



The Lawrence School

Lovedale, The Nilgiris - 643003

NOTICE INVITING TENDERS

**Tender for Supply, Installation, Testing & Commissioning of
Internet Leased Line Connection at The Lawrence School,
Lovedale**

Tender notice

Notice Inviting Tender No	NIT/LSL/IT/003/2025
Tender Inviting Authority	The Lawrence school, Lovedale
Place of availability of Tender Documents (NIT)	www.thelawrenceschool.org/tenders
The contact Person	Mr. Krishna Kumar (HOD – IT Department)
Name of the Project Work	Supply, Installation, Testing & Commissioning of 200Mbps Internet Leased Line Connection at The Lawrence School, Lovedale
Address to send Prebid queries	pc@thelawrenceschool.org and ceit@thelawrenceschool.org
Place for submission of bids	The Lawrence School, Lovedale
EMD Amount	₹10,000/- EMD will be returned to bidders after finalization of the contract.
Address for communication	Headmaster, The Lawrence School, Lovedale, The Nilgiris, Tamil Nadu- 643003
LSL would endeavour to adhere to the following schedule:	
Event	Date – Deadline
Release of NIT	06.06.2025
Pre–bid queries (On Call)	16.06.2025
Last date and time for submission of bids	20.06.2025 (3.00 PM)

Telephone: 0423 2453300

email: pc@thelawrenceschool.org,

ceit@thelawrenceschool.org

DISCLAIMER:

The information contained in this NIT document or subsequently provided to Vendor/Supplier, whether in document or verbal or any other form by or on behalf of The Lawrence School, Lovedale, Ooty, Tamil Nadu, any of its employees or advisors, is provided to Vendor/Supplier on the terms and conditions set out in this NIT document and such other terms and conditions subject to which such information is provided.

The purpose of this NIT document is to provide interested parties with information that may be useful to them in eliciting their proposals pursuant to this NIT document. This Tender document may not be appropriate for all persons, and it is not possible for the School, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this NIT document.

This NIT document includes statements, which reflect various assumptions and assessments made by the School in relation to the Contract. Such assumptions, assessments and statements do not purport to contain all the information that each Vendor/Supplier may require.

The assumptions, assessments, statements and information contained in this NIT document, may not be complete, accurate, adequate or correct. Each Vendor/Supplier should, therefore, conduct his/her own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this NIT document and obtain independent advice from appropriate sources.

Information provided in this document to the Vendor/Supplier is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The School accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The School, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Vendor/Supplier under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this NIT document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the NIT document and any assessment, assumption, statement or information contained therein or deemed to form part of this NIT document or arising in any way in this NIT Stage.

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Section-A

1. Scope:

The Lawrence School, Lovedale, Ooty, Tamilnadu (hereinafter referred to as the “**LSL/School**”), an Educational Institution, invites NIT(s) for **Supply, Installation, Testing & Commissioning of 200 Mbps Internet Leased Line Connection** at **The Lawrence School, Lovedale** (as per Annexure-II) for The Lawrence School in its permanent campus at Lovedale as per the NIT document.

To provide **200 Mbps Internet leased line** connectivity on **uncompressed, unshared** leased line (**Optical Fiber Cable**) (**1:1**) for Primary leased line by the service providers at IT Department of The Lawrence School, Lovedale.

This includes installation, commissioning, testing & maintenance of the complete link initially for **one year from the date of installation**, which can be extended on the basis of satisfactory services provided on **year-to-year basis for a period of maximum three years** with mutual consent and rates, terms & conditions mutually agreed at the time of extension. The connectivity will be through dedicated Internet leased line with last mile connectivity service.

The hardware and software required for the establishment of fully functional leased lines will be provided by the bidders on rental basis. The minimum guaranteed bandwidth required from the Bidder is 200 Mbps leased line.

The vendors shall supply and install the equipment required for provisioning of the required links at LSL; and integrate test systems to meet school requirements.

Within one week after receiving the receipt of LOI/PO, the vendor has to submit the detailed project schedule with proper timelines and resource deployment. The same shall also cover the requirement from LSL side.

Any change that is needed to be carried out in the existing setup shall be carried out after approval by the competent authority of LSL. The same shall be informed in advance so as to plan the downtime/impact to the end users. The work shall be carried out as per LSL compliance and requirements communicated to the vendors from time to time.

Vendors shall ensure that the proposed solutions/components/services are as per applicable regulations in India. The vendor shall be responsible for implementing and maintaining the implemented solutions/services as per applicable regulations in India.

Vendors shall submit architectural design of link built-up. The links must not be overlapped with other existing Internet Links to LSL.

The tender document can be downloaded from the School website at URL Link:

<https://www.thelawrenceschool.org/tenders>

2. Eligibility Criteria for the Service Provider (SP):

All the Vendors/Service Provider must fulfil the following eligibility criteria and submit the documents and the declarations (duly self-attested) in support of their claim along with the NIT. The applications of those not meeting the Eligibility Criteria stated below and not accompanied with the requisite documents will be treated as incomplete and hence be rejected.

- i. The Vendor/ Service Provider must be a GST registered individual/firm/company.
- ii. The Vendor/ Service Provider should have his own shop/firm/establishment/company and should have experience in supplying the required items to renowned schools/hotels/establishments.
- iii. The Vendor/ Service Provider shall submit details of experience in running a shop or related field at least for a period of a minimum of three years before the date of NIT along with documentary proof.
- iv. Copy of Registration of the Shop/Agency/Firm/Company issued by the concerned authority of the Tamil Nadu Shops and Commercial Establishment Act is a must wherever applicable.

- v. The Service provider should not have been barred or black listed by any Government Organization.
- vi. The Vendor/Service Provider is required to submit a self-attested copy of PAN/TAN/TIN/GST certificates wherever applicable.
- vii. The Vendor/Service Provider must have an average annual turnover of Rs. 25 lakhs in the last two financial years i.e. FY2023- 24 and FY2024- 25.
- viii. The bidder must be a license holder approved by Telecommunication Authority of India TRAI (class A,B,C(UL /vno etc).
- ix. The bidder must have a fully functional Customer Service Centre located in The Nilgiris, specifically in Ooty, for call logging, service monitoring, and issue resolution.
- x. The vendor must provide contact numbers for three (3) levels of support teams to ensure prompt resolution of issues.
- xi. The bidder must have a minimum of five (5) reputed educational institutions as clients within The Nilgiris district.
- xii. The bidder must have a minimum of five (5) clients from the Government sector in The Nilgiris.
- xiii. The bidder must have a minimum of five (5) clients from the private sector in The Nilgiris.
- xiv. The bidder must have a minimum of twenty-five (25) clients across the state of Tamil Nadu.
- xv. The Vendor/Service Provider should have experience of supplying similar nature items of 2.8 Lakhs or more. Supporting Document: Copy of work orders/Contract or Client Certificate should be submitted in this regard.
- xvi. Last mail facility must be the fiber backup link or fail over will be airfiber.
- xvii. Criteria related to Incorporation of the Firm, Legal entity:
 - a. The bidder must be a legal entity registered in India under the Companies Act, 1956, having a registered office and operations in India.
 - b. The entity should have been operational in India for at least the last five financial years.
 - c. The bidder must be a single legal entity and not be a consortium of firms.

3. **Contract Period**

The Contract shall initially be valid for a period of **One (1) year** and may be extended on **year-to-year basis** for further **two years period** based on satisfactory performance and with mutual consent and rates, terms & conditions mutually agreed at the time of extension.

4. **Service Level Agreement & Non Performance charges:**

LSL expects very high availability and reliability of the ILL throughout its leasing to LSL. The expected support SLAs during leased period are as per below:

- a) Mean Time to Resolve (MTTR): Service Levels Last Mile Complaints: 4 clock Hrs.
Backbone/System/HW Faults: 8 clock Hrs.
- b) Link Availability: 99.5% calculated on 24x7 basis for every month.
- c) Packet Losses: Less than 0.5% (Average over 1000 Ping) at any given point of time to any part of globe.
- d) Latency: Less than 300 ms from LSL to ISP peering point.

5. **Non-Performance Penalty:**

In case of any problem reported, the same has to be attended & resolved as per Service level Agreement (SLA) mentioned above. In case of violations of SLAs, the penalty applied shall be as per below:

Failure to meet the SLA timelines will result in penalties. For each day of delay in resolving the issue, a non-performance penalty equivalent to the per-day charges of the total contract value will be applied and proportionately deducted.

6. **Submission of NIT:**

All quotations must be submitted to the Purchase Committee either:

- In a sealed cover or via email to pc@thelawrenceschool.org & with the CC to ceit@thelawrenceschool.org
- **The Financial Bid must be submitted as per Annexure II.**

- i. The interested parties may inspect the premises or contact the HOD IT Department before submitting the NIT form.
- ii. Tenders in the name of the Minors or on behalf of the Minors will be rejected, duly forfeiting the EMD.
- iii. In case of Firms/Companies/Establishment etc., the authorized representative can submit the NIT along with authorization letter.
- iv. The NIT's received after the stipulated date and time will not be accepted. NIT's will be opened by the Committee nominated by the School.
- v. The NIT forms not accompanied by original Demand Draft from a Nationalized/ Scheduled Bank or proof of remittance through online towards the requisite EMD, incomplete filled in NIT forms and unsigned Terms & Conditions will be rejected.
- vi. NIT forms with any pre-conditions or additional conditions other than the conditions prescribed and supplied by the Vendor/Supplier will summarily be rejected at the time of opening of NIT's.
- vii. The Vendor/Supplier shall drop the NIT in a sealed cover/Email duly signed on each page of NIT in the Box kept at the Main Gate of the School. The required EMD by Demand Draft or proof of remittance through online shall be attached to NIT. **The name of the business/shop of the Vendor/Supplier shall be written in capital letters on the sealed cover. On top of the sealed cover inscribe NIT for Internet Lease Line supply.**

7. Earnest Money Deposit (EMD): (Applicable only for the new vendors)

- i. The Vendor/Supplier shall be required to submit the Earnest Money Deposit (EMD) for an amount of ₹10,000/- (Rupees Ten Thousand only). The Vendor/Supplier may submit the EMD through Demand Draft or online bank transfer as per the bank details given below:

The bank details of The Lawrence School Account for online transfer:

Account Holders Name: The Headmaster, The Lawrence School, Lovedale

Account Number: SB A/C 10920587087

Bank Name: State Bank of India

IFSC CODE: SBIN0003162

Bank Address: The Lawrence School Campus, Lovedale

Note: The proof of payment including name of the bank, amount of EMD, date of transfer, UTR No. shall be attached to the NIT Document (in a separate sheet), in case of online transfer.

- ii. The EMD amount will not carry any interest.
- iii. EMD is not exempted to any Organizations/Institutions/Communities/Society/Voluntary organization, etc.
- iv. **Vendor/Supplier whose EMD is already with the School need not to pay EMD again.**
- v. Earnest money deposit of the successful Vendor/Supplier shall be forfeited, if he/she refuses or neglects to execute the order within the time frame as specified by the School.
- vi. The School reserves the right to reject any one or all the NIT's received without assigning any reason. No correspondence in respect of the decisions arrived by the tender committee will be entertained.

8. Allotment of Contract:

As per the recommendations of the Committee, the contract will be allotted to the successful Vendor/Supplier. The successful Vendor/Supplier shall enter into an agreement for Supply, Installation, Testing & Commissioning of 200Mbps Internet Leased Line Connection at The Lawrence School, Lovedale for which he/she emerged as successful Vendor/Supplier within 7 days from the date of issue of letter of Intent.

9. Termination of Contract:

- i. The School is at liberty to terminate the Contract with one-month notice, without assigning any reasons.
- ii. If even after award of contract, the information/facts submitted by the Vendor/Supplier are found misleading/incorrect/false etc., The Headmaster of The Lawrence School, Lovedale, reserves the right to terminate the contract.
- iii. In case The Lawrence School, Lovedale, suspects or finds any supply is entrusted to any sub-contractor on piecemeal basis or on regular terms, The Headmaster, The Lawrence School, Lovedale, reserves the right to terminate the contract without assigning any reasons

- iv. The Headmaster, The Lawrence School, Lovedale, shall have the right to terminate the contract, by giving 30 days' notice, if in his opinion the quality of services offered is not up to the standard/satisfactory.

GENERAL TERMS AND CONDITIONS OF CONTRACT:

1. The contract will be for a period of one year, or a period that is on mutual agreement, commencing from the date of signing the contract.
2. The transportation loading-unloading & other charges will be inclusive in rates quoted by vendor/supplier.
3. In case of any dispute between the successful Vendor/Supplier and its employee, The Lawrence School, Lovedale will have no responsibility and shall not be responsible for any compensation in any form to such employment to any of such employees during or after the expiry of this agreement.
4. The successful Vendor/Supplier will have to provide good quality and standard product of items to The Lawrence School, Lovedale, as specified in Annexure-II.
5. In case of supplied materials, if found same are lower in quantity or quality and not of standard quality or not supplied in time, a deduction of 2 % of the bill amount will be made as penalty or as decided by The Headmaster, The Lawrence School, Lovedale.
6. All the ordered items are to be supplied by 3.00 pm as per the schedule given in the Purchase Order.
7. The successful vendor /supplier will ensure compliance of all the relevant provisions of the Laws / terms of contract.
8. The successful Vendor/Supplier shall not do anything inside or outside the premises, which may create nuisance or any cause of annoyance to the students, working staff or to the visitors visiting the premises.
9. These are only proposed draft terms & conditions and can be modified/changed or added at the time of finalization and signing the agreement.
10. Conditional/Incomplete offers not conforming to tender document will be rejected.
11. If the Vendor/Supplier is a partnership of two or more persons all such persons shall be jointly and severally liable to the School for the fulfillment of the terms of contract.
12. The Vendor/Supplier will be held wholly responsible for any action taken by statutory bodies for violation /non – compliance of any such provision/rule.
13. If a dispute or difference of any kind shall arise between The Lawrence School, Lovedale, and the Contractor in connection with or relating to the Contract, the parties shall make every effort to resolve the same amicably by mutual consultations.

14. Venue of Arbitration: The venue of arbitration shall be the place from where the Contract has been issued, in this case The Lawrence School, Lovedale.
15. The Court of Judicature at Coimbatore will have the exclusive jurisdiction to try the disputes.
16. The Vendor/Supplier shall be governed by and interpreted in accordance with laws of India for the time being in force.

SPECIAL CONDITIONS OF NIT:

The Vendor/Supplier is required to provide explicit confirmation of acceptance of the Special Conditions outlined below. These conditions shall automatically become an integral part of the final Contract concluded with the successful Vendor/Supplier (referred to as the "Service Provider" in the Contract), as selected by the School.

Payment Terms: -

The payment for the Internet Leased Line (ILL) service shall be made in **four (4) equal quarterly instalments**. An **advance payment** will be released at the **beginning of each quarter**, subject to the following condition:

- Payment shall be made **within fifteen (15) days** of receipt of the **original invoice** from the service provider.

Date:

**Signature of the
Vendor/Supplier**

Annexure - I

Vendor/Supplier Information Sheet

Name of the Vendor/Supplier :
Office Address :
Office Contact Number :
Company Email ID :
Website :
PAN Card Number :
GST Registration Number :
Name of the Proprietor :
Contact Number of the Proprietor :
Proprietor Email ID :
Nature of Current Business/Trade : Manufacturer/Distributor/Service Provider
Year of establishment :
EMD Particulars :

Key Contacts

Service Contact No :	Email Id :
Sales Contact No :	Email Id :
Alternate Contact No:	Email Id :

Vendor/Supplier's Bank Details:

Name of A/c Holder :
Bank Name :
Branch Name :
A/c Number – SB or CA :
IFS Code :

Signature of the Vendor/Supplier

Details of Requirement

The Lawrence School, Lovedale needs following link at its campus:

Sl. No.	Requirement	Start Date	End Date
1	200 Mbps Internet Leased Line (1:1) on Fiber Optical Line for leased line	1 st July 2025	30 th June 2026

- a. The contract for this ILL shall be for an initial **period of 1 year**. The contract may be extended for a maximum period of **3 years on year-to-year basis**, at sole discretion of LSL, at rates, terms and condition mutually agreed at the time of extension.
- b. The proposed solution should be based on Industry standard technologies and minimal requirements at LSL. LSL primarily runs a standard TCP/IP network on dynamic BGP protocol for various applications in LSL e.g. Voice, Video, Portals, Messaging, etc.
- c. The complete backbone network, provided by the service provider, will be managed by service provider, including links management. LSL's on-premises equipment, which are owned by LSL, will be managed and configured by the LSL itself or its representatives.
- d. The link has to be provided via Optic Fiber Cable.
- e. The link shall be terminated on Firewall Device which shall be provided by LSL.
- f. The vendor shall be providing at least 15 nos. Internet IP addresses to LSL for usage on this ILL.
- g. The vendor shall provide contact numbers for three (3) levels of support teams to ensure prompt resolution of issues.
- h. The links would be used for Voice, Video, and Portals etc. The SLA should be based on, but not limited to, the parameters mentioned below:
 1. Link Availability
 2. Guaranteed time to restore
 3. Fault Reporting, etc.

- i. **Monitor ability:** The vendor shall configure the link provided to LSL in his NMS system and provide access on the same to LSL. The system must provide online charts/reports for minimum important possible parameters for current as well as historical data for preceding 3 months:
- Link Utilization Report, Link up down report, Site up down report
 - Latency, Packet drops (PE to Gateway)
 - Latency from NMSLAN to the Customer
- j. The service provider will provide a web portal with 'User Id' and 'Password' for getting the link monitoring reports for the above-mentioned parameters for the link delivered to LSL. These parameters will be measured at vendor's edge router.