

YADAVINDRA PUBLIC SCHOOL, PATIALA

TENDER DOCUMENT

SUPPLY, LICENSING, DEPLOYMENT & SUPPORT OF SEQRITE ENDPOINT PROTECTION – TOTAL 91 LICENCES | 3 YEARS

Tender Reference No.	_____
Date of Issue	_____
Last Date for Submission	_____
Time	_____
Tender Opening	_____

Issued by: Yadavindra Public School, Patiala, Punjab

1. TENDER INVITATION

Yadavindra Public School, Patiala invites sealed quotations/tenders from reputed, experienced and authorised vendors/resellers/system integrators for the supply, licensing, deployment, configuration and support of Seqrite Endpoint Protection – Total for 91 endpoint licences for a period of three (3) years.

The solution shall provide centralised endpoint security management, threat prevention, device and application control, patching and related security capabilities as specified in this tender. The bidder shall quote for a complete and fully functional licensing and deployment solution.

2. SCOPE OF WORK

1. Supply of 91 genuine Seqrite Endpoint Protection – Total endpoint licences for a subscription period of three (3) years.
2. Provision of valid OEM licence certificate/subscription details, activation keys or console entitlement in the name of Yadavindra Public School, Patiala.
3. Installation/deployment assistance for the central management console and endpoint security client on the School's designated systems, as required.
4. Configuration of security policies, groups, exclusions, web filtering, device control, application control, patch management and other available modules in consultation with the School IT Department.
5. Migration/upgrade assistance from the existing endpoint protection environment, wherever applicable and technically feasible.
6. Activation, registration and verification of all 91 licences and confirmation of the three-year subscription validity.
7. Provision of regular security updates, engine updates, product updates, patches and supported feature updates throughout the subscription period as per OEM policy.
8. Provision of technical support during deployment and for the complete subscription period.
9. Basic administrator orientation/training for designated School IT personnel for console operation, policy management, reporting and endpoint management.
10. Submission of licence details, deployment records, support contact details and completion/acceptance documentation.

3. LICENCE REQUIREMENT

Product	Quantity	Subscription Period	Licence Type
Seqrite Endpoint Protection – Total	91 Endpoints	3 Years	Genuine Commercial / Institutional Subscription

4. REQUIRED SECURITY FEATURES

The quoted solution shall include the following security features/capabilities for the licensed endpoints. The bidder shall indicate compliance against each item.

Sr. No.	Required Feature	Bidder Compliance (Yes/No)	Remarks
1	Antivirus		
2	Anti-Ransomware		
3	Email Protection		
4	IDS/IPS Protection		
5	Firewall Protection		
6	Phishing Protection		

Sr. No.	Required Feature	Bidder Compliance (Yes/No)	Remarks
7	Browsing Protection		
8	Vulnerability Scan		
9	Roaming Platform		
10	Multi-Site Management		
11	Asset Management		
12	Spam Protection		
13	Web Filtering		
14	Advanced Device Control		
15	SIEM Integration		
16	Application Control – Blocklist		
17	Application Control – Safelist		
18	Tuneup		
19	File Activity Monitor		
20	Patch Management		

5. TECHNICAL & OEM REQUIREMENTS

1. The licences supplied shall be genuine, new and sourced through authorised channels. Trial, evaluation, educational-demo, NFR, pirated, grey-market or previously activated licences shall not be accepted.
2. The bidder shall clearly mention the exact product edition, licence SKU/part number, subscription type and applicable OEM support entitlement in the bid.
3. The bidder shall submit the product datasheet/brochure and supporting OEM documentation along with the Technical Bid.
4. The bidder shall provide an OEM authorisation/reseller certificate or documentary proof of authorised sourcing, wherever applicable.
5. The product offered shall be a currently supported version and shall be eligible for updates and technical support for the complete three-year subscription term.
6. The solution shall support centralised administration of all licensed endpoints through the applicable Seqrite management console/platform.
7. The bidder shall specify supported operating systems and minimum hardware/software prerequisites. Compatibility with the School's endpoint environment shall be verified before deployment.
8. All features quoted shall be available under the supplied licence/subscription and shall not require undisclosed additional licences for normal use, unless specifically identified in the Financial Bid.
9. Any optional, add-on or separately chargeable component shall be clearly identified and priced separately.
10. The bidder shall disclose any technical limitation, feature dependency or exclusion that may affect the required functionality.

6. DEPLOYMENT & CONFIGURATION

1. The successful bidder shall coordinate deployment with the School IT Department and shall avoid disruption to teaching, administration and other critical systems.

2. The centralised management console, if required for the proposed architecture, shall be installed/configured on the School's designated infrastructure or made available through the applicable supported management platform.
3. Endpoint agents shall be installed/activated on designated systems and connected to the management console.
4. Security policies shall be configured in consultation with the School IT Department, including antivirus, firewall, IDS/IPS, web filtering, phishing protection, device control, application control, patch management and other licensed features.
5. Where required, existing security software shall be safely removed or migrated before deployment of the new endpoint agent.
6. The bidder shall verify endpoint communication, update status, policy application, reporting and licence status after deployment.
7. Any exclusions required for School-approved applications or services shall be documented and implemented only with approval of the authorised School representative.
8. The bidder shall ensure that credentials, console access and administrative rights are handed over securely to authorised School personnel after commissioning.

7. SUBSCRIPTION, UPDATES & SUPPORT

1. The subscription validity shall be for three (3) years for all 75 endpoint licences.
2. The bidder shall clearly state the licence activation/start date mechanism. The School's subscription period shall not be reduced due to premature activation before deployment/acceptance.
3. The School shall receive security definition updates, threat intelligence updates, product updates and applicable patches throughout the active subscription period, subject to OEM policy.
4. The bidder shall provide technical assistance for activation, deployment, policy configuration, troubleshooting, client communication issues, updates and licence-related issues during the subscription term.
5. The bidder shall provide OEM/vendor support contact details and escalation matrix after award of the tender.
6. Critical licence/activation or product-related issues shall be escalated promptly to the OEM/support channel.
7. No additional charge shall be levied for standard support and updates already covered under the quoted three-year subscription.

8. GENERAL TERMS & CONDITIONS

1. The bidder shall supply, activate, deploy/configure and support the complete solution in accordance with the approved Purchase/Work Order.
2. All licences shall be genuine, unused and registered for Yadavindra Public School, Patiala.
3. The bidder shall ensure that the product and licences supplied fully comply with the specifications and feature requirements stated in this tender.
4. The bidder shall be responsible for verifying compatibility with the School's systems before final deployment.
5. The School reserves the right to verify licence authenticity and entitlement directly with the OEM.
6. Any licence found invalid, duplicate, previously used, incorrectly issued or not conforming to the tender shall be replaced/corrected by the bidder without additional cost.
7. The bidder shall keep all School network, system, security policy, endpoint and configuration information confidential.
8. No School data, credentials or configuration information shall be copied, retained, transmitted or disclosed except as necessary for authorised deployment/support and with due security safeguards.
9. Personnel deployed by the bidder shall follow all School security, access and IT policies while working on campus or remotely.
10. Any remote access to School systems shall be undertaken only with prior approval of authorised School IT personnel.
11. The bidder shall provide complete documentation of licences, activation details, installed endpoints and support contacts after deployment.

12. The School may increase or decrease the final quantity before issue of Purchase Order depending upon actual requirement and budget, and the bidder shall indicate the applicable unit licence rate.
13. No hidden or unspecified charges shall be accepted after placement of the Purchase/Work Order.
14. The bidder shall comply with all applicable statutory, tax, licensing and intellectual-property requirements relating to the supplied software.

9. TECHNICAL BID REQUIREMENTS

1. Firm/company profile with complete address and contact details.
2. GST Registration Certificate and PAN details.
3. OEM authorisation/reseller certificate or proof of authorised procurement channel, wherever applicable.
4. Product name, edition, licence SKU/part number and licensing model.
5. Product datasheet/brochure and technical documentation.
6. Duly completed feature compliance statement against Section 4.
7. Details of three-year support entitlement and update coverage.
8. Details of deployment methodology and estimated deployment period.
9. Details of service/support arrangements and escalation contacts.
10. Details of relevant experience in endpoint security/antivirus deployment, if available.
11. Any deviations, exclusions or additional dependencies shall be clearly stated in a separate deviation statement.

10. FINANCIAL BID

The Financial Bid shall clearly indicate the following:

- Product description and edition
- Licence quantity
- Subscription period
- Unit rate per endpoint for three years
- Basic amount
- GST percentage and GST amount
- Deployment/configuration charges, if any
- Training/support charges, if any
- Any other applicable charges
- Grand Total

The quotation shall clearly state whether rates are inclusive or exclusive of GST. All costs required to provide a complete, activated and supported solution shall be included. Any separately chargeable optional component shall be distinctly identified.

11. BILL OF QUANTITIES – SUGGESTED FORMAT

Sr. No.	Item Description	Qty.	Period	Unit Rate	Basic Amount	GST	Total Amount
1	Seqrite Endpoint Protection – Total – Endpoint Licence	75	3 Years				
2	Deployment / Configuration / Migration Assistance, if applicable	1 Job					
3	Administrator Orientation / Training, if separately chargeable	1 Job					
4	Any Other Required Component / Service (specify)	–					

Grand Total: ₹ _____

12. TESTING, VERIFICATION & ACCEPTANCE

1. Verification of licence authenticity, product edition, quantity and subscription validity.
2. Confirmation that all 75 endpoint entitlements are available and correctly registered/activated.
3. Confirmation of management console access and endpoint communication, where applicable.
4. Verification that required security modules/features are available under the supplied licence.
5. Verification of policy deployment, signature/update status, reporting and basic endpoint health status.
6. Confirmation that administrator credentials, licence documentation and support information have been handed over to authorised School personnel.
7. Any deficiency noticed during verification shall be rectified by the bidder before final acceptance.

13. DOCUMENTATION TO BE PROVIDED

- OEM licence certificate/subscription proof
- Product/edition and SKU details
- Licence quantity and validity dates
- Activation/registration details
- Endpoint deployment/activation record
- Management console details and authorised administrator access handover
- Product datasheet and support documentation
- Support/escalation contact details
- Deployment completion and acceptance report

14. COMPLETION PERIOD

The bidder shall clearly indicate the period required for licence delivery, activation and deployment/configuration after receipt of the Purchase/Work Order. The work shall be completed within the period stipulated by the School. Any anticipated delay shall be communicated in writing with reasons.

15. PAYMENT TERMS

1. Payment shall be processed against a proper tax invoice and verification of the supplied licences/subscription entitlement.
2. Final payment shall be released after successful licence activation, deployment/configuration as applicable, verification of three-year validity and acceptance by the School.
3. The School may withhold payment against invalid, incomplete, non-functional or non-compliant licence/subscription items until satisfactory rectification.
4. Applicable statutory deductions, if any, shall be made as per prevailing rules.

16. CONFIDENTIALITY & INFORMATION SECURITY

1. All information relating to the School's network, systems, endpoint inventory, security policies, IP addresses, credentials and configuration shall be treated as confidential.
2. The bidder and its personnel shall not disclose, reproduce or use such information for any unauthorised purpose.
3. Passwords, administrative credentials and security configuration details shall be handed over only to authorised School personnel.
4. Remote support, where required, shall be carried out only with explicit approval and supervision/awareness of authorised School IT personnel.
5. The bidder shall take reasonable security measures to prevent unauthorised access to School systems or data during deployment and support.

17. RIGHT OF THE SCHOOL

- Accept or reject any tender/quotation without assigning any reason.
- Accept the whole or any part of a tender.
- Increase or decrease the quantity depending upon actual requirement.
- Seek clarification or additional documents from any bidder.
- Verify OEM authorisation, licence authenticity and bidder credentials.
- Negotiate rates with technically qualified bidder(s).
- Reject any solution/licence not conforming to the approved specifications.
- Cancel the tender process at any stage in the interest of the School.
- Select the solution considered technically and commercially most suitable for the School.

The lowest financial bid alone shall not necessarily confer any right for award of the contract. Technical compliance, licence authenticity, OEM support, deployment capability, service support and overall value shall also be considered.

18. VALIDITY OF OFFER

The bidder shall mention the validity of the quotation. The rates quoted should preferably remain valid for a minimum period of 60 days from the last date of submission of the tender.

19. TAXES & STATUTORY COMPLIANCE

All applicable taxes, duties, levies and GST shall be clearly indicated. The bidder shall comply with all applicable statutory requirements and software licensing conditions.

20. BID SUBMISSION

The tender/quotation should be submitted in a sealed envelope clearly superscribed:

**“TENDER FOR SEQRITE ENDPOINT PROTECTION – TOTAL
75 LICENCES FOR 3 YEARS – YADAVINDRA PUBLIC SCHOOL, PATIALA”**

The bid should contain separate Technical Bid and Financial Bid.

Tender Submission Address	The Headmaster Yadavindra Public School Patiala, Punjab
Last Date for Submission	_____
Time	_____
Date/Time of Opening	_____
Tender Reference No.	_____

21. BIDDER'S DECLARATION

We hereby certify that:

1. We have carefully read and understood all the technical requirements, scope of work and terms & conditions of this tender.
2. The Seqrite Endpoint Protection – Total licences quoted by us are genuine, unused and sourced through authorised channels.
3. The offered solution includes the required security features as declared in our compliance statement.
4. We shall provide 75 endpoint licences with full subscription validity of three years and applicable updates/support as per the tender and OEM entitlement.
5. We shall provide deployment/configuration assistance and complete documentation as specified.

6. We accept all the terms and conditions mentioned in this tender document.

Name of Firm	_____
Authorised Signatory	_____
Name	_____
Designation	_____
Address	_____
Mobile No.	_____
Email	_____
GSTIN	_____
Date / Place	_____

Signature with Firm's Seal