

**ENVIRONMENTAL PLANNING AND COORDINATION  
ORGANISATION (EPCO)**

**Paryavaran Parisar, E- 5, Arera Colony, Bhopal (M.P.)**

**TENDER NOTICE**

Sealed Tenders are invited for Supply & Installation of AutoCAD-Revit Architecture- 2012, Structural Analysis Software (STAAD-PRO V8i (IS code) and BuildMaster -ENSOFT from reputed Software Development Companies or their authorized dealers based at Bhopal. Tender forms may be purchased on working day till **17/09/2012 up to 5.00 PM** on payment of Rs. 1000/- (Rs. One Thousand only) (non-refundable) from the Head Office during office hours.

The tenders will be received along with earnest money of Rs 5,000/- (Rupees Five Thousand only) **up to 3.00 p.m. on 18/09/2012 and will be opened on same date at 3.30 p.m.**

Executive Director, EPCO, BHOPAL (M.P.) reserves the right to accept/reject any or all tenders without assigning any reasons whatsoever.

**Executive Director**

**EPCO, BHOPAL (M.P.)**

**TENDER FOR SUPPLY & INSTALLATION OF**  
**STAAD-PRO V8i (IS code) SOFTWARE**

We

\_\_\_\_\_ hereby  
tender for the Supply & Installation of AutoCAD-Revit Architecture- 2012, Structural Analysis Software (STAAD-PRO V8i (IS code) and BuildMaster -ENSOFT in the EPCO, BHOPAL (M.P.) to the detailed specification mentioned in Appendix-II of the Tender Form.

We undertake to Supply & Installation of AutoCAD-Revit Architecture- 2012, Structural Analysis Software (STAAD-PRO V8i (IS code) and BuildMaster -ENSOFT - as per Appendix-II. Supply under the condition hereto enclosed as Appendix-I during the allotted period from the date of execution of the Agreement on the rates specified in the agreement, within the specified delivery period.

If this tender be accepted, we hereby agree to abide by and fulfill all the terms of this tender and all the conditions of contract annexed hereto or in default there forfeit the EMD and pay the penalties or sum of money mentioned in the said conditions to EPCO , Bhopal

The sum of Rs. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft is herewith forwarded as Earnest Money which shall be retained by the EPCO, BHOPAL (M.P.) on account of the security deposit which is specified in Clause-IV of the said conditions Of contracts should this tender be accepted.

**TENDERERS SIGNATURE**

Dated:

**Witness:**

Name & Address:

The tender is hereby accepted by me on behalf of EPCO , Bhopal

**Signature of the Authority of Accepting Tender**

Dated:

## **GENERAL CONDITIONS**

<b>Date of Issue of NIT</b>	<b>:</b>	<b>03 /09 /2012 to 17/09/2012</b>
<b>Date of receipt of Tender</b>	<b>:</b>	<b>Up to 3.00 PM on 18/09/2012</b>
<b>Date of opening of Tender</b>	<b>:</b>	<b>At 3.30 PM on 18/09/2012</b>

[!]

1. Sealed Tenders are invited are on behalf of EPCO, BHOPAL (M.P.) for the supply AutoCAD-Revit Architecture- 2012, Structural Analysis Software (STAAD-PRO V8i (IS code) and BuildMaster -ENSOFT in the prescribed form up to 3.00 PM on 18/09/2012 and will be opened on same day at 3.30 PM in the presence of the Tenderers who choose to be present.
2. Tender documents can be obtained on payment of Rs. 1000.00 (Rs. One Thousand Only) (Non-Refundable)
3. It is obligatory for the Tenderers to purchase the tender documents and specifications otherwise offers from them will not be opened.
4. The tender forms will be available with the Administrative officer ,EPCO , Bhopal till 17/09 /2012 up to 5.00 PM.
5. Tender received after due date and time, as stated above, will not be considered. When the tenders are delivered by Special Messenger, should be deposited in the Tender Box kept within the Office of EPCO , Bhopal on working days, during working hours. Nobody is authorized to receive or grant receipt for a tender delivered through special messenger.
6. EPCO , Bhopal will not be responsible for delay on any account in receipt of tender documents. If the Tenders are received after the specific date & time even if the delay in receipt was caused in postal transit or any reason, whatsoever, the same shall not be considered and the tenders shall not be opened.
7. Last date of receipt of tenders is up to 3.00 PM on 18/09/2012. In case, however, a holiday is declared on that day, the tender will be received up to 3.00 PM of the next working day. Tender received after 3.00 PM on the date of receipt of tenders will not be entertained.
8. At the time of opening of the tenders and in the event tenders withdrawing the tender before the aforesaid date for any reason whatsoever, Earnest Money Deposited with the tender shall be forfeited.
9. Telegraphic Tenders shall not be accepted.

[II]

1. Submission of Tender: Not more than one tender will be accepted from any Tenderer. If An individual participate in tender representing more than one firm in one or different names such tender will not be entertained.
2. No tender documents will be accepted without deposits of Earnest Money.
3. Tender documents should be accompanied with latest Income Tax clearance certificate.
4. Firm registration certificate should be enclosed.
5. The Tenderer must have a single order for the same product of minimum of Rs. Two Lakhs to any govt. Dept in last one year . (Order Copy should be enclosed) or supplied same product ( older version consider ) to any Department of Madhya Pradesh Government during last five year(order copy must be enclosed)
6. Valid authority letter of being sole distributor/authorized dealer/agent for Madhya Pradesh, the Principal/Manufacturer should be submitted in case of Tenderer is not the manufacturer, If they claim to be authorized dealer/agent or there name should be mentioned in the authorized portal or website of the manufacturer company for Madhya Pradesh region in the relevant product category.
7. The Tender should be in the prescribed form mentioned above. The offers should give Complete specifications and make/type of the materials offered separately and enclosed to the same with the tender form wherever applicable. Tender must be sent properly sealed and addressed to the Executive Director, EPCO , Bhopal , either by registered post well in advance of last date or inserted in the tender box kept in the Executive Director, EPCO, BHOPAL (M.P.). The EPCO will not be responsible for any delay in postal delivery of the tender.
8. On the envelope containing tender documents, it should be clearly written "Tender for AutoCAD-Revit Architecture- 2012, Structural Analysis Software (STAAD-PRO V8i (IS code) and BuildMaster -ENSOFT and on attached envelope which contains the earnest money should also be written "Earnest Money".
9. The submission of tender by any Tenderer implies that they have read the notice and Conditions and have made themselves fully aware of the scope and specifications of the software supplied. As such subsequent request for any addition or omissions in the original tender opening of the tender will not be entertained.
10. Individual signing the tender and/or any related documents attached valid acceptable proof of his authority to sign on behalf of the Tenderer.
11. Tenderers must quote for complete item as mentioned in Appendix-II. The quoted for part work are liable to be rejected.

[III] **Acceptance of Tenders:**

1. The EPCO reserves the right to accept / reject the tender for the whole SUPPLY or a part of it. The accepting authority does not bind himself to accept the lowest or any tender and may reject any or all tender(s) without assigning any reason thereof.

2. If any act of commission or omission of a tendering firm bring EPCO to any dispute EPCO shall be competent to debar/black list the firm from the further business with EPCO.
3. Details of software given in the Appendix-II. The software should confirm to the stipulated specifications, as per the details enclosed.
4. Conditional tenders other than the terms and conditions of the tender document will not be accepted..

**[IV] Earnest Money:**

1. The Tender should be accompanied with Earnest Money in a separate envelope a specified in the notice inviting tenders. Amount of Earnest Money shall only be accepted by way of crossed Bank draft (Schedule Banks) prepared in favor of **The Executive Director, EPCO, Bhopal payable at Bhopal**. If the Earnest Money is not accompanied with the tender in accordance with the amount as prescribed, the tender will not be considered.
2. After issuance of the purchase order the Tenderer must submit the security deposit in the form of FDR up to the warranty period.
3. The Earnest Money deposited by the Tenderer will be treated as security deposit up to the warranty period.
4. Security deposit will be released after completion of warranty period one year.

**[V] Terms & Conditions:**

1. The items supplied should be covered under comprehensive onsite warranty for a minimum period of 1 year from the date of actual installation.
2. The architectural software should be guaranteed for the satisfactory and trouble free working for a prescribed time for the warranty period. The details of such lifetime for the above items should be mentioned separately along with the tender and in case these items are not found as per the prescribed norms, the same will be replaced from original manufacturer/supplier at their own cost and risk.
3. The warranty shall include replacement of software with detection and removal of Virus.
4. The software shall be supplied & installed with necessary manuals and media of the licensed software and must match with the version.
5. One year free service after installation of software is provided.
6. To provide services after installation of software supplier's office should be at Bhopal.

**[VI] Rates:**

1. The rates offered by the tenderer should be firm and free from all escalations.
2. The Tenderers shall quote rate of individual items and rate of complete proposal. The Tenderer may required supplying, installing and commissioning of softwares as per the supply order of EPCO Bhopal.
3. The rates should be inclusive of all taxes, excise duty, levies, freight, forwarding, handling, transit insurance, installation charges, octroi and all other charges for destination. This should also include the cost of orientation training.
4. The rates shalld be quoted in the prescribed format of Appendix-II, of the tender documents.

**[VII] Payments Schedule:**

1. Supply & installation of Software 90%.
2. Commercial tax/VAT, income Tax, Service Tax and any other charges levied by the central/state Govt. will be deducted after prevailing rules.

**[VIII] Delivery Periods:**

Software should be supplied within 30 days from the date of issue order.. EPCO Reserves the right to extend the delivery period, if it is in the interest of EPCO.

**[IX] Infringement:**

The supplier shall indemnify purchaser against all loosed or loss of profit, damage or both arising from any infringement/ or alleged infringement of any patent in respect of any goods supplied by him against this contract in addition, allegation cost, if any, suffered by the purchaser as a result of any patent suit shall be reimbursed to him by the supplier forthwith.

**[X] Final Authority:**

The decision of Executive Director, EPCO , on any or all matters of dispute relating to the tender will be final and binding on all concerned.

**[XI] Jurisdiction:**

All Disputes shall subject to the jurisdiction of Bhopal Court only.