

E-Tender No: TEQIP-III/UP/UPTTI/2020-21/04
Tender Document for Supply of Microsoft Cloud Solution

Last Date of on line Submission of tender: 5.3.2021.. at 5.00 pm

On line opening of Technical Bid: 6.3.2021.....at 11.00am

On line opening of Financial Bid: 6.3.2021.....at 11.00am

**Uttar Pradesh Textile Technology Institute,
Kanpur**

**ON LINE INVITATION FOR QUOTATIONS FOR SUPPLY OF MICROSOFT CLOUD
SOLUTION**

Handwritten signatures and date: 29-1-2021

Dear Sirs,

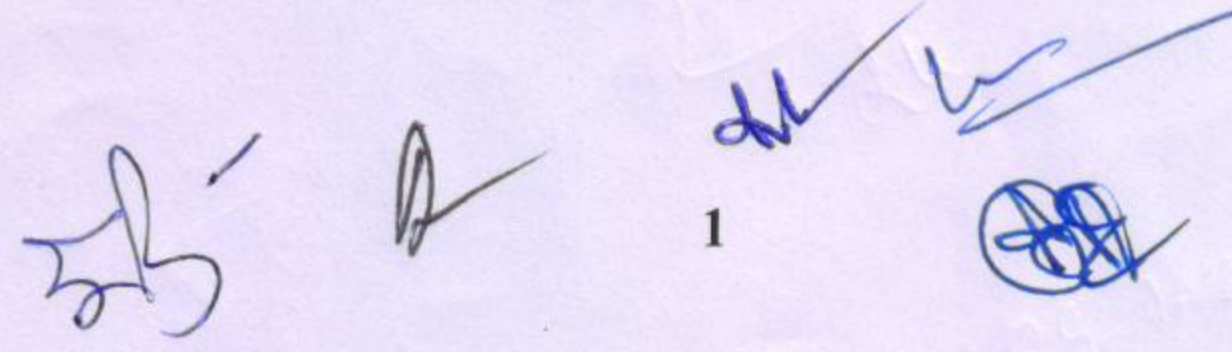
Sub: INVITATION FOR QUOTATIONS FOR SUPPLY OF Items as per List enclosed annexure-I and as per **Tender notice No:TEQIP-III/UP/UPTTI/2020-21/04 as above**

- 1. You are invited to submit your most competitive quotation for the following goods:-
Package: MS-OVS-ES

1. CATEGORY A: FOR DEPARTMENT OF ENGINEERING

S. N.	Item details with specifications	Quantity
1	<p>Item Details: OVS-ES License Agreement program on Microsoft Cloud Solution for three year Subscription for 100 users including but not limited to MS Word TM 2. MS Excel TM 3. MS Power Point TM 4. MS Share point TM 5. MS Teams TM 6. MS Note TM 7. MS Sway TM 8. MS Delve TM 9. MS Office Mix TM 10. Skype for Business TM 11. Yammer TM 12. One Drive (1TB Storage Free on cloud), 50GB mailbox free One TB free Storage with 50 GB mail Box on cloud will be in the scope of supply 13. Windows 10 Education Upgrade for Entire Campus 14. Microsoft intune.</p> <p>Microsoft Cloud Campus software licenses as per Scope of Supply Given Below</p> <p><u>Scope of Supply:</u></p> <ul style="list-style-type: none"> a- <u>WINEDUE3 ALNG UpgrdSAPk OLV E-100No.</u> b- <u>O365 ProPlusOpen Faculty ShrdSvr ALNG Subs VL OLV E-100 No.</u> c- <u>Intune OpenFclty ShrdSvr ALNG SubsvL OLV E-100No.</u> d- <u>Microsoft Imagine Academy-1No.</u> <p><u>Details & Expected benefits for Microsoft Cloud Campus Agreement for Education.</u> We dream that we initiate a step towards nudging our institution on 21stCentury Learning Platform with Microsoft and sign up a "Microsoft Cloud Campus Agreement for Education (MCCAIE)". Microsoft Cloud Campus Agreement is a feature rich program motivating the educational institutions globally to migrate to the cloud. This program also helps the institution and its educators to collaborate and communicate with each other in a better way. This program fosters a rich set of Educational Application which will help our faculty and our students on using familiar tools like</p> <ol style="list-style-type: none"> 1. MS Word™, 2. MS Excel™, 3. MS PowerPoint™ 4. MS SharePoint™, 5. MS Teams™, 6. MS Note™, 7. MS Sway™, 8. MS Delve™, 9. MS Office Mix™ 10. In addition to above many additional apps are bundled with this Program. <p>The Objective of this program is to transform our existing campus as Cloud Campus with Suite of Multiple Applications built on Microsoft Azure (Cloud Platform) and all of these tools and application are always updated ; and never outdated. Our Institution will be empowered by Microsoft Education Solutions and will be deemed as a Modern Campus with reduced costs towards IT management and/or services.</p> <p>There are several Cloud Education consultant & authorized partners of Microsoft that may help training for our faculty on Microsoft School Program Applications, and finally with support services on deployment and migration services. We expect from an Authorized Microsoft Education partner, that they will ensure that all trainings and services will be on the latest that Microsoft has offered.</p> <p>Program Benefits & Highlights:</p> <ul style="list-style-type: none"> A. <u>Office 365 Pro Plus for Entire Campus:</u> Microsoft is providing Office 365 Pro Plus at under this package for students all FREE. Office 365 Pro Plus covers following tools: 1. MS Word™, 1- MS Excel™, 2- MS PowerPoint™ 3- MS SharePoint™, 4- MS Teams™, 5- MS OneNote™, 6- MS Sway™, 7- MS Delve™, 8- MS Office Mix™ 10. Skype for Business, 11. Yammer, <ul style="list-style-type: none"> B. <u>One Drive (1TB Storage Free on cloud), 50GB mailbox free</u> One TB free storage with 50 GB mail Box on cloud will be in the scope of supply C. <u>Windows 10 Education Upgrade for Entire Campus:</u> Latest Window Platform with Upgrade (Note - Under downgrade right we can also use till Windows 7) will be under scope of Supply D. <u>Microsoft Intune-</u> Microsoft Intune is a mobile device Management tool to monitor the Lab PC's (Desktop or Laptops) and in preparing Our institution for Tablets Devices when our institute eventually takes this initiative, thus being future proof. It is also under scope of Supply 	01

Total EMD for Rs. 63400/-



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2. **Bid Price**

The contract shall be for the full quantity as described above.

- a) Basic price including other charges & GST must be mentioned separately.
- b) 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. *(Please note that the bid will be rejected in the absence of above)*
- c) The Prices should be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation. All original documents of tender with enclosures must be signed by bidder/ Authorized Signatory & submit in institute before opening the technical bid. EMD document must be uploaded along with tender document.

4. **Validity of Quotation**

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for tender submission.

5. **Evaluation of Quotations**

(i)The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- (a) Are properly signed; and
- (b) Conform to the terms and conditions, and specifications.

6. **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 for the respective individual item of the schedule. Bidder can quote for one of all items.

6.1 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.

6.2 The bidder whose bid is accepted will be notified of 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.

7. **100% Payment after receipt, check/installation & commissioning and verification of performance of items but before 10th March. Please note that payment terms demanding advance of any type will not be acceptable.**

8. Warranty/ Guarantee of one year from the date of Installation shall be applicable to the supplied goods and services unless otherwise specified in the **special terms & conditions** of the tender document or in the specification sheet.

9. You are requested to provide your offer according to the date & Time mentioned in the tender notice.

10. General Terms and conditions/Guidelines/Instructions for preparation and on line submission of offers/Tenders:

(10.1) How to prepare the offers/Tenders:

The essential details of specifications & instructions are to be followed strictly in accordance with the tender notice. The tendering firms are required to submit their offer in two parts.

TECHNICAL & FINANCIAL OFFER in e-tender portal as specified.

The Technical offer as well as financial offer are to be prepared separately.

(10.2) Enclose GST registration & PAN.

(10.3) All the enclosures must be valid on the date of opening of the Tender. It shall be responsibility of the tendering firms to present themselves on the date of bid opening and meeting thereof and acquaint themselves with the shortcomings. No separate intimation will be sent to them in this regard.

(10.4) After opening the tender any changes in the rates shall not be acceptable and offer will be rejected in this case.

(10.5) Scanned copy of DD/ Banker's cheque of EMD (5 % of estimated cost) must be uploaded by bidder along with other documents required as mentioned in tender document. **Offers without E.M.D./Security will be rejected.**

(10.6) Tenderer (Authorized person) shall **sign the offer and all the enclosure being submitted by them with their designation, seal and date.** All documents may be numbered starting from the first pages 1, 2, 3.....

(10.7) If any regulatory act is applicable in item then enclose copy of clearance of the competent authority.

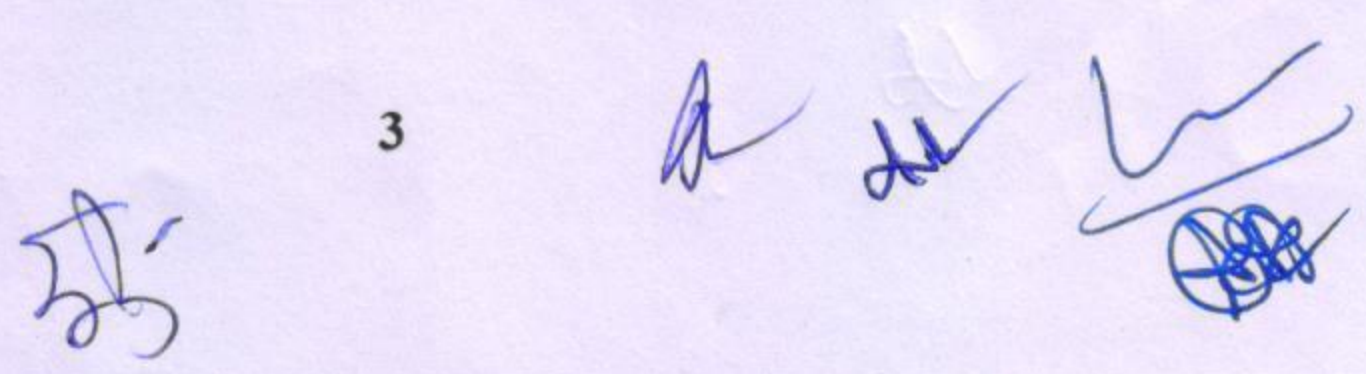
(10.8) Conditional offers shall not be acceptable and such offers shall be rejected out rightly. Optional bids will also be rejected. Please do not bid with options in bid. Please note again that anything OPTIONAL in the quotation will disqualify the quotation even after opening the financial bid. You are requested to quote your final configuration which you fee is conforming to our specifications.

11. Special Terms & Conditions:

1. Prices:

Bidder must quote any one or all items of this tender. The estimation of lowest price will be done on Total cost basis of this tender including all taxes etc.

2. Technical bid must be accompanied with the following documents : The original copy of documents must be numbered & arranged in following order duly signed by authorized signatory. Scanned copies of all these documents must be uploaded on website during E-Tender process by bidders. All uploaded E-Tender documents must be submitted by Bidder in original form duly signed by authorized signatory including EMD before opening the technical bid.



- (5)
- a. The bidder must have **certificate of OEM authorization** for the solution quoted. Please enclose the required certificates with the technical bid. In absence of which, the bid shall not qualify for financial comparison.
 - b. The bidder must have supplied the same solution of like nature in at least one government departments / Public Sector companies or limited companies, universities or large schools of repute. **Please attach proof (order copy of supply order & bill along with satisfactory report from purchaser) with technical Bid.**
 - c. Original Technical Leaflet/ catalogue / Brochure of the product quoted.
 - d. A demand draft/ bankers cheque for earnest money of the quoted price (Refundable to non-successful bidders within seven working days from the date of opening of tender). The DD should be made in favour of 'Director, Uttar Pradesh Textile Technology Institute, Kanpur', payable at Kanpur.
 - e. **In the absence of Earnest money or in case of Earnest money deposited less than the required, the bid will be considered as non responsive.** A original copy of demand draft for earnest money of the quoted price (Refundable to non-successful bidders) must be produced by bidders at the time of opening of tender. The DD must be made in favour of 'Director, Uttar Pradesh Textile Technology Institute, Kanpur', payable at Kanpur.
 - f. General information form as per annexure-I.
 - g. The certificate of registration in the GST/PAN card
 - h. **Please ensure that the quoted item must be in conformity with the specifications/ requirement as per our document.**
3. The bidder must submit original copy of tender documents with all enclosures which are uploaded during E-Tender process before opening of technical bid.
 4. Payment: After delivery and successful installation
 5. Delivery: Within before 5th March.
 6. Liquidity Damages: If the seller fails to delivery any or all the Good/Services within the original/re-fixed delivery period(s) specified in the contract, the Buyer will be entitled to deduct/recover the Liquidated Damages for the delay, unless covered under Force Majeure conditions aforesaid, @ 0.5% per week or part of the week of delayed period as pre-estimated damages not exceeding 10% of the contract value without any controversy/dispute of any sort whatsoever. In case, Service Level Agreement (SLA) is applicable the same shall be applicable for the Contract.
 7. In case of any dispute its jurisdiction will be Kanpur Nagar.







Director

Uttar Pradesh Textile Technology Institute,
11/208, Parwati Bagla Souterganj, Kanpur
Tel.No 0512-2530199,Fax No.0512-2531814
E-Mail: info@uptti.ac.in

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13. General Information Form

1	Name of the Firm		
2	Address of the Firm		
3	GST Number		
4	EMD Details	Bank Draft to be attached on the Top of Technical Bid.	
	EMD Amount		
	Bank Draft Number		
	Name of Bank		
	Branch		
	Date of Bank Draft		
5	Certificate of GST registration. PAN Card No	Attached as Page Number _____ of Technical bid.	
6	Catalogue of Item no 1	Attached as page numbers from _____ to _____ of Technical Bid.	
7	Catalogue of Item No 2	Attached as page numbers from _____ to _____ of Technical Bid.	
	Catalogue of Item No 3		
8	Letter/ Certificate of Authorization from the OEM of Item No 1	Attached as Page Number _____ of Technical bid.	
12	Letter/ Certificate of Authorization from the OEM of Item No 2	Attached as Page Number _____ of Technical bid.	
9	Letter/ Certificate of Authorization from the OEM of Item No 3	Attached as Page Number _____ of Technical bid.	
10	Documents certifying 3 (b) in Special Terms & Conditions above	Attached as page numbers from _____ to _____ of Technical Bid.	
Signature of Supplier (Please Sign in above Box)	Date (Please write in above Box)	Place (Please write in above Box)	Rubber stamp (in Above Box)

**Annexure-I
List & specification of Items**

1. CATEGORY A: FOR DEPARTMENT OF ENGINEERING

S. N.	Item details with specifications	Quantity	Estimated cost
1	<p>Item Details: OVS-ES License Agreement program on Microsoft Cloud Solution Three year Subscription for 100 users including but not limited to MS Word TM 2. MS Excel TM 3. MS Power Point TM 4. MS Share point TM 5. MS Teams TM 6. MS Note TM 7. MS Sway TM 8. MS Delve TM 9. MS Office Mix TM 10. Skype for Business TM 11. Yammer TM 12. One Drive (1TB Storage Free on cloud), 50GB mailbox free One TB free Storage with 50 GB mail Box on cloud will be in the scope of supply 13. Windows 10 Education Upgrade for Entire Campus 14. Microsoft intune.</p> <p>Microsoft Cloud Campus software licenses as per Scope of Supply Given Below</p> <p>Scope of Supply:</p> <p>e- <u>WINEDUE3 ALNG UpgrdSAPk OLV E-100No.</u> f- <u>O365 ProPlusOpen Faculty ShrdSvr ALNG Subs VL OLV E-100 No.</u> g- <u>Intune OpenFcly ShrdSvr ALNG SubsVL OLV E-100No.</u> h- <u>Microsoft Imagine Academy-1No.</u></p> <p>Details & Expected benefits for Microsoft Cloud Campus Agreement for Education. We dream that we initiate a step towards nudging our institution on 21stCentury Learning Platform with Microsoft and sign up a "Microsoft Cloud Campus Agreement for Education (MCCAE)". Microsoft Cloud Campus Agreement is a feature rich program motivating the educational institutions globally to migrate to the cloud. This program also helps the institution and its educators to collaborate and communicate with each other in a better way. This program fosters a rich set of Educational Application which will help our faculty and our students on using familiar tools like</p> <ol style="list-style-type: none"> 11. MS Word™, 12. MS Excel™, 13. MS PowerPoint™ 14. MS SharePoint™, 15. MS Teams™, 16. MS Note™, 17. MS Sway™, 18. MS Delve™, 19. MS Office Mix™ 20. In addition to above many additional apps are bundled with this Program. <p>The Objective of this program is to transform our existing campus as Cloud Campus with Suite of Multiple Applications built on Microsoft Azure (Cloud Platform) and all of these tools and application are always updated ; and never outdated. Our Institution will be empowered by Microsoft Education Solutions and will be deemed as a Modern Campus with reduced costs towards IT management and/or services.</p> <p>There are several Cloud Education consultant & authorized partners of Microsoft that may help training for our faculty on Microsoft School Program Applications, and finally with support services on deployment and migration services. We expect from an Authorized Microsoft Education partner, that they will ensure that all trainings and services will be on the latest that Microsoft has offered.</p> <p>Program Benefits & Highlights:</p> <p>B. Office 365 Pro Plus for Entire Campus: Microsoft is providing Office 365 Pro Plus at under this package for students all FREE. Office 365 Pro Plus covers following tools: 1. MS Word™,</p> <ol style="list-style-type: none"> 9- MS Excel™, 10- MS PowerPoint™ 11- MS SharePoint™, 12- MS Teams™, 13- MS OneNote™, 14- MS Sway™, 15- MS Delve™, 16- MS Office Mix™ 12. Skype for Business, 13. Yammer, <p>B. One Drive (1TB Storage Free on cloud), 50GB mailbox free One TB free storage with 50 GB mail Box on cloud will be in the scope of supply</p> <p>C. Windows 10 Education Upgrade for Entire Campus: Latest Window Platform with Upgrade (Note - Under downgrade right we can also use till Windows 7) will be under scope of Supply</p> <p>D. Microsoft Intune- Microsoft Intune is a mobile device Management tool to monitor the Lab PC's (Desktop or Laptops) and in preparing Our institution for Tablets Devices when our institute eventually takes this initiative, thus being future proof. It is also under scope of Supply</p>	01	12,68,000/-

ESTMATED COST Rs. 12,68,000/-

6