

Tender for Virtual Private Server (Cloud) with daily backup facility

Tender Date: 10th October-2018

Last Date: 30th October-2018

The Institute of Cost Accountants of India is a statutory body set up under an Act of Parliament. The Institute imparts education and conducts qualifying examinations for Cost & Management Accountants and regulates & develops the Cost and Management Accounting Profession.

The Institute invites sealed quotation for 1 No. Virtual Private Server (Cloud) with the following detailed specifications:

Srl No	Item	Specification	Quantity
1	VPS	Virtual Private Server with 4 vCPU @2.2GHz, 16GB RAM, 250GB SS Disk Space, 200GB Hard Disk Space on NLSAS, Windows 2012 OS & 1 Public IP with Internet Bandwidth Daily backup of the above Virtual server	1 No.

General Terms & Conditions:

1. The Bidder should be a company registered in India (Attach a copy of Certificate).
2. Attach copy of three similar orders in Government/ Autonomous body / PSU in last three years.
3. Attach a copy of PAN No, GSTIN & TAN/ TIN No.
4. Attach RTGS & Bank Account Details
5. **Delivery:** The Supply of the VPS should be immediate.
6. **Backup Support:** Daily backup of entire contents on the Cloud.
7. **Uptime:** 99.99%

8. The quotation and Price must be valid for three year from the date of awarding the Contract.
9. Taxes shall be paid as applicable and quoted by the vendor.
10. The any other charges should be included in the price quoted. No extra charges shall be payable.
11. Conditional / Incomplete bids shall be rejected.
12. The last date of submission of tender is **30th October-2018 till 3:00 PM.**
13. The Institute is not bound to accept the lowest tender and reserves the right to cancel any or all the Tenders without assigning any reason thereof.
14. The work order for VPS would be awarded initially for a period of one year, which can be extended for two more years on yearly basis at the same rate and same terms and conditions subject to satisfactory performance and mutual agreement.
15. The vendor will provide the back of VPS once in every month, however the vendor will keep the copy of back up with him on daily basis and provide as and when asked.
16. The financial bid should be as per the format at Annexure – 1.
17. For any further clarification/information please contact Shri Sumit Saxena, Sr. Officer, IT (Phone 011-24666123) on any Working Day (Mon-Friday) during Office Hours.
18. **Payment Terms and conditions:**
 - a. The first payment will be made within two weeks from the date of satisfactory completion of job and receipt of Invoice.
 - b. All subsequent payments will be made on monthly basis after completion of billing cycle and receipt of invoice.
 - c. All Payments will be made through Electronic Mode to the Bank Account of the selected Tenderer.

Annexure-1

Financial Bid Format.

S No	Description	Qty.	Monthly Unit Price (in INR)	Taxes (in INR)	Total (in INR)
1.	Virtual Private Server with 4 vCPU @2.2GHz, 16GB RAM, 250GB SS Disk Space, 200GB Hard Disk Space on NLSAS, Windows 2012 OS & 1 Public IP with Internet Bandwidth Daily backup of the above Virtual server	1			
Total					
Total (in words) Rupees.....					

Declaration:-

I, _____, hereby certify that "I am not debarred by Department of Commerce or any Ministry/Department concerned."

Date:

Name and Signature of Bidder / printer with Corporate Seal

Convenor (LPC)