

**Expression of Interest (EOI)**  
**For**  
**System Integrator/ Technology Partner**  
**(ICT/ Networking/ Computer Hardware & Peripherals/ Projects)**

5<sup>th</sup> October, 2017

**Centre for Development of Imaging Technology, C-DIT**  
Chithranjali Hills, Thiruvallom,  
Thiruvananthapuram – 695027  
Tel No: 0471- 2380910/ 912, Fax: 0471- 2380681

## INVITATION FOR EXPRESSION OF INTEREST

No. No. CDIT/10/EOI-SI/004/17-18

Dated 05.10.2017

Centre for Development of Imaging Technology (C-DIT) is an organization established in 1988 by the Government of Kerala for advancement of research, development and training in imaging technology with an implied role in socially relevant science & development communication.

We are engaged in the business of Knowledge Management, System Integration, Content Management, e-Governance projects implementation, Supply of Hardware and Software and their services in Government sector in Kerala.

We are interested in addressing some of the prospective business opportunities in Kerala and outside. C-DIT is looking for business association from reputed System Integrators/OEMs who can assist us to win the business and ultimately help us in the execution of the project.

C-DIT invites responses through sealed Expression of Interest (EOI) from reputed and competent Firms, having good credentials in System Integration.

Last date for submission of EOI is on or before **17/10/2017, 05:00 PM**

The details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. are described below.

In case of any doubt, you may contact Mr. Lal Mohan @ mobile no. 9995801920

Sealed envelope marked to the captioned address given below mentioning "EOI for System Integrators (SI) / Technology Partner" on the top cover, to

**"The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali Hills, Thiruvallom P O, Thiruvananthapuram, Kerala -695027"**

Sd-  
Registrar, C-DIT

**Note:** C-DIT reserves the right to cancel this request for EOI and/or invite a fresh one with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and C-DIT reserves the right to amend/add further details in the EOI.

## **Engagement of Firms/organizations/Institutions as System Integrators (SI)/ Partner**

EOI is invited from eligible System Integrators (SI)/ Technology Partner for various projects to be undertaken and implemented by C-DIT.

### Salient Points

1. There can be two scenarios, first one is where C-DIT is assigned the work on nomination basis. The second one where C-DIT will be participating in a bidding process. In both the cases, there is a requirement of System integrator who will work with C-DIT for establishing tie-up/ contract with preferred Technology partner/ OEMs for provisioning the required solutions.
2. The responsibility of designing the solution, arrangement of hardware, and various other components as well as the management of the same shall be the responsibility of SI. As designing needs to be done on case to case basis i.e. depending upon Customer's /User agency's RFP requirement, recommendations need to be sought by the System integrator in this regard from C-DIT.
3. In cases including Bidding, both technical as well commercial proposals play major roles, hence it is expected that the SI shall have the capacity to prepare the best commercial and technical proposal in consultation with C-DIT.

### Eligibility Criteria

1. The SI should have experience in ICT/Networking/Computer Hardware & peripherals/ business in India.
2. The Bidder should be registered and operating in India for the last 5 years. The Certificate of incorporation or the Certificate of commencement of Business shall be submitted.
3. The Bidder should have executed Supply and System integration orders for a total of Rs.One crore value for the last 3 years. Documentary evidence need to be submitted.
4. The Bidder should have executed at least one order of at least Rs.10 Lakhs in Government / PSU in the last 3 years. Documentary evidence need to be submitted.
5. The bidder should have executed at least 3 varieties of system integration such as Server, Storage, Data Centre, Networking, Internet Proxy, Security etc. Necessary documentary evidence shall be submitted.
6. Should be a profit-making entity in last 3 financial years. Latest Financial Audited Statement including Profit/Loss statement for three years shall be submitted.
7. Should not have been defaulted/ blacklisted due to bad performance/delayed delivery or for any other reason by any Central/State Govt departments. Self-declaration certificate shall be submitted.
8. Must have own offices in Kerala for services and support and one service Center in Thiruvananthapuram OR submit undertaking letter for establishing Service Center in Kerala/ Thiruvananthapuram at the time of execution project if work is awarded. Necessary certificate need to be submitted.
9. The bidder shall submit copies of certificates of Income Tax PAN, GST etc.

10. The bidder should give a declaration for willingness for business agreement with C-DIT.
11. Bidder should produce certificates of executing business of similar nature with at least 3 customer references during last 3 years, Copies of Purchase Order(s) / Contract Agreement and Certificates of Successful Completion from Customer should be submitted
12. The Bidder should submit a list of technically qualified professionals in Project Management / Electronics Security Systems / Video Surveillance System / System Integration / Networking / IT/ Wireless in providing the services (Including contractual and Excluding outsourced persons/workers) along with the EOI.
13. Duration of Agreement will be 1 year (12 months) initially and thereafter C-DIT has the privilege to extend the agreement on year to year basis based on mutual agreed terms.
14. The Bid shall be signed by a person or persons duly authorized to bind the Bidder to the contract. Such authority shall be either in the form of a written and duly stamped Power of Attorney or a Board Resolution duly certified by the firm's competent authority, extract of which duly certified true copy should be submitted in the event of selection of the bidder.

### **Clarifications of Bid Documents**

A prospective bidder requiring any clarification on the EOI may notify C-DIT in writing at C-DIT's address or through email any time prior to the deadline for receiving such queries.

Replies to all the clarifications, modifications received through mail and email will be posted on C-DIT's website. Any modification to the Bid Documents which may become necessary shall be made by C-DIT by issuing an Addendum, which will be hosted on C-DIT's website.

### **Amendment of EOI Documents**

At any time prior to the deadline for submission of EOI, C-DIT may, for any reason, whether at its own initiative or in response to a clarification requested by a bidder, amend the EOI Documents.

Amendments will be provided in the form of Addenda/corrigenda to the EOI Documents, which will be posted in C-DIT's website.

To afford, reasonable time required to take the amendment into account in preparing their Bids, C-DIT may, at its discretion, extend the deadline for the submission of EOI, in which case, the extended deadline will be posted in C-DIT's website.

From the date of issue, the Addenda to the bid shall be deemed to form an integral part of the EOI and it will be binding on the bidders.

### **Period of Validity of EOI**

The EOI shall remain valid for a period of **180 days** from the date of bid opening. EOIs valid for a shorter period shall be summarily rejected. In exceptional circumstances, C-

DIT may request in writing the Bidder's unqualified/ unequivocal consent for extension(s) to the period of bid validity. The request and the response there-to shall be made in writing.

**EOI submission**

The EOI shall be submitted in a sealed envelope.

Envelope should be super scribed with EOI reference no: and the words "EOI for System Integrators (SI) / Technology Partner".

EOI should be submitted in letter duly signed by authorized signatory. EOI through mail are not acceptable. The outer cover and the inner cover / envelopes shall bear the details of the EOI reference, due date, bidders address and addressed to C-DIT.

**Selection Process**

1. Bids submitted without EMD will be summarily rejected. In this case, Technical bid will not be considered for evaluation
2. Techno Commercial evaluation of the EOI shall form the basis for the selection as SI/TP. C-DIT, at its discretion, may ask for a presentation or further clarification from the Bidders. The Bidder will be selected on the basis of weighted average with the weightage given below.

Sl no	Description	Weightage
1	Bidder Business Volume for last 3 years	30%
2	Bidder Business volume in Govt. Sector for last 3	35%
3	Variety of System Integration work of Bidder in the last 3 years	35%

3. The bidders getting a threshold marks to be fixed by CDIT will be shortlisted for selection as SI/TP. An MOU will be signed with the selected bidders.
4. Separate contracts will be executed with the selected SI/TP for specific projects with mutually agreed terms and conditions including commercials.

**Performance Bank Guarantee**

The selected Bidder shall furnish Performance Bank Guarantee to C-DIT for an amount decided at the time of MOU. MOU is liable for cancellation in case of failure to submit the Performance Bank Guarantee within this period.

Performance Bank Guarantee amount or part thereof shall be payable to C-DIT as compensation for any loss/delay resulting from the selected Bidder's failure to complete its obligations under the MOU.

The Performance Bank Guarantee shall be in the form of Bank Guarantee issued by a scheduled Indian Bank

The Performance Bank Guarantee will be discharged by C-DIT after successful completion of the bidders's performance obligations under the MOU.

### **Exit Clause**

- a. Surrender all equipment's, all record/ data and transfer ownership to C-DIT at zero cost to C-DIT.
- b. All consequential damages, third-party contract cost will be borne by SI, if exit happens during the contract period.
- c. Need to pay all dues and take 'NOC' from C-DIT.

### **Termination**

C-DIT may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the SI, terminate the contract in whole or in part if SI fails to deliver goods and services within the contract period.

### **Other Terms and Conditions**

The EOI shall be typed or printed and numbered consecutively and shall be signed on each page by an official duly, having Power of Attorney to sign the bid. Correction of any type in Evaluation Bid proposal is not permissible.

The values are to be quoted in Indian Rupees only and should use English Language only.

CDIT reserves the right to extend the last date of receiving bids from prospective Bidders and the same will be communicated through a notification.

### **Rejection of Bid, if:**

- 1) The documents don't bear signature of authorized person.
- 2) It is received after expiry of the due date and time stipulated for Bid submission
- 3) Incomplete/incorrect Bids, including non-submission or non-furnishing of requisite documents / Conditional Bids / Bids not conforming to the terms and conditions stipulated in this EOI are liable for rejection by CDIT.

Sd-  
**Registrar, C-DIT**

**Expression of Interest**

1.	Name of Bidder :
2	Complete postal address with : (Telephone / Fax Nos. / Email / Website)  Corporate Office:  Registered Office in India:
3	Address for correspondence with : Telephone / Fax Nos./ Email Id
4	Name of Authorized contact person,; his designation, address and Telephone / Fax Nos. / Email Id / Aadhaar No
5	Documentary evidence for registered and reputed firm in India and is operating in India for the last 5 years
6	Documentary evidence for value of System Integration work for last 3 years
7	Documentary evidence for single Government order of value of Rs.10 lakhs in last 3 years
8	Documentary evidence for profit-making entity in last 3 financial years (Financial Audited Statement)
9	Documentary evidence for not have been defaulted/ blacklisted
10	Documentary evidence for having office in the state of Kerala
11	Copies of GST Registration, Income Tax PAN and TAN

12	Self-declaration for willingness for business agreement with C-DIT
13	Documentary evidence for experience of executing business of similar nature with at least 3 customer references during last 3 years (copies of Purchase Order(s) / Contract Agreement and Certificates of Successful Completion from Customer)
14	Documentary evidence for technically qualified professionals
15	Documentary evidence for minimum 3 varieties of System Integration
16	Power of Attorney by Resolution of Board of Directors/ Partners that the person signing the application is authorized signatory is enclosed.
17	Cost Estimate for various services offered

**Certificates / Undertaking**

I hereby certify that I have carefully read the scope, the terms and conditions for selection of System Integrator/ Technology Partner and I undertake to fully comply with the terms and conditions therein including scope of work and penalties for non-fulfilment, I understand that nonfulfillment of this condition makes the offer liable for rejection. I also shall produce Performance Bank Guarantee (PBG) as per Annexure –C and I am willing to sign an MoU, in case I am a selected bidder after technical evaluation.

I understand that all matters relating to the proposal and / or contract, if awarded to me, will be subject to jurisdiction of Courts / Tribunal(s) in Thiruvananthapuram only.

I understand that if at any time, any averments made or information furnished in my proposal is found incorrect, then my application and the contract, if awarded, based on such application, shall be cancelled.

Date :  
the

Place :

Signature and name of

Authorised Signatory  
(Company's seal)

**Evaluation Format**



1	Name of the Bidder			
2	Address			
3	Telephone No.			
4	FAX No			
5	E-mail ID			
6		2014-15 (in Rs.)	2015-16 (in Rs.)	2016-17 (in Rs.)
a	Bidder Business Volume			
b	Bidder Business Volume in Govt. Sector			
		SI Types *	SI Types	SI Types
c	Variety of System Integration work of the bidder in last 3 years			

**Note:**

1. Business values shall be quoted only in Indian Rupees.
2. Evaluation will be based on the weighted average method.
3. Evaluation bid shall be strictly as per the above format. Deviation will result in rejection of bid.
4. SI - mention all Variety of System Integration work such as Server Storage, Data Centre, Networking, Internet Proxy, Security etc. carried out in each year.
5. Documentary evidence need to be submitted for the Business volumes and Variety of system Integration.
6. Order will be placed on the bidder with maximum points

Signature of the authorized signatory of the Bidder  
Company: (For and on behalf of (Name of the Company))

Performance Bank Guarantee

In consideration of Centre for Development of Imaging Technology, having its office at Chithranjali Hills, Thiruvallam.P O, Thiruvananthapuram, Kerala (hereafter called 'C-DIT' which expression shall unless repugnant to the content or meaning thereof include all its successors, administrators and executors) and having entered into an agreement dated..... for consultancy work of ..... with M/s ..... (hereinafter referred to as "Consultant (s)" which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators, and executors).

WHEREAS the Consultant having unequivocally accepted to furnish a Performance Bank Guarantee for the faithful performance of the entire contract.

We, ..... ('The Bank', which shall include OUR successors, administrators, and executors) at the request of the Consultant (s) do hereby undertake to pay to C-DIT an amount not exceeding ..... caused to or suffered or would be caused to or suffered by C-DIT by reason of any breach by the said consultant(s) of any of the terms or conditions contained in the said Agreement.

We, .....("The Bank") do hereby undertake to pay the amount ..... due and payable under this guarantee without any demure, merely on a demand from C-DIT by reason of breach by the said consultant (s) of any of the terms or conditions contained in the said Agreement or by reason of the consultant(s)' failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of C-DIT in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding .....

We undertake to pay to C-DIT any money so demanded notwithstanding any dispute or disputes raised by the consultant (s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the Consultant(s)/supplier(s) shall have no claim against us for making such payment.

We, ..... ('The Bank') further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of C-DIT under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till ..... C-DIT certifies that the terms and conditions of the said Agreement have been fully or properly carried out by the said consultant(s) and accordingly discharges this

guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the expiry of 90 days from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.

The ..... (Bank) further agree with C-DIT that C-DIT shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Consultant(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by C-DIT against the said Consultant(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Consultant(s) or for any forbearance, act or omission on the part of C-DIT or any indulgence by C-DIT to the said Consultant(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the Consultant(s).

Notwithstanding anything containing herein:

Our reliability under this Bank Guarantee shall not exceed Rs

This Bank Guarantee shall be valid upto

We are liable to pay the guarantee amount or any part thereof, under this Bank Guarantee only if, you serve upon us a written claim for demand on or before ..... (date of expiry of guarantee).

We ..... (the bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of C-DIT in writing.

IN WITNESS whereof the Bank, through its authorized officer has set its hand and stamp on this ..... at Thiruvananthapuram.

Signature & Seal of the Guarantor

Name of the Bank Branch Name Address