

**OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs)
TIS HAZARI COURTS: DELHI**

E-TENDER NOTICE

Tender ID No. 2015_DDC_ 84582_1

E-tender invited from eligible firms of repute with past experience in the same field and sound financial capability for providing 3G Wi-fi Data Card (Dongle) upgradable/compatible to upcoming 4G facility with special usage plans for use of Judicial Officers of Delhi District Courts.

DESCRIPTION OF REQUIREMENTS:

1. The Office of District & Sessions Judge (HQs), Tis Hazari Courts, Delhi requires high speed 3G Wi-fi USB Data Cards with unlimited 3G postpaid plans upgradable/compatible with the upcoming 4G facility.
2. The successful bidder/Vendor shall offer/provide or undertake to provide the upcoming 4G facility.
3. The monthly data plan should have minimum download of 5 GB data as per the best offered speed without any speed downgrade and thereafter unlimited download on normal speed.
4. Bidder should provide an activated dongle for demonstration on the date of opening of bids for evaluation till the opening of financial bid.
5. Technical specifications of the data Cards be specified along with its brochure.
6. Data Card Dongle should be plug & play on all variants of UBUNTU LINUX (12.04 & above), Red Hat Enterprise Linux (3.5 and above), Windows (XP and above) and Macintosh (Mac OS X and above) Operating Systems.

EMD: Rs. 10,000/- (Rupees Ten Thousands only)

Date of online Submission of Tender	:	25-06-15 to 17-07-2015 (4.00 PM)
Last date for submission of EMD (at Tis Hazari Courts)	:	17-7-2015 (4.00 PM)
Opening of the Technical Bid (at Tis Hazari Courts)	:	17-7-2015 (4.00 PM)
Opening of the Financial Bid (at Tis Hazari Courts)	:	23-7-2015 (4.00 PM)

The tender should be submitted ONLY ONLINE at <https://govtprocurement.delhi.govt.in> through Delhi Govt. e- Procurement System after going through the terms and conditions available over there.

(MANOJ JAIN)
Addl. District & Sessions Judge/Chairman
Centralized Computer Committee,
Tis Hazari Court, Delhi

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TIS HAZARI COURTS: DELHI**

TENDER EVALUATION

The evaluation of the tender involves two stages scrutiny:

- (a) Technical Bid
- (b) Financial Bid

TECHNICAL BID

The following documents to be submitted by the bidder:

Earnest money of Rs. 10,000/- (Rupees Ten Thousand only) in the form of Demand Draft/ Bankers Cheque from a Nationalized Bank in the name of District & Sessions Judge (HQs), Delhi along with the copies of documents submitted online.

The following documents be submitted by the bidder online

- I. Scanned copy of EMD as mentioned above.
- II. Scanned copy of Certificate regarding non-depositing of EMD and registration status etc., if exemption is claimed.
- III. Undertaking qua the compliance of all relevant Telecom Regulatory Authority of India (TRAI).
- IV. Scanned copy of PAN.
- V. Scanned copy of filing of VAT return for the latest assessment year.
- VI. Scanned copy of acceptance of Terms and Conditions of NIT in the given format as Annexure-A.
- VII. Scanned copy of Service Tax Registration.
- VIII. Income Tax Return for financial year 2012-13, 2013-14 & 2014-15.
- IX. Scanned copy of past performances.
- X. Scanned copy of "Non-black listing certificate".
- XI. Scanned copy of current Sales Tax/VAT/Service Tax clearance certificate duly attested by Gazetted officer.
- XII. Scanned copy of satisfactorily executed supplies/similar projects in the past.

NOTE:

- 1. Only those firms who fulfill the conditions mentioned in checklist (Annexure-B) above shall be eligible for consideration in the next stage i.e financial bid.
- 2. The bidder should submit these documents as NSD (Non Sensitive Documents) from my space column provided to the bidder.

FINANCIAL BID

- i) Financial bid of only those firms will be opened which qualify in Technical bid.
- ii) Rates should be quoted in Indian Currency.

Applicant firms should follow the instructions strictly. Applications not found in order, are liable to be rejected. It may be noted that no representation will be entertained in this regard by this office.

(MANOJ JAIN)
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Tis Hazari Court, Delhi

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Instructions to the bidder

1. The tender should be submitted online along with scanned copy of documents which are submitted along with physical bid. The documents submitted in physical bid should be neatly typed (preferably computer generated) and free from over writing/cutting, Correcting fluid should not be used in any case. Alterations unless legibly attested by the bidder shall disqualify the bid. All the documents shall be serially numbered and signed by the bidder.
2. The bidder interested in participating in e-tender should have registration on e-procurement portal in Delhi Government and class II B digital certificate/signatures. For registration on e-procurement site, bidder may contact e-procurement help desk at 6 th Floor, C- Wing, Vikas Bhavan-II, (Near Metcalfe House), Civil Lines, Delhi-110054. **Tel : 011-23813523** (Monday - Friday, 09:30 AM to 06:00 PM)
3. The Physical (EMD) along with Copies of uploaded documents on e-procurement site be put only in tender box kept in the custody of the Administrative Officer (Judicial), Computer Branch, Room No. 232, Second floor, Tis Hazari Courts, Delhi (Ph. 011-23926867) up to 4.00 p.m. on or before 17/07/2015.
4. The envelope containing EMD must be superscripted with name/subject of Tender.
5. Rate should be quoted online in e-tender excluding applicable taxes/VAT etc.

The technical and financial terms and conditions shall be as follows:

1. Earnest money of Rs. 10,000/-(Rupees Thousand Only) would be submitted in form of Bank Draft drawn in favour of The District & Sessions Judge (HQs) Delhi. Cash and Cheque will not be accepted. No interest shall accrue on this amount. Quotations received without earnest money shall summarily be rejected without assigning any reason thereof and no bidder shall have any right to represent against it, even if, his quotations happen to be the lowest. The earnest money shall be forfeited, if the bidder fails to abide by the rules of the tender/terms of the contract.
2. The complete quotations to be submitted only in the tender box placed in Room No.232, Computer Branch, Tis Hazari Courts, Delhi on or before 17/07/2015 by 4:00PM, which will be opened on the same day or as decided by the Committee in the presence of all Service Providers.
3. Sealed quotations for Data Cards mentioning the below mentioned parameter/descriptions:
 - 3.1 The Office of District & Sessions Judge (HQs), Tis Hazari Courts, Delhi requires high speed 3G Wi-fi Data Card (Dongle) with unlimited postpaid plan upgradable/compatible with 4G facilities.
 - 3.2 Bidder will ensure in writing that they will submit a dedicated Phone number for complaint redressal.
 - 3.3 Minimum and Maximum speed of data transfer (Download and Upload) must be mentioned in the Technical Bid.
 - 3.4 The speed would be assessed by the office using best software tool available on internet. Bidder would not be permitted to raise any objection in this regard.
 - 3.5 The monthly data plan should have minimum download limit of 5 GB data as per the best offered speed without any speed downgrade and thereafter unlimited download at normal speed.
 - 3.6 Bidder should provide an activated dongle for demonstration on the date of opening of bids for evaluation till the opening of financial bid.
 - 3.7 Technical specifications of the data cards be specified along with brochure.
 - 3.8 Data Card Dongle should be plug & play on all variants of UBUNTU LINUX (12.04 & above), Red Hat Enterprise Linux (3.5 and above), Windows (XP and above) and Macintosh (Mac OS X and above) Operating Systems.

- 3.9 Such Data Card should have provision of creating its own Wi-fi zone by connecting into any USB Port/Electric Point. It should be able to connect multiple devices without any compromise on speed.

TERMS & CONDITIONS

1. The bidder has to provide authorization letter from the service provider company to the extent that their firm has been authorized to participate in the tender/bid.
2. The quoted tender for 3G HSDPA Wi-fi Data Cards should be certified from GCF (GSM Certification Forum) and bidder has to submit the certificate to this effect issued by an accredited lab for these data cards.
3. The service provider/bidder is bound to abide by all the decisions/regulations/norms laid down by the TRAI or any other competent authority and the department is no way responsible for any non compliance/violation in any case. The data cards (wi-fi Card Dongles) shall be provided free of cost to the Office of the District & Sessions Judge (HQs), Delhi and would remain the property of Office of the Ld. District & Sessions Judge (HQs) even after the expiry of contract.
4. The successful bidder shall arrange for any software/hardware required for satisfactory execution of work. However, the Data Card provided should be strictly plug and play.
5. The department reserves the right to switch to another better data plan which comes into existence within the contract period with the same value offered in the contract.
6. The Data Cards Dongles are meant for data uses only. Bidder shall ensure that no voice charges, SMS(s) charges or any other value added service charges are included in the bills generated and in nutshell no additional amount will be paid for any services other than data usage.
7. Any revision of rates during period of contract shall be done with mutual consent between the successful Vendor and O/o District & Sessions Judge(HQs), as under :
 - 7.1 in case of Increase of Cost / Rates during period of Rate Contract Only in event of new tariff and / or directives being notified by the Government of India during the period of contract & that it exceeds at least by 10 % of the contract rate.
 - 7.2 in case of new notification, directives and guidelines issued by Government of India regarding lowering of tariff or applicable rates, the notified rates or rate contract rate, whichever is lower shall be applicable.
8. No change in plan/services should be made by the vendor without prior permission of the department.
9. Vendor shall have to arrange an Engineer to rectify the complaint in regard to non-working of Data Card Dongle at all District Courts Complexes as well as at the residential offices of Judicial Officers as and when directed to do so.
10. If any of the dongle become faulty within the contract period, the Vendor has to arrange for repair/ replacement of the data cards within 03 (three) working days from the date of lodging of complaint or providing of information failing which penalty of Rs.500/- per additional day shall be imposed.
11. If any of the dongle gets faulty due to network/software problem, Vendor has to arrange an Engineer to check the same within next 24 working hours from the date of lodging of complaint failing which penalty of Rs.200/- per day shall be imposed.
12. The services to any of the Data Card should not be withdrawn without prior permission of the department.
13. In case of Superannuation/Voluntary Retirement/Death/Termination /Suspension of Judicial Officer, the Data Card will remain the property of this office and the services should not be disconnected without the permission of the Department.
14. Billing Cycle of bills/charges should be monthly, ending on the last day of the month and bills should be raised at the end of the billing cycle with due date of at least 15 days from the date of receipt of bills.
15. In case of any delay in payments due to un-avoidable circumstances, the services should not be discontinued.
16. No Locking Period should be imposed by the vendors on the Office District & Sessions Judge (HQs), Delhi.

17. After awarding the contract, the vendor shall not have any right to make any change in the existing/approved Bill Plan without prior permission of this office.
18. The bidder shall not impose any hidden charges (which are beyond the contract agreement) after awarding of the contract.
19. The bidder should provide/ensure good connectivity in Delhi and NCR Region.
20. In case the services, speed and network connectivity provided by the successful bidder is not found up to the mark or not as per the contract agreement then this office reserves the right to terminate the contract and/or to make deduction (in full or part, as the case may be) from the pending/outstanding bills. The decision of this office will be final in this regard.
21. The Bidder should not be blacklisted by any Govt. Department/Semi Govt. and in case, any proof of black listing is found against the bidder at any time, the whole claim/bills as decided by this office may be forfeited without assigning any reason. Certificate regarding non-blacklisting should be submitted
22. Data Card should also be compatible/ upgradable with the upcoming 4G facility.
23. If 4G facility comes into existence, then the successful Vendor/Vendor is bound to offer/provide the same..
24. This office reserves right to go/opt for any other Vendor after the completion of expiry of contract.
25. Once the data card given to this office for demonstration then the same will not be allowed to be replaced during the demonstration period at any cost. Technical evaluation would be based on the data card provided for demonstration.
26. Bidder should have to mention the complete specifications of Data Card for which they are filling the EOI form.
27. Such Data Card should have provision of creating its own Wi-fi zone by connecting into any USB Port/Electric Point. It should be able to connect multiple devices without any compromise on speed.
28. No escalation of prices shall be permitted on any ground except as hereinbefore mentioned.
29. The Vendor will not have any legal right to proceed against Department in the event of late payment due to unforeseen reason/s.
30. Any payment made in excess shall be refunded by the vendor to Department immediately on demand.

PAYMENT

1. **The payment shall be made on** monthly basis **on the satisfaction of the department.**
2. No advance payment will be made in any case.
3. The payment will be released in 15 days from receipt of monthly bills (after deducting penalty, if any) and on satisfactory rendering of services.
4. The payment will be made after proper deduction of TDS and other taxes as per prevailing rule/rates.
5. Any payment made in excess shall be refunded by the Company to the Department.
6. The service provider will not have any legal right to proceed against Department in the event of late payment due to unforeseen reason/s.
7. No escalation of prices shall be permitted on any ground.
8. Enhancement or decrease/increase of taxes, duties or prices etc., will not affect the ARC rates during entire period of the contract. No difference shall be paid or claimed as a result of the above.

DISPUTE SETTLEMENT

1. In the event of any dispute the decision of this department would be final, binding and conclusive upon the vendor for all intents and purposes. The disputes and differences arising from this contract be referred to the sole arbitrator appointed by the District & Sessions Judge (HQs), Delhi and be decided in accordance with Arbitration and Conciliation Act, 1996.
2. In case of disputes, Delhi courts alone will have the jurisdiction. The venue for arbitration will be Delhi.

Note: **No attempt be made to meet any Chairman/ Member of the Committee to influence their decision.**

The acceptance to the terms & conditions of the tender should be given in the format as per Annexure A.

(MANOJ JAIN)
Addl. District & Sessions Judge/Chairman
Centralized Computer Committee,
Tis Hazari Court, Delhi

**OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs)
TIS HAZARI COURTS: DELHI**

Annexure A

Acceptance of Terms & Conditions

1. All terms & Conditions of NIT are acceptable to me/us. I/We bound myself/our self so abide by the same.
2. I/We hereby certify that I/we have gone through the terms & conditions and undertake to comply with the same

Signature of owner/partner

With address & telephone and seal of the firm & date

Witnesses:

**OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs)
TIS HAZARI COURTS: DELHI**

Annexure- B

Technical Evaluation Checklist

1. The Data Card/Device is working as plug and Operating on all versions of Linux / Windows / Ubuntu / Android OS without any additional patch install – **Yes/No**
2. Facility to broadcast wi-fi - **Yes/No**
3. Facility to check the usage - **Yes/No**
4. Minimum and maximum speed offered/provided mentioned- **Yes/No**
5. Whether the device given for demonstration also showing/giving same speed. **Yes/No**
6. Speed as quoted in the Technical Bid - **Yes/No**
7. Speed is equal in Wifi and Plugged in mode – **Yes/No**
8. Submitted a dedicated Phone number for redressal of complaint – **Yes/No**
9. Submitted Scanned copy of EMD as mentioned above – **Yes/No**
10. Submitted Scanned copy of Certificate regarding non-depositing of EMD and registration status etc., if exemption is claimed - **Yes/No**
11. Submitted Undertaking qua the compliance of all relevant Telecom Regulatory Authority of India (TRAI) - **Yes/No**
12. Submitted Scanned copy of PAN - **Yes/No**
13. Submitted Scanned copy of filing of VAT return for the latest assessment year - **Yes/No**
14. Submitted Scanned copy of acceptance of Terms and Conditions of NIT in the given format as Annexure-I - **Yes/No**
15. Submitted Scanned copy of Service Tax Registration - **Yes/No**
16. Submitted Income Tax Return of financial year 2012-13, 2013-14 & 2014-15 - **Yes/No**
17. Submitted Scanned copy of past performances - **Yes/No**
18. Submitted Scanned copy of “Non-black listing certificate” - **Yes/No**
19. Documents submitted to show past experience in the field – **Yes/No**
20. Submitted Scanned copy of current Sales Tax/VAT/Service Tax clearance certificate duly attested by Gazetted officer - **Yes/No**
21. Submitted Scanned copy of satisfactorily executed supplies/similar projects in the past - **Yes/No**

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Annexure- C

(PRICE BID FORMAT)

The Chairman,
Centralized Computer Committee,
Computer Branch, Room No. 232,
IInd Floor, Tis Hazari Court Complex,
Delhi-110054

Tender Name: High Speed 3G Wi-Fi Data Card Dongle with unlimited 3G postpaid plans upgradable/compatible with the upcoming 4G facility & Services.

Tender No: Comp./IT/Data Card/2015/Tenders/3

**Tender is invited on L-1 basis
(on the basis of actual rates/price quoted without any tax/VAT etc.)**

(All the applicable Taxes levied by the Government would be payable by the office)

Price Bid Format for High Speed 3G Wi-Fi Data Card Dongle with unlimited 3G postpaid plans upgradable/compatible with the upcoming 4G facility & Services

Particulars of bid items	Total expenditure per month (exclusive of all applicable taxes) for single Data Card (in Rs.)
Unlimited monthly Plan with 3G Speed up to 21 Mbps for first 5 GB data download and thereafter normal speed for subsequent unlimited usage during the month. (including free 3G wi-fi device having provision of multiple connectivity).	

Signature of the Bidder

Date: _____

TENDER EVALUATION:

1. Totals / Gross total of prices should be indicated both in words as well as in Figures. If there is any difference between prices quoted in words and Figures or if there is any other price discrepancy, values in words will be considered for Evaluation or ordering.
2. The submitted offer should be valid for 90 days from the date of tender opening.