

**PRINCIPAL ACCOUNTS OFFICE  
(SYSTEMS GROUP)  
MINISTRY OF INDUSTRY  
517-D, UDYOG BHAWAN, NEW DELHI-11**

No. Pr. AO(SG)/SG/Comp /11-12/

Dated: 28/12/2011

**To**

Subject:Limited Tender for supply of Microsoft softwares

There is a requirement of the following softwares in this office. Sealed bids are invited for supply of softwares as per the following technical specifications. In case of private bidders, only authorized dealers of Microsoft are authorized to submit the bids:-

Sl.No	Description of item	Make (if any of The following)	Quantity(Nos.)
1	Win Server 2008 R2 SNGL OLP D (with Media)	Microsoft	20
2	Win Server 2008 CAL	Microsoft	20
3	SQL Server STD 2008 R2 Single OLP D(With Media)	Microsoft	10
4	SQL CAL 2008R2 SNGL OLP D User CAL	Microsoft	50

**2. The Bid shall consist of:**

- a) Price Bid in Schedule I
- b) EMD equal to an amount of 60,000/- (Sixty Thousand Only) by way of Bank Draft in f/o "Accounts Officer, PAO(IPP)".

**3. Period of Bid Validity**

Bids shall remain valid for 30 days after the date of Bid Opening. Any Bid valid for a shorter period than the period specified shall be rejected as non-responsive.

**4. General Terms and conditions of the contract:** The terms and conditions of the contract shall be as per Annexure I of the letter.

**5. Last date & Time for receipt of Bids:**

**The last date for receipt of Bids is January 4, 2012 till 3.00 pm. Bids will be opened same day at 3.30 pm.**

6. Sealed Bid may be submitted in person or, by registered post/speed post so as to reach the Principal Accounts office, Room No 517-D, Udyog Bhawan, New Delhi-110011 as per the time schedule stipulated for receipt of bids at para 5 above.

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**7. Late Bid:**

Any delay, even postal delay, in the receipt of Bid would be considered late submission of Bid and rejected. Mere handing over of the Bidding Documents at the Reception Counter or at any other counter or room or person shall not be considered submission of Bid.

**8. Delivery**

The softwares shall be delivered to the addresses as per details in Annexure-I

Enclosures:

1. Annexure I
2. Schedules I

Yours faithfully

(Neelam Sharma)  
Sr. ACCOUNTS OFFICER(A)  
Ph:23061088

**ANNEXURE I**  
**General Terms and conditions of the contract**

**1. Bid Prices:**

- i. The prices shall be quoted in Indian Rupees only.
- ii. The prices shall be quoted for destination and no additional cost for delivery will be entertained.
- iii. All taxes, duties etc. leviable should be clearly indicated
- iv. The prices quoted shall remain firm and fixed for the duration of the delivery and shall not be subject to adjustment on any account.

**2. CORRECTION OF ERRORS**

In the process of evaluation of Financial Bids, following procedure will be adopted for correction of errors:

1. Where there is a discrepancy between the rates in figures and in words, the rate in words will govern.
2. Where there is a discrepancy between the unit rate and the total cost, the total cost resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.

The amount stated in the Bid will be corrected in accordance with the above procedure for removal of errors and shall be considered binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected, and the Earnest Money shall be forfeited.

**3. Bid Evaluation and Award Criteria**

The price bids of those bidders, who fulfill the eligibility criteria, will be evaluated as under:

- i. The price bids will be evaluated item wise as per technical specifications .
- ii. The Purchaser shall award the purchase order to the bidder whose offer meets the technical specification and has been determined to be the lowest evaluated financial bid and bid is in accordance to the terms of the bidding documents, provided further that the bidder is determined to be qualified to perform the Contract satisfactorily.

**4. Purchaser's Right to Vary Quantities**

At the time of placing supply order the purchaser reserves the right to increase or decrease the quantity of goods from the quantity originally specified in the Schedule of Requirements.

**5. Delivery Period:** within 10 days from the date of issue of supply order.

**6. Payment Terms:**

No advance payment shall be made. Payment will be released normally within one month after receipt of delivery of the goods as per the prescribed technical specification with delivery challans and receipt of Pre-receipted bills in triplicate.

**7. Purchaser's Right to Accept or Reject Any or All Bids**

The purchaser reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to Award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser.

**8. Other Terms & Condition:**

- i). **Items supplied should be of latest make.**
- ii). The comprehensive **warranty/Manufacturer Support** period of software supplied should be as per the standard warranty/support conditions.

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iii) The softwares shall be delivered to the following addresses:-

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	08	Principal Accounts Office Ministry of Industry 517-D, Udyog Bhawan, New Delhi-11
2	Win Server 2008 CAL	08	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	4	
4	SQL CAL 2008R2 SNGL OLP D User CAL	20	

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Office (MSME) Kurla Andheri Road Sakinaka, Mumbai 400072
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Office (MSME) 111-112, BT Road Kolkata-700108
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Office (MSME) 65/1, GST Road, Guindy Chennai-600032
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Office (Salt), 2A, Lavan Bhawan Lavan Marg, Jhalana Doongri Jaipur-302004
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Officer (explosives), Ist Floor Block-C, CGO Complex Seminary Hills Nagpur-400006
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

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<b>SN o</b>	<b>Description of item</b>	<b>Qty (Nos.)</b>	<b>Delivery address</b>
1	Win Server 2008 R2 SNGL OLP D (with Media)	02	Pay and Accounts Office (PDTM) Boudhik Sampada Bhawan 5 <sup>th</sup> Floor, Antop Hill Mumbai -400037
2	Win Server 2008 CAL	02	
3	SQL Server STD 2008 R2 Single OLP D(With Media)	1	
4	SQL CAL 2008R2 SNGL OLP D User CAL	05	

**PRICE BID SCHEDULE**

Sl.No	Description of item	Qty	Unit Rate (Rs)	VAT %	Total Price (Rs)

Total Price  
(Rupees -----only)  
inclusive of all taxes and duties.

We confirm that the prices quoted shall remain firm and fixed for the duration of the delivery and shall not be subject to adjustment on any account.

We also confirm no deviation from the terms and conditions of the contract.

Signature of Authorized Signatory

Seal of the bidder  
Contact Address and Tel. No.