

eNotice Inviting Tender (NIT)

**NIT No.: ICAT-OT-IT-AMC of Backup Software -2023-24-188
Manesar, 29th Feb 2024**

The Director, International Centre for Automotive Technology (ICAT), a division of National Automotive Board (NAB), Govt. of India, hereby invites techno-commercial bid for “**Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre-I & II, Manesar (Haryana)** as per following details:

Tender Activity Schedule

Job Description	Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre-I & II
Scope of Work/Services	As Per Annexure “B”
Eligibility Criteria	<p>Minimum Eligibility Criteria: The bidder whose bid meet the following eligibility criteria would only be considered</p> <ul style="list-style-type: none"> • Legal Valid Entity: The bidder shall be legal The bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company • Bidder should have a minimum experience of 3 years in software product & support. • Bidder shall have executed atleast 3 works w.r.t. Backup software (Bidder must attached signed copy of 3 work orders). • Tender form is not transferable. • Should should be comply with the complete scope of work
Evaluation Criteria	<p>It is mandatory for the bidder to comply with the complete technical requirement given in the bid document. In the event the bidder does not comply with the technical requirement, he shall be disqualified and any deviation proposed on technical requirement from the bidder end will not be considered at all. Disqualified bidders will not be eligible to make any claim. Those bidders who meet our technical requirements will be moved forward for financial evaluation. The order would be awarded to the L1 bidder among the technically qualified bidders.</p>
Payment Terms	100% Payment against submission of invoice
Liquidity Damages	The work/service should be complete strictly as per time limits specified in the work contract/agreement, failure to complete the work/service within the stipulated time will make you liable to an unconditional penalty of ½% (Half Percent) of the value of work per week subjected to a maximum of 10% (Ten Percent) of the work contract.
Bid Validity	1 Year

Delivery/Service Terms	For Up to ICAT Centre – I & II
Warranty Period	12 Months
Project Site	International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, HSIIDC, IMT Manesar, Gurgaon 122050 International Centre For Automotive Technology (Centre – 2), Plot No. 1, Sector M – 11, HSIIDC, IMT Manesar, Gurgaon 122050
Billing Address	International Centre For Automotive Technology (Centre – 1), Plot No. 26, Sector – 3, Near HSIIDC, IMT Manesar, Gurgaon 122050 GST No. 06AABAN9435G2ZI
Last Date of submission of Sealed Techno-Commercial Bid	Up to 1700 Hrs. on 21st March, 2024, at ICAT Centre – 1, Manesar, Gurgaon, India.
<ul style="list-style-type: none"> • Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23rd July 2020 https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf) • Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020 and as revised from time to time. https://dpiit.gov.in/sites/default/files/PPP%20MII%20Order%20dated%204th%20June%202020.pdf) 	
<p>Sealed Techno-Commercial Envelope should be marked with “Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre-I & II.”</p> <p>Interested suppliers/service providers who meet our requirements should submit no regret techno commercial proposal along with product catalogue in a <u>sealed envelope latest 21st March, 2024 by 17:00 Hrs.</u> at below given address</p> <p><i>To, The Purchase Department, International Centre For Automotive Technology Plot N. 26, Sector-3, HSIIDC, IMT Manesar Gurgaon 122050 (Haryana) Landline No. +91-124-4586166 (for official hours) Contact No. +91 9582360110 (available for non official hours)</i></p> <p><i>Note: ICAT reserves the right to reject/modify/cancel/ the tender or PO without assigning any reason thereof.</i></p>	

Annexure A

Proposal Invited for “Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre – I & II, Manesar (Haryana)

1. Instruction for Submission of Bids.

- Bidder need to drop their sealed bid in the Tender Box which is placed at ICAT Reception Office, subsequent to the entry by reception office/Gate Entry by the security supervisor in the Tender Register.
- Bid shall be properly sealed. Tender Reference No, Description of Tender must be mentioned on the top of the outer envelope. Alongwith above details bidders must mention their Company Name and their complete contact details along with mobile number on the top of the outer envelope.
- Bid need to be submitted on or before 1700 hours of the last date of bid submission i.e. **21st March, 2024.**
- If it is found that bid is not properly sealed or followed the above instruction then bids will not be accepted.

2. Eligibility Criteria:

- The bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company.
- Bidder should have a minimum experience of 3 years in software product & support.
- Bidder shall have executed atleast 3 works w.r.t. Backup software (Bidder must attached signed copy of 3 work orders).
- Bidder should be comply with the complete scope of work.
- Tender form is not transferable.
- **Note:-** If the fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.

3. Evaluation Criteria:

- Interested bidders must quote compulsorily for all the service/work as per Annexure B, else their bid will not be considered for futher processing and shall be liable for disqualification without further notice.
- **Billing:** All Bills and accompanying documents should be raised and submitted in original as per the payment terms, and should be accompanied by original copies of duly receipted/certified delivery challan/work progress or completion certificate, as applicable. No payment shall be released against any duplicate bills, work progress report or completion certificate or delivery challan. All applicable taxes such as GST, service tax, and works contract tax shall be mentioned separately in the invoice.
- ICAT reserve the right to reject any or all the tenders in part of full without assigning any reason thereof.
- **Proposal Validity Period:** Bids validity should be of at least **365** days from the last date of submission of Bids. Any Bid having validity lower than that specified above shall be rejected by ICAT as being nonresponsive. However, ICAT may request the Bidders to extend the Bid unconditionally beyond the Bid validity period up to an additional period of thirty (30) days without any modification and without giving any reason thereof. Conditional extension of bid validity shall not be accepted and ICAT reserves right to reject such bid/s and proceed with the bidding process with the remaining bidders.

ICAT Terms & Conditions

- **Warranty period:** 1 Year
- **Sealed techno commercial bid to be submitted with duly filled, signed and stamped tender document along with all forms and Annexure – B & C as per following guidelines:**
- **Contract Period:** 12 Months from the date of award of work.
- **Liquidity Damages/Penalty for Delay:** The work/service should be complete strictly as per time limits specified in the work contract/agreement, failure to complete the work/service within the stipulated time will make you liable to an unconditional penalty of ½% (Half Percent) of the value of work per week subjected to a maximum of 10% (Ten Percent) of the work contract.
- In the event of any dispute on this account, the decision of ICAT shall be final and binding on the Contractor/supplier.
- **Qualification Criteria:** The bidder whose bid meets the technical specification given above would only be considered (As per conditions mentioned in Evaluation Criteria).
- **Payment Term:** 100% Payment against submission of invoice.
- **Renewal of Software/Licence :** Within 10 days from the date of confirmed order.
- **Delivery/Service Terms:** For Up to ICAT Centre – I & II.
- **Proposal Validity Period:** Bids validity should be of 1 year.
- The bidders must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of preparation and submission of the Bid, must inspect the sites of the Works, acquaint himself with all local conditions, means of access to the sites, nature of the Works and all matters pertaining thereto.
- The bidder is required to sign each page of each part of this tender document for acceptance of terms and conditions and submit along with the bid.
- All other applicable statutory taxes i.e. TDS will be deducted at source.

International Centre for Automotive Technology (ICAT)

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India
Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: purchase@icat.in, Website

www.icat.in

Annexure-B

Technical Specifications and Scope of Services/Work

Technical Specification “Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre – I & II, Manesar (Haryana)

S. No.	Item/Service Descriptions	Qty	Unit
1	<p><u>Renewal of backup software “Retrospect” support & license for a period of one year:</u></p> <p>Annual maintenance support of backup software “Retrospect 15” multi server premium and single server premium 12.6.1. Including time to time version update, restoration of data from backup as and when required. Total no of users in ICAT is 500. Support to be provided by vendor at both Manesar centres of ICAT</p>	01	Job

For any technical queries you feel free to contact undersigned:

Contact Person: Mr. Nitish
Department: IT department
Contact No: ++91- 8930070217
Email Address: nitish@icat.in

International Centre for Automotive Technology (ICAT)
 Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India
 Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: purchase@icat.in,
 Website www.icat.in

Annexure C

NIT No.: ICAT-OT-IT-AMC of Backup Software -2023-24-188

Financial Bid for “Renewal of backup software “Retrospect” support & license for a period of one year at ICAT Centre – I & II, Manesar (Haryana)”

Financial Bid					
Sr. No.	Scope of Work	Qty	Units	Unit Price (INR)	Total Value (INR)
1	<p><u>Renewal of backup software “Retrospect” support & license for a period of one year:</u></p> <p>Annual maintenance support of backup software “Retrospect 15” multi server premium and single server premium 12.6.1. Including time to time version update, restoration of data from backup as and when required. Total no of users in ICAT is 500. Support to be provided by vendor at both centre of ICAT situated in Manesar.</p>	01	Job		
Total Value (INR)					
GST%				18%	
Grand Total Inclusive of GST (INR)					

Please Note:

- In case of any query related with Financial aspect, please be feel free to contact to the undersigned:

Contact Person: Mr. Naeem
Contact No: +91- 9582360110
Email Address: naeem@icat.in

International Centre for Automotive Technology (ICAT)
 Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurgaon-122050, Haryana, India
 Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: purchase@icat.in,
 Website www.icat.in

Annexure-D

{Format for **each** of the Declarations to be typed on bidder's letter head separately and to be submitted in the tender document}

DECLARATION -1

(Declaration regarding Make in India)

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 & P-45021/2/2017-PP (BE-II) dated 28.05.2018, we hereby certify that we M/s _____ (supplier name) are local supplier meeting the requirement of minimum local content (_____ %) as defined in above orders against Tender/Enquiry No. _____

Details of location at which local value addition will be made is as follows:

(Signature of the bidder with seal/ rubber stamp)

DECLARATION-2

(Declaration regarding compliance of Rule 144 (xi) of GFR 2017)

“I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither we are not from such a country nor having any beneficial ownership from such a country. If I/We from such a country or having beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]”

Authorized Signatory

* We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules and would be a ground for immediate termination and further legal action in accordance with law.

VENDOR INFORMATION FORM (VIF)

Bidders are requested to fill up this VIF & submit along with their bids.

Name of the Firm	
Nature of Business (Product/Services)	
Company Category (Micro Unit/Small Unit/Medium Unit/Ancillary Unit/SSI) (Please enclose relevant self-attested photocopy of Certificates)	
Company's Legal Status (Proprietor/Limited Company/Undertaking/Joint Venture/Partnership/Others)	
Bidder Type (Indian/Foreign)	
Full Address of Registered Office with Postal Code	
Telephone Numbers(Mobile & Landline)	
Fax Numbers	
Email Address	
Contact Person	
Name of the Proprietor/Partners, Address, Mobile No.	
D.O.B.	
Registration No. for registration under Companies Act 1956. (Please enclose self-attested photocopy of Certificates)	
Company Establishment Year	
PAN	
GST	
Bidder Bank A/C No.(Attach Bankers certificate of account maintenance for last two years)	
Name of the Bank	
Bank Address	
Branch Code	
IFSC Code	