

**INDIAN INSTITUTE OF TECHNOLOGY DELHI**  
**HAUZ KHAS, NEW DELHI-110016**

**Dated:31/10/2014**

**Open Tender Notice No.IITD/CSC(SP-96)/2014**

Indian Institute of Technology Delhi is in the process of purchasing following software item(s) as per details as given as under.

<b>Details of the item</b>	<b>Renewal of “MICROSOFT CAMPUS AGREEMENT” FOR ONE YEAR PERIOD(FROM 01.01.2015 to 31.12.2015)</b>
<b>Earnest Money Deposit to be submitted</b>	<b>NIL</b>

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission ‘.

Tenderers can access tender documents on the website(For searching in the NIC site, kindly go to Tender Search option and type ‘IIT’. Thereafter, Click on “GO” button to view all IIT Delhi tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

Schedule

<b>Name of Organization</b>	<b>Indian Institute of Technology Delhi</b>
<b>Tender Type (Open/Limited/EOI/Auction/Single)</b>	<b>Open</b>
<b>Tender Category (Services/Goods/works)</b>	<b>Services</b>
<b>Type/Form of Contract (Work/Supply/ Auction/Service/Buy/Empanelment/ Sell)</b>	<b>Supply</b>
<b>Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)</b>	<b>Information Technology</b>
<b>Is Multi Currency Allowed</b>	<b>No</b>
<b>Date of Issue/Publishing</b>	<b>31/10/2014(16:00 Hrs)</b>
<b>Document Download/Sale Start Date</b>	<b>31/10/2014 (16:00 Hrs)</b>
<b>Document Download/Sale End Date</b>	<b>17/11/2014 (14:00Hrs)</b>
<b>Date for Pre-Bid Conference</b>	<b>N/A</b>
<b>Venue of Pre-Bid Conference</b>	<b>N/A</b>
<b>Last Date and Time for Uploading of Bids</b>	<b>17/11/2014 (14:00Hrs)</b>
<b>Date and Time of Opening of Technical Bids</b>	<b>17/11/2014(16:00Hrs)</b>
<b>Tender Fee</b>	<b>NIL</b>
<b>EMD</b>	<b>NIL</b>
<b>No. of Covers (1/2/3/4)</b>	<b>02</b>
<b>Bid Validity days (180/120/90/60/30)</b>	<b>90 days</b>
<b>Address for Communication</b>	<b>HEAD, CSC IIT Delhi, Hauz-Khas, New Delhi-110016</b>
<b>Contact No.</b>	<b>011-26591781</b>
<b>Fax No.</b>	<b>N/A</b>
<b>Email Address</b>	<b>kgopal@cc.iitd.ac.in</b>

**Chairman Purchase Committee  
(Buyer Member)**

## **Instructions for Online Bid Submission:**

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

## **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

## **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the

bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. 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 it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

- 5) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

## **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

## **General Instructions to the Bidders**

- 1) The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- 2) Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app> . Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.
- 3) Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

**COMPUTER SERVICES CENTRE  
Indian Institute of Technology  
HauzKhas, New Delhi-110 016**

**NOTICE INVITING QUOTATIONS**

**Dated :31/10/2014**

**Subject :Renewal of “MICROSOFT CAMPUS AGREEMENT” FOR ONE YEAR PERIOD(FROM 01.01.2015 to 31.12.2015)**

**Invitation for Tender Offers**

Indian Institute of Technology Delhi invites online Bids (Technical bid and Commercial bid) from eligible and experienced OEM (Original Equipment Manufacturer) OR OEM Authorized Dealer for “Renewal of “MICROSOFT CAMPUS AGREEMENT” FOR ONE YEAR PERIOD(FROM 01.01.2015 to 31.12.2015)” which is available on CPP Portal <http://eprocure.gov.in/eprocure/app>

**TECHNICAL SPECIFICATION:**

<b>Sl. No.</b>	<b>Technical Specifications</b>
<b>1.</b>	<b>Renewal of “MICROSOFT CAMPUS AGREEMENT” FOR ONE YEAR PERIOD(FROM 01.01.2015 to 31.12.2015) as specified below:</b>
<b>2</b>	MS DsktpEdu ALNG Lic SAPk OLV E 1Y Acdmc Ent(2UJ-00011)(Qty-620)
<b>3</b>	MS SQLSvrstd ALNG Lic SAPk OLV E 1Y Acdmc AP (228-09538)(Qty-4)
<b>4</b>	MS SysCtrDatatr ALNG Lic SAPk OLV E 1Y Acdmc AP (T6L-00033)(Qty-1)
<b>5</b>	MS SysctrCnfgMgrSvrML Ent ALNG Lic SAPk OLV E 1Y Acdmc AP (J7A-00656)(Qty-1)
<b>6</b>	MS WinSvrStd ALNG Lic SAPk OLV E 1Y Acdmc AP 2Proc (P73-05566) (15)
<b>7</b>	MS WinSvrDataCtr ALNG Lic SAPk OLV E 1Y Acdmc AP 2Proc (P71-06905)(Qty-5)

A complete set of tender documents\* may be Download by prospective bidder free of cost from the website <http://eprocure.gov.in/eprocure/app>

## Terms & Conditions Details

Sl.No.	Specification
1.	<b>Due date:</b> The tender has to be submitted before the due date. The offers received after the due date and time will not be considered.
2.	<b>Preparation of Bids:</b> The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid in the given .pdf format.  The Technical bid and the financial bid should be submitted Online.
3.	<b>Opening of the tender:</b> The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received in presence of bidders representative if available, Only one representative will be allowed to participate in the tender opening. The technical bid will be opened online first and it will be examined by a technical committee which will decide the suitability as per our specification and requirement. The financial offer/bid will be opened only for the offer/bid which technically meets all our requirements as per the specification, and will be opened in the presence of the vendor's representatives subsequently for further evaluation. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening.
4.	<b>Acceptance/ Rejection of bids:</b> The Committee reserves the right to reject any or all offers without assigning any reason.
5.	<b>Pre-qualification criteria:</b> (i) Bidders should be the manufacturer / authorized dealer. Letter of Authorization from original equipment manufacturer (OEM) on the same and specific to the tender should be enclosed. (ii) An undertaking from the OEM is required stating that they would facilitate the bidder on a regular basis with technology/product updates and extend support for the warranty as well. (iii) Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.
6.	<b>Performance Security:</b> The supplier shall require to submit the performance security in the form of irrevocable bank guarantee issued by any Indian Nationalized Bank for an amount which is equal to the <b>10%</b> of total value within 21 days from the date of receipt of the purchase order and should be kept valid for a period of 60 days beyond the date of completion of warranty period.
7.	<b>Force Majeure:</b> The Supplier shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.  <ul style="list-style-type: none"> <li>● For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.</li> <li>● If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</li> </ul>
8.	<b>Risk Purchase Clause:</b> In event of failure of supply of the item/equipment within the stipulated

	delivery schedule, the purchaser has all the right to purchase the item/equipment from the other source on the total risk of the supplier under risk purchase clause.
9.	<p><b>Packing Instructions:</b> Each package will be marked on three sides with proper paint/indelible ink, the following:</p> <ol style="list-style-type: none"> <li>i. Item Nomenclature</li> <li>ii. Order/Contract No.</li> <li>iii. Country of Origin of Goods</li> <li>iv. Supplier's Name and Address</li> <li>v. Consignee details</li> <li>vi. Packing list reference number</li> </ol>
10.	<p><b>Delivery and Documents:</b></p> <p>Delivery of the goods should be made within a maximum of 06 to 08 weeks from the date of placement of purchase order / opening of LC whichever is the case. Within 24 hours of shipment, the supplier shall notify the purchaser and the insurance company by cable/telex/fax/e mail the full details of the shipment including contract number, railway receipt number/ AAP etc. and date, description of goods, quantity, name of the consignee, invoice etc. The supplier shall mail the following documents to the purchaser with a copy to the insurance company:</p> <ol style="list-style-type: none"> <li>1. 4 Copies of the Supplier invoice showing contract number, goods' description, quantity</li> <li>2. unit price, total amount;</li> <li>3. Acknowledgment of receipt of goods from the consignee(s) by the transporter;</li> <li>4. Insurance Certificate if applicable;</li> <li>5. Manufacturer's/Supplier's warranty certificate;</li> <li>6. Inspection Certificate issued by the nominated inspection agency, if any</li> <li>7. Supplier's factory inspection report; and</li> <li>8. Certificate of Origin (if possible by the beneficiary);</li> <li>9. Two copies of the packing list identifying the contents of each package.</li> <li>10. The above documents should be received by the Purchaser before arrival of the Goods (except where the Goods have been delivered directly to the Consignee with all documents) and, if not received, the Supplier will be responsible for any consequent expenses.</li> </ol>
11.	<p><b>Delayed delivery:</b> If the delivery is not made within the due date for any reason, the Committee will have the right to impose penalty 1% per week and the maximum deduction is 10% of the contract value / price.</p>
12.	<p><b>Prices:</b> The price should be quoted in net per unit (after breakup) and must include all packing and delivery charges. The offer/bid should be exclusive of taxes and duties, which will be paid by the purchaser as applicable. However the percentage of taxes &amp; duties shall be clearly indicated. The price should be quoted without custom duty and excise duty, since IIT Delhi is exempted from payment of Excise Duty and is eligible for concessional rate of custom duty. Necessary certificate will be issued on demand.</p>
13.	<p><b>Notices:</b> For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.</p> <p><b>Purchaser: Head, Computer Services Center</b>  Indian Institute of Technology  Hauz Khas, New Delhi - 110016.</p> <p><b>Supplier:</b> (To be filled in by the supplier)  <b>(All supplier's should submit its supplies information as per Annexure-II).</b></p> <p>_____</p> <p>_____</p>



14.	<p><b>Progress of Supply:</b> Wherever applicable, supplier shall regularly intimate progress of supply, in writing, to the Purchaser as under:</p> <ol style="list-style-type: none"> <li>1. Quantity offered for inspection and date;</li> <li>2. Quantity accepted/rejected by inspecting agency and date;</li> <li>3. Quantity dispatched/delivered to consignees and date;</li> <li>4. Quantity where incidental services have been satisfactorily completed with date;</li> <li>5. Quantity where rectification/repair/replacement effected/completed on receipt of any communication from consignee/Purchaser with date;</li> <li>6. Date of completion of entire Contract including incidental services, if any; and</li> <li>7. Date of receipt of entire payments under the Contract (In case of stage-wise inspection, details required may also be specified).</li> </ol>
15.	<p><b>Inspection and Tests:</b> Inspection and tests prior to shipment of Goods and at final acceptance are as follows:</p> <ul style="list-style-type: none"> <li>• After the goods are manufactured and assembled, inspection and testing of the goods shall be carried out at the supplier's plant by the supplier, prior to shipment to check whether the goods are in conformity with the technical specifications attached to the purchase order. Manufacturer's test certificate with data sheet shall be issued to this effect and submitted along with the delivery documents. The purchaser shall be present at the supplier's premises during such inspection and testing if need is felt. The location where the inspection is required to be conducted should be clearly indicated. The supplier shall inform the purchaser about the site preparation, if any, needed for installation of the goods at the purchaser's site at the time of submission of order acceptance.</li> <li>• The acceptance test will be conducted by the Purchaser, their consultant or other such person nominated by the Purchaser at its option after the equipment is installed at purchaser's site in the presence of supplier's representatives. The acceptance will involve trouble free operation and ascertaining conformity with the ordered specifications and quality. There shall not be any additional charges for carrying out acceptance test. No malfunction, partial or complete failure of any part of the equipment is expected to occur. The Supplier shall maintain necessary log in respect of the result of the test to establish to the entire satisfaction of the Purchaser, the successful completion of the test specified.</li> <li>• In the event of the ordered item failing to pass the acceptance test, a period not exceeding one weeks will be given to rectify the defects and clear the acceptance test, failing which the Purchaser reserve the right to get the equipment replaced by the Supplier at no extra cost to the Purchaser.</li> <li>• Successful conduct and conclusion of the acceptance test for the installed goods and equipment shall also be the responsibility and at the cost of the Supplier.</li> </ul>
16.	<p><b>Resolution of Disputes:</b> The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ul style="list-style-type: none"> <li>• In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration &amp; Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the <b>Director, Indian Institute of Technology (IIT) Delhi</b> and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.</li> <li>• In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.</li> </ul>

	<ul style="list-style-type: none"> <li>• The venue of the arbitration shall be the place from where the order is issued.</li> </ul>
17.	<b>Applicable Law:</b> The place of jurisdiction would be New Delhi (Delhi) INDIA.
18.	<p><b>Right to Use Defective Goods</b></p> <p>If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the goods proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such goods until rectifications of defects, errors or omissions by repair or by partial or complete replacement is made without interfering with the Purchaser's operation.</p>
19.	<p><b>Supplier Integrity</b></p> <p>The Supplier is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state of the art methods and economic principles and exercising all means available to achieve the performance specified in the contract.</p>
20.	<p><b>Installation &amp; Demonstration</b></p> <p>The supplier is required to done the installation and demonstration of the equipment within one month of the arrival of materials at the IITD site of installation, otherwise the penalty clause will be the same as per the supply of materials.</p>
21.	<b>Insurance:</b> N/A
22.	<p><b>Incidental services:</b> The incidental services also include:</p> <ul style="list-style-type: none"> <li>• Furnishing of 01 set of detailed operations &amp; maintenance manual.</li> <li>• Arranging the shifting/moving of the item to their location of final installation within IITD premises at the cost of Supplier through their Indian representatives.</li> </ul>
23.	<p><b>Warranty:</b> 1. Warranty period shall be 12 months from date of installation of Goods at the IITD site of installation. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the contract. If for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall at its discretion make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests. <b>The warranty should be comprehensive on site.</b></p> <p><b>Note:</b> <u>If a different period of warranty has been specified in the 'Technical Specifications' then the period mentioned above shall stand modified to that extent.</u></p> <p>2. The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall immediately within in 02 days arrange to repair or replace the defective goods or parts thereof free of cost at the ultimate destination. The Supplier shall take over the replaced parts/goods at the time of their replacement. No claim whatsoever shall lie on the Purchaser for the replaced parts/goods thereafter. The period for correction of defects in the warranty period is 02 days. If the supplier having been notified fails to remedy the defects within 02 days, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expenses and without prejudice to any other rights, which the purchaser may have against the supplier under the contract.</p>
24.	<p><b>Governing Language</b></p> <p>The contract shall be written in English language. English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.</p>
25.	<p><b>Applicable Law</b></p> <p>The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction.</p>
26.	<p><b>Notices</b></p> <ul style="list-style-type: none"> <li>• Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX or e mail and confirmed in writing to the other party's address.</li> </ul>

	<ul style="list-style-type: none"> <li>• A notice shall be effective when delivered or on the notice's effective date, whichever is later.</li> </ul>
27.	<b>Taxes:</b> Applicable taxes VAT/SALE TAX should be clearly mentioned
28.	<b>Payment:</b> Payment will be made only after successful installation/Commissioning/Testing
29.	<b>User list:</b> Brochure detailing technical specifications and performance, list of industrial and educational establishments where the items enquired have been supplied must be provided.
30.	<b>Installation:</b> The equipment/machinery or the software has to be installed or commissioned by the successful bidder within 30 days from the date of receipt of the item at IITD. In case of any mishappening/damage to equipment and supplies during the carriage of supplies from the origin of equipment to the installation site, the supplier has to replace it with new equipment/supplies immediately at his own risk. Supplier will settle his claim with the insurance company as per his convenience. IITD will not be liable to any type of losses in any form.
31.	<b>Termination for Default</b> The Purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, terminate the Contract in whole or part: <ol style="list-style-type: none"> <li>If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser; or</li> <li>If the Supplier fails to perform any other obligation(s) under the Contract.</li> <li>If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.</li> </ol> <ul style="list-style-type: none"> <li>• For the purpose of this Clause: <ol style="list-style-type: none"> <li>“<b>Corrupt practice</b>” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.</li> <li>“<b>Fraudulent practice</b>” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”</li> </ol> </li> <li>• In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.</li> </ul>
32.	<b>Warranty/Guarantee:</b> The warranty period or the validity period should be clearly mentioned. The License validity period should be clearly mentioned.
33.	<b>Disputes and Jurisdiction:</b> Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.
34.	<b>Compliance certificate:</b> This certificate must be provided indicating conformity to the technical specifications.
35.	<b>Acknowledgement:</b> It is hereby acknowledged that we have gone through all the conditions mentioned above and we agree to abide by them.

## COMPLIANCE SHEET

## TECHNICAL SPECIFICATION

Sl. No.	Technical Specifications	Compliance Y/N
1	<b>Renewal of “MICROSOFT CAMPUS AGREEMENT” FOR ONE YEAR PERIOD(FROM 01.01.2015 to 31.12.2015) as specified below:</b>	
2	MS DsktpEdu ALNG Lic SAPk OLV E 1Y Acdmc Ent(2UJ-00011)(Qty-620)	
3	MS SQLSvrstd ALNG Lic SAPk OLV E 1Y Acdmc AP (228-09538)(Qty-4)	
4	MS SysCtrDatatr ALNG Lic SAPk OLV E 1Y Acdmc AP (T6L-00033)(Qty-1)	
5	MS SysctrCnfgMgrSvrML Ent ALNG Lic SAPk OLV E 1Y Acdmc AP (J7A-00656)(Qty-1)	
6	MS WinSvrStd ALNG Lic SAPk OLV E 1Y Acdmc AP 2Proc (P73-05566) (15)	
7	MS WinSvrDataCtr ALNG Lic SAPk OLV E 1Y Acdmc AP 2Proc (P71-06905)(Qty-5)	

Signature of Bidder

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Organization Name : \_\_\_\_\_

Contact No. : \_\_\_\_\_

**<< Organization Letter Head >>  
DECLARATION SHEET**

We, \_\_\_\_\_ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We, further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Delhi.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 TIN Number	
7 PAN Number	

**(Signature of the Tenderer)**

**Name :**

**Seal of the Company**

## Bid Submission

**i. Online Bid Submission :**

The Online bids (complete in all respect) must be uploaded online in **Two** Envelops as explained below :-

<b>Envelope – 1</b> (Following documents to be provided as single PDF file)			
Sl. No.	Documents	Content	File Types
1.	Technical Bid	Compliance Sheet as per Annexure – I	.PDF
2.		Organization Declaration Sheet as per Annexure - II	.PDF
3.		Proprietary product and Sole Authorized Distributor Certificate	.PDF
<b>Envelope – 2</b>			
Sl. No.	TYPES	Content	
1.	Financial Bid	Price bid should be submitted in PDF format.	.PDF