



भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र
पृथ्वी विज्ञान मंत्रालय, भारत सरकार
“ओशियन वैली”, प्रगति नगर (बी. ओ), निज़ामपेट (एस. ओ), हैदराबाद - 500 090
दूरभाष सं. 040-2388 6002 / 23886074 फ़ैक्स : 040-2389 2910 / 2389 5001
INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES
Ministry of Earth Sciences, Government of India
"Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090
Phone No.040-2388 6002/23886074 Fax: 040-2389 2910/2389 5001

इंकोइस:क्रय: 67/2023
Ref. INCOIS: PUR: 67/2023

दिनांक: 21.11.2023
Date : 21.11.2023

सरकारी ई बाज़ार द्वारा निविदा सूचना आमंत्रण
Notice Inviting Tender through Government E Market Place (GeM)

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र, हैदराबाद भारत सरकार के पृथ्वी विज्ञान मंत्रालय के अंतर्गत एक स्वायत्त निकाय है।
Indian National Centre for Ocean Information Services (INCOIS), Hyderabad is an autonomous body under Ministry of Earth Sciences, Government of India.

निम्न विवरणों के लिए पंजीकृत विक्रेताओं से निविदाओं/बोलियों को आमंत्रित किया जाता है। जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल सरकारी ई बाज़ार (जीईएम) <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। एनआईटी का संक्षिप्त विवरण नीचे दिया जा रहा है।

Tenders/Bids are invited from registered vendors of GeM for the following items. Being a GeM procurement, the bids has to be submitted online through **Government E- Market Place (GeM) <http://gem.gov.in/>** only. The brief details of NIT are appended below.

क्र. सं. Sl. No	कार्य का नाम Name of the Work	बोली संदर्भ सं. Bid Reference No.	बोली संख्या एवं दिनांक Bid Number and Date	बोली समाप्ति की तारीख और समय Bid end date and Time
(1)	"एक वर्ष के लिए सदस्यता और समर्थन के साथ ऑडियो कॉन्फ्रेंसिंग लाइसेंस के बिना 07 माइक्रोसॉफ्ट टीम रूम प्रो की आपूर्ति और स्थापना।" "Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year."	इंकोइस:क्रय: 67/2023 INCOIS: PUR: 67/2023	जीईएम/2023/बी/4234304 दिनांक: 21.11.2023 GEM/2023/B/4234304 dated 21.11.2023	12.12.2023 15:00:00

जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल जीईएम पोर्टल अर्थात बोली/आरए के खाने के अंतर्गत <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। किसी भी प्रकार की सहायता के लिए कृपया जीईएम पोर्टल की हेल्प लाइन से संपर्क करें। निम्न अधिकारियों से भी संपर्क किया जा सकता है: श्री देवेन्द्र कुमार (ईमेल: devendra.kumar@incois.gov.in; दूरभाष सं. 040 23886074)/ श्री आर. वी. गिरिधर (ईमेल: rvgiridhar@incois.gov.in दूरभाष सं. 040-2388 6055)

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., http://gem.gov.in under the Bids/RAs column. For any assistance, please contact help line of GeM portal. The following officials may also be contacted: Mr. Devendra Kumar (email:devendra.kumar@incois.gov.in; Phone No. 040 23886074) /Mr.R.V.Giridhar (email: rvgiridhar@incois.gov.in Phone No. 040-2388 6055).



देवेन्द्र कुमार

(देवेन्द्र कुमार / Devendra Kumar)
केंद्र अधिकारी / Nodal Officer,
निविदा आमंत्रण प्राधिकारी, इंकोइस
Tender Inviting Authority, INCOIS

Nodal Officer
NIT [GEM/2023/B/4234304](http://gem.gov.in/)
e-Procurement dt: 21.11.2023.



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/4234304
Dated/दिनांक : 21-11-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	12-12-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	12-12-2023 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Earth Sciences
Department Name/विभाग का नाम	Department Of Earth Sciences
Organisation Name/संगठन का नाम	Earth Sciences Secretariate
Office Name/कार्यालय का नाम	Indian National Centre For Ocean Information Servi
Total Quantity/कुल मात्रा	7
Item Category/मद केटेगरी	Supply and installation of Microsoft Teams Rooms Pro without audio conferencing license (Q3)
MSE Exemption for Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Compliance of BoQ specification and supporting document *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
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	10 Days
Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

Bid Details/बिड विवरण**Financial Document Required/वित्तीय दस्तावेज की आवश्यकता है।**

Yes

EMD Detail/ईएमडी विवरण

Required/आवश्यकता

No

ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता

No

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Purchase Preference/एमआईआई खरीद करीयता

MII Purchase Preference/एमआईआई खरीद करीयता

No

MSE Purchase Preference/एमएसई खरीद करीयता

MSE Purchase Preference/एमएसई खरीद करीयता

Yes

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY. The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023 OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy

for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. 4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Supply And Installation Of Microsoft Teams Rooms Pro Without Audio Conferencing License (7 set)

Technical Specifications/तकनीकी विशिष्टियाँ

Buyer Specification Document/क्रेता विशिष्टि दस्तावेज़	Download
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Consignees/Reporting Officer/प्रेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

S.No./क्र. सं.	Consignee Reporting/Officer/प्रेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity/मात्रा	Delivery Days/डिलीवरी के दिन
1	Dasari Prasad	500090, Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Government of India, Ocean valley, Pragathi Nagar BO, Nizampet SO, Hyderabad - 50090 INDIA	7	15

Buyer added Bid Specific Additional Scope of Work

S.No.क्र.सं.	Document Title	Description	Applicable/रिवर्स प्रभार के अनुसार जीएसटी i.r.o. Items
1	Microsoft Teams Rooms Pro without audio conferencing Licenses View	Microsoft Teams Rooms Pro without audio conferencing Licenses	Supply And Installation Of Microsoft Teams Rooms Pro Without Audio Conferencing License(7)

The uploaded document only contains Buyer specific Additional Scope of Work and / or Drawings for the bid items added with due approval of Buyer's competent authority. Buyer has certified that these additional scope and drawings are generalized and would not lead to any restrictive bidding.

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---



INCOIS: PUR: 67/2023



21.11.2023

Request of Proposal for "Supply & Installation of 07 No. of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year at INCOIS Hyderabad"

Dear Sirs,

On behalf of Director, ESSO-INCOIS tenders are invited in "Two Bid System" (Techno Commercial Bid and Price Bid) from Contractors with appropriate registration having adequate resources and setup and dealing with Supply & Installation of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year. The offers, in the prescribed format, shall be submitted through online Government E Marketplace at <http://gem.gov.in>. No tender will be accepted in hard copy, fax, e-mail or any other such means. The intending bidders must be registered with Government E Marketplace.

1.	Name of the work	:	Supply & Installation of 07 No. of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year
2.	BID Reference No.	:	INCOIS: PUR: 67/2023
3.	Submission of Bid	:	Please note that the subject tender has to be submitted online via Government E Marketplace at http://gem.gov.in
4.	Last date for seeking the clarifications	:	On or before 09 00Hrs of December 01, 2023
5.	Bid submission due date online	:	On or before 15 00 Hrs of December 12, 2023
6.	Bid opening date	:	After 15 30 Hrs of December 12, 2023
7.	Completion period	:	15 days from the date of receipt of the purchase order
8.	*Acceptance of the Order by the successful bidder upon AOC	:	* Within 10 days from the date of issue of the PO/Order.

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., <http://gem.gov.in>. For any assistance, please contact help line of GeM portal. The following officials may also be contacted: Mr. Devendra Kumar (email: devendra.kumar@incois.gov.in; Phone No. 040 2388 6074)/Mr. R V Giridhar (email: rvgiridhar@incois.gov.in Phone No. 040-2388 6055)

INCOIS may, at its discretion, extend the deadline for submission of bids by issuing a corrigendum, in which case all rights and obligations of the owner and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

Postal Address	Location Address
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU-Kukatpally, Hyderabad 500 090, Ph.No.040-2388 6000, Fax No.040-23892910

Index:

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3.	Technical Specifications	2
4.	Contents of the Bid	3
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6.	Technical Clarifications	6

1. Introduction

1.1 Indian National Centre for Ocean Information Services (ESSO_INCOIS), a unit of Ministry of Earth Sciences, Govt. of India is a premier scientific Institute of the country, functioning on 24X7 basis to provide Ocean data, information and advisory services to society, industry, Government and Scientific community through sustained ocean observation and constant improvement through systematic and focused researching information and Ocean modeling.

1.2 INCOIS is located approximately 3km from Pragathi Nagar at Ocean valley, Pragathi Nagar PO, Nizampet SO, Hyderabad - 500090, near besides ALEAP in 60-acre premises. It had started functioning at its premises w.e.f 2004 after construction of various buildings along with related services were completed and occupied in year 2004.

2. **Scope of work:** - Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year

3. Technical Specifications for the Microsoft Teams Rooms Pro without Audio Conferencing

Feature	Microsoft Teams Rooms Pro	Complied (Yes/ No)
Maximum number of licenses	Unlimited	
Microsoft Teams	✓	
Microsoft Teams Rooms Pro Management	✓	
Audio Conferencing ¹	✓	
Whiteboard	✓	
Teams Phone Standard	✓	
Microsoft Intune ²	✓	
Microsoft Entra ID P1	✓	
Microsoft Defender for Endpoint Plan 2	✓	
Skype for Business Plan 2 ³	✓	
Geographic availability	Worldwide	
Segment availability	Commercial, Worldwide Public Sector, Education, Charity, GCC, GCC-High	
Channel availability	EA, EAS, EES, CSP, Web Direct, NCE - Customer led, NCE - Partner led	
Meeting Join		
Join Teams meetings with 1-touch, proximity, and meeting ID	✓	
Start ad hoc meetings from the room	✓	
Direct Guest Join for Zoom and Webex meetings	✓	
Join meetings across Teams clouds	✓	
Room check-in with Teams Panel	✓	

Coordinated meeting	✓	
Share and collaborate		
Share and view all Teams content types	✓	
Share whiteboard with Content Capture Camera	✓	
Meeting engagement		
Teams video gallery with multiple layout options	✓	
Front row	✓	
Together mode	✓	
Large gallery (up to 50 videos)	✓	
Dual screen support	✓	
Show meeting names	✓	
Calling		
Make and receive peer to peer and group calls	✓	
Microsoft 365 Phone System	✓	
End-to-end call encryption	✓	
Intelligent audio and video		
Support for Intelligent Speaker live transcript with speaker identification	✓	
Multi-camera support	✓	
Panoramic room view	✓	
AI noise suppression	✓	
People counting	✓	
Security and Compliance		
Secure operating system	✓	
System level security (Secure boot, Assigned Access mode, etc.)	✓	
Microsoft Entra Conditional Access policies	✓	
Device management		
Teams Admin Center enrollment and inventory	✓	
Automatic software updates	✓	
Detailed system and configuration information	✓	
Peripheral health management	✓	
Remote configuration	✓	
Custom backgrounds set up and management	✓	
Device history and activity	✓	
ITSM integration	✓	
Custom health alerts	✓	
Device analytics	✓	

4. **Contents of the Bid:** The quote should be submitted in two bid format. (i) Technical Bid and (ii) Commercial Bid

Technical Bid: Technical bid should contain all the information as listed below without which the offer will not be considered further.

NOTE:

- Technical bid should contain filled-in Table-1 and Table-2 along with legible documentary proof, without which the offer will not be considered further.

- Part/conditional/incomplete quotations will not be accepted.

Table 1: Technical Compliance Statement

S No	Description	Compliance status Yes/No	Page number against the Proof attached.	Remarks/ Deviations , if any
1.	Name of the Bidder			
2.	The bidder is a 1) Registered Indian under Indian Company Act 1956 / 2) Proprietary /3) OEM/(s) /4) System Integrator/5) Others			
3.	Bidder Address and contact details like E Mail , Phone etc.,			
4.	MSE / NSIC certificate details if any Registration/ License from the Government: GST Registration No. PAN Number			
5.	Bank details of the firm:			
6.	The Tenderer must be a Company registered under Indian Company Act 1956 or a registered firm. (Proofs for Registration of company, PAN and GST certificates to be submitted.)			
7.	Authorization certificate issued by OEM, if any,			
8.	Valid Exclusive Dealer / Distributor Certificate, if any			
9.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.			
10.	Signature on all the pages of the tender document, including addendum, if any, issued by INCOIS			

Table-2: Compliance Statement – 2 (un-priced bid)

NOTE:

- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.

S.No	Item Description	Quantity	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) <u>Please do not mention/quote prices here.</u>
1	Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year	07 Nos	

5. General terms and Conditions

Point No.	Details
1.	Quotation: Quotation has to submit online in the Government E Marketplace at http://gem.gov.in .
2.	Completion/ Delivery period: within 15 days from the date of receipt of the purchase order
3.	* Acceptance of the order by successful bidder upon AOC: Within 10days from the date of issue

	of the PO/Order. If the acceptance communication is not received within 10 days. Then PO would be deemed as accepted and binding to the successful bidder.
4.	<p>Payment terms: 100% will be released by way of wire transfer within 15 days upon receipt and acceptance of all the respective licenses on prorated basis along with submission of undertaking towards warranty, if applicable.</p> <p><i>Net payment will be released after statutory deductions. No advance payment will be allowed, and no other payment terms will be considered.</i></p>
5.	Warranty & Maintenance Clause: One year standard from the date of acceptance of the system by INCOIS, Warranty undertaking to be submitted by the successful vendor.
6.	Support: One Year Technical Remote Support and User Management for the above product.
7.	Bidder's from a country which shares a land border with India will not be eligible to participate in this tender, unless the bidder is registered with Department for Promotion of Industry and Internal Trade (DPIIT) under Order (Public procurement No. 1) issued by Ministry of Finance, Department of Expenditure in line with OM No. F.No.6/18/2019-PPD dt 23rd July, 2020 and F.18/37/2020-PPD, dt. 08.02.2021 inserting Rule 144 (xi) in GFR 2017.
8.	GST: The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same is chargeable, failing which, the prices quoted, will be deemed to be inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will under no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our tender.
9.	<p>Liquidated Damages Clause: In case the supply/delivery/services is delayed and delay is attributed to the Successful Bidder or is not as per our specifications and in the event of breach of any of the terms and conditions mentioned in the Purchase Order, INCOIS shall have the right.</p> <p>a) To recover at the rate of 0.5% per week for the value equivalent to undelivered material / services against the delay in execution of the order or part thereof subject to a maximum of 10% of the services/material not executed/delivered.</p> <p>b) To purchase elsewhere, after due notice to the Tenderer Inc., on the account and at the risk of the defaulting supplier for the stores/services not supplied or others of a similar description without cancelling the work order in respect of the job not yet due for supply or</p> <p>c) To cancel the order or a portion thereof and if so desired to purchase the stores / services at the risk and cost of the defaulting supplier and also.</p> <p>d) To extend the period of delivery with or without penalty shall not be more than agreed liquidated damages referred to in clause (a) above,</p>
10.	Please note that any falsification/suppression of information could lead to the disqualification.
11.	Bidders should fill and submit the technical compliance sheet along with supporting documents along with Techno-Commercial bid. Offers received without the compliance sheet will be summarily rejected.
12.	Tenders not in complete shape or not conforming to technical specifications or not conforming to terms and conditions are liable for rejection.
13.	All above relevant documents must be enclosed with technical bids failing which bids may be ignored and will not be considered for technical evaluation.
14.	Any deviations technically or commercially should be clearly indicated in the Technical bid offer only.
15.	<p>Force Majeure Clause:</p> <p>If the execution of the contract / supply order is delayed beyond the period stipulated in the contract as a result of an outbreak of hostilities, declaration of an embargo or blockage or fire flood, acts of nature or any other contingency, pandemic declared by WHO/Govt. authorities causing stoppage of work beyond the supplier's /INCOIS control, Director, INCOIS may allow such additional time by extending the delivery period as he considers to be justified by the</p>

	circumstances of the case and his decision shall be final, conclusive and binding. If and when additional time is granted by the INCOIS, the contract/supply shall be read and understood as if it had contained from its inception the delivery date as extended.
16.	The bidder shall sign and upload the Bids with the exact name and address of the firm, which is bidding for the tendered requirement.
17.	The Bids shall be uploaded only after signed by a duly authorized officer of the firm which is bidding for the tendered requirement, and in the case of a Corporation, seal, or otherwise appropriately executed under seal.
18.	The acceptance of tender will solely rest with Director, INCOIS who does not bind himself to accept the lowest or any other tender. No reasons will be furnished for acceptance or rejection of any tender.
19.	Director, INCOIS reserves the right to cancel the tender at any stage due to any technical /administrative reasons. The bidder shall not have any claim under what so ever reasons.
20.	Canvassing in connection with tender is strictly prohibited and any canvassing will render the bid of such tenderer ineligible.
21.	INCOIS reserves the right to alter the scope/or reduce quantum of work, before/after issue of work order and tenderer shall not have any claim whatsoever on this account.
22.	In case of any un resolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana, India only. Further, this contract is subject to laws of India alone

6. **Technical Clarifications:** - If firms require clarifications on certain points in this document may be submitted (via e-mail) on or before 09 00 Hrs of December 01, 2023. Note: Firms may submit a consolidated query only once. e-mail: anup@incois.gov.in, : pattabhi@incois.gov.in E-mail subject should be mentioned as "Queries on Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year

1)) Division Head, ICT
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Nizampet (SO),Hyderabad - 500 090, T.S., India
Phone No.:040-2388 6049
Fax No.: 040-23895001 / 23892910
e-mail: anup@incois.gov.in

Declaration: I, _____ son/daughter of _____ aged _____ years and residing at _____ State and sole proprietor /managing partner /director of _____, after having read and understood the tender document No..... dated..... floated by the Institute, hereby undertake that I agree to and shall abide by the terms and conditions prescribed in the said tender document for engagement of service provider for Supply & Installation of 07 No.of Microsoft Teams Rooms Pro without audio conferencing Licenses along with subscription and support for one year".

Signature of the Tenderer/ Authorised Signatory & date

Name

OFFICE SEAL,

Address

Note: The bidder/tenderer has to sign & stamp on all pages of tender document and upload the same