



# THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)

CMA Bhawan, 3 Institutional Area, Lodi Road, New Delhi – 110 003.

TELEPHONES: +91 11 24666100 Extn. 116 /167/ 123

Website: [www.icmai.in](http://www.icmai.in) e-mail: [lpcedelhi.convenor@icmai.in](mailto:lpcedelhi.convenor@icmai.in)

## Local Purchase Committee

### TENDER NOTICE

Ref.LPC/DEL/IT/2021

27<sup>th</sup> October, 2021

**Last Date of Submission of Bid-11<sup>th</sup> November 2021(Thursday) on or before 6:00 PM**

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

Sl. No	Item	Specification	Quantity
1	VPS	Managed Virtual Private Server with 4 vCPU @2.2GHz, 32GB RAM, 250GB SS Disk Space, 2TB Hard Disk Space on NLSAS, Windows 2016 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. Furnish Copies of income tax returns for three years (2017-18 onwards):
6. **Delivery:** The Supply of the VPS should be immediate.
7. **Backup Support:** Daily backup of entire contents on the Cloud.
8. **Uptime:** 99.99%
9. The quotation and Price must be valid for three year from the date of awarding the Contract.
10. Taxes shall be paid as applicable and quoted by the vendor.
11. The any other charges should be included in the price quoted. No extra charges shall be payable.



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12. Conditional / Incomplete bids without the attachments as indicated in Sl. No 1 to 5 above shall be rejected.
13. The last date of submission of tender is **11-November-2021 on or before 6 PM.**
14. 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.
15. 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.
16. 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.
17. The financial bid should be as per the format at Annexure – 1.
18. For any further clarification/information please contact Shri Sumit Saxena, Sr. Officer, IT (Phone:9818757440) on any Working Day (Monday to Friday) during Office Hours (9:30 AM to 6:00 PM).
19. **Payment Terms and conditions:**
  - a. The first payment will be made within twoweeks from the date of satisfactory completion of job and receipt of Invoice.
  - b. All subsequent payments will be made on quarterly 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.
  - d. The quotation must be valid for a period of 60 days.



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**Annexure-1**

### Financial Bid Format.

S No	Description	Qty.	Monthly UnitPrice (in INR)	Taxes (in INR)	Total (in INR)
1.	Managed Virtual Private Server with 4 vCPU @2.2GHz, 32GB RAM, 250GB SS Disk Space, 2TB Hard Disk Space on NLSAS, Windows 2016 OS & 1 Public IP with Internet Bandwidth.  Daily backup of the above Virtual server	1			
2.	Migration of applications from existing platform.	1			
3.	Any Other Charges (please specify clearly)	1			
<b>Total</b>					
<b>Total (in words) Rupees.....</b>					

**Signature:**

**Name of the Authorized Signatory:**

**Name of the Company/Firm:**

**Contact No.:**

**Seal of the Company/Firm:**