



**CENTRE FOR MANAGEMENT DEVELOPMENT**  
**(An Autonomous Institution sponsored by Government of Kerala)**

Thycaud, Thiruvananthapuram-695 014

Ph: 91-0471- 2320101, e-mail: cmdappraisal@gmail.com

Website: <https://etenders.kerala.gov.in>

**NOTICE INVITING e-TENDER**

The Centre for Management Development (CMD) is a leading, self-supporting Autonomous institution, established in 1979, sponsored by the Government of Kerala, invites e-Tenders under **Single Bid System** from ORIGINAL SOFTWARE DEVELOPERS AND THEIR AUTHORISED AGENTS/SUPPLIERS/ DEALERS for the “**Onsite Supply & Installation of Software (Renewal) for the use at the Technical Resource Centre (TRC)-KIIFB at Thiruvananthapuram**” as per the details mentioned in Part II.

**IMPORTANT DATES & TIME**

Tender Reference No.	CMD/TRC-PROC/REN-4
Tender Notification date	15-03-2022
Mode of Tender Submission	Tender should be submitted online at <a href="https://etenders.kerala.gov.in">https://etenders.kerala.gov.in</a>
Last Date & time for Submission of bids	<b>23/03/2022 5:00 PM</b>
Date & Time of Opening of bid	<b>25/03/2022 2:00 PM</b>
Period of Completion of work	The supply shall be completed within <b>ten days</b> of releasing the purchase order.
Place of opening of Bids	Centre for Management Development, Thycaud, Thiruvananthapuram-695 014
Earnest Money Deposit(EMD)	Rs. 40,000/- (Rupees Forty Thousand Only) – refundable (Refer clause 3-i & 3-ii)
Address For Communication	THE DIRECTOR, CENTRE FOR MANAGEMENT DEVELOPMENT Thycaud, Thiruvananthapuram-695 014  Contact for queries: Ph: 0471-2320101-232  E-mail: cmdappraisal@gmail.com Website: <a href="https://etenders.kerala.gov.in">https://etenders.kerala.gov.in</a>

## Tender Document Details

### Part-I Instruction to Bidders

#### **1. Online Bidder registration process**

Bidders have to register on <https://etenders.kerala.gov.in> website for participating in this tender. Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on [www.cca.gov.in](http://www.cca.gov.in). Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

*Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or through email: [etendershelp@kerala.gov.in](mailto:etendershelp@kerala.gov.in) or [helpetender@gmail.com](mailto:helpetender@gmail.com) for assistance in this regard.*

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on <https://etenders.kerala.gov.in>.
- ii. Publishing of Corrigendum: All corrigenda shall be published on <https://etenders.kerala.gov.in> and shall not be available elsewhere.
- iii. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on <https://etenders.kerala.gov.in>. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- iv. **Opening of Bid and Bidder short-listing:**

The bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification.

#### **2. Documents Comprising Bid:**

The proposal shall contain the scanned copies of the following documents which every bidder has to upload:

- (a) Certificate regarding Original Software Developers or Authorisation certificate for Agents/Suppliers/ Dealers
- (b) At least three Government list with details of supply of Software (Quantity Minimum 5 Nos.) with contract amount, email address and contact number of the client
- (c) Annual Turnover details for the last three financial year
- (d) Copy of GST registration certificate

- (e) Copy of PAN card
- (f) Authorised service centre details
- (g) Price bid as per format

The Bidder shall complete the Price bid as per format given for download along with this tender.

Note: The blank price bid should be downloaded without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website. The bidder should not change the format of the file.

The Purchaser doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

### 3. Earnest Money Deposit (EMD)

- i) EMD is exempted if the Bidder is having valid registration with MSME (Copy of proof shall be submitted).
- ii) All other bidders shall pay an Earnest Money Deposit (EMD) refundable Rs. 40,000/- (Rupees Forty Thousand Only).

**Online Payment modes:** The EMD can be paid in the following manner through e- Payment facility provided by the e-Procurement system:

**State Bank of India Multi Option Payment System (SBI MOPS Gateway):** Bidders are required to avail Internet Banking Facility for making tender remittances in e-Procurement System

During the online bid submission process, bidder shall select **SBI MOPS** option and submit the page, to view the **Terms and Conditions** page. On further submitting the same, the eProcurement system will re-direct the bidder to MOPS Gateway, where two options namely **SBI** and **Other Banks\*** will be shown. Here, Bidder may proceed as per below:

- a) *SBI Account Holders* shall click **SBI** option to with its Net Banking Facility., where bidder can enter their internet banking credentials and transfer the EMD amount.
- b) *Other Bank Account Holders* may click **Other Banks** option to view the bank selection page.

Here, bidders can select from 54 different Banks to proceed with its Net Banking Facility, for remitting tender payments.

*\*Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

*\* Bidders who are using Other Banks option under SBI MOPS Payment Gateway, are advised by SBI to make online payment 72 hours in advance before tender closing time.*

Any transaction charges levied while using any of the above modes of online payment has be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "**Success**" during bid opening.

**Part-II Details of software**

Sl. No.	Name of the Software	Quantity (Nos.)
1	<b>AUTODESK</b> Architecture, Engineering & Construction (AEC) Collection IC Commercial single user ELD Annual subscription- <b>Renewal</b>	47

**Part-III Terms and conditions**

1. The following documents as requested under Part 1 Para 2 must be compulsorily uploaded in the technical bid in **pdf format** only in "**single file document**" with all pages serially numbered.
  - i) Certificate regarding Original Software Developers or Authorisation certificate for Agents/Suppliers/ Dealers
  - ii) Copy of Work orders (3 Only) from Government Clients to prove experience
  - iii) Annual Turnover details for the last three financial year
  - iv) GST registration certificate
  - v) Copy of PAN card
  - vi) Authorised service centre details
2. The hard copies of certificates and documents, as detailed above shall be submitted when demanded by this office in future.
3. All charges, taxes, duties and levies should be clearly indicated.
4. Cost of additional/extended warranty, if applicable should be separately quoted.
5. The place of supply and installation of the item will be at any office of the Technical Resource Centre (TRC)-KIIFB. Remote installation support can also be utilised, with the sole responsibility of the supplier by any virtual means with prior notice to the consignee. In case any License gets corrupted, the software should be reinstalled immediately at your own cost
6. The Installation, commissioning and initial operation to the satisfaction of the authorities of **Technical Resource Centre-KIIFB at Thiruvananthapuram** will be the responsibility of the supplier.
7. In case of under performance during the warranty period, the software should be replaced and the period of license will recommence from the date of replacement.
8. The payment will be made only after completion of supply, installation and commissioning.

9. The supplier should be ready to supply and complete the installation of software within **ten days of** issue of purchase order.
10. The time and the date for delivery of the items stipulated in the acceptance of tender/purchase order shall be deemed to be of the essence of the contract, and delivery must be completed not later than the dates specified. If the supplier is unable to complete the supply within the stipulated delivery period for which the supplier is responsible, the supplier is required to request for extension of delivery period. If the officer is satisfied that a reasonable ground for an extension of time exists, and if such an extension is in the interests of Government, he may allow such extension, provided he is competent to do so. In case the reasons stated by the firm are not acceptable in public interest, appropriate compensation for delayed supply, as the Purchasing Officer deems fit can be imposed on the firm, for the belated supply. Such compensation shall be not more than 10% (Ten Percent) of contract price.
11. The right of acceptance or rejection of any e-tender is reserved with The Director, CMD. The rules and regulations prescribed for e-tenders by the Government of Kerala, shall be applicable to this e- tender.
12. Any legal disputes that may arise in relation to the e-tender formalities will be restricted to the Jurisdiction of Thiruvananthapuram. The communications are to be addressed to The Director, Centre for Management Development, Thycaud P.O, Thiruvananthapuram-695 014

**DIRECTOR**  
Centre for Management Development  
Thycaud, Thiruvananthapuram-695 014