

CORRIGENDUM - 1 (Published on 22.08.2019)

Tender Enquiry No. OCAC-NEGP-INFRA-0015-2018-19004 Dated 09.02.2019 (RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network).

Important: This Corrigendum is to be read, duly signed on each page and submitted along with the original RFP document published on the websites www.ocac.in and www.odisha.gov.in vide Tender Enquiry No. OCAC-NEGP-INFRA-0015-2018-19004 Dated 09.02.2019.

Last Date and Time for submission of Bids: 6th September 2019 at 2:00 PM

Opening of Pre-Qualification Bid: 6th September 2019 at 4:00 PM

Sl No	Page No	Clause No	Original Clause of RFP	Clarifications/Addendum / Modifications (The Clause may be read as)
1.	11	4.1	Legal Entity: The bidder must be a company registered in India under Indian Companies Act 1956, since last 5 years as on 31st March 2018 or a partnership firm registered under LLP Act, 2008/ Indian Partnership Act, 1932 or A proprietorship firm.	Clarification: "Any company with mentioned registration criteria is eligible for participation in the bid."
2.	12	4.4	"The bidder must have successfully undertaken at least the following numbers of Infrastructure Deployment assignments of value specified herein within last 3 years in any Govt / Semi-Govt/ PSUs in India".: - One project in IT Infrastructure deployment not less than the amount 2.4Cr. (Project consisting of supply, installation & commissioning of UPS system having component value at least 0.6 Cr. Or having supplied at least 300 Nos. UPS) OR - Two projects in IT Infrastructure deployment not less than the amount 1.5 Cr. Each (Each Project consisting of supply, installation & commissioning of UPS system having component value at least 0.4 Cr. or having supplied at least 180 Nos of UPS in each P.O.) OR - Three projects in IT Infrastructure deployment not less than 1.2 Cr. Each (Each Project consisting of supply, installation & commissioning of UPS system having component value at least 0.3 Cr. or having supplied at least 120 no of UPS in each P.O.)	Modified as: "The bidder must have successfully undertaken at least the following numbers of Infrastructure Deployment assignments of value specified herein within last five years ending 31st March 2019, in any Govt / Semi Govt/ PSUs /BFSI in India".: - One project in IT Infrastructure deployment not less than the amount 2.4Cr. (Project consisting of supply, installation & commissioning of UPS system having component value at least 0.6 Cr. Or having supplied at least 300 Nos. UPS) OR - Two projects in IT Infrastructure deployment not less than the amount 1.5 Cr. Each (Each Project consisting of supply, installation & commissioning of UPS system having component value at least 0.4 Cr. or having supplied at least 180 Nos of UPS in each P.O.) OR - Three projects in IT Infrastructure deployment not less than 1.2 Cr. Each (Each Project consisting of supply, installation & commissioning of UPS system having component value at least 0.3

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				Cr. or having supplied at least 120 no of UPS in each P.O.)
3.	12	4.5	OEM Technical Capability: The OEM should have Prior experience in Supplying of UPS Systems (At least 300 Nos UPS with rating 3 KVA & 30 Nos of UPS with rating 6 KVA for any Govt. /Semi Govt. / PSU in India in last five years ending with Year 2017-18. (Supply should be direct or through channel partners)	Modified as: The OEM should have Prior experience in Supplying of at least 300 No of UPS Systems (3 KVA or Higher) for any Govt. /Semi Govt. / PSU/BFSI in India in last five years as on date of publication of the bid. (Supply should be direct or through channel partners)
4.	13	4.6	1.Valid ISO 9001:2008 or latest 2.Valid ISO 27001: 2013 or latest (Copy of certificates)	Modified as: “Annexure – 17, pt.6 Bidder Certification: 1. Valid ISO 9001:2008 or latest 2. (Copy of certificates) OEM Certifications 1. Valid ISO 9001: 2008 or latest 2. Valid ISO 14001:2015 or equivalent 3. ROHS Certifications/ Compliances 4. BIS Certification for the proposed product”
5.	14	4.8	The OEM should have a registered service Operation Centre in all major cities in Odisha (Bhubaneswar, Cuttack, Rourkela, Sambalpur, and Berhampur) with adequate Technical Support staff.	Modified as: - Both the bidder and its OEM should commit full professional services support for the successful completion of the project confirming that the UPS system proposed has been earlier supplied in any Government / Semi Government/ Public Sector Enterprises/BFSI in India. - The OEM should have a registered service Operation Centre in Odisha and registered/authorized service Centres in all major Cities in Odisha (Bhubaneswar, Cuttack, Rourkela, Sambalpur, and Berhampur) with adequate Technical Support staff.
6.	14	4.11	EMD	Addendum to the Clause: “Exemption of EMD for Local MSE(s), for marketing their own products, is applicable as per Office Memorandum of Finance Department, Government of Odisha vide letter no – 21926, dtd – 12/08/2015”

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7.	16	5.1	g) The Agency will configure the devices and install all the software required for smooth functioning of the UPS Systems & subsequent discovery in the NMS tool used under OSWAN Project.	Modified as: - g) The Agency will configure the devices and install all the software required for smooth functioning of the UPS Systems & subsequent discovery in the UPS monitoring Tool used under OSWAN Project.
8.	18	5.1.3	Advanced replacement of hardware.	Clarification: "Batteries are also covered under AMC."
9.	18	5.1.3	Annual maintenance Contract- Submission AMC certificate valid for a period of five years from the date of Acceptance	The clause is amended as: "Annual maintenance Contract: - Submission AMC certificate valid for a period of three years from the date of Acceptance
10.	18	5.1.4	Visit of Service Personnel to the sites for periodic preventive maintenance check-up of the UPS systems once in six months in the Warranty Period	Modified as: "5.1.4. - Periodic Maintenance - The SI has to ensure that the periodic preventive maintenance check-up of the UPS systems should be done by OEM or its authorised service provider (ASP) following the OEM's standard practice once in six months in the Warranty Period. - All breakdown calls on the systems as reported through the helpdesk call or identified through the portal will be carried out by the Agency. - Cleaning of Systems during preventive maintenance check-up, and general observations of all the accessories."
11.	18	5.1.6	Training & handholding-	Addendum: In addition to the above, the bidder also to provide complete technical training to the selected OCAC official by OEM/ authorized partner on UPS System supplied.
12.		6.18.1	Evaluation & Tabulation of Technical Bid Additional Point	Addendum: "f. During evaluation of Technical Bid stage, the bidder has to bring the quoted UPS (both for BHQ and DHQ) to OCAC for demonstration of technical parameters and centralized management features. Necessary Software to be provided by the bidder. Commercial Bids will be opened only for those bidders who have successfully demonstrated the

SI No	Page No	Clause No	Original Clause of RFP	Clarifications/Addendum / Modifications (The Clause may be read as)
				technical parameters and centralized management features.”
13.	33	6.22.6	The OCAC will require the Agency to provide a Performance Bank Guarantee, within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of ownership i.e. total order value excluding taxes. The Performance Guarantee should be valid for a period of 5 years 6 months (66 months). The Performance Guarantee shall be kept valid till completion of the project and Warranty period. The Agency shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the Agency fails to submit performance guarantee within the time stipulated, the OCAC at its discretion may cancel the order placed on the Agency after giving prior written notice to rectify the same. OCAC shall invoke the performance guarantee in case the selected Service Provider fails to discharge their contractual obligations during the period or OCAC incurs any damages due to Service Provider’s negligence in carrying out the project implementation as per the agreed terms & conditions.	Modified as: Performance Guarantee: The OCAC will require the Agency to provide a Performance Bank Guarantee, within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of ownership i.e. total order value excluding taxes. The Performance Guarantee should be valid for a period of 3 years 3 months (39 months). The Performance Guarantee shall be kept valid till completion of the project and Warranty period. The Agency shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the Agency fails to submit performance guarantee within the time stipulated, the OCAC at its discretion may cancel the order placed on the Agency after giving prior written notice to rectify the same. OCAC shall invoke the performance guarantee in case the selected Service Provider fails to discharge their contractual obligations during the period or OCAC incurs any damages due to Service Provider’s negligence in carrying out the project implementation as per the agreed terms & conditions.
14.	50	Annexure-3	The UPS should have Inbuilt /external static & maintenance by pass switch	Modified as: The UPS should have Inbuilt static & maintenance bypass switch
15.	52	Annexure 3	Centralized UPS Monitoring Tool	Clarification: SNMP card to be provided as a part of the UPS System.
16.	52	Annexure-3	d) The system should allow configuration of up to 2,000 managed devices in a single-server installation.	Modified as: The system should allow configuration of up to 1,000 managed devices in a single- server installation.

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17.	52	11.c	Additional Point	Addendum: Centralized UPS Monitoring Tool: The UPS system and monitoring tool should be of same OEM for easy and smooth integration, monitoring and after sales support also to avoid future conflict during execution. The Software will also be flexible enough for integration of other OEM make UPS may be integrated subsequently.
18.	63	Annexure-11	Price Bid	Clarification: "AMC includes replacement of battery."

**Request for Proposal
for
Selection of Agency for Supply, Installation &
Maintenance of UPS System at DHQ & BHQ
for
Odisha State Wide Area Network**

Tender Enquiry No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019

Revised RFP (after incorporating the responses to Pre-Bid Queries) issued on 22.08.2019



Odisha Computer Application Centre

(Technical Directorate of E & I.T. Department, Government of Odisha)

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DISCLAIMER

The information contained in this RFP document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by Odisha Computer Application Centre(OCAC) or any of their employees is provided to Bidder(s) on the terms and conditions set out in this RFP Document and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by OCAC to the Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their technical and financial offers pursuant to this RFP (the "Bid"). This RFP includes statements, which reflect various assumptions and assessments arrived at by the bidder in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations, studies and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtains independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

OCAC, makes no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Bid Stage. OCAC also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

OCAC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP. The issue of this RFP does not imply that is bound to select a Bidder or to appoint the Preferred Bidder, as the case may be, for the Project and reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

OCAC reserves all the rights to cancel, terminate, change or modify this selection process and/or requirements of bidding stated in the RFP, at any time without assigning any reason or providing any notice and without accepting any liability for the same.

1 Contents

Important Dates & Information	5
1. Fact Sheet	6
2. Invitation for Bids	7
3. Project Profile & Background Information	7
3.1 Brief about Odisha State Wide Area Network	7
4. Pre-Qualification / Eligibility Criteria	8
5. Scope of Work, Deliverables and Timelines	11
5.1 Detailed Scope under this Project	11
5.1.1 Supply, installation & commissioning of UPS Systems	12
5.1.2 Warranty & Support	12
5.1.3 Annual Maintenance Contract	12
5.1.4 Periodic Maintenance	12
5.1.5 Resource Deployment (As and When Required)	13
5.1.6 Training & handholding	13
5.1.7 User Acceptance Test	13
5.1.8 Exit Management	13
5.2 Project Deliverables, Milestones & Time Schedule	14
6. Instruction to Bidders	15
6.1 General	15
6.2 Availability of RFP Document	15
6.3 Compliant Proposals/ Completeness of Response	15
6.4 Pre-bid Meeting & Clarifications	16
6.4.1 Pre-bid Conference	16
6.4.2 Responses to Pre-Bid Queries and Issue of Corrigendum	16
6.4.3 Amendments to RFP Document	17
6.5 Period of Validity of Bids	17
6.6 Format and Signing of Bids	17
6.7 Cost & Language of Bidding	17
6.8 Alternative/ Multiple Bids	18
6.9 RFP Document Fees	18
6.10 Bid Security/Earnest Money Deposit (EMD)	18
6.11 Submission of Bids	19
6.12 Submission of Manufacturer’s Authorization Form	20
6.13 Deadline Submission of Bids	20
6.14 Venue for Submission of Bids	21

6.15	Mode of Submission of Bids	21
6.16	Withdrawal, Substitution, and Modification of Bids	21
6.17	Opening of Bids	21
6.17.1	Evaluation & Tabulation of Pre-qualification Bid	22
6.18	RFP Evaluation	22
6.18.1	Evaluation & Tabulation of Technical Bid	23
6.18.2	Evaluation & Tabulation of Financial Bids	23
6.18.3	Correction of Arithmetic Errors in Financial Bids	24
6.19	Negotiations	24
6.20	Exclusion of Bids / Disqualification	25
6.21	Lack of Competition	26
6.22	Acceptance of the successful Bid and award of Project	26
6.22.1	Award Criteria	26
6.22.2	Right to Accept Any Proposal and To Reject Any or All Proposal(s)	26
6.22.3	Purchaser's Procurement Rights	27
6.22.4	Notification of Award	27
6.22.5	Issuance of Purchase Order	27
6.22.6	Performance Guarantee	27
6.22.7	Failure to Agree with the Terms and Conditions of the RFP	28
6.23	Confidentiality	28
7.	General Terms and Conditions of RFP	30
7.1	Definitions	30
7.2	Indemnification	30
7.3	Language	31
7.4	Notices	31
7.5	Governing Law	31
7.6	Scope of Supply	31
7.7	Project Value	32
7.8	Recoveries from Supplier/ Agency	32
7.9	Taxes & Duties	32
7.10	Copyright	32
7.11	Confidential Information	32
7.12	Intellectual Property Rights	33
7.13	Packing and Documents	33
7.14	Insurance	33
7.15	Transportation	34

7.16	Extension in Delivery Period and Liquidated Damages (LD)	34
7.17	Warranty	35
7.18	Limitation of Liability	36
7.19	Force Majeure	36
7.20	Change Orders and Project Amendments	36
7.21	Termination	37
7.22	Settlement of Disputes	37
8.	Special Terms and Conditions of RFP	38
8.1	Payment Terms and Schedule	38
8.2	Payment of Goods & Services Tax	39
8.3	Service levels & Penalty	39
	a) Penalty during supply of Equipment	39
	b) Service levels & Penalty during Project Period	39
9.	Annexure-1: Particulars of the Bidder	40
10.	Annexure-2: Indicative Bill of Quantity	41
11.	Annexure-3: Minimum Technical Specifications of UPS Systems & Components	42
	a) 6 KVA Online UPS for DHQ	42
	b) 3 KVA Online UPS for BHQ	44
	c) Centralized UPS Monitoring Tool	46
12.	Annexure-4: Pre Bid Queries Format	47
13.	Annexure-5: Bidder's Authorization Certificate	48
14.	Annexure-6: Bank Guarantee Format	49
15.	Annexure-7: RFP Form	51
16.	Annexure-8: Covering Letter - Technical Bid	52
17.	Annexure-9: Manufacturer's Authorization Form (MAF)	53
18.	Annexure-10: Financial Bid Cover Letter and Format	54
18.1	Annexure-11: Commercial Bid - Item Wise Price Schedule	56
19.	Annexure-12: Financial Capabilities	57
20.	Annexure-13: Self-Declaration	58
21.	Annexure-14: Project Citation Format	59
22.	Annexure-15: Project References for Experience of Bidder	60
23.	Annexure-16: OEM Support Certificate	61
24.	Annexure-17: Details of documents to be submitted by the bidder	62
25.	Annexure-18: List of Project Locations	64

Important Dates & Information

Information	Details
Bid Inviting Authority	Odisha Computer Application Center (Technical Directorate of E & I.T. Deptt, Govt. of Odisha)
Correspondence Address	The General Manager (Admin) Odisha Computer Application Centre (OCAC) (Technical Directorate of E & I.T. Deptt, Govt. of Odisha) N-1/7-D, Acharya Vihar, P.O.- RRL, Bhubaneswar - 751013
RFP Name	Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network
Bid Reference No. and Date	Tender Enquiry No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019
Place of Execution	Odisha Computer Application Centre (OCAC)
Non Refundable RFP Cost	INR 5,000/- (Rupees Five Thousand Only) + 12 % GST in the form of Demand Draft drawn on a Nationalized Bank or Scheduled Commercial Bank in favor of “Odisha Computer Application Centre“ and payable at Bhubaneswar, Odisha.
EMD	INR 6,00,000/- (Six lakh only) in the form of Bank Guarantee / Demand Draft drawn on a Nationalized Bank or Scheduled Commercial Bank in favor of “Odisha Computer Application Centre“ and payable at Bhubaneswar, Odisha
Availability of Bid Document in the website (www.ocac.in www.odisha.gov.in)	09/02/2019
Last date for receiving queries	16/02/2019 till 4 P.M.
Date and Time of Pre-bid conference	18/02/2019 at 3 P.M.
Issue of Corrigendum (if required)	22.08.2019
Last Date and Time for submission of Bid	06.09.2019 at 2:00 PM
Date and Time of opening of Pre- Qualification Bids (PQ)	06.09.2019 at 4:00 PM
Date and Time of opening of Technical Bids (TB)	To be informed
Opening of Commercial Bid (CB)	To be informed

1. Fact Sheet

This Fact Sheet comprises of important factual data on the RFP for a quick reference to the Bidders.

Reference	Topic
The Proposal	Odisha Computer Application Centre (OCAC) invites Request for Proposal for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network
Method of Selection	Least cost based method (L1) shall be used to select the Bidder. The Bidder has to submit the bid in three separate sealed envelopes marked as Pre-Qualification (PQ), Technical Bid (TB) and Price Bid (PB) in a Single enclosed envelope marked as “Request for Proposal for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network ”
RFP Document Fee Non Refundable	RFP Document fee Rs. 5,000/- (Rupees Five Thousand Only) + 12% GST must be submitted along with the proposal. The RFP document fee (in form of DD) must be in favor of Odisha Computer Application Centre from any Nationalized / Scheduled Commercial Bank payable at Bhubaneswar.
Earnest Money Deposit (EMD)	Earnest Money Deposit (EMD) of amount Rs.6,00,000/- (Rupees Six Lakh Only) in shape of / Bank Guarantee/ Account Payee Demand Draft from any Nationalized / Scheduled Commercial Bank in favor of Odisha Computer Application Centre payable at Bhubaneswar.
Performance Bank Guarantee (PBG)	Performance Bank Guarantee (PBG) @ 10% of the cost of project from any Nationalized / Scheduled Commercial Bank in the prescribed format in favor of the Odisha Computer Application Centre shall be submitted by the successful bidder within 15 days of issue of work order
Scope of Work	Selected bidder is expected to deliver the services listed in Scope of Work as mentioned in this RFP.
Language	Bid must be prepared by the Bidder in English language only
Currency	The bidder should quote in Indian Rupees only. The Total Price inclusive of taxes and duties will be considered for evaluation. So, the bidder must mention the base price and the tax component separately.
Validity Period	Proposals/bid must remain valid minimum for 180 days from the last date of bid submission.
Bid to be submitted on or before last date of submission at:	The proposal must be submitted to: The General Manager (Admin.) Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013 (INDIA) All the three sealed separate envelopes (PQ, TD & PB) shall be put in another separate envelope with superscription as Request for Proposal for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network, RFP Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019

2. Invitation for Bids

Odisha Computer Application Centre (OCAC) invites bids from eligible bidders who have the necessary qualifications for **Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network** as per the “Scope of Work” described in this RFP.

The Bid document has been published in the official website of OCAC (www.ocac.in) and Govt. of Odisha (<http://www.odisha.gov.in>). The tender advertisement has also been published in leading news papers for wide circulation. Bidders are requested to go through the Bid document carefully and participate in the bidding process with all necessary details as required.

This RFP is issued by OCAC, which is the sole point of contact during the selection process. The Nodal Officer responsible for entire process is General Manager (Admin).

3. Project Profile & Background Information

State Wide Area Network Project is one of the four major pillars of National e-Governance Plan (NeGP). The Project aims at establishment of Wide Area Network connectivity for G2G functioning, up to Block Level, State Data Centers for consolidation of services, applications and infrastructure, Similarly, State Service Delivery Gateway (SSDG) & e-Portals for Interfacing, Messaging and Routing switch for data & application operability and Common Service Centers(CSCs) for establishment of Internet enabled centers in rural areas as delivery points to rural citizens of India. Under the SWAN Project, total no of Vertical PoPs identified are 315. The detailed classification of PoPs is mentioned below:

VERTICAL PoPs ODISHA STATE WIDE AREA NETWORK	
SHQ	01
DHQ	30
Block HQ	284
Total	315

3.1 Brief about Odisha State Wide Area Network

OSWAN has been envisaged at the state level primarily to connect various departments and enable effective and efficient transmission of information within the state so that the financial and social benefits that could be derived via the utilization of an IT enabled platform could be availed optimally.

Odisha Computer Application Center (OCAC) has been designated as the state level Nodal Agency for finalizing the procurement process for engagement Bandwidth Service Provider, Network Service Provider and Third party Auditor for Odisha SWAN implementation. Odisha SWAN was implemented and made operation keeping in view the Govt.’s intension to link government offices at state headquarters (SHQ) at Bhubaneswar; all district headquarters (DHQ), and all Block headquarters (BHQ) with each other at each of these locations.

4. Pre-Qualification / Eligibility Criteria

Following table mentions the pre-qualification criteria. A bidder participating in the procurement process shall possess the following minimum pre-qualification/ eligibility criteria. Any bid failing to meet the stated criteria shall be summarily rejected and will not be considered for Technical Evaluation.

SN	Criteria	Criteria Description	Documents / Proof to be submitted
1.	Legal Entity	<p>The bidder must be a company registered in India under Indian Companies Act 1956, since last 5 years as on 31st March 2018 or a partnership firm registered under LLP Act, 2008/ Indian Partnership Act, 1932 or A proprietorship firm.</p> <p>The bidder must have GST registration & up-to-date Income Tax Return, PAN Number as on 31st March, 2018</p>	<p>a. Certificate of Incorporation / Registration / any other document to prove proprietorship</p> <p>b. Self-Certification of being in this business for the last 5 years duly attested by company secretary/ chartered accountant should be attached.</p> <p>c. Copy of GST registration.</p> <p>d. Copies of relevant Certificates of Registration, Income Tax/ PAN Number from the respective Government Department.</p> <p><u>Annexure-1</u> & <u>Annexure-7</u></p>
2.	Financial Turnover	The average annual turnover of the bidder during the last 3 financial years ending with year 2017-18 should not be less than INR 7.5 Crores from IT Infrastructure Business (Supply of Hardware with maintenance services, packaged services) as per the last published audited balance sheets.	<ul style="list-style-type: none"> - Audited Balance Sheets - CA Certificate with CA's Registration Number & Seal and As per <u>Annexure-12</u>
3.	Financial: Net Worth	The net worth of the Bidder in the last three financial year (as per the last published audited balance sheets), should be 'Positive' in each financial year.	- CA Certificate with CA's Registration Number & Seal
4.	Technical Capability	<p>The bidder must have successfully undertaken at least the following numbers of Infrastructure Deployment assignments of value specified herein within last five years ending 31st March 2019 in any Govt / Semi-Govt/ PSUs/BFSI in India":</p> <ul style="list-style-type: none"> - One project in IT Infrastructure deployment not less than the amount 2.4Cr. (Project consisting of supply, installation & commissioning of UPS system having component value at least 0.6 Cr. Or having supplied at least 300 Nos. UPS) OR - Two projects in IT Infrastructure deployment not less than the amount 1.5 Cr. Each (Each 	<p>Work Completion Certificates from the client;</p> <p>Or</p> <p>Work Order + Self Certificate of Completion (CA Certificate with CA's Registration Number and Seal);</p> <p>Or</p> <p>Work Order + Phase Completion Certificate from the client showing acceptance of completion of supply and installation</p>

SN	Criteria	Criteria Description	Documents / Proof to be submitted
		<p>Project consisting of supply, installation & commissioning of UPS system having component value at least 0.4 Cr. or having supplied atleast 180 Nos of UPS in each P.O.) OR</p> <ul style="list-style-type: none"> - Three projects in IT Infrastructure deployment not less than 1.2 Cr. Each (Each Project consisting of supply, installation & commissioning of UPS system having component value at least 0.3 Cr. or having supplied atleast 120 no of UPS in each P.O.) 	<p>Note: project Citations should be as per Annexure-14 & Annexure 15</p>
5.	OEM Technical Capability	<p>The OEM should have Prior experience in Supplying of at least 300 No of UPS Systems (3 KVA or Higher) for any Govt. /Semi Govt. / PSU/BFSI in India in last five years as on date of publication of the bid. (Supply should be direct or through channel partners)</p>	
6.	Certifications	<p>The Bidder should have following certification:</p> <ol style="list-style-type: none"> 1. Valid ISO 9001:2008 or latest <p>OEM must have following Certifications</p> <ol style="list-style-type: none"> 1. Valid ISO 9001: 2008 or latest 2. Valid ISO 14001:2015 or equivalent 3. ROHS Certifications/Compliances 4. BIS Certification for the proposed product 	Copy of valid certificate
7.	Mandatory Undertaking	<p>Bidder should:</p> <ol style="list-style-type: none"> a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons; b) not have, and their directors and officers not have, been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings; c) Not have a conflict of interest in the procurement in question as specified in the bidding document. d) Comply with the code of integrity as specified in the bidding document. 	A Self Certified letter for Self Declaration as per Annexure-13

SN	Criteria	Criteria Description	Documents / Proof to be submitted
8.	OEM Support	<ul style="list-style-type: none"> - Both the bidder and its OEM should commit full professional services support for the successful completion of the project confirming that the UPS system proposed has been earlier supplied in any Government / Semi Government/ Public Sector Enterprises/BFSI in India. - The OEM should have a registered service Operation Centre in Odisha and registered/authorized service Centres in all major Cities in Odisha (Bhubaneswar, Cuttack, Rourkela, Sambalpur, and Berhampur) with adequate Technical Support staff. 	<ul style="list-style-type: none"> - A documentary proof dully signed by both the bidder and its OEM (Annexure-16) - Valid Certificate for the office registration along with other document address Proof - Office Address proof(R & D Centre) with other supporting documents mentioning the nature of work
9.	Local Presence	The bidder should have an office in Odisha. However, if the presence is not there in the state, the bidder should give an undertaking for establishment of an office, within one month of award of the contract.	Relevant Documents supporting Office addresses/ Undertaking.
10.	RFP Document Fee	The bidder must have made a payment of Rs. 5,000.00 (Rupees Five thousand Only) + 12% GST for the tender document fee	The RFP document fee must be in favor of Odisha Computer Application Centre from any Nationalized / Scheduled Commercial Bank payable at Bhubaneswar.
11.	EMD	<p>The bidder must have submitted EMD for Rs. 6,00,000.00 (Rupees Six Lakhs only). The EMD should be valid for minimum 180 days from the last date of submission of the Bid.</p> <p><i>Note : Exemption of EMD for Local MSE(s), for marketing their own products, is applicable as per Office Memorandum of Finance Department, Government of Odisha vide letter no – 21926, dtd – 12/08/2015</i></p>	Earnest Money Deposit (EMD) in shape of Bank Guarantee/ Account Payee Demand Draft from any Nationalized / Scheduled Commercial Bank in favor of Odisha Computer Application Centre payable at Bhubaneswar .

Note: The Selected Agency shall be responsible and liable for the successful completion of the project; shall give an undertaking for successful completion of the project. In case of any issues, selected bidder would be responsible for all the penalties. The bidder must have Company registration certificate, Registration under labour laws & contract act, valid GST Registration Certificate and Income Tax Return with Audit Report from CA. It is to be noted that in case of non-compliance of any of the above clauses mentioned in the RFP prequalification criteria, the bids will be summarily rejected without entertaining any clarification from the bidder.

5. Scope of Work, Deliverables and Timelines

Odisha Computer Application Centre with Head Office at Bhubaneswar proposes to invite Request for Proposal (RFP) from the eligible Bidders to provide UPS Systems as a part of Odisha State Wide Area Network Project.

This includes supply, installation and commissioning & maintenance of UPS System at DHQ & BHQ. The purpose of this RFP is to select a vendor to supply, installation and commissioning of required infrastructure & services, training and support for a period of three years.

5.1 Detailed Scope under this Project

- a) The Agency has to take over the responsibility of deploying, installing, and commissioning of UPS System at Vertical PoPs (DHQ-30 & BHQ - 284).
- b) The Agency will coordinate with the existing Agencies associated with OCAC for timely completion of the supply, installation and commissioning activities for the UPS Systems.
- c) The Agency needs to have a co-ordination with the OEM for integrating the items supplied by them for the DHQs & BHQs to function smoothly.
- d) The Agency will arrange the Road permits and complete other formalities prior to shifting of the system to the end locations. All necessary coordination will be the responsibility of the Agency.
- e) The Agency will undertake to ensure availability of offered UPS Systems and related hardware items during the contract period as well as maintaining sufficient inventory of genuine spare parts for a minimum period of 3 years for the hardware items supplied under this Purchase Order.
- f) The Agency will be responsible for affixing asset tags and complete inventory details of each equipment supplied at DHQs & BHQs. The Asset Tags so printed by the agency must have the company's logo along with other details like warranty/AMC validity, call logging no, email id etc. The asset tag details for the Hardware would be mutually decided by OCAC & the agency.
- g) **The Agency will configure the devices and install all the software required for smooth functioning of the UPS Systems & subsequent discovery in the UPS Monitoring Tool to be used under OSWAN Project.**
- h) The Agency will coordinate with OCAC, respective District & Block Administrations for availing proper infrastructure for the installation & commissioning of UPS Systems along with availing the Power inputs for connecting with the UPS System.
- i) The Agency will ensure so as to take necessary permission from concerned authorities prior to installation, Electrical wiring & commissioning of UPS Systems.
- j) The Agency will ensure so as to submit dully signed Delivery challan and installation reports The Agency will ensure so as to integrate the proposed UPS System components with the existing set up of Odisha State Wide Area network.

5.1.1 Supply, installation & commissioning of UPS Systems

- a) Supply and installation of UPS Systems for DHQ & BHQ as per Bill of Quantity ([Annexure-2](#)) complying with the Technical Specification given in [Annexure-3](#) along with software licenses, accessories and necessary documents/ manuals will be delivered at OCAC.
- b) Configuration and Integration of all the equipment supplied to the satisfaction of OCAC to setup UPS systems across all project locations (DHQ & BHQ).
- c) Testing of the equipment commissioned and ensuring proper functioning at all levels.
- d) The proposed solution should have latest technology features and standards.
- e) Detailed Plan for the installation & commissioning of UPS System with Accessories and Battery Bank so as to ensure adequate Power back up mentioned in the Technical Specification ([Annexure-3](#))
- f) **Installation:** The Agency will ensure that the installation of the UPS system with accessories should be completed by OEM or its authorised service provider (ASP) following the OEM's standard installation practice.
- g) The Agency has to submit the installation report from the OEM or its Authorised Service Providers (ASP) along with other relevant documents for release of payment. The installation report should be on a printed format with OEM logo on it.

5.1.2 Warranty & Support

The Warranty shall be:

- a) On-site, comprehensive and Back-to-Back from OEM for a period of 3 years from the date of acceptance. **Batteries are also covered under warranty period.**
- b) Advanced replacement of hardware.
- c) Software updates and upgrades at no cost to OCAC.
- d) On-site support from Agency.
- e) On-site support from bidder for day to day operational issues as and when arises.

5.1.3 Annual Maintenance Contract

- a) On-site, comprehensive and Back-to-Back from OEM for a period of 3 years from the date of acceptance.
 - o **Note: - Batteries are also covered under AMC**
- b) Submission AMC certificate valid for a period of three years from the date of Acceptance
- c) Advanced replacement of hardware.
- d) System updates and upgrades at no cost to OCAC.
- e) Timely support from OEM.

5.1.4 Periodic Maintenance

- a) The SI has to ensure that the periodic preventive maintenance check-up of the UPS systems should be done by OEM or its authorised service provider (ASP)

following the OEM's standard practice once in six months in the Warranty Period.

- b) All breakdown calls on the systems as reported through the helpdesk call or identified through the portal will be carried out by the Agency.
- c) Cleaning of Systems during preventive maintenance check-up, and general observations of all the accessories.

5.1.5 Resource Deployment (As and When Required)

- a) The bidder shall engage UPS Engineers towards on-site Technical Support if required during the project.
- b) Troubleshooting of Technical deficiency and report to OCAC.

5.1.6 Training & handholding

- a) The Selected Agency shall impart necessary handholding for effective usages of the equipment if anywhere required by OCAC.
- b) In addition to the above, the bidder also to provide complete technical training to the selected OCAC official by OEM/ authorized partner on UPS System supplied.
- c) The Selected Agency needs to derive a Standard Operating procedure for each component and subsequent wide circulation among users.
- d) The training should be OEM authorized course for the above equipment and should be hands on.

5.1.7 User Acceptance Test

- a) The Selected Agency shall proceed for the User Acceptance test of all the equipment commissioned at DHQ & BHQ.
- b) The UAT to be carried out under the super vision of OCAC and the identified representatives from OCAC will perform the UAT.
- c) The UAT report format to be finalized by OCAC upon considering the technical, functional and physical testing of all the equipment installed and solution proposed.
- d) The final UAT report to be thoroughly reviewed by OCAC.

5.1.8 Exit Management

Exit management shall involve the complete handover of the UPS infrastructure and its operation to the team identified by OCAC, which would take care of OSWAN operations after the tenure of the Agency ends. Exit Plan has to be submitted by the Agency before 2 months of completion of warranty period, which should be approved by OCAC.

5.2 Project Deliverables, Milestones & Time Schedule

The milestones, deliverables and time schedule for the implementation of project shall be as follows:-

- a) The time specified for delivery and other activities as mentioned in the table below shall be deemed to be the essence of the contract and the successful bidder shall arrange supplies and provide the required services within the specified period.
- b) It should be noted that any delay in the project timelines shall attract Liquidated Damages to the Agency.
- c) “T” is the event marking date of Accepting of Purchase order by the successful bidder.

SN	Milestone	Project Deliverables	Timeline in Weeks
1.	Date of Acceptance of Purchase order and Submission of PBG	<ol style="list-style-type: none"> 1. PO Acknowledgement Copy 2. Performance Bank Guarantee (PBG) 3. Manufacturer’s Authorization Form(MAF) 	Within Two week from receiving date of Letter of Intent (LoI)
2.	Supply, installation & commissioning of UPS Systems at DHQ & BHQ as per BoQ	<ol style="list-style-type: none"> 1. Delivery Chalan 2. Installation Report 3. Warranty Certificate of each component valid for a period of three years from the date of acceptance 	T+8 weeks
3.	User Acceptance Test	Signed Copy of the User Acceptance Report mentioning the equipment details with Warranty at respective PoPs	T+9 weeks
4.	Operations & Maintenance	<ol style="list-style-type: none"> 1. Service Call report (If Any) MIS / Progress reports 2. Preventive Maintenance Report of UPS Systems installed at sites(in every six months) 3. Warranty certificate for all the equipment from authenticated Third Party Agency dully signed 	During Annual maintenance Phase (3 years from the date of Acceptance)

6. Instruction to Bidders

6.1 General

- a) While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may consult their own legal advisers with regard to this RFP.
- b) All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by OCAC on the basis of this RFP.
- c) No commitment of any kind, contractual or otherwise shall exist unless and until the release of Purchase Order. Any notification of preferred bidder status by OCAC shall not give rise to any enforceable rights by the Bidder. OCAC may cancel this public procurement at any time prior to the release of Purchase Order.
- d) This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.

6.2 Availability of RFP Document

- a) The availability of bidding documents shall be commenced from the date as mentioned in Notice Inviting Bids (NIB). The complete bidding document can be downloaded from the official website of OCAC (www.ocac.in) and Official website of Govt. of Odisha (www.odishsa.gov.in). The prospective bidders are requested download the bidding document from the websites and follow the bidding steps as prescribed.
- b) The bid Notice is also published in leading newspapers for wide Circulation.

6.3 Compliant Proposals/ Completeness of Response

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- b) Failure to comply with the requirements set out in this RFP may render the Proposal noncompliant and the Proposal may be rejected. Bidders must Include all documentation specified in this RFP;
- c) Follow the format and respond to each element in the order as set out in this RFP. Comply with all requirements as set out within this RFP.

6.4 Pre-bid Meeting & Clarifications

6.4.1 Pre-bid Conference

- a) A pre-bid conference will be scheduled by OCAC to clarify doubts of potential bidders in respect of the procurement and the records of such conference shall be published on the respective websites as Pre-bid clarifications.
- b) The Pre-Bid Conference will be held at the conference hall of Odisha Computer Application centre, Bhubnaeswar. The details of the prebid meeting schedule is mentioned in "Important Dates and information" section of this RFP.
- c) Prospective bidders, who have deposited the prescribed tender fee to the OCAC as specified in RFP, are allowed to attend the pre-bid conference/ meeting.
- d) The Bidders will have to ensure that their queries for Pre-Bid meeting should reach the below email id on or before the prescribed date as mentioned in "Important Dates and information" section of this RFP.
- e) Pre-Bid Queries to be sent to orissaswan@gmail.com by email with a copy to General Manager(Admin) at gm_ocac@ocac.in.
- f) The Queries should necessarily be submitted in the format as prescribed in [Annexure-4](#) of this RFP.
- g) OCAC shall not be responsible for ensuring receipt of the bidders' queries. Any requests for clarifications post the indicated date and time may not be entertained by OCAC.

6.4.2 Responses to Pre-Bid Queries and Issue of Corrigendum

- a) The Nodal Officer notified by the OCAC will endeavor to provide timely response to all queries. However, OCAC neither makes representation or warranty as to the completeness or accuracy of any response made in good faith, nor does OCAC undertake to answer all the queries that have been posed by the bidders.
- b) At any time prior to the last date for receipt of bids, OCAC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- c) The Corrigendum (if any) & clarifications to the queries from all bidders will be posted on www.ocac.in and www.odisha.gov.in.
- d) Any such corrigendum shall be deemed to be incorporated into this RFP.
- e) In order to provide prospective Bidders reasonable time for taking the corrigendum into account, OCAC may, at its discretion, extend the last date for the receipt of Proposals.

6.4.3 Amendments to RFP Document

At any time prior to the deadline for submission of Proposal, OCAC reserves the right to modify and amend any of the stipulated condition/criterion in the RFP, depending upon project priorities vis-à-vis urgent commitments. Such amendments in shape of corrigendum/addendum shall be hosted in the websites (www.ocac.in & www.odisha.gov.in) where the original RFP was hosted. The bidder shall acknowledge the receipt of each corrigendum/addendum by submitting a signed copy of it along with the Technical bid to the RFP issuing authority. Failure to acknowledge receipt of each corrigendum/addendum shall be interpreted as receipt of the corrigendum/addendum by the bidder and no claim will be entertained or accepted in this regard.

6.5 Period of Validity of Bids

- a) Bids submitted by the bidders shall remain valid for a period of 180 Days from the date of submission of RFP. However, validity of the price bid of Agency (except hardware & system software) will be 5 years from the date of acceptance of Purchase Order. A Bid valid for a shorter period shall be rejected by the procuring entity as non-responsive Bid.
- b) Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid security shall not be forfeited.
- c) Bidders who agree to an extension of the period of validity of their Bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its Bid.

6.6 Format and Signing of Bids

- a) All the Bids submitted by the bidders must be submitted with the checklist.
- b) Each page of the bidding document shall be kept with the office seal and signature by the authorized representative from the Bidder.

6.7 Cost & Language of Bidding

- a) The bidder shall be responsible for all costs incurred in connection with participation in the bid process, including site visits but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of bid, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all

such activities related to the bid process. OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

- b) The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

6.8 Alternative/ Multiple Bids

- a) Each bidder shall submit only one Proposal. The bidder who submits or participates in more than one proposal will be disqualified.
- b) The bidder shall quote for a single brand/ make/ model for each item in the technical Bid and should also mention the details of the quoted make/ model of the respective items.

6.9 RFP Document Fees

The bidders are required to submit the document Fee of Rs.5,000/- (Rupees Five Thousand Only) + 12% GST in shape of Demand Draft in favour of Odisha Computer Application Centre and payable at Bhubaneswar from any Nationalized or Scheduled Commercial banks along with the General Bid Proposal (Kindly refer "[Fact Sheet](#)"). Proposals received without or with inadequate RFP Document fees shall be rejected.

6.10 Bid Security/Earnest Money Deposit (EMD)

- a) Bidders shall submit, along with their Bids, EMD of Rs.6,00,000 (Rupees Six Lakh Only), in the shape of Demand Draft OR Bank Guarantee (in the format specified in [Annexure-6](#)) issued by any Nationalized or Scheduled Commercial Bank in favor of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 90 days from the due date of the tender / RFP. The EMD should be submitted in the General/Pre-qualification Bid.
- b) EMD of all unsuccessful bidders would be refunded by OCAC within 60 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee.
- c) The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.
- d) The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.
- e) The EMD may be forfeited:
 - i. If a bidder withdraws its bid during the period of bid validity.
 - ii. In case of a successful bidder, if the bidder fails to accept the Purchase Order.

- iii. If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures etc.
- iv. The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP
- v. A Proposal contains deviations (except when provided in conformity with the RFP) conditional offers and partial offers.

6.11 Submission of Bids

- a) The bidders should submit their responses as per the format given in this RFP in the following manner
 - i. Prequalification Proposal :(1 Original in hard copy+ 1 CD) in first envelope
 - ii. Technical Proposal - (1 Original in hard copy + 1 CD) in second envelope
 - iii. Commercial Proposal -(1 Original in hard copy) in third envelope
- b) The Response to Pre-Qualification criterion, Technical Proposal and Commercial Proposal (as mentioned in previous paragraph) should be covered in separate sealed envelopes super-scribing "Pre-Qualification Proposal", "Technical Proposal" and "Commercial Proposal" respectively.
- c) Please Note that Prices should not be indicated in the Pre-Qualification Proposal or Technical Proposal but should only be indicated in the Commercial Proposal.
- d) The three envelopes containing Pre-Qualification Proposal, Technical Proposal and Commercial Proposal should be put in another single sealed envelope clearly marked as "Response to RFP for Selection of Agency for Supply, installation & maintenance of UPS Components at DHQs & BHQs for Vertical Odisha State Wide Network (OSWAN) RFP Ref No dated with the wordings "DO NOT OPEN BEFORE".
- e) The Outer envelope thus prepared should also indicate clearly the name, address, telephone number, E-mail ID and fax number of the bidder to enable the Bid to be returned unopened in case it is declared "Late".
- f) All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- g) The proposal/ bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialled by the person (or persons) who sign(s) the proposals.

- h) All pages of the bid shall be initialled and stamped by the authorized person or persons who sign the bid.
- i) In case of any discrepancy observed by OCAC in the contents of the submitted original paper bid documents with respective copies, the information furnished on original paper bid document will prevail over others.
- j) Bidder must ensure that the information furnished by him in respective CDs is identical to that submitted by him in the original paper bid document. In case of any discrepancy observed by OCAC in the contents of the CDs and original paper bid documents, the information furnished on original paper bid document will prevail over the soft copy.
- k) Detailed supporting documents, Technical details and other details are to be submitted by the bidder as per format only. The details of document under Pre-Qualification, Technical & Commercial Proposal to be submitted by the bidder is mentioned in [Annexure 17](#)

6.12 Submission of Manufacturer's Authorization Form

The Bidder can quote only one product. Bidder must offer single quotation for the product. The product quoted must be complied with the Technical Requirements described in [Annexure 9](#). Bidder must submit the dully signed MAFs at the time submission of Bid and should be a part of the Technical Proposal. The MAF should be as per the prescribed format in [Annexure-9](#). The MAF should be submitted in OEM's letter head mentioning required details.

6.13 Deadline Submission of Bids

- a) Bidder must ensure to submit their response on or before the deadline date as mentioned in "Important Dates & Information" section of this RFP.
- b) Normally, the date of submission and opening of Bids will not be extended. In exceptional circumstances or when the bidding document are required to be substantially modified as a result of discussions in pre-bid meeting/ conference or otherwise and the time with the prospective bidders for preparation of Bids appears insufficient, the date may be extended by the procuring entity. In such case the publicity of extended time and date shall be given in the manner, as was given at the time of issuing the original Bidding Document.
- c) It shall be ensured that after issue of corrigendum, reasonable time is available to the bidders for preparation and submission of their Bids. OCAC shall also publish such modifications in the bidding document in the same manner as the publication of initial bidding document. If the last date of submission or opening of Bids is a nonworking day, the Bids shall be received or opened on the next working day.

6.14 Venue for Submission of Bids

Response to Bid, in its complete form in all respects as specified in the RFP, must be submitted to OCAC at the address specified below:

Address To	General Manager(Admin) Odisha Computer Application Centre N-1/7-D, Acharya Vihar Square, PO : RRL, Bhubaneswar – 751002, Odisha
Telephone	0674-2567280/ 2567064/ 2567295
Fax	0674-2567842
Email id	orissaswan@gmail.com , gm_ocac@ocac.in

6.15 Mode of Submission of Bids

Response to Bids through speed post /registered post or by hand delivery will be accepted. The envelope must be firmly closed at the time of submission of the Bid.

6.16 Withdrawal, Substitution, and Modification of Bids

- a) If permitted by OCAC, a Bidder may withdraw its Bid or re-submit its Bid as per the instructions/ procedure prescribed by OCAC.
- b) Bids withdrawn shall not be opened and processed further.

6.17 Opening of Bids

- a) The Bids shall be opened by the Proposal Evaluation Committee in the presence of the bidders or their authorised representatives who choose to be present.
- b) The committee may co-opt experienced persons in the committee to conduct the process of Bid opening.
- c) The committee shall conduct a preliminary scrutiny of the opened technical Bids to assess the prima-facie responsiveness and ensure that the:-
 - i. Bid is accompanied by bidding document fee, bid security or bid securing declaration, and processing fee (if applicable);
 - ii. Bid is valid for the period, specified in the bidding document;
 - iii. Bid is unconditional and the bidder has agreed to give the required performance security; and
 - iv. Other conditions, as specified in the bidding document are fulfilled.
 - v. Any other information which the committee may consider appropriate.
- d) No Bid shall be rejected at the time of Bid opening except the Bids not accompanied with the proof of payment or instrument of the required price of bidding document, processing fee and bid security.

- e) The Financial Bid cover shall be kept unopened and shall be opened later on the date and time intimated to the bidders who qualify in the evaluation of technical Bids.

6.17.1 Evaluation & Tabulation of Pre-qualification Bid

I. Determination of Responsiveness

The designated committee of OCAC shall determine the responsiveness of a Bid on the basis of bidding document and the provisions of pre-qualification/ eligibility criteria of the bidding document.

II. A responsive Bid is one that meets the requirements of the bidding document without any material deviation, reservation, or omission where: -

- i. “deviation” is a departure from the requirements specified in the bidding document;

6.18 RFP Evaluation

- ii. “reservation” is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and

- iii. “Omission” is the failure to submit part or all of the information or documentation required in the bidding document.

III. A material deviation, reservation, or omission is one that, if accepted, shall:-

- i. affect in any substantial way the scope, quality, or performance of the subject matter of procurement specified in the bidding documents; or
- ii. limits in any substantial way, inconsistent with the bidding documents, the procuring entity’s rights or the bidder’s obligations under the proposed order ; OR
- iii. if rectified, shall unfairly affect the competitive position of other bidders presenting responsive Bids.

IV. The designated committee of OCAC shall examine the technical aspects of the Bid in particular, to confirm that all requirements of bidding document have been met without any material deviation, reservation or omission.

V. Fulfilment of eligibility criteria: All the criteria mentioned in Section 4 (Eligibility Criteria) are mandatory. The bidder has to comply with all the components mentioned in the eligibility criteria.

VI. All supporting documents as mentioned in Annexure-17.

6.18.1 Evaluation & Tabulation of Technical Bid

The Technical evaluation committee will evaluate the technical response submitted by the Bidder.

The Technical bid response includes the below details:

- a) The Technical Bid response will be initiated with the Technical Bid Cover letter in specified format as mentioned in [Annexure- 8](#).
- b) Detailed Compliance Sheet of the Technical Specification of UPS System Components ([Annexure-3](#)) dully signed in Company Letter Head.
- c) Detailed Bill of material keeping in view the Requirement including all appliances, licenses, accessories and others proposed as per [Annexure -2 & Annexure 3](#)
- d) Detailed Power calculation sheet assuming the Number of offices already prescribed and number of linear and non-load in each UPS.
- e) In case of deviation while evaluating the Technical Bid response based upon the criteria, the bid will be subjected for rejection
- f) **During evaluation of Technical Bid, the bidder has to submit the quoted UPS (both for BHQ and DHQ) to OCAC for demonstration of technical parameters and centralized management features. Necessary Software to be provided by the bidder. Commercial Bids will be opened only for those bidders who have successfully demonstrated the technical parameters and centralized management features.**
- g) All supporting documents as mentioned in [Annexure-17](#).

6.18.2 Evaluation & Tabulation of Financial Bids

- a) The financial bids/ cover of bidders who qualify in technical evaluation shall be opened at the notified time, date and place by the members of the designated Procurement Committee in the presence of the bidders or their representatives who choose to be present.
- b) The financial bid cover letter should be submitted in appropriate format as per [Annexure 10](#) followed by financial bid details as per [Annexure-11](#).
- c) The process of opening of financial bids/ covers shall be similar to that of technical bids.
- d) The names of the bidders, the rates given by them and conditions put, if any, shall be read out and recorded.
- e) Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.

- f) Prices quoted in the Bid must be firm and final and shall not be subject to any modifications, on any account whatsoever except applicable tax rates. The Bid Prices shall be indicated in Indian Rupees (INR) only
- g) The bid price will include all taxes and levies and mentioned separately.
- h) Any conditional bid would be rejected.
- i) If there is no price quoted for certain material or service, the bid shall be declared as disqualified.
- j) Commercial bids of those Bidders who are technically qualified in the technical evaluation will only be opened. All other commercial bids will not be opened. The financial evaluation shall be done based on the details submitted by the bidder as per the format provided. The bidders shall be sorted in the ascending order as L1, L2, and L3 etc.

6.18.3 Correction of Arithmetic Errors in Financial Bids

The Proposal evaluation committee shall correct arithmetical errors in substantially responsive Bids, on the following basis, namely: -

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Proposal Evaluation Committee there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to clause (a) and (b) above.

6.19 Negotiations

- a) Except in case of procurement by method of single source procurement or procurement by competitive negotiations, to the extent possible, no negotiations shall be conducted after the pre-bid stage. All clarifications needed to be sought, shall be sought in the pre-bid stage itself.
- b) Negotiations may, however, be undertaken only with the lowest bidder when the rates are considered to be much higher than the prevailing market rates.
- c) The Proposal Evaluation Committee shall have full powers to undertake negotiations. Detailed reasons and results of negotiations shall be recorded in the proceedings.

- d) The lowest or most advantageous bidder shall be informed in writing either through messenger or by registered letter and e-mail (if available). A minimum time of seven days shall be given for calling negotiations. In case of urgency the Proposal Evaluation Committee, after recording reasons, may reduce the time, provided the lowest or most advantageous bidder has received the intimation and consented to regarding holding of negotiations.
- e) Negotiations shall not make the original offer made by the bidder inoperative. The Proposal Evaluation Committee shall have option to consider the original offer in case the bidder decides to increase rates originally quoted or imposes any new terms or conditions.
- f) In case of non-satisfactory achievement of rates from lowest or most advantageous bidder, the Proposal Evaluation Committee may choose to make a written counter offer to the lowest or most advantageous bidder and if this is not accepted by him/her, the committee may decide to reject and re-invite Bids or to make the same counter-offer first to the second lowest or most advantageous bidder, then to the third lowest or most advantageous bidder and so on in the order of their initial standing and work/ supply order be awarded to the bidder who accepts the counter-offer. This procedure shall be used in exceptional cases only.
- g) In case the rates even after the negotiations are considered very high, fresh Bids shall be invited.

6.20 Exclusion of Bids / Disqualification

- a) A procuring entity shall exclude/ disqualify a Bid, if: -
 - i. the information submitted, concerning the qualifications of the bidder, was false or constituted a misrepresentation; or
 - ii. the information submitted, concerning the qualifications of the bidder, was materially inaccurate or incomplete; and
 - iii. the bidder is not qualified as per pre-qualification/ eligibility criteria mentioned in the bidding document;
 - iv. the Bid materially departs from the requirements specified in the bidding document or it contains false information;
 - v. the bidder, submitting the Bid, his agent or any one acting on his behalf, gave or agreed to give, to any officer or employee of the procuring entity or other governmental authority a gratification in any form, or any other thing of value, so as to unduly influence the procurement process;

- vi. a bidder, in the opinion of the procuring entity, has a conflict of interest materially affecting fair competition.
- b) A Bid shall be excluded/ disqualified as soon as the cause for its exclusion/ disqualification is discovered.
- c) Every decision of a procuring entity to exclude a Bid shall be for reasons to be recorded in writing and shall be communicated to the concerned bidder in writing.

6.21 Lack of Competition

- a) A situation may arise where, if after evaluation of Bids, the proposal evaluation committee may end-up with one responsive Bid only. In such situation, the Proposal Evaluation Committee would check as to whether while floating the Bid all necessary requirements to encourage competition like standard bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc. were fulfilled. If not, the tender would be re-floated after rectifying deficiencies. The bid process shall be considered valid even if there is one responsive Bid, provided that:-
 - i. the Bid is technically qualified;
 - ii. the price quoted by the bidder is assessed to be reasonable;
 - iii. the Bid is unconditional and complete in all respects;
 - iv. there are no obvious indicators of cartelization amongst bidders; and
 - v. the bidder is qualified as per the provisions of pre-qualification/ eligibility criteria in the bidding document
- b) The Proposal Evaluation Committee shall prepare a justification note for approval by the next higher authority of the procuring entity, with the concurrence of the accounts member.
- c) In case of dissent by any member of Proposal Evaluation Committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.
- d) If a decision to re-invite the Bids is taken, market assessment shall be carried out for estimation of market depth, eligibility criteria and cost estimate.

6.22 Acceptance of the successful Bid and award of Project

6.22.1 Award Criteria

OCAC will award the Project to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the process outlined above.

6.22.2 Right to Accept Any Proposal and To Reject Any or All Proposal(s)

OCAC reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to

award Notification, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such action.

6.22.3 Purchaser's Procurement Rights

Without incurring any liability, whatsoever to the affected bidder or bidders, the Purchaser reserves the right to:

- a) Amend, modify, or cancel this tender and to reject any or all proposals without assigning any reason.
- b) Change any of the scheduled dates stated in this tender.
- c) Reject proposals that fail to meet the tender requirements.
- d) Increase or decrease the quantity of the hardware items
- e) Remove any of the item at the time of placement of order.
- f) Increase or decrease no. of resources supplied under this project.
- g) Should the Purchaser be unsuccessful in negotiating with the Agency, the Purchaser will begin negotiations with the next best value bidder in order to serve the best interest.
- h) Make typographical correction or correct computational errors to proposals
- i) Request bidders to clarify their proposal.

6.22.4 Notification of Award

Prior to the expiry of the validity period, OCAC will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, OCAC may like to request the bidders to extend the validity period of the bid. Upon the successful bidder's furnishing of Performance Bank Guarantee, OCAC will notify each unsuccessful bidder and return their EMD.

6.22.5 Issuance of Purchase Order

The OCAC shall reserve the right to negotiate with the bidder(s) whose proposal has been ranked best value bid on the basis of Technical and Commercial Evaluation to the proposed Project, as per the guidance provided by CVC. On this basis the Purchase order would be issued. OCAC shall issue a Purchase Order to the successful bidder taking into account the relevant clauses of RFP, pre- bid clarifications, Corrigenda, the proposal of the bidder in addition to other agreed clauses.

6.22.6 Performance Guarantee

The OCAC will require the Agency to provide a Performance Bank Guarantee, within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of ownership i.e. total order value excluding taxes. The Performance Guarantee should be valid for a period of 3 years 3 months (39 months). The Performance Guarantee shall be kept valid till completion of the project and Warranty period. The Agency shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the Agency fails to submit performance guarantee within the

time stipulated, the OCAC at its discretion may cancel the order placed on the Agency after giving prior written notice to rectify the same. OCAC shall invoke the performance guarantee in case the selected Service Provider fails to discharge their contractual obligations during the period or OCAC incurs any damages due to Service Provider's negligence in carrying out the project implementation as per the agreed terms & conditions.

6.22.7 Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful bidder to agree with the Terms & Conditions of the RFP and the Proposal submitted by the successful bidder, despite the deviations submitted by the Bidder are adequately considered and mutually agreed, shall constitute sufficient grounds for the annulment of the award, in which event OCAC may award the Project to the next best value bidder or call for new proposals from the interested bidders. In such a case, the OCAC shall invoke the PBG or the EMD as the case may be, of the most responsive bidder.

6.23 Confidentiality

- a) Notwithstanding anything contained in this bidding document but subject to the provisions of any other law for the time being in force providing for disclosure of information, a procuring entity shall not disclose any information if such disclosure, in its opinion, is likely to:
 - i. Impede enforcement of any law;
 - ii. Affect the security or strategic interests of India;
 - iii. Affect the intellectual property rights or legitimate commercial interests of bidders;
 - iv. Affect the legitimate commercial interests of the procuring entity in situations that may include when the procurement relates to a project in which the procuring entity is to make a competitive bid, or the intellectual property rights of the procuring entity.
- b) The procuring entity shall treat all communications with bidders related to the procurement process in such manner as to avoid their disclosure to competing bidders or to any other person not authorised to have access to such information.
- c) The procuring entity may impose on bidders and sub-contractors, if there are any for fulfilling the terms of the procurement, conditions aimed at protecting information, the disclosure of which violates (a) above.
- d) In addition to the restrictions specified above, the procuring entity, while procuring a subject matter of such nature which requires the procuring entity to maintain confidentiality, may impose condition for protecting confidentiality of such information.

7. General Terms and Conditions of RFP

Bidders should read these conditions carefully and comply strictly while submitting their bids.

7.1 Definitions

For the purpose of clarity, the following words and expressions shall have the meanings hereby assigned to them: -

- a) "Request for Proposal (RFP)", means this detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.
- b) "OCAC", shall mean the Odisha Computer Application Centre, the Designated Technical Directorate of Information Technology Department, Government of Odisha and OSWAN shall mean Odisha State Wide Area Network.
- c) "GM" shall mean the General Manager of Odisha Computer Application Centre or any authorized officer to act on his behalf for a specified work.
- d) "Authorized Representative" shall mean any person authorized by either of the parties.
- e) "Bidder" means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Work shall mean the successful Bidder or Agency to whom OCAC issues the Purchase Order for rendering of sales & services.
- f) "Service" means provision of service as per this RFP.
- g) "Site" shall mean the location(s) for which the Order has been issued and where the service shall be provided as per Scope mentioned in the RFP.
- h) "Termination Notice" means the written notice of termination of the Purchase Order issued by one Party to the other in terms hereof.

Note: *The bidder shall be deemed to have carefully examined the conditions, specifications, size, make and drawings, etc., of the goods to be supplied and related services to be rendered. If the bidder has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before submitting the Bid refer the same to the procuring entity and get clarifications*

7.2 Indemnification

The Agency shall execute and furnish to Odisha Computer Application Centre, Odisha, a Deed of Indemnity in favor of the Odisha Computer Application Centre in a form and manner acceptable to the Odisha Computer Application Centre, indemnifying the Odisha Computer Application Centre from and against any costs, loss, damages, expense, claims

including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the project period out of:

- a) Any negligence or wrongful act or omission by the Agency or the Bidder's Team or any sub-Bidder/ third party in connection with or incidental to this Purchase Order; or
- b) Any breach of any of the terms of the Bidder's Bid as agreed, the RFP and this Contract by the Bidder, the Bidder's Team or any sub Bidder/ third party.
- c) The indemnity shall not be more than 100% of project value in favor of the Odisha Computer Application Centre

7.3 Language

- a) The Proposal should be filled by the bidders/Agency in English language only. For purposes of interpretation of the documents, the English translation shall govern. All Proposals and accompanying documentation will become the property of OCAC and will not be returned.
- b) The Purchase Order as well as all correspondence and documents relating to the Project exchanged by the successful/ Agency and the Purchaser, shall be written in English language only.

7.4 Notices

- a) Any notice given by one party to the other pursuant to the Project shall be in writing to the address specified in the Purchase Order. The term "in writing" means communicated in written form with proof of dispatch and receipt.
- b) A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.

7.5 Governing Law

The Project shall be governed by and interpreted in accordance with the laws of the Govt. of Odisha/Govt. of India unless otherwise specified in the Purchase Order.

7.6 Scope of Supply

- a) Subject to the provisions in the bidding document and Purchase Order, the Goods/Equipment and related services to be supplied shall be as specified in the bidding document (RFP).
- b) Unless otherwise stipulated in this document, the quantity and specifications are for minimum quantity and configuration respectively. The bidder may supply higher configuration.

7.7 Project Value

- a) The Project value (PO Amount) shall be paid as specified in the Purchase Order subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Project.

7.8 Recoveries from Supplier/ Agency

- a) Recovery of liquidated damages, short supply, breakage, rejected articles shall be made ordinarily from bills.
- b) OCAC shall withhold amount to the extent of short supply, broken/ damaged or for rejected articles unless these are replaced satisfactorily. In case of failure to withhold the amount, it shall be recovered from performance security deposit of AGENCY available with OCAC.

7.9 Taxes & Duties

- a) The GST if applicable shall be deducted at source.
- b) For goods/Equipment supplied from outside India, the successful/ Agency shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the country.
- c) For goods/Equipment supplied from within India, the successful Agency shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.
- d) If any tax exemptions, reductions, allowances or privileges may be available to the successful Agency in India, OCAC shall use its best efforts to enable the successful Agency to benefit from any such tax savings to the maximum allowable extent.

7.10 Copyright

The copyright in all layouts, architecture design documents and other materials containing data and information furnished to the Purchaser by the Supplier/ Agency herein shall remain vested in OCAC.

7.11 Confidential Information

- a) The Agency shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any drawings, documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Project, whether such information has been furnished prior to, during or following completion or termination of the Order.
- b) The Agency may furnish to its Subcontractor, if permitted, such documents, data, and other information it receives from the Purchaser to the extent required for the Subcontractor to perform its work under the Project, in which event the Supplier/

Agency shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier/ Agency.

7.12 Intellectual Property Rights

That the Agency owns, has license to use or otherwise has the right to use, free of any pending or threatened liens or other security or other interests all its Intellectual Property Rights, which are required or desirable for performance of its services under this Project and regarding the same the Agency does not, so far as the Agency is aware, in carrying on its business and operations, infringe any Intellectual Property Rights of any person. So far as the Agency is aware, none of the Intellectual Property Rights, owned or enjoyed by the Agency or which the Agency is licensed to use, which are material in the context of Bidder's business and operations for the performance of this Project are being infringed nor, so far as the Agency is aware, is there any infringement or threatened infringement of those Intellectual Property Rights licensed or provided to the Agency by any person. All Intellectual Property Rights required by the Agency for the performance of the Project are valid and subsisting. All actions (including registration, payment of all registration and renewal fees) required to maintain the same in full force and effect have been taken thereon and shall keep the Odisha Computer Application Centre, Odisha indemnified in relation thereto.

7.13 Packing and Documents

- a) The Agency shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Purchase Order. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme atmospheric temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination of the Goods and the absence of heavy handling facilities at all points in transit.
- b) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Project, including additional requirements, if any, specified in the Purchase Order, and in any other instructions ordered by OCAC.

7.14 Insurance

The Agency should be responsible for undertaking comprehensive insurance including liability insurance, system and facility insurance and any other insurance for the personnel, Assets, data, software, etc relating to this assignment.

7.15 Transportation

The Agency shall be responsible for transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at project locations. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking/ inspection of the material by the consignee. No extra cost on such account shall be admissible.

7.16 Extension in Delivery Period and Liquidated Damages (LD)

- a.) Except as provided under clause "*Force Majeure*", if the supplier/ selected bidder fails to deliver the related Services within the period specified in the Purchase Order, the Purchaser may without prejudice to all its other remedies under the PO, deduct from the Purchase Order Price, as liquidated damages, a sum equivalent to the percentage specified in Section "Service Level Standards" for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in the bidding document and/ or Purchase Order. Once the maximum is reached, the Purchaser may cancel the Purchase Order pursuant to clause "Termination".
- b.) The time specified for delivery in the bidding document shall be deemed to be the essence of the Project and the supplier/ selected bidder shall arrange goods supply and related services within the specified period.
- c.) Delivery period may be extended with or without liquidated damages, if the delay in the supply of goods or service is on account of hindrances beyond the control of the selected bidder:
 - i. The selected bidder/Agency shall request in writing to the Purchaser giving reasons for extending the delivery period of service, if he/she finds himself /herself unable to complete the supply of goods or service within the stipulated delivery period or is unable to maintain prorate progress in the supply of goods or service delivery. This request shall be submitted as soon as a hindrance in delivery of goods and service occurs or within 15 days from such occurrence but before expiry of stipulated period of completion of delivery of goods and service after which such request shall not be entertained.
 - ii. The Purchaser shall examine the justification of causes of hindrance in the delivery of goods and service and the period of delay occurred due to that and recommend the competent authority on the period of extension which should be granted with or without liquidated damages.

- iii. Normally, extension in delivery period of service in following circumstances may be considered without liquidated damages:
- When delay has occurred due to delay in approval by OCAC.
 - When the delay has occurred in providing space or any other infrastructure, if OCAC was required to provide the same as per the terms of the Bid.
- iv. If the competent authority agrees to extend the delivery period/ schedule, an amendment to the Purchase Order with suitable denial clauses and with or without liquidated damages, as the case may be, shall be issued. The amendment letter shall mention that no extra price or additional cost for any reason, what so ever beyond the contracted cost shall be paid for the delayed supply of goods and service.
- v. It shall be at the discretion of the concerned authority to accept or not to accept the supply of goods and/ or services rendered by the contractor after the expiry of the stipulated delivery period, if no formal extension in delivery period has been applied and granted. The competent authority shall have right to cancel the Purchase Order with respect to undelivered goods and/ or service.
- vi. If OCAC is in need of the good and/ or service rendered after expiry of the stipulated delivery period, it may accept the services and issue a letter of extension in delivery period with usual liquidated damages and denial clauses to regularize the transaction.

7.17 Warranty

- a) The bidder must execute annual maintenance support with back to back OEM support for the period of three Years.
- b) The bidder shall submit the Manufacturer's Authorization certificate/ undertaking from the respective OEMs at the time of submitting the Bid Response. Undertaking should be kept in Company's letter Head and to be incorporated in the Technical Bid.
- c) The Agency shall either repair or replace the defective goods or parts thereof with brand new genuine/ authentic ones having similar or higher specifications from the respective OEM as per the time period specified.
- d) If having been notified, the Agency fails to remedy the defect within the period specified, the purchaser shall impose penalty as specified in RFP.
- e) During the warranty period, the bidder shall also be responsible to ensure adequate and timely availability of spare parts needed for repairing the supplied goods.

7.18 Limitation of Liability

Except in cases of gross negligence or wilful misconduct: -

- a) Neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier/ Agency to pay liquidated damages to the Purchaser; and
- b) The aggregate liability of the supplier/ Agency to the Purchaser, whether under the Project, in tort, or otherwise, shall not exceed the amount specified in the Purchase Order, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier/ Agency to indemnify the Purchaser with respect to patent infringement.

7.19 Force Majeure

- a) If the performance as specified in this order is prevented, restricted, delayed or interfered by reason of Fire, explosion, cyclone, floods, War, revolution, acts of public enemies, blockage or embargo, Any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrict trade practices or regulations, Strikes, shutdowns or labour disputes which are not instigated for the purpose of avoiding obligations herein, or Any other circumstances beyond the control of the party affected, then notwithstanding anything here before contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided the party so affected uses its best efforts to remove such cause of non-performance and when removed the party shall continue performance with utmost dispatch.
- b) If a Force Majeure situation arises, the AGENCY shall promptly notify the authorized representative of OCAC in writing of such condition and the cause thereof. Unless otherwise directed by the authorized representative of OCAC in writing, the AGENCY shall continue to perform its obligations under the Project as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

7.20 Change Orders and Project Amendments

- a) The Purchaser may at any time order the Agency through Notice in accordance with clause "Notices" above, to make changes within the general scope of the Project regarding related services to be provided by the Agency.

- b) If any such change causes an increase or decrease in the cost of, or the time required for, the Agency's performance of any provisions under the Project, an equitable adjustment shall be made in the Purchase Order Price or in the Delivery and Completion Schedule, or both, and the Project shall accordingly be amended. Any claims by the Agency for adjustment under this clause must be asserted within thirty (30) days from the date of the Agency's receipt of the Purchaser's change order.
- c) Prices to be charged by the Agency for any related services that might be needed but which were not included in the Purchase Order shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Agency for similar services.

7.21 Termination

OCAC may at any time terminate the Purchase Order by giving written notice to the Bidder if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to OCAC. OCAC reserves the right to cancel the Purchase Order in the event of happening one or more of the following Conditions:-

- a) Failure of the successful bidder to accept the contract.
- b) Delay in delivery beyond the specified period.
- c) In addition to the cancellation of the contract, OCAC reserves the right to appropriate the damages through encashment of Bid Security / Performance Guarantee given by the Bidder.
- d) OCAC would not be liable to pay any damages to the Agency in cases comprising termination for default.

7.22 Settlement of Disputes

- a) General: If any dispute arises between the supplier/ Agency and OCAC during the execution of a Project that should be amicably settled by mutual discussions. However, if the dispute is not settled by mutual discussions, a written representation will be obtained from the supplier/ Agency on the points of dispute. The representation so received shall be examined by the concerned Committee which sanctioned the tender. The Procurement Committee may take legal advice of a counsel and then examine the representation. The supplier/ Agency will also be given an opportunity of being heard. The Committee will take a decision on the representation and convey it in writing to the supplier/ Agency.
- b) Standing Committee for Settlement of Disputes: If a question, difference or objection arises in connection with or out of the Order issued or the meaning of operation of any part, thereof or the rights, duties or liabilities of either party have not been settled by mutual discussions or the decision of tender sanctioning Procurement Committee, it shall be referred to the empowered standing committee for decision.

8. Special Terms and Conditions of RFP

8.1 Payment Terms and Schedule

The payment schedule is as follows:

SN	Payment Milestone	Amount Payable	Supporting
1.	Delivery, installation, commissioning of UPS Systems as per BoQ at DHQ & BHQ	<p>90% of the total cost will be paid to the Selected Agency after delivery of equipment at respective locations, successful installation & Commissioning of Equipment at respective site / location(s) on presentment of Original invoice (in triplicate copy) and installation & commissioning report duly signed by the receiver. <u>Annexure- 2</u> and due inspection by designated person by OCAC on presentment of Original invoice (in triplicate copy), Warranty Certificate, delivery challan duly signed by the receiver and approval of UAT Report.</p> <p>However EMD submitted during the bid submission will be returned only after successful submission of PBG by the Selected bidder/Agency.</p>	<ol style="list-style-type: none"> 1. Delivery Challan of UPS Components as per Bill of Quantity. 2. Installation Report dully signed by the authorized representatives at OCAC and respective District and Block Administration. 3. Warranty Certificate/ Authentication by OEM ensuring the warranty of UPS supplied to be valid for a period of three Years from the date of User Acceptance. Submission of Dully signed UAT report after due inspection and evaluation from authorized representatives by OCAC. 4. Performance Bank Guarantee (PBG) from any Scheduled Bank in the prescribed format in favor of the Odisha Computer Application Centre
2.	Comprehensive Maintenance of UPS System for three Years	<p>Rest 10% of the total cost will be paid @ 3.33% each year after end of default warranty period. However payment in each year will be made after deduction of penalty as per terms & condition of RFP.</p>	<ol style="list-style-type: none"> 1. Submission of AMC Report (service call details) with repair and replacement details with equipment Serial No. 2. Preventive maintenance Report of supplied UPS systems. 3. Invoice for the O&M for 2nd, 3rd & 4th Year (At the completion of each year)

8.2 Payment of Goods & Services Tax

GST shall be shown extra by the bidder in their invoices for the items applicable. The same shall be paid by OCAC as per actual after verification. If there is any tax savings, the same shall be reduced from the payable amount.

In case of any new incidence of tax or increase in existing tax rates taking place during the Project Period, that shall be borne and payable by the OCAC over and above the agreed price for each item as may be applicable as per the Invoice raised by the agency on the OCAC. Similarly, any reduction in taxes shall be to the benefit of OCAC.

8.3 Service levels & Penalty

a) Penalty during supply of Equipment

- i. The bidder needs to ensure timely supply and installation of UPS at the sites mentioned in the Project locations ([Annexure-18](#))
- ii. Penalty will be charged @ 0.5% of the unit value per week subject to maximum of 5% of total order value, in case of delayed in supply of stipulated time period.

b) Service levels & Penalty during Project Period

- i. The Prime Objective of the Service levels is to ensure high quality services from the selected bidder. An incident will be raised in any of the following observations.
 - The UPS is tripped due to any fault in the Battery Bank
 - The battery is having loose Terminal/ leaked/ disconnected
 - The Terminal of Battery becomes weak, rusty or corroded
 - The battery is faulty, discharges and its terminals are reversed/
 - Any other reason of the UPS & Battery Bank for which the current supply to the circuit breaker is disrupted.
- ii. The above list is indicative but not exhaustive. The Agency must maintain the service levels as defined below. The Service resolution of each incident is as follows:

SN	Name of the PoP	Fault Identification Time	Call Resolution Time	Applicable Penalty
1	DHQ	2 Hrs	24 Hrs.	Rs. 500/- will be levied for every 24 Hrs of Delay
2	BHQ	4 Hrs	48 Hrs.	Rs. 300/- will be levied for every 24 Hrs of Delay beyond 48 Hrs.

- The maximum applicable penalty shall not exceed 10% of the yearly payment during AMC Period.

9. Annexure-1: Particulars of the Bidder

(To be filled by the Bidder)

SN	Information Sought	Details to be filled in
1.	Name of the bidding Company	
2.	Address of the Company	
3.	Incorporation status of the firm (Public limited / Private limited, etc.)	
4.	Year of Establishment	
5.	Date of registration	
6.	ROC Reference No.	
7.	Details of company registration	
8.	Details of registration with appropriate authorities for Goods & Service Tax	
9.	Name, Address, email, Phone nos. and Mobile Number of Contact Person	
10.	Roles & Responsibility	

10. Annexure-2: Indicative Bill of Quantity

SN	Item	Qty.	Unit	Period of Onsite Comprehensive OEM Warranty (In yrs.)	Period of back to back support, updates (In yrs.)
1.	6 KVA Online UPS with Battery Bank (1 Hr. Backup)	30	Nos.	3	3
2.	3 KVA Online UPS with Battery Bank (1 Hr. Backup)	284	Nos.	3	3

11. Annexure-3: Minimum Technical Specifications of UPS Systems & Components

a) 6 KVA Online UPS for DHQ

SN	Specification		Compliance (Yes/No)	Pg. No. of Tech. Specs attached
Make Offered				
Model Offered				
1.	UPS Configuration	Microprocessor controlled Digital Design Double Conversion Single Phased True On-line UPS		
2.	Rating	6KVA online UPS System (Single Phase) should run in standalone mode; complete with Battery Backup for at least 1 Hour with full load.		
3.	Efficiency	Overall efficiency should be greater than or equal to 90%		
4.	Normal Input Voltage & range	Input Voltage & Range should be 230V and between 160V to 250V respectively		
5.	Input Frequency	Input Frequency Range should be 46 to 54 Hz		
6.	Input Power Factor	Input Power factor should be at least 0.99		
7.	Output Voltage	Output Voltage should be between 220 V/ 230 V/240 V AC		
8.	Voltage regulation	Voltage regulation should not be more or less than 1%		
9.	Output Frequency	Output Frequency should be 50 Hz with not more or less than 0.1% deviation		
10.	THD	Harmonic Distortion(THD) should be less than 3% (linear load) and less than 5% in Non-linear Load		
11.	Wave Form	Output Waveform should be Pure Sine wave based		
12.	Crest ratio	Crest Factor should be 3:01 or better		
13.	Output Power factor	Output Power factor should be at least 0.8		
14.	Overload Capacity	Overload Capacity should be 110% for 10 minutes & 130% for 1 minute at least		
15.	Battery Features	Battery should be Sealed Lead Maintenance Free VRLA type with Intelligent Battery Management feature		
		Design: The capacity should be at C20 rated.		

SN	Specification	Compliance (Yes/No)	Pg. No. of Tech. Specs attached
Make Offered			
Model Offered			
		The service life should be 2700 cycles at 30% depth of discharge, 1200 cycle at 50% depth of discharge and 600 cycle at 80% depth of discharge.	
		The Battery should be from reputed make, preferably (Exide/ Ammararaja/ Panasonic)	
16.	Battery rating	VAH rating of the battery bank of the UPS should be 8064VAH or higher with each UPS	
17.	Switch	The UPS should have Inbuilt static & maintenance bypass switch	
18.	Interfaces	UPS must have RS 232 / USB Interface and also should be provided with an SNMP v2 or higher Card with Ethernet interfaces for remote communication with the central server monitoring the UPS Systems in the network through centralized monitoring software. <i>Note: - SNMP card to be provided as a part of the UPS System.</i>	
19.	Operational Humidity & Temp	Should have equal of more than 95% RH & Operating temp should be minimum 50 degree Celsius	
20.	Indicators : LCD	There should be a LCD display for measurement of AC Voltage, Battery voltage, Load level, Output frequency.	
21.	Noise level	Noise Level at 1 meter from surface of unit should be Less than 55 dB	
22.	Alarm	Battery Mode, Low Battery, Over Load, Fault	

b) 3 KVA Online UPS for BHQ

SN	Specification	Compliance (Yes/No)	Pg. No. of Tech. Specs attached
Make Offered			
Model Offered			
1.	Rating	3KVA online UPS System (Single Phase) should run in standalone mode; complete with Battery backup for at least 1 Hour with full load.	
2.	UPS Feature	Overall efficiency should be greater than or equal to 90%	
3.	Normal Input Voltage & range	Input Voltage & Range should be 230V and between 160V to 280V respectively	
4.	Input Frequency	Input Frequency Range should be 50 Hz (+/- 5 Hz)	
5.	Input Power Factor	Input Power factor should be atleast 0.99	
6.	Output Voltage	Output Voltage should be between 220 V/230 V/240 V AC	
7.	Voltage regulation	Voltage regulation should not be more or less than 2%	
8.	Output Frequency	Output Frequency should be 50 Hz with not more or less than 0.1% deviation	
9.	THD	Harmonic Distortion(THD) should be less than 3% (linear load) and less than 5% in Non-linear Load	
10.	Wave Form	Output Waveform should be Pure Sine wave based	
11.	Crest ratio	Crest Factor should be 3:01 or better	
12.	Output Power factor	Output Power factor should be at least 0.8	
13.	Overload Capacity	Overload Capacity should be 110% for 10 minutes & 130% for 1 minute at least	
14.	Battery Features	Battery should be Sealed Lead Maintenance Free VRLA type with Intelligent Battery Management feature	

SN	Specification	Compliance (Yes/No)	Pg. No. of Tech. Specs attached
Make Offered			
Model Offered			
		Design: The capacity should be at C20 rated.	
		The service life should be 2700 cycles at 30% depth of discharge, 1200 cycle at 50% depth of discharge and 600 cycle at 80% depth of discharge.	
		The Battery should be from reputed make, preferably (Exide/ Amarraraja / Panasonic)	
15.	Battery rating	VAH rating of the battery bank of the UPS should be 4032 VAH or higher with each UPS	
16.	Interfaces	UPS must have RS 232 / USB Interface and also should be provided with an SNMP v2 or higher Card with Ethernet interfaces for remote communication with the central server monitoring the UPS Systems in the network through centralized monitoring software. Note: - SNMP card to be provided as a part of the UPS System.	
17.	Operational Humidity & Temp	Should have at least 20-90% RH & Operating temp should be up to 45 deg C	
18.	Indicators: LCD	There should be a LCD display for measurement of AC Voltage, Battery voltage, Load level, Output frequency.	
19.	Protection	The UPS should have protection feature like Overload / Short Circuit / Battery Deep Discharge / Low Battery / Reverse Battery / Inverter Current Limitation / Over Temperature / Output Over voltage	
20.	Noise level	Noise Level at 1 meter from surface of unit should be Less than 50 dB	
21.	Alarm	Battery Mode, Low Battery, Over Load, Fault	

c) Centralized UPS Monitoring Tool

A dedicated monitoring tool is to be provided by the Agency for effective monitoring of the health of the UPS supplied at DHQ & BHQ with all required components like servers, licenses, software, configurations etc. without any extra cost to OCAC.

The Tool should have the following features

- a. At any given point of time the UPS systems can be easily identified based on
 - i. UPS Running on Mains Power without any problem
 - ii. UPS Running on Battery Power without any problem
 - iii. UPS systems with fault status active
- b. The system should have “Alarm Status Tracking mechanism”. The system should be able to provide information regarding deviation from Normal and Time Over Threshold to help reduce false positive alarms.
- c. The system should offer Graphical Trend Analysis for historical data (up/down) pertaining to day, week, month, year and user defined durations.
- d. The system should allow configuration of up to 1,000 managed devices in a single-server installation.
- e. It should enable to send remote notifications like E-MAIL /SMS regarding UPS abnormal condition.
- f. The System should be able to support Enterprise level databases.
- g. The Client GUI will be able to provide the ability to detach the Dashboard, Alarm Management and Navigation windows to be displayed on multiple monitors enabling the user to take advantage of Network Operation Centres with multiple interfaces.
- h. The client GUI should be able to support authenticated User Access and addition of multiple users whenever required.
- i. The UPS system and monitoring tool should be of same OEM for easy and smooth integration, monitoring and after sales support also to avoid future conflict during execution. The Software will also be flexible enough for integration of other OEM make UPS may be integrated subsequently.
- j. The system should have “Auto Timed Reporting” feature allowing Auto Timed/Scheduled Report emailing to selected audience/client on required Key performance Indicators.

12. Annexure-4: Pre Bid Queries Format

(To be filled by the Bidder)

Name of the Company/Firm: _____

Bidding document Fee Receipt No. _____ Dated _____ for Rs. _____/-

Name of Person(s) Representing the Company/ Firm:

Name of Person	Designation	Email-Id(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person (s)	Address for Correspondence	Email-Id(s)	Tel. Nos. & Fax Nos.

Query/Clarification Sought: (MS-Excel Sheet Format)

SN	Bidder Name	RFP Chapter No.	RFP Clause No.	RFP Page No.	Clause Details as per RFP	Query/Clarification/ Suggestion

Note: Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX/ .PDF). Queries not submitted in the prescribed format will not be considered/ responded at all by the tendering authority. Also, kindly attach the coloured scanned copy of the receipt towards the submission of the bid document fee. Also, the bidders having purchased the tender/ RFP document will only be responded to i.e. their pre-bid queries will be entertained and responded. Also, the softcopy of the queries (only in MS-Excel Sheet format) should also be submitted through e-mail at orissaswan@gmail.com

13. Annexure-5: Bidder's Authorization Certificate

(To be filled by the Bidder)

To,

The General Manager (Admn.)
Odisha Computer Application Centre (OCAC)
OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL
Post Office, Bhubaneswar-751013 (INDIA)

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with RFP reference No. OCAC-NEGP-INFRA-0015-2018-19004 dated: 09.02.2019 dated. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under.

Thanking you,

Name of the Bidder: -

Verified Signature:

Authorized Signatory: -

Seal of the Organization: -

Date: _____

Place: _____

14. Annexure-6: Bank Guarantee Format

(To be signed by bank and submitted by Bidder)

RFP REF: OCAC-

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of I.T. Dep't, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL,

Bhubaneswar - 751013

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019 for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN) (hereinafter called "the Bid") to OCAC Know all Men by these presents that we <<Name of the Bidder>> having our office at <<Address>> (hereinafter called "the Bank") are bound unto the <<Nodal Agency>> (hereinafter called "the Purchaser") in the sum of Rs. <<Amount in figures>> (Rupees <<Amount in words>> only) for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <<Date>>

The conditions of this obligation are:

1. If the Bidder having its bid withdrawn during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of validity of bid
 - a) Withdraws his participation from the bid during the period of validity of bid document; or
 - b) Fails or refuses to participate in the subsequent RFP process after having been short listed;

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the RFP occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- I. Our liability under this Bank Guarantee shall not exceed Rs. <<Amount in figures>> (Rupees <<Amount in words>> only)
- II. This Bank Guarantee shall be valid up to <<insert date>>)
- III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <<insert date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date:

15. Annexure-7: RFP Form

(To be filled by the Bidder)

1) Addressed to:

Name of the Tendering Authority	The General Manager (Admin.)
Address	Odisha Computer Application Centre (OCAC) OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square, RRL Post Office, Bhubaneswar-751013
Telephone	
Tele Fax	
Email	

2) Firm Details:

Name of Firm				
Name of CMD of the firm with email id, contact number				
Name of Contact Person with Designation				
Registered Office Address				
Address of the Firm				
Year of Establishment				
Type of Firm Put Tick(<input type="checkbox"/>) mark	Public Limited	Private Limited	Partnership	Proprietary
Telephone Number(s)				
Email Address/ Web Site	Email:		Web-Site:	
Fax No.				
Mobile Number	Mobile:			
Certification/Accreditation/Affiliation, if Any				

- 3) The requisite tender fee amounting to Rs. _____/- (Rupees <in words>) has been deposited vide DD/BC/receipt no. _____ dated _____.
- 4) The requisite EMD amounting to Rs. _____/- (Rupees <in words>) has been deposited vide Banker's Cheque/ DD No. _____ dated _____.
- 5) We agree to abide by all the terms and conditions mentioned in this form issued by the Empanelment Authority and also the further conditions of the said notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein along with stamp of the firm). Date:

Name & Seal of the firm: _____

Authorized Signatory: _____

16. Annexure-8: Covering Letter - Technical Bid

(To be filled by the bidder and signed in Company Letter Head)

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of I.T. Dep't, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL,

Bhubaneswar - 751013

Subject: Technical Proposal for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN) vide RFP Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019

Dear Sir/Madam,

We, the undersigned, offer to provide solution to OCAC for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN)). We are hereby submitting our Proposal, which includes the Pre-Qualification Bid, Technical bid and the Commercial Bid sealed in a separate envelope.

We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the implementation services related to the assignment not later than the date indicated in the RFP Document. We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

17. Annexure-9: Manufacturer's Authorization Form (MAF)

(To be submitted in OEM Letterhead)

Letter No. _____

Date: _____

To

The General Manager (Admin)

Odisha Computer Application Centre

Plot No. - N-1/7-D, Acharya Vihar

P.O. - RRL, Bhubaneswar - 751013

Sub: OEM Authorization Letter

RFP Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019

Dear Sir,

We, who are established and reputable manufacturers / producers of _____ having factories / development facilities at (address of factory / facility) do hereby authorize M/s _____ (Name and address of Agent) to submit a Bid, and accept the Purchase Order against the above Bid Invitation.

We hereby extend our full guarantee and warranty for the Solution, Products and services offered by the above firm against this Bid Invitation.

We also undertake to provide any or all of the following materials, notifications, and information pertaining to the Products manufactured or distributed by the Supplier:

- a) Such Products as OCAC may opt to purchase from the Supplier, provided, that this option shall not relieve the Supplier of any warranty obligations under the Project; and
- b) in the event of termination of production of such Products:
 - i. Advance notification to OCAC of the pending termination, in sufficient time to permit to procure needed requirements; and
 - ii. Following such termination, furnishing at no cost to OCAC, the blueprints, design documents, operations manuals, standards, source codes and specifications of the Products, if requested.

We duly authorize the said firm to act on our behalf in fulfilling all installations, Technical support and maintenance obligations required by the Project.

Yours faithfully,

(Name)

Seal

18. Annexure-10: Financial Bid Cover Letter and Format

(To be filled by the bidder and signed in Company Letter Head)

To

Location:

The General Manager (Admin)

Date:

Odisha Computer Application Centre

(Technical Directorate of I.T. Dep't, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL,

Bhubaneswar - 751013

Subject: Submission of the financial bid for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN), RFP

Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019

Dear Sir/Madam,

We, the undersigned, offer to Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN) RFP Ref No: OCAC-NEGP-INFRA-0015-201819004 Dated: 09.02.2019 and our Proposal (Pre-qualification, Technical and Financial Proposals). Our attached Financial Proposal is for the sum of <<Amount in words and figures>> inclusive of taxes and duties.

1. PRICE AND VALIDITY

All the prices mentioned in our RFP are in accordance with the terms as specified in the RFP documents. All the prices and other terms and conditions of this Bid are valid for a period of 5 years from the date of issuance of Purchase Order. We hereby confirm that our prices do not include any taxes and duties. We understand that the actual payment would be made as per the existing tax rates during the time of payment.

2. UNIT RATES

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to / decrease from the scope of work under the Project.

3. TENDER PRICING

We further confirm that the prices stated in our bid are in accordance with your clauses in RFP/RFP document.

4. QUALIFYING DATA

We confirm having submitted the information as required by you in your RFP. In case you require any other further information/ documentary proof in this regard before/during evaluation of our RFP, we agree to furnish the same in time to your satisfaction.

5. BID PRICE

We declare that our Bid Price is for the entire scope of the work as specified in the <Refer Section No.>. These prices are indicated Commercial Bid attached with our RFP as part of the RFP.

6. PERFORMANCE BANK GUARANTEE

We hereby declare that in case the Project is awarded to us, we shall submit the Performance Bank Guarantee as specified in this RFP document. Our Financial Proposal shall be binding upon us subject to the modifications resulting from Purchase Order value negotiations, up to expiration of the validity period of the Proposal, i.e., [Date]. We understand you are not bound to accept any Proposal you receive.

We hereby declare that our RFP is made in good faith, without collusion or fraud and the information contained in the RFP is true and correct to the best of our knowledge and belief.

We understand that our RFP is binding on us and that you are not bound to accept a RFP you receive.

Thanking you,

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

18.1 Annexure-11: Commercial Bid - Item Wise Price Schedule

Table A: Commercial Bid format (Consolidated)

SN	Item Description	Qty	Units	Item No. Ref. as per Tech. Specs.	Base product Unit Cost including 3 years O & M support in INR	Base Installation Cost	GST Charges as applicable in INR	Total cost In INR (Including GST)
1	2	3	4	5	6	7	8	9= 3 x (6+7+8)
1.	6 KVA Online UPS with Battery Bank (1 Hr. Backup)	30	Nos.					
2.	3 KVA Online UPS with Battery Bank (1 Hr. Backup)	284	Nos.					
Total (In Figures) - Rs.								
Total (In Words) - Rupees								

Note:

- The above price would include Compressive OEM Warranty Support for a period of 3 years, including replacement of Battery from the date of acceptance.
- The bidder has to compulsorily quote for all Tables. In case bidder fails to quote for any of this stage, the bid would be summarily rejected.
- Above is indicative, however the quantity may increase or decrease at the time of placing the purchase order as per actual.
- Quantities mentioned in financial bid are for evaluation purpose only.
- The quantities mentioned in financial bid are indicative however, the payments shall be made on actual. The Tax rates will be mentioned as per standards.

19. Annexure-12: Financial Capabilities

Turnover (Rs. In Crores)		
2015-2016	2016-2017	2017-2018
Net worth (Rs.)		
2015-2016	2016-2017	2017-2018

(The Bidder may submit an undertaking in case the Balance sheet for the Financial Year 2017-18 is not available)

20. Annexure-13: Self-Declaration

(Non-blacklisted in company Letter Head)

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of I.T. Dep't, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL,

Bhubaneswar - 751013

Madam/Sir,

In response to the RFP Ref No : OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019 for RFP titled "Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN)", as an owner/ partner/ Director of (organization name) _____ I/ We hereby declare that presently our Company/ firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Signature:

Seal:

Date:

Place:

21. Annexure-14: Project Citation Format

(To be filled by the Bidder)

Relevant IT project experience	
General Information	
Name of the project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the project	
Scope of services	
Other Details	
Total cost of the project	
Duration of the project (no. of months, start date, completion date, current status)	

22. Annexure-15: Project References for Experience of Bidder

(Indicative Format, to be filled by Bidder & submitted in Company Letter Head)

SN	Name of Customer	Contact person Name	Phone, fax and e-mail of customer	Project Location	Name of the Project with Brief	Year				
						2014-15	2015-16	2016-17	2017-18	2018-19
1.										
2.										
3.										

Note: Please attach a copy of the work order/ completion certificate/ purchase order/ letter from the customer for each project reference.

23. Annexure-16: OEM Support Certificate

(To be furnished in OEM Letter Head)

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of I.T. Dep't, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL,

Bhubaneswar - 751013

Sir,

In response to the RFP Ref No: OCAC-NEGP-INFRA-0015-2018-19004 Dated: 09.02.2019 for RFP titled "Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ for Odisha State Wide Area Network (OSWAN)", We *[Name of the Original Equipment Manufacturer]* an established and reputable manufacturers of *[Name of equipment proposed]* under the Brand name of "_____" do hereby certify that the following hardware/software has been quoted by our authorised partner.

SN	Name of the Component	Model/ Version

We do here by certify that.....

1. The Products quoted are not end of life products for next 5 years from the date of submission of bid.
2. Equipment being quoted for this project in the bid is not declared as End of sale / End of support on the date of submission of the bid.
3. We undertake that the support including spares, patches for the quoted products shall be available for the complete duration of the project or 5 years whichever is higher from the date submission of bid.
4. Also we undertake to provide full Professional Service Support for supply, Installation, customization, commissioning, integration, training of all the above hardware/network/ software components within the time schedules specified in the RFP document.

Seal & Signature of Authorized signatory of OEM

Name

Designation

24. Annexure-17: Details of documents to be submitted by the bidder

SN	Documents to be submitted		
	Pre-qualification bid	Technical Bid	Financial Bid
1.	Bidder's Authorization Certificate Annexure-5	Technical Bid Cover Letter (Annexure-8)	Financial Bid Cover letter and Format (Annexure-10)
2.	Particulars of the Bidder Annexure-1 & Annexure-7	Detailed Bill of material & undertaking from OEM on Technical Compliance (Annexure 2 & Annexure 3)	Commercial Bid and price Schedule (Annexure-11)
3.	<ol style="list-style-type: none"> Valid copy of Certificate of incorporation and Registration Certificates Self-Certification of being in this business for the last 5 years duly attested by company secretary/ chartered accountant should be attached. Copy of GST registration. Copies of relevant Certificates of Registration, Income Tax/ PAN Number from the respective Government Department. 	Manufacturer's Authorization Form in OEM letter head and undertaking from OEM (Annexure - 9)	
4.	Audited Balance Sheets CA Certificate with CA's Registration Number & Seal (Annexure-12)	Proposed Solution(Power calculation and design document), Detailed description of the UPS Monitoring tool proposed and Compliance document as per RFP Requirement	
5.	CA Certificate with CA's Registration Number & Seal (Annexure-12)		
6.	Technical capability of Bidder: Project Credentials as per Pre-Qualification Criteria No 4 (Annexure 14 & Annexure 15)		
7.	OEM's Technical Capability- As per Pre-Qualification Criteria No 5 (Annexure 14 & Annexure 15)		
8.	Bidder Certification:		

SN	Documents to be submitted		
	Pre-qualification bid	Technical Bid	Financial Bid
	<p>1. Valid ISO 9001:2008 or latest (Copy of certificates)</p> <p>OEM Certifications:</p> <p>1. Valid ISO 9001: 2008 or latest</p> <p>2. Valid ISO 14001:2015 or</p> <p>3. equivalent</p> <p>4. ROHS Certifications/ Compliance (Copy of certificates)</p> <p>5. BIS Certification for the proposed product</p>		
9.	Mandatory Undertaking <u>(Annexure-13)</u>		
10.	OEM Support: A documentary proof dully signed by both the bidder and its OEM <u>(Annexure-16)</u>		
11.	Relevant Documents supporting Office addresses/ Undertaking. (Local presence)		
12.	RFP document fee as mentioned in the Eligibility /Prequalification Criteria of the RFP		
13.	EMD as mentioned in the Eligibility / Pre-Qualification Criteria		

25. Annexure-18: List of Project Locations

SN	Name of the PoP	Type of PoP	Address
1.	DM Office Angul	DHQ	Collector & District Magistrate, Angul Pin - 759122
2.	Block HQ Banarpal	BHQ	Banarpal Block, At/Po. Banarpal , Dist.Angul.
3.	Block HQ Chendipada	BHQ	Chendipada Block, At/Po. Chendipada , Dist.Angul.
4.	Block HQ Athmallik	BHQ	Athamallik Block, At/Po. Athamallik , Dist.Angul.
5.	Block HQ Kishorenagar	BHQ	Kishorenager Block, At/Po. Kishorenager , Dist.Angul.
6.	Block HQ Pallahara	BHQ	Pallahara Block, At/Po. Pallahara , Dist.Angul.
7.	Block HQ Talcher	BHQ	Talcher Block, At/Po. Talcher , Dist.Angul.
8.	Block HQ Kaniha	BHQ	Kanhia Block, At/Po. Kanhia , Dist.Angul.
9.	DM Office Balangir	DHQ	Office of the Collector & District Magistrate, Balangir, At/PO - Balangir, Dist - Balangir, Pin- 767001
10.	Block HQ Agalpur	BHQ	Agalpur Block, At/Po. Agalpur , Dist.Bolangir.
11.	Block HQ Deogaon	BHQ	Deogaon Block, At/Po. Deogaon , Dist.Bolangir.
12.	Block HQ Gudvella	BHQ	Gudvella Block, At/Po. Gudvella , Dist.Bolangir.
13.	Block HQ Loisingha	BHQ	Loisinga Block, At/Po. Loisinga , Dist.Bolangir.
14.	Block HQ Puintala	BHQ	Puintala Block, At/Po. Puintala , Dist.Bolangir.
15.	Block HQ Belpara	BHQ	Belpara Block, At/Po. Belpara , Dist.Bolangir.
16.	Block HQ Khaprakhol	BHQ	Khaprakhol Block, At/Po. Khaprakhol , Dist.Bolangir.
17.	Block HQ Patnagarh	BHQ	Patnagarh Block, At/Po. Patnagarh , Dist.Bolangir.
18.	Block HQ Bangomunda	BHQ	Bangomunda Block, At/Po. Bangomunda , Dist.Bolangir.
19.	Block HQ Muribahal	BHQ	Muribahal Block, At/Po. Muribahal , Dist.Bolangir.
20.	Block HQ Saintala	BHQ	Saintala Block, At/Po. Saintala , Dist.Bolangir.
21.	Block HQ Tiltagarh	BHQ	Titlagarh Block, At/Po. Titlagarh , Dist.Bolangir.
22.	Block HQ Tureikela	BHQ	Tureikela Block, At/Po. Tureikela , Dist.Bolangir.
23.	DM Office Balasore	DHQ	Office of the Collector and District Magistrate, Collectorate, Balasore, At/Po-Balasore,PIN-756001

*RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ
for Odisha State Wide Area Network (OSWAN)*

SN	Name of the PoP	Type of PoP	Address
24.	Block HQ Basta	BHQ	Basta Block, At/Po. Basta , Dist.Balasore.
25.	Block HQ Baliapal	BHQ	Baliapal Block, At/Pc. Baliapal , Dist.Balasore.
26.	Block HQ Jaleswar	BHQ	Jaleswar Block, At/Po. Jaleswar , Dist.Balasore.
27.	Block HQ Bhogorai	BHQ	Bhogarai Block, At/Po. Bhogarai , Dist.Balasore.
28.	Block HQ Niligiri	BHQ	Nilagiri Block, At/Po. Nilagiri , Dist.Balasore.
29.	Block HO Remuna	BHQ	Remuna Block, At/Po. Remuna , Dist.Balasore.
30.	Block HQ Ouapada	BHQ	Oupada Block, At/Po. Oupada , Dist.Balasore.
31.	Block HQ Bahanaga	BHQ	Bahanaga Block, At/Po. Bahanaga , Dist.Balasore.
32.	Block HQ Khaira	BHQ	Khaira Block, At/Po. Khaira , Dist.Balasore.
33.	Block HO Soro	BHQ	Soro Block, At/Po. Soro, Dist.Balasore.
34.	Block HO Simulia	BHQ	Simulia Block, At/Po. Simulia , Dist.Balasore.
35.	DM Office BARGARH	DHQ	Office of the Collector and District Magistrate, Bargarh, At/Po-Bargarh, PIN 768028
36.	Block HQ Ambabhona	BHQ	Ambabhona Block, At/Po. Ambabhona , Dist.Bargarh .
37.	Block HQ Attabira	BHQ	Atabira Block, At/Po. Atabira , Dist.Bargarh
38.	Block HQ Barpali	BHQ	Barapali Block ,At/Po. Barapali , Dist.Bargarh .
39.	Block HO Bhatli	BHQ	Bhatli Block ,At/Po. Bhatil , Dist.Bargarh .
40.	Block HQ Bheden	BHQ	Bheden Block ,At/Po. Bheden , Dist.Bargarh .
41.	Block HQ Bijepur	BHQ	Bijepur Block ,At/Po. Bijepur , Dist.Bargarh
42.	Block HQ Gaisilet	BHQ	Gaisilet Block, At/Po. Gaisilet , Dist.Bargarh .
43.	Block HQ Jharbandh	BHQ	Jharbandh Block, At/Po. Jharbandh , Dist.Bargarh .
44.	Block HO Paikmal	BHQ	Paikmal Block, At/Po. Paikmal , Dist.Bargarh .
45.	Block HO Padampur	BHQ	Padmapur Block, At/Po. Padmapur , Dist.Bargarh .
46.	Block HQ Sohela	BHQ	Sohella Block, At/Po. Sohella , Dist.Bargarh .
47.	DM Office BHADRAK	DHQ	Office of the Collector and District Magistrate, Collectorate, Bhadrak, At/PoBhadrak,PIN-756100

*RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ
for Odisha State Wide Area Network (OSWAN)*

SN	Name of the PoP	Type of PoP	Address
48.	Block HQ Basudevpur	BHQ	Basudevpur Block, At/Po. Basudevpur ,
49.	Block HQ Bhandaripokhari	BHQ	Bhandaripokhari Block, At/Po. Bhandaripokhari , Dist.Bhadrak.
50.	Block HQ Bonth	BHQ	Bonth Block, At/Po. Bonth , Dist.Bhadrak.
51.	Block HQ Chandabali	BHQ	Chandbali Block, At/Po. Chandbali , Dist.Bhadrak.
52.	Block HQ Dhamnagar	BHQ	Dhamnagar Block, At/Po. Dhamnagar , Dist.Bhadrak.
53.	Block HQ Tihidi	BHQ	Tihidi Block ,At/Po. Tihidi , Dist.Bhadrak.
54.	DM Office Boudh	DHQ	Office of the Collector & DM, Boudh, Odisha, PIN:762014
55.	Block HQ Harbhanga	BHQ	Harbhanga Block, At/Po. Harbhanga , Dist.Boudh.
56.	Block HQ Kantaman	BHQ	Kantamal Block, At/Po. Kantamal , Dist.Boudh.
57.	DM Office Cuttack	DHQ	Office of the Collector and District Magistrate, Collectorate, Cuttack, PIN 753002
58.	Block HQ Athagarh	BHQ	Athagad Block ,At/Po. Athagad , Dist.Cuttack.
59.	Block HQ Baramba	BHQ	Baramba Block ,At/Po. Baramba , Dist.Cuttack.
60.	Block HQ Narsinghpur	BHQ	Narsinghpur Block ,At/Po. Narsinghpur , Dist.Cuttack.
61.	Block HQ Tigiria	BHQ	Tigiria Block ,At/Po. Tigiria , Dist.Cuttack.
62.	Block HQ Banki	BHQ	Banki Block ,At/Po. Banki , Dist.Cuttack.
63.	Block HQ Dampara	BHQ	Dampada Block ,At/Po. Dampada , Dist.Cuttack.
64.	Block HQ Barang	BHQ	Baranga Block ,At/Po. Baranga , Dist.Cuttack.
65.	Block HQ Kantapara	BHQ	Kantapara Block ,At/Po. Kantapara , Dist.Cuttack.
66.	Block HQ Mahanaga	BHQ	Mahanga Block ,At/Po. Mahanga , Dist.Cuttack.
67.	Block HQ Niali	BHQ	Niali Block ,At/Po. Niali , Dist.Cuttack.
68.	Block HQ Salilpur	BHQ	Salipur Block ,At/Po. Salipur , Dist.Cuttack.
69.	Block HQ Tangi Chowdwar	BHQ	Tangi chowdwar Block ,At/Po. Tangi chowdwar , Dist.Cuttack.
70.	Block HQ Nischintikoili	BHQ	Nischinta koili Block ,At/Po. Nischinta koili , Dist.Cuttack.

SN	Name of the PoP	Type of PoP	Address
71.	DM Office DEOGARH	DHQ	Office of the collector-cum-district magistrate, Deogarh At/PO – Deogarh, District-Deogarh, Pin- 768108
72.	Block HQ Barkote	BHQ	Barkote Block ,At/Po. Barkote , Dist.Deogar.
73.	Block HQ Reamal	BHQ	Reamal Block ,At/Po. Reamal , Dist.Deogar.
74.	Block HQ Tileibani	BHQ	Tileibani Block ,At/Po. Tileibani , Dist.Deogar.
75.	DM Office Dhenkanal	DHQ	Office of the Collector and District Magistrate, Collectrate,Dhenkanal,PODhenkanal,PIN-759001
76.	Block HQ Gandia	BHQ	Gandia Block ,At/Po. Gandia , Dist.Dhenkanal.
77.	Block HQ Hindol	BHQ	Hindol Block ,At/Po. Hindol , Dist.Dhenkanal.
78.	Block HQ Bhuban	BHQ	Bhuban Block ,At/Po. Bhuban , Dist.Dhenkanal.
79.	Block HQ Odapada	BHQ	Odapada Block ,At/Po. Odapada , Dist.Dhenkanal.
80.	Block HQ Kamakhya Nagar	BHQ	Kamakhyanagar Block ,At/Po. Kamakhyanagar , Dist.Dhenkanal.
81.	Block HQ Kankadahad	BHQ	Kankadahad Block ,At/Po. Kankadahad , Dist.Dhenkanal.
82.	Block HQ Parjang	BHQ	Parajang Block ,At/Po. Parajang , Dist.Dhenkanal.
83.	DM Office Gajapati	DHQ	Office of the Collector, District-Gajapati, Paralakhemundi Pin 761200
84.	Block HQ R. Udayagiri	BHQ	Udayagiri Block ,At/Po. Udayagiri , Dist.Gajapat.
85.	Block HQ Mohana	BHQ	Mohana Block ,At/Po. Mohana , Dist.Gajapat.
86.	Block HQ Guma	BHQ	Gumma Block ,At/Po. Gumma , Dist.Gajapat.
87.	Block HQ Kasinagar	BHQ	Kasinagar Block ,At/Po. Kasinagar , Dist.Gajapat.
88.	Block HQ Nuagarh	BHQ	Nuagada Block ,At/Po. Nuagad , Dist.Gajapat.
89.	Block HQ parlakhemundi	BHQ	Paralakhemundi Block ,At/Po. Paralakhemundi , Dist.Gajapat.
90.	DM Office Ganjam	DHQ	Office of the Collector and District Magistrate, Ganjam, At/Po- Chatrapur, District- Ganjam, PIN - 761020
91.	Block HQ chikiti	BHQ	Chikiti Block ,At/Po. Chikiti , Dist.Ganjam.

*RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ
for Odisha State Wide Area Network (OSWAN)*

SN	Name of the PoP	Type of PoP	Address
92.	Block HQ Digapahandi	BHQ	Digapahandi Block ,At/Po. Digapahandi , Dist.Ganjam.
93.	Block HQ Patrapur	BHQ	Patrapur Block ,At/Po. Patrapur , Dist.Ganjam.
94.	Block HQ Kukudakhandi	BHQ	Kukudakhandi Block ,At/Po. Kukudakhandi , Dist.Ganjam.
95.	Block HQ Rangeiluda	BHQ	Rengeilunda Block ,At/Po. Rengailunda , Dist.Ganjam.
96.	Block HQ Sanakhemundi	BHQ	Sanakhemundi Block ,At/Po. Sanakhemundi , Dist.Ganjam.
97.	Block HQ Bhanjannagar	BHQ	Bhanjanagar Block ,At/Po. Bhanjanagar , Dist.Ganjam.
98.	Block HQ Aska	BHQ	Aska Block ,At/Po. Aska , Dist.Ganjam.
99.	Block HQ Buguda	BHQ	Buguda Block ,At/Po. Buguda , Dist.Ganjam.
100.	Block HQ Sorada	BHQ	Sorada Block ,At/Po. Sorada , Dist.Ganjam.
101.	Block HQ Belguntha	BHQ	Belguntha Block ,At/Po. Belanguntha , Dist.Ganjam.
102.	Block HQ Dharakote	BHQ	Dharakote Block ,At/Po. Dharakote , Dist.Ganjam.
103.	Block HQ Jagannath Prasad	BHQ	Jaganath prasad Block ,At/Po. Jaganath prasad , Dist.Ganjam.
104.	Block HQ Seragarh	BHQ	Seragarh Block, At/Po:Seragarh
105.	Block HQ Khallikote	BHQ	Khallikote Block ,At/Po. Khallikote , Dist.Ganjam.
106.	Block HQ Kodala	BHQ	Kodala Block ,At/Po. Kodala , Dist.Ganjam.
107.	Block HQ Purushottampur	BHQ	Purusottampur Block ,At/Po. Purusottampur , Dist.Ganjam.
108.	Block HQ Hingilicut	BHQ	Hingilicut Block ,At/Po. Hingilicut , Dist.Ganjam.
109.	Block HQ Ganjam	BHQ	Ganjam Block ,At/Po. Ganjam , Dist.Ganjam.
110.	Block HQ Kabisuryanagar	BHQ	Kabisurya nager Block ,At/Po. Kabisurya nager , Dist.Ganjam.
111.	Block HQ Polsara	BHQ	Polasara Block ,At/Po. Palasara , Dist.Ganjam.
112.	DM Office JAGATSINGHPUR	DHQ	Collectorate Office, Jagatsinghpur,PIN754103
113.	Block HQ Balikuda	BHQ	Ballikunda Block ,At/Po. Ballikunda , Dist.Jagatsinghpur

SN	Name of the PoP	Type of PoP	Address
114.	Block HQ Bilridi	BHQ	Biridi Block ,At/Po. Biridi , Dist.Jagatsinghpur .
115.	Block HQ Erasama	BHQ	Ersama Block ,At/Po. Ersama , Dist.Jagatsinghpur .
116.	Block HQ Kujanga	BHQ	Kujanga Block ,At/Po. Kujanga , Dist.Jagatsinghpur .
117.	Block HQ Nuagaon	BHQ	Naugaon Block ,At/Po. Naugaon , Dist.Jagatsinghpur .
118.	Block HQ Raghunathpur	BHQ	Raghunathpur Block, At/Po. Raghunathpur , Dist.Jagatsinghpur .
119.	Block HQ Tirtol	BHQ	Tirtol Block, At/Po. Tirtol , Dist.Jagatsinghpur .
120.	DM Office JAJPUR	DHQ	Office of the Collector and District Magistrate, Jajpur, At/Po-Jajpur, Dist.Jajpur,PIN-755001
121.	Block HQ Badachana	BHQ	Badachana Block ,At/Po. Badachana , Dist.Jajpur.
122.	Block HQ Bari	BHQ	Bari Block ,At/Po. Bari , Dist.Jajpur.
123.	Block HQ Binjharpur	BHQ	Binjharpur Block ,At/Po. Binjharpur , Dist.Jajpur.
124.	Block HQ Dasarathpur	BHQ	Dasrathpur Block ,At/Po. Dasrathpur , Dist.Jajpur.
125.	Block HQ Dangadi	BHQ	Danagadi Block ,At/Po. Danagadi , Dist.Jajpur.
126.	Block HQ Dharmasala	BHQ	Dharmasala Block ,At/Po. Dharmasala , Dist.Jajpur.
127.	Block HQ Korei	BHQ	Korei Block ,At/Po. Korei , Dist.Jajpur.
128.	Block HQ Rasulpur	BHQ	Rasulpur Block ,At/Po. Rasulpur , Dist.Jajpur.
129.	Block HQ Sukinda	BHQ	Sukinda Block ,At/Po. Sukinda , Dist.Jajpur.
130.	DM Office JHARSUGUDA	DHQ	Office of the District Magistrate and Collector Jharsuguda PIN-768204
131.	Block HQ Kirmira	BHQ	Kirimira Block ,At/Po. Kirimira , Dist.Jharsuguda.
132.	Block HQ Kolabira	BHQ	Kolabira Block ,At/Po. Kolabira , Dist.Jharsuguda.
133.	Block HQ Laikera	BHQ	Laikera Block ,At/Po. Laikera , Dist.Jharsuguda.
134.	Block HQ Lakhanpur	BHQ	Lakhanpur Block ,At/Po. Lakhanpur , Dist.Jharsuguda.
135.	DM Office Kalahandi	DHQ	Collectoriate Kalahandi, Bhawanipatna PIN - 766001
136.	Block HQ Lanjigarh	BHQ	Lanjigarh Block ,At/Po. Lanjigarh , Dist.Kalahandi.

SN	Name of the PoP	Type of PoP	Address
137.	Block HQ M Rampur	BHQ	Madanpur rampur Block ,At/Po. Madanpur rampur , Dist.Kalahandi.
138.	Block HQ T Rampur	BHQ	Thuamul rampur Block ,At/Po. Thuamul ram pur , Dist.Kalahandi.
139.	Block HQ Kesinga	BHQ	Kesinga Block ,At/Po. Kesinga , Dist.Kalahandi.
140.	Block HQ Karlamunda	BHQ	Karlamunda Block ,At/Po. Karlamunda , Dist.Kalahandi.
141.	Block HQ Narla	BHQ	Narla Block, At/Po. Narla , Dist.Kalahandi.
142.	Block HQ Dharamgarh	BHQ	Dharmagarh Block, At/Po. Dharmagarh , Dist.Kalahandi.
143.	Block HQ Jayapatna	BHQ	Jaipatna Block, At/Po. Jaipatna , Dist.Kalahandi.
144.	Block HQ Golamunda	BHQ	Golamunda Block, At/Po. Golamunda , Dist.Kalahandi.
145.	Block HQ Junagarh	BHQ	Junagarh Block, At/Po. Junagarh , Dist.Kalahandi.
146.	Block HQ Kalampur	BHQ	Kalampur Block, At/Po. Kalampur , Dist.Kalahandi.
147.	Block HQ Kokasara	BHQ	Koksara Block, At/Po. Koksara , Dist.Kalahandi.
148.	DM Office KENDRAPARA	DHQ	Office of the Collector and District
149.	Block HQ Aul	BHQ	Aul Block, At/Po. Aul , Dist.Kendrapara.
150.	Block HQ Derabis	BHQ	Derabasi Block ,At/Po. Derabasi , Dist.Kendrapara.
151.	Block HQ Garadpur	BHQ	Garadpur Block, At/Po. Garadpur , Dist.Kendrapara.
152.	Block HQ Mahakalpara	BHQ	Mahakalpara Block, At/Po. Mahakalpara , Dist.Kendrapara.
153.	Block HQ Marshaghai	BHQ	Marshaghai Block ,At/Po. Marshaghai , Dist.Kendrapara.
154.	Block HQ Patamundai	BHQ	Pattamundai Block ,At/Po. Pattamundai , Dist.Kendrapara.
155.	Block HQ Rajkanika	BHQ	Rajkanika Block ,At/Po. Rajkanika , Dist.Kendrapara.
156.	Block HQ Rajnagar	BHQ	Rajnagar Block ,At/Po. Rajnagar , Dist.Kendrapara.
157.	DM Office Keonjhar	DHQ	Collectorate,Keonjhar, DistrictKeonjhar,PIN:758001
158.	Block HQ Anandpur	BHQ	Anandpur Block ,At/Po. Anandpur , Dist.Keonjhar.
159.	Block HQ Ghasipura	BHQ	Ghasipura Block ,At/Po. Ghasipura , Dist.Keonjhar.

SN	Name of the PoP	Type of PoP	Address
160.	Block HQ Hatadihi	BHQ	Hatadihi Block ,At/Po. Hatadihi , Dist.Keonjhar.
161.	Block HQ Champua	BHQ	Champua Block ,At/Po. Champua , Dist.Keonjhar.
162.	Block HQ Jhumpara	BHQ	Jhumpara Block ,At/Po. Jhumpara , Dist.Keonjhar.
163.	Block HQ Joda	BHQ	Joda Block ,At/Po. Joda , Dist.Keonjhar.
164.	Block HQ Banspal	BHQ	Banspal Block ,At/Po. Banspal , Dist.Keonjhar.
165.	Block HQ Ghatgaon	BHQ	Ghatgaon Block ,At/Po. Ghatgaon , Dist.Keonjhar.
166.	Block HQ Harichandanpur	BHQ	Harichandanpur Block ,At/Po. Harichandanpur , Dist.Keonjhar.
167.	Block HQ Patna	BHQ	Patna Block ,At/Po. Patna , Dist.Keonjhar.
168.	Block HQ Saharapada	BHQ	Saharpada Block ,At/Po. Sahrapada , Dist.Keonjhar.
169.	Block HQ Telkoi	BHQ	Telkoi Block ,At/Po. Telkoi , Dist.Keonjhar.
170.	DM Office Khurda	DHQ	O/o Collector & DM , Khordha At-New Collectorate, PO-Pallahat Dist-Khordha, PIN: 752056
171.	Block HQ Bhubaneswar	BHQ	Bhubaneswar Block, At/Po. Bhubaneswar, Dist.Khurda.
172.	Block HQ Banapur	BHQ	Banpur Block ,At/Po. Banpur , Dist.Khurda.
173.	Block HQ Bolagarh	BHQ	Bolagarh Block ,At/Po. Bolagarh, Dist.Khurda.
174.	Block HQ Begunia	BHQ	Begunia Block ,At/Po. Begunia , Dist.Khurda.
175.	Block HQ Chilka	BHQ	Chilika Block ,At/Po. Chilika , Dist.Khurda.
176.	Block HQ Jatani	BHQ	Jatni Block ,At/Po. Jatni , Dist.Khurda.
177.	Block Baliana	BHQ	Baliana Block ,At/Po. Baliana , Dist.Khurda.
178.	Block HQ Balipatna	BHQ	Balipatna Block ,At/Po. Balipatna , BHQ Dist.Khurda.
179.	DM Office Koraput	DHQ	Collector & District Magistrate , Collectorate Koraput PIN:764020
180.	Block HQ Jeypore	BHQ	Jaipore Block ,At/Po. Jaipore , Dist.Koraput.
181.	Block HQ Nandapur	BHQ	Nandapur Block ,At/Po. Nandapur , Dist.Koraput.
182.	Block HQ Narayanpatna	BHQ	Narayanpatna Block ,At/Po. Narayanpatna , Dist.Koraput.

*RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ
for Odisha State Wide Area Network (OSWAN)*

SN	Name of the PoP	Type of PoP	Address
183.	Block HQ Bandhugaon	BHQ	Bandhugaon Block ,At/Po. Bandhugaon , Dist.Koraput.
184.	Block HQ Dasamantapur	BHQ	Dasmanthapur Block ,At/Po. Dasmanthapur , Dist.Koraput.
185.	Block HQ Lamtaput	BHQ	Lamptaput Block ,At/Po. Lamptaput , Dist.Koraput.
186.	Block HQ Laxmipur	BHQ	Laxmipur Block ,At/Po. Laxmipur , Dist.Koraput.
187.	Block HQ Potangi	BHQ	Pottangi Block ,At/Po. Pottangi , Dist.Koraput.
188.	Block HQ Similiguda	BHQ	Semiliguda Block ,At/Po. Semiliguda , Dist.Koraput.
189.	Block HQ Boriguma	BHQ	Boriguma Block ,At/Po. Boriguma , Dist.Koraput.
190.	Block HQ Kotpad	BHQ	Kotpad Block ,At/Po. Kotpad , Dist.Koraput.
191.	Block HQ Boipariguda	BHQ	Boipariguda Block ,At/Po. Boipariguda , Dist.Koraput.
192.	Block HQ Kundra	BHQ	Kundra Block ,At/Po. Kundra , Dist.Koraput.
193.	DM Office MALKANGIRI	DHQ	Office of the Collector and District Magistrate, At/Po/Dist-Malkangiri, PIN- 764048
194.	Block HQ Kalimela	BHQ	Kalimela Block ,At/Po. Kalimela , Dist.Malkanagi.
195.	Block HQ Khairput	BHQ	Khairaput Block ,At/Po. Khairaput , Dist.Malkanagi.
196.	Block HQ Korkunda	BHQ	Korukunda Block ,At/Po. Kurukonda , Dist.Malkanagi.
197.	Block HQ Kudumuluguma	BHQ	Kudumulguma Block ,At/Po. Kudumulguma , Dist.Malkanagi.
198.	Block HQ Mathili	BHQ	Mathili Block ,At/Po. Mathili , Dist.Malkanagi.
199.	Block HQ Podia	BHQ	Podia Block ,At/Po. Podia , Dist.Malkanagi.
200.	DM Office Mayurbhanj	DHQ	At/PO- Baripada Dist- Mayurbhanj, PIN 757001
201.	Block HQ Bahalda	BHQ	Bahalda Block ,At/Po. Bahalda , Dist.Mayurbhan.
202.	Block HQ Bijatola	BHQ	Bijatola Block ,At/Po. Bijatola , Dist.Mayurbhan.
203.	Block HQ Bisoi	BHQ	Bisoi Block ,At/Po. Bisoi , Dist.Mayurbhan.
204.	Block HQ Jamda	BHQ	Jamada Block ,At/Po. Jamada , Dist.Mayurbhan.

*RFP for Selection of Agency for Supply, Installation & Maintenance of UPS System at DHQ & BHQ
for Odisha State Wide Area Network (OSWAN)*

SN	Name of the PoP	Type of PoP	Address
205.	Block HQ Kusumi	BHQ	Kusumi Block, Dist: Mayurbhanja
206.	Block HQ Rairangpur	BHQ	Rairangpur Block ,At/Po. Rairangpur , Dist.Mayurbhanj.
207.	Block HQ Tiring	BHQ	Tiringi Block ,At/Po. Tiringi , Dist.Mayurbhanj.
208.	Block HQ Bangiriposi	BHQ	Bangriposi Block ,At/Po. Bangriposi , Dist.Mayurbhan.
209.	Block HQ Barsahi	BHQ	Barsahi Block ,At/Po. Barsahi , Dist.Mayurbhan.
210.	Block HQ Betnoti	BHQ	Betnoti Block ,At/Po. Betanoti , Dist.Mayurbhan.
211.	Block HQ Kuliana	BHQ	Kuliana Block, Dist:Mayurbhanj
212.	Block HQ Morada	BHQ	Morada Block ,At/Po. Morada , Dist.Mayurbhanj.
213.	Block HQ Rasgovindapur	BHQ	Rasgovindpur Block ,At/Po. Rasgovindpur , Dist.Mayurbhanj.
214.	Block HQ Samakhunta	BHQ	Samakhunta Block ,At/Po. Samakhunta , Dist.Mayurbhanj.
215.	Block HQ Saraskana	BHQ	Saraskana Block ,At/Po. Saraskana , Dist.Mayurbhanj.
216.	Block HQ Suliapada	BHQ	Suliapada Block ,At/Po. Suliapada , Dist.Mayurbhanj.
217.	Block HQ G.B. Nagar	BHQ	Gopabandhu nagar Block ,At/Po. Gopabandhu nagar , Dist.Mayurbhan.
218.	Block HQ Kantipada	BHQ	Kantipada Block ,At/Po. Kantipada , Dist.Mayurbhan.
219.	Block HQ Khunta	BHQ	Khunta Block ,At/Po. Khunta , Dist.Mayurbhan.
220.	Block HQ Jashipur	BHQ	Jashipur Block ,At/Po. Jashipur , Dist.Mayurbhan.
221.	Block HQ Karanjia	BHQ	Karanjia Block ,At/Po. Karanjia, Dist.Mayurbhan.
222.	Block HQ Raraun	BHQ	Raruan Block ,At/Po. Raruan , Dist.Mayurbhanj.
223.	Block HQ Sukurli	BHQ	Sukruli Block ,At/Po. Sukruli , Dist.Mayurbhanj.
224.	Block HQ Thakurmunda	BHQ	Thakurmunda Block ,At/Po. Thakurmunda , Dist.Mayurbhanj.
225.	Block HQ Udala	BHQ	Udala Block, At/Po. Udala , Dist.Mayurbhanj.
226.	DM Office NUAPARA	DHQ	At/Po/Dist-Nuapada, Collectorate Campus, PIN-766 105
227.	Block HQ Boden	BHQ	Boden Block ,At/Po. Boden , Dist.Nuapada.

SN	Name of the PoP	Type of PoP	Address
228.	Block HQ Khariar	BHQ	Khariar Block ,At/Po. Khariar , Dist.Nuapada.
229.	Block HQ Komna	BHQ	Komna Block ,At/Po. Komna , Dist.Nuapada.
230.	Block HQ Sinpalli	BHQ	Sinapali Block ,At/Po. Sinapali , Dist.Nuapada.
231.	DM Office Nawangpur	DHQ	Office of the Collector and District Magistrate, Collectorate, Nabarangpur, PO- Nabarangpur,PIN-764059
232.	Block HQ chandahandi	BHQ	Chandahandi Block ,At/Po. Chandahandi , Dist.Nawangpur.
233.	Block HQ Jharigaon	BHQ	Jharigaon Block ,At/Po. Jharigaon , Dist.Nawangpur.
234.	Block HQ Kosagamunda	BHQ	Kosagamunda Block ,At/Po. Kosagamunda , Dist.Nawangpur.
235.	Block HQ Nandhandi	BHQ	Nandahandi Block ,At/Po. Nandahandi , Dist.Nawangpur.
236.	Block HQ Papadahandi	BHQ	Papadahandi Block ,At/Po. Papadahandi , Dist.Nawangpur.
237.	Block HQ Raigarh	BHQ	Raigarh Block ,At/Po. Raigarh , Dist.Nawangpur.
238.	Block HQ Tentulikhunti	BHQ	Tentulikhunti Block ,At/Po. Tentulikhunti , Dist.Nawangpur.
239.	Block HQ Dabugaon	BHQ	Dabugaon Block ,At/Po. Dabugaon , Dist.Nawangpur.
240.	Block HQ Umerkote	BHQ	Umerkot Block ,At/Po. Umerkot , Dist.Nawangpur.
241.	DM Office Nayagarh	DHQ	Office of the Collector and District Magistrate, Nayagarh, PO - Nayagarh, PIN - 752069
242.	Block HQ Khandapara	BHQ	Khandapara Block ,At/Po. Khandapara , Dist.Nayagarh.
243.	Block HQ Ranpur	BHQ	Ranpur Block ,At/Po. Ranpur , Dist.Nayagarh.
244.	Block HQ Bhapur	BHQ	Bhapur Block ,At/Po. Bhapur , Dist.Nayagarh.
245.	Block HQ Gania	BHQ	Gania Block ,At/Po. Gania , Dist.Nayagarh.
246.	Block HQ Nuagaon	BHQ	Nuagaon Block ,At/Po. Nuagaon , Dist.Nayagarh.
247.	Block HQ Odagaon	BHQ	Odagaon Block ,At/Po. Odagaon , Dist.Nayagarh.
248.	Block HQ Daspalla	BHQ	Daspalla Block ,At/Po. Daspalla, Dist.Nayagarh.
249.	DM Office Phulbani	DHQ	Collectorate, Phulbani, Dist.- Kandhamal, Odisha, PIN: 762 001

SN	Name of the PoP	Type of PoP	Address
250.	Block HQ Phiringia	BHQ	Phiringia Block ,At/Po. Phiringia , Dist.Phulbani .
251.	Block HQ Khajuripada	BHQ	Khajuripada Block ,At/Po. Khajuripada , Dist.Phulbani .
252.	Block HQ Baliguda	BHQ	Balliguda Block ,At/Po. Balliguda , Dist.Phulbani .
253.	Block HQ Daringibadi	BHQ	Daringbadi Block ,At/Po. Daringbadi , Dist.Phulbani .
254.	Block HQ G.Udayagiri	BHQ	G.udayagiri Block ,At/Po. G.udayagiri , Dist.Phulbani .
255.	Block HQ Chakapad	BHQ	Chakapad Block ,At/Po. Chakapad , Dist.Phulbani .
256.	Block HQ K. Nuagaon	BHQ	K.Nuagaon Block ,At/Po. Nuagaon , Dist.Phulbani .
257.	Block HQ Kotagad	BHQ	Kotgarh Block ,At/Po. Kotgarh , Dist.Phulbani .
258.	Block HQ Raikia	BHQ	Raikia Block ,At/Po. Raikia , Dist.Phulbani .
259.	Block HQ Tikaballi	BHQ	Tikabali Block ,At/Po. Tikabali , Dist.Phulbani .
260.	Block HQ Tumudibandh	BHQ	Tumudibandh Block ,At/Po. Tumudibandh , Dist.Phulbani .
261.	DM Office Puri	DHQ	Collectorate, Puri-PIN: 752001
262.	Block HQ Kakatpur	BHQ	Kakatpur Block ,At/Po. Kakat pur , Dist.Puri .
263.	Block HQ Krushnaprasad	BHQ	Krushnaprasad Block ,At/Po. Krushnaprasad , Dist.Puri .
264.	Block HQ Nimapara	BHQ	Nimapara Block ,At/Po. Nimapara , Dist.Puri .
265.	Block HQ Pipili	BHQ	Pipili Block ,At/Po. Pipili , Dist.Puri .
266.	Block Astaranga	BHQ	Astaranga Block ,At/Po. Astaranga , Dist.Puri .
267.	Block HQ Brahmagiri	BHQ	Brahmagiri Block ,At/Po. Brahmagiri , Dist.Puri .
268.	Block HQ Delanga	BHQ	Delanga Block ,At/Po. Delanga , Dist.Puri .
269.	Block HQ Gop	BHQ	Gop Block ,At/Po. Gop , Dist.Puri .
270.	Block HQ Kanas	BHQ	Kanas Block ,At/Po. Kanas , Dist.Puri .
271.	Block HQ Satyabadi	BHQ	Satyabadi Block ,At/Po. Satyabadi , Dist.Puri .

SN	Name of the PoP	Type of PoP	Address
272.	DM Office Rayagada	DHQ	Collectorate, Rayagada, PIN: 765001
273.	Block HQ Kasipur	BHQ	Kasipur Block ,At/Po. Kasipur , Dist.Rayagada.
274.	Block Hq K.Singhpur	BHQ	K.singhpur Block ,At/Po. K.singhpur , Dist.Rayagada.
275.	Block HQ Kolnara	BHQ	Kolnara Block ,At/Po. Kolnara , Dist.Rayagada.
276.	Block HQ Gunupur	BHQ	Gunpur Block ,At/Po. Gunpur , Dist.Rayagada.
277.	Block HQ Bisam Cuttack	BHQ	Bissamkataka Block ,At/Po. Bissamkataka , Dist.Rayagada.
278.	Block HQ Chandrapur	BHQ	Chandrapur Block ,At/Po. Chandrapur , Dist.Rayagada.
279.	Block HQ Gudan	BHQ	Gudari Block ,At/Po. Gudari , Dist.Rayagada.
280.	Block HQ Muniguda	BHQ	Muniguda Block ,At/Po. Muniguda , Dist.Rayagada.
281.	Block HQ Padmapur	BHQ	Padmapur Block ,At/Po. Padmapur , Dist.Rayagada.
282.	Block HQ Ramanguda	BHQ	Ramanaguda Block ,At/Po. Ramanaguda , Dist.Rayagada.
283.	DM Office SAMBALPUR	DHQ	Office of the Collector cum District Magistrate, Sambalpur, At/Po- Sambalpur, PIN-768001
284.	Block HQ Bamra	BHQ	Bamra Block ,At/Po. Bamra , Dist.Sambalpur.
285.	Block HQ Jamankira	BHQ	Jamankira Block ,At/Po. Jamankira , Dist.Sambalpur.
286.	Block HQ Kuchinda	BHQ	Kuchinda Block ,At/Po. Kuchinda , Dist.Sambalpur.
287.	Block HQ Naktideul	BHQ	Naktideul Block ,At/Po. Naktideul , Dist.Sambalpur.
288.	Block HQ Rairakhol	BHQ	Rairakhole Block ,At/Po. Rairakhole , Dist.Sambalpur.
289.	Block HQ Jujomora	BHQ	Jujumura Block ,At/Po. Jujumura , Dist.Sambalpur.
290.	Block HQ Maneswar	BHQ	Maneswar Block ,At/Po. Maneswar , Dist.Sambalpur.
291.	Block HQ Rengali	BHQ	Rengali Block ,At/Po. Rengali , Dist.Sambalpur.
292.	DM Office Sonepur	DHQ	Office of the Collector and District Magistrate, Subarnapur, At/Po- Subarnapur, PIN-767017
293.	Block HQ Binka	BHQ	Binika Block ,At/Po. Binika , Dist.Sonepur.
294.	Block HQ Tarbha	BHQ	Tarava Block ,At/Po. Tarava , Dist.Sonepur.

SN	Name of the PoP	Type of PoP	Address
295.	Block HQ Dungripali	BHQ	Dunguripali Block ,At/Po. Dunguripali , Dist.Sonepur.
296.	Block HQ Ullunda	BHQ	Ullunda Block ,At/Po. Ullunda , Dist.Sonepur.
297.	Block HQ Biramaharajpur	BHQ	Biramaharajpur Block, At/Po. Birmaharajpur , Dist.Sonepur.
298.	DM Office Sundergarh	DHQ	Office of the Collector cum District Magistrate, Collectrate, Sundargarh, At/Po-Sundargarh, PIN-770001
299.	Block HQ Tangarpali	BHQ	Tangarpali Block ,At/Po. Tangarpali , Dist.Sundargarh.
300.	Block HQ Lephripada	BHQ	Lephripada Block ,At/Po. Lephripada , Dist.Sundargarh.
301.	Block HQ Hemgir	BHQ	Hemgiri Block ,At/Po. Hemgiri , Dist.Sundargarh.
302.	Block HQ Subdega	BHQ	Subdega Block ,At/Po. Subdega , Dist.Sundargarh.
303.	Block HQ Balisankara	BHQ	Balisankara Block ,At/Po. Balisankara , Dist.Sundargarh.
304.	Block HQ Bargaon	BHQ	Bargaon Block ,At/Po. Bargaon , Dist.Sundargarh.
305.	Block HQ Kutra	BHQ	Kutra Block ,At/Po. Kutra , Dist.Sundargarh.
306.	Block HQ Rajgangpur	BHQ	Rajgangpur Block ,At/Po. Rajgangpur , Dist.Sundargarh.
307.	Block HQ Kuarmunda	BHQ	Kuarmunda Block ,At/Po. Kuarmunda , Dist.Sundargarh.
308.	Block HQ Bisra	BHQ	Bisra Block ,At/Po. Bisra , Dist.Sundargarh.
309.	Block HQ Lathikata	BHQ	Lathikata Block, At/Po. Lathikata , Dist.Sundargarh.
310.	Block HQ Lahunipara	BHQ	Lahunipara Block, At/Po. Lahunipara , Dist.Sundargarh.
311.	Block HQ Koira	BHQ	Koira Block, At/Po. Koira , Dist.Sundargarh.
312.	Block HQ Bonai	BHQ	Bonaigarh Block, At/Po. Bonaigarh , Dist.Sundargarh.
313.	Block HQ Nuagaon	BHQ	Nuagaon Block, At/Po. Nuagaon , Dist.Sundargarh.
314.	Block HQ Gurundia	BHQ	Gurundia Block, At/Po. Gurundia , Dist.Sundargarh.