

**DIRECTOR GENERAL SCHOOL EDUCATION****PUNJAB ICT EDUCATION SOCIETY (PICTES)****5<sup>th</sup> Floor, Block-E, Punjab School Education Board, Mohali.**Phone & Fax : 0172-5212328-311, E-mail: [hoicttech@gmail.com](mailto:hoicttech@gmail.com)**NOTICE FOR INVITING e-TENDER**

Ref No.: PICTES/CAL/2015-16/SW/01

February , 2016

The Government of Punjab in the Department of School Education has launched Information and Communication Technology (ICT) project for computer education in Government Schools across the State for the students of class 6<sup>th</sup> to class 12<sup>th</sup>

Punjab ICT Education Society intends to establish Computer Labs in 133 schools in various rural and urban locations in Punjab under CAL Scheme.

Online bids are invited from the Microsoft Authorized Education partner seller for the following:

**Microsoft Software Required for 133 Govt. Schools under Microsoft Partners in Learning Program (PIL).**

S.No.	Product Description	Qty
01	WinMultiPointSvrPrem 2012 SNGL OLP NL Acdmc	133
02	WinMultiPointSvrCAL 2012 SNGL OLP NL Acdmc wWinSvrCAL DvcCAL	532
03	Microsoft Partners in Learning Program includes: MS Office Professional and Windows Professional Upgrade for 5 years with updates and upgrades Includes MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Access, MS InfoPath, MS Publisher	665

**Terms & Conditions.**

1. The bidder should be a Microsoft authorized Education partner/seller. Certificate to this effect from Microsoft Corporation needs to be attached along with the bid.
2. Bidder shall quote rates for Education purpose license only under PIL.
3. The financial bid should be valid for a period of not less than 60 days from the date of opening of bid.
4. The bid should be inclusive of all taxes.

5. An EMD amount of Rs.60,000/- (Rupees Sixty thousand only) is to be deposited through online mode.
6. All Software license's with media is required to be supplied within a period of 2 weeks from the date of issue of Purchase Order (PO) by the Society.
7. Payment will be released after successful delivery of the product.
8. The Society does not bind itself to accept the lowest or any other offer and reserves the right to accept or reject any or all the offers either in full or in part without assigning any reason.
9. In case the reseller is not able to execute the Order, EMD amount of Rs. 60,000/- (Rupees Sixty Thousand only) shall be forfeited.
10. In the event of dispute, the Principal Secretary of School Education shall be the sole arbitrator and his decision shall be final and binding on both the parties.
11. You may also enclose a copy of PAN Number and TIN Number and company profile of the firm along with the bid.
12. PICTES shall convene a pre-bid meeting as prescribed in document control Sheet to address any Tender Document related queries. Any requests for clarifications post the indicated date and time shall not be entertained by the PICTES.
13. At any time up to the last date for receipt of bids, PICTES may for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by an amendment.
14. The amendment will be notified through the website and no separate communication either in writing or through email will be made with any bidder. In order to afford prospective Bidders reasonable time or otherwise for any other reason, in which to take the amendment into account in preparing their bids, the Client may, at his discretion, extend the last date for the receipt of Bids.
15. The bidder must have his office in Punjab State.
16. All taxes will be applicable of State of Punjab.

**BID DETAIL:- Document Control Sheet**

<b>S.No.</b>	<b>Particular</b>	<b>Details</b>
1.	Document Reference Number	PICTES/CAL/2015-16/SW/01
2.	Start date & time of sale of tender (Only available in downloadable form at website mentioned)	5 <sup>th</sup> March 2016 at 1100hrs onwards
3.	Date & time of Pre-bid meeting	9 <sup>th</sup> March 2016 at 1100hrs
4.	Last date and time for submission of bids	20 <sup>th</sup> March 2016 till 1700hrs
5.	Date and time of opening of Technical Bid	21 <sup>st</sup> March 2016 at 1100hrs
6.	Date and time of opening of Commercial Bid	21 <sup>st</sup> March 2016 at 1500hrs
7.	Address for Communication	PUNJAB ICT EDUCATION SOCIETY, O/o Director General School Education, 5th Floor, Vidya Bhawan, E-Block Phase-8, S.A.S. Nagar (Mohali) Contact No. – 0172-5212328, 5212311 Email: <a href="mailto:hoicctech@gmail.com">hoicctech@gmail.com</a>
8.	Location of tender document	<a href="http://www.etender.punjabgovt.gov.in">www.etender.punjabgovt.gov.in</a>
9.	Cost of RFP document & Mode of Payment	Rs.1,000/- (Rs. One Thousand Only) through online mode.
10.	Earnest Money Deposit (EMD) through online mode	Rs.60,000/- (Rs. Sixty Thousand Only)
11.	Website for RFP Reference	<a href="http://etender.punjabgovt.gov.in">etender.punjabgovt.gov.in</a> and <a href="http://www.ssapunjab.org">www.ssapunjab.org</a>

**INSTRUCTION FOR E-TENDERING:** - For participating in the above e-tendering process, the Vendors shall have to get themselves registered with [etender.punjabgovt.gov.in](http://etender.punjabgovt.gov.in) and get user ID and Password. Class-3 Digital Signature is mandatory to participate in the e-tendering process. For any clarification/difficulty regarding e-tendering process, please contact on 9257209340/ 8045628821/0172-3934667.

**CONDITIONS:**

1. Interested bidders can purchase the tender document online from website.
2. Tender processing fee to ITI shall be strictly paid through online mode (IPG/ Net Banking). Other mode of payment will not be considered.
3. Bidders/ Contractors, who wish to submit online tender can access tender document from the website, fill them and submit the completed tender document into Electronic Tender on the website itself. Bidders / Contractors shall attach scanned copies of all the paper, i.e. Earnest Money deposited, Tender Form Cost, Processing Fee & the certificates as required in Eligibility criteria.
4. Corrigendum / Addendum / Corrections, if any will be published on the website only.
5. If the date of opening of tender happens to be a holiday then the tender will be opened on the next working day.

**Note: -**

The prospective bidders have the option to download the tender document from [www.etender.punjabgovt.gov.in](http://www.etender.punjabgovt.gov.in). They have to pay non-refundable fee **of Rs.1000/- (One Thousand only)** and Processing Fees through online mode only **(IPG/ Net Banking)**. The payments of Tender form fee and EMD through online mode should be submitted last date failing to which bid of respective bidders would not be opened.

If cost of the Tender Document & EMD are not paid as per above, the bid will be rejected out rightly.

Aspiring bidders who have not obtained the User ID and Password for participating in e-tendering may obtain the same by registering in e-procurement portal (<http://etender.punjabgovt.gov.in>).

**Authorized Signatory**

**ANNEXURE 'A'****TECHNICAL BID CHECKLIST & ORDER IN WHICH DOCUMENTS ARE SUBMITTED**

Name of bidder: \_\_\_\_\_

S.No	Requirement	Compliance (Yes/No)	Page. No
1	The Bidder must submit Tender Cost of Rs. 1 Thousand (non-refundable) through online mode only, failing to which the bid will be rejected.		
2	The Bidder must submit Earnest Money Deposit (EMD) of Rs. 60 Thousand (Rupees Sixty thousand only) through online mode only, failing to which the bid will be rejected.		
3	The bidder should be a Microsoft authorized Education reseller (Attach Proof)		
4.	The bidder should have valid PAN & TIN number. (Enclose copy along with company profile)		
5.	The bidder shall submit an undertaking that rates quoted by them are meant for education purpose under Microsoft partner in learning program (PIL)		

**ANNEXURE 'B'**  
**COMMERCIAL BID FORMAT**

Name of the Bidder:- \_\_\_\_\_

Sr. No.	Item Description	Total Qty	Unit cost	Taxes/Duties (if any)	Total cost on (inclusive of all taxes)
		A	B	C	D=A*(B+C)
1.	WinMultiPointSvrPrem 2012 SNGL OLP NL Acdmc	133			
2.	WinMultiPointSvrCAL 2012 SNGL OLP NL Acdmc wWinSvrCAL DvcCAL	532			
3.	Microsoft Partners in Learning Program includes: MS Office Professional and Windows Professional Upgrade for 5 years with updates and upgrades Includes MS Word, MS Excel, MS PowerPoint, MS Outlook, MS Access, MS InfoPath, MS Publisher	665			
<b>Total Cost</b>					

Note :

1. Total cost quoted above is an all-inclusive figure i.e. out-of pocket, Installation & commissioning, expenses, traveling, boarding, lodging and other operating cost etc.
2. No cost other than quoted above shall be claimed separately.
3. Commercial scoring shall be done on Final Total Commercial bid value
4. No cost other than quoted above shall be claimed separately.
5. The necessary payment adjustment shall be done on unit rate & pro-rata basis.
6. The quantities mentioned above may be changed upto +/- 20%.
7. Price bid will be evaluated on total commercial bid value for selecting L1 bidder.
8. Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".
9. If there is discrepancy between the unit price and the total price, which is obtained by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected unless it is a lower figure. If the bidder doesn't accept the correction of error its bid will be rejected
10. If there is discrepancy in the unit price quoted in figures and word, the unit price, in figure or in words as the case may which corresponds to the total bid price shall be taken as correct.