

Bid Document

Bid Details	
Bid End Date/Time	25-10-2022 16:00:00
Bid Opening Date/Time	25-10-2022 16:30:00
Bid Offer Validity (From End Date)	75 (Days)
Ministry/State Name	Ministry Of Power
Department Name	Power Grid Corporation Of India Limited
Organisation Name	Power Grid Corporation Of India Limited
Office Name	Corporate Office Gurgaon
Total Quantity	8
Item Category	Office Suite Software (Version 2.0) (Q2)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Certificate (Requested in ATC), OEM Authorization Certificate, Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Estimated Bid Value	279880
Evaluation Method	Total value wise evaluation

EMD Detail

Required	No
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ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

MII Purchase Preference

MII Purchase Preference	No
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MSE Purchase Preference

MSE Purchase Preference	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Office Suite Software (Version 2.0) (8 pieces)

Brand Type	Registered Brand
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Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Bid Requirement (Allowed Values)
BASIC INFORMATION	Product Type	Proprietary Suites
	Offered Product are	2. Government Edition
SCOPE OF LICENCE	"Types of Licence (Hint : Select 'NA' if not applicable)"	1.Perpetual
	"Duration of Subscription (in Years) (Hint : Select '0' if not applicable)"	0.0 - 5.0 Or higher
	Licencing option	4.Device based
	Number of CORE /Users /Socket/ Device Supported for Each licence (Hint : - Inline with licence option selected)	1.0 - 100.0 Or higher
OFFICE SUITE	Proprietary Suite	1. Microsoft Office

Specification	Specification Name	Bid Requirement (Allowed Values)
	"Open Source Suite (Hint:- Vendor can offer support service to open source suite on subscription basis)"	6. Not Applicable
	Components of Office Suite covered in the offered product	1. Word Processor, 2. Spreadsheet, 3. Presentation, 4. FILE CONVERSION, 5.GRAPHICS
	Operating Systems Supported by the offered product	1. Windows
	The offered product have support from OEM for	1. Updation for Patches and Bug fixes within suport period.
	Number of Years upto which support is available from OEM/Seller for Updation (Patches and Bug fixes) within support period	5
	Number of Years upto which support is available from OEM/Seller for Upgradation of version within support period	NA
	No of days Training Provided at Site	0
Word Processor	Word Processor FEATURES	1. Word, 2.Themes, 3. File Annotation, 4.Built in Spell Checker/ Grammer & Style, 5. Dictionary/ Theasaurus, 6. Utilities for manupulating and editing text
Spreadsheet	Spreadsheet FEATURES	1. Excel, 3.Open XML File Format, 5.Queries, 7.Formula Calculation Function, 8.Pivot Table/ Tables
Presentation	PPT FEATURES	1. Presentation Tool, 2.Slide Transitions, 3.Themes, 4.Power View
FILE CONVERSION	PDF Editor & Convertor Features	1. Word to PDF,, 3. Excel to PDF,
GRAPHICS	GRAPHICS FEATURES	1. GRAPHIC TOOL, 2. Drawings and Diagrams, 3.Path editing tool, 4. Raster Graphics Editor, 5. Vector Graphics Editor
COLLABORATION TOOL	COLLABORATION TOOL FEATURES	10.Real time Document Co- Authoring, 11.Collaboration over Same Platform Suite, 2. Relationships, 5.Exchange Server Support, 6.Outlook Social Connector
GENERIC	GENERIC FEATURES 1	1. Accessibility, 2. Support for many native languages, 3. 3rd Party Add -ons, 4.ActiveX Control, 5.Writing Support, 6.Gradient and pattern tools, 7.Files and Printing, 8. Editing and Formatting, 9.Language Tools, 11.Forms, 12. Reports, 13.Billing, 14.Inbuilt security for documents
	GENERIC FEATURES 2	16. Templates, 18.Equation Editor, 19.Version Information, 23. Live Preview, 24.Research Button, 25. Bug report, 26. Notetaking software, 27. Email client, 28. HTML Editor, 29. Online Editing

Specification	Specification Name	Bid Requirement (Allowed Values)
	Cloud storage support for	4. NA
	Capacity of cloud storage support(in GB) Hint:- Select'0' if not applicable	0.0 - 10000.0 Or higher
SUPPORTED HARDWARE REQUIREMENTS AT USEREND	Processor Supported in Bits	32, 64
	Minimum Hard Disk Space Required in GB	3
	Minimum RAM Size required in GB	2
GENERIC PARAMETERS	Valid Licence copy to be provided	YES
	Software supplied through	URL Link

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	MRIGENDRA NATH DUTTA	757105,Power Grid Corporation of India Limited,400/220/132KV,Baripada Sub Station.PO:-Kuchei,Dist:-Mayurbhanj, Odisha-757105	8	15

Buyer Added Bid Specific Terms and Conditions

1. Generic

Bidder shall submit the following documents along with their bid for Vendor Code Creation:

- Copy of PAN Card.
- Copy of GSTIN.
- Copy of Cancelled Cheque.
- Copy of EFT Mandate duly certified by Bank.

2. Generic

Data Sheet of the product(s) offered in the bid, are to be uploaded along with the bid documents. Buyers can match and verify the Data Sheet with the product specifications offered. In case of any unexplained mismatch of technical parameters, the bid is liable for rejection.

3. **Generic**

Supplier shall ensure that the Invoice is raised in the name of Consignee with GSTIN of Consignee only.

4. **Generic**

Upload Manufacturer authorization: Wherever Authorised Distributors are submitting the bid, Manufacturers Authorisation Form (MAF)/Certificate with OEM details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid.

5. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

[This Bid is also governed by the General Terms and Conditions](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---