



SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL

Limited Tender Enquiry for

Renewal of Adobe Creative Cloud (Education) Software

School of Planning and Architecture, Bhopal

(An Institution of National Importance, Ministry of Education, Govt. of India)

Neelbad Road, Bhauri, Bhopal-462 030 (M.P.)

Ph: 0755-2526800, Ext. 429, 414, 0755-2526829

E-mail: storespurchase@spabhopal.ac.in Website: spabhopal.ac.in

Date: 15.2.2023

NOTICE

To

**Adobe OEM
Registered Resellers (Platinum/Gold) of
Adobe India**

Sub: Limited Tender Enquiry for Renewal of Adobe Creative Cloud (Education) Software for a period of one year.

Sir/Madam,

In reference to the above cited subject, please quote your best rates for supply and installation of Adobe Creative Cloud (Education) software for institute located at Bhauri Bhopal. Our institution is an institution of National Importance, Ministry of Education, Govt. of India, and the purpose of Adobe software is only academic education for the students of SPA, Bhopal. The details for procurement of software are mentioned in the Rate of Work (Annexure-2, Annexure-3 & Annexure-4).

Yours sincerely,

Sd/-
**Store and Purchase Section
School of Planning and Architecture, Bhopal**

GENERAL DETAILS

<ul style="list-style-type: none"> • Tender Document for 	Renewal of Adobe Creative Cloud apps(Education) Software
<ul style="list-style-type: none"> • Tender Document Cost 	₹ 2,000/- (Two Thousand Only) (non-refundable)RTGS/NEFT Account No. : 2073201002565 Account Name : SPA BHOPAL Internal Receipts IFSC code: CNRB0004725 Bank Name: Canara Bank Branch Name: Bhauri Bhopal (Attach RTGS/NEFT Copy)
<ul style="list-style-type: none"> • EMD Amount 	RTGS/NEFT of INR ₹ 20,000/- (Twenty thousand Only) Account No. : 2073201002565 Account Name : SPA BHOPAL Internal Receipts IFSC code: CNRB0004725 Bank Name: Canara Bank Branch Name: Bhauri Bhopal (Attach RTGS/NEFT Copy)
<ul style="list-style-type: none"> • Last date & time for Receipt of Tender 	01/03/2023 up to 01:00 pm
<ul style="list-style-type: none"> • Opening of Tender Date and Time 	01/03/2023; 04:00 pm at Academic Block (Interested Firm/Representative may participate)
<ul style="list-style-type: none"> • To whom the tender documents can be submitted 	The Registrar, School of Planning and Architecture, Neelbad Road, Bhauri, Bhopal – 462030 (M.P.) should be put in a Tender Box kept at Maintenance Cell, Main Gate, SPA Campus, Bhauri, Bhopal. OR through Speed Post/Courier On OR BEFORE 01/03/2023 up to 01:00 pm Be submitted in a sealed cover superscripting "<u>Limited Tender Enquiry for Procurement of Adobe Creative Cloud (Education) Software</u>" Institute is not responsible for any postal delay in receipt of bid document at SPA Bhopal.
<ul style="list-style-type: none"> • Address for Communication 	The Registrar, School of Planning and Architecture, Neelbad Road, Bhauri, Bhopal – 462030 (M.P.) Phone (EPBX) : 0755-2526800; Ext.829 Phone (Direct): 0755-2526829 E-mail: storespurchase@spabhopal.ac.in

INSTRUCTIONS TO BIDDERS

- 1) Submission of Tender: No queries will be entertained on last day of tender submission. No request of any change in rates or conditions for want of information on any particular point shall be entertained after receipt of the tenders.

Submission of tender will only be in the hardcopy. Tender submitted by E-mail will not be considered.

Software should be activated within 10 working days from issuance of Purchase Order.

- 2) Any printing or Typographical errors/omission in tender document shall be referred to SPA, Bhopal and their interpretation regarding correction shall be final and binding on firm.
- 3) Institute reserves the right to accept or reject any/all rate enquiry without assigning any reason, thereof and also cancel the tender at any stage.
- 4) Payments: On receipt of Tax Invoice, payment will be made within 15 days of receipt of invoice or delivery of items in installation report, whichever is later. All payments will be made through NEFT/RTGS for which bank details will be mentioned in Tax Invoice after satisfactory report from user end. No. part payment or advance payment will be made.
- 5) Information and rates must be filled as mentioned below, without submission of the information in desired format, the same will not be considered:-
 - A) REQUIRED FOR QUALIFICATION OF THE BIDDER (Annexure-1)
 - B) RATE OF WORK (Annexure-2, Annexure-3 & Annexure-4)
- 6) **Institute reserves the right to decide for procurement of adobe software either for rate quoted as Annexure-2 or Annexure-3 or Annexure-4.**

MANDATORY INFORMATION REQUIRED FOR QUALIFICATION OF THE BIDDER

I/We confirm that to the best of our knowledge this information is authentic and accept that any deliberate concealment will amount to disqualification at any stage.

S. No.	Particulars	Details
	Type of Reseller of Adobe (Adobe OEM/Platinum Reseller/Gold Reseller) <i>Relevant document with validity must be attached otherwise tender will not be considered.</i>	
1.	Name of the Firm	
2.	Name of the Proprietor/ Partners/Directors	
	Contact Person Name	
	A. Mobile No.	
	B. email ID	
3.	Head Office Address	
4.	Office Contact No.	
5.	E-mail Address	
6.	Year of Establishment	
7.	Status of Firm (Proprietor/Partnership/Co. etc.)	
8.	PAN Card No.	
9.	GST No.	

* All documents must enclose with Seal and Signature.

Date

Seal and Signature

Place:

RATE OF SOFTWARE

The bidder has to deliver Adobe Product Licenses Certificate in the name of the SPA, Bhopal and license should reflect in Adobe Portal account.

1. The payment will be made after license allocated to SPA Bhopal.
2. No. part payment or advance payment will be made.
3. The bidder is responsible for delivering license and coordination with Adobe.
4. Installation and One year support/Technical Support on remote (On Line) shall be provided by the firm.
5. The details with rate will be mentioned in below format:-

Particulars		Details		
Customer Name :		School of Planning and Architecture, Bhopal An Institution of National Importance, Ministry of Education, Government of India		
VIP Number :		DC84EF5F4B836644C03A		
S. No	Adobe CC Suite	Qty. of Licenses	Unit Price with GST ₹	Total (with all taxes) ₹
1	Adobe Acrobat DC	50		
2	Adobe Illustrator	50		
3	Adobe In Design	50		
4	Adobe Photoshop	50		
5	Adobe Flash	50		
			Total ₹	
Grand Total ₹				
In words (₹.....)				

Seal and Signature.

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2	Adobe Illustrator	50		
3	Adobe In Design	50		
4	Adobe Photoshop	50		
5	Adobe Flash	50		
6	Adobe Photoshop Lightroom	50		
7	Adobe Dreamweaver	50		
8	Adobe Bridge	50		
			Total ₹	
Grand Total ₹				
In words (₹.....)				

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Customer Name :	School of Planning and Architecture, Bhopal An Institution of National Importance, Ministry of Education, Government of India		
VIP Number :	DC84EF5F4B836644C03A		
Particulars	Qty. of Licenses	Unit Price with GST ₹	Total (with all taxes) ₹
Procurement for renewal of Adobe Creative Cloud All apps (Education) (For period of One Year)	50 (Fifty)		
Total ₹			
Total In words ₹			

Seal and Signature.
