



क्रय अनुभाग
मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद, प्रयागराज-211004
Purchase Office
Motilal Nehru National Institute of Technology Allahabad, Prayagraj-211004
Tele : 91-532-227+1057, 1030; Email : purchase@mnnit.ac.in



INVITATION FOR SUPPLY AND INSTALLATION OF GEO STUDIO 2021 SOFTWARE

[Single Tender Bid]

1.	Tender Start Date & Time	19/08/2021; 1800 Hrs.
2.	Closing Date/Time for submission of Quotations	26/08/2021; 1530 Hrs.
3.	Opening Date/Time of Quotations	27/08/2021; 1530 Hrs.
4.	Quotations to be submitted	Online at CPPP viz. www.eprocure.gov.in/eprocure/app
5.	Place of opening of quotations	Room No. 205, Purchase Office, MNNIT Allahabad, Prayagraj-211004
6.	Earnest Money Deposit (EMD)	No EMD required as per Office Memorandum No. F.9/4/2020-PPD dated 12/11/2020 issued by Government of India, Ministry of Finance, Department of Expenditure, Procurement Policy Division. (Instead "Bid Security Declaration" duly signed by bidder to be submitted as per Annexure-D)

Motilal Nehru National Institute of Technology Allahabad invites Online Bids for the following goods/equipments. The complete Bid Document can be viewed/download from CPPP viz. www.eprocure.gov.in/eprocure/app and Institute website www.mnnit.ac.in.

Sl.	Brief Description of the Items/Equipments	Qty.	Place of Delivery	Installation requirement
1.	GeoStudio 2021 Pro Bundle 05 network license or perpetual license	01 No.	MNNIT Allahabad, Prayagraj	Yes

Bids must be submitted online at CPPP viz. www.eprocure.gov.in/eprocure/app and shall be opened in the presence of bidder's authorized representatives, who choose to attend and shall sign a register evidencing their attendance.

The Bid NOT submitted in the prescribed format or Incomplete in any respect shall be outrightly rejected.

No physical Bids shall be submitted in the Institute.

Assistant Registrar (Admin-III)
MNNIT Allahabad

GENERAL TERMS & CONDITION (GCC)

1. Bid Price

- (a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- (b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- (c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- (d) The prices should be quoted in Indian Rupees only for indigenous items. For imported items/Equipments, the prices should be quoted in foreign currency.

2. Validity of Quotation

Quotation shall remain valid for a period not less than **120 days** after the deadline date specified for submission.

3. Formats and Signing of Bid

- Each & every pages of the submitted bid must carry the page numbers.
- The bidders are not allowed to make additional and alteration in the tender document, any additions and alteration in the tender document, any additions and alterations shall be at bidder's risk. Conditional/modified tender are liable to be rejected.
- The tender/quotations NOT submitted in the prescribed format or Incomplete in any respect will be outrightly rejected.
- If the bid submitted without compliance sheet details of equipments the bid will be outrightly rejected.
- The bid shall be typed or written in indelible ink and shall be signed by the Bidder/Tenderer or a person or persons duly authorized to bind the Bidder/Tenderer to the Contract. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.
- Any interlineations, erasure or overwriting shall be valid only if they are initiated by the persons or persons signing the bid.
- The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

4. Evaluation of Quotations

- (a) The purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which
 - (i) are properly signed; and
 - (ii) Conform to the terms and conditions, and specifications.
 - (iii) Will be with tender fees, and EMD required, if any.
- (b) The Quotations would be evaluated separately for each item.

5. Award of Contract

The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

- Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- The bidder whose bid is accepted will be notified for the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order if falls under Govt. purchase rules, i.e., **GFR-2017**.

6. Delivery Period

30 days from the date of receipt of purchase order.

7. Liquidated Damages

While granting extension of the delivery period, where the delivery of stores or any installment thereof is accepted after expiry of the original delivery period, the CA may recover from the contractor, as agreed, the LD a sum equivalent to 0.5 (Half) per cent of the prices of any portion of stores delivered late, for each week or part thereof of delay. The total damages shall not exceed 10 (Ten) percent of the value of delayed goods. The LD cannot exceed the amount stipulated in the contract.

8. Force Majeure

A Force Majeure (FM) means extraordinary events or circumstance beyond human control such as an event described as an act of God (like a natural calamity) or events such as a war, strike, riots, crimes (but not including negligence or wrong-doing, predictable/seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. An FM clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the FM. The firm has to give notice of FM as soon as it occurs and it cannot be claimed ex-post facto. There may be a FM situation affecting the purchase organisation only. In such a situation, the purchase organisation is to communicate with the supplier along similar lines as above for further necessary action. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (Ninety) days, either party may at its option terminate the contract without any financial repercussion on either side.

9. Payment condition

- Payment condition: 100% Payment shall be released only after delivery, installation & satisfactory acceptance of goods. PBG as noted in para 5 of Instruction/Guidelines to Bidder (ITB) shall form part of the condition for release of payment. Advance payment is not permitted.
- Normal Commercial warranty/guarantee shall be applicable to the supplied goods.

10. Payment will be cleared through e-payment mode (*Format of e-payment form given at Annexure-C*)

INSTRUCTIONS/GUIDELINES TO BIDDERS (ITB)

1. Bidders who had supplied the Government departments, PSUs/NITs/IITs/IIITs and reputed Institutions and Organizations should only apply.
2. The bidder should enclose the cliental list with contact address along with Phone/Fax for reference, for the quoted item.
3. Please quote the prices of F.O.R. Motilal Nehru National Institute of Technology Allahabad, Prayagraj.

[NOTE: Custom/Excise Duty Exemption Certificate will be provided by MNNIT Allahabad after receiving your request letter for the same.

(i) MNNIT Allahabad avails Custom Duty Exemption in terms of Government Notification N. 51/96-Customs dated 23 July, 1996, and Central Excise Duty Exemption in terms of Government Notification N. 10/97-Central Excise dated 01 March, 1997, as amended from time to time.

(ii) MNNIT Allahabad avails GST Concession under Notification No. 47/2017 Central Tax (Rate) dated 14 November, 2017, as amended from time to time.

4. The Bidders are requested to submit their Quotation with EMD in the form of Demand Draft/ Bank Guarantee/Short term Deposit of the cost of equipments/items in favor of "The Director, MNNIT Allahabad" payable at Prayagraj. Quotation without EMD will be summarily rejected. EMD's of all Bidders will be returned back after the purchase order/contract agreement is issued to successful bidder.
5. Successful Bidders must have to submit the performance security @03% of the purchase order or contract value and it will be retained up to the warranty period.
6. The bidder should enclose relevant documents wherever necessary to substantiate his eligibility.
7. The Institute is eligible for and can provide necessary documentation for Custom/Excise/GST and Octroi exemption on demand, if permitted under rule.
8. Motilal Nehru National Institute of Technology Allahabad, Prayagraj, reserves the right to reject, accept any or whole or part of any of the tender without assigning any reason thereof and no claim will be heard. In case of dispute, the decision of The Director, MNNIT Allahabad will be final and binding.
9. If the successful bidder is not able to supply the goods items within the delivery date specified in the purchase order, the purchase order will be automatically treated as cancelled after expiry of delivery date period. The vendor will have to submit an undertaking in this regard that this condition is acceptable to him. In case of extra ordinary circumstances the vendors must send a request for extension of validity of purchase orders, with proper justification prior to the expiry of validity date for consideration.
10. In case of sophisticated equipments, an on-site training needs to be provided with no extra cost.
11. The quotation must be accompanied by leaflets/operation manuals/books etc.
12. Wherever applicable the vendors must quote the branded/desired items.

CHECK LIST
(ON THE LETTER HEAD OF THE BIDDER)

The Bid will be the compilation of following documents, along with required supporting documents. No document in support of minimum eligibility criteria will be accepted/entertained after opening of tender.

Sl.	Documents
1.	Cover letter by bidder (On the Letter Head of the Bidder)
2.	Annexure-A : Bid Proposal Sheet (On the Letter Head of the Bidder)
3.	Annexure-B : Technical compliance Specifications for "GeoStudio 2021 Software" (On the Letter Head of the Bidder)
4.	Annexure-C : PROFORMA FOR DIRECT PAYMENT/TRANSFER TO BANK ACCOUNT BY MNNIT ALLAHABAD
5.	Annexure-D : Bid Security Declaration (On the Letter Head of the Bidder)

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ANNEXURE-A

BID PROPOSAL SHEET
(ON THE LETTER HEAD OF THE BIDDER)

To
Assistant Registrar (Admin-III)
MNNIT Allahabad, Prayagraj.

Subject: Supply and Installation of "GeoStudio 2021 Software" at MNNIT Allahabad, Prayagraj.

Dear Sir,

We, the undersigned Tenderers, having read and examined in detail the specifications as specified in this document in respect of Supply and Installation of Equipments at MNNIT Allahabad, Prayagraj do hereby propose to supply the required products and services.

- (i) **ADDITIONAL PURCHASE/WORK ORDER:** We understand that the MNNIT Allahabad, Prayagraj in case of the requirements may also place repeat purchase order/work order on the company. In such cases, we shall accept and execute all the purchase/work order placed on us by MNNIT Allahabad, Prayagraj.
- (ii) **BID PRICING:** We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the bidding document. We further understand that the quantities as specified in this Tender may increase or decrease at the time of Award of Purchase Order as per the requirements of MNNIT Allahabad, Prayagraj.
- (iii) **QUALIFYING DATA:** We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.
- (iv) **CONTRACT PERFORMANCE SECURITY:** We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Bank Guarantee for the amount of 10% of the total order value.
- (v) **PAYMENT TERMS:** We hereby declare that in case the contract is awarded to us, we agree with payment terms specified in the tender documents.
- (vi) **CERTIFICATE AND DECLARATION:**
 - a) I/We certify that no addition/modification/alteration has been made in the Original Tender Document. If at any stage addition/modification/alteration is noticed in the Original Document, I/We will abide by the terms and conditions contained in the original tender document, failing which MNNIT Allahabad reserves the right to reject the tender and/or cancel the contract

- b) It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged/tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that MNNIT Allahabad is authorized to make enquiry to establish the facts claimed and obtained confidential reports from clients.
- c) In case it is established that any information provided by us is false/misleading or in the circumstances where it is found that we have made any wrong claims. Further MNNIT Allahabad is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.
- d) I/We assure the Institute that neither I/We, nor any of my/our workers, will do any act which is improper/ illegal during the execution in case the tender is awarded to us.
- e) I/We assure the Institute that I/We will NOT be outsourcing any work specified in the tender document, to any other firm.
- f) Neither I/We, nor anybody on my /our behalf will indulge in any corrupt activities/practices in my/our dealing with the Institute.
- g) Our Firm/Company/Agency is not been blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organization.
- h) I/We certify that, I have understood all the terms & conditions (GCC and ITB etc.), as indicated in enquiry of the tender document, and hereby accept all the same completely.
- i) I/We, further certify that I/We, possess all the statutory/non-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services,
- j) We understand that you are not bound to accept the lowest or any bid you may receive.
- k) I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract between us.
- l) I/We certify that the submitted quotation is duly paginated and contains from page no. 1 to

Date:

Signature and Seal of the Manufacturer/Bidder

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ANNEXURE-B

TECHNICAL COMPLIANCE FOR THE "GEOSTUDIO 2021 SOFTWARE"

Sl.	Brief Description of the Items/Equipments	Qty.	Technical Compliance "Yes" or "No" ONLY
1.	GeoStudio 2021 Pro Bundle 05 network license or perpetual license	01 No.	

ANNEXURE-C

PROFORMA FOR DIRECT PAYMENT/TRANSFER TO BANK ACCOUNT BY MNNIT ALLAHABAD

Sl. No.	Particulars	Information
1.	Firm [Beneficiary] Name	
2.	Code No. allotted by the MNNIT Allahabad [If code is not allotted yet, please enclose a cancelled cheque and copy of PAN card. Cancelled cheque & PAN card is to be submitted only once]	
3.	Complete Bank Account No. of the Firm [beneficiary]. [in case of change in bank account vendor should write to Account Office]	
4.	Bank Name	
5.	Branch Address	
6.	IFSC Code No.	
7.	Permanent Account Number	
8.	Mobile No. [for SMS]	
9.	Email ID [for information]	

We undertake that all information provided above is correct and MNNIT Allahabad will not be responsible in case of any error on the part of firm.

[Seal and Signature of the firm]

ANNEXURE-D

**Bid Security Declaration
(ON THE LETTER HEAD OF THE BIDDER)**

To,
Assistant Registrar (Admin-III)
MNNIT Allahabad, Prayagraj

I/We M/s..... (Name) bid for the tender (tender No.) towards sale of (Name of the item) declare that if I/we withdraw or modify my/our Bids either during the period of validity of bid or fail to execute the contract on award of the work order/contract, we understand and agree that our firm will be debarred for the period of one year (from the date of bid opening) for further bidding of any tender of your Institute. Further, we agree that your Institute is at liberty to intimate this debarment to all department/organization of Government and Government Organization

[Seal and Signature of the firm]