

INDIAN INSTITUTE OF TROPICAL METEOROLOGY, PUNE

PRE-QUALIFICATION TENDER NOTICE NO. CW /13/2009

**Name of Work: Pre Qualification Tender for State-of-Art IP Telephony System for
IITM, Pune.**

The Indian Institute of Tropical Meteorology (IITM), Pune is an Autonomous Research Institute under the Ministry of Earth Sciences, Government of India, New Delhi. It is constructing a building for housing High Performance Computer and a Training Hall and a new Center for Climate Change and Research will be coming up in near future. It is proposed to install a state-of-art IP telephony System for the entire Institute. The total estimated cost is **Rs. Twenty Five Lakhs**. In this connection, eligible suppliers / firms / companies willing to undertake the above work are requested to collect the Pre-Qualification Tender Form from the Office of the Administrative Officer during **18-09-2009 to 25-09-2009** and submit the completed form in sealed cover superscribed 'PREQUALIFICATION TENDER FOR STATEOF- ART IP TELEPHONY SYSTEM' to the Administrative officer's office, Dr. Homi Bhabha Road, Pune-411008 by **09-10-2009**. The forms can also be downloaded from Institute's website (<http://www.tropmet.res.in>). The forms received after **09-10-2009** will not be accepted.

**Administrative Officer
Indian Institute of Tropical Meteorology
Dr.Homi Bhabha Road,Pashan,
Pune 411008,India
Phone:91-20-25893600
Fax: 912025893825
Email: venkat@tropmet.res.in**

INDIAN INSTITUTE OF TROPICAL METEOROLOGY

Dr. Homi Bhabha Road, Pashan, Pune 411 008

The Indian Institute of Tropical Meteorology (IITM) is a premier research organization under the Ministry of Earth Sciences conducting research in the field of atmospheric sciences. This Institute is constructing a new building for housing new High Performance Computer facility and a training hall and a new Center for Climate Change and Research will be coming up in near future at its existing Institute's campus at Dr. Homi Bhabha Road, Pashan, Pune, Maharashtra, India.

It intends to install state-of-art IP Telephony System for the entire Institute. For this project, Indian Institute of Tropical Meteorology intends to pre-qualify the Supplier.

The scope of work shall include :

Supply and installation of IP Communication Server hardware :

- (a) Based on dual server (appliance based) solution which can act as fault tolerant or as a cluster, wherein in the event of active call control server failure, no voice calls (either PSTN or CUG) should drop.
- (b) The entire architecture should incorporate remote office connectivity including support for voice end points without a local IP PBX, should seamlessly work in this provisioned IP infrastructure, with call control hardware being placed in Pune office. Also in the event of link failure to Pune office the remote office needs to provide automatic call control functionality for the voice end points to make CUG and PSTN calls.
- (c) Voice Gateways should be a separate box which should support minimum 2 E1 interfaces and scalable upto 8.
- (d) The Solution should seamlessly Integrate and work in coexistence mode with existing PBX LG ARIA 300.

Supply and installation of IP Phones:

- (a) The IP phone should be multi protocol enabled to support SIP, MGCP..etc with Gigabit Ethernet support for data with all the latest features available in the market.
- (b) Various models and ranges of the IP phones of same make with state of the art features should be available by the supplier.

The tender document with detailed specifications will be given to selected firms after short listing.

Supplier

**Administrative Officer
For Director, IITM, Pune**

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY
PREQUALIFICATION FORM**

- 1) Name of work : Development of State-of-Art IP Telephony System at IITM, Pashan, Pune, Maharashtra
- 2) Aprox. Estimated cost : Rs. 25.00 Lakhs
(Rs. Twenty Five Lakhs)
- 3) Time limit for completion of work : One month
- 4) PQ form shall be issued from : 18-09-2009 to 25-09-2009
- 5) Last date for submission
Of pre-qualification form : 09-10-2009 by 1400 hrs.
- 6) Issued to M/s./Shri : _____
- 7) Date of application of supplier for issue of PQ form _____
- 8) Date of actual issue of pre-qualification form to supplier _____

Pre-qualification form duly filled in by the supplier should be submitted in the office of the Administrative officer, IITM, Pune, **on or before 09 Oct 2009 by 1400 Hrs.** The pre-qualification form received after the due date shall not be accepted.

Note:

All the information must be filled in the enclosed forms only. The information furnished in other forms will not be accepted except annexure A & B. If the supplier submits the information on separate or other forms except form 'A & B' the same will not be accepted. It may please be noted that any information furnished in pre-qualification form or the enclosures/annexure thereto, if subsequently found false or misleading, the supplier's application for prequalification shall be rejected outright.

Administrative Officer,
For Director, IITM, Pune.

Note: 1) PQ form shall not be accepted after due date 09-10-2009 14.00 Hrs.

DIRECTIONS FOR FILLING IN PQ FORM:

- 1) The Supplier should fill up the blanks of pre-qualification form in original and duly filled in and signed shall only be submitted. Each and every page of PQ form shall be signed by the supplier, without which the supplier shall not be pre-qualified.
- 2) The information submitted on supplier's format, i.e. other than original pre-qualification form, shall not be accepted. If found, the documents shall be returned & he shall not be pre-qualified.
- 3) In any case subletting of work will not be allowed.
- 4) The terms and conditions of this PQ form shall form part and parcel of tender document.

IMPORTANT NOTE:

The supplier will not be declared qualified unless he produces the required documents and information as listed below.

- 1) Certified true copy of VAT & Service tax valid registration is not enclosed.
- 2) If the list of similar nature of work in form 'A' is not furnished.
- 3) If the list of works tendered for and in hand as perform 'B' showing cost of balance works is not furnished.
- 4) If the compensation is recovered for slow progress or bad quality of work carried out in other organization, the supplier shall not be pre-qualified.
- 5) If the information as stated above is found incorrect and misleading.
- 6) PQ form is submitted incomplete.

Supplier

**The Administrative Officer,
IITM**

PRE QUALIFICATION FORM

(To be filled in by the contracting firm)

- 1) i) Name of the Supplier/Firm : _____
ii) Postal Address : _____

- iii) Telephone No. : _____
iv) Fax No. : _____
v) Mobile No. : _____
vi) E-mail Address : _____
- 2) Please mention status
i) Proprietary firm : Yes / No*
ii) Partnership firm : Yes / No*
iii) Pvt. Ltd. Co. : Yes / No*
iv) Public Ltd. Co. : Yes / No*
(* - Strike out whichever is not applicable)
- 3) i) Mention the names : 1) _____
of Partners or Directors : 2) _____
- 4) Annual turn over of the : 2006-2007 Rs.
firm for last 3 years as
Certified by the Chartered Accountant vide Form F. 2007-2008 Rs.
(Will be considered as per CVC guide lines)
2008-2009 Rs.....
- 5) a) Whether the supplier is having : Yes/No
valid VAT & Service Tax Registrations
- b) If so whether the certified copy of : Yes/No
Such registration is enclosed
- 6) Whether the list of works in hand is : Yes/No
enclosed in form "B"
- 7) Whether the amount of balance : Yes/No
Works vide col. No.5 of Form "B"
is mentioned .
Quote the amount of balance work. : Rs. _____

The information given above and in the enclosed forms and annexure is true to the best of my knowledge and belief and I am fully responsible for its correctness.

Date : _____

Signature of Supplier

Supplier

**The Director,
IITM**

FORM 'A'

DETAILS OF WORKS OF SIMILAR OR ALLIED TYPE AND MAGNITUDE CARRIED OUT BY TENDERER

NAME OF TENDERER. :

Sr.No.	Name of work	Name of Organisation and place of work	Project cost	Stipulated date of completion	Actual Date of completion	Principal features in brief.
1.	2.	3.	4.	5.	6.	7.
		TOTAL				

NOTE :

- 1) The supplier should have completed at least a single work of similar nature as mentioned under Sr. No. 6

Supplier

(7)

The Director, IITM

FORM 'B'

DETAILS OF OTHER WORKS TENDERED FOR AND IN HAND ON THE DATE OF SUBMISSION OF THIS APPLICATION

NAME OF TENDERER. :

Sr. No	Name of work	Name of organization and place of work	Work in hand			Works tendered For			REMARKS
			Tendered cost	Cost of remaining work	Anticipated date of completion	Estimated cost.	Date when decision is Expected.	Stipulated period for completion.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
		TOTAL			TOTAL				

NOTE :- The continuation sheet may be used if required.

Supplier

The Director, IITM

FORM 'C'

DETAILS OF MANPOWER, EQUIPMENTS, KNOWLEDGE OF MAINTENANCE TENDERED FOR AND OTHER INFORMATION ON THE DATE OF SUBMISSION OF THIS APPLICATION

NAME OF TENDERER. :

Sr. No	EQUIPMENTS AVAILABLE	MANPOWER				KNOWLEDGE OF MAINTENANCE OF		OTHER INFORMATION
		Architects	Engineers	Supervisors	Admin. Staff			
1.	2.	3.	4.	5.	6.	7.	8.	9.

NOTE :- The continuation sheet may be used if required.

Supplier

The Director, IITM

FORM – ‘F’

FINANCIAL STATEMENT

1. Name of Contractor : _____
(In case of Joint Venture /
Consortium, the name of the
Consortium firm). _____
2. Summary of Assets & Liabilities :
on the basis of the audited financial
statement of the last three financial
years. (Attach copies of the audited
financial statements of the last three
financial years)

		Year 2006-2007 (Rs. In Lakhs)	Year 2007-2008 (Rs. In Lakhs)	Year 2008-2009 (Rs. In Lakhs)
A)	Authorized capital			
B)	Issued capital			
C)	Paid up Capital /Partners / Proprietor Capital.			
D)	Reserves & Surplus.			
E)	Long term liabilities.			
F)	Current liabilities & Provisions.			
G)	TOTAL (C + D + E + F)			
H)	Net Tangible Fixed Assets.			
I)	Intangible Assets.			
J)	Long term investment			
K)	Current Assets, loans & Advances.			
L)	TOTAL (H + I + J + K)			
M)	Quick Assets i.e cash & equivalent, short term investment and current receivables.			
N)	Net profit after interest and depreciation.			

Contractor
Accountant

Chartered
along with seal

The Director,
IITM

		Year 2006-2007 (Rs. In Lakhs)	Year 2007-2008 (Rs. In Lakhs)	Year 2008-2009 (Rs. In Lakhs)
P)	Turn over in terms of value of Civil / Electrical Engineering works executed during each Year as reflected in the Profit & Loss Account.			
3)	<u>RATIOS :</u>			
i)	Net worth to long term liabilities (O:E)			
ii)	Current Ratio (K:F)			
iii)	Quick Ratio (M:F)			
iv)	% of net profit to capital invested i.e. (N x 100)/(C + D)			
4)	Net Profit before Taxation			
a)	Current Period.			
b)	During the last financial year.			
c)	During each of the Four previous Financial years.			
	<p>Certified that the facts and figures given above have been verified from the audited balance sheet at the end of the respective year and the profit and loss accounts for the respective year, are true to the best of our knowledge and belief.</p> <p>Seal Signature of the Chartered Accountant.</p>			

Contractor

**The Director,
IITM**

Detail Calculations for all the Ratios should be submitted on separate Annexure.			
5.	Applicants financial arrangements (Mention amount in Rupees)	:	Rs.
a)	Own Resource	:	Rs.
b)	Bank Credit.	:	Rs.
c)	Others (Specify)	:	Rs.
6.	Certificate of financial soundness from bankers of applicants together with their full address.	:	
7.	Credit Facilities :	:	
a)	Name / Address of Nationalized Bank providing credit line.	:	
b)	Total Amount of credit line (Attach certificate from the bank)	:	
8.	Approximate value of works in hand.	:	
9.	Bid capacity i.e. $(A \times N \times 2) - B$ where - (shall not be less than the cost put to tender)	:	
A	Maximum of the updated values of electrical / civil Engineering works executed in one of the Preceding 3 years. The updating of the Value of work should be done at 10% per annum (compounded) by multiplying the Values with applicable factor i.e. 1.10, 1.21, Or 1.331 as the case may be.		
B	Value of existing commitment and works (on going or to be completed in the period stipulated for completion of the work in the present tender) i.e. from _____ to _____		
N	Number of years prescribed for completion of the work for which tenders are invited. = ____ Year.		