



**योजना तथा वास्तुकला विद्यालय, विजयवाडा**  
School of Planning and Architecture, Vijayawada  
An Institute of National Importance, MoHRD, Govt. of India

## **Advertised e-Tender Enquiry**

**Name of the Work: Supply and Installation of Software Licenses (Academic Version) for ENVI-MET(Including BI0-MET) 4.4 or Latest Version of Software for School of Planning and Architecture, Vijayawada.**



<b>S.No.</b>	<b>CONTENTS</b>	<b>Page number</b>
1.	COVER PAGE AND CONTENT LIST	<b>1-2</b>
2.	ADVERTISED e-TENDER	<b>3-4</b>
3.	TENDER DOCUMENT	<b>5-7</b>
4.	ANNEXURE-I:DETAILED TECHNICAL SPECIFICATIONS	<b>8</b>
5.	GENERAL TERMS & CONDITIONS	<b>9</b>
6.	PRICE BID FORMAT	<b>10</b>



**ADVERTISED e-TENDER**

No. 39/SPAV/BreUCom/2020

Date-16.07.2020

Item rate sealed online tenders are invited from the appropriate class of suppliers who have similar experience and should be OEMs/authorised dealers for supply and installation of Software Licenses (Academic Version) for ENVI-MET(Including B10-MET) 4.4 or Latest Version for School of Planning and Architecture, Vijayawada.

The tendering process is online at NIC CPPP e-portal URL address <http://etender.gov.in/eprocure/app>.

S.No.	Particulars	Time of Completion	Estimated Cost (Rs.)	Earnest Money (Rs.) @ 2%	Tender Fee (i/c GST)- Non-refundable (Rs.)
<b>Supply and Installation of Software Licensing (Academic Version)</b>					
1.	ENVI-MET(Including B10-MET) 4.4 Version or Latest Version of Software Licensing(Academic Version)	Within 15 days	1,50,000.00	3,000.00	500.00
<b>Total</b>			<b>1,50,000.00</b>		

**CRITICAL DATE SHEET**

Publishing Date	Date- 17.07.2020, 10.00 hrs.
Bid Document Download / Sale Start Date	Date- 17.07.2020, 10.00 hrs.
Bid Submission Start and End Date	Date- 17.07.2020, 10.00 hrs.
	Date- 24.07.2020, 17.00 hrs.
Last date and time of submission of original Demand Draft/Banker's Cheque against EMD and Tender Fee.	Date- 26.07.2020, 12.00 hrs., Office of Registrar, School of Planning and Architecture, Vijayawada, ITI Road, Vijayawada-520008 Andhra Pradesh
Bid Opening Date (e-Envelope-1)	Date- 27.07.2020, 15.00 hrs.
Bid Opening Date (e-Envelope-2)	To be intimated later on through CPP Portal

Prospective tenderers are advised to get register themselves at NIC CPP portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home Page after logging into the CPP-portal <http://etender.gov.in/eprocure/app>. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their tender.

The tenderer shall submit their tender only at CPP portal <https://etender.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned document along with scanned copy of Demand Draft for Tender Fee & EMD.

Uploading of tender in location other than specified above shall not be considered. Hard copy of tender shall not be entertained.

1.The tenderers shall be required to submit the bids in two-envelopes.

A. **e-Envelope 01:- Eligibility Criteria**-Will contain digitally signed file of scanned document of all the following:

Signed and scanned copy of whole tender document to be uploaded.

Should have satisfactorily completed the works as mentioned below during the last three years ending up to previous day of last date of submission of tenders.



# योजना तथा वास्तुकला विद्यालय, विजयवाडा

## School of Planning and Architecture, Vijayawada

An Institute of National Importance, MoHRD, Govt. of India

(i) Two similar works each costing not less than Rs.1 lakhs/-

or

(ii) One similar work costing not less than Rs. 1.2 lakhs.

Experience certificate to be submitted.

a) Documents for Earnest Money and Tender Fee (Separate demand drafts in favour of School of Planning and Architecture, Vijayawada, payable at Vijayawada) specified as above only.

The original Demand Draft against Earnest Money and tender fee should reach by post/courier/given in person to the concerned officials as mentioned in CRITICAL DATE SHEET. Any postal delay will not be entertained.

The details of Demand Draft physically sent, should tally with the details available in the scanned copy and data entered during bid submission time, failing which the tender shall be rejected.

b) GST registration certificate.

c) PAN card

d) OEM Authorization letter.

e) The Bidder should be a registered company in India as per Companies Act 1956. The certificate of incorporation issued by Registrar of Companies along with copies of Memorandum of Articles of Association are required to be submitted along with technical bid.

f) Should have IT returns in last three financial years (2018-19, 2017-18 and 2016-17), and details to be scanned and uploaded.

The financial bids of the Supplier/firms found to be meeting the qualifying requirements (Eligibility Criteria) shall be opened as per **CRITICAL DATE SHEET. (Depending on Technical Bid evaluation, the date shall be intimated through CPP Portal). Financial bid/Price bid of tenders will not be opened and offer will be treated as cancel in case e-Envelope - 1 are not found in order.**

### **B. e-Envelope-2: Financial e-bid through CPP Portal:-**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit online, without changing the file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected. If the BOQ file is given in pdf format than bidders will download the same, fill the rates, complete it and will attach in the same format after signing.

2. Tenderers must ensure that all the uploaded documents should be of good quality. Vague /poor quality of printed documents and incomplete documents will not be accepted.
3. The rates quoted by the tenderers/vendors should be inclusive of GST.
4. The rates of all items to be provided in e-tender, rate quoted as zero for any item will be liable for rejection of financial bid. Conditional tenders shall also be liable for rejection.
5. The successful bidder, after getting the Letter of Award, has to sign in each and every page of contract documents (hard copies) with date and seal for agreement.
6. **The Director, SPAV** reserves the right to verify the credential submitted by the agency at any stage (before or after the award of work). If at any stage, any information /documents submitted by the tenderer is found to be incorrect/false or have some discrepancy which disqualifies the contractor then the following actions are liable:

a) Forfeit the entire amount of EMD submitted by the firm.

b) The agency shall be liable for debarment from tendering in SPAV, apart from any other appropriate contractual/legal action.

**The Director, SPAV** reserves the right of accepting or rejecting any or all tenders or any part thereof without assigning any reason.



**ADVERTISED e-TENDER Document**

Item rate sealed online tenders are invited from the appropriate class of Suppliers who have similar experience and should be OEMs/authorised dealers for supply and installation of Software Licenses (Academic Version) for ENVI-MET(Including B10-MET) 4.4 or Latest Version for School of Planning and Architecture, Vijayawada.

The tenderers are required to submit digitally signed eligibility criteria of the conditions such as work orders of similar nature with completion certificate/certified bills indicating the value of work specified as above, GST registration certificate, PAN card etc,

- 1) Estimated Cost of the work is **Rs. 1, 50,000.00 (Rupees One Lakh Fifty Thousand Only)** for market rates.
- 2) The software support, update and maintenance should be carried out at time to time by the awarded organization with proper intimation to SPAV.
- 3) The tender shall not be issued physically. The tendering process is online at NIC CPPP e-portal URL address <http://etender.gov.in/eprcure/app>. Tenders should submit tender fee of Rs.500/- (Rupees Five Hundred Only) in DD in favour of "School of Planning and Architecture, Vijayawada, payable at Vijayawada" (**non-refundable**) for tender cost.
- 4) The earnest money amounting to **Rs.3,000.00 (Rupees Three Thousand Only)** as Demand Draft or pay order of a schedule bank drawn in favour of "School of Planning and Architecture, Vijayawada," payable at Vijayawada should be scanned and attached on E-portal. However, *the original Demand Draft against Earnest Money and Tender Fee*(as Demand Draft or pay order of a schedule bank drawn in favour of "School of Planning and Architecture, Vijayawada," payable at Vijayawada) *should reach by post/courier/given in person to the concerned officials as mentioned in CRITICAL DATE SHEET.*
- 5) The Employer does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
- 6) Canvassing in connection with the tenders is prohibited and the tenders submitted by the Supplier who resort to canvassing are liable for rejection.
- 7) The tenders shall not be permitted to tender for works in the concerned unit of SPAV in which a relative is posted in the grade between Registrar. He shall also intimate the names of persons who are working with him in any capacity or subsequently employed by him and who relatives are as mentioned above.

*Note:*

*A person shall be deemed to be relative of another if, and only if, They are members of a Hindu undivided family; They are husband and wife; or The one is related to the other in the following manner: Father, Mother (Including step mother), Son (Including step son), Son's wife, Daughter (including step daughter), Father's father, Son's son, Son 's son's wife, Son's daughter, Son's daughter's husband, Daughter's husband, Daughter's son, Daughter's son's wife, Daughter's daughter, Daughter's and daughter's husband, Brother (Including step brother), Brother's wife, Sister (including step sister), Sister's husband.*

- 8) Tender submitted shall remain valid for 90 days from the date of opening for the purposed of acceptance and award of work, validity beyond 90 days from the date of opening shall be by mutual consent.

- 9) The tenderer shall quote rates both in figures and words. He shall also workout the amount for each item of work and write in both figures and words. On check, if there are difference between the rates quoted by the tenderer in words and in figures or in the amount worked out by him, the following procedure shall be followed:

*When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct. When the tenderer does not work out the amount of an item or it does not correspond with the rate written either in figures or in words, the rate quoted by the tenderer in words shall be taken as correct. When the rate quoted by the tenderer in figures and in words tallies but the amount is not worked out correctly the rate quoted by the tenderer shall be taken as correct and not the amount. When no rate have been quoted for any item (s), leaving space / coulombs both in figure & works and amount unfilled, it will be considered that the tenders has included cost of the item in thither items and rate for such items will be treated as "Zero" and work will be required to be executed accordingly.*

- 10) The tenderer should see drawings and in case of doubt obtain required particulars, which may in any way influence his tender from the person as no claim whatsoever will be entertained for any alleged ignorance thereof.
- 11) Earnest money shall be forfeited if the supplier fails to commence the installation of software as per letter of award. If any tenderer withdraws this tender within the validity period or makes any modification in terms and condition of the tender which are not acceptable to the Department, then SPAV shall without prejudice to any right or remedy, be at liberty to forfeit 50% fifty percent) of the earnest money absolutely.
- 12) Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions alterations and modifications in the printed form of tenders. Tenderers who are desirous to offer rebate, the same should be brought out separately in the covering letter and submitted along with the tender.
- 13) Some of the provisions of General Conditions of Contract are given below. Interpretation however shall be as given in the General Conditions of the supply and installation of both software.
- 14) Performance Security: Successful bidders shall submit a **Performance Security of 10%** of the cost of the equipment within 15 days of the placement of purchase order. The Performance Security should be in the form of Bank Guarantee by any Indian Nationalized Bank. The Bank Guarantee should be valid for one year. In case, supplier either fails to deliver the items within delivery period or do not provide satisfactory maintenance service during the warranty period, the Performance Security submitted by the firm is liable to be forfeited. Performance Security shall be released immediately after one year. No interest will be paid by SPAV on the Performance Security Deduction of Income Tax and Labour cess at the prevailing rate shall be made from the running and final bills of the work.
- 15) The supplier shall quote their rates inclusive of all applicable Taxes and Duties, GST etc.
- 16) Warranty / Guarantee: Bid must be quoted with a on-site warranty / guarantee which will commence from the date of the satisfactory installation / commissioning of goods, against the defect of any manufacturing, workmanship and poor quality of the components/software.
- 17) Only manufacturer(s) or their sole authorized distributor /agent are eligible to bid. Authorization letter from Original Equipment Manufacturer (OEM) in favour of authorized Agent to bid / negotiate / conclude the order against this tender, must be enclosed with technical bid.



# योजना तथा वास्तुकला विद्यालय, विजयवाडा

## School of Planning and Architecture, Vijayawada

An Institute of National Importance, MoHRD, Govt. of India

- 18) Delivery & Installation: All the goods ordered should be delivered & installed within 15 days from the date of issue of the purchase order. All the aspects of safe delivery, installation and commissioning shall be the exclusive responsibility of the supplier. If the supplier fails to deliver, installation and commissioning of the goods on or before the stipulated date, then a penalty at the rate of 1% per week of the total order value shall be levied subject to maximum of 10% of the total order value

Signature of Tenderer with the seal of the firm



**ANNEXURE-I**

**DETAILED TECHNICAL SPECIFICATION**

<b>S.N</b>	<b>PARTICULARS</b>	<b>Version</b>	<b>QTY</b>	<b>Licensing Duration</b>	<b>Operating System</b>
1.	ENVI-MET(Including B10-MET) Version 4.4 or Latest Version Software Licensing (Academic Version)	4.4 or higher	Minmum1 No License (or) Volume Licensing	Perpetual (or) any other standard mode of licensing available for academic use	Windows 8/10 64-bit/Mac



**GENERAL TERMS & CONDITIONS**

- A. The bids should be uploaded in <https://eprocure.gov.in/eprocure/app>. Please follow the guidelines of the site.
- B. The supplier has to quote his best competitive price considering all the factors. The price shall be inclusive of all type of taxes, duties, statutory labour liabilities etc, all complete. No escalation on any account shall be admissible during the currency of contract.
- C. The Director, SPAV, reserves the right to cancel any or all the tenders without assigning any reason.
- D. The suppliers shall be responsible for any damage to the equipments caused due to faulty operation/poor servicing/mishandling etc. by their staff and shall rectify the defects free of cost. Decision of the in - charge Maintenance, SPAV, shall be final in this matter.
- E. Any other small items of repair/replacement not specified in the contract shall be got done by the supplier.
- F. **Validity of Tender: Ninety days** from the date of opening of 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.
- G. The supplier shall ensure compliance of all statutory laws and bye laws of the Central Govt./State Govt./Municipal Authorities related to the employment of their staff and all such obligations under Wage Act, Workmen Compensation Act, ESI Act, Provident Fund and Miscellaneous Provision Act and Contract Labour Act, 1970 etc. SPAV will not be responsible for such purposes in any way.
- H. Conditional tenders will not be accepted.
- I. The supplier shall be responsible for installation, trouble shooting, and if any upgradation and related training.
- J. **ARBITRATION –**

In case of any dispute or difference arising in relation to meaning or interpretation of the agreement, the authorized official of the Institute and the seller will address the disputes/differences for mutual resolution and failing which the matter shall be referred to the Sole Arbitrator appointed by the Secretary, The Institute of Company Secretaries of India or his nominee. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable to the arbitration proceedings. The venue of the arbitration shall be at Vijayawada. The cost of the Arbitration proceedings shall be shared equally by both the parties. The decision / award of the arbitrator shall be final and binding.

.**JURISDICTION:** All disputes arising out of this agreement are subject to the jurisdiction of Courts in Vijayawada

**K. FORCE MAJEURE:**

The Parties ( both the SPAV and the contractor) shall not be liable for any failure to perform, any of its obligations under this Agreement if the performance is prevented, hindered or delayed by a Force Majeure event (defined below) and in such case its obligations shall be suspended for so long as the Force Majeure Event continues. Each party shall promptly inform the other of the existence of a Force Majeure Event and shall consult together to find a mutually acceptable solution.

"Force Majeure Event" means any event due to any cause beyond the reasonable control of the Party, including, without limitation, unavailability of any communication system, sabotage, fire, flood, explosion, acts of God, civil commotion, riots, insurrection, war or acts of government.

**SIGNATURE OF TENDERER**



**योजना तथा वास्तुकला विद्यालय, विजयवाडा**  
School of Planning and Architecture, Vijayawada  
An Institute of National Importance, MoHRD, Govt. of India

**Price Bid: Rates not to be Quoted here**

Tender Inviting Authority: School of Planning and Architecture, Vijayawada

Name of Work: Supply and Installation of Software Licenses (Academic Version) ENVI-MET(Including B10-MET) 4.4 or Latest Version for School of Planning and Architecture, Vijayawada

Contract No: 39/SPAV/BreUCom/2020

<b>PRICE SCHEDULE</b>						
<b>(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)</b>						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	RATE inclusive of all taxes with 3 years licence duration In <b>Figures</b> To be entered by the <b>Bidder</b> in <b>Rs. P</b>	<b>TOTAL AMOUNT</b> Inclusive of all Taxes in <b>Rs. P</b>	<b>TOTAL AMOUNT</b> In Words
1	2	4	5	13	53	55
	Software items					
1.	ENVI-MET(Including B10-MET) 4.4 Version or Latest Version of Software Licensing(Academic Version)	Minnum1 No License (or) Volume Licensing		<b>Please Quote the rates online on CPPP</b>	<b>0.00</b>	INR Zero Only
<b>Total in Figures</b>					<b>0.00</b>	INR Zero Only
<b>Quoted Rate in Words</b>		<b>INR Zero Only</b>				