

# **HIGH COURT OF MADHYA PRADESH: JABALPUR**

## **NOTICE INVITING E-TENDER**

Tenders are invited for the empanelment and rate contract of the vendor for the supply of USB tokens based Class/ TYPE-III digital certificates signatures from the OEM (Original Equipment manufacturers) or reputed vendors / authorized channel partners or any Govt. authorized society. The last date of online tender submission is 23<sup>rd</sup> January, 2023 before 06:00 P.M. (mandatory). The sealed tender complete in all respect addressed to “Registrar General, High Court of Madhya Pradesh, Jabalpur” must be submitted before 05:00 P.M. on 24<sup>th</sup> January, 2023 (mandatory). The technical bids of the tender shall be opened on 25<sup>th</sup> January, 2023 at 11:00 A.M. The detailed tender document is available in the official website of the High Court of Madhya Pradesh [www.mphc.gov.in](http://www.mphc.gov.in) and Government e-procurement portal [www.mptenders.gov.in](http://www.mptenders.gov.in).

Sd/-  
REGISTRAR GENERAL

## **HIGH COURT OF MADHYA PRADESH: JABALPUR**

Ref No. Reg (IT)(SA)/2023/04

Jabalpur, Dated:03.01.2023

Tender are invited by the Registrar General, on behalf of High Court of Madhya Pradesh, Jabalpur for empanelment and rate contract of the vendor for the supply of USB tokens based digital certificates for the High Court and District Judiciary in the State of Madhya Pradesh as per the details given below:-

- a) **Class / Type –III USB Tokens with digital signature certificate along with encryption with two years license validity and support.**

**Note:-The security standards should be as per latest CCA (Controller of Certifying Authorities) guidelines.**

### **1. Important dates:-**

| S. No. | Online EMD (in Rupees) (mandatory) | Last Date / Time of online tender Submission (mandatory) | Last Date/ Time of tender submission in hardcopy (mandatory) | Date and Time of Opening of Technical Bid (online/ hardcopy) |
|--------|------------------------------------|--|--|--|
| 1.     | 10,000/-                           | 23 <sup>rd</sup> January, 2023 before 06:00 P.M.         | 24 <sup>th</sup> January, 2023 before 05:00 P.M.             | 25 <sup>th</sup> January, 2023 at 11:00 A.M.                 |

- 1.1 Tender documents may be viewed by interested and eligible bidders in the website [www.mptenders.gov.in](http://www.mptenders.gov.in) and <http://www.mphc.gov.in>.
- 1.2 Bidders can submit its tender online at [www.mptenders.gov.in](http://www.mptenders.gov.in) on or before the key dates given above. The Physical copy of the Technical Bid also be submitted at the address below latest by **24<sup>th</sup> January, 2023 at 5:00 P.M.**
- 1.3 All further notifications/amendments, if any shall be posted on [www.mptenders.gov.in](http://www.mptenders.gov.in) and [www.mphc.gov.in](http://www.mphc.gov.in) only. No separate communication shall be made with individual Bidders.
- 1.4 **The financial bids are to be submitted only online and no hard copy to be submitted along with the bid.**

All other terms and conditions for submission of tender are contained in this document. If the date of submitting/opening of the Bid is declared as holiday then the bids shall be submitted / opened on next working day.

***The Registrar General, High Court of Madhya Pradesh, Jabalpur (M.P.) reserves the right to accept or reject any or all bids without assigning any reason thereof.***

**Address for communication:-**

**Registrar General,**

**High Court of Madhya Pradesh**

**Jabalpur (M.P.), Email: [regithcjbpm@mp.gov.in](mailto:regithcjbpm@mp.gov.in) & [mphc@nic.in](mailto:mphc@nic.in),**

**Landline: 0761-2623358**

## 2. Terms and Conditions for e-Tendering:-

- i. For participation in e-tendering module, it is mandatory for prospective bidders to get registration on website **<https://mptenders.gov.in/>**. Therefore, it is advised to all prospective bidders to get registration by making on line registration fees payment at the earliest.
- ii. Tender documents can be purchased *only online* on payment of tender fees and downloaded from website **<https://mptenders.gov.in/>** by making online payment for the tender document fee.
- iii. Service and gateway charges shall be borne by the bidders.
- iv. Since the bidders are required to sign their bids online using class – III Digital Signature Certificate, they are advised to obtain the same at the earliest.
- v. For further information regarding issue of Digital Signature Certificate, the bidders are requested to visit website <https://mptenders.gov.in/>. Please note that it may take upto 7 to 10 working days for issue of Digital Signature Certificate. Department will not be responsible for delay in issue of Digital Signature Certificate.
- vi. If bidder is going first time for e-tendering, then it is obligatory on the part of bidder to fulfill all formalities such as registration, obtaining Digital Signature Certificate etc. well in advance.
- vii. Bidders are requested to visit our e-tendering website regularly for any clarification and / or due date extension.
- viii. Bidder must positively complete online e-tendering procedure at **<https://mptenders.gov.in/>**
- ix. Department shall not be responsible in any way for delay /difficulties /inaccessibility of the downloading facility from the website for any reason whatever.
- x. For any type of clarification bidders can / visit **<https://mptenders.gov.in/>**. In case of any assistance please call Help desk numbers 0120-4200462, 0120-

4001002. Support timings: Monday to Saturday from 10:00 AM to 7:00 PM.

- xi.** Interested bidders may attend the free training programme in Bhopal at their own cost. For further query please contact help desk.
- xii.** The bidder who so ever is submitting the tender by his Digital Signature Certificate shall invariably upload the scanned copy of the authority letter as well as submit the copy of same in physical form with the offer of particular tender.

**3. Terms & Conditions:-**

- 3.1 Price quoted should be inclusive of all applicable taxes and levies.
- 3.2 The Registrar General reserves the right to change the quantity as per its requirement at any stage. Further the Registrar General reserves the right to place order either of all the items or only some of above items. The supplier shall have no right to claim any compensation in such case.
- 3.3. Delivery should be within **one month** from the date of receipt of order for supply.
- 3.4 The supplier has to submit the authorization certificate / letter from the OEM (Original Equipment Manufacturer).
- 3.5 Sealed tenders should reach on or before date as mentioned above.
- 3.6 The Registrar General, High Court of Madhya Pradesh reserves the right to reject any or all tenders without specifying any reasons thereof.
- 3.7 In case of delay, penalty at the rate of 0.5% per day of the ordered value shall be charged (maximum penalty up to 5% of the order value can be deducted). If the delay is more than fifteen days the order shall stand cancelled.
- 3.8 Payment will be done after successful installation.
- 3.9 Support: Two years from the date of Installation.
- 3.10 All disputes should be within the Jurisdiction of Jabalpur.
- 3.11 The Vendor has to submit documentary proof of GST

Registration, GST return, and authorization letter / certificate to sell the Digital Signatures.

3.12 No Advance payment shall be made by the High Court.

3.13 If the vendor does not supply the Digital Signatures as per the details given, no payment will be made.

3.14 Rates once submitted cannot be changed and valid for at least one year from the date of supply of Digital Signatures.

3.15 Digital Signature with all media and documents and license to be submitted in favor of the Registrar General, High Court of Madhya Pradesh, Jabalpur.

3.16 The proposal should be submitted along with Earnest Money Deposit (EMD) of Rs.10,000/- (Rupees Ten Thousand Only) in the form of **online mode** through e-procurement tender portal [www.mptenders.gov.in](http://www.mptenders.gov.in) valid for the period of 6 month in favor of "***Registrar General, High Court of Madhya Pradesh, Jabalpur***". **The Bid submitted without EMD shall be summarily rejected.**

## TECHNO-COMMERCIAL BID

| <b>Sl. No.</b> | <b>Description</b>   | <b><u>Indicate page number where attached</u></b> |
|----------------|--|---|
| <b>1.</b>      | Name, address & telephone number of the Firm.  |   |
| <b>2.</b>      | Name, designation, address & telephone number of authorized person.  |   |
| <b>3.</b>      | Please specify as to whether Tenderer is sole Proprietor/Partnership Firm/Private or Limited Company.  |   |
| <b>4.</b>      | Name, address & telephone number of Directors/Partners, Fax No., e-mail address.   |   |
| <b>5.</b>      | Copy of PAN Card issued by Income Tax Department, Copy of previous 3 Financial Year's Income Tax Return. (Please attach copy of 2019-20, 2020-21 & 2021-22). |   |
| <b>6.</b>      | Valid Original Equipment Manufacturer (OEM) Certificate / Authorization letter of the Digital Signature to be supplied and installed (Please attach copy).   |   |
| <b>7.</b>      | GST Registration No. (Please attach copy)  |   |
| <b>8.</b>      | Latest GST Return (Please attach copy)   |   |
| <b>9.</b>      | Details of Bid Security/ Online Earnest Money Deposit details:<br>a) Amount:<br>b) Online Ref. No.:  |   |

**Declaration by the Bidder:-**

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in the tender document and undertake myself/ourselves to strictly abide by them.

Signature of the bidder with Seal

**Note:-Please indicate the page numbers where documents are attached. The entire tender should be serially page numbered including enclosures.**

It is certified that the particulars given above are true to the best of my/our knowledge/belief and I/We have read terms/conditions and duties/responsibilities for the purpose and have also understood the same and to hereby undertake to abide by the same without any reservations on any grounds whatsoever. In case of any breach of the said conditions. I /We shall be responsible for the consequences arising out of such situation(s).

Name & Signature of the  
Authorized Signatory of the Agency  
(with Seal of the Agency affixed)

Date:-

Place:-



## PRICE BID

| S. No. | Description   | Unit Price (Rs.) | GST (in Rs.) | Rate contract of Digital Signature for the High Court and District Judiciary with 02 years license validity | Total Unit Price (All inclusive) with two year warranty and support (Rs.) |
|--------|---|------------------|--------------|---|---|
| 1      | 2   | 3                | 4            | 5   | 6 = (3+4) x 5   |
| 1.     | Class – III USB Tokens with digital signature certificate having encryption facility (support Windows Operating System)   |                  |              | 01  |   |
| 2.     | Class – III USB Tokens with digital signature certificate having encryption facility (should support both Windows Operating System and Ubuntu Linux Operating System) |                  |              | 01  |   |

**Note:-**

1. The rate contract shall be valid for the period of one year from the date of issue of work order / contract.
2. The security standards should be as per latest CCA (Controller of Certifying Authorities) guidelines.
3. The supplied digital signatures should have 02 years license validity.
4. **The financial bids are to be submitted only online and no hard copy to be submitted along with the technical bid.**