

No. VP/19/20/Software/20-21

Dated: 04.08.2020

This office is in need of seven licenses of **Adobe Creative Cloud All Apps** and **Ten licenses of Adobe Acrobat Software**.

Bids are invited for the supply of the afore-stated software as follows:

- Bidders are requested to quote their lowest price in Annexure-A
- Bidders are requested to submit their bids in sealed envelope clearly marking on the cover of envelope tender enquiry No., date of opening.
- In case submission of paper bids is not possible in view of the present scenario, password protected bids can also be submitted. In case of password protected bids, bidders are requested to submit password on the date and time of opening of bids. Sharing of password for opening of Financial Bid before time specified for opening of financial bid will result on rejection of bid.
- Sealed envelope/ Password protected quotation should reach to Vigyan Prasar latest by 19th August, 2020 up to 11.00 A.M. Bids will be opened on same day at 11.15 A.M.

Other terms and conditions of the tender:

1. Place of Delivery : FOR: VP, A-50, Sector-62, Noida, 201309.
2. Delivery Period : 07 Days from the date of PO
3. Validity period : 90 days from the date of opening of bid.

Bids should be accompanied with the EMD of Rs. 14000/- drawn in favour of “**Vigyan Prasar**” payable at New Delhi. Bids without EMD will not be considered. EMD also can be paid though online by NEFT/RTGS/IMPS to Vigyan Prasar account as detailed below (kindly submit details of NEFT with the proposal) :-

Account Name/ VIGYAN PRASAR
ADDRESS- A-50, NCMRWF BUILDING, SECTOR-62 NOIDA.
NEFT/RTGS DETAIL
BANK NAME : UNION BANK OF INDIA
BANK ACCOUNT NO. 349902010040204
IFSC CODE-FOR RTGS/NEFT – UBIN0534994
BANK ADDRESS: SAFDARJANG DEVELOPMENT AREA,
C-4, COMMUNITY CENTRE, NEW DELHI-110016

4. In case the EMD is remitted online, reference no., in support of payment may be mentioned.
5. The EMD of selected bidder(s) will be kept as security deposit till supply of the items. If the suppliers does not deliver the item within in given stipulated time or not accepting the work order/the EMD will be forfeited. EMD of rest all the bidders will be released within 30 days from the date of opening of the bids.
6. All bidders can be present at the time of opening of tender. No separate intimation shall be given in this regard.
7. The opening of the tender(s) shall only be attended by an authorized representative of the firm whose name, designation and address should be indicated in the offer to the form. Tendering firm shall issue a letter of authority to such representative indicating the tender no. date due on for the item. In no case, unauthorized person shall be allowed to enter tender opening room.
8. **Payment** : 100% payment will be released after acceptance and satisfactory installation of software with the prescribed period validity.
9. Conditional bids will not be considered.
10. Vigyan Prasar can change the number of items/quantity being procured at the time of issue of PO.
11. Price should be quoted on F.O.R. VP, A-50, Sector-62, Noida-201309 with installation.
12. Sealed tender should reach "Registrar, Vigyan Prasar, A-50, Sector-62, Noida-201309" by stipulated date. Tender received late due to whatsoever reason will not be accepted at all.
13. If the selected vendor does not deliver the item within 07 days from the date of PO, Vigyan Prasar reserves the right to cancel the order without any notice to the vendor and forfeit the EMD.
14. Any or All tenders can be rejected by Vigyan Prasar, Noida without assigning any reason whatsoever.
15. The selected firm will give in writing that the Item supplied is complete in all respect and genuine as per CVC guidelines that the product is genuine and authentic.

Note: Please quote the tender no. and opening date on the top of the cover containing tenders.

Yours Sincerely,

(Rajender Kumar)
Administrative Officer

Financial Bid

Date:

**To Vigyan Prasar,
A – 50, Institutional Area, Sector – 62,
Noida – 201309**

Sub: Quotations for Adobe Creative Cloud - All Apps and Adobe Acrobat Software.

Ref: VP/19/20/Software/20-21

Sir,

I/We quote below our prices for Adobe Creative Cloud–All applications and Adobe Acrobat Software as per terms and conditions in the tender enquiry:

S.No	Description	Qty Required	Prices Exclusive of Taxes			
			Yearly (with one year validity)		Monthly	
			Rate for One Qty	Amt. for total Qty	Rate for One Qty	Amt for total Qty
01	Adobe Creative Cloud all Apps	07				
02	Adobe Acrobat software	10				
Total (exclusive of taxes)						
Amount in words Rs.						

2. Rates are exclusive of taxes. Taxes will be paid as per norms.
3. Quoted rates are valid for 90 days from the date of opening of the bid.
4. I/We accept all the terms and conditions of your Bid document under reference.
5. I/ We understand you are not bound to accept any proposals.

Signature of the Authorized Signatory
Name Designation
Name of the Bidding Entity