



## Department of Information Technology

### Request for Proposal (RFP)

For

**Selection of Vendor for Upgradation from Windows 7 to Windows 10 -Procurement of Windows 10 Enterprise E3 Licenses with Implementation**

**RFP Ref. No DIT/BPR & BTD/OA/3205/2020-21 Date-02/02/2021**

### **Amendments, Addendums and Corrigendums**

#### **Corrigendum**

##### **Scope of Work:**

Scope related to “**Implementation of Windows 10 Enterprise E3 licenses**” at endpoints **is hereby stand withdrawn** from the original scope of work of RFP.

In context to above mentioned change following RFP clause stands modified as mentioned:

SI No	RFP Page No.	RFP Clause	RFP Clause as per Pre-Bid Response dated 20.02.2021	Revised Clause
1)	33	Scope of work	1.2 Bank has around 10,000 PCs having Windows 7 & higher operating System. The bidder needs to quote for upgrade licenses for these PCs from existing operative system to Windows 10 E3 and install and activate windows 10.	1.2 Bank has around 10,000 PCs having Windows 7 & higher operating System. The bidder needs to quote for upgrade licenses for these PCs from existing operative system to Windows 10 E3.

2)	33	Scope of work	1.3 Bidders to quote for supply of licenses for Windows 10 E3 with latest service packs and further implementation of OS upgrade in the PCs of the bank as per specifications, terms & conditions given in enclosed forms and commercial bids for its branches / offices across the country	1.3 Bidders to quote for supply of licenses for Windows 10 E3 with latest service packs as per specifications, terms & conditions given in enclosed forms and commercial bids for its branches / offices across the country
3)	33	Scope of work	1.4 Bidder should be well equipped & capable of the process of windows upgradation from any lower versions to Windows 10 E3	1.4 Clause stands Deleted
4)	33	Scope of work	1.5 Further the bidder needs to send their engineers to bank branches / offices across the country where these PCs are located and upgrade the OS to Windows 10 E3 with latest service packs	1.5 Clause stands Deleted
5)	33	Scope of work	1.6 The successful bidder needs to coordinate with the respective branches/ Zonal Office in respect of installation/upgradation to windows 10 E3 under the scope of this RFP. The successful bidder has to provide detailed SOP and checklist for implementation at branches/ Zonal office/ Head Office	1.6 The successful bidder has to provide detailed SOP/ manual for installation and upgradation of machines to facilitate installation/ upgradation of Windows licenses in Bank branches/ zonal offices/ head offices.
6)	33	Scope of work	Clause Sl. No. – 1.7 to 1.15	<b>All clause from 1.7 to 1.15</b> of the RFP related to Implementation of licenses in Bank Branches/ Zonal Offices/ Head Offices <b>stands Deleted.</b>

7)	36	Part V 6. Terms of Payment	<p>1) No advance will be paid against the Purchase Order.</p> <p>2) 90% of license cost will be released on delivery of licenses.</p> <p>3) Balance 10% of license cost will be released on submission of BG for equal amount valid till 1 year OR Balance 10 % of license cost will be released after the project completion along with implementation cost.</p> <p>4) 100% implementation Cost will be released after completion of implementation and after taking sign off as mentioned in the scope of work.</p> <p>Bidder to submit state-wise invoices for processing of bills.</p> <p>Payment shall be made subject to submission of all necessary reports/ sign-offs by the bidder.</p>	<p>1) No advance will be paid against the Purchase Order.</p> <p>2) 90% of license cost will be released on delivery of licenses.</p> <p>3) Balance 10% of license cost will be released after 90 days of supply of licenses or on submission of BG for equal amount valid till 1 year</p> <p>Bidder to submit proper invoices along with necessary reports for processing of bills.</p>
8)	35	Part- V 3. Delivery Schedule of implementation	<p>The entire activity i.e. supply, upgradation / installation, should be completed within 6 weeks from the date of issuing PO.</p> <p>The upgradation/installation will be deemed as incomplete if any component of the software etc., or any documentation/media is not delivered or is delivered but not installed and/or not operational or not acceptable to Bank after acceptance testing/examination. In such an event, the supply &amp; installation will be termed as incomplete and it will not be accepted and the successful bidder shall have to reinstall the OS/Driver/Software as the case maybe.</p> <p>The entire site will be accepted after complete upgradation &amp; activation of OS and satisfactory working of the entire equipment for a minimum period of 10 days. In case the vendor fails to take back-up of the PC prior to the upgrade of the same resulting into loss of Data, Vendor shall be liable to conduct data recovery of the captioned HDD in addition to a penalty of Rs. 10,000/- per such case</p>	<p>The licenses are to be delivered at the said location within 7 days of issue of purchase order.</p>
9)	49	26 Guarantees	<p>Selected bidder should guarantee that all the material as deemed suitable for the delivery and management for the RFP for Supply, Installation and Maintenance of Hardware, Operating Systems and Database Licenses for various Projects/Applications. All hardware and software</p>	<p>Selected bidder should guarantee that all the material as deemed suitable for the delivery and management for the RFP for Selection of Vendor for Upgradation from Windows 7 to Windows 10 -Procurement of Windows 10 Enterprise E3 Licenses with Implementation. All software must be</p>

			must be supplied with their original and complete printed documentation	supplied with their original and complete printed documentation
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## Revised Annexure- XX

### Technical & Functional Requirement

Technical and Functional Requirement		Compliance (Y/N)
1.	Supply of Licenses of Windows 10 E3 with latest service packs	
2.	Upgradation windows 7 & higher versions to Windows 10 E3	

## Revised Annexure- XXIII

### COMMERCIAL BID

Sl No.	Particulars	Quantity (A)	Rate per Unit (B)	GST (%)	Total Cost C= A * B
1.	License Cost of Upgradation to Windows 10 E3 (X)	10000			
2.	Others (please provide details)				
3.	Total Cost of Ownership (In figures)				
4.	Total Cost of Ownership (In Words)				

### Note:

1. The quantity mentioned above is only indicative and may change at the time of issuance of Purchase Order to the L-1 bidder.
2. Bank reserves the right to place additional delivery order for up to 25% of the above quantity at the same price for the additional terminals to be installed by the Bank during the contract period.
3. Bank May not place the order in single go.

**The above quotation is subject to the following considerations:-**

- i. The calculation for arriving at TCO is properly mentioned in the appropriate columns. In case of any anomalies in the calculation for arriving at TCO the Bank will have the right to correct the same and it will be binding upon the selected bidder.
- ii. If the cost for any line item is indicated as zero or blank then Bank may assume that the said item is provided to the bank without any cost. All cost is quoted in INR only.
- iii. In case of any discrepancy between figures & words, the amount in words shall prevail.
- iv. Bank has discretion to keep any of the line item mentioned above as optional as per Bank's requirement.
- v. We have ensured that the price information filled in the Commercial Offer at appropriate column is without any typographical or arithmetic errors. All fields have been filled in correctly.
- vi. Lowest Bidder (L1) will be determined on the Sl. Nos. 3 & 4, i.e. **Total Cost of Ownership, i.e. TCO.**
- vii. We have not added or modified any clauses/ statements/ recordings/ declarations in the commercial offer, which is conditional and/or qualified or subjected to suggestions.
- viii. We have not added or modified any clauses/ statements/ recordings/ declarations in the commercial offer, which contain any deviation in terms & conditions or any specification.
- ix. In case of non-adherence to any of the above, offer will be summarily rejected.
- x. Any Commercial Offer which is conditional and/ or qualified or subjected to suggestions will also be summarily rejected. This offer shall not contain any deviation in terms & condition or any specifications, if so such offer will be summarily rejected.

We hereby agree to abide by all the terms and conditions mentioned in the Bank's RFP dated 02.02.2021 and subsequent pre-bid and amendments.

**Company Seal**

**Authorized Signatory**

**Date**

**Name & Designation:**

**Note : Annexure- XXII - Revised Masked Commercial will be same as above with MASKED price.**

## **ADDENDUM**

1. The selected bidder should supply printed SOP related to Upgradation, Installation and Activation of the licenses on Bank's devices.
2. The selected bidder is required to provide a small demonstration of license Upgradation, Installation and Activation at few location as informed by the Bank on their own cost. These locations will be basically in and around Kolkata.