

HIGH COURT OF ORISSA: CUTTACK

Notice No.XXXIII-04/2018-21 - 11806 / Dated: 11 .10.2021

Inviting Expression of Interest for Empanelment of Vendors for Supply, Installation & Commissioning of LAN in High Court of Orissa and Subordinate Courts

High Court of Orissa hereby invites Expression of Interest (EoI) from experienced and authorised vendors/service providers of LAN components and ancillary services for the purpose of being empanelled for executing LAN related works as per prescribed policy and guidelines in the High Court of Orissa as well as in District & Sub-ordinate Courts of Odisha on the following terms and conditions:-

1. The participating vendors who meet the eligibility criteria as per Annexure-‘A’ shall be empanelled for the purpose of being considered for executing work of providing LAN connectivity as per requirement arising in the High Court of Orissa and in the Courts subordinate thereto from time to time during financial year-2021-22. Expression of Interest (EoI) implies willingness to be empanelled in accordance with terms and conditions of this notice.
2. Whenever any empanelled vendor is allocated with LAN work, it shall have to furnish an **unconditional and irrevocable Performance Bank Guarantee (PBG) for each work order**, in the name of “**The Registrar (Judicial), Orissa High Court, Cuttack**” drawn on any Bank as named at **Annexure-B**, as **Performance Security**. The amount of the PBG shall be decided having regard to the nature and circumstances of each work.
3. The Annual Turn Over Certificate should be furnished in format as per Annexure-‘C’.
4. The Court may call for Price lists/quotations from empanelled vendors for each work from time to time during period of empanelment.
5. A list of Standard LAN Equipments is provided at Annexure-‘D’ with respect to LAN related works usually undertaken in the Courts.
6. All Annexures must be duly filled up and submitted.

FEE:

EoI be submitted along with fee of Rs. 1000/- (non-refundable) in the shape of DD drawn on any Bank as named at **Annexure-B**, in favour of The Registrar (Judicial), Orissa High Court, Cuttack.

TERMS AND CONDITIONS RELATING TO ELIGIBILITY OF VENDORS:

1. Proprietorships/ Agencies /Firms/ Companies who have the experience of installation, commissioning and fault rectification of structured data cabling (Copper/Fiber) to commercial establishments (Central/State Government departments, Government & Public sector undertakings, Reputed Private companies/Establishments) for a period of atleast three years as on 31.09.2021 are eligible to apply for empanelment.
2. Applicants for empanelment should ensure that they have adequate technical equipments and manpower capacity to comply with requirements.
3. Services to be provided by the vendors through their own Technicians/ employees and not through any dealers/ distributors/ stockiest /franchisees etc., (No third-party firms/ companies/ persons are permissible.)
4. The empanelled Vendors have to provide service at High Court of Orissa and at District and Taluka level Courts.
5. By offering to provide Data Cabling services and Facility Management Services, the vendor is giving an implicit confirmation to the Court of satisfactory discharge of Data Cabling service and Facility Management Services that the Court and District & Subordinate Courts do not suffer due to lack of spares/expertise service. The vendor should be in a position to provide experienced technicians and sufficient consumables required for satisfactory and uninterrupted service.
6. Vendors are required to execute Agreement containing the terms of service, down-time, penalty, Non-disclosure, indemnity to Bank, etc. in Court's standard/uniform format, before undertaking the data cabling services.
7. No outstation charges will be payable by the Court to any of the empanelled vendors for any work.
8. All the relevant documents are to be duly attested by the authorized signatory of the applicant organization.
9. Copies of the Balance Sheet, Profit and Loss Account and Turnover certificates for the last three financial years, duly certified by a Chartered Accountant are to be submitted.
10. The period of the empanelment of vendors shall be for a period of one financial year subject to their satisfactory performance. The Court reserves the right to de-panel the vendors at any point of time during the currency of the above empanelment, on sufficient cause.
11. The Technicians/persons to be deployed by the empanelled vendors to provide service should be the employees of the vendor and the vendor alone will be liable and responsible for the engagement, terms of employment, compliance of all labour laws, insurance cover, payment of minimum wages, etc., of such persons. The Court shall not be liable/ responsible for any claim by any such persons of whatsoever nature and the vendor shall indemnify the Court in respect of any such claim, if any, made by any person.
12. Strong support of technical staff with service network is a must for the vendors seeking empanelment. Necessary documentary proof be enclosed in this regard.

13. The Court reserves the right to upload any corrigendum in the site, regarding the advertisement for Empanelment. Therefore, the vendors are hereby requested to see the corrigendum in Court's website, if any, before last date for submission of applications for the Empanelment. Any further addendum/Corrigendum/extension in respect of above shall be posted only on Court's website and no separate notification shall be issued in newspaper.
14. Empanelled vendor should maintain sufficient spares for replacement of spares at the earliest and in any case within the stipulated time limit.
15. The Empanelled vendors should always display their ID card prominently while in Court's premises.
16. The Engineers visiting Court locations for support shall have the experience/ expertise in maintaining LAN connections, any delay due to lack of expertise, requirement of tools etc. should be avoided. Therefore, it should be ensured that all the terms and conditions are fulfilled and repairs and replacements are made available at the shortest possible time.
17. Court may conduct any nature of enquiry or call for any document at any stage of the empanelment process or thereafter for effective implementation of the work.
18. This tender is only for empanelling of the vendors. After the empanelment, rates of each item/work shall be called from shortlisted / empanelled vendors only.
19. The Court may also consider empanelling vendor for a particular court location or district, vendor needs to specify their area of service.
20. The Court reserve rights to add new vendor / remove existing empanelled vendor as case may be during the contract period on sufficient cause.
21. No sub-contract will be awarded by the empanelled vendor to complete any LAN related activities.
22. The Company should submit valid OEM Certification or Authorisation or Service Provider Certificate. Such certificate/ Authentication of the Company should enclose a copy of relevant eligibility criteria with the covering letter.
23. The vendor should have adequate number of qualified Technicians/ Engineers & must submit a list of such qualified Engineers available with them, who can install/ reinstall or work on UBUNTU/ Windows Desktop Operating Systems (Windows 2000 and above) and networking (Cisco Certified) etc. Platforms. The details of the certified Engineers should be provided with the Technical bid and the credentials of the Engineers will be verified.
24. Data Cabling Technicians should have Good knowledge in structured Data cabling (Copper/Fiber). The technicians should have adequate experience in Data cabling, and he should be independently able to handle issues relating to LAN connectivity (Identify the fault is due to the Hardware failure or Network related issue).
25. Unmanaged switches/hubs/ LAN extenders should not be used on the LAN under any circumstances.


26. By submitting of EoI for empanelment the bidder undertakes to adhere to all Terms and Conditions of this notice and the Terms and Conditions of the work orders which may be awarded for different works relating to LAN.
27. The Court reserves the right to have LAN work executed through any Vendor other than the empanelled vendor in appropriate case.

METHOD OF WORK ALLOCATION

- When any project is to be executed, bids may be obtained from the empanelled vendors and work may be awarded to any of them following normal selection procedure having regard to cost- effectiveness.
- Depending on urgency, the time for submission of quotations by empanelled vendors may vary. Hence, empanelled vendors should always be in readiness with manpower and all stated LAN equipments.

The Expression of Interest (EoI) should be addressed to the Registrar (Judicial), High Court of Orissa, Cuttack- 753002.

By Order


Registrar (Judicial), I/c,
High Court of Orissa, Cuttack
11.10.2017

ANNEXURE-A

BIDDER INFORMATION/ ELIGIBILITY CRITERIA

Registered Name of the Firm / Company, etc.:		
Address of the Registered Office of the Firm / Company, etc.:		
Telephone	Phone: Fax:	Official E-Mail ID:
Address of the Service Centre in Cuttack/Bhubaneswar:		
Telephone	Phone: Fax:	Official E-Mail ID:
1	Contact Details of the Person in the Service Centre authorized to make communication with Orissa High Court	
2	Name	
	Designation	
	Phone/Mobile No.	
	Fax No.	
	E-Mail ID	
3	Whether OEM authorization certificate of LAN equipments has been submitted? Yes/ No	
	OEM of LAN equipments	
4	Company / Firm etc. Details	
	Type of Company (PSU / Pub. Ltd./Pvt. Ltd./OEM/ Authorized Business Partner, Proprietorship)	
	Company / Firm Registration No. & Date of Registration	
	Year of Incorporation / establishment	
	GST Registration Certificate	
	PAN No. (Copy to be enclosed)	
5	Whether Repair Centre is Company Owned / Franchise	
	Number of Permanent Technical Staff	
	Type of repair / service work attended to	

	Any type of repair / service work that cannot be attended to in this Repair Centre			
	If so, where will these repairs be undertaken			
	The bidder must have rendered services for LAN items installation in any Government Department / Public Sector Undertaking in the last three years	Copies of Work Orders and reference of the Contact Person (Name, Contact Number) must be attached.		
	Turnover of the bidder generated from services related to supply & installation of LAN items during the last three financial years should be atleast of Rs.40 lakhs. Whether Annexure-C filled up? Yes/ No			
	The bidder should have authorized and globally accepted Certification (Up-to-date ISO Certification)			
6	Whether Self-Declaration of the bidder as to not black listed by any Government Department / PSU submitted? Yes/No			
7	Financials	2018-19	2019-2020	2020-2021
	i. Profit			
	ii. Whether Copies of Audited Balance Sheet & Profit and Loss A/c for the last three financial years are enclosed duly countersigned / signed by Chartered / Cost Accountant.			
8	Details of the Government Departments / Public Sector Undertakings where the firm is/was engaged in supply & installation of LAN items along with Year	Year	Organisation	
		2018-19		
		2019-2020		
		2020-2021		
9	Copies of work order enclosed			
10	Demand Draft details			
	Details of Demand Draft towards Tender Cost (Issuing Bank Name and Place, DD No. and date of DD)			
11	Email ID of bidder where complaint of LAN defect shall be lodged			
12	Email ID where escalation to be made if complaint not resolved within due time			

Please enclose references towards above criteria in your bid documents mentioning page numbers of the said references in the bid document.

Banks authorised to handle the business and deposits of State Public Sector Undertakings (SPSUS) and State Level Autonomous Societies

List of Public Sector Banks

1. State Bank of India
2. Indian Overseas Bank
3. UCO Bank
4. Bank of Baroda
5. Union Bank of India
6. Bank of India
7. Indian Bank
8. United Bank of India
9. Canara Bank
10. Allahabad Bank
11. Andhra Bank
12. IDBI Bank
13. Punjab National Bank
14. Syndicate Bank
15. Central Bank of India

List of Private Sector Banks

1. HDFC Bank
2. Axis Bank
3. ICICI Bank

List of Regional Rural Banks

1. Utkal Grameen Bank
2. Odisha Gramya Bank

List of Co-operative Banks

1. Odisha State Co-operative Bank

ANNEXURE-C:

Annual Turn-over Certificate

Sl. No.	Year	Turn over per year in Rs.
1.	2018-19	
2.	2019-20	
3.	2020-2021	

I, Sri < > on behalf of the company/Firm M/s < >, having designation < >, do hereby undertake that the information furnished by me in this format is accurate and true to the best of my Knowledge.

Name:

Designation:

Address:

Email:

Signature

Organization seal

Counter Signed

M/s-----

Chartered Accountant

ANNEXURE -D

SL No	Hardware Items
1	Cat-6A UTP Cable (roll 305), MAKE- LEGRAND PANDUIT/SIEMON/BELDEN /D-Link/Molex
2	CAT6A I/O WITH SHUTTER, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
3	SINGLE MODULAR FACE PLATE, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
4	SURFACE MOUNT BOX, PANDUIT/SIMON/BELDEN
5	DUAL MODULAR FACE PLATE, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
6	24 PORT PATCH PANEL CAT6A UNLOADED, MAKE- LEGRAND ANDUIT/SIMON/BELDEN
7	CAT6A I/O FOR PATCH PANEL, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
8	CAT6A UTP PATCH CORD (3 FEET), MAKE- LEGRAND PANDUIT/SIMON/BELDEN
9	CAT6A UTP PATCH CORD (6 FEET), MAKE- LEGRAND PANDUIT/SIMON/BELDEN
10	CAT6A UTP PATCH CORD (10 FEET), MAKE- LEGRAND PANDUIT/SIMON/BELDEN
11	CAT6A UTP PATCH CORD (15 FEET), MAKE- LEGRAND PANDUIT/SIMON/BELDEN
12	CAT6-A STP CABLE (500 ROLL), MAKE- LEGRAND PANDUIT/SIMON/BELDEN
13	19" 9U DOUBLE SECTION 600D RACK WITH 1 CABLE MANAGER, 1 PDU 4 SOCKET, 19 WATT FAN 1 NO, MCB WITH MOUNTING KIT, MAKE-NETRACK/VALRACK/LEGRAND
14	19" 12U DOUBLE SECTION 600D RACK WITH 1 CABLE MANAGER, 1 PDU 4 SOCKET, 19 WATT FAN 1 NO, MCB WITH MOUNTING KIT, MAKE-NETRACK/VALRACK/LEGRAND
15	19" 15U DOUBLE SECTION 600D RACK WITH 1 CABLE MANAGER, 1 PDU 4 SOCKET, 19 WATT FAN 2 NO, MCB WITH MOUNTING KIT, MAKE-NETRACK/VALRACK/LEGRAND
16	8 PORT GIGABIT COPPER WITH 2 SFP L2 MANAGED SWITCH FULL DUPLEX WIRE SPEED ARCHITECHTURE, MAKE - CISCO
17	24 PORT GIGABIT COPPER WITH 4 SFP L2 MANAGED SWITCH FULL DUPLEX WIRE SPEED ARCHITECHTURE, MAKE - CISCO
18	SFP MODULE FOR SINGLE MODE FIBRE, MAKE - CISCO
19	SFP ETHERNET MODULE, MAKE- CISCO
20	PVC PIPE 20 MM, MAKE- AKG/PLYCOM/SUDHAKAR
21	PVC PIPE 25 MM, MAKE- AKG/PLYCOM/SUDHAKAR
22	PVC PIPE 32 MM, MAKE- AKG/PLYCOM/SUDHAKAR
23	6 CORE SINGLE MODE ARMOURED OFC, MAKE-LEGRAND PANDUIT/SIMON/BELDEN
24	6 PORT LIU FULLY LOADED WITH PIGTAIL & CONNECTOR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
25	12 PORT LIU FULLY LOADED WITH PIGTAIL & CONNECTOR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
26	24 PORT LIU FULLY LOADED WITH PIGTAIL & CONNECTOR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
27	LC-LC PATCH CORD, 1.5 MTR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
28	LC-LC PATCH CORD, 3 MTR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
29	SC-SC PATCH CORD, 1.5 MTR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN
30	SC-SC PATCH CORD, 3 MTR, MAKE- LEGRAND PANDUIT/SIMON/BELDEN

Annexure-E

Acceptance of Terms & Conditions Contained In the EoI Documents

(To be submitted on the Letterhead of the responding organisation)

Date:

To

The Registrar (Judicial),
High Court of Orissa,
Cuttack

Sir,

I have carefully gone through the Terms & Conditions contained in the Notice No-
_____ regarding EoI for Inviting Expression
of Interest for Empanelment of Vendors for Supply, Installation & Commissioning of LAN in
High Court of Orissa and Subordinate Courts.

I declare that all the provisions of this EoI Document are acceptable to us. I further
certify that I am an authorized signatory of my company and am, therefore, competent to make
this declaration.

Signature and Seal of the Bidder

Date:

Place:

Annexure-F

Self Declaration

(To be submitted on the Letterhead of the responding organisation)

Date : _____

Ref/EOI : _____

To

The Registrar (Judicial),
High Court of Orissa,
Cuttack

In response to the EoI Notice No. _____ Ms. /Mr. _____, as
a _____, I/We hereby declare that our organisation
_____ is having unblemished past record and was not declared
ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time.

Signature and Seal of the Bidder

Date:

Place:

Annexure-G

Representative Authorization Letter

(To be submitted on the Letterhead of the responding organisation)

Date : _____

Ref/EoI : _____

To

The Registrar (Judicial),
High Court of Orissa,
Cuttack

Ms. /Mr. _____ is hereby authorised to sign relevant documents on behalf of
the organisation in dealing with EoI reference
No _____.

She/He is also authorised to attend meetings & submit technical & commercial information as
may be required by you in the course of processing above said application.

Thanking you,

Authorised Signatory with Seal

Representative Signature

Signature attested

Annexure- H
Compliance Check List

(To be submitted on the Letterhead of the responding organisation)

EoI No: _____

Please check whether following have been enclosed:-

Sl. No	Enclosure description	Enclosed (Y/N)	Annexure/Attachment / Page No./ Envelop No. of the enclosure
1.	Bidder Info/ Eligibility Criteria (Annexure-A)		
2.	Bank List (Annexure-B)		
3.	Annual Turn-over Certificate (Annexure-C)		
4.	Acceptance of Terms & Conditions Contained In the EoI Documents (Annexure- E)		
5.	Self Declaration (Annexure-F)		
6.	Representative Authorization Letter (Annexure- G)		
7.	Declaration-Cum-Undertaking regarding Blacklisting/ Non-Blacklisting (Annexure-I)		

Signature and Seal of the Bidder

Place & Date

Annexure- I

Declaration-Cum-Undertaking regarding Blacklisting/ Non-Blacklisting
(Non-blacklisted in organisation Letter Head)

To

The Registrar (Judicial),
High Court of Orissa,
Cuttack

Madam/Sir

In response to the Courts Notice No. _____ dated _____ regarding “EoI for Inviting Expression of Interest for Empanelment of Vendors for Supply, Installation & Commissioning of LAN in High Court of Orissa and Subordinate Courts”, as an owner/ partner/ Director of (organization name) _____ I/ We hereby declare that presently our organisation/ firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Signature:

Seal:

Date: