



# Expression of Interest For Engagement of ICT Project Management Consultant

*for*

Designing, Planning, Monitoring and Supervising the Implementation of State-of-the-Art ICT Infrastructure on **turnkey basis** in SAU Campus at Maidangarhi in New Delhi; followed by Monitoring and Supervision of Operations, Management and Maintenance of the implemented ICT infrastructure.

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## EXPRESSION OF INTEREST

EOI NO. EOI/ICT/3010202001

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February 2022

THROUGH GOVERNMENT E-MARKETPLACE (GEM)

**South Asian University**  
(a University established by SAARC nations)

[www.sau.int](http://www.sau.int)

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## Abbreviations

<b>BOQ</b>	Bill Of Quantities
<b>EAQ</b>	Email Address for Queries
<b>EOI</b>	Expression of Interest
<b>ICT</b>	Information And Communication Technology
<b>KPI</b>	Key Performance Indicators
<b>LAN</b>	Local Area Network
<b>PMC</b>	ICT Project Management Consultant for SAU Campus at Maidangarhi New Delhi
<b>QCBS</b>	Quality cum Cost Based Selection
<b>RFP</b>	Request For Proposals
<b>RFQ</b>	Request For Quotes
<b>SOW</b>	Scope of Work
<b>SAU</b>	South Asian University
<b>SI</b>	System Integrator
<b>SITC</b>	Supply, Installation, Testing, Commissioning
<b>SLA</b>	Service Level Agreement

## DATA SHEET

*The Pre-bid Meeting Date (PMD) and Proposal Due Date (PDD) as mentioned below will be as specified in the GeM bid document.*

Reference	Description
1.6.1	<p><u>Pre-Bid Meeting</u>: A pre-bid meeting will be held on PMD. The meeting will be conducted through Online mode via Google Meet. The interested participants who are willing to attend the Pre-Bid meeting shall have to send an email request to the specified Email Address for Queries (EAQ) so that the meeting link may be shared with them.</p> <p><u>EMAIL Address for Queries (EAQ)</u>: <i>admin@sau.int</i></p>
1.3	<p><u>Engagement Duration</u>: One year or project completion, whichever is later and after completion of SITC of all SI works, interfacing with SI during comprehensive warranty period of 36 months on behalf of SAU.</p>
1.4	<p><u>Selection Basis</u>: of PMC will be through a two stage process: (i) shortlisting of eligible bidders through this EOI, and (ii) selection of bidder through a RFP that will evaluate techno-commercial proposals on the Quality cum Cost - Based Selection (QCBS) method.</p>
1.5.3	<p><u>Bid Security (EMD)</u>: A Bid Securing Declaration must be submitted by the bidder.</p>
1	<p><u>Cost Estimate</u>: The estimated cost of the ICT works in this project, inclusive of PMC fees &amp; all incidentals &amp; contingencies, is approximately Rs 71 Crores.</p>
1.5	<p><u>Proposal Due Date</u>: The last date of submission of Proposals is PDD before 3:00 pm (IST).</p>

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# 1 Invitation to Participate

The South Asian University (SAU) is an international university established by the South Asian Association for Regional Corporation (SAARC) and is funded by the member states of SAARC which includes Afghanistan, Bangladesh, Bhutan, India, Nepal, Maldives, Pakistan and Sri Lanka. It was established by an Act of parliament in 2008 and granted the immunity and privileges at par with United Nations organizations as per Govt. of India Gazette notification dated 15th January 2009. The University is being run by contribution paid by member states, however the capital fund for construction of permanent campus including this work at Maidan Garhi is being provided by Govt. of India and the work is to be carried out as per latest General Financial Rules (GFR).

The University is currently functioning from Akbar Bhawan Campus in Chanakyapuri, New Delhi before it eventually moves into its permanent campus in Maidan Garhi, South Delhi where the construction is at an advanced stage. SAU is a residential University and a majority of students will live on campus (currently also, the majority of students are hostellers). Subsequently, the University may also have regional campuses in each of the 7 other SAARC countries besides India.

The vision statement of the University may be accessed from the University website at <http://www.sau.int>

South Asian University (SAU) intends to appoint a Project Management Consultant (ICT PMC) for ICT works for its upcoming campus project at Maidangarhi, New Delhi. The size of the plot is approximately 93 Acres. The objective is to build the campus by implementing world class ICT Infrastructure, encompassing numerous systems, and integrating underlying information technology solutions and components while maximizing the value for SAU. This ICT initiative of SAU is meant to build a smart, socially, and technologically attractive, sustainable modern institution.

The project for setting up of ICT Infrastructure at SAU campus has the singular focus of setting up an integrated state-of-art facility for managing and sharing digital information resources. The expectation is for the project to be planned with utmost considerations including the failsafe configurations, data restore features and keeping the system up for 24\*7\*365 (99.97%).

SAU is inviting Expression of Interest (EOI) from the Public Sector Undertakings (PSUs) for *“Engagement of Project Management Consultant for Designing, Planning, Monitoring and Supervising the Implementation of State-of-the-Art ICT Infrastructure on turnkey basis in SAU Campus at Maidangarhi in New Delhi; followed by Monitoring and Supervision of Operations, Management and Maintenance of the implemented ICT infrastructure.”*

The estimated cost of ICT works, including PMC fees, incidentals, contingencies etc., for the campus project shall not exceed Rs 71 Crores and shall be incurred in a phased manner as per actual requirements decided and agreed upon with the University.

## 1.1 Terms of Reference Summary

Terms of reference of the selected PSU will broadly include:

1. Finalizing detailed design of the campus ICT infrastructure, BoQs, etc in consultation with all stakeholders (PA, SAU, etc.)
2. Implementing, on **turnkey** basis<sup>1</sup> (on deposit work basis), the ICT infrastructure & services design approved by the University by independently procuring in strict compliance with Government of India (GoI) procurement rules:

(a) the required goods as per SAU requirements, and

(b) the services of an appropriate System Integrator (SI) for implementation of the ICT infrastructure needed by SAU

in a manner such that they own and settle any statutory paras / issues that may be subsequently raised by the CAG or the statutory auditor of the University in any internal / external audit of this work at any time. These procurements shall make use of open e-tenders, GeM platform, etc as may be required and as prescribed by applicable GoI rules.

3. Monitoring, supervision and facilitation of the implementation of the project, including fulfillment / compliance of all statutory and legal requirements
4. Submitting report of progress of the project from time to time to SAU
5. Completing the handing-over/taking-over

## 1.2 Agency Charges & Payment Terms

The shortlisted bidders will have to quote their agency charges proposed to be charged by them in the financial bids when invited to do so via an RFP. Such agency charges will be applicable on the actual cost of execution of the work that would have been accomplished by the selected PMC via standard GoI procurement procedures conforming to GFR. SAU will not reimburse any charges to the successful bidder towards legal fees, advertisements, third party certification fees, proof checking agency charges, travel expenses, incidental expenses or any other expenditure incurred for the execution of the project other than the statutory fees paid by the bidder to the statutory authorities.

Payments on account of purchase of equipment & System Integrator engagement completed by selected PMC will be made to such PMC in different stages against appropriate

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<sup>1</sup> Selected PMC shall be responsible for design, procurement, installation and commissioning of entire ICT infrastructure including equipment, tests and trials, training and handing over to SAU for operation

supporting documentation within the budgeted outlay for the project.

Actual phase-wise terms of payments will be included in the PMC engagement contract after due deliberation with the successful Bidder.

## 1.3 Project Duration

The expected period of engagement is for one year or completion of the project whichever is later. Upon completion of Supply, Installation, Testing & Commissioning the selected ICT PMC will continue to interface between SAU and the System Integrator(s) who implement the project during the subsequent comprehensive warranty period of 36 months to support smooth operations & trouble-free maintenance of the entire campus ICT infrastructure.

It may be noted that the selected PMC will have to review, critically examine and provide appropriate value inputs on the design submitted by the Principal Architect (PA) of the SAU campus project, call tenders and award of work as per GFR to SI, and oversee execution & commissioning of works by SI in a phased manner in consultation with SAU. It is expected that such ICT works will be staggered over at least three phases as per academic planning extant at the time of implementation so as to coincide with occupancy / utilization of various parts of the campus infrastructure. It is also expected that the complete planning for the entire project would be done within a period of three months from the date of award of work.

The three phases are expected to roughly cover 45%, 15% and 40% respectively of the total project outlay. Following the initial engagement, the selected PMC may be asked to execute the second and third phases also in case those phases commence within the 36 months comprehensive warranty period.

## 1.4 ICT PMC Selection Procedure

Eligible bidders participating in this EOI will be shortlisted. A RFP (Request for Proposal) will be issued to these shortlisted bidders by SAU and only such vendors will be allowed to finally submit their technical and financial bids (**tender documents**). Those who have not been shortlisted in this EOI will not be allowed to submit their **offer** and the **tender documents** received from any such vendor will be rejected. Hence all the prospective bidders are requested to participate in EOI.

It is advisable that prospective bidders should submit their final (Technical and Financial) bids only after getting the RFP issued to them from SAU to take care of changes made in the bidding document.

The RFP will be evaluated on a techno-commercial QCBS basis. The EOI shortlisted bidder achieving the highest techno-commercial score at the RFP stage will be selected as the ICT

PMC for the project.

## 1.5 EOI Bid Submission

The Registrar of the South Asian University, on behalf of the SAU President invites an expression of interest from eligible bidders as specified herein (Para 3) on or before the Proposal Due Date.

This EOI is published on GeM Portal. The proposals shall be received online only as per the Proposal Due Date mentioned in the EOI Data Sheet and only through the GeM portal.

The bid proposal shall be submitted by the bidders through ONLY ONE SINGLE digital document in portable document format (PDF).

The bid proposals will not be accepted in person or through mail/ courier, etc.

Bidder should take into account notifications, corrigendum published, if any relating to this EOI before submitting their bids.

Bidder should go through the EOI document carefully and must understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.

All documents submitted by the bidders in their bid proposals shall become the property of SAU and may be used without making any reference to the bidders.

### 1.5.1 Proposal Validity

The EOI proposal must be valid for a period of at least 120 days from the date of submission. It shall be assumed so, in case it is not explicitly mentioned in the proposal. Proposals will be summarily rejected if they are not valid for at least 120 days.

### 1.5.2 Tender fee

No Tender fee will be charged for submission of EOI.

### 1.5.3 Earnest Money Deposit (EMD)

There is no bid security or EMD but bidder has to give Bid Security Declaration as per format specified in Annexure 5.3

### 1.5.4 Amendment of EOI Document

At any time before the deadline for submission of EOI, SAU may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the EOI Document by amending, modifying and / or supplementing the same. All changes



shall be posted on SAU website<sup>2</sup>: <http://www.sau.int> and prospective Bidders are required to go through the same before submission of EOI. All such amendments shall be binding on them without any further act or deed on SAU part. In the event of any amendment, SAU reserves the right to extend the deadline for the submission of the EOIs, in order to allow prospective Bidders reasonable time in which to take the amendment into account while preparing their EOI.

## 1.6 Clarifications & Proposal Consideration

Clarification if any about the requirement can be obtained by visiting the IT Section of SAU with prior appointment. Visit to the site can also be organised based on request.

### 1.6.1 Pre-Bid Meeting

An online pre-bid meeting will be organized by SAU as per schedule mentioned in the Data Sheet. The meeting will be conducted through Online mode via Google Meet. The interested participants who are willing to attend the pre-bid meeting shall have to send an email request to the EAQ so that a meeting invite can be sent to them.

Prospective bidders are requested to send their queries in advance to the EAQ; at least two working days prior to the date of prebid meeting specified in the data sheet.

It will be sole discretion of SAU to, or not to, incorporate any changes in the requirement based on feedback/input/suggestions received from prospective bidders. The decision of the University regarding acceptability of any suggestion shall be final.

## 1.7 Status Of Ongoing Works

Construction of University campus is being done in Packages as under. In Package-I, Boundary wall and a site office was constructed in 2016. The details of buildings under construction in Package-II & III is as under:-

### **Package-II**

1. This package has five buildings: Life Sciences & Earth Sciences, Housing Blocks (F2, F3, F4), Faculty Club & Guest House and two Guard Houses which are complete and ready for occupation.
2. LSES building: Passive cabling from end point to the LV rooms are complete in LSES building for proposed CCTV locations, Data point, telephone point, class scheduler,

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2 From the “Home” page access the “Tenders” section to access all the uploaded documents related to this EOI.

wi-fi etc for IP based system.

3. Housing Blocks (F2, F3, F4) :
  - a. Data cabling from individual flat to floor LV Shaft.
  - b. Telephone cables laid up to LV shaft and up to basement level.
  - c. CCTV passive cabling done up to floor LV shaft.
4. Faculty club and guest house: data, telephone & CCTV are IP based and passive cabling done up to LV room.

### Package-III

1. This package has seven buildings, out of them, Faculty of Law and Humanity is complete. Another two buildings, faculty of Physics, Chemistry and IT and Administrative building are likely to be completed shortly.
2. All outlets (CCTV/Data/Telephone/access control etc.) are wired up to LV rooms on floors for IP based systems and work is in progress in all 7 buildings simultaneously.

## 1.8 Final decision-making authority

SAU reserves its right to accept or reject any bid and to annul the process and reject all bids at any time without assigning any reason whatsoever and without incurring any liability.

# 2 Scope of Work

The ICT PMC shall be end to end responsible, but not limited to the details contained in this document, for the smart campus ICT infrastructure at the proposed SAU campus. **Among other things, the ICT PMC will:**

1. Critically examine all information / design basis & other reports / estimates / specifications / quantities & draft tender documents submitted by Principal Architect (PA) and provide value inputs thereto. (Principal Architect is the project architect who has designed the entire campus including the ICT infrastructure.)
2. Examine, review, vet & finalize the proposals of PA as per technology need and best practices before they are approved by SAU.
3. Map the SAU approved proposals of PA against actual implementation on the ground.
4. Ensure compatibility of design with all ICT system/ infrastructure already laid at SAU campus, Maidan Garhi as per international standards IEEE/ITU etc for such ICT infrastructure.
5. Take turnkey ownership of procurement of equipment/solutions & selection of system integrator (through e-tendering, GeM, etc. as may be applicable or prescribed by GoI rules) through consultation and approval of SAU. Once the requirement

specifications are finalized and approved by SAU, the ICT PMC will complete the entire process from inviting tenders to award of tender for procurement / system integration as per Govt of India (GOI) guidelines on the subject and prevailing GFR, since the capital is being provided by GOI. ICT PMC will be responsible for subsequent overseeing & verification of implementation work on periodic billing as per payment terms that would be incorporated into the PMC contract after consultation with the successful bidder.

6. Supervise the ICT related works and coordination between the existing contractors and the system integrator(s) and oversee implementation of the overall ICT infrastructure and communicate progress reports thereof.
7. Carry out quality assurance, test and acceptance and certify work completion for payments after call of tenders.
8. Assume role of ICT implementation assurer and optimizer for SAU by way of providing continuous oversight, monitoring, control and project management for successful implementation of end to end ICT and other related infrastructure for the campus.
9. Coordinate at their own initiative and as required with other design and construction professionals (Architects / Consultants /Contractors) who are engaged in construction of the University campus infrastructure/ buildings.
10. Take ownership of and settle any CAG / statutory audit paras / issues.

## 2.1 Technical Services

The ICT PMC will provide assistance in developing the Information and Communication Technology strategy that would, among other things, feed into the design of the University campus.

Technical services will be aligned to suitably empower SAU to make an informed decision on, but not limited to, the following ICT aspects; which must thereafter be got implemented by the selected project management consultants:

1. Network & communications – both data & voice; wired & wifi; single sign-on & BYOD; unified communications, data center
2. security & public safety – access control, digital signage, public address system, Surveillance, Monitoring & Analytics, Situation Awareness Platform
3. Software & network integration of new and/or existing solutions (access control / boom barrier, classroom attendance systems, room schedulers, digital signage, visitor management, command control center, building management system, SCADA, energy management system, smart campus components, etc. )
4. Campus card options (ID / access / library / wallet)
5. Integrated Command Center

The selected ICT PMC would also be responsible for shifting of equipment and/or services from its existing Akbar Bhawan building as per requirements and decision of SAU management.

## 2.2 Post Commissioning Operation & Maintenance

After the successful completion of the implementation work, the selected Consultant has to ensure, through the selected System Integrator(s), smooth operation and maintenance of the implemented ICT infrastructure / solutions for the entire campus for 36 (thirty six) months under a comprehensive (parts & labour) onsite warranty with an SLA that would require 99.97% annual (24x7x365) uptime of the core network and its critical services.

The selected ICT PMC will have to ensure successful integration of all systems as per SOW defined & agreed. Once the ICT infrastructure is deployed, the ICT PMC shall be responsible for monitoring and supervising operations as well as for management and maintenance of the campus network and its services through the SI to ensure timely rectification of defects during the **comprehensive warranty maintenance** period of 36 (thirty six) months as per prior agreed SLA.

The selected ICT PMC shall ensure that SI provides all necessary technical support and training to SAU personnel so as to ensure smooth transfer of operations & services to SAU after completion of 3 years of comprehensive warranty period. A clear exit plan must be provided by the selected SI.

## 2.3 Objectives and Key Considerations of the Project

The main objective of the project includes, but is not limited to, the following:

1. To suggest and advise SAU on an overall plan for setting up the ICT Infrastructure for its upcoming campus with a roadmap for the future.
2. To provide technology inputs and optimize & verify proposals submitted by PA in conformity with the desired and agreed overall plan and roadmap for representative, areas including, but not limited to, the following:
  - a. layout and design of a state of the art ICT Data-Centre in the campus (both physical as well as ICT infrastructure)
  - b. network LAN topology and network architecture for the entire campus keeping in view the already deployed data cabling within buildings
  - c. campus Wi-Fi design / wireless LAN design
  - d. network security and management systems including network monitoring software/hardware (NOC/SOC)
  - e. provisioning in the network to hook on the various automated building services including, but not limited to, lifts, fire alarm, BMS (Building Management System), SCADA, energy management system etc. by utilizing the building-wise gateways / electronic controllers available (including smart campus features such as smart lighting, water metering, water treatment,

- water management, environment monitoring, etc.)
- f. check & suggest layout designs for laying of cables inside and outside the buildings
  - g. layout and design of a smart IP based campus surveillance & security (CCTVs) system for the campus
  - h. layout and designs for Access Control Systems for the campus
  - i. layout and design of IP based Unified Communication (including, but not limited to, VoIP) switching system across the campus
  - j. smart ICT infrastructure for class rooms (sound system solution, smart board solutions, LCD /LED display boards, etc.)
  - k. deployment plans for A/V systems & Video Conferencing systems for the campus
3. To provide a design for ICT Backup and recovery Infrastructure.
  4. To propose a solution for Uninterrupted Power Supply to critical ICT Infrastructure.
  5. To ensure that any technology gaps in solutions / plans proposed by PA are plugged with appropriate technical advice in line with the overall plan and roadmap envisaged for SAU
  6. To provide BOQ for both active and passive components for the campus in consultation with SAU.
  7. To provide Technical Specifications for both Active and Passive components for the campus in consultation with SAU.
  8. To take complete ownership of Procurement (tendering process), Implementation (oversee & manage), Testing (verification) & Commissioning (certifying for SAU the completeness of the project as per agreed plans) of the entire ICT infrastructure of the SAU campus.

## 2.4 Design Philosophy

### A. Scalability

Components of the ICT Infrastructure must support scalability to meet future requirements and demands. A scalable system is one that can handle increasing numbers of requests without adversely affecting the response time and throughput of the system.

### B. Availability

Components of the ICT Infrastructure must provide for adequate redundancy to ensure availability of current and future applications hosted. All components should be implemented in high-availability mode.

### C. Interoperability

The entire system / subsystem should be interoperable to support information flow and integration. Operating systems, database, storage technologies, and devices from multiple

vendors must integrate.

#### **D. Security**

The ICT Infrastructure should be designed for an end-to-end security blanket to protect applications, services, data and the infrastructure from malicious attacks or theft from external (through internet) and internal (through intranet) hackers. The ICT Infrastructures should be divided into domains such as:

- Trusted Zone –is the secure zone which has a restricted access. This zone mainly consists of storage, database and management servers which are not directly accessible to the outside zone.
- De-militarized Zone (DMZ) – would be a "neutral zone" between Data Centre's internal network and the outside extranet network. It would prevent extranet users from getting direct access to the servers.

Or any better concept as per industry standard.

#### **E. Manageability**

The ICT Infrastructure should be designed with maintainability in view. It must facilitate ease of configuration, ongoing health monitoring, and failure detection that are vital to the goals of scalability, availability, and security.

#### **G. Failover, Resiliency, and modularity**

The system should be designed with three objectives - failover, resiliency, and modularity in view with no single point of failure.

#### **H. Backup and Restore**

The ICT Infrastructure should have provision for regular backup as per the best industry standards

### **3 Eligibility Criteria for bidder**

The bidder must possess the requisite experience, strength, and capabilities in providing the services necessary to meet the requirements, as described in the EOI. The bidder must also possess the technical knowledge that would be required to successfully design the ICT Infrastructure and support services sought by SAU for the entire period of the contract.

The bids must be complete in all respects and should cover the entire scope of work as stipulated in the EOI document. The invitation to bid is open to all bidders who qualify the eligibility criteria given in Table 1 below.

Table 1: Eligibility Criteria

Sl. No	Requirement Clause	Documents Required	Page no of attached document*	Submitted (YES/NO)	Remarks (if any)
1	<p><b>Registered Bidder</b></p> <p>(a) The bidder shall be a Central Public Sector Undertaking (PSU) registered under the Companies Act, 1956/2013 with requisite experience**</p> <p>(b) The PSU should be in existence for more than 10 years as on 30.09.2021</p> <p>(c) The PSU must be registered with appropriate authorities for all applicable statutory duties/taxes.</p>	<p><u>Valid documentary proof of</u></p> <ul style="list-style-type: none"> <li>• Certificate of incorporation</li> <li>• Certificate of Commencement</li> <li>• Copy of Memorandum of Association</li> <li>• Certificate of profit of last three years</li> <li>• GSTIN</li> <li>• EPFO registration</li> <li>• Income Tax registration / PAN number</li> <li>• Income Tax returns for the last three years</li> </ul>			

2	<p><b>Turnover &amp; Solvency</b></p> <p>(a) Average annual turnover of PSU during last three financial years ending 31.03.2021 from ICT works** should be at least Rs 50 Crores.</p> <p>(b) Bidder should be a profit-making company during each of the last 3 financial years ending 31.03.2021.</p> <p>(b) Bidder should have a solvency of Rs 2 Crores, certified by their banker.</p>	<ul style="list-style-type: none"> <li>• Annexure 5.4</li> <li>• Annexure 5.5</li> </ul>			
3	<p><b>Domain Experience</b></p> <p>The bid can be submitted only by an established PSU having experience of completing similar ICT works** for Govt of India / PSU /autonomous institution</p>	<ul style="list-style-type: none"> <li>• Annexure 5.2</li> </ul>			
4	<p><b>ISO Certifications</b></p> <p>The organization must have ISO 9001</p>	<p>Copy of Certificate having current</p>			



	& ISO 27001 certification.	validity is required.			
5	<p><b>Similar Works</b></p> <p>The PSU should have completed similar ICT works** of following value during last 5 years ending on the last date of submission of EOI:</p> <ol style="list-style-type: none"> <li>1. At least one work of similar nature costing not less than the amount equal to INR 58 Crores value</li> <li>2. At least two works of similar nature each costing not less than the amount equal to INR 44 Crores value</li> <li>3. At least three works of similar nature each costing not less than the amount equal to INR 29 Crores value</li> </ol> <p>The PSU should also indicate the total value of the projects executed by them.</p>	<p>a) Copy of work orders / Client certificates/ Completion Certificates.</p> <p>b) Valid Certificate from the client must be included with the name, email and contact no so that it can be verified. The bidder if called for presentation must show their work and features live.</p> <p><u>Highlight this information in Annexure 5.2 which contains the domain experience listing.</u></p>			

6	<b>Bid Security / EMD</b>	Annexure 5.3			
7	<b>Qualified Manpower</b>  The bidder must have on its roll at least 50 technically qualified professionals in networking, systems integration, and prior experience in providing the ICT Infrastructure maintenance services as on 30-09-2021.	(a) Certificate from bidder's HR Department for number of Technically Qualified professionals employed by the company.  (b) Name of the employees along with certified copies of the certifications done to be provided.			
8	<b>Key Personnel</b>  The bidder shall commit that the key personnel be employed for the project have been sufficiently involved in similar implementations** and that once assigned to the project will not be moved out of it, except for reasons beyond the control of the bidder.	Self-certification must be provided.			

9	<b>Self Declaration</b>  The Bidder shall not be under a Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted with any Government Agency.	Declaration in this regard by the authorized signatory of the bidder			
10	Consortiums/JV	Consortiums/JV bidding is not allowed.			

\*where the reference documents are placed (please highlight the relevant part & flag the page)

\*\*Experience related clauses and the phrase “ICT works” imply Note 1 below

## Notes

1. With reference to the above qualifying criteria relating to experience, the bidder must demonstrate specific project experience in respect of
  - a. Implementation covering the following three areas, preferably in a campus setting: (i) wired & wireless network having at least 15,000 nodes, (ii) CCTV systems, and (iii) smart classrooms in academic institutions [documentary proof to be submitted for **all three areas** (i) to (iii)]
  - b. Implementations covering at least **three** of the following six broad technology groupings. Any experience that is in a subset of a general demarcated area spelt out below will be admissible with documentary proof.
    - i. Public Safety and Security, access control, visitor & parking management, etc.
    - ii. Integrated Operations Command Center, Data Center, NOC, etc.
    - iii. Service layer components and their integration such as ICT for campus utilities and infrastructures for automation, monitoring, control, display, etc.
    - iv. Network & communications – unified communications, digital signage PA systems, etc.
    - v. Smart campus technologies, Building Management Systems, etc.
    - vi. Campus AV systems
2. The general technology areas mentioned in Note 1 (a & b) above, may also be understood to imply “ICT works” as referenced in the eligibility criteria.
3. Mere eligibility does not vest any right on any bidder for being called for demonstration and submitting the Technical and / or financial bid. SAU may fix higher cut off limits / Turnover, experience, workforce, or any other suitable criteria in the interest of the University and the decision of SAU in all matters shall be final. No correspondence will be entertained from any bidder in connection with the process of EOI.
4. The vendor must fulfill the above eligibility criteria / pre-qualification conditions. The proposal of vendors fulfilling the pre-qualification conditions will only be evaluated by the duly constituted technical evaluation committee. Proposal of vendors not fulfilling the pre-qualification conditions given above will be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances. SAU reserves the right to verify / confirm all original documentary evidence submitted by vendors in support of above-mentioned clauses of eligibility criteria.
5. The bidder must submit their complete proposal with proper illustrations. The bidders are free to give their opinion on the proposed ICT Infrastructure with proper justification. However the committee will take final decision on whether to include the suggestions in the subsequent bidding process and such decision will be final. If any essential hardware / software or any other item necessary for ICT Infrastructure is left out, the same may be included as a separate annexure with suitable justification.
6. The bidders may be called for detailed presentation or online presentation before the committee (within 10 to 15 days of the last date of submission of EOI), if felt necessary. No TA/DA will be provided for such demonstration to the bidder.

7. The shortlisted organizations will be called for presenting their action plan before the committee. The venue, date and time will be announced in due course.
8. SAU is entitled by the Govt. of India for reimbursement of GST paid to the contractors to give effect to the tax exemption status of the South Asian University for the work of its campus at Maidan Garhi, New Delhi. As Goods and Services Tax (GST) is reimbursable to SAU, the selected ICT PMC shall invoice in conformity with the various provisions of the respective GST Act and mention UIN no; 0717UNO00175UNQ in all invoices raised on SAU. The selected ICT PMC shall file GST returns in a timely manner so that the GST reimbursement claims of SAU are not dishonoured. If this happens, the amount will be deducted from the dues of the ICT PMC.
9. SAU reserves the right to take final decisions in any matter related to this ICT PMC selection process.

## 4 Proposal Submission

Proposal documents must be combined into **one single PDF file** and arranged and paginated in the following sequence before uploading for submission:

1. Index (table of contents with page numbers) of all documents in the submission.
2. Filled up eligibility table (Table 1 in Para 3) with proper cross references (flagged & marked by highlighter pen) to documents attached.
3. All required Annexures (Para 5) with supporting documents.
4. Technical suggestions for the project
5. Suggestions for inclusions in RFP to be issued to shortlisted bidders
6. All reference documents in support of your proposal properly paginated with relevant abstracts highlighted for easy referencing during evaluation.
7. Any value add proposals from bidder

*Please ensure that **all** scans/pages included in the submitted PDF file are*

- ✓ *numbered and arranged sequentially*
- ✓ *clear and of resolution that makes it easy to read and generate clear prints therefrom*

## 5 ANNEXURES

### 5.1 Proposal Submission Form

[To be printed on official stationery of Applicant ]

To

Registrar

South Asian University

Akbar Bhavan

Chanakyapuri

New Delhi – 110021

**RE: EOI No. EOI/ICT/3010202001: Expression of Interest For  
Engagement of ICT Project Management Consultant**

Dear Sir,

With reference to your above mentioned EOI, we, having examined all relevant documents and understood their contents, hereby submit our Pre-qualification Proposal for selection as ICT PMC. The Proposal is unconditional and unqualified.

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

1. We acknowledge that SAU will be relying on the information provided in the Proposal and the documents accompanying the Proposal for shortlisting of the Consultants, and we certify that all information provided in the Proposal and in the supporting documents is true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of appointment as the ICT PMC for the aforesaid Project.
3. We shall make available to SAU any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. We acknowledge the right of SAU to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last 7 (seven) years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been

expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

6. We declare that we have examined and have no reservations to the EOI, including any Addendum issued by SAU.
7. We understand that you may cancel the selection process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants.
8. We further certify that we have not been barred by the central government, any state government, a statutory body or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as on the proposal due date of this EOI.
9. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by SAU in connection with the selection of ICT PMC or in connection with the selection process itself in respect of the above mentioned Project.
10. We agree to keep this offer valid for 120 days from the PDD specified for this EOI.
11. A Power of Attorney in favour of the authorised signatory to sign and submit this Proposal and documents is attached herewith.
12. We have few suggestions about conditions of the RFP to be issued to shortlisted bidders and the same have been enclosed herein. SAU may consider the same at its discretion.
13. We are not involved in any litigation that may have an impact of affecting or compromising the delivery of the services as required under this tender.
14. We are not black-listed by any Central/State Government/Public Sector/Educational Institute Undertaking in India.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

(Name and seal of the Applicant/Member in Charge)

## 5.2 Eligibility Experience

### Company Profile

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

Bidder company details (use the following format):

S.No.	Item	Details	Page No. of the Proof Document
1.	Name, Designation and Contact Details of the Person Authorized to Make Commitments to the University		
2.	Company Registration No. (Copy of the Registration Certificate to be attached)		
3.	PAN No. (Copy of the Certificate to be attached)		
4.	GST No. (Copy of the Certificate to be attached)		
5.	Description of the background and organization of your company.	<i>Limit response to a single one-sided sheet of paper. Highlight the eligibility criteria fulfillment of this EOI.</i>	

### Project Specific Experience (for eligibility criteria)

[Using the format below, provide information on each assignment for which your firm was legally contracted for carrying out consulting services similar to the ones requested under this assignment.]

- USE PROJECTS WITH COPY OF PROOF OF EXPERIENCE AS REQUIRED FOR MEETING THE MINIMUM QUALIFICATION CRITERIA PRESCRIBED.
- PROJECTS WITHOUT THE PROOF OF EXPERIENCE FROM RESPECTIVE CLIENTS WILL NOT BE CONSIDERED.
- EXHIBIT PROJECTS IN THE LAST FIVE YEARS.



**Format for providing details of each assignment**

Assignment Name:	
Location of Project:	
Name of Client:	
Address:	
Start Date (Month/Year): Completion Date (Month/Year): Total No. of man months of the assignment: No. of professional staff involved:	
Approx. value of the contract (in INR in Crore):	
Whether any Litigation Pending	Yes / No
Description of actual services provided by your staff within the assignment: 1. 2. 3.	

Firm's Name:

Authorized Signature:

(Official Seal):

**Notes:**

- Please limit the description of each project to two A4 size single-sided sheets of paper (one A4 size sheet of paper if printed on both sides). Descriptions exceeding **two A4 size pages** (either two sheets printed on one side only or one sheet printed on both sides) of paper shall not be considered for evaluation.
- PROOF OF EXPERIENCE – Completion certificates from clients must be signed by at least an Officer not below the rank of Deputy Director / ICT Head. The certifications must confirm the project attributes (size, fee, duration, etc.) and the scope of work on the projects. The self-certification of the applicant is also permitted if accompanied by certified copy of work order/document certifying release of performance bank guarantee/ certified copy of payment received or any other document certifying the completion/part completion of the project as the case may be.

## 5.3 Form of Bid-Securing Declaration

*[The Bidder shall fill in this Form in accordance with the instructions indicated]*

Date: *[insert date (as day, month and year) of Bid Submission]*

Bid No.: *[insert identification number of Bid]*

To: *[insert complete name of Contracting Authority]*

We, the undersigned, declare that:

We understand that, according to your bid inviting conditions, proposals must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the South Asian University for a period of time of **3 years** starting on the last date of submission of this bid, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) have withdrawn/modified/amended, impaired or derogated from the tender, our Bid during the period of bid validity as specified in the abovementioned Bid;
- (b) having been notified of the acceptance of our proposal by SAU during the period of applicable bid validity mentioned in the aforementioned Bid, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the specified Performance Security upon completion of the RFP process consequent upon being shortlisted by an EOI process

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[insert legal capacity of person signing the Bid- Securing Declaration Form]*

Name: *[insert complete name of person signing the Bid-Securing Declaration Form]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year *[insert date of signing]*

## 5.4 Average Annual Turnover of the Applicant for the Last Three Years

(TO BE ISSUED BY STATUTORY AUDITOR OF BIDDER ON THEIR LETTER HEAD)

This is to certify that M/s \_\_\_\_\_ (Name & Address of Bidder) are in the business of \_\_\_\_\_ for \_\_\_\_\_ completed years (considered upto 31<sup>st</sup> March of the last Financial Year). Their turnover and net profit in each Financial Year during the preceding 03 (three ) years are as given below:

Financial Year	Total Turnover (in INR)	Turnover from services business only (in INR)	Net Profit (in INR)
2020 – 21			
2019 – 20			
2018 – 19			
<b>Average for three years</b>		[indicate sum of above divided by 3]	[indicate sum of above divided by 3]

It is further certified that:

(a) the above Turnover is in line with the Turnover declared by the Bidder in their Income Tax Returns filed under PAN No: \_\_\_\_\_ which are verified by us; and

(b) the computation of net profit is based on my/our scrutiny of the books of accounts, records and documents, is true and correct to the best of my/our knowledge and as per information provided to my/our satisfaction.

Place :

Name:

Date :

Signature:

SEAL

M No.:

Note: In case the Consultant does not have a statutory auditor, it may provide the certificate from its Chartered Accountant.

## 5.5 Form of solvency

### BANKERS' CERTIFICATE FROM A SCHEDULED BANK

*(to be printed on official stationery of the issuing bank)*

This is to certify that to the best of our knowledge and information that M/s..... having marginally noted address, a customer of our bank are / is respectable and can be treated as good for any engagement up to a limit of Rs.....(Rupees.....only).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Seal & Signature for the Bank