



**OSMANIA UNIVERSITY**  
HYDERABAD - 500007, INDIA

Ten. Not. No.1058/DIS/MICSFT/2019-20

Date: 24-09-2019

**E-PROCUREMENT TENDER NOTIFICATION FOR  
PROVIDING OF MICROSOFT LICENSED SOFTWARE (300 Nodes) UNDER CAMPUS  
AGREEMENT FOR 1/3 YEARS TO OSMANIA UNIVERSITY.**

e-Procurement tenders are invited from OEMs/Authorized resellers/distributors/dealers for providing of Microsoft Licensed Software (300 Nodes) Under Campus Agreement for 300 nodes for 1/3 Years to Osmania University, Hyderabad - 500 007. For further details, please visit the e-procurement website [www.tender.telangana.gov.in](http://www.tender.telangana.gov.in)

  
REGISTRAR,  
OSMANIA UNIVERSITY.

Enquiry Particulars	
Department Name	OSMANIA UNIVERSITY
Circle/Division	Executive Engineer-CONS
Tender ID	146282
Enquiry/IFB/Tender Notice Number	Ten. Not. No. 1058/PR/DIS/OU/MICSFT/2019, Date: 24-09-2019
Name of Project	Purchase / Renewal of Microsoft Licensed Software / Antivirus / Firewall for use at O.U. Campus
Name of Work	PROVIDING OF MICROSOFT LICENSED SOFTWARE UNDER CAMPUS AGREEMENT FOR 1 YEAR
Package number	N/A
Period of Completion/ Delivery Period (In Months)	1
Bidding Type	OPEN
Bid Call (Numbers)	2
Tender Category	WORKS
Type of Work	Other
Currency Type	(INR)
Default Currency	Indian Rupee - INR
Estimated Contract Value	1614800.00
Evaluation Type	Percentage
Evaluation Criteria	Based on Price
Form Of Contract	L.S
Consortium / Joint Venture	Not Applicable

#### Pre Bid Meeting

Pre Bid Meeting	Not Applicable
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#### Transaction Fee Details

Transaction Fee Payable to TSTS ' payable at Hyderabad (As per G.O.Ms No 4,Dtd 17.02.2015 IT&C Dept)	572(INR)
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#### Tender Dates

Bid Submission Start Date & Time	24/09/2019 08:00 PM
Bid Submission Closing Date & Time	03/10/2019 03:00 PM
Bid Validity Period (In Days)	90

#### Tender Inviting Authority Particulars

Officer Inviting Bids	Registrar, OU
Bid Opening Authority	Director, Infrastructure, OU
Address	The Registrar Administrative Building, Registrar Office Osmania University Campus Taranaka, Hyderabad
Contact Details	04027095192
Email	director_is@osmania.ac.in

#### Bid Security Details

Bid Security(INR)	Bid Security In Favour Of	Mode of Payment	EMD Applicable
Rs.100000.00	Registrar, Osmania University	Online Payment,Challan Generation,BG	Applicable



**Process Fee Details**

Process Fee

Process Fee Payable To

5000.00(INR)

Registrar, Osmania University

**Required Tender Documents Details**

S.No	Documents Required from Contractor	Stage	Optional
1	GST Registration Certificate of Telangana	COMMON	Mandatory
2	Pan Card	COMMON	Mandatory
3	Company profile	COMMON	Mandatory
4	Annual Turnover of Rs. 2.00 Crores in the three consecutive Financial Year from 2016-2017, 2017-2018 & 2018-2019	COMMON	Mandatory
5	Recent Purchase Orders	COMMON	Mandatory
6	Authorization letter from OEM	COMMON	Mandatory
7	IT Returns for the last 3 years 2016-2017 2017-2018 and 2018-2019	COMMON	Mandatory
8	Latest related purchase orders	COMMON	Mandatory
9	Service Tax Registration	COMMON	Mandatory
10	The bidder shall submit the EMD in the shape of Demand Draft only for Rs. 1.00 Lakh in favour of Registrar, O.U.	COMMON	Mandatory
11	Any other document as per bid document	COMMON	Mandatory
12	The manufacturer / Authorized dealers / resellers with MPN-ID only be accepted	COMMON	Mandatory

**General Terms and Conditions / Eligibility**

General Terms and Conditions / Eligibility

As per Bid Document

**General Technical Terms and Conditions (Procedure)**

General Technical Terms and Conditions (Procedure)

As per Bid Document

**Legal Terms & Conditions**

Legal Terms &amp; Conditions

As per Bid Document

**Procedure for Bid Submission**

Procedure for Bid Submission



The bidder shall submit his response through Bid submission to the tender on eProcurement platform at [www.eprocurement.telangana.gov.in](http://www.eprocurement.telangana.gov.in) by following the procedure given below. The bidder would be required to register on the e-procurement market place <https://tender.telangana.gov.in> and submit their bids online. Offline bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.

The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats displayed in eProcurement web site. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria/technical bids and other certificate/documents in the eProcurement web site. The bidder shall sign on the statements, documents, certificates, uploaded by him, owning responsibility for their correctness/authenticity. The bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.

The system would only authenticate the Encryption certificate uploaded into the Eprocurement system at the time of User Registration or updated through User profile. The bidder has to ensure that the uploaded certificate in the eprocurement system is used for the Bid submission and no other certificate though valid will not be recognized by the eprocurement system.

Registration with eProcurement platform: For registration and online bid submission bidders may contact HELP DESK.

<https://tender.telangana.gov.in>

Digital Certificate authentication:

The bidder shall authenticate the bid with his Digital Certificate for submitting the bid electronically on eProcurement platform and the bids not authenticated by digital certificate of the bidder will not be accepted on the eProcurement platform.

For obtaining Digital Signature Certificate, you may please Contact:

Address for submission of Application for Digital Certificate:

TSTS Office, 2nd floor, HACA Bhavan, Opp Public Gardens, Saifabad, Hyderabad - 500004  
Contact Helpdesk : 9177769764

(OR)

You may please Contact Registration Authorities of any Certifying Authorities in India. The list of CAs are available by clicking the link <https://tender.telangana.gov.in/digital-signature.html#>

3. Hard copies:

i) Vide ref. G.O.Ms.No.174, I&CAD dept dated:1-9-2008, submission of original hard copies of the uploaded scanned copies of Proof of online Payment (Remittance)/BG towards EMD by participating bidders to the tender inviting authority before the opening of the price bid is dispensed forthwith.

ii) All the bidders shall invariably upload the scanned copies of Proof of online Payment (Remittance)/BG in eProcurement system and this will be the primary requirement to consider the bid responsive.

iii) The department shall carry out the technical evaluation solely based on the uploaded certificates/documents, Proof of online Payment (Remittance)/BG towards EMD in the eProcurement system and open the price bids of the responsive bidders.

iv) The department will notify the successful bidder for submission of original hardcopies of all the uploaded documents Proof of online Payment (Remittance)/BG towards EMD prior to entering into agreement.

v) The successful bidder shall invariably furnish the original Proof of online Payment (Remittance)/BG towards EMD, Certificates/Documents of the uploaded scan copies to the



Tender Inviting Authority before entering into agreement, either personally or through courier or post and the receipt of the same within the stipulated date shall be the responsibility of the successful bidder. The department will not take any responsibility for any delay in receipt/non-receipt of original Proof of online Payment (Remittance)/BG towards EMD, Certificates/Documents from the successful bidder before the stipulated time. On receipt of documents, the department shall ensure the genuinity of the Proof of online Payment (Remittance)/BG towards EMD and all other certificates/documents uploaded by the bidder in eProcurement system. In support of the qualification criteria before concluding the agreement.

4. The GO. Ms. No. 174 -I&CAD dated: 1-9-2008

Deactivation of Bidders If any successful bidder fails to submit the original hard copies of uploaded certificates/documents, Proof of online Payment (Remittance)/BG towards EMD within stipulated time or if any variation is noticed between the uploaded documents and the hardcopies submitted by the bidder, as the successful bidder will be suspended from participating in the tenders on eProcurement platform for a period of 3 years. The eProcurement system would deactivate the user ID of such defaulting bidder based on the trigger/recommendation by the Tender Inviting Authority in the system. Besides this, the department shall invoke all processes of law including criminal prosecution of such defaulting bidder as an act of extreme deterrence to avoid delays in the tender process for execution of the development schemes taken up by the government. Other conditions as per tender document are applicable.

The bidder is requested to get a confirmed acknowledgement from the Tender Inviting Authority a proof of Hardcopies submission to avoid any discrepancy.

5. Payment of EMD:

It is mandatory for all participant bidders to electronically pay EMD Online by utilizing the "Payment Gateway Service on E-Procurement platform". The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any bank and Direct Debit facility/Net Banking/NEFT payment modes through ICICI Bank and/or Axis Bank Payment Gateways to facilitate the transaction. This is in compliance as per G.O.Ms.No. 14 Dated: 18-09-2017. A GST of 18.00% + Bank charges on the transaction amount payable to TSTS shall be applicable. In addition to this, Bidders can also pay the EMD through Download of PDF format of RTGS Challan for respective Payment gateway and pay the EMD through their Parent Bank account. Once the EMD is received by the EProcurement application, Bidders can automatically continue with their Bid Submission online.

IMPORTANT NOTE REGARDING EMD PAYMENT:

1. Bidders are encouraged to use only Net banking facility for payment of EMDs as far as possible for faster refunds in case of unsuccessful Bids for the Tender.
2. Bidders are advised not to use RTGS Challan downloads at the penultimate hour of Bid submission closing as any delay by their banker would not enable Bid submission on the platform. Please allow a minimum of 60 minutes for enabling "Continuation of Bid Submission" from the time the Pool Account receives credit of the EMD from the Bidder's Bank for both NEFT and RTGS Transfers. For RTGS Transfers, the Pool Account can get immediate credit whereas NEFT transfers would follow RBI Payment Cycle time.
3. Bidders are advised to pay EMD Online atleast T-1 or T-2 days before Bid submission closing date (T= Bid submission closing date) to avoid last minute delays and denials of successful Bid submission and to take care of any delays in Banking procedures.

Un Successful Bidder EMD Refund process: -

The bid is declared unsuccessful, under the following circumstances.

Bid submitted by the bidder is not the lowest bid.

Upon Finalization of the L1 Bid.

Technical Disqualification of the Bid in case of 2 cover system.

EMD paid but bid not submitted

EMD refund will be initiated by the Tender Inviting Authority directly and through Online only and



through the same payment channels as EMD received by the Department. (RTGS / NEFT / Credit Card / Debit Card refund), within 30 days from the date of publishing the Decision / Result. However, Vupadhi / GoTS will not be held responsible for the delays occurring due to banking channels/procedures/processes of the respective vendor.

#### IMPORTANT NOTE REGARDING EMD REFUNDS:

Bidders are requested to use discretion in their choice of payment channel for remittance of EMD.

Time taken for Refunds under Ideal conditions:

1. Net Banking / NEFT / RTGS Challan: One (1) Banking Business Day from time of initiation of refund by Tender Inviting Authority subject to RTGS/NEFT timings of RBI.
2. Credit card/ Debit card: 7-10 working days from time of initiation of refund by the Tender Inviting Authority. However, this may be longer in case of certain bank cards. In case of delays, bidders are requested to contact the Card issuing Bank for faster resolution.

#### 6. Payment of Transaction Fee:

It is mandatory for all the participant bidders from 1st January 2006 to electronically pay a Non-refundable Transaction fee to M/s. TSTS, the service provider through "Payment Gateway Service on E-Procurement platform". The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any bank and Direct Debit facility/Net Banking of ICICI Bank, Axis Bank to facilitate the transaction. This is in compliance as per G.O.Ms. 13 dated 07.05.2006. A GST of 18.00% + Bank charges on the transaction amount payable to TSTS shall be applicable.

#### 7. Corpus Fund:

As per GO MS No.4 User departments shall collect 0.04% of ECV (estimated contract value) with a cap of Rs. 10,000 (Rupees ten thousand only) for all works with ECV upto Rs.50 Crores, and Rs. 25,000/- (Rupees twenty-five thousand only) for works with ECV above Rs.50 Crores, from successful bidders on eProcurement platform before entering into agreement / issue of purchase orders, towards eprocurement fund in favour of Managing Director, TSTS. There shall not be any charge towards eProcurement fund in case of works, goods and services with ECV less than and upto Rs. 10 lakhs

#### 8. Tender Document:

The bidder is requested to download the tender document and read all the terms and conditions mentioned in the tender Document and seek clarification if any from the Tender Inviting Authority. Any offline bid submission clause in the tender document could be neglected. The bidder has to keep track of any changes by viewing the Addendum/Corrigenda issued by the Tender Inviting Authority on time-to-time basis in the E-Procurement platform. The Department calling for tenders shall not be responsible for any claims/problems arising out of this.

#### 9. Bid Submission Acknowledgement:

The bidder shall complete all the processes and steps required for Bid submission. The system will generate an acknowledgement with a unique bid submission number after completing all the prescribed steps and processes by the bidder. Users may also note that the bids for which an acknowledgement is not generated by the e-procurement system are treated as invalid or not saved in the system. Such invalid bids are not made available to the Tender Inviting Authority for processing the bids. The Government of TS are not responsible for incomplete bid submission by users.

#### Geographical Particulars

Sno	State	District	Mandal	Assembly	Parliament
1	TELANGANA	HYDERABAD	Musheerabad	SECUNDERABAD	SECUNDERABAD

#### Enquiry Forms

Stage	Form Name	Type of Form	Supporting Document Required	Supporting Document Description
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Commercial Stage	Percentage Wise Rate	Secure	No	NA
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