

भारत सरकार/ Government of India

कार्मिक, लोक शिकायत एवं पेंशन मंत्रालय /Ministry of Personnel, Public Grievances and Pensions

कार्मिक एवं प्रशिक्षण विभाग/ Department of Personnel & Training

कर्मचारी चयन आयोग (ईआर)/ Staff Selection Commission (ER)

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आठवीं मंजिल, प्रथम एमएसओ भवन, निज़ाम पैलेस,  
8<sup>th</sup> Floor, 1<sup>st</sup> MSO Building, Nizam Palace,  
234/4, ए.जे.सी. बोस रोड/234/4, A.J.C. Bose Road,  
कोलकाता/ Kolkata – 700020

दिनांक/Dated 18<sup>th</sup> July, 2025

To

(योग्य विक्रेता/ ELIGIBLE VENDORS)

**विषय /SUBJECT: कर्मचारी चयन आयोग (पूर्वी क्षेत्र), कोलकाता के कार्यालय में स्थापित फोर्टिनेट फ़ायरवॉल सिस्टम के लिए लाइसेंस के नवीनीकरण हेतु सीमित निविदा पृछताछ आमंत्रित करने की सूचना/ LIMITED TENDER ENQUIRY FOR RENEWAL OF LICENSE FOR FORTINET FIREWALL SYSTEM INSTALLED IN THE OFFICE OF THE STAFF SELECTION COMMISSION (EASTERN REGION), KOLKATA.**

कर्मचारी चयन आयोग (पूर्वी क्षेत्र), कोलकाता के कार्यालय में स्थापित फोर्टिनेट फ़ायरवॉल सिस्टम के लाइसेंस के नवीनीकरण के लिए इच्छुक फर्मो/एजेंसियों से मुहरबंद कोटेशन आमंत्रित किए जाते हैं/Sealed quotations are invited from interested firms/agencies for renewal of license for Fortinet Firewall system installed in the Office of Staff Selection Commission (Eastern Region), Kolkata.

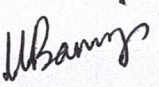
2. अधिक जानकारी या किसी स्पष्टीकरण के लिए इच्छुक पक्ष सीमित निविदा नोटिस जारी होने की तिथि से सीमित निविदा प्रपत्र जमा करने तक कार्यालय समय के दौरान प्रशासन-I अनुभाग, एसएससी (ईआर), कोलकाता से संपर्क कर सकते हैं/For further details, for any clarification, interested parties may contact the Administration-I Section, SSC(ER), Kolkata during office hours from the date of issue of the limited tender notice till submission of limited tender form.

3. बोली दो लिफाफों में प्रस्तुत की जानी चाहिए, जिनमें (1) सामान्य एवं तकनीकी बोली और (2) वित्तीय बोली शामिल हैं। निर्दिष्ट प्रपत्र में भरी गई अलग-अलग तकनीकी और वित्तीय बोलियों के साथ सीलबंद कोटेशन के ऊपर "कर्मचारी चयन आयोग (पूर्वी क्षेत्र), कोलकाता के कार्यालय में स्थापित फोर्टिनेट फ़ायरवॉल सिस्टम के लाइसेंस के नवीनीकरण हेतु सीमित निविदा पृछताछ" लिखा होना चाहिए। बोली निर्धारित निर्देशों के अनुसार सख्ती से तैयार की जानी चाहिए और उचित सीलबंद लिफाफे में क्षेत्रीय निदेशक, कर्मचारी चयन आयोग (पूर्वी क्षेत्र), 8वीं मंजिल, प्रथम एमएसओ भवन, निज़ाम पैलेस, 234/4, एजेसी बोस रोड, कोलकाता - 700020 को संबोधित करते हुए प्रस्तुत की जानी चाहिए/The bid should be submitted in two cover system comprising of (1) General & Technical Bid and (2) Financial Bid. Sealed quotations with separate Technical and Financial bids filled in the specified Proforma should be superscribed – **"LIMITED TENDER ENQUIRY FOR RENEWAL OF LICENSE FOR FORTINET FIREWALL SYSTEM INSTALLED IN THE OFFICE OF THE STAFF SELECTION COMMISSION (EASTERN REGION), KOLKATA"**. The bid should be prepared strictly in accordance with the instruction prescribed and submitted in proper sealed envelope addressed to the Regional Director, Staff Selection Commission (ER), 8<sup>th</sup> Floor, 1<sup>st</sup> MSO Building, Nizam Palace, 234/4, AJC Bose Road, Kolkata – 700020.

4. कर्मचारी चयन आयोग (पूर्वी क्षेत्र), कोलकाता कार्यालय में स्थापित फोर्टिनेट फ़ायरवॉल सिस्टम के लाइसेंस के नवीनीकरण हेतु सीमित निविदा पृछताछ, बोलीदाता के नाम और पते के साथ, 25.07.2025 को शाम 6:00 बजे तक या उससे पहले इस कार्यालय के क्रय अनुभाग में उपरोक्त पते पर जमा की जानी चाहिए। 25.07.2025 को शाम 6:00 बजे के बाद प्राप्त किसी भी निविदा पर विचार नहीं किया जाएगा। निविदाएँ 28.07.2025 को सुबह 10:00 बजे इस कार्यालय परिसर में निविदाकर्ताओं के प्रतिनिधियों की उपस्थिति में खोली जाएंगी।/ The sealed tender super scribed as **"LIMITED TENDER ENQUIRY FOR RENEWAL OF LICENSE FOR FORTINET FIREWALL SYSTEM INSTALLED IN THE OFFICE OF THE STAFF SELECTION COMMISSION (EASTERN REGION), KOLKATA"** along with name and address of bidder should be submitted **on or before 06:00 PM of 25.07. 2025** in the Purchase Section of this Office at the above address. No tender received after **06:00 PM of 25.07. 2025** would be entertained. The Tenders will be opened at **10:00 AM** of 28.07.2025 in this Office premises in the presence of the representatives of the Tenderers.

5. निविदा सूचना और निविदा प्रपत्र को नियंत्रित करने वाले नियम व शर्तें आदि इस सीमित निविदा पूछताछ के साथ दी गई हैं। /The Terms & Conditions etc. governing the Tender Notice and Tender Form are given along with this Limited Tender Enquiry.
6. फर्म को तकनीकी बोली में अपनी दरें उद्धृत या उल्लेख नहीं करनी चाहिए, अन्यथा फर्म के प्रस्ताव पर विचार नहीं किया जाएगा।/ Firm Should not Quote or mention their rates in Technical Bid, failing which offer of the firm will not be considered.
7. अनुपालन विवरण अनुलग्नक-ए में निर्धारित प्रारूप में भरा जाना है।/Compliance Statement have to be filled in the prescribed format at Annexure-A.
8. दरें अनुलग्नक-बी में निर्धारित प्रारूप में उद्धृत की जानी चाहिए।/The rates have to be quoted in the prescribed format at Annexure-C.
9. उद्धृत दर अधिकतम खुदरा मूल्य से अधिक नहीं होनी चाहिए और एल-1 का निर्धारण कुल मूल्य के आधार पर किया जाएगा। दरें सभी करों सहित और कर्मचारी चयन आयोग (ईआर), कोलकाता के आधार पर निर्धारित की जाएंगी।/The rate quoted should not be more than the MRP and L-1 will be decided on the basis of the price quotes as Grand Total. The rates are to be inclusive of all taxes and F.O.R. Staff Selection Commission(ER), Kolkata basis.
10. पूर्व-प्राप्ति बिल तीन प्रतियों में जमा करने होंगे। भुगतान एनईएफटी या ई-पेमेंट के माध्यम से किया जाएगा।/Pre-receipted bills have to be submitted in triplicate. Payment will be made by NEFT or through e-payment.
11. यह क्षेत्रीय निदेशक (ईआर) के अनुमोदन से जारी किया गया है।/This issues with the approval of the Regional Director (ER).

Encl: Tender Documents

  
(उपासना बनर्जी/Upasana Bannerjee)  
सहायक संचालक /Assistant Director  
कर्मचारी चयन आयोग (ईआर) /Staff Selection Commission (ER)  
टेलीफोन /Telephone: (033) 2290-2230

STAFF SELECTION COMMISSION (ER)  
1ST MSO BUILDING (8TH FLOOR), NIZAM PALACE  
234/4, A.J.C. BOSE ROAD, Kolkata - 700 020  
Phone : 033-2290-2230

TENDER ENQUIRY FORMAT  
(Particulars of the Buyer issuing the Tender Enquiry)

INVITATION OF BID

SSC/ER/Tender file No: A-E2001/1/2025-ADMIN-PURCHASE

Date: 18<sup>th</sup> July, 2025

The Tender Enquiry (TE)/RFP is issued without any financial commitment. The Buyer reserves the right to amend or modify any part of the TE at any stage. Such amendments/modifications to the TE, if any, shall be duly notified similarly as the TE. Buyer reserves the right to withdraw the TE at any stage, should it so become necessary.

Bidder are required to refer the Standard Tender Documents for all the clauses. The Tender conditions are to be considered modified to information mentioned below: -

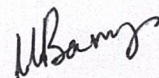
Sl. No.	Nomenclature Of The Stores/ Service	Specification	Tender Quantity (With Unit)
1.	Renewal of Licence of Fortigate(FG-40-F) Firewall	FortiGate -40F) Firewall -5 Gigabit, Ethernet RJ45 ports	01 whole job

Firm should not Quote or mention their rates in Technical Bid, failing which offer of the firm will not be considered.

1. **Type of Tender:** Limited Tender Enquiry
2. **Type of Bid:** Two Bid System
3. **Place of opening of Bids is:** Offline
4. **Eligibility Criteria:** (i)Experience of same/similar work in last 1 year in Government Organisation/PSUs.  
(ii)Authorisation letter of OEM
5. **Technical Documents:** Firm must submit following documents for technical evaluation along with Bid: -
6. **EMD or supporting documents claiming EMD Exemption:-** NA
7. Documentary Support for Past Experience as per eligibility criteria
8. Balance Sheet/ITR/Turnover for Last 3 years in support of their existence :NA
9. PAN
10. GST
11. MII self-declaration certificate: Seller to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for Class-I local supplier/ Class II local supplier as the case may be - NA
12. **Compliance statement:** Complying all Terms and Condition as per **Annexure-A**.
13. **Validity of offer:** 90 days from the date of bid opening date
13. **Tender Quantity distribution ratio:** 100% on L-1 Firm
14. **Delivery Contract Period:-** 15 days from the award of Contract

Sl. No	Quantity to be Delivered	Date of Delivery/ Contract Period	Remarks/ Special Instructions for Delivery
1	01 whole job	15 days from the date of award of contract	F.O.R SSC/ER- Kolkata

15. **Inspection Authority:** The Regional Director, SSC Eastern Region - Kolkata. or his authorized representative
16. **Consignee details:** REGIONAL DIRECTOR (ER), STAFF SELECTION COMMISSION (ER)  
1ST MSO BUILDING (8TH FLOOR), NIZAM PALACE,  
234/4, A.J.C. BOSE ROAD, KOLKATA - 700 020.  
PHONE : 033-2290-2230
17. **Price Variation Clause:** Not Applicable. Bidders shall offer their quotes only on firm and fixed basis.
18. **Liquidated Damages:** NA
19. **Option Clause:** NA
20. **Guarantee/Warrantee:-** NA
21. **Performance Security Deposit (PSD):** Applicable- NA
22. **Payment Terms:** Pre-receipted bills have to be submitted in triplicate. Payment will be made by NEFT or through e- Payment
23. **Paying Authority:** Regional Director, Staff Selection Commission (Eastern Region)
24. **Name/ designation of the contact persons:** Ms. Upasana Bannerjee, Assistant Director
25. **Telephone number (s) of the contact personnel:** 033-2290-2230
26. **Official e-mail ID (s) of contact personnel:** purchasesscer-dopt@ssc.nic.in
27. **Fax number (s):** 033-2290-4424



Assistant Director  
(Staff Selection Commission, ER)

STAFF SELECTION COMMISSION (ER)  
1ST MSO BUILDING (8TH FLOOR), NIZAM PALACE,  
234/4, A.J.C. BOSE ROAD, Kolkata - 700 020.  
Phone : 033-2290-2230

**COMPLIANCE STATEMENT**

Sl. No.	Commercial & General Terms.	Compliance to TE Conditions (Yes/No)	If not complied, Specify deviations
1	Is Price quoted Firm and Fixed		
2	Delivery & Prices on F.O.R destination basis.		
3	Whether the offered store is as per specifications mentioned in TE.		
4	Inspection at Buyer's premises acceptable.		
5	Delivery as per Delivery Period mentioned In TE acceptable.		
6	Payment Terms of the TE acceptable.		
7	Agreed for Option Clause as mentioned in TE.		
8	Agreed for Submission of Security Deposit/ Performance Security Deposit.		
9	Liquidated Damages Clause accepted.		
10	Agreed for condition of Evaluation Criteria		
11	Validity of offer-as per tender.		
12	Guarantee/ Warranty Clause accepted.		
13	MSMEs, UAM no. etc relevant documents submitted		
14	GSTIN No. and relevant documents submitted.		
15	All The Terms & Conditions of Tender Documents are Accepted		

Seller Signature along with company stamp/seal

**ANNEXURE-B**

**GENERAL & TECHNICAL PROPOSAL**

1	Name of the Firm/Company	
2	Address of the Individual/Firm/Company	
3	Telephone/Mobile/Fax No./e-mail ID	
4	PAN Number	
5	GST Number	
6	Experience of similar work in last 1 year in Government Organisation/PSUs	
7	OEM certificate	

**Declaration:**

- (i) I/we hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case, any deviation is found in the above statements at any stage, I/We will be blacklisted and will not have any dealing with this Department in future.
- (ii) I/we have very carefully read the terms and conditions of the offer and it is certified that, all the terms and conditions mentioned in the tender enquiry are unconditionally acceptable.
- (iii) I/We, hereby, accept that my/our firm would be suspended for the time period of this contract, if I/we withdraw or modify the bid during the period of validity of this contract.
- (iv) I/We hereby confirm and declare that we, M/s \_\_\_\_\_, is not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

Place: Name of the tenderer:

Date: Signature of the authorized signatory of Tenderer:

(Seal of the Firm/Company)

**FINANCIAL PROPOSAL**

Sl. No.	Name & Description of Store	Specification/ Details	Quantity to be purchased	Unit Rate (Inclusive of all taxes)	Total
1	Renewal of license for Fortinet Firewall system	FortiGate-40F) Firewall-5 Gigabit, Ethernet RJ45 port	01 whole job		

Note:

- (1) Firm Should not Quote or mention their rates in Technical Bid, failing which offer of the firm will not be considered.
- (2) Financial Bid to be submitted separately in sealed envelope

Signature of the Firm with Stamp

Date:



File No. A-E.2001/1/2025-ADMIN-PURCHASE  
Dated: 18<sup>th</sup> July, 2025

भारत सरकार  
कर्मचारी चयन आयोग (पूर्वी क्षेत्र)  
कार्मिक लोक शिकायत और पेंशन मंत्रालय  
निजाम पैलेस, प्रथम एमएसओ भवन )  
8 वा तल, 234/4, एजेसी बोस रोड, कोलकाता-  
700020

Government of India  
Staff Selection Commission(ER)  
Ministry of Personnel, Public Grievances &  
Pensions,  
Nizam Palace, 1<sup>st</sup> M.S.O. Building (8<sup>th</sup> Floor),  
234/4, A.J.C. Bose Road, Kolkata – 700020.

**जिनसे भी इसका सरोकार हो To Whom It May Concern**

18 जुलाई, 2025 की सीमित निविदा पृछताछ संख्या A-E2001/1/2025-ADMIN-PURCHASE निम्नलिखित फर्मों से स्वीकार की जाएगी/ The Limited Tender Enquiry No. A-E2001/1/2025-ADMIN-PURCHASE dated 18<sup>th</sup> July, 2025 will be accepted from the following firms:

Sl.No.	Firm Name
1.	M/s Clique, Howrah, West Bengal
2.	M/s Megha Computer System, Kolkata, West Bengal
3.	M/s Achyut Chakraborty, Nadia, West Bengal
4.	M/s Airwin Solution, West Bengal

तत्काल निविदा प्रक्रिया में किसी भी अवांछित बोली पर विचार नहीं किया जाएगा। हालाँकि, ऐसे बोलीदाताओं के नाम और विवरण कर्मचारी चयन आयोग (पूर्वी क्षेत्र), कोलकाता में सूचीबद्ध/पंजीकृत किए जाएंगे और अगली बार/निविदा के अगले दौर में उन पर विचार किया जाएगा।/ Any unsolicited bids will not be considered for the instant tendering process. However, name and details of such bidders will be enlisted/registered in Staff Selection Commission (Eastern Region), Kolkata and they will be considered next time/next round of tendering.

शैलेंद्र उत्तम  
(शैलेंद्र उत्तम)  
क्षेत्रीय निदेशक