

UTI INFRASTRUCTURE TECHNOLOGY AND SERVICES LIMITED

Name of the Bid: Bid for Supply of Class-II DSC (Digital Signature Certificate)

General Information

UTI Infrastructure Technology And Services Limited (UTIITSL) advertises regarding tenders/ invitation to bids/ invitation of Expression of Interest and other information on the website regularly. We request you to visit the website www.utiitsl.com daily for updates and download the details and respond to the tenders on a regular basis.

The Tender documents can be downloaded free of cost from the website www.utiitsl.com.

Any information to the bidders on these tenders/ invitation to bids/ invitation of expression of interest and any other information will be uploaded on this website only.

Similarly, any corrigendum's or extension of dates or change in specifications or any other information will be uploaded for the information of the public on this website only. No individual letters / emails are sent regarding this.

The tender document consists of 3 parts:

I) General Conditions

II) Special Conditions

III) Bid Form

Signature of the Bidder

PART – I

General Conditions

1. **Name of the Bid:** Bid for Supply of Class-II DSC (Digital Signature Certificate)
2. **Important Dates :**

Last Date of receipt of sealed tender bids: The last date of receipt of sealed tender bids is upto 3:00 pm on 09th March, 2015. After this time, no bids will be accepted.

Date of opening of the tender bids: The tenders will be opened on the same day (i.e. the last date of the receipt of the tenders) at 3:30 pm at the venue where the tenders are received. All the bidders are invited for the tender opening. In case, if due to a holiday or an emergency or due to some extra ordinary reasons, if the tenders remain unopened on this date, then, the tenders would be opened on the next working day at the same time and at the same venue.

3. **Name and Address for the submission of the bids:** The bids should be addressed to “**Assistant Vice President (IT)**, UTI Infrastructure Technology And Services Ltd, Plot 3, Sector 11, CBD Belapur, Navi Mumbai 400614” and deposited in the specified Tender Box at this address by the due date and time.
4. **Superscription:** The main envelope containing the tender must be superscribed as “**Bid for Supply of Class-II DSC (Digital Signature Certificate)**”

If the tender is not superscribed then there are chances of accidental opening and for liable rejection of the tender, therefore it is advised that the tender be superscribed as above and deposited in the tender box kept for the purpose at the address given.

5. The bid can be forwarded by CAs/Licensed Registration Authority (LRA).

PART II – SPECIAL CONDITIONS

A. Scope of Work:

We, UTI Infrastructure Technology And Services Ltd (a Government of India Company) is in the requirement of 01 (One) no. of Class-II DSC (Digital Signature Certificate) in the name of 'UTIITSL Organization only' for Signing & Encryption Certificate with 2 (Two) Years Validity issued from Indian CAs only (Certifying Authority). The said certificate will be deployed in Network based HSM (Hardware Security Module) Device.

The selected vendor will have to supply, install, configure and test the certificate at our CBD Belapur office. The office address is "UTI Infrastructure Technology And Services Ltd, Plot 3, Sector 11, CBD Belapur, Navi Mumbai 400614ö

You may please understand the requirement from above and submit the complete proposal in a **sealed envelope** on or before 09-Mar-2015 Upto 03:00 P.M, in the attached format only.

Proposal should be given while taking into consideration the following terms and instructions;

1. Documents submission:

- a. Commercial bid should be submitted as per the format given and it should be on bidder's letter head with signed and stamped by authorized person.
 1. Signing Authority Letter.
 2. Letter of acceptance for all terms and conditions.
 3. CA's authorization valid certificate.
 4. Please specify list of UTIITSL documents required for issuance of Class-II DSC (Digital Signature Certificate) 'For Organization Only' Signing and Encryption Certificate.

- 2. Delivery and Installation:** Within 1 (One) Week from the date of order placed and on submission of all required documents. UTIITSL reserves the right to levy penalty at its discretion for the delay in execution of the work/ delay in supply/ delay in service. The penalty amount would be **one percent** of the amount put to tender per day subject to a ceiling of 10% of the total value of work order.

Signature of the Bidder

3. **Delivery Location:** UTI Infrastructure Technology and Services Limited, Plot No. 3, Sector 11, CBD Belapur, Navi Mumbai – 400 614.
4. **Payment Terms:** 100% payment would be made in advance while processing required documents for issuance of said DSC Certificate to be installed at our CBD Belapur Office.

These payment terms will not be changed. The vendors are required to quote on above said payment term only.

5. **Support Terms:**

The vendor should provide telephonic/email support as and when required during the certificate validity.

6. **Certificate Validity:** 2 (Two) Years Validity Period.
7. **Prices:** The proposal should be inclusive of all taxes and levies, delivery, installation, transportation or any other applicable charges.
8. The proposal shall submitted for Class-II DSC (Digital Signature Certificate) 'Organization Only' Signing and Encryption Certificate, which shall issued from Licensed Indian CA (Certifying Authority) authorized by CCA, India.
9. This shall be noted that the said Class-II DSC (Digital Signature Certificate) 'Organization Only' Signing and Encryption Certificate will be deployed in Network based HSM (Hardware Security Module) Device. This certificate shall be compatible/tested with Network based HSM Device.
10. The said certificate shall be compatible to sign all types of file formats/Data e.g. PDF, Doc, XML etc.

PART III

PRICE QUOTE

Table -1 for Class-II Document Signer Certificate

Specify name of Indian CA for quoted DSC: _____

Particulars	Qty	Validity	Total Amount in Rs.
Class-II DSC (Digital Signature Certificate) 'Organization Only' Signing and Encryption Certificate Issued from Indian CA (Certifying Authority) authorized by CCA, India.	01	Two Years	
Total Amount Inclusive of all taxes			
Total Amount Inclusive of all taxes in word:			

Price quoted for providing Class-II DSC for Organization is inclusive of all the taxes (Taxes, Cess, Duty, VAT, Excise, Sale Tax, WCT Service Tax, Delivery charges and other taxes).

Thanking you,

Yours faithfully,

Signature of Authorized Person

PAN Number of the agency

Signature of the Bidder