

ZAKIR HUSAIN DELHI COLLEGE

(UNIVERSITY OF DELHI)

Jawaharlal Nehru Marg, New Delhi - 110002

Tel.: 011-23232218, 23232219, 23233420, Fax : 011-23215906

Website: www.zakirhusaindelhicollege.ac.in

email: zakirhusaindelhicollege@gmail.com



ज़ाकिर हुसैन दिल्ली कॉलेज

(दिल्ली विश्वविद्यालय)

जवाहरलाल नेहरू मार्ग, नई दिल्ली - 110002

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Accredited Grade 'A' by NAAC

February 7, 2017

Ref no. ZHDC/AMC/Networking Service/2017

Name of Works: Non Comprehensive AMC for the Networking Maintenance & Operating servers installed at ZHDC, university of Delhi, New Delhi-110002.

On behalf of The Principal Zakir Husain Delhi College, University of Delhi, New Delhi -110002, invites sealed Tender/quotations up to 15:00 hrs **on 20/02/2017** for the following work:

Bid document with other terms & conditions can be downloaded from ZHDC Website: www.zakirhusaindelhicollege.ac.in and be submitted bid and notified as per following:

Sl.no.	NIQ No./ date	ZHDC/AMC/Networking Service/2017
1.	Name of work	Non Comprehensive AMC for the Networking Maintenance & Operating servers installed at ZHDC, university of Delhi, New Delhi-110002
2.	EMD Amount	4500/-
3.	Tender Fee	500/- (Nonrefundable)
4.	Duration of work	One year
5.	Last Date/time of submission of tenders	20/02/2017 upto 3:00 PM
6.	Date of opening pre-qualification	20/02/2017 upto 4:00 PM

Eligibility of Bidders-Pre Qualification

The tenders documents shall be submitted in two (2) envelopes system, first envelope shall consist of Tender fee and EMD separately in individual form, shall have required registration, PAN, ITR, Services Tax for last three year & certificate regarding completion of previous works of similar nature. The previous work shall have been satisfactorily completed from any of the Govt. department/ autonomous institution/University/PSU, and second envelope shall have price bid for the above said work.

The bidder should submit the undertaking in respect of not been black listed at any time in the past by any of the Departments/Autonomous Institutions/Universities/PSUs of Govt. of India.

The bidders should clearly mention the E-Mail ID/ FAX/ Contact no.

Contractors should carefully read Annexure –A, before quoting the rates and submit the same duly signed by him.

The qualified bidders will be informed by E-Mail, Fax, or telephonically, and the price bids will be opened on the prescribed date & time. If any bidder wish to attend can come as per scheduled time.

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Please submit your sealed tender personally or through courier to the Main Reception near front gate, Zakir Husain Delhi College New Delhi - 110002 latest by 3:00 PM dated 20/02/2017.

Tender fee, Earnest Money in the form of Demand Draft or Pay order or Banker's Cheque (drawn in favour of The principal Zakir Husain Delhi College JLN Marg New Delhi-110002.

For any inquiry in respect of this work please contact to S.O. (Admn) Room No. 7, (Administration Office Block)/Dr. Rizwan Ahmad Deptt of Commerce Convener of Committee, from 3: 00 PM to 5:00 PM on any working day, upto 20/02/2017.

ZHDC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against ZHDC for rejection of his proposal.

(Dr. R. Prabhakar Rao)
Acting Principal

(M.S. Javed)

(DR-SATISH)

**TERMS & CONDITIONS:**

1. Routine checks for proper operation must be carried out by the contractor every month. However the cleaning of all device shall be done regularly, and as when required in case of complains if any. In case of any complain regarding this will not be attended then a recovery of Rs. 5000/- per unit per fort nightly will be made.
2. The breakdown of any unit must be attended immediately for which staff shall have to be made available at site during college working hours.
3. Contractor shall be responsible for satisfactory working of all the networking system/units. In case of any complaint of networking system/units not working satisfactorily, then recovery of Rs. 500/- per unit per day will be made.
4. A log book/ record and complain register must be maintained for this by the contractor on monthly basis, for which nothing extra will be paid.
5. Servicing of entire system comprising descaling of networking system shall be done at least once during the contract / as and when required.
6. The contractor shall carry out the work at his own responsibility and risk. In case of any accident no claim shall be given to the contractor or his employee by the college authorities.
7. Damage to the building during execution of work shall be made good by the contractor matching with the surrounding surface, otherwise the same shall be got done at the cost of working contractor.
8. Any malba generated due to dismantling/execution shall be cleared from the site of work immediately without any extra cost failing which same shall be done by the department and suitable recovery shall be made from the contractor.
9. The contractor shall depute his employee/operational staff after the normal duty hours if required within the scope of work.
10. The contractor shall furnish Name & Contact Number of the person, who should be contracted during emergency.
11. All the cleaning material i.e. soap, duster etc. shall be arranged by the contractor at his own cost. If cleaning of installation is found unsatisfactory at any time, a recovery of Rs. 200/- per occasion shall be made.
12. The contractor shall replace the staff, in the event of misconduct by him.
13. Due to unforeseen circumstances, if the tender is not opened on the stipulated date, the same will be opened on the next working day at the same time i.e. 15:30 hrs. ZHDC will not be responsible for any postal delay.
14. Immediately after award of the contract (within 15 days) following activities must be carried out:-

(M.S. Javed)

(DR. S. MISHRA)

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- (a) Checking of running condition of all networking systems.
- (b) Checking of Power Supply from the source.

15. In the evaluation and comparison of bids, Zakir Husain Delhi College (M) reserves the exclusive right to reject any or all tenders.

Validity of Rates:

The Price bid/ Rates shall remain for 90 days from the last date of its submission.

Payment Terms:

- a) Payment will be made on quarterly basis (after submission of satisfactory performance report duly endorsed by the concerned deptt.). And contractor should submit complaint/ log book of the period for which payment to be regularized to the college authority.
- b) Payment will be released by RTGS/NEFT.
- c) The EMD of unsuccessful tenderers will be returned on finalization of tender. In case of successful. Tenderer, it will be returned after deposit of Security deposit in prescribed format.

(M.S. Javed)

(DR. SATISH)

08/02/17

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Annexure – A

Details of work is to be carried out under the above said NIQ.

Look after the faults of networking, necessary maintenance and the configuration of networking devices & equipment in all the departments, offices, labs & library, and the work of expansion of wired network setup and Wi-Fi network setup for technical services in the whole college. All technical support is provided by the company and the work of Electrical & Network wiring in the college is provided by the college electricians.

company is also maintain and operate the *Server Based Applications* on *three Servers of ZHDC and two Servers of DU*. e.g.:- Active Directory, Networking Clusters, Terminal Services, User's Rights Management Services, ZHDC Workgroup Services, Server Backup Utility Application, Print and File sharing services, Internet Protocol Services, Integrated Application Services like SQL, Java, .NET framework, etc., Configuration of networking equipment & devices and fiber optic of DU, Configuration of Network Printer, Configuration of networking settings in others devices like DVR machines for CCTV camera, MTNL Modem & Routers, Attendance machines, Photostat machines, Addition & Deletion of user's profile, Security and Group policies of Accounts & Administration users, download & configuration of new antivirus security updates & rapid release patches for Symantec Antivirus Server, SEP Manager, etc.

List of All Departments, Offices, Labs and Library

S.No.	Departments/Room/Labs/Building	S.No.	Departments/Room/Labs/Building
1	Botany Department	11	Principal Office
2	Zoology Department	12	Accounts Section
3	Psychology Department	13	Administration Office
4	Physics Department	14	MMBeg Library Department
5	Electronics Department	15	Data Lab & CEC Room
6	Chemistry Department	16	Staff Room
7	Multimedia Computer Lab (Inside Lib.)	17	Store Room
8	Computer Lab Mathematica (Inside Lib.)	18	Front Gate Reception Office
9	Computer Lab (Outside Library)	19	Auditorium Block
10	Computer Lab (Farha Naaz - Admn Block)	20	Evening College Building

(M. S. Javeed)

CDR-SATISH
08/02/17