

Bid Document

Bid Details	
Bid End Date/Time	26-11-2020 13:00:00
Bid Opening Date/Time	26-11-2020 13:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Himachal Pradesh
Department Name	Technical Education Department Himachal Pradesh
Organisation Name	N/a
Office Name	Department Of Technical Education
Total Quantity	25
Item Category	Office Suite Software (Version 2.0) (PAC Only)
Bidder Turnover (Last 3 Years)	1 Lakh (s)
MSE Exemption for Years of Experience and Turnover	No
Startup Exemption for Years of Experience and Turnover	No
Document required from seller	Experience Criteria,Past Performance,Bidder Turnover,OEM Authorization Certificate *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
Past Performance	80 %
Bid to RA enabled	No
Inspection Required	No

EMD Detail

Required	No
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ePBG Detail

Required	No
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Splitting

Bid splitting not applied.

1. Past Performance: The Bidder or its OEM {themselves or through re-seller(s)} should have supplied same or similar Category Products for 80% of bid quantity, in at least one of the last three Financial years before the bid opening date to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts (proving supply of cumulative order quantity in any one financial year) to be submitted along with bid in support of quantity supplied in the relevant Financial year. In case of bunch bids, the category related to primary product having highest bid value should

meet this criterion.

Office Suite Software (Version 2.0) (25 pieces) (Under PAC)

Make	microsoft
Model	officestd2019snglolpnlacdmc

Technical Specifications

[* As per GeM Category Specification](#)

Specification	Specification Name	Values	Bid Requirement (Allowed Values)
BASIC INFORMATION	Product Type	Proprietary Suites	Proprietary Suites
	Offered Product are	3. Academic Edition	3. Academic Edition
	Name of the OEM	Microsoft	*
	OEM Model / Part No	021-10597	*
	Product Id of OEM	021-10597	*
	Software Description	Office 2019 Standard	*
	Date of Launch of Version	2018	*
SCOPE OF LICENCE	"Types of Licence (Hint : Select 'NA' if not applicable)"	1.Perpetual	1.Perpetual
	"Duration of Subscription (in Years) (Hint : Select '0' if not applicable)"	0	0 - 5
	Licencing option	4.Device based	4.Device based
	Number of CORE /Users /Socket/ Device Supported for Each licence (Hint : - Inline with licence option selected)	1	1.0 - 100.0 Or higher
OFFICE SUITE	Proprietary Suite	1. Microsoft Office	1. Microsoft Office
	"Open Source Suite (Hint:- Vendor can offer support service to open source suite on subscription basis)"	6. Not Applicable	6. Not Applicable
	Components of Office Suite covered in the offered product	1. Word Processor,2. Spreadsheet,3. Presentation,4. FILE CONVERSION,5.GRAPHICS	1. Word Processor, 2. Spreadsheet, 3. Presentation, 4. FILE CONVERSION, 5.GRAPHICS, 6. COLLABORATION TOOL
	Operating Systems Supported by the offered product	1. Windows	1. Windows
	The offered product have support from OEM for	1. Updation for Patches and Bug fixes within supooort period.	1. Updation for Patches and Bug fixes within supooort period.

	Number of Years upto which support is available from OEM/Seller for Updation (Patches and Bug fixes) within support period	5	5
	Number of Years upto which support is available from OEM/Seller for Upgradation of version within support period	NA	1, 2, 3, 4, 5, 10, NA
	No of days Training Provided at Site	0	0, upto 5, 6 to 10, 11 to 20, 21 to 30
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 manipulating and editing text	1. Word, 2.Themes, 3. File Annotation, 4.Built in Spell Checker/ Grammer & Style, 5. Dictionary/ Theasaurus, 6. Utilities for manipulating and editing text
Spreadsheet	Spreadsheet FEATURES	1. Excel,3.Open XML File Format,5.Queries,7.Formula Calculation Function,8.Pivot Table/ Tables	1. Excel, 2. Database, 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.Pow er View	1. Presentation Tool, 2.Slide Transitions, 3.Themes, 4.Power View
FILE CONVERSION	PDF Editor & Convertor Features	1. Word to PDF,,2. PDF to word,,3. Excel to PDF,	1. Word to PDF,, 2. PDF to word,, 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	1. GRAPHIC TOOL, 2. Drawings and Diagrams, 3.Path editing tool, 4. Raster Graphics Editor, 5. Vector Graphics Editor
COLLABORATION TOOL	COLLABORATION TOOL FEATURES	2. Relationships,5.Exchange Server Support,10.Real time Document Co-Authoring,11.Collaboration over Same Platform Suite,6.Outlook Social Connector	1. Schedule meetings & Events, 2. Relationships, 3.Cached Exchange Mode Sync, 4.Slider, 5.Exchange Server Support, 6.Outlook Social Connector, 7.People Pane, 8.PRF Files, 9.Video/ Audio Conferencing, 10.Real time Document Co-Authoring, 11.Collaboration over Same Platform Suite
GENERIC	GENERIC FEATURES 1	1. Accessibility,2. Support for many native languages,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,3. 3rd Party Add-ons	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	15.Compatability with SQL/ MySQL Integration, 16. Templates, 17. Visual Basic Language, 18.Equation Editor, 19.Version Information, 20. Web Apps, 21. Azure Marketplace Connector, 22.Auto Discover, 23. Live Preview, 24.Research Button, 25. Bug report, 26. Notetaking software, 27. Email client, 28. HTML Editor, 29. Online Editing
	Cloud storage support for	4. NA	1. Google Drive, 2. Drops Box, 3. One Drive, 4. NA
	Capacity of cloud storage support(in GB) Hint:- Select'0' if not applicable	0	0 - 10000
SUPPORTED HARDWARE REQUIREMENTS AT USEREND	Processor Supported in Bits	32,64	32, 64
	Minimum Processor Configuration Required	1.0GHz (min.)	*
	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	*

* Specifications highlighted in bold are the Golden Parameters.

* Bidders may note that In respect of non-golden Parameters, the specifications 'Values' chosen by Buyer will generally be preferred over 'Bid requirement (allowed Values) by the Buyer.

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Kuber Singh	175134,PRINCIPAL, GOVT. ITI, SAINJ DISTRICT KULLU HIMACHAL PRADESH	25	15

Bid Specific Additional Terms and Conditions

- 1.Scope of supply (Bid price to include all cost components) : Supply Installation Testing and Commissioning of Goods
- 2.Bidder Turn Over Criteria: The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3 year old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
- 3.IMPORTED PRODUCTS: In case of imported products, OEM or Authorized Seller of OEM should have a registered office in India to provide after sales service support in India. The certificate to this effect should be submitted.
- 4.Availability of Service Centres: Bidder/OEM must have a Functional Service Centre in the State of each Consignee's Location in case of carry-in warranty. (Not applicable in case of goods having on-site warranty). If

service center is not already there at the time of bidding, successful bidder / OEM shall have to establish one within 30 days of award of contract. Payment shall be released only after submission of documentary evidence of having Functional Service Centre.

5. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
6. Warranty period of the supplied products shall be 5 years from the date of final acceptance of goods or after completion of installation, commissioning & testing of goods (if included in the scope of supply), at consignee location. OEM Warranty certificates must be submitted by Successful Bidder at the time of delivery of Goods. The seller should guarantee the rectification of goods in case of any break down during the guarantee period. Seller should have well established Installation, Commissioning, Training, Troubleshooting and Maintenance Service group in INDIA for attending the after sales service. Details of Service Centres near consignee destinations are to be uploaded along with the bid
7. Procurement under this bid is reserved for purchase from Micro and Small Enterprises from the State of Bid Inviting Authority whose credentials are validated online through Udyog Aadhaar for that product category. If the bidder wants to avail the reservation benefit, 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.

[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---