

HIGH COURT OF MADHYA PRADESH: JABALPUR

NOTICE INVITING TENDER

Sealed tenders are invited for the purchase of License of WinPro 10 and Office 365 E1 from the OEM (Original Equipment manufacturers) or reputed vendors / authorized channel partners or any Govt. authorized society. The last date of tender submission is **17th December, 2020 before 03:00 P.M.** The sealed tender complete in all respect addressed to “**Registrar General, High Court of Madhya Pradesh, Jabalpur**” must be submitted before **03:00 P.M. on 17th December, 2020.** The tender shall be opened on same day at 03:30 P.M. The detailed tender document is available in the official website of the High Court of Madhya Pradesh www.mphc.gov.in.

**Sd/-
REGISTRAR GENERAL**

HIGH COURT OF MADHYA PRADESH: JABALPUR

Ref No. Reg (IT)(SA)/2020/1667

Jabalpur, Dated:03-12-2020

1. Tenders are invited by the Registrar General, on behalf of High Court of Madhya Pradesh, Jabalpur for the purchase of License of WinPro 10 and Office 365 E1 from the OEM (Original Equipment manufacturers) or reputed vendors / authorized channel partners or any Govt. authorized society for the High Court of Madhya Pradesh, Jabalpur as per the details given below:-

S.No.	Item Name	Total Number
1.	WinPro 10 SNGL OLP NL Legalization Get Genuine (perpetual)	35
2.	Office 365 E1 (with one year subscription and online support)	30

2. Important details/ dates:-

S. No.	Estimate Project Cost in rupees	EMD in rupees	Cost of Tender Document in rupees	Last Date/ Time of tender submission in hardcopy	Date and Time of Opening of Technical and Financial Bid
1.	Rs.5.50 Lakh	Rs.11,000/-	Rs.1,000/-	17 th December, 2020 before 03:00 P.M.	17 th December, 2020 at 03:30 P.M.

The firms registered under NSIC and MSME (both) are exempted for submission of tender fees only. But they have to enclose duly verified valid documents in the support of the bid and to submit the EMD as per the tender document.

All other terms and conditions for submission of tender are contained in this document. If the date of submitting/opening of the Bid is declared as holiday then the bids shall be submitted / opened on next working day.

The Registrar General, High Court of Madhya Pradesh, Jabalpur (M.P.) reserves the right to accept or reject any or all bids without assigning any reason thereof.

Address for communication:-

Registrar General,

High Court of Madhya Pradesh

Jabalpur (M.P.), Email: regithcjbpm@mp.gov.in & mphc@nic.in,

Landline: 0761-2623358

3. TERMS & CONDITIONS:-

- 3.1 Price quoted should be inclusive of all applicable taxes and levies.
- 3.2 The Registrar General reserves the right to change the quantity as per its requirement at any stage. Further the Registrar General reserves the right to place order either of all the items or only some of above items. The supplier shall have no right to claim any compensation in such case.
- 3.3. Delivery should be within **one month** from the date of receipt of order for supply.
- 3.4 Sealed tenders should reach on or before date as mentioned above.
- 3.5 The Registrar General, High Court of Madhya Pradesh reserves the right to reject any or all tenders without specifying any reasons thereof.
- 3.6 In case of delay, penalty at the rate of 0.5% per day of the ordered value shall be charged (maximum penalty up to 5% of the order value can be deducted). If the delay is more than fifteen days the order shall stand cancelled.
- 3.7 Payment will be done after successful installation.
- 3.8 All disputes should be within the Jurisdiction of Jabalpur.
- 3.9 The vendor has to submit documentary proof of GST, GST return and authorization letter / certificate to sell the items/ goods / Authorize Vendor Certificate.
- 3.10 No Advance payment shall be made by the High Court.
- 3.11 If the vendor does not supply the Software as per the details given, no payment will be made.
- 3.12 Rates once submitted cannot be changed and valid for at least one year from the date of supply of Software.
- 3.13 The proposal should be submitted along with application fee of Rs.1,000/- (Rs. One Thousand only) in the form of Demand Draft and Earnest Money Deposit (EMD) of Rs.11,000/- (Rupees Eleven Thousand Only) in the form of a demand draft / pay order / FDR / unconditional Bank Guarantee drawn in favour of "**Registrar General, High Court of Madhya Pradesh, Jabalpur**" of any Nationalized / Scheduled bank

payable at **Jabalpur** valid for the period of six month. The Bid submitted without EMD and/or the application fee shall be summarily rejected.

- 3.14 All the documents should be placed in a **single sealed cover** superscribed as “**Supply of WinPro10 and Office 365 E1 License**” bid from: M/s -----” “**NOT TO BE OPENED BEFORE 03:30 P.M. on 17th December, 2020**”, which will be received as time mentioned in the tender. The Bid is to be submitted to the “**Inward / Receipt Section of the High Court of M.P., Jabalpur**”.

3.15 ARBITRATION:-

In the event of any dispute or difference arising out or touching upon any of the terms and conditions of this contract and / or in relation to the implementation or interpretation hereof, the same shall be resolved initially by mutual discussion and conciliation but in the event of failure thereof, the same shall be referred to the Registrar General, High Court of Madhya Pradesh or his nominee. The sole arbitrator will be appointed by Hon’ble the Chief Justice, High Court of M.P. and the decision of the Arbitrator shall be final and binding on the parties. The arbitration shall be in Jabalpur and the Arbitrator shall give his award in accordance with “**The Arbitration and Conciliation Act, 1996**”.

3.16 GOVERNING LAWS AND JURISDICTION:-

The Agreement shall be governed by the laws in force in India. Any dispute arising in relation to the Agreement shall be subject to the Jurisdiction of the Court at Jabalpur.

3.17 FORCE MAJEURE:-

- 3.17.1 Neither party shall be responsible to the other for any delay or failure in performance of its obligations due to any occurrence commonly known as Force Majeure which is beyond the control of any of the parties, including, but without limited to, fire, flood, explosion, Acts of God or any governmental body, public disorder, riots, embargoes, or strikes, acts of military authority, epidemics, strikes, lockouts or other labour disputes, insurrections, civil commotion, war, enemy actions.

3.17.2 If a Force Majeure arises, the Bidder shall promptly notify the Registrar General, High Court of Madhya Pradesh in writing of such condition and the cause thereof. Unless otherwise directed by the Registrar General, High Court of Madhya Pradesh the Bidder shall continue to perform his obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The Bidder shall be excused from performance of his obligations in whole or part as long as such causes, circumstances or events shall continue to prevent or delay such performance.

TECHNO-COMMERCIAL BID

Sl. No.	Description	<u>Indicate page number where attached</u>
1.	Name, address & telephone number of the Firm.	
2.	Name, designation, address & telephone number of authorized person.	
3.	Please specify as to whether Tenderer is sole Proprietor/Partnership Firm/Private or Limited Company.	
4.	Name, address & telephone number of Directors/Partners, Fax No., e-mail address.	
5.	Copy of PAN Card issued by Income Tax Department, Copy of previous 3 Financial Year's Income Tax Return of Financial Year 2017-18, 2018-19 and 2019-20 (Please attach copy)	
6.	Authorization letter / Certificate to sell the items/ goods / Authorize Vendor Certificate. (Please attach copy)	
7.	Experience Certificates / details of last 03 years in providing services / supply of Software License/ IT software/ equipments in Central Government/State Government/Public Sector Undertakings/ Autonomous Bodies/Reputed Private organizations. (Please attach copy)	
8.	GST Registration No. (Please attach copy)	
9.	Latest GST Return (Please attach copy)	
10.	Details of Bid Security/Earnest Money Deposit: a) Amount: b) Demand Draft : c) Date of issue: d) Name of issuing Bank:	
11.	Details of tender fees: a) Amount: b) Demand Draft : c) Date of issue: d) Name of issuing Bank:	

DECLARATION BY THE BIDDER:

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained in the tender document and undertake myself/ourselves to strictly abide by them.

Signature of the bidder with Seal

Note:-Please indicate the page numbers where documents are attached. The entire tender should be serially page numbered including enclosures.

It is certified that the particulars given above are true to the best of my/our knowledge/belief and I/We have read terms/conditions and duties/responsibilities for the purpose and have also understood the same and to hereby undertake to abide by the same without any reservations on any grounds whatsoever. In case of any breach of the said conditions. I/We shall be responsible for the consequences arising out of such situation(s).

Name & Signature of the
Authorized Signatory of the Agency
(with Seal of the Agency affixed)

Date:-

Place:-

PRICE BID

S No	Description	Unit Price (Rs.)	GST (in Rs.)	Any other Duty/tax (in Rs.) If applicable	Quantity	Total Unit Price (All inclusive) (in Rs.)
1	2	3	4	5	6	7 = (3+4+5)X6
1.	WinPro 10 SNGL OLP NL Legalization Get Genuine (perpetual)				35	
2.	Office 365 E1 (with one year subscription and online support)				30	
Total Price in Rupees (all inclusive)						

Seal & Signature: _____

Date: _____ and Place: _____