



# The Institution of Engineers (India)

AN ISO 9001 : 2015 CERTIFIED ORGANISATION  
(ESTABLISHED 1920, INCORPORATED BY ROYAL CHARTER 1935)  
8 Gokhale Road, Kolkata-700 020

*A Century of Service to the Nation*

No. T-1791

Dated: 12.05.2023  
Due Date: 22.05.2023

## **NOTICE INVITING TENDER**

### **Renewal of License for Seqrite Endpoint Security Total Edition for 130 users with 3 year comprehensive Support and Services at IEI HQ**

The Institution of Engineers (India) invites sealed Tenders from eligible bidder(s) in Single Stage two Envelope bid system for Renewal of License for Seqrite Endpoint Security Total Edition for 130 users with 3 year comprehensive Support and Services at The Institution of Engineers (India), 8 Gokhale Road, Kolkata-700020.

**The sealed tenders are to be submitted duly stamped and signed and dated on each page of the tender document** as their unconditional acceptance to the terms prescribed by the Institution. Details/supporting documents wherever applicable, if attached with the tender should be duly authenticated by the vendor/s. No over-writings shall be accepted unless authenticated with full signature of the vendor/s.

The tender shall be in two parts viz. **Technical Part – (Envelope – 'A')** and **Financial bids (Envelope 'B')** (Envelope 'A' and 'B' with the content shall be clearly marked on the top of the envelopes separately). **Technical Part (Envelope – 'A')** shall comprise of compliance documents against Qualification Requirement, company profile and any other document in support of technical capability. The Technical bid should not contain any financial indication, violation of which will invite disqualification. Financial bid shall comprise of quoted price only in the format provided with the tender document in **Envelope – 'B'**. Both Envelope – A & B shall be put in a third envelope, sealed and submitted within the prescribed date & time and with signature of the tender applicant over it.

The sealed tender duly superscribed, "**Renewal of License for Seqrite Endpoint Security Total Edition**" with Tender No. should be addressed to Director (Administration) sent at the Institution's address either by registered post/speed post or by hand. Postal / courier of the tender document must reach to this office within stipulated date & time i.e., **upto 16.00 hrs of 22 May 2023.**

Tenders received after the stipulated date and time shall not be entertained. The Institution shall not be liable for any postal delays for what so ever reason and tender received after the stipulated time/date are liable to be rejected summarily without giving any reason and any correspondence.

  
Director (Administration)

- i) **Technical Bid** :- Envelope A should be superscribed with Tender No and Name of Job i.e. "**Renewal of License for Seqrite Endpoint Security Total Edition with 3 year comprehensive Support and Services**" and word "TECHNICAL BID" along with the duly signed and stamped photocopy of documents and signed by authorized representative:
- a. Copy of the Certificate of Incorporation of Companies and full address of the registered office.
  - b. Copy of Manufacturer Authorization form from OEM.
  - c. Proof of GST Registration certificate
  - d. Copy of Work Orders from Previous Clients / Current clients.
- ii) **Financial Bid** :- Envelope should be superscribed with Tender No and Name of Job i.e. "**Renewal of License for Seqrite Endpoint Security Total Edition with 3 year comprehensive Support and Services**" and word "FINANCIAL BID" containing rate coated by the party duly signed and stamped by authorized representative.
5. These two bids to be placed in separate large envelope superscribed with Tender No and Name of Job i.e. "**Renewal of License for Seqrite Endpoint Security Total Edition with 3 year comprehensive Support and Services**".
6. For any query please contact:  
Sudip Roy, Deputy Director  
Information Technology Section  
9830744323 / sudip.roy@ieindia.org
7. The contract shall be for a period of 3 year and may be extended in case of satisfactory performance, if so desires by IEI. However the decision of IEI shall be final in this regard.
8. IEI reserves the right to reject any or all the quotations without assigning any reason whatsoever.
9. Vendor shall not subcontract the hardware maintenance jobs to any outside agency including their franchisee.
10. Payment shall be made on completion of renewal process and submission of invoice.

***Signature of Tenderer with date and Seal***



**Scope of Work**

1. Renewal of existing Seqrite Endpoint Security Total Edition.
2. Software License Certificate to be provided by the Bidder.
3. Bidder shall apply all software updates / version upgrades released by the respective OEMs during the contract period.
4. The bidder must have single fully functional contact support centre with 24 X 7 support facility with dedicated Support Team.
5. The product will cover technical on-site support from the vendor and back to back OEM support, software updates, OS upgrades, version upgrades, troubleshooting, TAC support from the OEM
6. During the support period, the vendor will have to undertake preventive maintenance for proper operation, performance and output as specified in the technical specifications of all the security Solution supplied by the vendor.
7. The vendor has to resolve any operating system and application software, etc. problems for successful installation and operations.
8. Reinstallation of software for any hardware failure or any reason with server.
9. Bidder must be capable of providing onsite support at Kolkata.
10. The Bidder has to provide onsite support, if required
11. Any corruption in the software or media shall be rectified during the full period of the contract at no extra cost.
12. Escalation matrix for resolving issues for Remote desktop support issues within 1 hour of reporting. Deployment of personnel within two hours after failure of remote support.

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***Signature of Tenderer with date and Seal***

**FINANCIAL PART**

Sl no	Description	Qty	Unit Rate (Rs.)	Amount (Rs.)	GST Rate (in %)	Total Rate (Rs.)
1	License for Seqrite Endpoint Security Total Edition	130				

Total in words : .....

Name of the Company :

Address :

Phone :

E-mail :

Signature with Date and Stamp