



SPICES BOARD

(Ministry of Commerce and Industry
Government of India)

Sugandha Bhavan

N.H. By-pass

P.B. No. 2277

Palarivattom P.O.

Cochin - 682 025, India

स्पाइसेस बोर्ड

(वाणिज्य एवं उद्योग मंत्रालय,

भारत सरकार)

सुगन्ध भवन

एन. एच. बाइपास

पी. बी. नं. 2277

पालारिवट्टम पी.ओ.

कोचिन - 682 025, भारत

No. EDP/Server-Maintenance/2017-EDP

07 Apr 2017

Tender for Database Installation and Network and Server Support

1. Introduction

Spices Board (Ministry of Commerce, Government of India) is the flagship organization for the development and worldwide promotion of Indian spices. The Board is an international link between the Indian exporters and the importers abroad.

2. Scope of Work

Detailed requirements are provided in **Annexure 1**.

3. Information to Agency

- a. Spices Board is not bound to accept any of the proposals submitted.
- b. At any time before the submission of proposals, Spices Board may, for any reason, whether at its own initiative or in response to a clarification requested by an invited firm, amend the scope of work. Any amendment shall be informed to the bidders by publishing in website and shall be binding on them. Spices Board may at its discretion extend the deadline for the submission of proposals.

4. Selection, Eligibility and Evaluation Criteria

Tender shall be submitted by those companies/firms/organizations who meet the following eligibility criteria and proof of the same shall be submitted along with the tender

- a. The bidder should have executed a project dealing with software /backups/database, exceeding Rs.5 Lakh, in at least one government organization.
- b. The bidder shall have minimum 2 years of experience in the relevant field and supporting documents shall be provided.
- c. Tender shall be supported with audited statement of accounts for at least last 2 years
- d. The bidder should have at least 10 employees. (Expertise, skill-sets, and the manpower strength to be indicated in the tender)

Financial proposal will be opened only in case of the firms, which meets the eligibility criteria. Financial proposal of the firms, which do not qualify shall be returned unopened.

5. Format in which Quotation is to be submitted

The bidder shall submit the quotation in the below given format

#Item	Total Cost (excluding tax) in INR
1 Total Cost for Part A (Database Installation) of Annexure 1	
2 Monthly cost for Part B (Network and Server Support) of Annexure 1	

Note: Item 1 and 2 will be treated separately for awarding the bid.

6. Project Deliverables

- All the scripts and configurations with entire source code
- User Manual
- User training

7. Pre-Bid Meeting

All the bidders who participate in the tender must participate in the pre-bid meeting which will be held on 18-Apr-2017 at Board Room, Spices Board, Sugandha Bhavan, NH Bypass, Palarivattom, Cochin-25, at 2 pm. **Bids submitted without participation in pre-bid meeting will not be accepted.**

8. Clarifications

You may contact Shri Jijesh T Das, Deputy Director (EDP) for any clarifications at 91-484-2333603 / jijesh.das@nic.in

9. Submission of the Tender

Interested parties may submit their tender in sealed envelope superscribing the words “Tender for Database Installation and Network and Server Support” through Speed Post/Registered Post/by Hand to reach the following address latest by 28-Apr-2017 3 pm, IST.

Deputy Director (EDP)
Spices Board, Sugandha Bhavan,
N.H. Bye Pass, Palarivattom, Cochin- 25 Tel: +91-484-
2333603 E-mail: jijesh.das@nic.in

(Tenders will be opened on 28-Apr -2017 at 3.30 pm, IST at Spices Board, Cochin)

10.EMD

a. The tenderer should submit an EMD equal to Rs.40,000 along with the tender by way of Demand Draft favouring “Secretary, Spices Board” and “payable at Kochi” from any nationalized bank valid for three months. Bank Guarantee will not be accepted towards EMD. Bid without EMD will be rejected unless any category of tenderer is specifically exempted by the Government from payment of EMD for which reasons and proof have to be enclosed. The EMD will be returned without any interest to the unsuccessful bidders after the award of the contract.

b. EMD will be forfeited if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender.

11.Payment Terms

Part A (Database Installation): 50% after successful installation and remaining after the support of two months.

Part B (Network and Server Support): At the end of each month.

12.Terms and Conditions

α) Financial bid shall be submitted in the format mentioned under section 5. Financial bid shall be enclosed in a separate sealed cover.

β) Tender must address the Selection & Evaluation Criteria as mentioned in section 4.

χ) Copies of the following documents have to be enclosed, if the bidder happens to be a

Proprietorship firm	Self declaration by the bidder in that respect
Partnership firm	Partnership deeds and registration certificate of the firm
Public/Private Limited company	Certificate of registration and Memorandum and articles of association of the company

δ) Part A (Database Installation): of the project shall be completed within 1 month after the receipt of the work order. Delay will attract 5% of the project cost as penalty.

ε) All the scripts referred in Part B (Network and Server Support) of the project shall be completed within 1 month after the receipt of the work order. Delay will attract one month cost as penalty.

φ) Tender received after the closing time for submission will not be considered.

γ) The tender must remain valid for at least 3 months after the submission date. During this period, the bidder is expected to keep available the professional staff proposed for the assignment. Spices Board will make its best efforts to decide on the tender within this period. If Spices Board wishes to extend the validity period of the proposals, the bidders who do not agree have the right not to extend the validity of their proposals.

Dy.Director (EDP)

Annexure 1: Detailed requirements

Part A: Database Installation

- a) Installation of OS (centOS) in live server and local test server.
- b) Installation of oracle database (11g) in live server and local test server.
- c) Importing existing database with all data and objects into the installations.
- d) All the scripts running in the existing database shall be imported into the new installations
- e) on site support for 2 months.

Part B: Network and Server Support

- a) The vendor shall provide script for backups of following databases with all data and objects to 3 different network locations. The scripts must be configurable through configurable parameters to change the scheduling. The script must take and segregate backups as daily, monthly and yearly.

#	Database	OS	Number of servers
1	Oracle (to be installed)	centOS (to be installed)	1
2	Mysql	centOS	1
3	Mysql	Red hat	2
4	Postgresql	ubuntu	1

- b) The vendor shall provide scripts which can load data into a fresh database installation without any lose. Once started, the script must run without any manual intervention.
- c) The vendor shall provide script for backups of following PHP/Java servers with all code and server configurations to 3 different network locations. The scripts must be configurable through configurable parameters to change the scheduling. The script must take and segregate backups as daily, monthly and yearly

#	Server	OS	Number of servers
1	Java	Ubuntu	1
2	PHP	centOS	1
3	PHP	Red hat	2

- d) The vendor shall maintain network/network devices at HO with troubleshooting of all network related issues. Purchase or replacement of items will not be covered under this AMC. The service shall be provided on 24*7 basis.
- e) The vendor shall maintain all the servers and databases mentioned above with troubleshooting of all server related issues. Purchase or replacement of items will not be covered under this AMC. The service shall be provided on 24*7 basis
- f) the vendor shall monitor all the backups. The vendor shall load the backups to test server once in a month and ensure the correctness of the backup.
- g) The vendor shall provide support one technical person on site at spices board HO, Cochin during Monday to Friday 9AM to 5.30PM