



## DIRECTORATE OF MEDICAL EDUCATION & RESEARCH

Govt. Dental College & Hospital Building 4<sup>th</sup> floor, St. George's Hospital Compound, P.D'mello Road, Mumbai - 400 001.  
Tel. No. - +91-22-22620361-65/22652251/57/59. Telegram "MEDUCATNSEARCH" Fax - +91-22-22620562/22652168  
Website : <http://www.dmer.org>

No.DMER/512/EOffice/2021/1-A, 411

Date - 20.01.2022

### Notice Inviting Quotations

#### **Procurement of Digital Signature Certificate (Signing + Encryption Certificate) Class III along with technical support services**

The Directorate of Medical Education and Research (DMER) and the Directorate of AYUSH under the aegis of the Medical Education & Drug Department (MEDD) of the Government of Maharashtra, invites quotations from CCA Certified Agencies for the procurement of Digital Signature Certificates (Signing + Encryption Certificate) Class III along with technical support service.

#### **A. Eligibility Criteria and Documentation Required**

Applying agencies must be empaneled with the Controller of Certifying Authorities (CCA) to sell and issue Digital Signatures in order to submit their quotations. Bidding firms must submit the following documentation attached to the Quotation Response.

1. This Notice document, with all pages signed by the authorized signatory
2. Covering letter
3. Financial Quotation

## B. Commercial Bid Submission

Vendor Name	Description	Unit Rates(Rs.)	Qty.	Amount in Rs. (exclusive of taxes*)
	Signing + Encryption Certificates with 2 years validity	Per Unit Rate(Rs.) (A)	160 (B)	(C = A*B)
<b>Total</b>				

\*Taxes as applicable

Interested parties shall submit a hard copy of the quotation in a sealed envelope on or before **4:00 pm on the 27th of January, 2022** in person or by post (the DMER shall not be responsible for any postal delays). Any submissions after the aforementioned date and time will not be accepted. The envelope may be marked to:

CET IT Cell, Directorate of Medical Education & Research (DMER),  
Ground Floor, Opp. Government Dental College & Hospital Building,  
St. George's Hospital Campus, Near CST Railway Station,  
Fort, Mumbai - 400 001.

## C. Commercial Bid Opening

The quotation will be opened at **2:00 pm on 28<sup>th</sup> January 2022** and further processes will be completed thereafter.

## D. Terms & Conditions

1. The vendor with combined lowest quote for procurement (exclusive of all applicable taxes) shown in the field will be awarded the contract.  
(L1= Lowest Total Quotation)
2. In case of a tie between two or more vendors in value of commercial submitted, vendors who have a tie will be asked to resubmit fresh quotes. Vendors with lowest quote (L1) will be awarded the contract.

3. The selected vendor must provide the required technical support to the user to resolve issues, if any and must depute one of their representatives for receiving forms, verification and processing.
4. The Digital Signatures must be delivered within 15 days from the date of the project being awarded.
5. The DMER reserves the right to accept or reject any quotation, to cancel the bid process and reject all the bids at any time prior to award of contract without thereby incurring any liability to the affected bidders or any obligation to inform affected bidders of the grounds of the Directorate's actions.
6. 100% payment will be made post-delivery of all Digital Signatures.

#### **E. Additional Information/ Queries**

For any queries regarding this notice inviting quotations, kindly send a mail to: [dmercetcell@gmail.com](mailto:dmercetcell@gmail.com). Points of Contact (POCs) for any additional support are mentioned below:

SN	Name	Designation	Department	Contact Number	Email Id
1	Laxmikant Mane	Administrative Officer	CET IT	+91-9930159907	dmercetcell@gmail.com
2	Swapnil Desai	Office Superintendent	CET IT	+91- 9969013741	dmercetcell@gmail.com

Date - 20.01.2022

Place - Mumbai

**Medical Education & Research, Mumbai**

