



INDIRA GANDHI INSTITUTE OF TECHNOLOGY

Guru Gobind Singh Indraprastha University,
Kashmere Gate, Delhi – 110403.

(Purchase Branch)

Phone : 011-23900225

011-23900188



Tender Notice

Sealed Tender is invited in two bid system for Procurement and Installation of Software in Computer Science department of IGIT. The detailed information regarding Terms and Condition , Specification and Quantity required is available on website www.igit.ac.in/www.ipu.ac.in. The last date of submission of Tender is 19th Nov,2012 by 2:00pm in the office of purchase officer of IGIT and the tender will be open on same day at 3:00pm.

Vijay Kumar
Asstt.Registrar(IGIT)



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F.No. IGIT/A/R/PUR/CSE/2012-13/

Dated: 25.10.2012

To,

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Limited Tender Enquiry for Supply and Installation of Softwares

You are requested to submit your offer in Sealed Envelop containing Technical and Financial bid separately for the Supply and Installation of softwares in the departments of IGIT as per details given below:

Name of Work	Supply and installation of softwares in the Departments of Indira Gandhi Institute of Technology
Last Date, Time and Venue for submission of tender	Latest by 19 th Nov,2012 (Monday) at 2: 00 p.m. in the office of Purchase Officer, IGIT
Earnest Money Deposit	As indicated against each item is to be deposited in the form of DD , FDR/Bank Guarantee in favour of Principal, IGIT, payable at Delhi,
Opening of Technical Bid in presence of the authorized representatives of bidders, if any.	19 th Nov,2012 (Monday) at 03:00 p.m.
Opening of Financial Bid in presence of the authorized representatives of bidders, if any.	After evaluation of Technical bid date of opening of Financial bid will be informed the technically qualified bidder.

This enquiry has also been uploaded on University website (www.ipu.ac.in). Please super scribe the sealed envelope containing quotation with reference no. of the quotation and quotation for Supply & Installation of Softwares at IGIT. Detailed Specifications and quantity are as follows:

S.No.	Item Name & Specification	Qty.	Earnest Money Deposit (Rs.)	Unit Price	Total Amt. (incl. taxes)
# 1.	Microsoft Campus Agreement (Open Value subscription for Education Solutions)(OVSES) (for approx. 100 Employees in IGIT)				
i.	Microsoft Office, Professional 2010 : Unlimited Nodes (Subject to No. of employees in IGIT)		15,000/-		
ii.	Microsoft Visual Studio Professional 2010 : Unlimited Nodes (Subject to No. of employees in IGIT)				
iii.	Microsoft SQL Server Enterprise Edition : Unlimited Nodes (Subject to No. of employees in IGIT)				
iv.	Microsoft ForeFront TMG Enterprise (Firewall) : Unlimited Nodes (Subject to No. of employees in IGIT)				

v.	Microsoft Project Professional : Unlimited Nodes (Subject to No. of employees in IGIT)				
vi	Microsoft Visio Premium : Unlimited Nodes (Subject to No. of employees in IGIT)				
vii	Microsoft SQL Client Access License : Unlimited Nodes (Subject to No. of employees in IGIT)				
viii	Microsoft Windows Server Enterprise Edition (Subject to No. of employees in IGIT)	1 Server			
2.	Microsoft Base Operating System Windows 7	100 Users	10,000/-		
3.	AutoCAD 2012 (Network License)	20 Users	25,000/-		
* 4.	Rational Seed Programme (includes <i>Rational Enterprise Suite 1.5(Floating License)</i> Rational Software Architecture)	30 Users	10,000/-		
5.	Symantec Endpoint Protection 2011 (Anti Virus) (Node Based License)	200 Users	3,000/-		

Eligibility Criteria:

1. The firm should have minimum annual turnover of Rs. 20 lacs per annum for each last three years ending March 2012 duly certified by Chartered Accountant. (Supported document to be attached)
2. The firm should have at least 3 years experience of supplying similar lab equipment to higher education institutes. (Supported document to be attached)
3. The firm/ company should be a registered one (attach copy of registration certificate)
4. Certificate of Dealership OR Distributor OR Manufacturer indicating the person is Manufacturer, Distributor or Dealer. (Supported document to be attached)
5. The firm should have Tin Number Certificate OR Registration with Department of VAT. (Supported document to be attached)
6. The Bidder shall specify the model/catalogue number of the material along with detailed technical specifications and other relevant details to be enclosed with the tender document.
7. Undertaking from the Agency that
 - a. it should not have been debarred or blacklisted by any of the Central Government/Departments/Organizations/Central PSU.
 - b. it will ensure fair trade practice
 - c. it has no personnel dealing with the Officials of the University.
8. Terms & Conditions other than the terms & conditions of this University should not be considered and summarily likely be rejected.

Combined price of items (i) to (viii) under serial No. 1, may only be quoted.

*** The institute already possesses 10 Licences of Rational Seed program (S.No. 4), so the discounted price may be quoted.**

All above documents should be self attested by the Owner/Manager of the firm.

Note :

1. The financial bid should contain only rate / amount
2. No rate / amount should be quoted in the Technical bid.
3. The financial bid of the firm shall be opened only if the firm/bidder full fill the technical eligibility condition.
4. The tender of the firm/bidder not fulfilling the technical eligibility condition shall be rejected.

Terms & Conditions:

1. Rate should be quoted net in figures & words, which are inclusive of all taxes & installation as applicable with bifurcation of installation and taxes.
2. Charges for Handling, loading, unloading and placement of items in the institute shall be borne by the agency.
3. Both the sealed Financial Bid and Technical Bid should be submitted in one sealed cover. (Titled as Financial Bid and Technical Bid).
4. Delivery :- F.O.R.Indira Gandhi Institute of Technology, GGSIP University Kashmere Gate Campus, Delhi – 110403
5. Delivery period: One month from the date of supply order.
6. In case of delay in supply the penalty @1% of cost of delayed quantity per week will be imposed subject to maximum of 5% of total cost.
7. In case of inordinate delay the decision of Hon'ble Vice-Chancellor, GGSIP University will be final & binding.
8. The payment will be made after successful delivery & satisfactory installation.
9. Offers received without EMD will not be considered and rejected.
10. On-site warranty/guarantee should be at least 1 year from the date of successful installation extendable on year – to – year basis.
11. Rate quoted should be in words as well as in numbers in Indian currency.
12. Rate should be quoted for the above stated specifications of Lab Equipment/Instrument.
13. In case of unsuccessful bidders, the EMD will be returned without any interest.
14. The successful firm will have to submit a Performance Security Deposit @ 10% of the total Value of tender in form of Bank Guarantee or FDR in favour of Principal, IGIT, payable at Delhi, within 10 days of demand letter issued. This amount shall be held during guarantee period for one year plus 60 days and will be refunded without any interest.
15. In case the successful Firm fails to undertake Performance Security Deposit, the university will forfeit the EMD of the firm.
16. In case the successful Firm fails to undertake work, the university will forfeit the Performance Security of the firm and action will be initiated for blacklisting the firm.
17. The rates should be valid for at least six months from the date of opening of the tender. (During this period no bidder shall be allowed to withdraw his tender. In case of withdrawal, the EMD submitted by the bidder shall be forfeited and no claim shall be entertained on this regard).
18. The rates of successful bidder will be valid for 6 months from the date of issue of Supply Order with same terms and conditions.
19. University reserves the right to reject any or all the quotations or accept them in part or to reject lowest quotations without assigning any reason, if any of the term & condition are not fulfill.
20. Quotation received after due date & time shall be summarily rejected.
21. In case of any dispute the decision of Hon'ble Vice Chancellor, GGSIP University will be final & binding.
22. For any dispute jurisdiction of courts shall be Delhi only.

(Vijay Kumar)
Purchase Officer, IGIT