

Date: October 27, 2026

**Subject: Submission of Tender/EOI for Engagement of IT Infrastructure & Network Consultant
(Ref No: ASGI/CORP-IT-CONSULT/Oct 26)**

Enclosed please find herewith the tender document for the selection and engagement of an IT Infrastructure & Network Consultant across the institutions under the Adi Shankara Group (Sree Sankara College, Adi Shankara Institute of Engineering & Technology, Sree Sarada Vidyalaya & Sainik School, and Adi Shankara Training College).

You are requested to submit the proposal in a sealed envelope on or before 15th November 2026

Please ensure that each page of the tender document is duly signed and stamped. Also enclose the following required documents along with the filled submission:

- 1. Site Visit Form: Proof/declaration of mandatory site inspection across the campus facilities.**
- 2. Consultant Eligibility Credentials & Documents:**
 - **Experience proof (minimum 5–7 years in enterprise IT/Cat 6 infrastructure design & 3 major campus projects).**

The sealed envelope shall be personally submitted at the corporate office or dropped in the tender box kept at the corporate office:

Corporate Office Address:

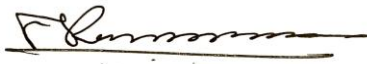
Office of the Chief Executive Officer (CEO)

Corporate Office, Kalady, PIN: 683574,

Ernakulam District, Kerala

You can also send the same as a PDF file to the Email ID: info.asgi@adishankara.ac.in

Issued By:



Chief Executive Officer (CEO)

Adi Shankara Group of Institutions, Kalady

EXPRESSION OF INTEREST (EOI) & REQUEST FOR PROPOSAL (RFP)

Engagement of IT Infrastructure & Network Consultant

RefNo:ASGI/CORP-IT-CONSULT/Oct26

Date:October27,2026

Issuing Authority: Management, Adi Shankara Group

Location: Kalady, Ernakulam District, Kerala

1. INSTITUTIONAL OVERVIEW & BACKGROUND

The Adi Shankara Group of Institutions, managed by the prestigious Adi Shankara Trust, represents a flagship educational cluster in Kalady, Kerala. The Trust operates multiple premier academic entities delivering value-based, technology-driven education spanning primary schooling, teacher education, arts & sciences, and multi-disciplinary engineering and doctoral research.

1.1 Institutional Profiles & Academic Scope

Institution	Inception	Student Strength	Academic Scope & Type
Sree Sankara College (SSC) including Teachers Training college	1954	~3,200+	Aided Arts, Science & Commerce (UG/PG/Ph.D.). Affiliated with MG University.
ASIET Engineering Campus	2001	~2,500+	AICTE-approved, NBA-accredited Engineering (B.Tech, M.Tech, MBA, MCA, Ph.D.). Affiliated with KTU.
Sree Sarada Vidyalaya and Sainik School	1992	~2,500+	CBSE Senior Secondary School (Kindergarten to Grade 12 - Science, Commerce, Humanities).
Adi Sankara Training College	2005	100+	Teacher Education Institution dedicated to pedagogical training, digital instructional methods, and educational technology integration.

2. SCOPE OF WORK & CAMPUS MODERNIZATION PLAN

Brief scope of work is given below for guidance purpose only. Bidders to visit the site and interact with all concerned stakeholders, understand the quantum of works, and submit the bid accordingly.

Mandatory Requirement - Campus-Wide Cat 6 Standard: All structured LAN network cabling throughout the institutions must be upgraded and deployed strictly using Category 6 (Cat 6) UTP technology standards to ensure high-bandwidth Gigabit throughput, zero packet loss, and robust future-proof connectivity across all departments.

Phase A: Assessment & Stakeholder Interaction

- **Existing Assets Audit:** Evaluate active core switches, network racks, power backup systems (UPS), desktop hardware, public address systems, and AV systems across all four institutions.
- **Stakeholder Consultation:** Engage with campus IT heads, department coordinators, lab staff, and institution heads to map exact computational, power, and networking requirements.
- **Architecture Master Plan:** Formulate an integrated master plan incorporating Cat 6 cabling topology, enterprise security, Wi-Fi coverage, uninterrupted power infrastructure, and redundant ISP lines.

Phase B: Institutional Coverage Breakdown

Part I: Sree Sarada School Requirements

Immediate inspection, service, or replacement of the central 6 kVA Online UPS unit in the Senior Computer Lab. Formulate specs for high-performance desktop PCs, network restructuring, replacing legacy BenQ projector with an Interactive Flat Panel (IFP), and equipping 'Anpu' Hall (40-seater) and Auditorium with professional sound systems.

Part II: ASIET Engineering Campus Requirements

Prepare specifications for 285 systems across CSE (120), ME (45), ECE (45), EBE (45), and Data Science (30 workstations). Implement Cat 6 cabling, switches, racks, 70-camera IP-CCTV network, 50 Interactive Flat Panels (IFPs), MPLS topology migration from Ring to Star, and Wi-Fi heatmap survey.

Part III: Sree Sankara College (SSC) Requirements

End-to-end Cat 6 UTP deployment across academic blocks and administration. Core Network Centre overhaul with L3 switches, Omada Central Controller, precision cooling, secondary 250 Mbps redundant ISP line, laser ADF printers, and A3 network duplicators. Dedicated Cat 6 drops in Self-Financing Block and BVoc Lab modernization with 50 i5 PCs and 15 kVA UPS.

Part IV: Adi Sankara Training College Requirements

- **Provision of Interactive Flat-Panel Displays (IFPDs):** Technical assessment, specification, and procurement guidance for two (2) Interactive Flat-Panel Displays (Interactive Boards) to support ICT-enabled teaching, digital content delivery, and modern pedagogical practices, complete with necessary mounting, connectivity, and technical support specifications.
- **Educational Technology Laboratory Power Backup:** Technical design and specifications for a 6 kVA Online UPS system (utilizing double-conversion technology) to provide stable, regulated, and uninterrupted power backup for sensitive equipment, digital instructional facilities, and associated electrical infrastructure in the EdTech Lab.
- **Auditorium Public Address System (PAS) Power Enhancement:** Technical assessment of the existing UPS backup facility and connected electrical load supporting the Auditorium PA system, followed by

actionable proposals and technical specifications for augmenting power backup capacity to ensure uninterrupted performance during seminars, conferences, and institutional events.

- **Comprehensive Infrastructure Audit & Modernization:** Comprehensive assessment of existing IT infrastructure, identification of technical bottlenecks, and formulation of institution-specific recommendations for infrastructure augmentation and modernization.

3. KEY CONSULTANT DELIVERABLES

- **Audit & Gap Analysis Report:** Asset evaluation, Cat 6 health check, Wi-Fi dead-zone map, auditorium PAS power load assessment, and MPLS feasibility study across all covered institutions.
- **Tender & RFP Documentation:** Technical specs (including IFPDs, online UPS double-conversion systems, desktop PCs), Cat 6 cabling standards, vendor eligibility criteria, and SLA frameworks.
- **BoQ & Cost Estimates:** Detailed itemized quantities, component ratings, and market-aligned cost projections.
- **Bid Management & Supervision:** Technical evaluation of vendor bids, supervising Cat 6 certification testing, installation of AV/IFPD systems, power backup commissioning, and final project handover.

4. BILL OF QUANTITIES (BOQ) TEMPLATE (For guidance purpose)

Item	Description & Technical Specs	Qty	Priority Level
1.0	Sree Sarada School Infrastructure		
1.1	6 kVA Online UPS Unit (Repair/Replacement) - Senior Computer Lab	1 Unit	High (Immediate)
1.2	Desktop Workstations (16GB RAM, SSD) & IFP Display - Primary Lab	17 PCs / 1 IFP	High
1.3	Professional Sound Systems & Display Panels - Anpu Hall & Auditorium	2 Sets	Medium
2.0	ASIET Engineering Campus		
2.1	High-Performance Lab Workstations (CSE/ME/ECE/EBE Labs)	255 Nos	High
2.2	Data Science High-Spec Workstations - Data Science Lab	30 Nos	High
2.3	Departmental Network Cabling & Switches (ME, ECE, EBE, DS Labs)	4 Depts	High
2.4	IP Surveillance Cameras & Interactive Flat Panels (Campus-wide)	70 Cam / 50 IFP	High
3.0	Sree Sankara College (SSC) - Cat 6 & Core IT		
3.1	Campus-Wide Cat 6 UTP Structured Cabling & Drops - Entire Campus	1 Job	High (Immediate)
3.2	All-in-One Laser Printer & A3 Network Duplicator - Admin Office	2 Units	Medium
3.3	Core Floor Rack, L3 Switch, Controller & Redundant ISP - Network Centre	1 Job	High
3.4	Cat 6 LAN Cabling Extension & Wi-Fi Access Points - SF Block	1 Job	High
3.5	15 kVA Online UPS Unit & 50 i5 Desktop Systems - CLab-04 (BVoc)	1 Job / 50 PCs	High

Item	Description & Technical Specs	Qty	Priority Level
3.6	Standby Motherboards & UPS Batteries Reserve - Admin Reserve	3 MB / 4 Batt	Maintenance
4.0	Adi Sankara Training College Infrastructure		
4.1	Interactive Flat-Panel Displays (IFPDs) with wall mounts, connectivity accessories, and installation support for ICT teaching	2 Units	High
4.2	6 kVA Online UPS System (Double Conversion Technology) with battery bank & electrical setup - Educational Technology Lab	1 Unit	High
4.3	Technical Load Assessment & UPS Capacity Augmentation/Upgrade - Auditorium Public Address System (PAS)	1 Job	High
4.4	Comprehensive IT & Network Infrastructure Gap Analysis & Modernization Plan	1 Job	High

5. CONSULTANT CREDENTIALS & ELIGIBILITY CRITERIA

- **Relevant & Past Project History:** Minimum 5–7 years of demonstrated experience in enterprise IT infrastructure design, Cat 6 structured cabling deployment, and campus AV integration. Must have successfully completed at least 3 major enterprise or higher-education campus modernization projects (>1,000 active nodes) in the last 5 years.
- **Commercial & Operational Independence:** The consultant must operate strictly as an independent advisory body without commercial affiliations, distribution tie-ups, or vendor kickback arrangements with hardware manufacturers, OEMs, or suppliers.
- **Financial Credibility & Stability:** Minimum average annual turnover of ₹50 Lakhs over the last 3 financial years. Must submit CA-audited financial statements or a bank solvency certificate.
- **Technical Competency & Certifications:** Qualified lead personnel holding recognized industry certifications (CCNA, CCNP, BICSI, or AVIXA) in enterprise networking, cabling design, and audio-visual engineering.

6. PROJECT TIMELINE & TERMS

The assignment shall span a 16-week execution timeframe divided into key milestones: Site Audits & Gap Analysis (Weeks 1-2), Technical Architecture & Reports (Weeks 3-4), RFP Release & Vendor Queries (Weeks 5-6), Technical & Commercial Bid Evaluation (Weeks 7-8), and Implementation Supervision, Cat 6 Certification Verification & Final Commissioning (Weeks 9-16).

7. GENERAL TERMS & MANAGEMENT RIGHTS CONDITIONS

1. Final Vendor Selection Right: Final vendor shortlisting, price approvals, negotiation, and contract awards remain strictly at the sole discretion of the Adi Shankara Management. The consultant's role is purely advisory.

2. Material Quality Approval: All equipment, Cat 6 cable specifications, active switches, IFPDs, and AV systems proposed for procurement must be reviewed, quality-checked, and explicitly approved by Management prior to purchase order issuance.

3. Contract Termination Rights: Management reserves the right to terminate the contract with the consultant or any appointed vendor at any stage without assigning cause, in cases of unsatisfactory performance, delay, or policy misalignment.

4. Scope & Budget Adjustments: Management retains full right to modify project phases, defer line items, or renegotiate financial terms with vendors at any point.

5. Confidentiality: Network topologies, IP schemes, administrative databases, and campus plans shared during this assignment remain strictly confidential to Adi Shankara Trust.

8. GENERAL CONDITIONS OF CONTRACT

- **Site Inspection and Understanding of Work:** The bidder shall be deemed to have inspected the site, assessed existing conditions, access arrangements, working heights, surface conditions and other relevant factors before submitting the bid. No claim arising from failure to inspect or understand the site conditions shall ordinarily be entertained. Documents in proof of site visit to be attached along with the tender submission documents.
- **Contract Price:** Quoted rates shall include all labour, materials, tools, plants, scaffolding, transportation, loading and unloading, surface preparation, application, testing, supervision, safety arrangements, protection of existing property, debris removal, taxes, duties and other incidental expenses necessary for satisfactory completion, unless stated otherwise in the BOQ.
- **Quality of Materials:** All materials shall conform to the tender specifications and be of approved/reputed make. Equivalent materials may be used only with prior approval of the CEO/Approved Site Engineer. Product details, technical data sheets and samples shall be submitted when required. Material approval sheet (MAS) will be part of O & M.
- **Workmanship and Inspection:** The contractor shall execute the work professionally in accordance with approved specifications and applicable standards. The Site Engineer/authorized representative may inspect work and materials at any stage. Defective or substandard work shall be rectified by the contractor at its own cost.
- **Measurement and Payment:** Payment shall be based on actual quantities satisfactorily executed and measured/accepted by the authorized representative at accepted contract rates. No payment shall be made for defective, rejected or unauthorized additional work.
- **Additional/Variation Work:** No additional work or variation beyond the approved scope shall be undertaken without prior written approval of the CEO. Approved variations shall be valued at applicable contract/BOQ rates or mutually agreed rates where no suitable rate exists.
- **Completion and Programme:** The contractor shall mobilize adequate manpower, materials and equipment to complete the work within the stipulated three-month period from the date of work order and shall coordinate activities to minimize disruption to normal college functioning.

- **Delay and Liquidated Damages:** A penalty of Rs.1,000 per day shall be charged for delay, subject to a maximum of 10% of the total contract value, unless the delay is accepted in writing as arising from circumstances beyond the contractor's reasonable control.
- **Safety and Protection:** The contractor shall be responsible for worker safety and shall provide appropriate PPE, safe access, scaffolding, barricading, warning signs and other safety measures. Existing property shall be protected and any damage caused by the contractor shall be repaired at its own cost.
- **Statutory Compliance:** The contractor shall comply with applicable labour, safety, environmental, tax and other statutory requirements and shall be responsible for wages, statutory contributions, insurance and other obligations relating to its personnel.
- **Housekeeping and Disposal:** Work areas shall be kept clean. Scrapped paint, debris, packaging and other waste generated by the work shall be removed and disposed of safely and lawfully at the contractor's cost.
- **Subcontracting:** The contractor shall not assign or subcontract the whole or any substantial part of the work without prior written approval of the Competent Authority. Such approval shall not relieve the main contractor of its contractual responsibilities.
- **Warranty and Defect Rectification:** The warranties specified in Clause 4 shall apply in addition to applicable Defect Liability requirements in the technical specifications. Defects attributable to defective materials or workmanship shall be rectified by the contractor at no additional cost within the period specified by the institution.
- **Termination:** The Competent Authority may terminate the work order/contract, subject to the work order/contract terms, for persistent poor performance, abandonment, material breach, failure to meet quality requirements, or failure to comply with reasonable written instructions after due notice.
- **Force Majeure:** Neither party shall be liable for failure to perform an obligation to the extent prevented by events beyond its reasonable control, subject to prompt written notice and reasonable mitigation. Extension of time, if any, shall be decided by the Competent Authority based on circumstances and supporting evidence.
- **Dispute Resolution:** Disputes shall first be referred to the Competent Authority for amicable resolution. If unresolved, the dispute shall be dealt with in accordance with applicable laws and the dispute-resolution provisions incorporated in the final contract/work order.
- **Right to Accept or Reject:** The institution reserves the right to accept or reject any bid, wholly or partly, and to cancel the tender process in accordance with its procurement requirements and applicable rules, without creating any claim for compensation by a bidder.
- **Power & Water Supply:** The contractor to make his own arrangements for power and water supply requirements for the job. However, if the same is provided by the institution it will be chargeable based on agreed terms and conditions.
- **Site Manpower Deployment:** The contractor staff should be easily identifiable. They should be provided with uniform and identity cards. A fluorescent jacket in orange/yellow colour will be worn by them over the uniform for identification from a distance and during night work.
- **Safety Inspection of Electrical Equipment/Tools:** All electrical equipment deployed at site will be inspected for their proper working condition and safety aspects. No naked wire should be connected

to the socket. Use of extension boards with ELCB is mandatory for use within the Institution premises. All tools to have proper insulation. Rotary parts of grinders/cutting tools need proper protective guards, etc. No faulty equipment or tools which can cause accident and harm to site employees to be used at site.

- **HSE Policy:** The contractor should along with the tender submit its HSE policy and the safety records for the preceding 5 years to qualify for award of contract.

ISSUANCE & APPROVAL AUTHORITY



CHIEF EXECUTIVE OFFICER (CEO)

Adi Shankara Group of Institutions, Kalady

Date: October 9, 2026