



No. AUD/Admn./GIS Software Quotation/2011-12/

25<sup>th</sup> January, 2012

To,

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**Subject: Inviting Quotation for Purchase of Geographical Information System (GIS) Software  
(ARC VIEW 10)**

Sir,

You are requested to submit your offer in sealed cover for the supply & installation of **ARC VIEW 10** software, items as per details given below:

Name of Work	Supply & installation of software
Last date and time for submission of tender	08.02.2012 ( Wednesday) at 3.00 P.M. in the office of Registrar, Dr. B.R. Ambedkar University, Plot No. 13, Sector -9, Dwarka , New Delhi-110077
Opening of tenders in presence of the authorized representative of bidder , if any	08.02.2012 ( Wednesday) at 03.30 PM

Please superscribe the sealed envelope quotation for the following specifications of the software

Sl. No	Description	Qty	Price	Tax	Total Price (Inclusive of all taxes)
01	ESRI ArcView Version 10.0 or Latest	10 license			

Technical bid and financial bid should be submitted in separate sealed envelopes. The Authorization letter from the OEM specific to the AUD Tender enquiry must be enclosed in the Technical Bid. The Bids without the OEM authorization letter will be summarily rejected. The offer/quotation must be strictly as per required specifications and following terms & conditions which are given below:

**TERMS & CONDITIONS**

1. Quotations in closed cover in Techno commercial Format are invited on behalf of the Registrar, Bharat Ratna Dr. B. R. Ambedkar University, Sector 9, Plot No 13, Dwarka, New Delhi - 110077, New Delhi from the OEM/dealers with authorization letter from the OEM. The offer/ quotation must be strictly as per required specifications and the tender terms & conditions.
2. Quotation should be submitted directly by the original manufacturer/supplier or its authorized distributor/dealer. The Bidder should attach an authorization letter from OEM specific to this tender enquiry and addressed to Registrar, Dr. B.R.Ambedkar University, Sector 9, Plot No 13, Dwarka, New Delhi – 110077 authorising the bidder to submit the offer.
3. The quotation should be addressed to the Registrar, Bharat Ratna Dr. B.R.Ambedkar University, Sector 9 , Plot No 13, Dwarka , New Delhi – 110077.
4. SUBMISSION OF OFFERS: The last date for submission of offer is 08.02.2012 at 3 PM

5. DUE & OPENING DATES: The Offer/Quotations must reach at Bharat Ratna Dr. B.R. Ambedkar University, Sector 9 , Plot No 13, Dwarka , New Delhi – 110077 on or before 08.02.2012 up to 3.00 P.M sharp. The tenders will be opened on 08.02.2012 at 3:30 P.M. in the presence of bidders, who wish to present themselves at the time of opening of tender. In case opening date happens to be a holiday, the tender will be opened on next working day at the same time & location.
6. The cover containing the offer/quote should be super-scribed “Quotation for Geographical Information System (GIS) Software”
7. The Techno-commercial offers must contain the Technical Leaflets/literature and complete specifications of the quoted model(s) of the item along with commercial terms & conditions, compliance statement of specifications.
8. The bidder needs to have a database of minimum of 5 Educational / Research Institute Installations and at least 2 such Institutes should be reputed Educational Universities. The complete customer details needs to be attached as per the format given below.

S. N.	Customer Name	Contact	Year of Installation	Contact Details	Name , Email and Phone No	No of Users
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9. REASONABILITY OF PRICES : Please quote best minimum prices applicable for an Educational University, leaving no scope for any further negotiations on prices.
10. PAYMENT CONDITION: FOR INDIGENEOUS SUPPLIES: Payment on Bill Basis will be made only after satisfactory installation, commissioning and performance of the software at Bharat Ratna Dr. B.R.Ambedkar University, Plot No 9, Sector 13, Dwarka, New Delhi-110077, New Delhi and after certification by our Technical Team.
11. DELIVERY PERIOD: Within 2 weeks from the receiving of the supply order from AUD.
12. COMMENCEMENT OF WARRANTY PERIOD: The full warranty period of one year of software shall commence from the date of satisfactory installation/commissioning/demonstration of the software at the project site in Bharat Ratna Dr. B.R.Ambedkar University, Plot No 9, Sector 13, Dwarka, New Delhi - 110077, New Delhi .
13. NO ADVANCE PAYMENT: No advance payment will be made to any supplier.
14. INSTALLATION & TRAINING: The software should be installed/commissioned and demonstrated, by the supplier at the AUD immediately but in any case within one month after receipt of the software in the AUD and the same will be put under operation to the satisfaction of our technical expert/faculty who will test the performance of the software. **No separate charges for installation etc.** will be paid to the vendor. Wherever needed, Our Technical persons should be trained by the supplier at the project site free of cost. In case the person is to be trained at supplier’s site in India it should be mentioned in the quotation clearly.
15. VALIDITY OF OFFER: The prices must be valid at least for a period of 60 days for indigenous supplies from the date of opening of the Quotation. No changes in prices will be acceptable in any condition after opening of tender till the validity of the offer or execution of the order whichever is later.

16. LATE/ DELAYED /UNSOLICITED QUOTATION: Late or delayed/Unsolicited quotations/offers shall not be considered at all. These will be returned to the firms as it is. Post tender revisions/corrections shall also not be considered.
17. ACCEPTANCE OR REJECTION OF OFFER: The Registrar, Bharat Ratna Dr. B.R. Ambedkar University, Plot No 9, Sector 13, Dwarka, New Delhi – 110077 reserves the right to accept or reject any quotation /tender in part or full without assigning any reason thereof.
18. PAGE NUMBERING & SIGNATURES: Your offer should be a page numbered and signed by an authorized signatory giving his/her name and designation below the signatures.
19. INTERIM ENQUIRIES: No interim inquiries will be attended.
20. DISPUTE SETTLEMENT: All disputes arising out of this contract shall be referred to the sole arbitration of the Bharat Ratna Dr. B.R.Ambedkar University, Plot No 9, Sector 13, Dwarka, New Delhi – 110077; The venue of arbitration shall be NEW DELHI (INDIA).
21. SECURITY DEPOSIT (PERFORMANCE SECURITY) The bidder shall be required to deposit a sum equivalent to 10 percent of the total Purchase Order at the time of signing the contract as security deposit in cash/demand draft/term deposit or provide a bank guarantee for the said amount from a scheduled bank, pledged in favour of Registrar, AUD, New Delhi. No interest shall accrue on this amount. The Performance Security amount shall be re-payable after one month of the expiry/termination of the contract after deduction of penalty/other dues, if any.
22. EARNESTMONEY DEPOSIT: EMD of Rs. 15,000/- (Rupees Fifty thousand only) in form of DD/pay order in favour of Registrar, AUD, New Delhi. The EMD of the successful bidder will be refunded after signing of the agreement and after deposit of security amount.
23. SUPPORT: Supplier/dealers of the software must have a support office in NCR for better technical support to AUD users.

**(Sucha Singh)**  
Assistant Registrar, Admin