



Ref No.: FSM/CC/RFP/Antivirus/2016-17/05

Subject: RFP for Supply of Symantec Antivirus

FORE School of Management (FSM), one of the premier Business Schools in India, intends to procure the Symantec Antivirus End Point Protection 14 V (**SEP Campus agreement on the basis of faculty count**).

You requested to submit your proposal/ quotation for supply of the following:

Sl. No.	Item Description	Qty. (No. of users/ License)
1	SYMC ENDPOINT PROTECTION 14 PER USER CORE SUBS LIC ACAD SUBS BAND A ESSENTIAL 36 MONTHS	150

1. Scope of Work

- Successful bidder is fully responsible for installation, un-installation/reinstallation, configuration, maintenance & troubleshooting of Anti-Virus consoles & centralized update servers, PC & Laptop as per the architecture defined by FSM.
- The bidder shall provide support in trouble shooting of the signature updation and other related issues and assure the service if required. Minimum one site visit per month will be required to check the patch updated etc. on Servers and Clients.
- The updation of definitions should be automatic. All the PCs shall be configured to get automatic updates from the Central Anti-Virus Server / Central console with proper scheduling so as to avoid traffic congestion. The update mechanism should be configured in an efficient manner by fixing micro sizing and update frequency in such a way that it does not cause bandwidth issues.
- Antivirus software should support all flavors of Windows Operating Systems like WINDOWS SERVER 2003, 2008, 2012, WINDOWS 7, 8, 10 and Linux etc. covering both Desktops and Server Class Machines.
- The vendor shall have skilled and experienced professional engineer for implementation & consultation. Adequate training should be provided to the personnel who are involved in the installation, implementation and support.

2. Bid Submission

- Submission Deadlines:** Interested bidders send to their offer in a closed envelop mentioning "Quotation for Symantec Antivirus End Point Protection" on the cover, by courier or drop it in the box kept with security guard of FORE School of Management latest by 6:00 p.m. on or before 20th February 2017.

B-18, Qutab Institutional Area, New Delhi-110 016
Phone No. +91-011-41242424

Waj. Kumar


Air Cmde S.K. Mishra (Retd.)
Chief Administrative Officer
FORE School of Management
"Adhitar Kendra"
B-18 Qutab Institutional Area
New Delhi-110016



- b. **Submission Delivery Address:** The delivery address to be used for all submissions is

Uday Kumar
Manager (Systems)
FORE School of Management
B-18, Qutab Institutional Area, New Delhi – 110016
Phone No.: +91-11-41242445, Email: uday@fsm.ac.in

- c. **Submission Questions and Clarifications:** You may contact

Uday Kumar
Call: +91-11-41242445 or Email to uday@fsm.ac.in

Electronic Submission: Electronic submission in response to this Request for Proposal will not be accepted. All submission must be on paper.

3. **Terms & Conditions**

a. **Bidder Eligibility:**

- Bidders who are technically qualified and accept the terms & Conditions.
- The bidder should be premium business partner (BP) of OEM.
- The bidder must provide a letter of authorizing the business partner from the OEM. Without authorization letter from the OEM, the bids routed through the business partner would be disqualified.
- The authorization letter from OEM should cover the entire empanelment period of Campus Agreement.

b. **Bidder Selection:**

- The bids will be evaluated for technical qualification.
- Among the technically qualified bids, the best price bid will be selected.

- c. **Purchase Order:** The Purchase Order has to be accepted by the bidder signing and returning an acknowledgement copy of it within 5 working days. Acceptance of this Purchase Order shall effect a contract between the Parties under which the rights and obligations of the parties shall be governed solely by the terms and conditions of this Purchase Order.

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d. Payment Terms:

- 50% of the order value is to be released within 7 days of delivery of license & implementation in all Servers, PCs & Laptops.
- Balance 50% on satisfactory implementation and deployment of licenses. Installation certificate to sign by Computer Center will be required.

4. Delivery Installation & Commissioning

- a. The software license should be delivered at Computer Center of FORE School of Management.
- b. Vendor should install the Symantec SEP antivirus on all Servers, PCs & Laptops within 15 days of acceptance of Purchase Order.

Issued by:

Uday Kumar

Manager Systems

FORE School of Management
B-18, Qutab Institutional Area,
New Delhi – 110016

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