



Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram– 695 012
Kerala, India.

Phone: 0471 – 2354949

Website: www.lifecarehll.com

Invitation for Bids

Installation and Commissioning of Active Directory System (ADS)

Date	:	31 st July 2014
IFB No.	:	HLL/CHO/IT/ADS/2014

The schedule of the bid is given below.

Last date and time for receipt of bids	:	15.00 Hrs on 11.08.2014
Time and date of opening of Bids	:	15.30 Hrs on 11.08.2014

Dear Sir,

Sub: Installation and Commissioning of Active Directory System (ADS).

HLL Lifecare Limited Thiruvananthapuram now invites competitive bids from the eligible bidders for the Installation and Commissioning of Active Directory System (ADS) at our Corporate Head Office, Thiruvananthapuram and user control at all HLL Offices and Factories across India. The detailed specifications of the work are given in **Annexure-1**.

Terms & Conditions

1. The respective bidder should have completed a minimum of three successful implementations of Active Directory System (ADS) in which a minimum of one implementation should be in a Government Firm/PSU. For this, the bidder can submit documentary evidence of the following along with the bid.
 - a) The copies of Supply / work orders for the implementation of ADS for the past three years.
 - b) Project completion Report from at least three clients for the implementation of ADS.
2. The bidder should be a Registered Indian company and Certificate of registration should be attached with the bid.
3. Audited balance sheet for the last three financial years should be submitted along with the bid.
4. Details (abbreviated CVs) of the persons assigned to the project should be submitted along with the bid, in which one person should be a Microsoft Certified Engineer and one person should be a Certified Network Engineer. Copy of certificates should be attached along with CVs.
5. The bidder should have own support Centre at Thiruvananthapuram.
6. The bidder has to submit a detailed design and procedure document for the Implementation of Active Directory Controllers and File Servers with detailed Project Plan
7. The prices should be quoted as per the format for price schedule enclosed as **Annexure – 2**.
8. In the price schedule, if there is any discrepancy between the unit price and total price the unit price shall prevail and the total price shall be corrected by the purchaser.
9. Total Price of the Implementation includes Installation Charges and One Year Support Charges for the ADS at all HLL Locations.
10. The bids will be evaluated by taking the total amount for the implementation;
Total Amount = Installation Charges + Support Charges for 1 Year.
11. OEM/Bidder has to engage in a Service Level Agreement (SLA) with HLL.

12. During Support Period (One Year), the successful bidder has to offer support at any HLL locations at free of cost.
13. The prices quoted shall be valid for a period of 90 days from the date of opening of bids.
14. Implementation of ADS at all HLL locations should be completed within **8 weeks** from the date of placement of order.
15. Penalty at 0.5% per week's delay subject to maximum of 5% is applicable for delayed commissioning.
16. Necessary documentations are to be supplied along with the implementation.
17. Bids should be clear in all respects and those with ambiguous clauses shall be summarily rejected.
18. The supply order will be placed on the first lowest responsive bidder.
19. Necessary support should be provided as and when required within 2 Hrs of intimation of the problem.
20. Training should be provided by the supplier to the administrator at free of cost.
21. Necessary Servers and OS Licenses will be provided by HLL.
22. **EARNEST MONEY DEPOSIT (EMD)**
 - a) The proposal should be submitted along with an Earnest Money Deposit (EMD) of INR.10,000.00 (Rupees Ten Thousand Only) in the form of a Demand Draft drawn in favour of "**HLL LIFECARE LIMITED, THIRUVANANTHAPURAM**" of any Nationalized /Scheduled bank payable at Thiruvananthapuram Payment in any other form will not be accepted. The Bid submitted without EMD shall be summarily rejected. No interest shall be paid on any of these deposits.
 - b) The EMD of the successful Bidder will be returned when the Bidder has signed the SLA with the purchaser and has furnished the required Performance Bank Guarantee as specified in the bid.
 - c) The EMD of unsuccessful bidders will be returned as promptly as possible to them within one month of selection of successful bidder.
 - d) The EMD will be forfeited if;
 - i. The Bidder withdraws the bid during the period of bid validity.
or
 - ii. The Bidder fails to accept the Purchaser's corrections of arithmetic errors in the Bidder's bid (if any),
or
 - iii. The Successful Bidder fails to sign the SLA with the Purchaser.
or
 - (iv). The Successful Bidder fails to furnish the Performance Bank Guarantee within the stipulated time.

23. PAYMENT TERMS

- a) 90 %Payment of the total amount for the work shall be paid within 30 days upon Installation, Commissioning and acceptance of ADS by HLL.
- b) 10 % balance payment for this work shall be paid within 3 months from the date of installation against a Performance Bank Guarantee from a Nationalized Bank for the 10% of the total value valid for one year.
- c) For claiming the payment, the following documents has to be Submitted;
 - (i) Invoice in triplicate.
 - (ii) Installation report/delivery Chelan signed by HLL and the supplier's representative.
 - (iii) Complete Documentation of the work.
 - (iv) Statutory documents if any,

24. The bids should be submitted at the following address.

**AVP (IT) ,
HLL Lifecare Limited
Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram – 695 012,
Phone: 0471- 2354949.**

25. Bids should be submitted on or before **15:00 Hrs on 11.08.2014** and the same **will be opened at 15.30 Hrs on the same day** at Corporate Head Office, Poojappura, Thiruvananthapuram in the presence of the representative of the bidder who chooses to attend.
26. The envelopes containing the bid should bear the Invitation for Bids title and number, and the statement **DO NOT OPEN BEFORE** _____(Here insert time and date of bid opening).
27. Any dispute arising out of the tender/bid document/ evaluation of bids/issue of purchase order shall be subject to the jurisdiction of the competent court at Thiruvananthapuram only.
28. HLL reserves the right to accept or reject any or all of the bids without assigning any reason whatsoever
29. Any bid received after the deadline will be rejected
30. No fax/email bids will be accepted

Thanking you,

Yours faithfully,

**P. Sivakumar
SM (Hardware)**

Annexure-I

TECHNICAL SPECIFICATIONS

1. Active Directory System (ADS) should be implemented in Active Active model in which one Active Domain Controller need to be installed at Corporate Head Office Thiruvananthapuram and the Additional Active Domain System (AADS) need to be installed at our Peroorkada Factory, Thiruvananthapuram.
2. The proposed Active Directory System implementation is for the Domain Control of selected Desktop / Laptop Computers at the following locations in first phase.
 - i. Corporate Head Office, Thiruvananthapuram
 - ii. Peroorkada Factory, Thiruvananthapuram
 - iii. Akkulam Factory, Thiruvananthapuram,
 - iv. Infrastructure Development Division, Thiruvananthapuram
 - v. Kakkanadu Factory, Cochin.
 - vi. Central marketing office, Chennai,
 - vii. Procurement and Consultancy Division, Noida.
 - viii. Kanagala Factory ,Belgaum
3. Desktop/Laptop users at Corporate Head Office, Thiruvananthapuram and Peroorkada Factory Thiruvananthapuram are controlled by ADS and AADS through LAN and Desktop/Laptop users at all other locations are controlled by the ADS and AADS through WAN.
4. The proposed system should be extendable to support over 1500 users in future.
5. File Servers with sufficient data storage capacity configured in the following locations;
 - a) Corporate Head Office, Thiruvananthapuram
 - b) Procurement and Consultancy Division, Noida.
 - c) Infrastructure Development Division, Thiruvananthapuram.
6. Detailed scope of work is as follows;
 - i. Consultation, Design and implementation of Microsoft Windows 2012 R2 based Active Directory Services (ADDS).
 - ii. Preparation of Design layout of the Logical Structure.
 - iii. Preparation of Physical Structure design to match physical links.
 - iv. Functional level compatibility identification
 - v. Sizing and Placement of Master Operations roles.
 - vi. Subnet assignment and definition for site authentication
 - vii. Health validation of the SYSVOL convergence and replication.
 - viii. Object creation with proper assignment to Well-known Administrative groups.
 - ix. Role-based access for administration, support and other line of business applications.

- x. Recovery Point Objective (RPO) for the service should be 100%.
- xi. Implementation of Group Policy Preferences and Objects.
- xii. Implementation of DNS zones with integrated Primary and Secondary Zones.
- xiii. DNS Delegation with Conditional Forwarding and Scavenging assignments.
- xiv. Configuration and implementation of DHCP Servers.
- xv. Configuration and implementation of Print Servers.
- Xvi. Joining of MS Windows desktops/laptops to the domain
- xvi. Domain Control (DC) Diagnostics and Database Analysis Verification
- xvii. Domain Control (DC) Backup best practices.
- xviii. Assessment of Server Performance, Resources, NT Kernel and IO Diagnostics for additional role-handling
- xix. File Servers with sufficient data storage capacity configured on high speed RAID configurations
- xx. Individual repository should be created in File servers for all users with sufficient quota
- xxi. Official data stored by the user in the File Server should be accessible by the user through internet if necessary.

Price Schedule				Annexure – II				
Sl.NO	Description of item / work	Unit	Quantity	Basic Price (Rs)	Taxes/ Duties (Rs)	Other incidental costs if any (Rs)	Total Price for each unit (Rs)	Amount (Rs)
1	2	3	4	5	6	7	8= 5+6+7	9= 4 * 8

Total Price (in Figure) : Rs.....

Total Price (in words) : Rs.