Bid Document

Bid Details	
Bid End Date/Time	27-07-2020 12:00:00
Bid Opening Date/Time	27-07-2020 12:30:00
Bid Life Cycle (From Publish Date)	90 (Days)
Bid Offer Validity (From End Date)	75 (Days)
Ministry/State Name	Ministry Of Home Affairs
Department Name	Central Armed Police Forces
Organisation Name	Border Security Force (bsf)
Office Name	Ftr Hq Bsf Guwahati
Total Quantity	30
Item Category	Office Suite Software (Version 2.0)
Bidder Turnover (Last 3 Years)	1 Lakh (s)
OEM Average Turnover (Last 3 Years)	5 Lakh (s)
Experience Criteria	3 Year (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,Certificate (Requested in ATC),OEM Authorization Certificate,OEM Annual Turnover *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	Yes
Inspection Required	Yes
Inspection to be carried out by Buyers own empanelled agency	Yes
Type Of Inspection	Post Dispatch
Name of the Empanelled Inspection Agency/ Authority	Board of Officers
Estimated Bid Value	200000

EMD Detail

Required	No

ePBG Detail

Required	No

Splitting

Bid splitting not applied.

1. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU / Public Listed Company for number of years as indicated in the bid document before the bid opening date. Copies of relevant contracts to be submitted along with bid in support of having supplied some quantity during each of the year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
2. OEM Turn Over Criteria: The minimum average annual financial turnover of the OEM of the offered product 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 OEM 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. 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 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 year) to be submitted along with bid in support of quantity supplied in the relevant 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) (30 pieces)

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. Acadamic Edition	3. Acadamic Edition
	Name of the OEM	-	*
	OEM Model / Part No	-	*

	Product Id of OEM	-	*
	Software Description	-	*
	Date of Launch of Version	-	*
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	0.0 - 5.0 Or higher
	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, 6. COLLABORATION TOOL	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 supoort period.	1. Updation for Patches and Bug fixes within supoort 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	NA	NA

	support period		
	No of days Training Provided at Site	0	0
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 manupulating and editing text	1. Word, 2.Themes, 3. File Annotation, 4.Built in Spell Checker/ Grammer & Style, 5. Dictionary/ Theasaurus, 6. Utilities for manupulating and editing text
Spreadsheet	**Spreadsheet FEATURES**	1. Excel,2. Database,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.Power 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**	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- Aut horing,11.Collaboration over Same Platform Suite	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,3. 3rd Party Add -ons,4.ActiveX Control,5.Writing Support,6.Gradient and	1. Accessibility, 2. Support for many native languages, 3. 3rd Party Add -ons, 4.ActiveX Control, 5.Writing Support, 6.Gradient and pattern

		pattern tools,7.Files and Printing,8. Editing and Formatting,9.Language Tools,11.Forms,12. Reports,13.Billing,14.Inbuilt security for documents	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	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	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	4. NA
	Capacity of cloud storage support(in GB) Hint:- Select'0' if not applicable	0	0.0 - 10000.0 Or higher
SUPPORTED HARDWARE REQUIREMENTS AT USEREND	**Processor Supported in Bits**	32,64	32, 64
	Minimum Processor Configuration Required	-	*
	Minimum Hard Disk Space Required in GB	4	*
	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.

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Quantity	Delivery Days
1	Umesh Kumar	781017,Ftr HQ BSF Guwahati Post Azara	30	60

Bid Specific Additional Terms and Conditions

1. 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.

2. **Nominated Inspection Agency:** On behalf of the Buyer organization, any one of the following Inspection Agency would be conducting inspection of stores before acceptance: Pre-dispatch Inspection at Seller Premises (applicable only if pre-dispatch inspection clause has been selected in ATC): DELIVERY INSPECTION AGENCY
Post Receipt Inspection at consignee site before acceptance of stores: BOARD OF OFFICER

3. 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.

4. 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

5. Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the Contract or any part thereof by a written notice to the Seller, if:
i) The Seller fails to comply with any material term of the Contract.
ii) The Seller informs Buyer of its inability to deliver the Material(s) or any part thereof within the stipulated Delivery Period or such inability otherwise becomes apparent.
iii) The Seller fails to deliver the Material(s) or any part thereof within the stipulated Delivery Period and/or to replace/rectify any rejected or defective Material(s) promptly.
iv) The Seller becomes bankrupt or goes into liquidation.
v) The Seller makes a general assignment for the benefit of creditors.
vi) A receiver is appointed for any substantial property owned by the Seller.
vii) The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

This Bid is also governed by the General Terms and Conditions

---Thank You---