

BUREAU OF INDIAN STANDARDS
IT SERVICES DEPARTMENT

Subject: Tender for renewal of licences of Symantec Endpoint Protection antivirus software

1. Bureau of Indian Standards (BIS) is the national standards body of India functioning under the aegis of Ministry of Consumer Affairs. BIS had procured/renewed 370 licences of Symantec Endpoint Protection antivirus software (version 12.1) in 2011 in phases. 300 licences of the software were procured in May 2011 and another 70 licences of the software were procured in October 2011. BIS intends to renew 300 licences of the software for a period of one year i.e., from 31 May 2012 to 30 May 2013 and renew additional 70 licences for a period of seven months i.e., from 30 October 2012 to 30 May 2013.
2. Sealed quotations are invited from authorized/registered channel partners/corporate resellers of M/s. Symantec Corporation. **A copy of the certificate of partnership with M/s. Symantec Corporation shall be enclosed with the bid.** The quotations shall be submitted in the following format:

SI No.	Item	Quote in `
a	Cost of the renewal of 300 licences for one year from 31 May 2012 to 30 May 2013 including telephonic and e-mail support	
b	Co-term renewal of 70 licences from 30 October 2012 to 30 May 2013 including telephonic and e-mail support	
c	Applicable taxes	
d	Total Cost	
e	Cost of each additional licence	

3. The price quoted shall include packaging, transportation etc. The price quoted shall be firm. Escalation in quoted price shall not be permitted. Please note that the price quoted shall remain valid for acceptance for a period of 120 days from the last date of submission of bids.
4. The software updates, if any, have to be supplied free of cost during the validity period of the licence. No separate payment shall be made for the maintenance of the software during the validity period.
5. The bidders along with each of their offers, shall deposit with BIS, New Delhi a Demand Draft for ` 5000.00 (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, which will be refundable to the unsuccessful bidders after finalization of the tender. Name of the firm, telephone number shall be written on the reverse of the DD. If the successful bidder fails to supply the goods, his security money will be forfeited.
6. An amount equal to 10% of the cost quoted by the successful bidder shall be retained as performance security deposit which shall be refunded after 60 days of completion of the validity period of the licence.
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 23 April 2012-**

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 ` 5000.00
 - iii. Certificate of partnership with M/s. Symantec Corporation
 - iv. Copy of VAT registration certificate/ service tax 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 of the software. BIS shall not be subjected to any late payment charges.
 9. The delivery of the above items is required within four weeks of the issue of purchase order. In case of default, a penalty equivalent to 0.5% of the value of the order per week upto a maximum of 5% of the value of the order can be imposed. 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 contract, 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 Deputy Director General (Central Region), 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 DD/ Banker's Cheque towards earnest money shall not be considered for issue of tender.
 17. Bids sent through fax or e-mail will not be considered.