



भारतीय प्रबन्ध संस्थान लखनऊ  
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW  
Prabandh Nagar, IIM Road, Lucknow-226013

**NOTICE INVITING TENDER**

**Limited Tender**

NIT No. – IIML/PUR/MSL/03/2021-22

Dated –10/06/2021

**NIT FOR “PROCUREMENT/RENEWAL OF MICROSOFT OPEN VALUE SUBSCRIPTION FOR EDUCATION SOLUTION FOR ONE YEAR AT IIM LUCKNOW”**

IIM Lucknow invites sealed bids from the shortlisted bidders based on communication received from Microsoft (OEM of the product) on the terms and conditions as per tender under single bid system. A free view of NIT is available on Govt. E-Procurement portal i.e. <https://eprocure.gov.in/epublish> and Institute website [www.iiml.ac.in](http://www.iiml.ac.in). The shortlisted bidders, interested to participate in the bidding process, are requested to download the tender document and submit the duly filled, signed & stamped price bid along with required document as per tender document. The filled price should reach the address/ email id before the last date & time of submission as mentioned below:

**BID INFORMATION:**

|  |   |
|--|---|
| Document Description   | <b>NIT FOR “PROCUREMENT/RENEWAL OF MICROSOFT OPEN VALUE SUBSCRIPTION FOR EDUCATION SOLUTION FOR ONE YEAR AT IIM LUCKNOW”</b>  |
| Last date & Time of Submission of Bid                              | <b>21<sup>st</sup> Jun 2021 (11:00 am)</b>  |
| Bid Validity   | 30 days from the date of opening of bids.   |
| Filled, signed & stamped Price Bid may be submitted on the address | <p>Address for submitting hard copy of the bid:<br/>The Administrative Officer<br/>Indian Institute of Management Lucknow<br/>Prabandh Nagar, IIM Road, Lucknow- 226013</p> <p>Alternatively, the bidders may send scanned copy of filled, signed &amp; stamped Price Bid (preferably password protected PDF) through email <a href="mailto:tender@iiml.ac.in">tender@iiml.ac.in</a></p> <p>In case, Price Bid sent is password protected, the bidder has to provide name, email id &amp; contact number of the person, who will provide the password to open the submitted bid and shall attend the opening of bids through google meet by clicking on the following link:<br/><a href="https://meet.google.com/bzz-tmbx-ifj">https://meet.google.com/bzz-tmbx-ifj</a></p> <p>Inability to provide the correct password to open the bid, may result in cancellation of the bid. In case of any difficulty in joining for the meeting, Mr. Shiv Kumar, AO (Purchase &amp; Stores) may be contacted on +91-129-669-6929/6917</p> <p>All bidders are also requested to attend the bid opening through the above link.</p> |

Chief Administrative Officer  
Indian Institute of Management Lucknow

### **IMPORTANT INSTRUCTIONS FOR BIDDERS**

1. IIM Lucknow invites sealed bids from the following shortlisted bidders, based on communication received from Microsoft (OEM of the product), on the terms and conditions as per tender under single bid system:
  - a. M/s Kamtron
  - b. M/s Pentacle Systems
  - c. M/s Smart Planet
  - d. M/s TechJockey
2. The bidders are requested to read the bid document carefully and ensure compliance with all the specifications / instructions herein. Noncompliance with the specifications / instructions in this document may disqualify the bidders from the bidding process.
3. All filled bids should reach the above mentioned address /email ID before the last date / time for submission of bids (mentioned in NIT).
4. The Institute reserves the right to reject any of the offers without assigning any reasons thereof.
5. All correspondence or corrigendum will only be uploaded / updated on the Institute website. Bidders are requested to visit the Institute website for updates.
6. Incomplete bid or receiving the bid after closing date and time are liable to be ignored and rejected.
7. Price bid in the format of Annexure -I on letter head of the bidder along with the required document and copy of tender, duly signed and stamped by the bidder must be submitted.
8. No extra charges other than quoted price will be entertained.
9. The vendor offering lowest rate quote in total will be declared successful service provider.

#### **1. SCOPE OF WORK**

- 1.1** Institute requires the following Microsoft Open Value Subscription for Education Solution for a period of one year wef 01.07.21:

| <b>Sl. No.</b> | <b>Part Number</b> | <b>Product Description</b>  | <b>FTE Count</b> |
|----------------|--------------------|---|------------------|
| 1.             | 2UJ-00011          | MS DsktpEdu ALNG LicSAPk OLV E 1Y AcdmcEntPackage Includes<br>A. Windows 10 Pro Upgrade<br>B. Office Pro 2019 (office Pro 2019 includes Access, Communicator, Excel, Word, OneNote, Publisher, Powerpoint, Infopath, Outlook & SharePoint workspace)<br>C. CORE CAL Suite: Includes Windows Server CAL, Sharepoint Server Std CAL, Exchange Server Std. CAL, Microsoft System Center Configuration Manager Client Mgmt License, Forefront Endpoint protection (a/v client and subs service) Lync Server Std CAL | 240              |
| 2.             | H30-03429          | MS ProjectPro ALNG LicSAPk OLV E 1Y Acdmc Ent PrjctSvr CAL  | 80               |
| 3.             | D87-06007          | MS VisioPro ALNG LicSAPk OLV E 1Y Acdmc Ent   | 80               |
| 4.             | 9EN-00222          | MS SysCtrStd ALNG LicSAPk OLV E 1Y Acdmc AP 2 Proc  | 8                |
| 5.             | 9EM-00294          | MS WinSvrStd ALNG LicSapk OLV E 1 Y Acdmc AP 2 Proc   | 24               |

|     |           |  |       |
|-----|-----------|--|-------|
| 6.  | 2UJ-00017 | MS DsktpEdu ALNG LicSAPk OLV NL 1 Y AcdmcStdnt   | 800   |
| 7.  | HVH-00004 | O365EDUA3OpnFac ShrdSvr ALNG OLV E 1M Acdmc AP<br>AddOntoUsrCore/ECALw/OPP                 | 240   |
| 8.  | AAD-34778 | Microsoft Teams Rooms Standard without Audio Conferencing (CSP)                            | 12    |
| 9.  | S2Y-00002 | M365AppsForEnterpriseOpenStu SubsVL OLV NL 1M Acdmc Student<br>Use Benefit (Complimentary) | 16000 |
| 10. |           | Microsoft Imagine Academy (Complimentary)  | 1     |

1.2 The period of the activation of the license will be 1 year.

1.3 Training and Services has to be included in offer to IIM-Lucknow.

1. Activation of Imagine Academy Program for IIM-Lucknow

2. Imagine Academy Training includes

a. Overview of the Imagine Academy Program

b. How to activate the subscription

c. How to use and download the curriculum on MS Technology (Learning Paths : Productivity, Data Science, IT Infrastructure and Digital Literacy)

d. How to redeem the exam vouchers for faculty certification (30 exam vouchers are included in the subscription with validity of one year)

3. Training on O365 apps available to IIM-Lucknow and MS Teams to educators.

4. Technical support and to facilitate to raise service request if required by IIM-Lucknow.

5. Providing important information on education programs beneficial for the institution, educators and students, if required by IIM Lucknow (Microsoft Educator Centre, MS Learn).

Request will be sent for same by IIM Lucknow.

## **2. GENERAL TERMS & CONDITIONS**

1. **Disqualification:** The proposal is liable to be disqualified in the following cases
  - i. Proposal not submitted in accordance with this document
  - ii. During validity of the period, or its extended period, if any, the bidder increases his quoted prices.
  - iii. Proposal is received incomplete form.
  - iv. Proposal is received after due date and time
  - v. Proposal is not accompanied by all requisite documents.
  - vi. Information submitted in the tender proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period if any.
  - vii. If the bidder has been black listed by any Government/PSU / Autonomous organization.
2. **Payment terms:** 100 % payment after successful installation of the software package, satisfactory inspection report from the user department and submission of invoice.
3. **Disclaimer Clause:** IIM Lucknow has the discretion and right at any stage to cancel/add or amend the information, terms, procedure and protocol set out in the tender and the bidder has no claims against such right. The institute has unfettered right hereunder to terminate the arrangements at any time without assigning any reason whatsoever. The jurisdiction for dispute (s), if any, shall be Lucknow.
4. **Dispute Settlement & Appointment of Arbitrator:** "All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of the Tender and the resulting agreement or the breach thereof

that cannot be settled by good faith and negotiations between the parties within 60 days of the commencement of negotiations shall be settled by referring the dispute to the Director, IIM Lucknow, who may either himself decide the dispute as Arbitrator or appoint some other person as Arbitrator to adjudicate the same, who shall be unconnected with IIM Lucknow. The proceedings will be governed by the provisions of the Arbitration & Conciliation Act 1996. By consent of parties the jurisdiction of all other courts are excluded and the courts at Lucknow alone shall have jurisdiction. The language of the Arbitration shall be English.

5. **Force Majeure Clause:** Neither Party shall be liable to the other for any delay or non-performance of its obligation under these presents attributable to any cause or causes which is not wilful and beyond reasonable control including acts of God, orders of regulatory authorities, war, accidental fire, explosion of natural calamities like flood or civil commotion or any pandemic; provided either party shall within fifteen (15) days from the occurrence of such a cause notify the other in writing of such causes. Bidder to note that rain and monsoon is not part of force majeure and bidder is required to provide all its service as per minimum requirements. The bidder or IIM Lucknow shall not be liable for delays in performing his obligations resulting from any to force majeure cause as referred to and defined above.

**DECLARATION BY BIDDER**  
**(on bidder's letter head)**

I/we..... declare and confirm that the information furnished and attachment submitted with the application are true and correct.

I/we are aware that any false information provided here in will result in the rejection of my / our application for empanelment.

I/we shall be bound by the acts of the duly authorized signatory who has signed this application and of any other person, who in future, may be appointed by us in his place whether or not an intimation of such changes has been given.

I/we undertake to communicate promptly to IIM Lucknow any changes in the conditions or working of the firm.

No employee or direct relation of any employee of IIM Lucknow is in away connected as Partner / Shareholder / Director /Advisor/ Consultant/ Employee etc. with the vendor/ firm.

I/We also declare that I/we/ our firm have/has never been blacklisted by any Government /PSU/ Autonomous organization.

I/we have read and understood the terms and conditions of the tender document (NIT No. \_\_\_\_\_) and agree to abide by the same in all respects.

Signature

Place:.....

Name:  
(In Capital Letter)

Designation:

Date:.....

(Seal of vendor)

Annexure-II

NIT No. – IIML/PUR/MSL/03/2021-22

Dated –09/06/2021

**PRICE BID FORMAT**

(To be submitted on the letterhead of bidder)

With reference to the above Limited Tender for procurement of license mentioned below, we here submit our details & financial bid:

| S. No. | Description  | Particulars to be furnished by the Bidder |
|--------|--|---|
| 1.     | Name of the firm/company with registered address<br>(attach a attested copy of registration)                   |   |
| 2.     | Phone, Email, Mobile and Name of Contact Person  |   |
| 3.     | <b>PAN No.</b> (attach a attested copy)  |   |
| 4.     | <b>GST Registration No.</b><br>(attach a attested copy)  |   |
| 5.     | <b>Have you enclosed filled &amp; signed Annexure-II (This is required to be submitted with the Price Bid)</b> | Yes / No                                  |

**FINANCIAL BID: (QUOTED AMOUNT MUST BE INCLUDING GST)**

| Sl. No. | Part Number | Product Description   | FTE Count | Rate per unit | GST % | Amount inclusive GST |
|---------|-------------|---|-----------|---------------|-------|----------------------|
| 1.      | 2UJ-00011   | MS DsktpEdu ALNG LicSAPk OLV E 1Y AcdmcEntPackage Includes<br>A. Windows 10 Pro Upgrade<br>B. Office Pro 2019 (office Pro 2019 includes Access, Communicator, Excel, Word, OneNote, Publisher, Powerpoint, Infopath, Outlook & SharePoint workspace)<br>C. CORE CAL Suite: Includes Windows Server CAL, Sharepoint Server Std CAL, Exchange Server Std. CAL, Microsoft System Center Configuration Manager Client Mgmt License, Forefront Endpoint protection (a/v client and subs service) Lync Server Std CAL | 240       |               |       |                      |
| 2.      | H30-03429   | MS ProjectPro ALNG LicSAPk OLV E 1Y Acdmc Ent PrjctSvr CAL  | 80        |               |       |                      |
| 3.      | D87-06007   | MS VisioPro ALNG LicSAPk OLV E 1Y Acdmc Ent   | 80        |               |       |                      |
| 4.      | 9EN-00222   | MS SysCtrStd ALNG LicSAPk OLV E 1Y Acdmc AP 2 Proc  | 8         |               |       |                      |

|   |           |  |       |      |    |      |
|---|-----------|--|-------|------|----|------|
| 5.                                      | 9EM-00294 | MS WinSvrStd ALNG LicSapk OLV E 1 Y Acdmc AP 2 Proc  | 24    |      |    |      |
| 6.                                      | 2UJ-00017 | MS DsktpEdu ALNG LicSAPk OLV NL 1 Y AcdmcStdnt   | 800   |      |    |      |
| 7.                                      | HVH-00004 | O365EDUA3OpnFac ShrdSvr ALNG OLV E 1M Acdmc AP AddOntoUsrCore/ECALw/OPP                        | 240   |      |    |      |
| 8.                                      | AAD-34778 | Microsoft Teams Rooms Standard without Audio Conferencing (CSP)                                | 12    |      |    |      |
| 9.                                      | S2Y-00002 | M365AppsForEnterpriseOpenStu SubsVL OLV NL 1M Acdmc Student Use Benefit <b>(Complimentary)</b> | 16000 | 0.00 | NA | 0.00 |
| 10.                                     |           | Microsoft Imagine Academy <b>(Complimentary)</b>   | 1     | 0.00 | NA | 0.00 |
| Total Amount (Rs.)                      |           |  |       |      |    |      |
| Grand Total in words (Rupees .....only) |           |  |       |      |    |      |

- i. Lowest bidder will decided based on the Gross Total Amount.
- ii. Sl. No. 09 & 10 are complimentary.
- iii. Offer price is inclusive of taxes as applicable.
- iv. I / We agree to keep this offer valid for 30 days from the Bid Due date (last date of opening of Financial Bid) specified in the bid document. We shall also be agreeable to extend the validity of the bid, if so desired by the IIM Lucknow.
- v. I/ We agree and undertake to abide by all the terms and conditions of the tender document.
- vi. In witness thereof, I/We submit this Bid under and in accordance with the terms & conditions of the bid document.

Date:

Signature of the Bidder

Place:

Name:

Designation: