



प्रसार भारती/Prasar Bharati
आकशवाणी महानिदेशालय/Directorate General: All India Radio
आकशवाणी भवन, संसद मार्ग, नयी दिल्ली - 110001
Akashvani Bhavan, Parliament Street, New Delhi-110001
सूचना प्रौद्योगिकी विभाग/I T Division

No.: 7(31)/2010-11/IT

New Delhi, Date: 27/09/2011

To

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**Subject: Procurement of i) Server Operating System Software (Windows 2008)
ii) Visual Studio 2010
iii) Crystal Report Software**

Sir,

This Directorate invites sealed tenders for the procurement of software as per the details given in the Annexure from OEMs/Authorized Distributors/Dealers. You are requested to submit your tender to the undersigned for the supply of same, quoting details and other specifications as detailed below:

Specific terms and conditions:

1. The tenderer shall be either original manufacturer of the item or the authorized distributor /dealer/representative of the items tendered. **Certificate of OEMs/Authorized Distributors/Dealers indicating the validity shall be submitted alongwith the tender.**
2. The tenderer is required to deposit an Earnest Money (EMD) of ₹15000/- (Rupees Fifteen thousand only) in a sealed cover at the time of submission of tender. The EMD shall be in the form of account payee Demand Draft / Pay order in favour of **“DDO (A), P&D Unit, D.G. A.I.R. New Delhi”** payable at New Delhi. No tender will be accepted without Earnest Money Deposit.
3. The tender shall be sent in a closed & stamped cover to the undersigned by **3:00 p.m. on Date 12/10/2011**. The cover shall be super-scribed with the following details:-
 - a) Subject of the tender enquiry
 - b) Reference to the letter of enquiry
 - c) Due date of opening of the quotation
4. VAT and all other taxes where leviable and intended to be claimed shall be separately shown along with the price quoted. **The firm should be registered and the Sales Tax registration no. /VAT/PAN details, Authorization letter from the OEM shall be provided alongwith the tender.**
5. Payment will be made by this office by cheque after receipt and acceptance of the stores in good condition, opened, installed, checked for satisfactory working. Add-ons, if any included in the Software should also be clearly mentioned & supplied. In case the goods are rejected these have to be removed by the supplier at his own cost. No advance payment shall be made.
6. **GUARANTEE / WARRANTY:** The Software should be guaranteed as per OEM norms. The bidder shall also confirm and underwrite complete maintainability of software for a period as mentioned by the OEM from the date of successful installation.
7. The price/Make/Model/Product Details should be quoted on prescribed format ‘Annexure’ and must be sent in a properly sealed envelope.
8. The tender will be opened in the office of the undersigned at **3.30 p.m. on 12/10/2011**. A representative of the firm submitting tender may be present at this office during opening of the tenders. The representative shall submit an authorization certificate from the firm to be allowed to attend the opening of the quotations.

9. The tenders submitted shall remain open for acceptance for a period of minimum three months from the date of opening them. This Directorate may reject/accept or prefer any tender without having to assign any reasons whatsoever.
10. This Directorate reserves the right to accept any tender in part or split the order between two or more bidders.
11. The tenderer shall supply the Software within 30 days of the date of placing the firm Purchase Order. Delivery period shall be specifically indicated in the Tenders and strictly adhered to. If no delivery period is stated in the Tender, it will be taken for granted that the supply will be arranged to us within 30 days of the issue of Supply Order. Any extension in the delivery period after the supply order is placed may result in the cancellation of the Purchase Order.
12. If the tenderer fails to supply the items within the delivery period prescribed in the purchase order, this office shall impose liquidated damage @ 0.5 % for every week or part thereof for default subject to a maximum of 5% of the total order value of the same & will be deducted from the bill amount.
13. All the Software supplied must be accompanied with restore CDs, drivers and manuals etc. as per OEM supply.
14. Tenders shall be preferably typed and should be free from typographical errors. Any fluiding, overtyping, overwriting should be signed by the authorized signatory signing the Bid.
15. Licenses as required for software in original must be supplied. All licenses for the software shall be in the name of All India Radio.
16. EMD furnished by all the unsuccessful tenderers shall be refunded normally within one week of acceptance of award of tender by the successful tenderer. **EMD shall not carry any interest.** EMD by the tenderer will be forfeited if the tenderer revokes his tender within the validity period or increases his earlier quoted rates or the tenderer does not commence the work within 30 days after award of the order. EMD shall be forfeited also when on placing purchase order; the vendor fails to execute the order.
17. EMD of the successful tender shall be released after the supply of the stores is accepted by this office in the satisfactory condition as per clause 5.
18. In case the successful tenderer fails to supply the items within the delivery period mentioned in the purchase order or refuses to accept the purchase order or leave the supply incomplete, this office reserves the right to forfeit the E.M.D. applicable and no more tenders shall be issued to the supplier in future.
19. If in any case after placing the PO, quoted item is not available in the market, the bidder will have to supply higher version / replacement of that item in the quoted cost in the same delivery period with prior written approval of Directorate.
20. All supplies shall be subject to inspection, measurement and weighing on receipt of stores at this office as specified in the purchase order. The decision of the inspection Officer or any other person nominated by the purchaser, as regards quality or quantity of supplies delivered, and shall be final. The Inspection officer is entitled to reject any or all of the supplies if not conforming to the terms and conditions of the purchase order.
21. The tenders not fulfilling the above requirements will be summarily rejected.
22. The tender document can also be downloaded from our website. (www.allindiaradio.org.in).

(सविता खरबन्दा/Savita Kharbanda)

(सहायक अभियंता/Asst. Engineer)

सूचना प्रौद्योगिकी विभाग/ IT Division

For Director General

Fax No.- 23421017

Ph- 23421581

Enclosure: A/a



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ACCEPTANCE OF COMMERCIAL TERMS

(Please go through the specific terms and conditions stipulated in Tender Document before filling up this Performa)

1. Name of the Organization :
2. Nature of Business : Manufacturer / Dealer / Distributor / Reseller / Service
3. Full address
3.1 Registered Office :

3.2 Dealing Office :
4. Phone :
5. Fax :
6. Email ID :
7. Contact Person
Name :
Mobile No. :
8. Service Tax no. :
9. Sales Tax no. :
10. PAN No. :
11. DETAILS OF INCOME TAX and ST CLEARANCE:

Sl. No	Particulars	Registration Nos.	Remarks
1	Income Tax		Attach copy of latest I-Tax Return
2			

Note: Please attach photocopy of latest certificates.

We agree to all the ‘Terms and Conditions’ set in the Tender Enquiry No. _____ and submit herewith signed and sealed copy of the “Tender Enquiry No. _____”, as our token of acceptance of all terms and conditions of the Tender.

(Authorized Signatory)

Date :



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PROFORMA FOR FINANCIAL BID

Sl. No.	Software	Qty.	License	Price in Rs.
1	Windows 2008 Server Std. 64 bit R2 English MOLP with Media (Microsoft)	7 nos.	7 X 1	
2	Crystal Reports 2008 (Latest Version) along with Media	1 no.	1	
3	Microsoft Visual Studio 2010 with Dot Net Professional With MSDN Professional (Latest Version) (Visual Basic, C++, C#, J#)	1 no.	1	

Note:

- The company will have to quote for all of the above items.
- Quantity of equipment listed above may vary slightly when final order is placed.
- All taxes – sales tax, octroi, service tax etc. (if applicable) should be specified separately.
- Successful bidder shall not be allowed to transfer the order in the name of some other company or it's principal.

TAXES AND DUTIES

The following taxes and duties will be applicable:

Sl No	TAXES AND DUTIES	Server Operating Software	Crystal Reports 2008 (Latest Version) along with Media	Microsoft Visual Studio 2010 with Dot Net Professional
1.	Service Tax+Surcharge_Education Cess (Pl. Specify) %			
2.	CST / State Sales Tax / VAT (Pl. Specify) %			
3.	Any other taxes and duties %			
4.	Any other charges (Pl. Specify)			

Note: This document is an integral part of the "Financial Bid".

Declaration:

- It is certified that the information furnished as above is correct.
- We have gone through terms and conditions stipulated in the tender Document & confirm to abide by the same.
- The signatory to this bid is authorized to sign such bids on behalf of the organization.

Place.....

Signature

Name

Designation