

**NSIC- Technical Services Centre**  
(A Government of India Enterprise)  
Okhla Industrial Estate, Phase - III  
Near Govindpuri Metro Station  
New Delhi-110020

Tel No. 011-26826847, 26826801

Fax: - 011-26826783

Website: [www.nsic.co.in](http://www.nsic.co.in)

Email: ntsco@nsic.co.in

**TENDER INVITATION FOR**

**Supply & Installation of STAAD Pro. Software (Educational Version).**

Tender Inquiry Ref. No. – NTSC/CAD/CAM/CNC/STAAD Pro. Software (Educational Version)/57/2015-16

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**TENDER INVITING NOTICE**

**Subject: -Supply & Installation of STAAD Pro. Software (Educational Version).**

NSIC-Technical Services Centre (NTSC), A Govt. of India Enterprises, Okhla, New Delhi is a reputed Institute for Technical and Industrial training since 1965.

Sealed quotations are invited in two bids system (Technical & Commercial Bid in two separate sealed envelopes contained in one bigger envelope) From Authorized Distributors/ Partner/ Dealer/Resellers for **Supply & Installation of STAAD Pro. Software (Educational Version)** as details under:-

<b>Requirement</b>	<b>Supply &amp; Installation of STAAD Pro. Software (Educational Version) detail in as per Annexure "A" attached.</b>
<b>Tender Documents Download</b>	<b>Tender documents can be downloaded from 28th December, 2015, From website <a href="http://www.nsic.co.in/tender_archivehive.asp">www.nsic.co.in/tender archivehive.asp</a></b>
<b>Technical Bid</b>	The details for submission of Technical Bid is placed at <b>Annexure-"A"</b>
<b>Undertaking</b>	<b>The details for submission of Undertaking is placed at Annexure- "B"</b>
<b>Commercial Bid</b>	The details for submission of Commercial Bid is placed at <b>Annexure-"C"</b>
<b>Cost of Tender Documents</b>	Rs. 500/- (Rupees Five Hundred Only) (Registered Bidders will be exempted as detailed in "Instructions to the Tenderers" at Page no 4 / Sl. No. 1-a)
<b>Earnest Money Deposit along with Tender</b>	Rs.20,000/- (Rupees Thirty Thousand Only) (Registered Bidders will be exempted as detailed in "Instructions to the Tenderers" at Page no 4 / Sl. No. 2-a)
<b>Last date of submission of Tender</b>	<b>15<sup>th</sup> January, 2016 up to 14:00 hours sharp.</b>
<b>Date of opening of Technical Bid</b>	<b>15<sup>th</sup> January, 2016 at 15:00 hours</b>
<b>Address for Tender inquiry, opening of Bid and Delivery of Software and installation.</b>	General Manager, NSIC- Technical Services Centre, Okhla Industrial Estate, Phase-III, Near Govindpuri Metro Station, New Delhi-110020 Telephone no. 011-26826847, 26826801

**(Satvinder Singh)**  
**General Manager**  
**Tender Inviting Authority**



## **INSTRUCTIONS TO THE TENDERER**

The Bidder shall be OEM or Authorized Distributors/ Partners/ Dealers of **Supply & Installation of STAAD Pro. Software (Educational Version)** having authorization to supply the product. A copy of valid Authorization letter issued by Original Software Developer to Authorized Distributors/ Partners/ Dealers attending tender to sale the product Bentley Academic Software on behalf of OEM shall be showing with validity to enclose with Technical Bid.

### **1. Tender Documents:-**

- a. The tender documents can be downloaded from our website [www.nsic.co.in/tenders-archive.asp](http://www.nsic.co.in/tenders-archive.asp) w.e.f. 28<sup>th</sup> December, 2015 to 15<sup>th</sup> January, 2016.  
**The tender documents fee of Rs. 500/- shall be enclosed with Technical Bid in the form of Demand Draft.**
- b. Any cutting/over writing in the tender must be signed by the person who is signing the tender. The rates and units shall not be overwritten. The financial figures in Commercial Bid shall always be both in figures and words. In case of any discrepancy in figures and words, the amount written in words shall be considered.
- c. Tender shall be duly filled in all respect. All pages of the Tender should be signed by the Authorized Signatory of Tenderer with Company Seal.
- d. While submitting the Tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the Tender is liable to be rejected.

### **2. Earnest Money Deposit (EMD):-**

- a. The Earnest Money Deposit of Rs. 20,000/- (Rupees Thirty Thousand Only) by way of D.D. drawn in favour of NSIC Ltd.- NTSC A/C payable at New Delhi shall be submitted along with Technical Bid.
- b. The offers without EMD will be rejected. However, there is exemption of Tender Fee and EMD applicable to the units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department as defined under Rule 157 of General Financial Rules (GFR), 2005.

**A copy of valid certificate for exemption of Tender Fee and EMD shall be enclosed along with the Technical Bid for availing EMD & Tender fee exemption.**

- c. Any request by the bidders to consider their EMD furnished by them to NTSC for any other contract/ tender cannot be considered as EMD for this tender.
- d. EMD will be refunded to the unsuccessful bidders after the supply order would be placed on the successful bidder.  
In case of successful bidder, the EMD will be refunded along with release of payment after 30 days from successful installation of software with satisfactory performance of software shall be certified by the authorized official of NTSC Okhla.

- e. No interest shall be paid for earnest money deposited by the tenderer.
- f. The EMD will be forfeited in following cases:



- i) If the successful bidder fails to furnish the acceptance in writing, within 10 days of award of supply order.
- ii) If the bidder fails to supply the software due to technical specifications or delay in supply i.e. within 60 days from the date of issue of confirmed Supply Order.
- iii) If bidder fails to abide by the Instructions, Terms & Conditions of the award of this Tender.

**3. Submission of Tax Documents:-**

The Tenderer shall submit the copy of PAN, TIN / VAT, Service Tax registration along with the Technical Bid of the tender document. To avail any TAX exemption, a copy of TAX exemption Certificate, if any, issued by Taxation Authorities is need to be enclosed.

**4. Undertaking on Tender:-**

An undertaking should be furnished and submitted along with the Technical Bid by the bidder on the company letter head as per the format enclosed at **Annexure "B"**.

**5. Submission of Tender:-**

The Tender shall be placed in a properly sealed bigger envelope addressed to General Manager, NSIC-Technical Services Centre, Okhla Industrial Estate, Phase III, Near Govindpuri Metro Station, New Delhi and the said bigger envelope shall contain two separately sealed envelopes containing Technical & Commercial Bids.

The bigger envelope shall be super-scribed as "*Tender for the Supply & Installation of Latest of Bentley Academic Software with its due date.* The two sealed envelopes inside the bigger envelope must be super-scribed as:-

**Envelope No-1:** The said envelope is for Technical Bid & shall be super-scribed as "Tender for the Supply & Installation of STAAD Pro. Software (Educational Version) TECHNICAL BID" and

**Envelope No-2:** The said envelope is for Commercial Bid& shall be super scribed as "Tender for the Supply & Installation of STAAD Pro. Software (Educational Version) – COMMERCIAL BID".

**6. Documents/Original DD's shall be enclosed with the Technical Bid. Details are as under:**

- a. Duly signed & stamped all pages of Tender documents as a mark of your acceptance.
- b. Undertaking on letter head as per enclosed **Annexure-"B"**.
- c. Copies of PAN, VAT/ TIN, Service Tax, Tax exemption certificate (if any) duly signed & stamped.
- d. Copy of authorization letter from Original Software Developer showing the validity of Authorization.
- e. EMD original DD amount of Rs. 20,000/- (Rupees Thirty Thousand only).
- f. Tender Fee original DD of Rs. 500/- (Rupees Five Hundred Only).



- h. Details of a few buyers in last Two year to whom the similar supplies were made should be submitted in the following format:-

Sr. no.	Name of Client along with contact details	Quantity supplied
1		
2		
3		
4		

**7. Bid Opening and Evaluation of Bids:-**

- a) Bidder, whose technical bid is qualified as per terms & condition specified in this tender document, will be eligible to **consider for Financial Bid and informed separately to such bidders.**
- b) The bidder's authorized representative who attends the bid opening shall sign an attendance register as a proof of having attended the bid opening.
- c) The date for opening second envelope containing Commercial Bid shall be intimated to the qualified bidders separately.

**8. Award of supply order:-**

- a) The Financial Bids of the technically qualified bidders shall be opened by the constituted committee.
- b) NSIC Technical Service Centre shall award the supply order to the eligible bidder whose Financial Bid has been accepted and determined as the lowest evaluated Financial Bid.
- c) If more than one bidder happens to quote the same lowest price, NSIC Technical Service Centre reserves the right to award the contract to any one bidder. No representation in this regard shall be entertained for any reason.

Signature of the Tenderer,  
Name, Designation of the Signatory,  
Name of the Company & Seal,  
Date:



## **TERMS & CONDITIONS**

Submission of the duly signed tender implies that these conditions of tender have been read by the Tenderer and is aware of the scope of the supply and the quality of the material to be supplied:-

### **1. Payment:-**

- a) 100% Payment will be made against delivery for which the Tenderer shall submit tax Invoice in duplicate (original + copy) giving the reference number of the supply order along with delivery note and all relevant documents related to genuine software, warranty period, licenses and nearest Centre details for future purpose. The Tenderer shall clearly indicate that the proper Installation & successful testing of Software is completed and the said document shall be certified by the authorized official of NTSC Okhla to release full & final payment.
- b) No extra payment shall be paid on account of any discrepancy in nomenclature of items. The bidder shall seek clarifications if any before submitting the bid.
- c) Necessary Tax deduction / exemptions will be affected on approved amount for the purchase.  
**The Corporation will not issue Forms "C" or "D".**

### **2. Delivery Period:-**

The delivery period for the supplies to be completed within **60 days** from the date of issue of supply order from NSIC.

### **3. Validity of License:-**

The software license to be supplied shall be valid for lifetime and perpetual in nature.

**A document supporting the license type / validity & genuineness of Software shall be submitted with delivery of license.**

### **4. Services & Support:-**

The Bidder shall provide service & support on demand towards the installation, registration, activation, maintenance and upgradations of the software for one year from the date of supply/satisfactory installation of software without extra charges to the General Manager of NTSC, Okhla.

### **5. Warranty Period:**

Warranty period shall be of minimum one year from the date of satisfactory installation of Software.

### **6. Validity of Tender:**



Validity of tender shall be 60 days from the date of opening of Technical Bid.

**7. Dispute:**

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Delhi Courts only.

**8. Final Acceptance:**

General Manager, NTSC, Okhla reserves the right without given any reason to accept or reject in full or any part of this Tender at any stage of this Tender process.

Signature of the Tenderer,  
Name, Designation of the  
Signatory,  
Name of the Company & Seal,  
Date:



**Annexure –“A”**

**TECHNICAL BID**

1. Tender Ref.No: **NTSC/CAD/CAM/CNC/STAAD Pro. Software (Educational Version)/57/2015-16**
2. Name of Tenderer: .....
3. Complete office address of Tenderer.....  
.....
4. 1- ) PAN Number .....  
2- ) Service Tax Number .....
5. TIN / VAT.....
6. Contact details of authorized person of tenderer who have signed the tender.
  - a. Name.....
  - b. Designation.....
  - c. Phone (Office).....
  - d. Phone (Mobile).....
  - e. E mail.....
7. Tender fee details:  
DD number & Bank detail..... (To attach along in original with Technical Bid).
8. EMD payment details (DD number & Bank detail) .....  
..... (DD to be attached in original)
9. Confirm the under mentioned aspects:

S.No	Aspects	Confirm by writing YES//NO against each aspect
1	Software Version shall be latest	
2	Software License shall be for Academic Purpose	
3.	License shall be perpetual type	
4.	Software License shall be standalone	
5.	Maintenance, Enhancement & Support for One Year	
6.	Training (One week)	





10. Submission of Technical Confirmation to the requirement:-

<b>Description SUPPLY &amp; INSTALLATION OF STAAD Pro. Software (Educational Version) Perpetual License 1 Bundle (5 User) Standalone Licenses.</b>			
<b>S.No.</b>	<b>Description of Software</b>		
<b>S.L no.</b>	<b>Academic Perpetual Solution</b>	<b>Products</b>	<b>Acceptance of Bidder for supplying the software as specified in Description by writing Yes/No</b>
1	3DCAD Design And Modelling	Micro Station Power Draft	
2		Micro Station	
3	Building Information Modelling (BIM)	AECOsims Building Designer	
4		AECOsims Energy Simulator	
5		Bentley Navigator	
6		Bentley Connections Passport.	
7	3D Image, Point Clouds and Mapping	Bentley Descartes	
8		Bentley Map Enterprise	
9		Bentley Pointools	
10	Transportation	Bentley MX ROADV8i suite	
11		Bentley Power Civil for Country.	
12	Off Shore	Bentley Maxsurf Enterprise	
13		SACS Marine Enterprise	
14		SACS Offshore Structure Enterprises	
15	Structural	STAAD Pro.	
16		STAAD Foundation Advanced	
17		STAAD Global Design Code	
18		Bentley Power Rebar.	
19		RAM Concept	
20	Water & Waste Water	Sewer GEMS	
21		Water GEMS	
22		Storm CAD	
23		Civil Storm	
24		HAMMER	

**Annexure –“B”**

**Undertaking**

**(On company letter head)**

- We declare that we are not a defaulter to any Govt. organization/ PSU since last 2 years from the date of issue of this tender no. **NTSC/CAD/CAM/CNC/STAAD Pro. Software (Educational Version)/57/2015-16** due to non-supply of software and services for any reason as agreed to supply in stipulated time.
- We hereby confirm that the notice & Instructions to the tenderers specified in this tender have been thoroughly read while filling up the tender form (Technical Bid & Commercial Bid).
- It is hereby confirmed that all the Terms & Conditions stated in this tender are acceptable to us.
- We also confirm that the service and support for the smooth functioning of the software during one year license period, shall be provided as and when demanded with no extra charges.

Signature of the Tenderer,  
Name, Designation of the Signatory,  
Name of the Company & Seal,  
Date:



**COMMERCIAL BID**

**FORMAT & REQUIREMENTS**

1. Tender Ref. No.: **NTSC/CAD/CAM/CNC/STAAD Pro. Software (Educational Version)/57/2015-16**
2. Name of the Tenderer: .....
3. The offer with rates for the schedule of requirements of items, as elaborated in the table on page 11, to be submitted. Adhering to the format given for quoting rates is a Pre-requisite for considering your quotations:

A		B	C	D	E	F	G	H	I
#	3DCAD Design And Modelling	Description of software for supply & Installation	No. of License Required	Rate per Unit license (In Rs.)	VAT @....% (In Rs.)	Service Tax @.....% (In Rs.)	Any Other Charges (In Rs.)	Total Amount per Unit (inclusive all) (In Rs.)	Total Amount for Number Specified under Col. C (In Rs.)
1	Building Information Modelling (BIM)	Micro Station Power Draft							
2		Micro Station							
3	3D Image, Point Clouds and Mapping	AECOSim Building Designer							
4		AECOSim Energy Simulator							
5		Bentley Navigator							
6		Bentley Connections Passport.							
7		Bentley Descartes							
8	3D Image, Point Clouds and Mapping	Bentley Map Enterprise							
9		Bentley Pointools							
10		Bentley MX ROADV8i suite							
11	Transportation	Bentley Power Civil for Country.							
12	Off Shore	Bentley Maxsurf Enterprise							
13		SACS Marine Enterprise							
14		SACS Offshore Structure Enterprises							
15	Structural	STAAD Pro.							



16		STAAD Foundation Advanced							
17		STAAD Global Design Code							
18		Bentley Power Rebar.							
19		RAM Concept							
20	Water & Waste Water	Sewer GEMS							
21		Water GEMS							
22		Storm CAD							
23		Civil Storm							
24		HAMMER							
<b>Total Rs.</b>									
<b>Total Amount (In Words)</b>									

*The rate quoted shall be in accounting units (A/U) and should be inclusive of basic price & all other cost including taxes & duties (as applicable). **The price competitiveness for each software shall be given due consideration while analyzing the commercial bid.** The NTSC will not issue any form toward rebate / exclusion of Sales tax/VAT.*

It is hereby confirmed that we shall abide all the terms & conditions as specified in this tender.

