



M.P. MADHYA KSHETRA VIDYUT VITARAN CO. LTD.,
(A Wholly Owned Govt. of MP Undertaking)
NISHTHA PARISAR, BIJLI NAGAR GOVINDPURA, BHOPAL-462023
FAX- 0755-2589821 TEL. 0755-2601300 Ext. 501.
Website: www.madhyavitaran.nic.in
E-mail: erp@mpmkvvc.com

No.CMD/CZ/EE/ERP /1144
To.

Bhopal, Dt 04-01-2012

M/s

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Sub: - Enquiry for “2 Mbps leased line 1:1 on Optical Fiber Cable with Managed Enterprise Internet Services” at the Regional Office, Tradeco, Govindpura Bhopal.

1. Madhya Pradesh Madhya Kshetra Vidyut Vitaran Company Limited (MPMKVVCL) was incorporated as wholly owned Government Company on 31st May 2002, under the Companies Act 1956. The company undertakes the activities of distribution and retail supply in the areas covered by the Commissionaires of Bhopal, Hoshangabad, Gwalior and Chambal.
2. Sealed enquiries are invited for the “2 Mbps leased line 1:1 on Optical Fiber Cable with Managed Enterprise Internet Services” at the Regional Office, Tradeco, IInd Floor Data Centre, Nishtha Parisar, Govindpura, Bhopal for a period of one year, which may be extended to further 2 years on yearly basis, at the discretion of the Company.
3. The detail of works is given in **Annexure-1** .
4. **DELIVERY & INSTALLATION**
 - a. The work has to be executed within 15 days after the issue of order. Any delay in delivery beyond this period shall attract penalty as detailed in **Para-18**.
 - b. After installation and commissioning of Internet leased line, acceptance test shall be conducted by the service provider at the site in the presence of officials of MPMKVCL on pre intimated date. The service provider shall not be paid any extra charges for conducting the acceptance test.

5. Specific conditions are as below :

- i)** The quotation should be completed in all respect with relevant detailed technical proposal, specifications etc.
- ii)** The quotation should be typed or written in ink only. It should be clear and legible/visible.
- iii)** Any overwriting or cutting of rates and terms and conditions should be initialed otherwise the proposal can be rejected.
- iv)** Rates should be according to our specifications. No alternate offer should be mentioned. The proposal contrary to our specifications and shall be rejected.
- v)** The undersigned reserves the right to accept or reject any offer without assigning any reasons.
- vi)** The bidder should submit bidder's information as per **Annexure-2**.

6. ELIGIBILITY CRITERIA

- a. The bidder should have Class A ISP license.
- b. The bidder should have presence in Madhya Pradesh.
- c. The bidder shall have to enclose, relevant documents in support of above.

7. EARNEST MONEY

- a. The bidder is required to submit the earnest money of Rs. 2000/- through DD drawn in favor of Sr.AO (HOAU) MPMKVVCL Bhopal.
- b. No offer shall be accepted without Earnest Money Deposit.
- c. In case, the bidder fails to execute the order within the period stated in order, the EMD shall be forfeited.
- d. EMD of bidder on whom the order shall be placed shall be returned on acceptance of Security Deposit as mentioned in **Para-15**. EMD shall be returned to the un-successful bidders, as soon as possible, after the work order is placed. No interest shall be paid on EMD

8. VALIDITY OF BID

The offers shall be valid for 180 days. Validity of the offer shall be counted from the date of opening of the quotations.

9. DUE DATE & TIME FOR RECEIPT/ OPENING OF OFFERS

- a. The enquiry shall be available on Company website www.madhyavitaran.nic.in from 04-01-2012 to 19-01-2012. The same can also be obtained from the O/o The Joint Director (IT), Nishtha Parisar, Govindpura, MP MK VV Co. Ltd. Bhopal on all working days between 10.30 hrs. to 17.30 hrs only.

- b. Due date & time for receipt of offers **20-01-2012** up to **3.00 PM**,
- c. Date & time of opening of offers **20-01-2012** at **3.30 PM**.

Sealed offers should be delivered in the Tender Box/ Enquiry Box kept in the office of the Joint Director (IT), Nishtha Parisar, Govindpura, MP MK VV Co. Ltd. Bhopal on all working days between 10.30 hrs. to 17.30 hrs only. Nobody is authorized to receive or grant receipt for the offer delivered by hand.

10. SUBMISSION OF OFFER

The offer should be submitted in three (3) parts as detailed here under: -

- a. **Part-I** shall contain Earnest money.
- b. **Part-II** shall contain Techno-Commercial Questionnaire (**Annexure-3**) and other support documents.
- c. **Part-III** shall contain 'Price Bid' as per **Annexure-4**.

The three envelopes shall be sealed in one envelop. Enquiry no. and due date must be clearly mentioned on the top of right hand side of envelop as well as in Price Bid and should reach to O/o Joint Director (IT), Nishtha Parisar, Govindpura, MPMKVCL, Bhopal, on before stipulated date and time.

11. OPENING OF BID

The first envelope containing EMD shall be opened and after verification if found correct, second envelope containing Techno Commercial Questionnaire and other support documents, shall be opened on the due date and time, as notified in Para 9. After verifying, the third part i.e. Price Bid shall be opened on the same date in respect of eligible bidders i.e. bidders who have submitted **Earnest money, Annexure-2 and Annexure-3** and the documents in support of eligibility criteria as mentioned in Para 6.

12. PRICES :

- i) The quoted prices should be inclusive of all charges, all taxes like Sales Tax, Service Tax, VAT etc and any other duties and taxes applicable. However the taxes included must be mentioned separately in the Price Bid in the appropriate column.
- ii) The schedule of prices quoted in **Annexure-4** should be 'Firm', and for installation and commissioning of 2 Mbps Internet Leased Line 1:1 on Optical Fiber Cable at the Regional Office, TradeCo, IInd Floor Data Centre, Nishtha Parisar, Govindpura, Bhopal for a period of one year, and also for the extended period for which the Company has discretion to place extension order as mentioned in **Para-14**.
- iii) Sales Tax and Service Tax Registration number of the firm should be indicated in the offer.

- iv) All taxes and duties imposed subsequently by the Govt. on the services , the same shall be borne by the service provider.

13. PLACEMENT OF ORDER

MPMKVVCL reserves the right to place order to the bidder considering the lowest rates quoted among all bidders.

14. EXTENSION OF ORDER

- a. The order shall be placed initially for one year which can be further extended up to two years on yearly basis. The extension shall be at the discretion of MPMKVVCL only.
- b. The work order for other locations in Nishtha Parisar, Govindpura, Bhopal for similar work can also be placed on by the Company on the same rates, terms and conditions of this tender / work order.

15. SECURITY DEPOSIT / PERFORMANCE GUARANTEE

- a. On acceptance of offer, the bidder shall have to deposit an amount of 10% of the total value of the order, in the form of DD/BG of equal amount as Security Deposit. In case of BG, it should be issued by nationalized bank and valid for the period of Performance Guarantee i.e. two months beyond the period of expiry of order. In case of Demand Draft, it should be drawn in favour of Sr.A.O., HOAU, MPMKVVCL, Bhopal.
- b. The MPMKVVCL shall forfeit the Security Deposit in the event of non-execution or part execution of the order invoking the penalty clause.
- c. The Security Deposit shall be returned to the successful bidder only after due and faithful performance of order as per terms and conditions mentioned therein. No interest shall be paid.

16. TERMS OF PAYMENT

- a. The recurring charges shall be paid quarterly on completion of quarter.
- b. Service provider shall have to submit uptime/downtime reports and link utilization reports for each quarter along with the invoices to DGM(Tradeco), IInd Floor Data Centre, Nishtha Parisar, Govindpura, Bhopal for verification and passing of invoices.
- c. The DGM Tradco after verification of the invoices shall submit complete invoice file to JD(IT) for forwarding it to Sr. A.O. HOAU for payment.

17. SERVICE LEVEL PARAMETERS

- a. The service provider shall maintain latency ≤ 325 ms and packet drops less than 1% all the time. If any time latency or packet drop or both goes beyond permissible limits penalty as per **Penalty Clause 18 (f)** shall be payable by the service provider.

- b. The service provider shall have to maintain 99% uptime. Service provider shall submit uptime / downtime reports quarterly along with invoices. If the total uptime goes below 99% then Tradeco will impose a penalty as per the Table given below. Further, if uptime during any quarter is less than 80%, MPMKVVCL will not make any payment for that quarter.

Uptime	Penalty in % of total Quarterly payment
> 98 to < 99 %	5
> 96 to < 98 %	10
> 94 to < 96 %	15
> 80 to < 94 %	20
<80%	100

18. PENALTY

In case of delay in execution or non-execution of the order, the Tradeco, at its option shall impose: -

- a. Penalty @1 per cent per week of value of work order subject to maximum of 10 % of value of order shall be payable by the service provider. If the delay period is 1 day or part of a week then it will be treated as one full week.
- b. Cancel the work order with full liability on supplier,
- c. Forfeit the earnest money.
- d. Forfeit the Security deposit.
- e. The penalty indicated at (a) shall be in addition to that indicated at (c) and (d) in case of delay in execution or non-execution of the order.
- f. If service level parameters are not maintained then a penalty @Rs.500 shall be payable by the service provider for each such occurrence evidenced by snap shot indicating average latency and average packet drop figures obtained from **ping** command.

19. OFFICE INCHARGE OF THE WORK (OIC)

The OIC of the work shall be Dy. G.M (MP TradeCo), IIInd Floor, Data Centre, Nishtha Parisar, Govindpura, Bhopal.

20. ACCEPTANCE OF PART/ WHOLE BIDS RIGHTS THEREOF:

MP MK VV Co. Ltd. reserves the right to accept/reject wholly or partly any tender without assigning any reason whatsoever. No correspondence in this regard shall be entertained.

21. JURISDICTION

Any dispute or difference, if any, arising out of or in respect of this tender due to be settled exclusively at the order placement Bhopal or be Triable any competent court situated at the Bhopal. Unless stated specifically anything contrary it shall be deemed that you have agreed to all term and conditions mentioned in this tender enquiry and the same shall be binding on you.

- 22.** The bids should be submitted along with the Bidder Information Format (**Annexure-2**), acceptance of Techno-Commercial questionnaire (**Annexure-3**) and Price Bid (**Annexure-4**) duly filled and submission of relevant documents in support to eligibility criteria (**Para-6**).

Enclosures:

- i. Annexure-1 : Scope of work**
- ii. Annexure-2 : Bidder Information Format**
- iii. Annexure-3 : Techno-commercial Questionnaires**
- iv. Annexure-4 : Price Bid format**

**(Amit Gupta)
Dy.GM (IT-ERP)
MPMKVCo.Ltd. Bhopal**

Scope of work

S.No.	Description of item	Qty.	Remarks
1.	Two (2) Mbps Leased Line 1:1 on Optical Fiber Cable with Modem / MUX / Router with minimum 2 LAN IPs and 4 Static WAN IPs along with Managed Enterprise Internet Service including all hardware, software, installation and commissioning charges at Regional Office of Tradeco, Data Centre IInd floor, Nishtha Parisar, Govindpura, Bhopal for a period of one year.	1 No.	The rate quoted must be 'Firm' inclusive of all taxes, duties, service tax etc.

**(Amit Gupta)
Dy.GM (IT-ERP)
MPMKVCo.Ltd. Bhopal**

Annexure-2

Bidder Information Format

Supplier Name:

S. No.	Particulars	Details
(A)	General information	
1	Name of company	
2	Address	
3	Postal Code	
4	Phone Number	
5	Email Address & Fax	
6	Contact Person Name & Designation	
7	Year of Establishment	
8	Registration Number	
9	Type of Supplier(Manufacture /Tired/Production/Service Provider)	
10	Small/Medium/Large (As per Act)	
11	Electricity Services Consumer number of offices	
12	Electricity Services consumer number of Residences (GM/Director of the Bidder)	
13	Factory Location	
14	Installed company of Product manufactures	
(B)	Bank Related information	
15	Bank Name	
16	Branch Name with location pin code	
17	Account No.	
18	Account Name (current/Overdraft)	

19	Cancelled Cheque enclosed (yes/no)	
(C)	Tax Related information	
20	CST Registration Number	
21	Excise Registration Number	
22	LST Registration Number	
23	VAT Registration Number	
24	Service Tax Registration Number	
25	PAN Number	
26	TAN Number	
27	Income Tax Ward Number	
(D)	Financial Information	
28	Annual Turnover (2008-09) Rs. In Lac	
	Annual Turnover (2009-10) Rs. In Lac	
	Annual Turnover (2010-11) Rs. In Lac	
29	Profit & Loss (2008-09)	
	Profit & Loss (2009-10)	
	Profit & Loss (2010-11)	
30	Credit Facility as per bank Sanction letter	

Place :-

Date :-

**NAME & SIGNATURE OF BIDDER
WITH SEAL OF FIRM.**

Annexure-3

TECHNO-COMMERCIAL QUESTIONNAIRE

The bidders are requested to confirm acceptance of following terms and conditions:

S. No.	PARTICULARS	CONFIRM ACCEPTANCE (YES / NO)
1	VALIDITY (Para-8) Please indicate validity of your offer.	
2	TAXES & DUTIES (Para-12) Please Confirm that item prices quoted are inclusive of all Charges/Taxes / Duties.	
3	SECURITY DEPOSIT (Para-15) Whether agreeable to deposit security deposit @ 10 % value of order.	
4	PAYMENT CLAUSE (Para-16) Whether agreeable to Payment clause.	
5	SERVICE LEVEL PARAMETERS (Para-17) Whether agreeable to Service Level Parameter clause.	
6	PENALTY CLAUSE (Para-18) Whether agreeable to penalty clause.	
7	SALES TAX / COMMERCIAL TAX Please indicate your Sales tax no. i) MPCT No. ii) CST No. iii) Service Tax registration No.	

Place :-

Date :-

**NAME & SIGNATURE OF BIDDER
WITH SEAL OF FIRM.**

Annexure – 4
PRICE BID

S. No.	Description of item	Qty.	Annual Recurring Charges (Rs.)	Service Tax (Rs.)	Total Charges (Rs.) (Quoted Price)
1.	Two (2) Mbps Fiber Optic Leased Line 1:1 with Modem / MUX / Router with minimum 2 LAN IPs and 4 Static WAN IPs along with Managed Enterprise Internet Service including all hardware, software, installation and commissioning charges for a period of one year at the Regional Office, Tradeco, IInd Floor Data Centre, Nishtha Parisar, Govindpura, Bhopal.	1 No.			
	Total Amount -				

Total Amount (Quoted Price) in words – Rs. _____

Place :-

Date :-

NAME & SIGNATURE OF BIDDER
WITH SEAL OF FIRM.