

F. No. 10-9/2005-FIU-Ind (Admn.)Vol-II  
Government of India  
Ministry of Finance  
Department of Revenue  
Financial Intelligence Unit- India

6<sup>th</sup> Floor, Hotel Samrat,  
Kautilya Marge, Chanakyapuri  
New Delhi - 110021

Dated : 17<sup>th</sup> September, 2013

Subject : **Tender for Supply of Standalone Encryption for 25-30 Laptops  
in FIU-IND**

Sir,

1. Tenders are invited from OEM/Authorized dealers/Firms etc. for supply of 25-30 Standalone Encryption System in **sealed envelopes**.
2. The bid shall consist of two parts i.e. Technical Bid and Commercial Bid. Both the bids are to be placed in two separate sealed envelopes (clearly super-scribing 'Technical Bid' and 'Commercial Bid') which in turn are to be placed in one sealed cover. The bids of all the bidders whose commercial bid is not in a separate sealed cover or the rates quoted by them find mention in their Technical Bid shall be rejected forthwith. The Commercial Bids of only those bidders shall be opened whose Technical Bids are found to be eligible.
3. The sealed quotations may be submitted in the prescribed format to the undersigned by 1100 hrs on 03.10.2013. The quotations will be opened on 03.10.2013 at 1130 hrs at Conference Hall of Financial Intelligence Unit – India, 6<sup>th</sup> Floor, Hotel Samrat, Chanakyapuri, New Delhi – 110021 in the presence of the bidders of their authorized representatives, if any, who wish to participate in the bid opening.
4. The prescribed tender documents with the Terms and Conditions are enclosed.
5. The Director, FIU-IND reserves the right to accept or reject any or all bids without assigning any reason.

Yours faithfully,



( P.K. Sharma)  
Assistant Director (Admn.)  
Tele No. : 24672851

**Enclosures** : (a) Terms and conditions in two pages.  
(b) Format for Technical and Commercial Bid.

● Tender No. 10-9/2005-FIU-Ind (Admn.) Vol-II Cost of Tender Document : Free of cost.

FINANCIAL INTELLIGENCE UNIT - INDIA

Tender Document  
For

Supply of Standalone Encryption for 25-30 Laptops in  
FIU-IND Office premises

(Estimated Cost : 2,50,000/-)

Last Date for submission of Tender : 03.10.2013 at 11.00 AM  
Date & Time for opening of Tender  
By Tender Evaluation Committee : 03.10.2013 at 11.30 AM

Additional Director (Administration)  
Financial Intelligence Unit - India  
6<sup>th</sup> Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi - 21.

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**Terms and Conditions**

The Tender Document can be received from the office of Assistant Director (Admn.), Financial Intelligence Unit – India, 5<sup>th</sup> Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021. It can also be downloaded from our web site <http://fiuindia.gov.in>

1. **Eligibility Criteria** : The Tenderer shall fulfill all the following requirements :-

- a) The firm should be a registered firm.
- b) The firm should have PAN/TAN Registration No.
- c) The firm should have office in Delhi.
- d) The firm should not be blacklisted by any of the Government offices/ Organizations/Institutions.

The Tenderer should also ensure to invariably submit following items with their bids :

- i) Details of Tenderer to be provided in Annexure – I.
- ii) Proof of firm being registered as shop/establishment/firm/company.
- iii) PAN/TAN Registration Certificate.
- iv) Price Bid to be provided in enclosed format Part A of Annexure – II.
- v) A copy of tender document (NIT) duly countersigned by the tenderer.

2. **Compliance with the technical specifications.**

The equipment offered shall be in accordance with the minimum Technical Specification as provided above. However, higher version/additional specification/deviation from the specification, if any, shall be clearly indicated along with the explanation in Part B of Annexure – II. 'NIL' should be indicated in Part B of Annexure II in case there is no deviation from specifications. The office reserves the right to select the specification and other features as per its actual requirement. The bids/quotation must be accompanied by the relevant document/literature confirming the product to be supplied duly signed by the Tenderer with seal of the firm. The bid submitted in a casual manner and without proper documentation shall be summarily rejected. **(Format of submission of financial bid is enclosed as Annexure –II).**

3. **Earnest Money Deposit**

Earnest Money deposit (EMD) amount of Rs. 3,000/- (Rupees three thousand only) shall be submitted along with the quotation in the form of a Bank Guarantee/ Demand Draft/ Banker's Cheque/ FDR from any commercial Bank drawn in favour of FIU-IND payable at NEW DELHI. The EMD amount will be refunded to unsuccessful bidder(s) only after finalization of the tender. However, in case of successful bidder it will be refunded only after receipt of Performance Security.

*(Format of EME Submission is at Annexure-III)*

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#### 4. Submission of Offer

- a)(i). All prices and other information like discounts etc. having a bearing on the price shall be written both in figures and words in the **prescribed format Part A of Annexure-II**. Where there is a difference between amounts quoted in words and figures, the amounts quoted in words shall prevail.
- (ii) The interested Tenderers will submit bid as asked for in the Tender Document Non-compliance of these may lead to rejection of bid. The bid should be for Item price with warranty/Guarantee/post warranty and comprehensive AMC as indicated in specifications.
- b) The excise Duty, Sales Tax/VAT etc., as applicable should be quoted separately in absence of which it will be presumed that they are included in the rates and FIU-India shall have no liability to pay these charges.
- c) The tender in the prescribed format should be addressed to the Assistant Director (Admn.) under sealed cover. The sealed cover shall be superscribed "**Quotation for Supply of Standalone Encryption for 25-30 Laptops**" in FIU-India" which should reach the Assisstant Director (Admn.), Financial Intelligence Unit- India, 5<sup>th</sup> Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi- 110021 latest by 30 September 2013 at 1100AM. The tenders not submitted in prescribed manner shall be summarily rejected and the Bid shall not be considered. The Financial Intelligence Unit- India reserves the right to accept or reject any tender without assigning any reason.
- d) The Bid shall be opened in the presence of the tenderer(s) representative(s) who may wish to be present.

#### 5. Evaluation

- a) The tenders will be evaluated on the basic of specification/brand/make of the product as per FIU-India requirement. If considered necessary, the Committee may take the decision in this regard and the decision taken by the Committee would be final and binding to the bidders.
  - b) If the Purchaser i.e. FIU-India considers necessary, it may ask for revised bids from short listed tenderers which should be submitted within two days of intimation of this effect in sealed envelopes on specified date and time. The revised bids shall not be for amounts more than one quoted earlier for an item. Unless the specification is of higher configuration than the earlier ones, by the respective tenderer. Any tenderer quoting higher rates for the same item which same configuration quoted earlier in their revised financial bid shall be disqualified for further consideration and EMD submitted if any, may be forfeited.
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- c) The FIU-India reserves the right to select the tenderer on the basis of best possible features quoted. The decision of FIU-India arrived at in this regard shall be final and representation of any kind shall not be entertained on the above. Any attempt by any tenderer to bring pressure of any kind shall disqualify the tenderer for the present tender and the tenderer may be liable to be debarred from bidding for FIU-India tenders in future for a period of three years and EMD submitted if any may be forfeited.
- d) The FIU-India reserves the right to award the contract to any of the bidders in the interest of the office irrespective of not being lowest and in this respect, the decision of the Office shall be final.

**6. Effect and Validity of Offer**

- a) The offer shall be kept valid for acceptance for a minimum period of 90 (Ninety) Calendar days from the date of opening the commercial/financial bids.
- b) Order shall be placed as per FIU-India's requirements by the authorized Officer. The successful tenderer will supply and install complete goods at the earliest but not later than 25 days from the date of placing the Purchase Order unless the period of delivery of goods extended due to justified reason duly accepted by the Office.
- c) The contract shall be valid for a period of service warranty from the date of award of contract.
- d) All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms and conditions will be acceptable.
- e) In case the Purchaser finds that the market rates have come down from the time when rates were finalized in the rate contract/order or there is a need for selection of new system configuration based on market trends, the Purchaser, may ask the short listed tenderers to re-quote the prices and the tenderer shall be selected on the basis of procedure given earlier. The time difference between such re-quoted shall be minimum three months except in case of the Union Government budget.

**7. Delivery**

The contractor shall deliver the store at the earliest but not later than 25 days from the date of issue of supply order unless the period of delivery of goods extended due to justified reason duly accepted by Office in accordance with the conditions of the Contract at the time/place and in the manner specified in the Contract/Supply Order. Any delay in the supply, and commissioning within the time fixed or in the event of repudiation of the contract, the (FIU-India) purchaser reserves the right to recover damage for Breach of Contract as indicated below.

- a) To recover from the contractor liquidated damages including administration expenses a sum equivalent to 0.05% of the price of stores which the contractor has failed to deliver within the period fixed for delivery/commissioning for each week or part thereof during which delivery is in arrears subject to an overall ceiling of 10% of the total contract price.
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**8. Payment Terms**

- a) For bids offered in Indian Rupees:
  - i) 100% payment shall be made within 30 days of submission of bills duly supported by the consignee's receipt with satisfactory performance report and as governed by the following.
- b) No part of the contract price shall become due or payable until the tenderer has delivered, and commissioned the items to the complete satisfaction of FIU-India. Payment shall be made subject to recoveries, if any.
  - i) A pre-receipted bill duly stamped shall be submitted in duplicate in the name of FIU-India. It shall be done soon after the delivery, and commissioning of the items along with a copy of the duly receipted delivery challan of the consignee certifying satisfactory commissioning.

**9. Dispute Settlement**

If the dispute cannot be settled by mutual discussion within 30 days as provided herein, the courts at Delhi/ New Delhi, India only will have the jurisdiction to adjudicate upon the matter.

You are, therefore, requested, to quote your most competitive rate and submit the quotation in a sealed envelope superscribing "**Quotation for supply of Standalone Encryption for 25-30 Laptops in FIU-India Premises**" alongwith the requisite documents in Assistant Director (Admn.), Financial Intelligence Unit – India, 5<sup>th</sup> Floor, Hotel Samrat, Kautilaya Marg, Chanakya Puri, New Delhi – 110021, latest by 1100AM on 03 October ,2013 which will be opened on same day i.e. 03 October, 2013 1130AM.

Thanking you.

Yours faithfully,



(P.K. Sharma)  
Assistant Director (Admn.)

**DETAILS OF BIDDING FIRM**

1. Name of the Firm : \_\_\_\_\_
2. Address : \_\_\_\_\_  
\_\_\_\_\_
3. Whether the firm's ownership is Sole Proprietorship of partnership or it is registered company under Indian Companies Act : \_\_\_\_\_
4. Annual turnover : \_\_\_\_\_
5. PAN/TAN No. (to be attached) : \_\_\_\_\_
6. Landline/Mobile No. : \_\_\_\_\_
7. Name of Authorized Signatory and Designation : \_\_\_\_\_
8. Copy of ITCC/STC etc, if applicable (to be attached) \_\_\_\_\_

Technical Specifications	Whether solution proposed by tenderer meets the following requirements. Please reply in "yes" or "no" against each row
<b>Standalone Encryption for 25-30 Laptops</b>	
1. Full Disk encryption.	
2. Boot Logon Authentication.	
3. Key Management for Encryption.	
4. File and Folder Encryption.	
5. Local Self Help Question for user password recovery.	
6. Removable Media Encryption : Full Encryption & Container based encryption.	
7. Port Control	
8. Trust Control	
9. File Folder Encryption	
10. Recovery Media for Data recover in event of OS failure.	
11. Data loss and Data leakage prevention	
<b>Encryption S/W for the following Platforms</b>	
1. Windows Vista	
2. Windows XP	
3. Windows 7	
4. Windows 8	

**PART – A**

(To be filled and sent in sealed envelope)

**FORMAT OF QUOTATION FOR SUBMISSION OF BID**

Technical Specifications as per tender for supply of Standalone Encryption for 25-30 Laptops	Whether solution proposed by tenderer meets the following requirements. Please reply in "yes" or "no" against each row.	Unit Price	Amount
Supply of Standalone Encryption for 25-30 Laptops			
	Total price of above Items		
	Local Taxes and other etc charges, if any		
	Total quoted price of above items in figure		
Total quoted price of above items	(In words) (Rupees _____ only)		



**PART – B**

In case of deviation from any of the above requirements the tenderer may kindly indicate the Sr. No. of the specification so deviated and details about deviation from the required standard.

Sr. No.	Detail of deviation and reason of the deviation if any

Please give brief description on the technical superiority/additions, if any, of the item to be supplied by tenderer. The specification must be given clear terms supported by the related documents/literature, if any, duly signed with seal of the firm. All those bids which fulfil above requirements will only be considered for evaluation and lowest bid will be accepted.