (by value, by location, and by classification) or from latest tender, the tenderer may download and view details of tenders after clicking on serial number.
- b. Such downloaded documents can be saved in computer as well.
- c. After downloading documents and before submission of tender online, it is to be ensured that the documents have properly been filled up and necessary scanned documents have been uploaded, virus scanned and digitally signed.

5. Tender Submission:

- a. The Tenderer is to read the NIT carefully.
- b. All corrigendum, addendum to the original NIT is to be considered as part of NIT.
- c. Each tenderer can submit tender for maximum 1 serial (package) in any particular NIT, but such tenders will be considered subject to fulfilment of credential criteria and financial capability to be assessed by the Tender & Purchase Committee (TEC).
- d. The Tenderer is to use log in ID and password, followed by Digital Signature Certificate and to give e-token password to search the tender(s) he wants to participate from “Search Active Tenders”.
- e. The selected tender may be added firstly in “My favorite” and then “My Tender” A message would appear that the tender has been set as favorite.
- f. The Tenderer is required to click “View” to submit tender.
- g. The Tenderer is to further click “I agree” and “Submit”, before opting for offline payment for cost of tender paper and Earnest Money Deposit (wherever applicable).
- h. Earnest Money Deposit (wherever applicable) are to be paid through Demand Draft (DD) or as may be prescribed, details of which are to be filed up subsequently for online information.
- i. Synopsis of credential in prescribed format and other documents as may be required are to be entered, verified, encrypted (transformation into non readable format) and uploaded.
- j. Financial Folder containing the Bill of Quantities (BOQ) for offering the rate for execution of works is to be submitted next online, by uploading scanned copies duly encrypted.
- k. Before freezing the submission, changes may be made, but these cannot be done after freezing.
- l. Technical and Financial Bids, both are to be submitted concurrently online, positively before the prescribed date and time of tender submission.

Sd/-
The Convener,
Tender & Purchase Committee
University of Gour Banga, Malda – 732103