



## **Surat Municipal Corporation (SMC)**

**Bid for  
Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]**

**Online Bid Start Date  
January 29, 2026**

**Online Bid End Date  
(Last Date of Online Submission of Bids)  
February 12, 2026**

**Last Date of Physical Submission of Bid Fee, EMD & Affidavit  
in Hard Copy  
February 19, 2026**

**Information Systems Department (ISD)  
Surat Municipal Corporation  
Muglisara, Surat-395003**



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## 1. Notice Inviting Bid

	<p align="center"><b>Surat Municipal Corporation (SMC)</b> Muglisara, Surat – 395003, Gujarat. <a href="http://www.suratmunicipal.gov.in">www.suratmunicipal.gov.in</a> <b>Notice Inviting Bid for Supply, Installation, Configuration and Integration Of Networking Equipments [DC-ISD-Network-01-2026]</b></p>	
<p><b>Bid for Supply, Installation, Configuration and Integration of Networking Equipments</b> for Surat Municipal Corporation (SMC) is invited online on <a href="https://smctender.nprocure.com">https://smctender.nprocure.com</a> from the bidder meeting the basic eligibility criteria as stated in the bid document.</p>		
<p><b>Bid Fee</b> (Non-refundable)</p>	<ul style="list-style-type: none"> <li>Rs. 1062/- (Rs. 900/- + 18% GST) (by DD or Banker's Cheque only)</li> </ul>	
<p><b>EMD</b></p>	<ul style="list-style-type: none"> <li>Rs. 20,000/- (by DD or Banker's Cheque only)</li> </ul>	
<p><b>Online Bid Start Date</b></p>	<ul style="list-style-type: none"> <li>29/01/2026</li> </ul>	
<p><b>Online Bid End Date</b> (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy)</p>	<ul style="list-style-type: none"> <li>12/02/2026 up to 18:00 hrs.</li> </ul>	
<p><b>Online Pre-bid Conference to Bidders</b></p>	<ul style="list-style-type: none"> <li>Bidders shall have to post queries by email to <a href="mailto:isd.networks@suratmunicipal.org">isd.networks@suratmunicipal.org</a> on or before 05/02/2026, 16:00 hrs.</li> </ul>	
<p><b>Submission (in Hard Copy) of Bid Fee, EMD and Affidavit</b></p>	<ul style="list-style-type: none"> <li>In sealed envelope strictly by RPAD/Postal Speed Post on or before 19/02/2026 upto 18:00 hrs. to the Chief Accountant, Surat Municipal Corporation, Muglisara, Surat – 395003, Gujarat.</li> </ul>	
<ul style="list-style-type: none"> <li>Bidders have to submit Price bid and Technical Bid online along with all necessary documents as per tender document requirement in electronic format only on <a href="https://smctender.nprocure.com">https://smctender.nprocure.com</a> website till the Last Date &amp; time for Online Submission.</li> </ul>		
<p>The right to accept/reject any or all bid(s) received is reserved without assigning any reason thereof.</p>		
<p align="right">Deputy Commissioner Surat Municipal Corporation</p>		

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
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**Information Systems Department (ISD)  
Surat Municipal Corporation  
Muglisara, Surat-395003**



## TECHNICAL BID

### 2. Key Events & Dates

Event	Target Date
<b>Notice Inviting Tender</b>	DC-ISD-Network-01-2026
<b>Bid Availability</b>	Start from 29/01/2026 up to 12/02/2026 up to 18:00 hrs.
<b>Bid Fee</b>	Bid Fee of Rs. 1062/- (Rs. 900/- + 18% GST) by Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal Corporation.
<b>EMD</b>	Rs. 20,000/- by Demand Draft or Banker's Cheque only.
<b>Online Bid Start Date</b>	29/01/2026
<b>Online Pre-bid Conference to Bidders</b>	Bidders shall have to post queries by email to <a href="mailto:isd.networks@suratmunicipal.org">isd.networks@suratmunicipal.org</a> on or before 05/02/2026, 16:00 hrs.
<b>Online Bid End Date (Last Date of Online Submission of Bids with all necessary documents as per tender document requirement in soft copy)</b>	On or before 12/02/2026 up to 18:00 hrs.
<b>Submission (in Hard Copy) of Bid Fee, EMD and Affidavit</b>	In sealed envelope strictly by RPAD/Postal Speed Post on or before 19/02/2026 up to 18:00 hrs. To the Chief Accountant, Surat Municipal Corporation, Muglisara, Surat – 395003, Gujarat.

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



## 3. Instructions for the Bidder

### 3.1. Availing Bid Documents

Blank bid documents can be downloaded from the web site <https://smctender.nprocure.com> up to the date and time mentioned in the Online Bid Invitation Notice DC-ISD-Network-01-2026.

### 3.2. Addenda & Corrigenda

If required the Addenda and Corrigenda will be issued and the same will **form the part of the original bid documents** and shall override any contradicting effects in the original bid document.

### 3.3. Submission of Price Bid and Technical BID

The price bid and the technical bid containing all the relevant supporting documents must be submitted online only on <https://smctender.nprocure.com> on or before the last date of submission of the bid. No documents except the Bid Fee, EMD to be accepted in hardcopy. It is advised to keep the softcopy of the relevant documents ready and upload the same in advance on <https://smctender.nprocure.com> with respect to this tender to avoid issues if any.

All the relevant softcopy should invariably follow the (n)Code portal's specific requirements pertaining to file types, file size, file name length, etc.

- **File Types:** Files with only .pdf, .doc, .txt, .xls, .ppt, .pps, .png, .gif, .jpg, .zip, .rar extension can be uploaded.
- **File name:** It should not be more than 70 characters. Special Characters Like ('% @ < >: \*? | & ~ ^) are not permitted.
- **File size:** Single file size should not be more than 3 MB.

The bid document (duly signed and stamped) in hard copy shall be submitted by the successful bidder upon intimation from SMC.

### 3.4. Pre-bid Queries

A prospective Bidder requiring any clarification on the tender document may submit his queries, via email, to the following e-mail id on or before **05/02/2026 up to 16:00 hrs.** Email Id for submission of queries: **isd.networks@suratmunicipal.org**

***The queries must be submitted in the following format:***

Bidder's Request for Clarification		
Name and Address of the Organization submitting request	Name and Position of Person submitting request	Contact Details of the Organization / Authorized Representative



		Tel: Mobile: Fax: Email:	
Sr. No	Bid Reference(s) (Section, Page)	Content of Bid requiring clarification	Points of clarification required

### 3.5. Bid Fee & Earnest Money Deposit (EMD)

- The bidder should pay non-refundable **Bid Fee of Rs. 1,062/- (Rs. 900/- + 18% GST)** and **EMD of Rs. 20,000/-** by separate Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Municipal corporation.
- Failure to submit Bid Fee, EMD as required shall lead to the bid being rejected summarily.

**3.6.** The bid should be filled in legibly, clearly indicating the figures and its value in words too.

### 3.7. Online Submission of the Technical Bid:

The bidder will be required to upload the **duly signed, stamped and notarized colour scanned copy** of below mentioned documents in the same order of sequence online on [smc.nprocure.com](http://smc.nprocure.com) during e-tendering process.

- Scan copy of work order / Completion certificate/ Contract certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue of respective document satisfying the eligibility criteria as per Section-4, Clause-4.1 & Section 5 **(duly notarized)**
- Scan copy of work order / Completion certificate/ Contract / Performance certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue, amount of contract/work order value satisfying the eligibility criteria as per Section-4, Clause-4.2 & Section 5 **(duly notarized)**
- Scan copy of Authorization letter from OEM as per **MAF format specified at Section – 9, Part – C (Form – A: Authorization Letter from OEM)** satisfying the eligibility criteria as per Section-4, Clause-4.3 & Section 5. **(duly notarized)**
- Scan copy of Compliance letter/ Self-declaration / Undertaking for not be **black-listed / debarred** by bidder as per Section – 9, **Annexure-D**, satisfying the eligibility criteria as per Section-4, Clause-4.4 & Section 5 (duly signed & stamped)
- Scan copy of Tender (Bid) Fee satisfying the eligibility criteria as per Section-4, Clause-4.5 & Section 5.
- Scan copy of EMD satisfying the eligibility criteria as per Section-4, Clause-4.5 & Section 5.



7. Scan copy of Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalised bank satisfying the eligibility criteria as per Section-4, Clause-4.6 & Section 5. **(duly notarized)**
  8. Scan copy of duly filled Section – 8 [Technical Specification] must be **on OEM's letter head** as per Section 4, Clause 4.7 & Section 5. **(duly notarized)**
  9. Scan copy of duly filled Section – 8 [Technical Specification] must be **on Bidder's letter head** as per Section 4, Clause 4.8 & Section 5 (duly signed & stamped)
  10. Undertaking letter as per Section 9, FORM – C must be **on Bidder's letter head** as per Section 4, Clause 4.8 & Section 5 **(duly notarized)**.
  11. Undertaking letter as per Section 9, FORM – D must be **on OEM's letter head** as per Section 4, Clause 4.7 & Section 5 (duly signed & stamped)
  12. Scan copy of Information of Authorized Signatory / Contact Person as per Section 9 Annexure A & B. (duly signed & stamped).
  13. Technical details/brochures/specification sheet of bided/offered products as per Section 4, Clause 11. **(duly notarized)**
  14. Scan copy of the Goods & Service Tax (GST) Registration Certificate, PAN Card & Certificate of Incorporation as per Section 4, Clause 12. **(duly notarized)**
  15. Scan copy of Tender Document along with Addendum & Corrigendum, if any. duly (signed & stamped)
  16. Scan copy of Authorization Letter as per Section 4, Clause 14. (Original and duly signed & stamped)
  17. Scan copy of any other document not mentioned above but required to be attached as per the tender requirement (Optional).
- 3.8. Demand Draft for E.M.D. & Tender (Bid) fee shall be submitted in electronic format through online mode (by scanning) while uploading the bid. This submission shall mean that E.M.D. & tender fee are received for purpose of opening of the bid. Accordingly offer of those shall be opened whose E.M.D. & tender (bid) fee is received electronically. However, for the purpose of realization of D.D. bidder shall send the D.D. in original through RPAD / Speed post as per Clause-3.11 below so as to reach to Chief Accountant, SMC within 7 days from the last date of online submission of the bid as per tender notice.**

**Penaltative action will be taken for not submitting original Demand Draft in the account department of Surat Municipal Corporation within 7 days from the last date of online submission of the bid for the first time as mentioned below.**

Sr. No.	Tender Amount	Penalty Amount in Rs.
1.	Up to Rs. 1 Crore	Rs. 10,000/-
2.	More than Rs. 1 Crore and Upto Rs. 10 Crore	Rs. 20,000/-
3.	More than Rs. 10 Crore and Upto Rs. 50 Crore	Rs. 30,000/-



4.	More than Rs. 50 Crore and Upto Rs. 100 Crore	Rs. 70,000/-
5.	More than Rs. 100 Crore	Rs. 1,00,000/-

***If bidder will not submit the penalty amount within 10 days to Surat Municipal Corporation and/or bidder will not submit the demand draft in original for the second time and after, Penaltative action shall be taken for abeyance of registration and cancellation of E-tendering code for 6 (six) months.***

***Any documents in supporting of bid shall be in electronic format only through online (by scanning) & hard copy will not be accepted separately.***

***3.9. All documents must be coloured scanned to be seen as original. Scanning in black and white or grey shall not be acceptable.***

***3.10. All documents must be notarized with clearly-displaying stamp, number and name of the notary.***

**3.11. Sealing, marking and submission of the Bid Fee, EMD:**

Following documents shall only be submitted in Hard Copy to Surat Municipal Corporation by the bidder:

- **Earnest Money Deposit (EMD)**
- **Tender Fee.**

The **"Bid Fee, EMD"** shall be put in an envelope containing Bid Fee, Earnest Money Deposit (EMD) and shall be super scribed as **"Bid Fee, EMD"**

***The envelope must be sealed and super scribed and must be sent as under:***

Details to be mentioned exactly on sealed envelop	
<b>TENDER DETAILS</b> <ul style="list-style-type: none"> <li>• Notice No.: DC-ISD-Network-01-2026</li> <li>• Bid for Supply, Installation, Configuration and Integration of Networking Equipments.</li> <li>• Last date of Online Submission: 12/02/2026 up to 18:00 hrs.</li> <li>• Last date of Physical Submission: 19/02/2026 up to 18:00 hrs.</li> </ul>	<p>To,</p> <p><b>The Chief Accountant,</b></p> <p><b>Surat Municipal Corporation,</b></p> <p>Mahanagar Seva Sadan,</p> <p>Gordhandas Chokhawala Marg,</p> <p>Muglisara, Surat - 395 003,</p> <p>Gujarat, INDIA.</p>

The envelope containing EMD, Bid Fee must be sent **strictly by Postal Speed Post or Registered Post AD** only so as to reach on or before **19/02/2026 up to 18:00 hrs.** **Bids received in any other manner or mode (like courier, in person, etc.) will not be considered. SMC won't be responsible for postal delays.**

#### **TECHNICAL BID & PRICE BID**

The technical bid & price bid must be submitted online on <https://smctender.nprocure.com>. It should not to be sent physically, if submitted physically the bid shall be rejected.

**3.12.** The bidder will be bound by the details furnished to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the bidder is found to

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Notary

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be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

**3.13. Late Bids:** Bids not reaching on or before the specified time limit will not be accepted.

**3.14. Conditional Bids:** All the terms and conditions mentioned herein must be strictly adhered to by all bidders. Conditional tenders shall not be accepted on any ground and shall be subject to rejection without assigning any reason.

**3.15. Withdrawal of Bids**

Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture.

**3.16. Period of Validity**

The offer should be valid for acceptance for a minimum period of **120 days** from the date of opening of the Price Bid. If required, SMC may request the bidder to have it extended for a further period.

**3.17. Language of Bids**

The bids prepared by the bidder shall be in the English language. The supporting documents in language other than English/Hindi/Gujarati must have its English translation (which is to be duly attested by the bidder), for purposes of interpretation of the bid, the English translation shall govern.

**3.18. Right to Accept or Reject Any Bid or All Bids**

SMC reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for SMC's action.

**3.19.** EMD will be forfeited and agency will be debarred from SMC, if

3.19.1. The bidder has furnished any false information / fabricated document / made misleading or false representation under the bidding process.

3.19.2. If tenderer withdraws the tender within validity period or deny to accept award/ work order or deny to submit security deposit and enter in to contract agreement.

**3.20. Firm Prices & Bid Currency**

Prices quoted must be firm and final and shall not be subject to any upward modifications, on any account whatsoever. Prices shall be expressed in Indian Rupees (INR) only.

**3.21. Costs to be Borne by Bidder**

All costs and expenses (whether in terms of time or money) incurred by the bidder in any way associated with the development, preparation and submission of the bid, including but not limited to attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by SMC, will be borne entirely and exclusively by the bidder.

**3.22. Acceptance of Terms & Conditions**



The bidder will, by taking participation in the bidding process and submitting the bid documents, be deemed to have thoroughly read, studied and understood the bid documents including scope of work, the terms and conditions, instructions, etc. referred there in and the same are acceptable to the bidder.

- 3.23.** All entries in the bid form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. However, the interlineations, erasures or overwriting, if any, in the Technical Bid Application must be attested by the person authorized to sign the bids.
- 3.24.** It is to be ensured that the complete information as required by this office may be furnished by the bidders in the prescribed format. Formats submitted with incomplete information and not conforming to the requirements are liable to be rejected.
- 3.25.** The agency will be bound by the details furnished by him/her to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.
- 3.26.** The participation in the online tendering process implies that the bidder have thoroughly read, studied and understood the instructions of the Bid documents, Scope of work, formats as well as the terms and conditions referred there in and the same are acceptable to the bidder.

**3.27. Authorized Signatory**

For the purpose of submission of the bid, the bidder may be represented by either the Principal Officer (Owner/MD/Director/Company Secretary) or his duly Authorized Representative, in which case he/she shall submit a certificate of authority along with the technical bid. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized representative or the principal officer.

- 3.28. Arithmetical errors will be rectified on the following basis. If there is a discrepancy** between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the supplier does not accept the correction of the errors, its bid will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

- 3.29. Disqualifications:** A Bidder shall be disqualified and Bids will not be considered if

- a) Hardcopy envelop does not show on it the reference of bid number and description as denoted and thus gets opened before due date(s) of opening specified in Notice Inviting Bids.
- b) The Price Bid and Technical Bid is submitted physically which leads to revelation of prices before the due date of opening of the Price Bid.
- c) The Earnest Money Deposit (EMD) & Bid fee is not deposited in the manner specified above.



- d) The Bid documents are not in a language as specified above.
- e) The Bid documents are not signed affixing stamp by the authorized signatory.
- f) The Bid documents submitted are incomplete and/or ambiguous in any respect.
- g) Non-compliance of provisions and requirements of the Bid documents.
- h) Any or all correction(s) or pasted slip(s) is/are not initialled, authenticated by the Bidder.
- i) The Bid documents are not submitted in the manner specified in the bid document.
- j) Eligibility criteria are not met with.
- k) Any form of canvassing/lobbying/influence/query regarding short listing, status, etc. will result in a disqualification.



## 4. Eligibility Criteria

The bidder must possess the requisite experience, strength and capabilities in providing the equipments necessary to meet the broad requirements, as described in the bid document. The bidder interested in being considered for this bid must meet the following eligibility criteria.

**4.1.** The bidder should have completed at least 3 years of experience/operation in the field of supply, installation and Commissioning of Network Equipments (like Routers, L3/L2 Managed Switches, Firewall/UTM) from bid start date.

**4.2.** The bidder should have completed/undertaken assignments of Supplying, Installing and Commissioning/Implementing Network range of products (Networks Devices like Routers, L3/L2 Managed Switches, Firewall/UTMs, WI-FI Access Points with Controller, etc.) in last 3 years as on tender publishing date.

Single order worth Rs. 16,00,000 (Sixteen lacs)

OR

Two orders worth Rs. 10,00,000 (Ten Lacs) each.

OR

Three orders worth Rs. 8,00,000 (Eight lacs) each.

**4.3.** The bidder shall be the manufacturer/OEM or the bidder should be duly authorized by the manufacturer/OEM to supply the goods/equipments specified in this bid by submitting **MAF format as per Section 9 Annexure C** (Form A: Authorization Letter from OEM) for Item 1 & 2 of Section-8 Technical Specifications.

**4.4.** The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender as per Section 9 Annexure D.

**4.5.** The bidder should furnish Bid Fee and an Earnest Money Deposit (EMD) as per Section-3, Clause No. 3.5.

**4.6.** The bidder should furnish Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalised bank.

**4.7.** The bidder should furnish Duly filled Technical Specification must be submitted **on OEM's letter head**. The same must be duly signed and stamped by authorized person.

**4.8.** The bidder should furnish Duly filled Technical Specification must be submitted **on Bidder's letter head**. The same must be duly signed and stamped by authorized person.

**4.9.** Undertaking letter as per Section 9, FORM – C On letterhead of Bidder.

**4.10.** Undertaking letter as per Section 9, FORM – D On letterhead of OEM.

**Note:**

Bidders who wish to participate in this bid will have to register on <https://smctender.nprocure.com> Further bidders who wish to participate in online bids will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other agency licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.



## 5. Indicative list of Documents to be submitted

The bidder will be required to upload the **duly signed, stamped and notarized colour scanned copy** of below mentioned documents online on <https://smctender.nprocure.com> to ascertain the claims made. Following is the indicative list of documents that are to be submitted.

#	Description of Requirement	Proof Required to be Submitted
1.	The bidder should have completed at least 3 years of experience/operation in the field of supply, installation and Commissioning of Network Equipments (like Routers, L3/L2 Managed Switches, Firewall/UTM) from bid start date.	Copy of work order / Completion certificate/ Contract certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue of respective document. <b>(duly notarized)</b> .
2.	The bidder should have completed/undertaken assignments of Supplying, Installing and Commissioning/Implementing Network range of products (Networks Devices like Routers, L3/L2 Managed Switches, Firewall/UTMs, WI-FI Access Points with Controller, etc.) in last 3 years as on tender publishing date. Single order worth Rs. 16,00,000 (Sixteen lacs) OR Two orders worth Rs. 10,00,000 (Ten Lacs) each. OR Three orders worth Rs. 8,00,000 (Eight lacs) each.	Copy of work order / Completion certificate/ Contract / Performance certificate issued by client clearly specifying Bidders Name, details of Work, Date of issue, amount of contract/work order value for each respective document. <b>(duly notarized)</b>
3.	The bidder shall be the manufacturer/OEM of the Networking equipments specified. In the case the bidder is not manufacturer/OEM, the bidder should be duly authorized by the manufacturer/OEM to supply the goods/equipments by submitting Manufacturer's Authorization as per <b>Section 9 Annexure C</b> , Form A. For Item 1 & 2 of Section-8 Technical Specifications.	Submit Authorization letter from OEM as per <b>MAF format specified</b> at Section – 9, Part – C (Form – A: <b>Authorization Letter from OEM</b> ). (duly notarized)
4.	The bidder should not be black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender as per <b>Section 9 Annexure D</b> .	Compliance letter/ Self-declaration / Undertaking by bidder as per Section – 9, Part-D, Form-B. (duly signed & stamped)
5.	EMD & Bid Fee.	As per Section 3, Clause 3.5.
6.	The bidder should furnish Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalised bank.	Solvency Certificate as per Section-7, Item No 7.7. <b>(duly notarized)</b>



7.	Compliance with technical specification as mentioned in Section – 8.	Duly filled technical specification must be submitted <b>on OEM's letter head</b> . The same must be duly signed and stamped by authorized person. <b>(duly notarized)</b>
8.	Compliance with technical specification as mentioned in Section – 8.	Duly filled technical specification must be submitted <b>on Bidder's letter head</b> . The same must be duly signed and stamped by authorized person. (duly signed & stamped)
9.	Undertaking letter as per Ministry of Finance on Bidder's letter head	Section 9, FORM – C <b>on Bidder's letter head</b> . Duly filled, signed & stamped.
10.	Undertaking letter as per Ministry of Finance on OEM's letter head	Section 9, FORM – D <b>on OEM's letter head. (duly notarized)</b>
11.	Information of Authorized Signatory / Contact Person as per <b>Section 9, Annexure A &amp; B.</b>	Self-Declaration in this regard by the authorized signatory of the bidder. (duly signed & stamped)
12.	Product literature	Technical details/brochures / specification sheet of bided/offered products. <b>(duly notarized)</b>
13.	Goods & Service Tax Registration Nos., PAN No & Details of Certificate of Incorporation.	Copy of the Goods & Service Tax (GST) Registration Certificate, PAN Card & Certificate of Incorporation. <b>(duly notarized)</b>
14.	Copy of Tender Document along with Addendum & Corrigendum, if any.	Duly signed and stamped.
* Note: Additional documents other than above if any, required for supporting the claims made by the bidder should be attached.		



**Surat Municipal Corporation (SMC)**

**Bid for  
Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-NETWORK-01-2026]**

**Online Bid Start Date  
January 29, 2026**

**Online Bid End Date  
(Last Date of Online Submission of Bids)  
February 12, 2026**

**Last Date of Physical Submission of Bid Fee, EMD & Affidavit  
in Hard Copy  
February 19, 2026**

**Technical Bid**

**Information Systems Department (ISD)  
Surat Municipal Corporation  
Muglisara, Surat-395003**

**Technical  
Bid**



## 6. Scope Of Work

### 6.1. The prices/charges quoted should also include:

- a. The cost of all required power cables, signal cables, connectors, controllers, and associated device drivers necessary for the proper functioning of the supplied equipment.
- b. Warranty coverage as specified in the Technical Specifications for each item, inclusive of all services and replacement of parts/modules. The warranty period for each item shall commence from the date of delivery/supply to SMC.
- c. Delivery and installation of the supplied goods at various SMC offices located across the city, or at any other location as may be designated by SMC. The bidder shall, as instructed by SMC, undertake the transfer and installation, removal, and re-installation of the goods supplied under this bid without exception.
- d. Transit Insurance, Freight and loading, unloading charges up to SMC's site location.
- e. Supply, installation, configuration, and integration of the delivered items with the existing active and passive network infrastructure of SMC.
- f. In the event of SMC office shifting, demolition, relocation, or renovation, the bidder shall carry out the transfer of goods/equipment, including uninstallation/unmounting, shifting, and reinstallation/remounting of network equipment such as network switches and network racks, from one location to another as many times as required during the contract period, without any additional cost to SMC.
- g. SMC may instruct the successful bidder to install Network Active Equipment and Network Racks in bulk initially, as per requirement. Subsequently, SMC may issue directions for installation of one or more units from the available stock which was delivered under this tender in a staggered manner, based on the requirements of new SMC locations or the site readiness of existing locations. The bidder shall execute all such activities throughout the contract period without any additional cost to SMC.

**6.2.** The entire scope of supply, installation, configuration, and integration of all items listed in this bid shall be awarded to one single successful bidder only. The selected bidder shall be solely responsible for supplying the entire quantity of all items at the approved rates.

**6.3.** Technical details/Datasheets/Manuals of goods to be supplied shall be submitted along with the Bid.

### 6.4. Delivery schedule:

The successful agency shall deliver, install, configure and integrate the goods as detailed in this Bid within **45 calendar days** from the date of issuance of the Work/Purchase



order. A penalty of 0.2% of the contract value for the specific item will be charged for each day of delay in supply.

- 6.5. The agency shall extend all the benefits to the SMC such as free samples of products, materials, goods, articles including any kind of discount, rebate, commission, incentives normally offered to any other buyer in the form of gift or otherwise as part of the sales promotion scheme(s). If any such sales promotion scheme(s) is /are already launched for the product and is/are in force while the Bid process is on, mention of details of such scheme(s) must be made explicitly in the offer.
- 6.6. The liability as to any damages and/or loss otherwise to any movable or immovable properties, assets during loading, unloading, installation, Uninstallation, shifting/Transfer or otherwise during the period of supply, whether knowingly or unknowingly done or occurred shall be made good forthwith to the SMC by the Awardee agency upon a communication made therefore.
- 6.7. On commissioning of the product, the successful agency shall ensure maximum uptime of the product, service, installation, and maintenance throughout the warranty/contract period. The following activities must be attended to and resolved within **one working day** from the time of reporting,
- 6.7.1. Repairing or replacing the faulty parts/material/software of Network Switches / Hardware / Network Devices with the same or higher configuration, where product replacement is required.
- 6.7.2. Installation, mounting, unmounting, shifting/transfer to other locations, and reinstallation of Network Racks, as and when required, multiple times during the contract period.

Failure to comply with the above timelines shall attract a penalty, which will be deducted from the amount payable and/or from the Security Deposit, for each day of downtime as under:

Delay More than 1 day and up to 3 working days	Penalty at 0.5% of the product cost per day
Delay Beyond 3 working days	Penalty at 1% of the product cost per day

If any component/equipment gives continuous trouble, the bidder shall replace it with a new compatible component/equipment of the same make and of the same or higher configuration, without any additional cost to SMC. The successful bidder shall also be responsible for coordinating with the respective OEM for the entire process, including call logging, ticket generation, timely follow-up, troubleshooting, configuration, support, hardware replacement, and any other assistance required to ensure maximum uptime. All goods to be supplied shall be of specified or higher speed/technology/version. The SMC or its representative shall have the right (if it so desires) to test the goods to ascertain their conformity to the specifications. The SMC shall notify to the agency for this purpose & nature.



## 7. General Terms & Condition

### 7.1. OEM / Implementation Partner Participation Criteria

- i. The bidder shall be the manufacturer or the authorized service provider or authorized **service partner** of the hardware quoted.
- ii. The bidder will be required to submit a manufacturer's authorization form from all the OEMs stating that the bidder in concern would be bidding for their products/solutions and have to provide "**Authorization Letter from OEM**" (as per **Section-9, Form 'A'**).
- iii. Hardware provided must be latest released product from OEM and it must not be under the list end of sale, end of support from OEM till **5 years** from date of Delivery/commissioning/activation of services and in any case if subscription/support/hardware parts/model is not available/provided from OEM after few years but before the end of contract period then bidder is required to provide equivalent or higher configuration model released by OEM with all specs/features/subscriptions mentioned till the validity of contract period.
- iv. Bidders are required to specify only one specific make and model of each item and provide the details in the Technical bid. Providing more than one option shall not be allowed.
- v. As part of Technical Compliance/validation of the features/specifications, if required, SMC may ask bidder for Demonstrations/Proof of concept (PoC) of the product quoted/proposed with full/All features enabled and as per configuration requirement of SMC. In case bidder fails to provide successful Demonstrations/Proof of concept (PoC) of the product as per requirement of SMC, product proposed/quoted will not be considered for further process of tender.

**7.2.** The bidder has to submit the "**Self-Declaration**" as per the Performa of Compliance Letter (as per **Form 'B'**).

**7.3.** The offer/Price Bid should be valid for acceptance for a minimum period of **120 days** from the date of opening of the Price Bids. If desired by SMC, it will have to be extended for a further period also.

**7.4.** The right to reject accepts any/all Bids(s) without assigning any reason thereof is reserved.

**7.5.** In case the quoted Item is not available in the market, the bidder will have to supply Product with Equivalent or Higher Specs/Version replacement of that Item in the quoted cost in the same time duration with prior approval of SMC. No "End of Life" product should be quoted to minimize such instances till the bid validity (Make & Model quoted by the bidder should be available till the bid validity, duly supported for spares/OEM support for 5 years).

### 7.6. Security Deposit:

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The successful agency will be required to place Security Deposit @ 5% of the consideration of the Contract by Demand Draft or Banker's Cheque **Payable at Surat** in favour of **Surat Municipal Corporation** of any scheduled/nationalized bank within 10 days from the date of notice of award of contract, **failing which a penalty @ 0.065% of the amount of security deposit will be imposed for delay of each day.** The EMD placed may be considered for conversion towards the security deposit and amount falling short of the required amount shall be payable. No interest shall be paid on Earnest Money Deposit and/ or Security Deposit placed.

## 7.7. Solvency Certificate

Along with the technical bid documents, the bidder should submit Solvency Certificate amounting 20% of the consideration of the Contract from a scheduled/nationalized bank. ***The Solvency Certificate should valid and should not be older than one year from the bid start date.***

7.8. In case, the awardee i.e. the selected agency fails to supply specified quantity and quality of goods in time or the performance of such supply/supplies is/are not found up to the mark or found of an inferior quality vis-à-vis specifications, the security deposit will be forfeited at once.

## 7.9. Agreement & Undertaking:

The Awardee i.e. the selected agency will have to enter into an Agreement and submit an Undertaking with SMC for supply of goods and its/their installation, Commissioning etc. on a Rs. 300/- stamp paper (or of appropriate amount) each of Government of Gujarat at the agency's own cost within 10 (Ten) working days (of SMC) period from the date of Notice of Award. No claims for payments will be entertained without completion of this process.

## 7.10. TAX LIABILITY

GST (Goods & Service Tax) has come in existence from 1st July 2017. Contractor / Successful Bidder is bound to pay any amount of GST prescribed by the Govt. of India as per the Terms of Contract agreed upon during the course of execution of this Contract.

During the course of execution of Contract, if there is any change in Rate of GST (Goods & Service Tax) by the Government, the same shall be reimbursed / recovered separately by SMC, subject to the submission of Original Receipt / Proof of the amounts actually remitted by the Successful Tenderer / Contractor to the Competent Authority along with a Certificate from Chartered Accountant of Contractor / Successful Bidder certifying that the amount of GST paid to the Government and the same shall be intimated / submitted / claimed within 30 (Thirty) Days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the Successful Bidder / Contractor, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the Contractor /



Successful Bidder in this regard. Further, the non-payment of GST to the Government may lead to the termination of contract and forfeiture of Security Deposit / Performance Guarantee Amount.

If imposition of any other new Taxes/Duties/Levies/Cess or any other incidentals etc. or any increase in the existing Taxes/Duties/Levies/Cess or any other incidentals etc. (excluding GST) are imposed during the course of the contract, the same shall be borne by the Contractor/Successful Bidder Only, in no case SMC shall be liable for the same.

The contractor will submit the invoice to the SMC having GSTIN of SMC mentioned therein and the taxes shall be shown separately on the face of the invoice so as to claim as ITC by SMC.

**Surat Municipal Corporation GST No. is 24AAALS0678Q1ZE.**

- 7.11.** It shall be noted that the lowest rate(s)/price(s) will not be the sole criterion for accepting Bid for any of the goods but emphasis will be given to the quality of the products and even the readiness to offer innovative technology thereof.
- 7.12.** Any offer/Bid not meeting the terms and conditions mentioned hereinabove will be liable for rejection without assigning any reason thereof.
- 7.13.** The contract shall be governed by the Laws in India and shall be subject to the jurisdiction of Surat.
- 7.14.** Bid once filled in, submitted shall not be allowed to be withdrawn till the validity of the bid remains in force or else the EMD shall be liable for forfeiture. The agency is expected to examine the Bid Document carefully. Failure to furnish all information required as per the Bid Document may result in the rejection of the bid.
- 7.15.** The agency will be bound by the details furnished by him/her to SMC, while submitting the bid or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.
- 7.16. Terms of Payment:** SMC will not make any advance payment. Payment will be made once the ordered products are delivered as specified & after completion required documentation process. The Security Deposit will be released only after the successful completion of the minimum warranty period of five years.
- 70% on Full Supply.
  - 20% on complete installation/configuration/integration/activation or within 30 days of supply/activation in case site condition is not ready due reasons within control of SMC (whichever is earlier)



- 2.5 % on completion of 1<sup>st</sup> year of warranty.
- 2.5 % on completion of 2<sup>nd</sup> year of warranty.
- 2.5 % on completion of 3<sup>rd</sup> year of warranty.
- 2.5 % on completion of 4<sup>th</sup> year of warranty.

**7.17.** Municipal Commissioner, SMC reserves the right to reject, accept any/all bid(s) without assigning any reason thereof.

**7.18.** The participation in the online tendering process implies that the bidder has thoroughly read, studied and understood the instructions of the Bid documents, Scope of work, formats as well as the terms and conditions referred there in and the same are acceptable to the bidder.

**7.19.** The agency will be bound by the details furnished by him/her to SMC, while submitting the tender or at subsequent stage. In case, any of such documents furnished by the agency is found to be false at any stage, it would be deemed to be a breach of terms of contract making him/her liable to legal action besides termination of contract.

**7.20.** The total penalty could be up to 10% of the Consideration of Contract and the decision of the SMC shall be treated as final in such cases.

**7.21. Consortium or JV or Sub-contracting**

The Bidder is NOT allowed to form Consortium or Joint Venture for any specific service within the scope of the tender. Sub-contracting is also NOT be permitted.

**7.22.** If it is found that the same firm has submitted multiple bids under different names for the proposed contract, all such tender(s) shall stand rejected and bid deposit of each such firm/establishment shall be forfeited. In addition, such firms/establishments shall be liable, at the discretion of the Municipal Commissioner, SMC for further penal action including blacklisting.

**7.23. Back-office Support:** Additional support as and when needed shall be provided from offsite competent staff of the bidder for specialized repairs, maintenance, configuration and consultation with no extra cost.

**7.24.** The bidder shall indemnify SMC from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Contract period out of:

- any negligence or wrongful act or omission by the bidder or any third party associated with bidder in connection with or incidental to this Contract; or
- any breach of terms as stated in the bid document, the bidder's Bid and the Contract with the bidder
- Any infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied goods and related services or any part thereof.

**7.25. Force Majeure:**



The bidder shall not be liable for any delay or failure of performance of any of its obligations under or arising out of this contract, if the failure or delay is the result of an event of Force Majeure. "Force Majeure" means an event beyond the control of the bidder and not involving the bidder's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the End customer in its sovereign capacity, wars or revolutions, riot or commotion, earthquake, fires, floods, epidemics, quarantine restrictions. The bidder shall continue to perform its obligations under the Contract as far as is reasonably practical and feasible.

**Declaration:** I/We have thoroughly read, studied and understood the instructions of the bid documents, formats as well as the terms and conditions referred to hereinabove and the same are acceptable to me/us.

Place

Signature of Authorized Person

Date

Designation

Seal/ Stamp

Name

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## 8. Technical (minimum) Specification

- The Bidder may participate in the bid by quoting for one, more or all the items depending on his techno-commercial capability to supply & support that range of products. Bidders are required to mention Make & Model of the product.
- The bidder can quote only one option (i.e. only one product can be quoted) against each item meeting or exceeding the below mentioned minimum specification.
- The bidder must clearly specify the features of the offered product vis-à-vis specification and deviation if any in the Column-C and Column-D of Table-I respectively.
- The exact make and model of the product offered must be specified in the Table-I & Table-II provided.**
- The technical spec sheet and the product brochure of the product offered should also be submitted along with technical bid.
- In case the space provided is not enough then a separate paper as per the format below can be annexed to the bid. The same must be duly signed and stamped.
- The Technical Specification Compliance Sheet must be submitted separately on OEM's letter head as well as on Bidder's letter head (for all items).** The same must be duly signed and stamped & notarized as mentioned above by authorized person of respective entity.

Item No.	Description and Minimum Specification	Matched/ [Yes/No]	Deviation from Specification /Remarks if Any
A	B	C	D
<b>1.</b>	<b>24 Port L3-Lite Web Managed Switch (Make: Cisco, HPE, Juniper, Fortinet)</b>		
	<ul style="list-style-type: none"> <li>Minimum 24 x 1G RJ-45 auto-Sensing/negotiating ports.</li> </ul>		
	<ul style="list-style-type: none"> <li>Either Minimum 2 x 1G BASE SFP uplink ports &amp; Minimum 2 x RJ-45 1G BASE-T uplink ports in combination</li> </ul> <p style="text-align: center;">OR</p> <p>Minimum 4 x 1G BASE SFP uplink ports with <b>2 x 1G BASE-T RJ-45 SFP Transceivers Modules Supplied with Product from Day one</b> in addition to above fixed 24 ports.</p>		
	<ul style="list-style-type: none"> <li>Uplink SFP ports must support Single Mode 1G BASE-LX Transceivers.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Auto-negotiation for speed, duplex mode and flow control.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Auto-MDI/MDIX.</li> </ul>		
	<ul style="list-style-type: none"> <li>• IEEE 802.3X flow control.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Integrated LEDs for improved visual monitoring and analysis.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Must have IEEE 802.1Q Static &amp; Trunk VLAN with min 4090 VLAN IDs &amp; Port-based VLAN configuration.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Spanning Tree Protocol (STP) to support standard IEEE 802.1D STP, IEEE 802.1w Rapid Spanning Tree Protocol (RSTP) for faster convergence, and IEEE 802.1s Multiple Spanning Tree Protocol (MSTP).</li> </ul>		
	<ul style="list-style-type: none"> <li>• SNMPv1, v2c, and v3 Configuration and management.</li> </ul>		
	<ul style="list-style-type: none"> <li>• IEEE 802.3ad Link Aggregation Control Protocol (LACP).</li> </ul>		
	<ul style="list-style-type: none"> <li>• IPv6 ready/supported.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Built-in switch Web-based GUI configuration utility for easy browser-based device configuration (HTTP/HTTPS) which Supports configuration, system dashboard/view, system maintenance features, monitoring, function to upload/download the Switch software/firmware to the switch, function to upload/download Configurations to and from the switch etc.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Switch should be able to access via SSH. (It is required for Bulk Switch management features like bulk configuration back-up &amp; bulk firmware update through EMS/NMS software)  OR  If Switch is not having SSH feature than OEM is required to provide Bulk Switch Management Software for switches offered along with requisit perpetual licenses for all switches purchased under this contract for bulk Switch Configuration back-up &amp; bulk firmware update feature without an additional cost to SMC.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Local password and restricted IP addresses for secure access to the switch.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Switch should have 802.1x/NAC authentication feature.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Switch must have functionality of 802.1X MAB with Multi-Authentication Host Mode, port security, dynamic VLAN assignment, DHCP snooping.</li> </ul>		



	<ul style="list-style-type: none"> <li>Layer 3 IPv4 and IPv6 Static (Inter-VLAN) Routing for manual routing configuration.</li> </ul>		
	<ul style="list-style-type: none"> <li>Provision of Dual flash images to provide independent primary and secondary operating system files for backup while upgrading. (Optional)</li> </ul>		
	<ul style="list-style-type: none"> <li>Availability of Port statistics through industry-standard RMON</li> </ul>		
	<ul style="list-style-type: none"> <li>Jumbo frame support for packets.</li> </ul>		
	<ul style="list-style-type: none"> <li>Broadcast storm control to help eliminate network traffic storms.</li> </ul>		
	<ul style="list-style-type: none"> <li>Layer 3 feature/service: Address Resolution Protocol (ARP) Switch should be able to determine the MAC address of another IP host in the same subnet and it must support static ARPs, gratuitous ARP or equivalent feature which allows detection of duplicate IP addresses. OR Switch should have Dynamic ARP Inspection or equivalent feature by which switch should eliminate ARP packets from a port if there are no static or dynamic IP/MAC bindings or if there is a discrepancy between the source or destination addresses in the ARP packet to prevent unauthorized attacks.</li> </ul>		
	<ul style="list-style-type: none"> <li>Must have Network traffic filtering or network access control using MAC and IP based ACLs.</li> </ul>		
	<ul style="list-style-type: none"> <li>Inbuilt Feature of Dynamic Host Configuration Protocol (DHCP) Server which simplifies the management of large IP networks and supports client and server system. (Optional).</li> </ul>		
	<b>Warranty:</b> Minimum <b>5 Years</b> OEM Direct/Back-to-back Comprehensive Warranty with parts, modules, Power Unit, software technical support.		
	<b>Chassis:</b> 1U, rack-mounting kit included		
	<b>Power:</b> Power supply AC 230 V (50/60 Hz)		
	<b>Proposed Make:</b>		
	<b>Proposed Model/Part Code:</b>		
<b>2.</b>	<b>6U Wall Mount Network Rack (Legrand-Valrack, APC- Schneider, Rittal, Netrack, APW President, Vertiv make)</b>		
	<b>Rack Size</b>		



	<ul style="list-style-type: none"> <li>• 6U Wall mount with min. Depth of 500mm</li> <li>• Lock &amp; key with front glass door</li> <li>• Powder coated Steel cabinet</li> </ul>		
	<b>Below mentioned Accessories</b> to be Supplied with each rack unit		
	<ul style="list-style-type: none"> <li>• Min 1 Cooling Fan</li> <li>• Min 1 Cable Manager</li> <li>• Min 1 Equipment placement tray</li> </ul>		
	<ul style="list-style-type: none"> <li>• Min 5 Power Socket/Plug Strip/PDU (With repair/replacement)</li> </ul>		
	<ul style="list-style-type: none"> <li>• Rack must be supplied with minimum 1 (One) no of standard hardware pack/bag (which includes mounting nut-bolts, etc.) per each Rack Unit for mounting at least 6 Nos Network/IT equipment.</li> </ul>		
	<b>Warranty:</b> Min. 5 Years comprehensive warranty including parts like FAN, Power Strip/PDU (repair or replacement)		
	<b>Proposed Make:</b>		
	<b>Proposed Model/Part Code:</b>		
<b>3.</b>	<b>RJ-45 Cat6 UTP 8P8C Connectors/Plug</b>		
	Cat6 UTP Connector/Modular Plug with 8-position, 8-contact (8P8C) from reputed brand.		
	RJ45 Connector/modular plug that supports Cat6 unshielded 4 twisted pairs		
	Clear/Transparent plastic Housing for cable colour identification with gold/Copper/Alloy plated contacts for fast and accurate data transmission		
	Plug should support 23-26AWG stranded wires or solid wires in Cat6, meet wiring scheme T568A/T568B		
	<b>Replacement</b> Replacement of goods (during the contract period if supplied goods having manufacturing defect & breakable and low or inferior quality.		
	<b>Proposed Make:</b>		
	<b>Proposed Model/Part Code:</b>		



Table-II: Summary of Products Proposed		
#	Description	Make, Model, Part Code
1.	24 Port L3-Lite/Basic-L3 Web Managed Switch	
2.	6U Wall Mount Network Rack	
3.	RJ-45 Cat6 UTP 8P8C Connectors/Plug	

Place:

Signature of Authorized Person:

Date:

Designation:

Company stamp:

Name:

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Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



**Surat Municipal Corporation (SMC)**

**Bid for  
Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-NETWORK-01-2026]**

**Online Bid Start Date  
January 29, 2026**

**Online Bid End Date  
(Last Date of Online Submission of Bids)  
February 12, 2026**

**Last Date of Physical Submission of Bid Fee, EMD & Affidavit  
in Hard Copy  
February 19, 2026**

**Information Systems Department (ISD)  
Surat Municipal Corporation  
Muglisara, Surat-395003**

**Annexure  
to  
Technical  
Bid**



## 9. ANNEXURES TO TECHNICAL BID

All the documents listed below shall be annexed to the bid in the prescribed formats along with the necessary supporting documents to ascertain the claims made by the bidder.

### A. Bidder's Details

<b>1</b>	<b>Details of responding firm/company</b>		
a.	Name of the Bidder/Supplier		
b.	Address		
c.	Telephone		Fax:
d.	Website		
e.	Are you a Manufacturer / Authorized dealer / Sub dealer / Any other		
f.	Income Tax Number [PAN]		
g.	Goods & Service Tax (GST) No.		
<b>2</b>	<b>Information about responding firm / Company</b>		
a.	Address of Head Quarter/Head Office		
b.	Address of Registered Office		
c.	Main Office in Gujarat		
d.	Office in Surat		
e.	No. of years of operation in India		
f.	Turnover (figures as per last three audited balance sheets are to be provided)	Yr.-1 (20__ - __)	
		Yr.-2 (20__ - __)	
		Yr.-3 (20__ - __)	
<b>3</b>	<b>Details of Contact Person</b>		
a.	Name		
b.	Designation		

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Notary

Bid for Supply, Installation, Configuration and Integration  
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c.	Address	
d.	Telephone No.	
e.	Mobile No.	
f.	Fax No.	
g.	E-mail	
<b>4</b>	<b>Details of Authorized Signatory</b>	
a.	Name	
b.	Designation	
c.	Address	
d.	Telephone No.	
e.	Mobile No.	
f.	Fax No.	
g.	E-mail	
<b>5</b>	<b>Forum of Business (Select appropriate option and provide the Registration Details along with attested copies of certificates)</b>	
<b>#</b>	<b>Forum of Business</b>	<b>Yes/ No</b>
		<b>Registration Details (submit attested copies of certificates)</b>
	<b>Validity Date</b>	
h.	Sole Proprietor? (Registration Number under Shops and Establishment Act.)	
i.	Hindu Undivided Family?	
j.	Partnership Firm?	
k.	Public Limited Company under The Companies Act?	
l.	Private Limited Company under The Companies Act?	
m.	State Govt. owned Undertaking/ Corporation / Enterprise?	
n.	Central Govt. owned Undertaking/ Corporation / Enterprise?	
o.	Co-operative Society?	
p.	Association of Persons?	

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## B. Information of Authorized Signatory / Contact Person

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		

Name		Recent Passport Size Photograph
Address		
Phone No.		Signature
Fax No.		
Mobile No.		
Email		Capacity/Designation
Web Address		

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Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
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## C. Authorization Letter from OEM

### FORM – A

(To be submitted on OEM's letterhead duly signed by its Authorized signatory)

Date:

To,

Deputy Commissioner  
Surat Municipal Corporation,  
Muglisara, Surat- 395 003

**Sub : Authorization to a distributor/dealer/channel partner for Bid for Supply, Installation, Configuration and Integration of Networking Equipments [DC-ISD-Network-01-2026].**

Dear Sir/ Madam,

This is with reference to the *Notice Inviting Bid* for **Supply, Installation, Configuration, and Integration of Networking Equipment [DC-ISD-Network-01-2026]**.

We \_\_\_\_\_, **(name and address of the manufacturer)** who are established and reputed manufacturers of \_\_\_\_\_ having factories at \_\_\_\_\_ **(addresses of manufacturing / development locations)** do hereby authorize M/s \_\_\_\_\_ **(Name of the bidder)**, who is our reliable <<**Specify Status like authorized distributor/ dealer/ channel partner / implementation partner / Systems Integrator / Service Provider**>> to bid, negotiate and conclude the contract with you against the above mentioned tender for below mentioned equipment manufactured / developed by us.

#	Product Name	Make & Model
1.	24 Port L3-Lite/Basic-L3 Web Managed Switch	
2.	6U Wall Mount Network Rack	

We herewith certify that the above-mentioned equipment / products are neither end of sale nor end of the life nor end of support and we hereby undertake to support these equipments till the successful completion of Warranty/Contract Period for five years from date of delivery/supply/activation.

Yours faithfully,

(Signature of the Authorized Signatory)

(Signature of the Authorized Signatory)

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



from OEM)

Name

Designation

Seal.

Date:

Place:

Business Address:

from Bidder)

Name

Designation

Seal.

Date:

Place:

Business Address:

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



## D. Bidder's Details

### FORM – B

#### Performa of Compliance letter

(To be submitted on Bidder's letterhead duly signed by Authorized signatory)

To,

Deputy Commissioner  
Surat Municipal Corporation,  
Muglisara, Surat- 395 003

Date:

**Sub:** Compliance with the bid terms and conditions, specifications and Eligibility Criteria

**Ref:** Bid for Supply, Installation, Configuration and Integration of Networking Equipments  
[DC-ISD-Network-01-2026]

Dear Sir,

With reference to above referred bid, I, undersigned <<**Name of Signatory**>>, in the capacity of <<**Designation of Signatory**>>, is authorized to give the undertaking on behalf of <<**Name of the bidder**>>.

I/We the undersigned, hereby submit our proposal along with the necessary documents. The information/documents furnished along with the above application are true and authentic to the best of my/our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

I/We have thoroughly & carefully read, studied and understood the Bid documents and Addenda and Corrigenda (if any) including the technical specification, terms and conditions, instructions, etc. referred there in and the same are acceptable to our company.

We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliant with specifications mentioned in the bid document, moreover the items bided are not end of life items. .

We hereby confirm that all the components/parts/assembly/software which we shall supply on award of contract shall be original new components /parts/assembly/software from respective OEMs of the products and that no refurbished/duplicate/ second hand components/parts/ assembly / software shall be used.

We also explicitly understand that all quoted items meet technical specification of the bid & that such technical specification overrides the brochures/standard literature if the same contradicts or is absent in brochures.

I/We also state that our company is not black-listed / debarred by any of the Government or Public Sector Units in India as on the date of the submission of the tender

Further, I/we agree to abide by all the terms and conditions as mentioned in the bid document without any condition(s). We have also noted that SMC reserves the right to consider/ reject any or all bids without assigning any reason thereof.

In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of SMC for disqualification will be accepted by us.

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



Thanking you,

For

<<Name of the bidder>>

<<Authorized Signatory>>

<<Stamp of the bidder>>

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



## E. Format for Power of Attorney for Signing of the Proposal

(On a Stamp Paper of appropriate value)

*(Applicable in case of bid not being signed by the person directly authorized by Board of Firm. In the latter case, please provide a copy of the relevant Board Resolution signed by Company Secretary/ Director authorizing the Signatory.)*

**Dated:**

Date:

**To,**

Deputy Commissioner  
Surat Municipal Corporation,  
Muglisara, Surat- 395 003

**Ref:** Bid for Supply, Installation, Configuration and Integration of Networking Equipments [DC-ISD-Network-01-2026]

Dear Sir,

**<Bidder's name>** \_\_\_\_\_ hereby authorizes **<Designated Representative's name>** \_\_\_\_\_ to act as a representative of **<Bidder's name>** \_\_\_\_\_ for the following activities vide its Board Resolution/Power of Attorney attached herewith.

To attend all meetings with Surat Municipal Corporation and to discuss, negotiate, finalize and sign any bid or agreement and contract related to Bid for Supply, Installation, Configuration and Integration Networking Equipments [DC-ISD-Network-01-2026].

Yours faithfully,

**<Signature of appropriate authority of the Bidder >**

Name of appropriate authority of the Bidder:

**<Signature and name of the Designated Representative of the Bidder for acceptance of this Power of Attorney>**

For

**<Name of Bidder > Encl: Board Authorization**

Notarised

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



**F. Undertaking letter as per Ministry of Finance Memorandum No. : F.No.6/18/2019-PPD dated 23.07.2020 and Office Memorandum No. : F.18/37/2020-PPD dated 08.02.2021**

## FORM – C

### On letterhead of Bidder

**Sub: Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 & Office Memorandum No.: F.18/37/2020-PPD dated 08.02.2021 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division**

**Ref:** 1. Tender No. DC-ISD-Network-01-2026.

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that we as a bidder and quoted product from following OEMs are not from such a country or, if from such a country, these quoted products OEM has been registered with competent authority. I hereby certify that these quoted product & its OEM fulfils all requirements in this regard and is eligible to be considered for procurement for Tender No. DC-ISD-Network-01-2026.

Sr. No.	Item Category	Quoted Make & Model
1.	24 Port L3-Lite/Basic-L3 Web Managed Switch	
2.	6U Wall Mount Network Rack	

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority, otherwise SMC reserves the right to take legal action on us.

(Signature)

Authorized Signatory of **M/s <<Name of Company>>**

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]

**FORM – D****On letterhead of OEM**

**Sub: Undertaking as per Office Memorandum No.: F. No.6/18/2019-PPD dated 23.07.2020 & Office Memorandum No.: F.18/37/2020-PPD dated 08.02.2021 published by Ministry of Finance, Dept. of Expenditure, Public Procurement division**

**Ref:** 1. Tender No. DC-ISD-Network-01-2026

Dear Sir,

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I certify that our quoted product and our company are not from such a country, or if from such a country, our quoted product and our company have been registered with competent authority. I hereby certify that these quoted products and our company fulfills all requirements in this regard and is eligible to be considered for procurement for Tender No. DC-ISD-Network-01-2026.

Sr. No.	Item Category	Quoted Make & Model
1.	24 Port L3-Lite/Basic-L3 Web Managed Switch	
2.	6U Wall Mount Network Rack	

In case I'm supplying material from a country which shares a land border with India, I will provide evidence for valid registration by the competent authority; otherwise SMC reserves the right to take legal action on us.

(Signature)

Authorized Signatory of **M/s <<Name of Company>>**

Sign, Stamp &  
Notary

Bid for Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-Network-01-2026]



**Surat Municipal Corporation (SMC)**

**Bid for  
Supply, Installation, Configuration and Integration  
Of Networking Equipments  
[DC-ISD-NETWORK-01-2026]**

**Online Bid Start Date  
January 29, 2026**

**Online Bid End Date  
(Last Date of Online Submission of Bids)  
February 12, 2026**

**Last Date of Physical Submission of Bid Fee, EMD &  
Affidavit  
in Hard Copy  
February 19, 2026**

**Information Systems Department (ISD)  
Surat Municipal Corporation  
Muglisara, Surat-395003**

**Price Bid**



## 10. PRICE BID

[Note: **Must be submitted online, not to be sent physically**]

#	Description	Make, Model	Qty.	Unit Rate exclusive of taxes	GST (%)	Amount inclusive of all/GST (In words & numbers)
A	B	C	D	E	F	$G = D * (E + (E * (F/100)))$
1	24 Port L3-Lite/Basic-L3 Web Managed Switch		25			
2	6U Wall Mount Network Rack		75			
3	RJ-45 Cat6 UTP 8P8C Connectors/Plug		20,000			
Grand Total						
Note: Bidders have to fill "0" in "Unit Rate exclusive of all taxes" and "GST" column in case bidders do not want to quote particular item/items.						

### Note:

1. The rates (Quoted in Unit Rate Column) should be exclusive of all taxes. The applicable GST should be quoted separately in GST column in Price Bid.
2. The taxes at prevailing rate will be considered for payment purpose.

Sign, Stamp & Notary

Bid for Supply, Installation, Configuration and Integration of Networking Equipments  
[DC-ISD-Network-01-2026]