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**OFFICE OF THE INSPECTOR GENERAL OF POLICE::CID::  
MEGHALAYA::SHILLONG**

**NOTICE INVITING TENDER**

Sealed tender affixing non-refundable Court fee stamp of Rs. 100 (Rupees one hundred) only are invited from reputed, bonafide and financially sound agencies having capacities to execute the following work which will be received during office hours i.e., 10 AM to 3 PM. Same should be reached to the Office of the undersigned on or before 22<sup>nd</sup> July 2022 and bidding for the same will be opened immediately thereafter. Tenders received after the due date will not be entertained.

The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.

Sl	Name of Work	Concerned Department
1.	Supply and delivery of Microsoft Sql server 2019 Standard Edition & Licenses. (8 core)	Police Department

**Date and Time Schedule:**

Sl	Particulars	Date & Time
1	Date of publishing of Tender	23 <sup>rd</sup> June 2022
2	Bid Submission closing date	22 <sup>nd</sup> July 2022
3	Bid Opening date	22 <sup>nd</sup> July 2022

**Earnest Money Deposit (EMD)**

Rs.40,000/- ( Rs. forty Thousands Only) , through Demand Draft ( DD) in favour of the Office of the Inspector General of Police, CID, Meghalaya, Shillong Payable at Meghalaya, Shillong. Bids without EMD stands REJECTED.

**IMPORTANT (Mode of Submission)**

- 1> EMD (RS.40,000/- ) Sealed in Separate Envelope – Super scribed as EMD.
- 2> Sealed in Envelope Super scribed as “Bid for Tender of Supply & Commissioning of Ms Sql 2019 Standard edition”.

**Bids to be put in a covering envelope, duly sealed & super scribed as “ TENDER FOR MS SQL SERVER 2019 STANDARD EDITION FOR CCTNS PROJECT”**

**1. Invitation of Tender and Terms & Conditions:**

1. Intending bidder may download the tender document from the department's website <https://www.megpolice.gov.in/tenders/> directly. Tender Documents may be downloaded from department's website & submission of Bids must be done as per the stipulated date & Time Schedule. Copies of certificates / order copies / other document as required shall have to be produced.
2. The tender has to be submitted in a sealed envelope duly super scribed as "Tender for Supply & Commissioning of MS Sql 2019 Standard edition" addressed to **The Office of the Inspector General of Police, CID, Secretariat Hills, Meghalaya, Shillong, Pin- 793001.**
3. **Location of Works:** OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID, MEGHALAYA, SHILLONG.
4. **Amendment of Bidding Documents:** At any time before the deadline for submission of bids, the OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID for any reason, whether at its own initiative or in response to a clarification requested by a Bidder, modify the bidding document by amendment. All prospective Bidders shall be notified of the amendment through the department's website (WWW.MEGPOLICE.GOV.IN) and all such amendments shall be binding on them. If required, in order to allow Bidders reasonable time in which to take the amendment into account in preparing their bids, Office of the Inspector General of Police, CID reserves the rights to extend the deadline for the submission of bids and the same shall be notified on the department's website.
5. **Disqualification:** OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID reserves the right to reject bids in the following cases:
  - a. The Bids which are received after due date and time.
  - b. Bids not accompanied by all requisite documents along with the Tender Fees and Earnest Money Deposit (EMD), if any, by Demand Draft.
  - c. If the Bid Documents are not signed by the authorized signatory of the bidder and submitted.
  - d. Information submitted by the Bidder is found to be misrepresented, incorrect or false.
6. **Eligibility for participating in the Tender:** Permission of participating in the tender will be given only to those fulfilling the following eligibility criteria:-
  - Reputed companies dealing with the business of providing IT Hardware & Software Solutions with Licenses.
  - Bidder has to comply fully with the Technical Specification as provided in the Tender Document.
  - Bidder should submit **manufacturer's authorization** specific to this tender.
  - The Bidder should have at least **THREE YEARS** experience in supply, installation, configuration and commissioning of Centralized Backup Software in renowned Indian organizations or Govt, PSU's , Corporates.

- The Bidder should have a valid PAN / COI/ VAT Registration Service Tax Registration documents.
  - The intending bidder fulfilling the above requirement should bid for the work included in the Bid notice with all related documents. The tender inviting authority reserves the rights to accept or reject their offered bid as deemed necessary to finalize the tenders satisfactorily without assigning any reason whatsoever.
7. Selection of eligible bidder will be made strictly on the basis of scrutiny and evaluation of the particular as to be furnished at the time of bidding. Decision of the tender inviting authority in this regard shall be final & binding.
  8. Bidders have to comply fully with the software and service specifications mentioned in the Tender Document and failing to this will lead to the rejection of the Bid. No deviations in any specifications shall be entertained.
  9. Prices should be quoted in Indian Rupee inclusive of all taxes, packing, freight charges, and delivery.
  10. **Onsite Support:**

The bidder shall warrant that the software and services etc. supplied/rendered by the bidder shall conform to the department's requirements and specifications. Bidder will provide free onsite support from the date of supply. Bidder will provide free support, fix bugs, troubleshooting and do all the necessary additions /modifications in configuration required by the department during the onsite support period without any extra cost to the firm.
  11. **End-of-Life:** The equipment's, software and technologies proposed and supplied by the bidder should not have End-of-Life within next five years from the date of supply.
  12. **Security Deposit:** 10% of the Purchase Order value after adjustment of EMD, if any, shall be kept as Security Deposit and shall be released on submission of bills in triplicate after the end of Guarantee/Warranty period, subject to satisfactory performance during the Guarantee/Warranty period. Security Deposit shall be released after deduction of any penalty, L.D., taxes and any other deductible amounts as per prevailing government and/or Company rules.
  13. **Payment:**
    - a. No advance payments shall be made.
    - b. 90% Payment shall be made on submission of four copies of bills along with completion Certificate from the department, after delivery, successful installation and testing of the entire project deliverables.
    - c. Remaining 10% of the payment shall be kept as Security Deposit and shall be released on submission of bills in triplicate after the end of Guarantee/Warranty period, subject to satisfactory performance during the Guarantee/Warranty period.
  14. **Validity of Bid:** The bids shall remain valid for **120 days** after the date of bid opening prescribed by the office of the Inspector General of Police, CID. The bids of the **successful bidder** shall remain valid for **04 months** from the date of

- Purchase Order awarded to the successful bidder. On completion of the validity Period, unless the bidder withdraws its proposal in writing, it will be deemed to be valid until such time that the bidder formally (in writing) withdraws its proposal. THE OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID holds the rights to reject a bid valid for a period shorter than those mentioned above as non-responsive.
15. The department Authority reserves the right to ask for clarifications and the decision of the Authority shall be final and binding.
  16. All bids should be addressed to THE OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID, MEGHALAYA, SHILLONG and should be submitted at within the stipulated date and time. No bid shall be accepted through telegraphic / fax / email or any other means.
  17. **Scope of Work:**
    - A. Delivery and supply of the software shall be within the scope of work. Warranty support of the software shall be fixed along with valid licenses of the software and unlimited users.
    - B. At the time of installation and commissioning of the software, if it is found that some additional software are required to complete the configuration/installation to meet the operational requirement of the project which were not included as per the technical specification, then bidder will be required to supply/render such software etc. to ensure the completeness of the project at no extra cost to THE OFFICE OF THE INSPECTOR GENERAL OF POLICE, CID. Apart from above, any software or services required for the completion of the project as per the requirement of the department shall be within the scope of work of this tender.
    - C. **One Year Onsite Support:**

The bidder shall provide free maintenance support for one year from the date of supply. During the onsite support period the bidder will carry out patch updates, re-configuration, installation/re-installation of the software as-and-when required by the department without any extra cost to the firm.
  18. **Procedure for Submission of Proposals**
    - a. Eligible bidders are required to download the Tender Documents from the department's website <https://megpolice.gov.in>
    - b. **All the bid papers must be ink-signed and submitted.** The information submitted must be definitive and specific. Vague terms, incomplete information, counter offers, and uncalled for correspondence shall not be entertained.
    - c. Bidders are required to submit the complete proposal along with annexures, etc. The proposal has to be signed in original by the Bidder. Any additional information should be submitted separately. Each page of proposal document is to be signed and stamped by the Bidder clearly indicating that all the terms and conditions mentioned herein are acceptable to the Bidder unconditionally.
    - d. The bid should be precise, complete and in the prescribed format as per the requirements detailed in this Tender Notice.

**Bidder's Information Format:**

S. No.	Required Information	Bidder Response
1	Name of the Firm /Company	
2	Year of establishment	
3	Type of Company ( Govt./PSU/Public Ltd./ Partnership/Proprietary)	
4	Contact Details:	
	Address of registered office/Head Quarter	
	Contact person's Name	
	Designation	
	Phone Number(s)	
	E-mail	
5	PAN number and related details. (copy to be enclosed)	
6	GST No. (copy to be enclosed)	
7	Trading License (for non-tribals)	
8	Service Tax Number & related details	
9	Number of years' experience (Organization's) in supply, installation and support of similar items. Documentary evidences submitted (P.O. Copy & Completion certificates) should be mentioned here.	
10	Annual Turnover for last 3 Financial Years (In separate ROW/LINE)	
	2018 – 2019	
	2019 – 2020	
	2020 – 2021	
11	Audited balance sheets submitted for above mentioned Financial years? YES/NO	
12	Phone number	
	E-mail	
	Contact person name	
	Contact person's mobile number	
13	List of prominent organizations where similar nature of projects executed in last three to six years (P.O. Copy & Job completion certificates to be enclosed)	

2021

**Instructions and documents to be furnished by the bidder:-**

1. Company's registered address, functional contact email address, phone number(s) and Fax number(s), etc.
2. Supporting documents (untampered copies of purchase orders and completion certificates) that the bidder has experience within last 03 years, in supply, installation, configuration and commissioning of Centralized Backup Software in renowned Indian organizations
3. The Data sheets / Cross reference documents and technical documents of proposed equipment's, software and technologies must be submitted.
4. Balance sheets and P/L Accounts (highlight the relevant portions with a highlighter pen) of the relevant periods certified by a Chartered Accountant mentioning the following:  
The Bidder's Annual Turnover each of the last 3 (three) years (i.e., 2018-2019, 2019-2020 and 2020-2021).
5. Rates should be inclusive of all taxes.
6. Attested copy of PAN Card of the company.
7. Trading License (for non-tribals).
8. All relevant documents/certificates pertaining to GST rules viz., (i) GST Registration certificate (ii) GST rate of the items.
9. Attested copy of latest passport size photographs (3 nos) to be attached along with the tender.
10. Earnest money of the amount of Rs. 40, 000 (Rupees forty thousand) only in the shape of Bank Draft from any scheduled bank pledged in favour of the Office of the INSPECTOR GENERAL OF POLICE (CID) Meghalaya, Shillong payable at Shillong for the purpose of supply of MS SQL server 2019 Standard edition. The EMD will be kept as security deposit till complete supply and commissioning is made and will be refunded without interest to the successful bidder. The EMD will be returned after completion of the tender process to the unsuccessful bidder.

Sd/-

Superintendent of Police, CID  
Meghalaya, Shillong

**Memo No. S-275/WCD/CCTNS/2010-19/Pt-I/221--226**

**Dated: Shillong, the 21<sup>st</sup> June 2022**

**Copy to:-**

1. The Director General of Police, Meghalaya, Shillong for favour of kind information.
2. The Inspector General of Police (CID) Meghalaya, Shillong for favour of kind information.
3. The Asst. Inspector General of Police (A) Meghalaya, Shillong for favour of information and with a request to kindly publish the Advertisement in the Meghalaya Police Website.

  
Superintendent of Police, CID  
Meghalaya, Shillong