



**APPLICATION FORM FOR EMPANELMENT OF VENDOR FOR IT PRODUCTS & SERVICES**

**Disclaimer**

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Name of Organization	SHCIL Services Limited
Document Reference No.	RFP/IT/2018-19/EMP/003
Date of issue of this document	19 <sup>th</sup> February 2019
Period for Empanelment	3 Years
Submission of this document (form)	On or before 05 <sup>th</sup> March 2019 03.30 P.M.
Empanelment open to (Information Technology specific)	OEM, OEM Partner, Distributor, Retail Reseller, System Integrator and any other vendor dealing in IT Products and Services
Note: This document is not transferable	

This Form should be duly filled and send to the following postal address in a sealed envelope superscribed with the Product or Service Category (Application for Each Product or Service offered should be in a separate form & envelope):

**HEADING: EMPANELMENT OF VENDOR FOR IT PRODUCTS & SERVICES**

SHCIL Services Limited

SHCIL House, Plot No. P-51, T.T.C. Industrial Area, M.I.D.C., Mahape, Kalyan-Shil Road, Navi Mumbai PIN 400710.

Contact Person: Mr. Rajendra Chaudhari

Contact No.: +91-7718805012

Email ID: [SSL.IT@SHCILServices.com](mailto:SSL.IT@SHCILServices.com)

**Packet Delivery Address: M. L. Tower, 07<sup>th</sup> Floor, Millennium Business Park, Near Ramada Hotel, Koparkhairne, Navi Mumbai Pin 400710**

**APPLICATION FORM FOR EMPANELMENT OF VENDOR FOR IT PRODUCTS & SERVICES**

A. Applicant's (vendor's) Company & related details:

SN	Parameters	Details furnished by the bidder
1.	Name of the firm/Company (applicant)	
2.	Organization Type (Partnership/Ltd. Co/Sole Partnership etc.):	
3.	Type of vendor (OEM, OEM Partners, Distributors, Retailer, Reseller, System Integrator and any Vendor dealing in IT Products and Services) ----- > <b>Please specify</b> ----->	
4.	Year of establishment /Incorporation	
5.	Head Office Address	
6.	Contact person	
	a) Name	
	b) Telephone number & Mobile No.	
	c) E-mail ID.	
7.	Statutory Registrations details viz.; <b><u>(Please fill whichever is applicable)</u></b>	
	1) VAT No.	
	2) Service Tax Registration No.	
	3) Provident Fund Act	
	4) ESIC Act (Registration)	
	5) Labour License (Central / State)	
	6) Company PAN No.	

	7) Any other regulatory requirement or certification	
8.	<p>Are you related to any person currently employed with SHCIL Services Ltd.? (Yes or No)</p> <p>a) If YES, please provide name and position</p>	
9.	Indicate past and pending cases, prosecution, fines, penalties, black listing etc. against your Organisation	
10.	Any civil or criminal suit(s) arisen against the applicant / owners / directors / proprietors / partners, etc.	
11.	<p>Product / Service offered (As per list mentioned in Annexure -I of this Vendor Empanelment Form)</p> <p><b>Imp:</b> Please note that separate form should be filled for each Product and/or Service offered and submitted in a sealed envelope <b>superscribed</b> with the Product / Service Category.</p>	
12.	<p>List of Important Clients (Please mention Client Name, Contact person, contact no., email id)</p> <p>(Please use additional lines and/or sheets if multiple products offered )</p>	
13.	<p><b><u>Certification regarding Terrorism:</u></b></p> <p>I/We certify that I/We have not knowingly provided and will not knowingly provide, in violation of applicable laws, material support or resources to any individual or Organisation that advocates, plans, sponsors, engages in, or has engaged in an act of</p>	

	<p>Terrorism</p>  <p>Authorized Signatory(ies) (Name, Designation and Seal of the Company)</p>  <p>Date:</p> <p>Place:</p>
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Declaration:

I / We hereby declare that the information furnished above is true and correct. I / We am /are aware that incorrectness of the aforesaid information shall result in immediate termination of the contract and/or empanelment and SSL shall be entitled to recover the necessary costs and damages. I /We am/are complying with all the Regulatory Authorities / Provisions and will continue to do so if empanelled as our vendor. I / We confirm that we comply with the empanelment eligibility criteria, which is at the sole discretion of SSL, and further understand and accept the disclaimer fully.

Authorized Signatories  
(Name, Designation and Seal of the Company)

Date:

Place:

**APPLICATION FORM FOR EMPANELMENT OF VENDOR FOR IT PRODUCTS & SERVICES**

**ANNEXURE – I**

**LIST OF INFORMATION TECHNOLOGY (IT) PRODUCTS AND SERVICES**

S/N.	Category	Sub-Category	Experience	Annual Turnover (Rs.)	Annual Turnover Confirmation (Yes/ No)	Remarks
<b>1</b>	<b>Hardware</b>					
	A	UPS	3 years	25 Lakhs		
	B	Desktop	3 years	25 Lakhs		
	C	Laptop / Tablets	3 years	5 Lakhs		
	D	Printers	3 years	5 Lakhs		
	E	Servers	3 years	25 Lakhs		<b>OEM / vendor should be in the Gartner Magic Quadrant for Modular Servers</b>
	F	Storage	3 years	25 Lakhs		
	G	Enterprise Storage	3 years	50 Lakhs		<b>OEM / vendor should be in the Gartner Magic Quadrant for General Purpose Disk Arrays</b>
	H	Projector & related consumables (lamp, etc.)	3 years	5 Lakhs		
	I	Voice Call Logger	3 years	10 Lakhs		
	J	Batteries & Accessories	3 years	5 Lakhs		
	K	Backup Media	3 years	5 Lakhs		
	L	Accessories, Peripherals & Consumables for IT Hardware items	3 years	2 Lakhs		
	M	Any component(s) for Server, desktop and laptop (memory, CPU, Ethernet card, etc.)	3 years	2 Lakhs		

<b>2</b>	<b>Software</b>					
	A	OS Licenses / Subscription	3 years	25 Lakhs		
	B	Application Software (Corel, Microsoft, Adobe, IBM Notes, MicroFocus, Antivirus, DLP, Endpoint security, etc.)	3 years	10 Lakhs		
	C	Database Licenses	3 years	25 Lakhs		
	D	Backup Software Licenses	3 years	10 Lakhs		
	E	Enterprise Content Management (ECM) Software	3 years	25 Lakhs		<b>OEM/Vendor should be in the Gartner's Magic Quadrant for the same</b>
<b>3</b>	<b>Networking</b>					
	A	Router	3 years	10 Lakhs		
	B	Switches	3 years	10 Lakhs		
	C	Firewall	3 years	10 Lakhs		
	D	Passive Components (cables, patch cords, jack panels, etc.)	3 years	2 Lakhs		
	E	Wireless Equipment	3 years	10 Lakhs		
<b>4.</b>	<b>IT Services</b>					
	A	AMC for UPS	3 years	25 Lakhs		
	B	AMC for Servers, Storage and Accessories	3 years	25 Lakhs		
	C	AMC for Desktops and Laptops	3 years	5 Lakhs		
	D	AMC for Printers	3 years	5 Lakhs		
	E	AMC for Voice Call Logger	3 years	5 Lakhs		
	F	AMC for Projectors	3 years	2 Lakhs		
	G	AMC for	3 years	5 Lakhs		

		Networking equipment (routers, switches, anti-spam equipment, etc.)				
	H	AMC for Firewall & Intrusion Prevention Systems (Proventia, Checkpoint, etc.)	3 years	15 Lakhs		
	I	AMC for Training Setup & Auditorium Equipment	3 years	10 Lakhs		
	J	AMC for EPABX	3 years	10 Lakhs		
	K	AMC for Video Conferencing Setup	3 years	10 Lakhs		
	L	ISO Audit Services	3 years	5 Lakhs		Should have Cert-In Empanelment
	M	ISMS Advisory & InfoSec Audit Services	3 years	5 Lakhs		
	N	CISO Services	3 years	5 Lakhs		
	O	Application, VA-PT and System Audit Services	3 years	5 Lakhs		Should have Cert-In Empanelment
	P	Network Audit Services	3 years	10 Lakhs		
	Q	Exchange System Audit	3 Years	5 Lakhs		Should have Cert-In Empanelment
	R	Domain Registration Services	3 years	5 Lakhs		
	S	ATS for MQ Series Software	3 years	10 Lakhs		
	T	ATS for Firewall, IPS and Iron Port Software	3 years	15 Lakhs		
	U	ATS for Websense / IWSS Software	3 years	10 Lakhs		
	V	ATS for OS, Storage, Backup and Database licenses	3 years	20 Lakhs		
	W	Software development	3 years	15 Lakhs		

		services				
	X	Secure Socket Layer (SSL) certificate obtaining/renewal services	3 years	5 Lakhs		
	Y	Onsite & On-call IT Support / Skill Services	3 years	15 Lakhs		
	Z	IT equipment packing, loading, transporting, unpacking, etc. services	3 years	5 Lakhs		

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**ANNEXURE – II**

**GENERAL TERMS AND CONDITIONS**



1. The applicants are advised to enclose photocopies of all relevant documents as mentioned in the application form and other required documents wherever required.
2. Incomplete applications or applications without proper proof for establishing their credentials may not be considered for short listing for empanelment.
3. Selection of the applicants will be done on the ability and competence to supply good quality goods / good services /etc.
4. Each page of the application form needs to be signed. The application shall be signed by person / persons on behalf of the Organisation having necessary authorization / Power of Attorney to do so
5. If the space in the application form is insufficient for furnishing full details, the information shall be supplemented in separate sheets.
6. SSL reserves the right to reject any or all the applications without assigning any reason thereof.
7. SSL reserves the right to restrict number of applicants for tendering at its sole discretion. SSL's decision in this regard shall be final and binding on all concerned.
8. The empanelled contractors will only be informed.
9. If any details furnished by applicants are found to be false /inadequate at any time in future or any information withheld which comes to the notice of the SSL at later date, the empanelment of such applicant will be cancelled immediately and the applicant will be debarred from participating in any of the bidding process.
10. The empanelment shall be valid upto 31<sup>st</sup> March 2022 and the same may be extended / terminated at the sole discretion of SSL.
11. The applicant needs to submit separate application for each category.
12. The last date of submission is 5<sup>th</sup> March 2019 till 03.30 P.M.
13. Any application received after this date and time will be rejected.
14. SSL takes no responsibility for any delay / loss of document or correspondence sent by courier / post