

NATIONAL INSTITUTE OF SECURITIES MARKETS

REQUEST FOR QUOTATION FOR INTERNET SERVICE (1:1 LEASED LINE) (Document Reference No: NISM/ICT/RFQ/05/2013-14)

**NISM Bhavan,
Plot No. : 82,
Sector - 17, Vashi,
Navi Mumbai: 400703
Tel: 022-66735100-03,
Fax: 022-66735110
Web: www.nism.ac.in**

1. INTRODUCTION

National Institute of Securities Markets (NISM) is a public trust established by SEBI with the objective of enhancing the quality of securities markets in the country through knowledge-based interventions. The institute therefore conducts a number of educational programs for Securities Markets professionals. The Institute has a hostel for students in Sector 14, Vashi, Navi Mumbai for courses of various market intermediaries. NISM also has a Test Center on 1st floor, C Wing, Mittal Court, Nariman Point, Mumbai. The said locations require Internet connectivity. Hence Quotations are invited from the interested bidders for Internet Leased Line with bandwidth as mentioned in this document.

2. SUBMISSION OF QUOTATIONS AND TERMS & CONDITIONS

The quotation must be prepared covering the following information and submitted to NISM at the address contained herein on or before the closing date specified in Section-10 of this document.

2.1 Submission Format

The quotations will be submitted as mentioned below:

- a) The eligibility information as requested in Annexure - C will be submitted in a separate sealed envelope (Envelope-1) super scribed as "Eligibility to Quote for Internet Service (1:1 leased line) - RFQ No. : NISM/ICT/RFQ /05/2013-14".
- b) The quotation will be submitted in a separate sealed envelope (Envelope-2) super scribed as "Quotation for Internet Service (1:1 leased line) - RFQ No. : NISM/ICT/RFQ /05/2013-14".
- c) Both the above mentioned envelopes will be placed in a bigger envelope super scribed as "Quotation for Internet Service (1:1 leased line) - RFQ No. : NISM/ICT/RFQ /05/2013-14".

2.1.1 Content of Envelope-1

Envelope-1 must contain the following items:

- Table of Content (including list of documents enclosed)
- A Cover Letter in a format as stated in Annexure – A. The email address and phone (Mobile and Land Line) numbers / fax numbers of the bidder shall also be indicated on the cover letter.
- Company Profile (As per Annexure – B): It must cover the Business Focus of the Company (A brief description of the Products and Services offered by the company). The business focus of the bidder is expected to be relevant to the products and services requested in this RFQ.
- The eligibility information as per Annexure – C

NOTE: Please note that the content of envelope-1 must not contain quoted price of the internet leased lines anywhere. If the cost figures are mentioned anywhere in the content of envelope-1, the quotation will be disqualified and will not be evaluated. The quotation enclosed in envelope-2 must be unconditional. Condition if any should be indicated in the content of envelope-1 only.

2.1.2 Content of Envelope-2

Envelope-2 will contain the following:

- Cost of Leased Line Service (as per Annexure -D).

2.2 Payment Condition

100% payment will be made only on successful delivery and installation of all items stated in Section-4. The monthly internet service charges will be paid upon submission of an invoice in the first week of every month for the service delivered in the preceding month.

2.3 Other Conditions

- The bidders are required to quote for all items mentioned in Section-3 of this document.
- Bidders are advised to study all technical and commercial aspects, instructions, forms, terms and specifications in the RFQ carefully. Failure to furnish all information required in the Quotation or submission of a Quotation not

substantially responsive to the RFQ in every respect will be at the Bidder's risk and may result in rejection of the Quotation.

- In the event of NISM requiring additional leased lines within a year from the date of issuance of the purchase order, the Bidder must be prepared to supply the additional leased lines at the same quoted price.
- NISM is not responsible for non receipt of quotations within the specified due date due to any reason including postal delay or holidays.
- The prices quoted shall be in Indian Rupees.
- Submission will be valid only if
 - ✓ It is received on or before the closing date and time as stated in Section-10 of this document.
 - ✓ The submission is not by Fax or Email.
- Only one response to this RFQ from each bidder will be permitted. In case of partnerships / consortium, only one submission is permitted through the lead bidder.
- All expenses incurred towards the preparation and submission of the Quotation by the bidder will be entirely borne by the bidder.
- NISM reserves the right to reduce or increase the scope of this RFQ or Purchase Order or cancel this RFQ without stating any reasons whatsoever.
- NISM reserves the right to accept or reject any Quotation and to annul the bidding process and reject all Quotations any time prior to award of the contract/purchase order, without thereby incurring any liability towards the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for NISM's action.

2.4 Contact Details

- a) The Quotations must be submitted in the sealed envelopes as mentioned above to the following officer:
Mr. Ankit Kumar Singh,
National Institute of Securities Markets,
5th Floor, NISM Bhawan, Plot No. 82,
Sector - 17, Vashi, Navi Mumbai - 400 703.

3. SCOPE OF WORK

The bidders are required to quote for the following wired leased line options. NISM requires wired internet connectivity at NISM NIVAS in Sector 14, Vashi, Navi Mumbai and also in 'C' Wing, Mittal Court, Nariman Point, Mumbai at the location mentioned in Section-4. NISM will choose a suitable option and place the order accordingly.

#	Internet leased line Specifications
1	<u>Option-A</u> <ul style="list-style-type: none"> • Dedicated 1:1 <u>wired</u> leased line • 2 Mbps bandwidth
	<u>Option-B</u> <ul style="list-style-type: none"> • Dedicated 1:1 <u>wired</u> leased line • 4 Mbps bandwidth
2	IP Address: Bidder has to provide 2 WAN public IPs and 5 LAN pool IPs at each location.
3	Services The last mile connectivity should use Fiber Optic cable and must be terminated near the rack in the server room on the 6 th floor and 1 st floor respectively of the buildings stated in the delivery address (in Section-4) with appropriate termination devices(i.e. modem etc) providing RJ45 connectivity to the existing Router.

4 DELIVERY ADDRESS AND LEASED LINE TERMINATION LOCATION

The scope of work as stated in Section -3 will be carried out at the following locations:

- 1) NISM NIVAS,
Plot No. 23, 6th Floor,
Sector 14, Vashi
Navi Mumbai – 400703.
- 2) NISM Test Center,

1st Floor,
'C' Wing, Mittal Court,
Nariman Point,
Mumbai

5 DELIVERY LEAD TIME

The chosen supplier will be expected to complete the scope of work as stated in section-3 within two weeks from the date of issuance of the Purchase Order.

6 PRICE VALIDITY PERIOD

The quoted prices for the dedicated leased lines as stated in Section 3 of this document are expected to remain valid for a period of 4 months from the date of closure of this RFQ.

7 ELIGIBILITY CRITERIA

The bidders responding to this RFQ must meet the following eligibility criteria. The required information must be submitted as per Annexure - C.

- a) The bidder should be an Internet Service Provider (ISP) having at least **15** ISP PoPs across the country out of which **two** PoPs must be in Mumbai.
- b) The bidders must have at least **six** customers in Mumbai **currently** availing 1:1 Internet leased line service.
- c) The bidders must have a fully functional establishment in Mumbai.
- d) The bidder must have a **valid ISP license** issued by the Department of Telecommunication, Government of India.
- e) Also the bidder must be a registered ISP with proper **AS Number**.

Note: Please see ANNEXURE-C for important documents to be submitted.

8 EVALUATION PROCESS

8.1 Eligibility Assessment

Envelope-1 containing Eligibility information as per Annexure-C will be opened first and only those bidders who meet the eligibility criteria will be shortlisted for evaluation of their quotations.

8.2 Evaluation of Quotations

Envelope-2 of only those bidders who meet the eligibility criteria will be opened and the purchase order will be issued to the bidder offering the lowest price.

9 CANCELLATION OF RFQ

NISM reserves the right to cancel the RFQ at any time during the process for lack of response or for other reasons deemed appropriate for cancellation.

10 IMPORTANT DATES

Date of Issuance of RFQ : 5th December 2013

Revised Date and Time of Submission of Quotations: 27th December, 2013 at 16.00 Hrs.

Opening of eligibility Envelope : 30th December, 2013 at 16:00 hrs

Opening of Quotations: 30th December, 2013 at 17:30 hrs

11 SIGNING OF QUOTATIONS

The Quotation shall be typed or written in ink and shall be signed (on the cover letter) by a person or persons duly authorized by the Bidder to bind the Bidder to the contract. All pages of the Quotation, except unamended printed literature, shall be initialed by the person or persons signing the Quotation. The Quotation shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Quotation.

12 INSPECTION

NISM or its representative will carry out inspection and testing of the leased line for the committed bandwidth. Should the leased line and the terminal network devices fail to conform to the specifications or it is not as per the purchase order, NISM may reject them and the supplier shall either replace the rejected goods or do the necessary to meet specifications at no cost to NISM.

13 INDEMNITY

The supplier shall indemnify, protect and save NISM against all claims, losses, costs, damages, expenses, action suits and other proceedings resulting from infringements in respect of the equipment supplied to NISM.

14 ARBITRATION

In the event of a dispute or difference of any nature whatsoever between NISM and the supplier during the course of assignment arising as a result of this RFQ, the same shall be referred for arbitration to a panel of arbitrators. The panel shall be constituted prior to commencement of arbitration and shall comprise of two arbitrators and an umpire. NISM and the supplier shall each nominate an arbitrator to the panel and these arbitrators shall appoint an umpire. Arbitration shall be carried out at NISM office in Navi Mumbai and as per extant laws.

15 JURISDICTION

The jurisdiction for the purpose of settlement of any dispute of differences whatsoever in respect of or relating to or arising out of or in any way touching the works awarded or the terms and conditions thereof shall be that of the appropriate court in Mumbai. The jurisdiction of any other court in any place other than Mumbai is specifically excluded.

16 FORCE MAJEURE

Should either party be prevented from performing any of its obligations under this RFQ by reason of any cause beyond its reasonable control, the time for performance shall be extended until the operation or such cause has ceased, provided the party

affected gives prompt notice to the other of any such factors or inability to perform, resumes performance as soon as such factors disappear or are circumvented. If under this clause either party is excused of performance of any obligation for a continuous period of 90 days, then the other party may at any time hereafter while such performance continuous to be excused, terminate this agreement without liability, by notice in writing to the other. In all such cases NISM's decision shall be final and binding on all concerned.

NISM

ANNEXURE A**Cover Letter****(This will be submitted in Envelope-1)**

Date :

To,
National Institute of Securities Markets,
NISM Bhawan, Plot No : 82, Sector - 17, Vashi,
Navi Mumbai - 400705.

Dear Sir/Madam,

Subject: Response to the Request for Quotation for (1:1) Internet Leased Lines for NISM NIVAS, Vashi(Navi Mumbai) and NISM Test Center, Mittal Court, Mumbai (Document Reference No : NISM/ICT/RFQ/05/ 2013-14)

1. Having examined the Request for Quotations including the Annexures, the receipt of which is hereby duly acknowledged, we, the undersigned offer to supply, install and activate the required (1:1) Internet Leased Line in accordance with the scope of work as stated Section-3 of the RFQ within the cost stated in the quotation.
2. If our quotation is accepted, we undertake to abide by all terms and conditions of this RFQ and also to comply with the delivery schedule as mentioned in the RFQ.
3. We certify that we have provided all the information requested by NISM in the requested format. We also understand that NISM has the right to reject this offer if NISM finds that the required information is not provided or is provided in a different format not suitable for evaluation process.

Thank you.

Yours faithfully,

Signature

Name

Designation

Phone No Fax and Email Address:

Company Seal:

(This letter should be typed on the letterhead of the Company and must be signed by the Authorized Signatory of the Company/Lead Company of the Consortium.)

ANNEXURE - B**Company Profile**

(The following details of the company must be submitted in Envelope - 1)

Company Profile

Name of the company	
Legal Status (e.g., sole proprietor, partnership, limited liability partnership, corporation etc., (Attach a copy of the certificate of incorporation)	
Physical Address	
Business Profile of the company	



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(Attach a separate write-up or brochure that provides details of the business activities of the company)	
Email ID of the company	
PAN Number of the company	
TAN Number of the company	
TIN/VAT Number of the company	
Service Tax Registration Number	
Name of the Contact Person with Mobile and land line Number	
Company Name as it appears in its Bank Account	
Bank Account Number	



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Type of Account	
Bank Name	
Bank's Branch Address	
Bank Branch IFSC Code	

Signature

Name

Designation

Phone No Fax and Email Address:

Company Seal:

ANNEXURE - C

Eligibility Information

(To be submitted in Envelope-1)

#	Eligibility Condition	Documents Required
1	At least 15 ISP PoPs across the country out of which two Points of Presence (PoPs) must be in Mumbai	Document providing list of locations of PoPs with contact number (land line and mobile) of each PoP.
2.	Reference Customer Details	1. The following details of at least six customers in Mumbai : <ol style="list-style-type: none"> i. Name of the customer ii. Contact Person's Name iii. Contact Number (Land Line and Mobile) iv. Type of Internet Service provided 2. A copy of Purchase Order/Work Order
3.	Fully Functional Establishment of the ISP in Mumbai	Document providing : <ol style="list-style-type: none"> a) Physical Address of the set up in Mumbai b) Contact Numbers (Land Line and Mobile) c) Technical Overview of the Internet Service Infrastructure at PoP, Mumbai.
4.	ISP Registration	A copy of appropriate document showing ISP Registration Number (AS Number).
5.	ISP License	A copy of the ISP License issued by the Department of Telecommunication, Government of India.

ANNEXURE D
Quotation
(To be submitted in Envelope-2)

COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ PHONE NUMBER: _____

EMAIL: _____ WEB SITE: _____

Cost Break Down

#	Item	Cost per annum
Option A (Wired 2 Mbps Leased Line)		
1	2 MBPS wired internet (1:1) leased line	
2	Installation cost (to be charged only once at the time of installation)	
3	Taxes as applicable	
	Total	
Option B (Wired 4 Mbps Leased Line)		
1	4 MBPS wired internet (1:1) leased line	
2	Installation cost (to be charged only once at the time of installation)	
3	Taxes as applicable	
	Total	

Signature

Name

Designation

Phone No Fax and Email Address:

Company Seal: