

**BUREAU OF INDIAN STANDARDS**  
**IT SERVICES DEPARTMENT**

Bureau of Indian Standards is the national standards body of India functioning under the aegis of Ministry of Consumer Affairs. There are about 300 computers and 4 servers in BIS Headquarters and Central Laboratory. The address of the offices and the approximate number of computers in each office are mentioned at Annexure-I. The offices are connected through a MPLS based virtual private network. Presently, BIS is using Trend Micro Officescan antivirus 8.0 with Service Pack1. BIS intends to procure the latest version of the Symantec Endpoint Protection antivirus software for three hundred users (minimum) for one year. The software shall be compatible with Windows XP/ Vista/7 and Windows 2000/2003/2008 Server OS. The software should work on client server architecture with a server in each office. The clients in each office will be connected to the server. Each server will receive updates from the internet.

2. The vendor shall supply and install the software in all the computers and servers in BIS Headquarters and Central Laboratory (please see Annex-I). The vendor shall also provide e-mail and telephonic support free of cost.
3. Sealed quotations are invited from authorized/registered channel partners/corporate resellers of M/s. Symantec Corporation. **A letter of authorization from Symantec shall be enclosed with the bid.** The quotations shall be submitted in the following format:

Sl No.	Item	Quote in INR
1	Cost of the product for 300 licences including installation	
2	Cost of additional licence	

4. The price quoted shall include packaging, transportation, transit insurance etc. The price quoted shall be firm and inclusive of all applicable taxes. Escalation in quoted price shall not be permitted. Please note that the price quoted shall remain valid for acceptance for a period of 60 days from the last date of submission of bids.
5. Warranty/guarantee is required for 12 months from the date of installation of the antivirus software package. The software updates, if any, during the warranty period has to be supplied free of cost. No separate payment shall be made for the maintenance of the software during the warranty period.
6. The bidders along with each of their offers, shall deposit with BIS, New Delhi a Demand Draft for Rs. 5,000/- (Rupees Five Thousand Only). The DD shall be drawn on any Nationalized/ Scheduled Bank, in favour of Bureau of Indian Standards, payable at New Delhi as Earnest Money Deposit (EMD), which will be refundable to the unsuccessful bidders after award of work to the successful bidder. Name of the firm shall be written on the reverse of the DD. If the successful bidder fails to supply the goods, his security money will be forfeited. The EMD of the successful bidder shall be

retained as performance security which shall be refunded after 60 days of the completion of the warranty period.

7. The quotations shall be sent to Head (IT Services Department) in a sealed envelope superscribed **“Quotation for Antivirus”**, at the following address, before **15 00h on 19 April 2010-**

Head - IT Services Department  
Bureau of Indian Standards  
Room No.-105  
Manak Bhavan  
9- Bahadur Shah Zafar Marg  
New Delhi- 110 002  
Phone-i- 23231102  
ii- 23230131, Extn-4228, 4374

The bid shall contain the following-

- i. The financial bid
  - ii. The EMD of Rs. 5,000/-
  - iii. Letter of authorization from M/s. Symantec Corporation
  - iv. Copy of VAT Registration Certificate, PAN shall be submitted alongwith the quotation.
8. The payment is normally made within 30 days from the date of submission of the bill after supply and installation of the software in all the computers and servers in the offices. BIS shall not be subjected to any late payment charges.
9. The delivery of the product is required within four weeks of the issue of purchase order. In case of default, an amount equivalent to 0.5% of the value of the order will be imposed every week or part thereof upto a maximum of 5% of the value of the order. The product shall be delivered at IT Services Department, Manak Bhavan, 9-Bahadur Shah Zafar Marg, New Delhi 100 002. Incomplete quotations shall be liable to be rejected.
10. The Bureau reserves the right of accepting the whole or any part of the quotation(s) or portion of the quantity offered and the successful bidder shall supply the same at the rate quoted.
11. The Bureau takes no responsibility for delay, loss or non-receipt of quotation(s) after dispatch.
12. In case of non-compliance with the terms and conditions of the tender document, the Bureau reserves the right to cancel/revoke the order.
13. In case of any dispute or difference, the same shall be settled by reference to arbitration by a sole arbitrator to be appointed by the Director General, Bureau of Indian Standards, New Delhi. The provision of the Arbitrations and Conciliation Act, 1996 shall be applicable.
14. In case of any dispute arising out of this business of interpretations of any clause of the document, the Court at Delhi alone shall have the jurisdiction to try and decide.

15. If the tender opening date falls on Saturday, Sunday or Gazetted holiday, the tender will open on the next working day.
16. Application not accompanied by requisite value of DD/ Banker's Cheque towards EMD shall not be considered for issue of tender.
17. The number of licences may vary.
18. Quotations sent through fax or e-mail will not be considered.
19. The document can be seen at our website [www.bis.org.in](http://www.bis.org.in).

Sd/-  
(Rakesh Kumar)  
Scientist-F & Head  
IT Services Department

**ANNEXURE-I**

**LIST OF BIS OFFICES**

<b>Office</b>	<b>Address</b>	<b>Phone No.</b>	<b>Approx. no. of computers</b>
<b>Headquarter</b>	Manak Bhawan, 9, Bahadur Shah Zafar Marg, New Delhi 110 002	011-23231102	240
<b>Central Laboratory</b>	Plot No. 15/9, Site IV, Sahibabad Industrial Area, Sahibabad - 151 010	0120-4177100	60