



NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

Ravangla Sub Division, South Sikkim-737139

Website: www.nitsikkim.ac.in

INVITATION OF BIDS

Tender No: 31/NITS /CSE Dept./Microsoft/18-19/NIQ 1, Date: 27/04/2018

Microsoft Open Value Subscription for Education Solutions (OVS-ES) Program (formally MS Campus Agreement Subscription program) at NIT Sikkim for one year

Table 1: TENDER SUMMARY	
Bid System	Single Bid
Closing Date & Time for submission of bid	19 th April, 2018, 5:00 PM
Opening Date & Time of bid (TENTATIVE)	20 th April, 2018, 4:00 PM
Bid should be addressed to	Registrar, National Institute of Technology Sikkim Ravangla Campus, Barfung Block, South Sikkim 737139.
Place of opening of bid	ICTI office, National Institute of Technology Sikkim, Ravangla Campus, Barfung, South Sikkim, 737139

National Institute of Technology (NIT) Sikkim, Ravangla, South Sikkim invites sealed bids from the original manufacturer of Microsoft or authorized Indian representatives or channel partners, on the terms and conditions as per NIQ document, for procurement of the item(s) as given in the Table 2.

Table 2: Microsoft Open Value Subscription for Education Solutions (OVS-ES) Program for one year at NIT Sikkim					
Sl.	Software Description (one year)	QTY (FTE)	Unit Price (₹)	Tax (%)	Total Price (₹) [With Tax]
1	<p>Desktop Bundle Edu ALNG Lic/SA Pack OLV E 1Y Academic Ent. for Faculty includes:</p> <p>Windows Desktop Operating System UPG (Latest) Microsoft Office Professional Plus (Latest) and Microsoft Office for Mac Edition (Latest) Microsoft Core CAL Suite which includes –</p> <p><i>Windows Server CAL</i> <i>Exchange Server Standard CAL</i> <i>SharePoint Server Standard CAL</i> <i>Lync Server Standard CAL</i> <i>Systems Center Configuration Manager Client Management License</i> <i>System Center Endpoint Protection</i></p>	50			

2	SQL Server Standard ALNG Lic/SA Pack OLV E 1Y Academic AP	1			
3	SQLCAL ALNG Lic/SA Pack OLV E 1Y Academic Ent User CAL	50			
4	Windows Server Std ALN G Lic/SA Pack OLV E 1 Y Academic AP 2Proc	01			
Total Amount in Words:			Total Amount(₹):		

The bidders are requested to read the tender document carefully and ensure compliance with all specifications/instructions herein. Non compliance with specifications/instructions in this document may disqualify the bidders from the bid process.

The Institute reserves the right to accept or reject any quotations or to select the item or to reject the bidding process or any quotation wholly or partly without assigning any reason. Incomplete bid or receiving the bid after closing date and time are liable to be ignored and rejected.

Instructions to Bidders

1. No expenditure other than quoted will be entertained. The total quoted price/amount must be in written in figures as well as in words. There should not be any overwriting, if there is any overwriting, the bid(s) shall be rejected. No alternate price will be entertained in the quotation.
2. All bid documents should have to be sent through courier, speed post or registered post only or may be dropped in the tender box at NIT Sikkim. Since, NIT Sikkim is located in a remote location, even though speed post it may take seven days. Therefore, bidders are suggested to send the quotation well in advance or by hand.
3. Quotation received after the closing date/time will not be considered. The quotations shall be submitted in a sealed envelope duly marked as “**Tender for Microsoft OVS-ES**” along with **Tender/NIQ reference no** and **due on date**.
4. In the event of any dispute or difference(s) between the vender/firm and Institute (NIT Sikkim) arising out of any reason, shall be referred to “The Director, NIT Sikkim”, Sikkim whose decision shall be final and binding on the bidder(s)/firm.
5. All bids in which any of the prescribed conditions is not fulfilled or any condition is put forth by the bidder shall be summarily rejected.
6. **Payment Clause: 100% payment will be released after successful online delivery of the e-licenses at NIT Sikkim.**
7. **Clarifications:** In case the bidder requires any clarification regarding the tender documents, they may mail to **icti@nitsikkim.ac.in**.
8. **Pre- Qualification Criteria:**
 - a. The supplier/firm must be either original equipment manufacturer (OEM) or authorized dealer/sole distributor/channel partner. The bidders are essentially required to submit authorization certificate from the OEM (Microsoft), failing which the bid shall be rejected.
 - b. Bidders should be the manufacturer/authorized dealer.
 - c. An undertaking from the OEM is also essentially required stating that they will facilitate the bidder on a regular basis with technology/product updates/hardware support and any kind of support necessary to ensure smooth functioning and security requirements for the entire

duration of the contract period.

9. **Validity:** The bid should be valid for acceptance for a period of 30 Days. The Bidders should be ready to extend the validity, if required.
10. **Delivery:** The subscription must be delivered within 28 days.
11. **Liquidated Damage:** If the bidder fails to deliver the required services in the above mentioned period and the place, the penalty at the rate of 1% per week of the total order value subject to the maximum of 10% of total order value will be deducted.
12. In exceptional situation, an authorized committee may negotiate price with the qualified bidder quoting the lowest price before awarding the contract.

Registrar

National Institute of Technology Sikkim
Ravangla Campus, Barfung Block,
South Sikkim 737139.