

## INVITATION TO BID

1. College of Vocational Studies intends to invite e-bids for "Procurement of Microsoft Software and Licenses"
  
2. Bids shall be received upto 1500 Hrs. on 19.09.2016 through <https://www.tcil-india-electronictender.com>. Technical & Commercial Bids shall be opened on the same day at 1530 hrs (IST). The time table for bid process is as follows:
  
3.

Issue of Tender	10.09.2016	
Date of commencement of sale of RFP	10.09.2016	
Last Date of Sale of Tender (from <a href="https://www.tcil-india-electronictender.com">https://www.tcil-india-electronictender.com</a> )	19.09.2016 upto 1430 hrs	
Last Date & Time for receipt of Bid (on <a href="https://www.tcil-india-electronictender.com">https://www.tcil-india-electronictender.com</a> )	19.09.2016 upto 1500 hrs	
Date & Time of Opening of Technical & Commercial Bids through e-procurement	19.09.2016 1530 hrs	
Date & Time of Opening of Price Bids	19.09.2016 1530	<a href="https://www.tcil-india-electronictender.com">https://www.tcil-india-electronictender.com</a>
Place of submission of Bids		
Place of Opening of Bids		
Address for communication	At CVS office	

However, a free copy of tender documents is also available on above website as well as [www.cvs.edu.in](http://www.cvs.edu.in)

Note: Bidders are advised to start the registration process on the <https://www.tcil-india-electronictender.com> as early as possible as it may take a few days so as to avoid any delay in bid submission (upload) stage.

#### 4. **Minimum Qualifying Requirements:**

The bidding is open to all qualified bidders who fully meet the following minimum qualifying requirements and provide satisfactory evidence in support, failing which their bid may be rejected

Bidder should have successfully completed similar works as follows during the last three financial years (i.e FY 2012-13, 2013-14 & 2014-15) & till bid submission date for Govt. Department/ Govt. Organizations or "Corporate sector":

In case the bidder is not OEM, the bidder should submit OEM authorisation certificate for participating in the subject tender and supply of software and licenses. The bidder should submit a certificate

Bidder should have office in Delhi / NCR region

Bidder should be registered for Service Tax and have a valid Service Tax number and PAN Number

No Consortium bid is allowed.

Bidder should be ISO 9001:2000 Certified.

The bidder should not have been blacklisted by any State or Central Govt. / Govt. organization as on the date of opening of bids. The firm shall submit an undertaking to this effect along with their bid

The bidder shall upload all necessary documentary evidence to establish that the bidder meets the above qualifying requirements. Failure to submit necessary evidence in support of above requirements lead to rejection of the bid

All Technical, Commercial Bids and Price Bids must be submitted at the <https://www.tcil-india-electronictender.com>. All bids must be accompanied by a bid guarantee (EMD) for an amount of Rs. 22000/- as specified in the Tender and any bid not accompanied by the required bid guarantee (EMD) shall not be opened. Scanned copies of banker's cheque or demand draft on a/c of tender cost and bid guarantee (EMD) need to be uploaded while submitting bids. Technical Bids will be opened in the presence of the bidders' representatives who choose to attend on the specified date and time. Price Bids of technically qualified bidders will be opened in the presence of the bidders' representatives on a separate date and time which will be intimated separately.

Original copy of demand draft on a/c of bid guarantee (EMD) should reach at the below mentioned address before the due date & time of opening of technical bid i.e. 19.09.2016 :

**Principal  
College of Vocational Studies  
University of delhi  
Sheikh Sarai, Phase-II, New Delhi-110017**

The Bidders may also send demand draft by registered post so as to reach above address before bid closing date and time.

No further discussion/ interface will be granted to bidders whose bids have been disqualified. CVS reserves the right to accept or reject in part or full any or all the offers without assigning any reason whatsoever.

5.

## GENERAL PURCHASE CONDITIONS

### DEFINITION OF TERMS

The Contract“ means the agreement entered into between Owner and Contractor as per the Contract Agreement signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

„Owner“ shall mean the College of Vocational, New Delhi, and shall include their legal representatives, successors and assigns

„Contractor“ or „Manufacturer“ shall mean the Bidder whose bid will be accepted by the Owner for the award of the Works and shall include such successful Bidder’s legal representatives, successors and permitted assigns.

„Sub-Contractor“ shall mean the person named in the Contract for any part of the Works or any person to whom any part of the Contract has been sublet by the Contractor with the consent in writing of the Engineer and will include the legal representatives, successors and permitted assigns of such person.

„Engineer“ shall mean the officer appointed in writing by the Owner to act as Engineer from time to time for the purpose of the Contract by the Owner.

„Consulting Engineer“/ „Consultant“ shall mean any firm or person duly appointed as such from time to time by the Owner.

The terms „Equipment“, „Stores“, and „Materials“ shall mean and include equipment, stores and materials to be provided by the Contractor under the Contract.

„Works“ shall mean and include the furnishing of equipment/materials at site and if required, supervision of unloading, storage, handling at site, erection, testing & commissioning and putting into satisfactory operation as defined in the Contract.

„Specifications“ shall mean the Specifications and Bidding Document forming a part of the Contract and such other Schedules and drawings as may be mutually agreed upon.

The term „Contract Price“ shall mean the lumpsum price quoted by the Contractor in his bid with additions and/or deletions as may be agreed and incorporated in the Letter of Award, for the entire scope of the works.

„Manufacturer’s Works“ or „Contractor’s Works“ shall mean the place of Works used by the manufacturer, the Contractor, their collaborators/associates for the performance of the Contract.

„Supervisor“ shall mean the Owner or any person nominated by the Owner from time to time, to inspect the equipment, stores or Works under the Contract and/or the duly authorised representative of the Owner.

„Notice of Award of the Contract“ / „Letter of Award“ shall mean the official notice issued by the Owner notifying the Contractor that his bid has been accepted.

„Date of Contract“ shall mean the date on which Notice of Award of Contract/Letter of award has been issued.

„Month“ shall mean the calendar month. „Day“ or „Days“ unless herein otherwise expressly defined shall mean calendar day or days of 24 hours each. A „Week“ shall mean continuous period of 7 (seven) days.

„Writing“ shall include any manuscript, type written or printed statement, under or over signature and/or seal as the case may be.

When the words „Approved“, „Subject to Approval“, „Satisfactory“, „Equal to“, „Proper“, „Requested“, „As Directed“, „Where Directed“, „When Directed“, „Determined by“, „Accepted“, „Permitted“, or words and phrases of like importance are used the approval, judgment, direction etc., is understood to be a function of the Owner/Engineer.

Test on completion shall mean such tests as prescribed in the Contract to be performed by the Contractor before the work is taken over by the Owner.

Start up“ shall mean the time period required to bring the equipment covered under the Contract from an inactive condition, when construction is essentially completed, to the state ready for trial operation. The start up period shall include preliminary inspection and checkout of equipment and supporting sub-system, initial operation of the complete equipment covered under the Contract to obtain necessary pre-trial operation data, perform calibration and corrective action, shut down, inspection and adjustment prior to the trial operation period.

„Initial operation“ shall mean the first integral operation of the complete equipment covered under the Contract with the sub-system and supporting equipment in service or available for service.

„Trial operation“, „Reliability Test“, „Trial Run“, „Completion test“, shall mean the extended period of time after the start up period. During this trial operation period the unit shall be operated over the full load range. The length of Trial Operation shall be as determined by the Engineer, unless otherwise specified elsewhere in the Contract.

„Performance and Guarantee Test“ shall mean all operational checks and tests required to determine and demonstrate capacity, efficiency, and operating characteristics as specified in the Contract Documents.

The term „Final Acceptance“ shall mean the Owner“s written acceptance of the Works performed under the Contract, after successful commissioning/completion of Performance and Guarantee Tests, as specified in the accompanying Technical Specifications or otherwise agreed in the Contract.

„Commercial Operation“ shall mean the condition of operation in which the complete equipment covered under the Contract is officially declared by the Owner to be available for continuous operation at different loads upto and including rated capacity. Such declaration by the Owner, however, shall not relieve or prejudice the Contractor of any of his obligations under the Contract.

„Warranty Period“/„Maintenance Period“ shall mean the period during which the Contractor shall remain liable for repair or replacement of any defective part of the Works performed under the Contract.

## Price Schedule

### Procurement of Microsoft Software & lisencc

Description	Model	Software	QTY	Unit Price	Total Amount with Taxes
Windows 8 or above	WinPro 8.1 SNGL Upgrd OLP NL Acdmc	Operating System	90		
	WinSL 8.1 SNGL OLP NL Acdmc		90		
Microsoft Office Standard 2013	Office ProPlus 2013 SNGL OLP latest NL Acdmc	Office	90		
Windows Server (Software)	WinSvrStd 2012R2 SNGL OLP NL Acdmc 2Proc	Windows Server	5		
Sql Server	SQLSvr Std 2012 SNGL OLP NL Acdmc	Sql. Server	1		

Pass phrase should be sent in sealed envelope with EMD

**Authorized Signatory and Seal**



