



National Institute of Plant Health Management

Department of Agriculture & Cooperation

Ministry of Agriculture, Government of India



रा व स्वा प्र सं
NIPHM

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<http://niphm.gov.in>

F. No. NIPHM/ICT/13/SW/2013-14/34

Dated: 21/10/2013

To

(As per list *)

**(The tender document is also being uploaded on the NIPHM website <http://niphm.gov.in> and the other prospective bidders can make use of the document down loaded from the website)*

Sub: - Limited Tender for Procurement of Software (Academic/Educational) - reg.

* * *

Sir/Madam,

National Institute of Plant Health Management (NIPHM) invites 'Sealed Bids' from the reputed manufacturers/authorized distributors/dealers for procurement of "Software (Academic/Educational)" Detailed terms and conditions and list of software required may be downloaded from the NIPHM website <http://niphm.gov.in>

The schedule of receipt and opening of quotations is as under:-

Last date and time for receipt of bids : 14:00 hrs on
06/11/2013.

Date & Time for opening of bids :: 15:00 hrs on
06/11/2013.

**Data Base Administrator
for Registrar i/c**

TERMS AND CONDITIONS:

I. GENERAL INSTRUCTIONS TO THE BIDDERS:

- a. Any offer made in responses to this tender when accepted by NIPHM will constitute a contract between the parties.
- b. Tenderer is exempted from Earnest Money Deposit.
- c. The Contract shall be interpreted under Indian laws and all disputes will be resolved **within Hyderabad Jurisdiction**. In case of any dispute, the decision of NIPHM, Hyderabad shall be final and binding.
- d. The supplier will be fully responsible for any loss in transit and will also be responsible for safe delivery of the goods/stores in good conditions at NIPHM.
- e. The quantity may increase or decrease as per requirement of the NIPHM ordinarily.
- f. Quotation should be valid for a minimum period of SIXTY DAYS from the date of opening of tender. The sealed quotation with superscribing on the envelop **“Quotation for supply of Software (Academic/Education) with tender no. and due date”** should reach on or before the specified date and time to the Registrar NIPHM, Rajendranagar, Hyderabad-500 030.
- g. The NIPHM takes no responsibility for delay, loss or non-receipt of quotations/documents sent by post and reserves the right to accept or reject any part/full of the quotation without assigning any reasons whatsoever.
- h. Tenders received after due date and time shall be rejected.
- i. The rates quoted should be inclusive of all charges such as Octroi, packing, forwarding, insurance and loading, unloading, freight and clearance etc. and bidder should undertake to supply goods at NIPHM at his cost.
- j. The VAT/Sales/General taxes where legally leviable and intended to be claimed should be distinctly shown along with the price quoted. Where this is not done it will be treated that the price is inclusive of VAT & other taxes. VAT/CST registration No. and date of its validity should be indicated. This Institute will not provide “C” & “D” forms, hence may quote include the taxes actually leviable. The firm must quote their TIN No. , PAN No., (IT returns) VAT registration no. etc. in the quotation (attested copies to be enclosed).
- k. The rates should be mentioned clearly in both figures and words for each item in the quotation. If there is any variation in figures and rates quoted in words will be taken in to consideration. The overwriting, cutting, erasing, if any should clearly be duly attested.

1. **Corrupt or Fraudulent Practices:** Bidders should observe the highest standard of ethics during the procurement and execution of such contracts. “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of public official in the procurement process or in contract execution, and “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial by non-competitive levels and to deprive the Purchaser the benefits of free and open competition.

NIPHM will reject a proposal if it is found that the Bidder recommended for award has engaged in corrupt or fraudulent practice(s) while competing for the contract in question.

II. CONDITIONS OF CONTRACT

- a. Sealed Quotations will be accepted from authorized dealers/ distributors/manufacturers for supply of Software in accordance with our specifications.
- b. In case of dealer/distributor should enclose the authorization letter from the manufacturer.
- c. In respect of manufacturers Gross Annual Turnover of Rs. 25.00 lakhs. In respect of authorized dealer, the turnover of the manufacturer will be taken into account. In respect of other bidder's the annual gross turn over should be at least Rs. 20.00 lakhs during last financial year, for which they have to enclose copy of the annual accounts duly signed and attested by a Chartered Accountant. Proof to be submitted.
- d. The manufacturer, dealer/ distributor should have at least 3 years of experience in dealing/supplying of Software for which they have to enclose copies of purchase orders (Government PSU's/SAU/ Private Firms). Experience of manufacturer will be taken into account in respect of authorized dealer and distributor.

III. TECHNICAL SPECIFICATIONS:

S. No	Technical Specification	Qty
1	Microsoft Office Professional 2010 with latest service pack-Edition SNGL OLP NL Educational/Academics	75 Users
2	Microsoft – VisioPro2013 SNGL OLP NL Acdmc	1 User
3	Microsoft Windows Server – WinSvrStd 2012 SNGL OLP NL Acdmc 2 Proc	2 User
4	Microsoft Visual Studio – VSProwMSDN ALNG SA OLP NL Acdmc Qlfd	1 User
5	Microsoft Windows SQL Server – SQLSvrStd 2012 SNGL OLP NL Acdmc	2 Users

- a. The Tenderer should submit along with their quotation, details of similar supply made to Training/Scientific/Technical Institutions of Govt./PSU/SAU/Pvt. Firms in India and the reference to that effect may be clearly mentioned and copies enclosed. Catalogue /literature of the computers quoted should be provided along with the quotation.

- b. The firm should provide details of after sales service. The firm has to submit its willingness to this effect.

IV. Contract / Agreement

- a. If the firm fails to deliver the goods within the stipulated delivery period as mentioned in the purchase order penalty of 2% per day of value of order shall be imposed/levied as liquidated damages
- b. Payment will be made within 15 days after receipt of material, installation and its final acceptance.

V. PRICE SCHEDULE

1. Name of the item: Procurement of Software (Academic/Educational Rates)

Sl. No.	Item Description	Make/ model	Unit	Quantity	Price (Rs.)	Sales Tax/VAT	TOTAL Amount (Rs.)

- NOTE: 1) Items should be delivered and installed at NIPHM
- 2) Sales tax/VAT should be indicated clearly.
- 3) Prices should be quoted only in Indian Rupees.

We are herewith undertaking that the details provided above are true and to abide by the terms and conditions contained in the bid document of NIPHM.

Signature of authorized official
(with seal and stamp)

Name :
Designation :