

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles, Govt. of India)
HEAD OFFICE, HAUZ KHAS, NEW DELHI

1351 (01)/NIFT/Pur-HO/MS Office S/w /2017/2019

DRAFT TENDER DOCUMENT

FOR

**THE SUPPLY OF MS OFFICE 365 EDU.
CLOUD VERSION SOFTWARE
(SUBSCRIPTION MODE) 1000 Nos. FTE
CLOUD CAMPUSES ENTERPRISE
WIDE IN ALL 16 NIFT CAMPUSES &
HEAD OFFICE**

Time Schedule for Tender Process:

Date of Publication of Tender notification on official website / e-Portal	28 th May, 2019 (Tuesday) at 3.30 P.M
Download of Tender Document Commence from	28 th May, 2019 (Tuesday) at 5.00 P.M
Last Date & Time of submission of e-tender document	19 th June, 2019 (Wednesday) at 10.30 A.M.
Date and Time of the Opening Technical Bids	19 th June, 2019 (Wednesday) at 11.00 A.M.
Date and Time of opening the Financial Bids	Will be notified to the technically qualified Tenderes

Note: This tender document contains 15 pages (Total no. of pages including Annexures) and Tenderers are requested to sign on all the pages.

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

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NATIONAL INSTITUTE OF FASHION TECHNOLOGY

HAUZ KHAS, NEW DELHI

Sub: Notice Inviting for Tender Enquiry for Supply of MS Office 365 Edu. Cloud Version Software (Subscription Mode) 1000 FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office

1. ABOUT NIFT:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology.

NIFT provides fashion business education across the country through its network of 16 campuses. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion.

NIFT has its head office at New Delhi with its Campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Raebareli, Shillong and Srinagar.

2. NOTICE INVITING TENDER:

(a) Tenders are invited from registered vendors for Supply of **MS Office 365 Edu. Cloud Version Software (Subscription Mode) 1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office** as per detailed below :-

SCOPE

1. Subscription to Microsoft office 365 Solution contract duration is 3 years (As per Annexure – II) :-

SL.No	Name of the Item	Qty
1	Ms Office 365 Edu Cloud Version Software (Subscription Mode) as follows:- a. WINEDUE3 ALNG UpgradSAPk OLV E 1Y AcdmcEnt (Part No. KW5 – 00359) – 1 year OS Upgrade. b. O365ProPlusOpenFaculty ShrdSvr ALNG SubsVL OLV E 1Mth Acdme AP (Part No: S3Y – 00001) – Office 365 Pro Plus for faculty c. IntuneOpenFciltyShrdSvr ALNG SubsVL OLV E 1Mth Acdme AP (Part No.: FYS-00001) – Intune d. O365ProPlusOpenStudents ShrdSvr ALNG SubsVL OLV NL 1 YR AcdmeStdnt w/Faculty (Around 15,000 Students) (Part No. S2Y – 00002)	1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office. (Distribution as per Annexure – III)

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- a. Subscription to the following MS-Office365 Edu Cloud Version Software (Subscription Mode).
- b. Latest Antivirus Protection to protect PC by scanning for malware, virus and security threats
- c. Windows updates to help PC safe and protect it from threats
- d. File storage and sharing with 1TB/user is assigned via one Drive.
- e. 50 GB mailbox on Exchange is available per user.
- f. The price of Edu cloud agreement is for yearly subscription model and the agreement for 3 years. Price protection for 03 years agreement.
- g. Any other service / features added to these plans by Microsoft during the contract period shall be delivered unconditionally and free of cost to NIFT
- h. Performance Requirements: Solution should provide an uptime of 99.9% **(Bidder can take assurance from OEM and submit the Proof).**
- i. MIS Report generation Requirements: The solution should be capable of generating standard MIS and customised reports for Administrators. Solution should also provide customisable dashboard for Administrators so as to view the real-time status of users, tickets, service health, utilisation and usage.

2. On boarding and User Training:-

- a. The bidder should provide on boarding Training in all NIFT Campus & Head Office. (Deployment and Configuration of all Online components under subscribed plans)
 1. Tenant/Portal Creation
 2. Domain verification
 3. User creation in O365 Porta
 4. Configuring Portal (assigning Licenses etc.)
 5. Basic Admin Portal Training
 6. Offline Installation Demo of O365
- b. The bidder/OEM should provide Training Workshop O365 technology Online / On premises and premises specified are NIFT Head Office & NIFT Bengaluru, Batch size for the premises will be maximum 30-35 participants **(As decided by IT Department)**
- c. The bidder should provide 24 hours online Support during hand holding phase (Implementation Training).

3. Ongoing Assisted Support:-

- a. The Service Provider should provide helpdesk support users during 9 hrs x 5 days (Monday to Friday)
- b. As and when required, need based help-desk support may be required on Saturday / holidays with no additional cost.

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- c. The Help Desk should be accessible to users as online support, Email and Telephonic Support.
Raising the tickets with Micro Soft in helpdesk support.
- d. Service Provider shall have Back to back support arrangement with the Microsoft and it would be the responsibility of the Service Provider to co-ordinate with Microsoft for early resolution of issues.
- e. Any trouble shooting/problem in operation of software if requires on site supervision same should be made available free of cost across NIFT Campuses. **L1 bidder may furnish the same on site/ online.**
- (b) The interested vendors should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the <https://nifttenders.eproc.in> from **28th May, 2019 (Tuesday) to 19th June, 2019 (Wednesday) upto 10.30 A.M.** Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e <https://nifttenders.eproc.in> / <http://www.nift.ac.in>.
- © Applications to this tender will be accepted only through the online mode through <https://nifttenders.eproc.in>. No other mode of application will be considered & application will not be accepted.
- (d) For applying online, the firm should get itself registered at <https://nifttenders.eproc.in> by paying online.
- Please note that
- The bidder needs to mention his Company Name, Address, User ID to register.
 - **Annual Registration Charges of Rs. 2000/- + /- (18% GST) = 2,360/- (Two Thousand Three Hundred and Sixty Only - non-refundable).**
 - **Bid Processing Fee charges of Rs. 2960- + 532.80/- (18% GST) = 3,492.80 rounded off Rs. 3,493 /- (Three Thousand Four Hundred Ninety Three Only - non-refundable)**

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- (c) The basic requirements for registration and applying for tender online are as under:
- Operating System should be atleast windows 7.
 - Java version : Java 8 update 25.
 - Use Internet Explorer atleast 8 and above
 - All java add-ons must be enable in the system.
 - Always use Class III B Digital Signature Certificates (DSC) having Signing and Encryption both.
- (f). The bidder should ensure that it complies with the above requirements before applying for tender upto **19th June, 2019 upto 10.30 A.M.**
- (g) EMD cost of **Rs. 1,11,000/-** (as per annexure – I) in form of Demand Draft / FD receipt from a Commercial Bank / Bank Guarantee (in the prescribed format copy enclosed at Annexure – IV) receipt from a Commercial Bank in favouring of NIFT, payable at New Delhi shall be submitted in sealed envelope super scribing **“Supply of Ms Office 365 Edu Cloud Version Software (Subscription Mode) 1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office”** and addressed to Purchase Officer, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, 2nd Floor, B Block, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi – 110016. The bidder also submitted the EMD through online in NIFT account as per bank details given below :-

Name of Beneficiary	: National Institute of Fashion Technology
Bank	: Union Bank of India, Yusuf Sarai Branch, New Delhi 110016
IFSC/RTGS Code	: UBIN0534064
Saving Bank A/c no.	: 340602050000022

The Technical Bids of the tender will be opened on the same day i.e **19th June, 2019 (Wednesday)** at **11.00 A.M.** in the presence of such vendors who may wish to be present, either by themselves or through their authorized representatives.

- (h) On line submission of technical bid contain in prescribed Performa as per **Annexure - I** along with scanned copies of demand draft / FD receipt from a Commercial Bank/Bank Guarantee (Format enclosed at Annexure – IV) receipt from a Commercial Bank/Online (bank details are mentioned above) of **Rs. 1,11,000/- (Rupees One Lakh Eleven Thousand only)** favoring in **NATIONAL INSTITUTE OF FASHION TECHNOLOGY** and payable at New Delhi towards Earnest Money Deposit (refundable but non-interest bearing) with all relevant documents. On line financial bid may be submitted / filled only as per **Annexure – II**.
- (i) The online financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

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- (j) The interested bidders are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect will be summarily rejected.
- (k) Any further clarifications can be sought from the office of Purchase Officer on Telephone No. 011-26542176/011-26542071 and office of Director – IT on Telephone No. 011-26542004 NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi - 110016.

3. Selection Criteria of Bidder:

➤ Technical Bid: (As per Annexure – I)

The financial bids will be opened only of those bidders who will qualify technical bid.

➤ Financial Bid : (As per Annexure – II)

The online financial bids (As per Annexure II) of only those bidders who qualify in technical evaluation will be opened and evaluated by the Bid Evaluation Committee. The date and time of opening the financial bid will be communicated to all the technically qualified bidders separately through e-mail/phone and contract will be awarded to the L1 bidder after evaluation of the financial bids.

4. Documents Required:

Tender shall be accompanied by the relevant documents including the following (**Annexure – I**) :-

- i) The proof of Annual turnover upto **Rs. 50 Lakhs** per year for last two years i.e. 2016-2017 and 2017-2018 in the form of the Audited Financial Statement duly certified by Chartered Accountant (Submitted Scanned copy online).
- ii) A list of organizations where the supplier has currently provided / has supplied the items covered in the tender in the format (Submitted Scanned copy online)
- iii) Copy of Microsoft Authorization Form (MAF).
- iv) Copy of Authorized Educational Partner (AEP) atleast Gold Partners.
- v) Copy of Registration Certificate in support of GST Nos./TIN No. & Validity etc. (Submitted Scanned copy online).
- vi) The EMD of **Rs. 1,11,000/-** in the form of Demand Draft/FD receipt from a Commercial Bank/Bank Guarantee (Format enclosed at Annexure – IV) receipt from a Commercial Bank/Online (Bank Details are mentioned above) favoring in NIFT payable at New Delhi (Submitted Scanned copy online and hard copy also).
- vii) Those bidders exempted from to pay EMD cost to submit the certificate issued by the concerned department (Like-NSIC) (Submitted Scanned copy online).
- viii) The rates quoted should be inclusive of all taxes and on the basis of free delivery to the all 16 NIFT Campuses (Submitted Scanned copy online).
- ix) The bidder shall have to declare that he has not been debarred from participation in tender anywhere in NIFT HO & its campuses (Submitted Scanned copy online).
- x) Performance Requirements: Solution should provide an uptime of 99.9% (**Bidder can take assurance from OEM and submit the Proof**).

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5. Terms & Conditions:

1. The Technically qualified bidders will be intimated through phone/e-mail.
2. The rates must be valid for **6 months** from the date of the tender.
3. The tenderers must enclose adequate documents to prove their authorization claims and if not NIFT reserve the right to accept or reject tenders of those agencies. The decision of the NIFT will be final and shall be binding on tenderers.
4. Input services Distributors (ISD) clause available in GST can be used so centralized billing in the name of National Institute of Fashion Technology (NIFT) Head Office can be made by L1 bidder. However, the same is not applicable for those bidders are not registered in India in GST (NIFT GSTIN. - 07AAATN2067J3ZG).
5. Tenderers will have to supply software products as per specifications.
6. Tenderers will quoted the rate for MS Office latest version (as specified) which will be on subscription mode valid for three years on annual basis and regular upgrade will be there. Payment will be released after renewal of the subscription period.
7. In the absence of required EMD, bid shall be deemed to be invalid & will be rejected by NIFT. Those bidders who are exempted from submission of EMD, they have to submit scanned copy of requisite certificate issued by the concerned authority like "NSIC". No interest shall accrue to this deposit which will be returned after completion of the work and after adjusting dues, if any.
8. The software will be supply as per the specifications within **15 days** after receipt of our supply order.
9. Bidder at the time of final order will have to furnish security deposit @ **6%** of supply order value (refundable) in form of DD/FD receipt from a Commercial Bank/Bank Guarantee (Format enclosed at Annexure – V) receipt from a Commercial Bank/online (Bank details are mentioned above) in favour of NIFT at payable New Delhi.
10. The amount of Security Deposit (refundable) without any interest thereon will be returned to the bidder after successful completion of the entire contract. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
11. The date of DD/FD/BG will be after the publication of this tender.
12. The bids should be valid in the case of all the tenders for atleast **six months** from the date of opening of the tender. In case of the successful bidder, rates quoted shall be valid for the entire period till the supplies are completed.
13. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid.
14. NIFT will in no way be responsible for any default with regard to any statutory obligation and the supplier will indemnify NIFT in case of any damage or liability, which may arise on account of action of the supplier.

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(Full Signature with Stamp of the Tenderer)

15. Conditional Bids/Vague offers like "Duties as applicable" shall not be considered.
16. Free Delivery to all NIFT campuses is required to be completed within **15 days** from the date of issue of supply order and delivery should strictly be in accordance with the terms & conditions of the tender.
17. The 90% payment will be made after delivery of said software in good condition and after receipt of the Satisfactory Installation Report duly signed by Director – IT. Later on balance 10% payment will be made after successful completion of online training.
18. A Penalty of Rs. 500/- per day subject to maximum of 10% of the bill on account of delayed supply of said software will be charged.
19. It is the responsibility of the bidder to read all terms & conditions of this tender carefully before filling the tender.
20. Conciliation/Arbitration
- If any dispute (S) or difference (S) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by DG – NIFT.
 - In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by the sole Arbitrator to be appointed by DG – NIFT.
 - The Arbitration proceedings shall be in accordance with the preventing Arbitration & Conciliation Act, 1996 & Laws of India as amended or enacted from time to time.
 - The venue of the Arbitration shall be New Delhi.
 - The Arbitrator will give the speaking & reasoned award.
21. **Applicable Law & Jurisdiction:**
All matters connected with this shall be governed by the Indian Law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction of Indian Court at Delhi.
22. NIFT reserves the right to annul the bidding process at any time period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of NIFT action.

Yours faithfully

(Vikram Verma)
Asstt. Director/Purchase Officer
Head Office
Ph: 011-26542071

Encl. As above.

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(Full Signature with Stamp of the Tenderer)

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**Technical Bid for Procurement of MS Office 365 Edu. Cloud Version Software
(Subscription Mode)1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT
Campuses & Head Office**

1. Name of the Company/Firm :
2. Name of Authorized Person
(Who signs on the tender document) :
3. Office Address :
4. Phone No. :
5. e-mail address :
6. Mobile No. :
7. Fax No. :

Eligibility Criteria for Selection:-

S No.	Document to be submitted	Proof Required
1.	The proof of Annual turnover upto Rs. 50 Lakhs per year for last two years i.e. 2016-2017 and 2017-2018 in the form of the Audited Financial Statement duly certified by Chartered Accountant	(Submitted Scanned copy online)
2.	A list of organizations where the supplier has currently provided / has supplied the items covered in the tender document.	(Submitted Scanned copy online)
3.	Copy of Microsoft Authorized Form (MAF)	(Submitted Scanned copy online)
4.	Copy of Authorized Education Partner (AEP) atleast Gold Partners.	(Submitted Scanned copy online)
5.	Copy of Registration Certificate in support of GST No./TIN No.& Validity etc.	(Submitted Scanned copy online)
6.	The EMD of Rs.1,11,000/- in the form of Demand Draft/FD receipt from a Commercial Bank/Bank Guarantee (Format enclosed at Annexure – IV) receipt from a Commercial Bank/online (Bank details are mentioned above) in favoring of NIFT, payable at New Delhi.	(Submitted Scanned copy online & hard copy also)
7.	Those bidders exempted from to pay EMD cost to submit the certificate issued by the concerned department Like – "NSIC".	(Submitted Scanned copy online)
8.	The rates quoted should be inclusive of all taxes and on the basis of free delivery to the all 16 NIFT Campuses.	(Submitted Scanned copy online)
9.	The bidder shall have to declare that he has not been debarred from participation in tender anywhere in NIFT HO & its campuses.	(Submitted Scanned copy online)
10.	Performance Requirements: Solution should provide an uptime of 99.9% (Bidder can take assurance from OEM and submit the Proof).	(Submitted Scanned copy online)

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

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**Financial Bid for Procurement of MS Office 365 Edu. Cloud Version Software
(Subscription Mode) 1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT
Campuses & Head Office**

(NIFT GSTIN. - 07AAATN2067J3ZG)

Subscription to Microsoft office 365 Solution contract duration is 3 years

S No.	Name of the item	Qty	Unit Price in Rs.	GST in %	Total Price in RS.
1.	Ms Office 365 Edu Cloud Version Software (Subscription Mode) as follows:- a. WINEDUE3 ALNG UpgradSAPk OLV E 1Y AcdmcEnt (Part No. KW5 - 00359) - 1 year OS Upgrade. b. O365ProPlusOpenFaculty ShrdSvr ALNG SubsVL OLV E 1Mth Acdmc AP (Part No: S3Y - 00001) - Office 365 Pro Plus for faculty. c. IntuneOpenFeltyShrdSvr ALNG SubsVL OLV E 1Mth Acdmc AP (Part No.: FYS-00001) - Intune. d. O365ProPlusOpenStudents ShrdSvr ALNG SubsVL OLV NL 1 YR AcdmcStdnt w/Faculty (Around 15,000 Students) (Part No. S2Y - 00002)	1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office (Distribution as per Annexure - III)			
	Total Amount in words, in Rs.				

The rate for MS Office latest version (as specified) which will be on subscription basis valid for three years on annual basis and regular upgrade will be there. Payment will be released after renewal of the subscription period.

- Subscription to the following MS-Office365 Edu Cloud Version Software (Subscription mode).
- Latest Antivirus Protection to protect PC by scanning for malware, virus and security threats
- Windows updates to help PC safe and protect it from threats
- File storage and sharing with 1TB/user is assigned via one Drive.
- 50 GB mailbox on Exchange is available per user.
- The price of Edu cloud agreement is for yearly subscription model and the agreement for 3 years. Price protection for 03 years agreement.
- Any other service/ features added to these plans by Microsoft during the contract period shall be delivered unconditionally and free of cost to NIFT
- Performance Requirements: Solution should provide an uptime of 99.9% (Bidder can take assurance from OEM and submit the Proof).

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(Full Signature & Stamp of the Tenderer)

- i. MIS Report generation Requirements: The solution should be capable of generating standard MIS and customised reports for Administrators. Solution should also provide customizable dashboard for Administrators so as to view the real-time status of users, tickets, service health, utilisation and usage.

On boarding and User Training:-

- a. The bidder should provide on boarding Training in all NIFT Campus & Head Office. (Deployment and Configuration of all Online components under subscribed plans)
1. Tenant/Portal Creation
 2. Domain verification
 3. User creation in O365 Porta
 4. Configuring Portal (assigning Licenses etc.)
 5. Basic Admin Portal Training
 6. Offline Installation Demo of O365
- b. The bidder/OEM should provide Training Workshop O365 technology Online / On premises in all NIFT Campus & Head Office & NIFT Bengaluru, **Batch size for the premises will be maximum 30-35 participants (As decided by IT Department)**
- c. The bidder should provide **24 hours online Support during hand holding phase (Implementation Training).**

Ongoing Assisted Support:-

- a. The Service Provider should provide helpdesk support users during 9 hrs x 5 days (Monday to Friday)
- b. As and when required, need based help-desk support may be required on Saturday / holidays with no additional cost.
- c. The Help Desk should be accessible to users as online support, Email and Telephonic Support. **Raising the tickets with Micro Soft in helpdesk support.**
- d. Service Provider shall have Back to back support arrangement with the Microsoft and it would be the responsibility of the Service Provider to co-ordinate with Microsoft for early resolution of issues.
- e. Any trouble shooting/problem in operation of software if requires on site supervision same should be made available free of cost across NIFT Campuses. **L1 bidder may furnish the same on site/online.**

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

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(Full Signature & Stamp of the Tenderer)

Annexure – III (NIFT Campus addresses where software will be distributed)

SNo.	Name of the Campus & Address	Qty
1.	BENGALURU NIFT Campus, No. 21st, 16th Cross Street, 27th Main Road, Sector I, HSR Layout, Bengaluru - 560 102, Karnataka T: (080) 22552550 to 55, F: (080) 22552566	58 Licenses
2.	GANDHINAGAR NIFT Campus, GH – O Road, Behind Info City, Near DAIICT, Gandhinagar-382007, Gujarat Tel: (079) 23265000, 23240832, 23240834, Fax: (079) 23240772.	58 Licenses
3.	BHOPAL NIFT Campus, MP Bhoj (Open) University Campus, Kolar Road, Bhopal- 462016, Madhya Pradesh Tel: (0755) 2493636/736, Fax: (0755) 2493635	58 Licenses
4.	HYDERABAD NIFT Campus, Opposite Hi-tech City, Cyberabad Post, Madhapur, Hyderabad-500 081 Andhra Pradesh Tel: (040) 23110841/42/43, 23110630. Fax: (040) 23114536	58 Licenses
5.	BHUBNESHWAR NIFT Campus, IDCO Plot No-24, opp. Kiiit School of Mgmt, Chandaka Industrial Estate, Bhubaneswar - 751024, Odisha Tel: (0674) 2305700, 2305701, Fax: (0674) 2305710	58 Licenses
6.	JODHPUR NIFT Campus, Karwar, Jodhpur -342 037, Rajasthan, Tel: (0291)- 2659558, 2659556, Fax: (0291) 2659556	58 Licenses
7.	CHENNAI NIFT Campus, Rajiv Gandhi Saiaai, Taramani, Chennai. -600113, Tamil Nadu, Tel: (044) 22542759, Fax: (044) 22542769	58 Licenses
8.	KANGRA NIFT Campus, Chheh, Kangra-176001, Himachal Pradesh, Tel: (01892) 263872, Fax: (01892) 260871	58 Licenses
9.	KANNUR NIFT Campus, Dharmasala, Mangattuparamba, Kannur - 670 562, Kerala Tel: (0497) 2784785	58 Licenses
10.	PATNA NIFT Campus, Mithapur Farms, Patna-800001, Bihar, Tel: (0612) 2340032/64/54, Fax: (0612) 2360078, 2366835	58 Licenses
11.	KOLKATA NIFT Campus, Plot No. 3B, Block-LA, SEC-III, SALT LAKE CITY, Kolkata-700098, West Bengal, Tel: (033) 23358351, 23358872, 23357332 Fax: (033) 23358351, 23355734	58 Licenses
12.	RAEBARELI NIFT Campus, Doorbhash Nagar, Sector - II, Raebareli - 229 010, Uttar Pradesh, Tel: (0535) 2702422/31, Fax: (0535) 2702423/24/29	58 Licenses
13.	MUMBAI NIFT Campus, Plot no 15, Sector 4, Kharghar, Navi Mumbai- 410210, Maharashtra, Tel: (022) 27745549, 27747000, 27747100, Fax : (022) 27745386	58 Licenses
14.	SHILLONG NIFT Campus, Old NEIGRIHMS Campus, C Block, Pasteur Hills, Lawmali, Polo, Shillong - 793 001, Meghalaya Tel: (0364) 2590240, 2591492, Fax: (0364) 2590676	58 Licenses
15.	NEW DELHI NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016 Tel: (011) 26867704, 26542148/49/59, Fax: (011) 26542151	58 Licenses
16.	SRINAGAR NIFT Campus, SIDCO, Electronic Complex, Rangereth, Srinagar-191132, Jammu & Kashmir, Tel:0914 2300994/95	58 Licenses
17.	NIFT Head Office NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016 Tel: (011) 26867704, 26542148/49/59	72 Licenses
	Total Qty	1000 Lic.FTE Cloud Campuses

I accept the above terms & conditions
(Full Signature & Stamp of the Tenderer)

BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas,.....
.....

(hereinafter called the "tenderer")

has submitted their offer datedfor Procurement of MS Office 365 Edu. Cloud Version Software (Subscription Mode)1000 Nos. FTE Cloud Campuses Enterprise Wide in all 16 NIFT Campuses & Head Office

(hereinafter called the "tender")

against the purchaser's tender enquiry No. 1351 (01)/NIFT/Pur-HO/MS Office S/w /2017/2019 KNOW ALL MEN by these presents that WEof..... having our registered office at are bound unto National Institute of Fashion Technology (hereinafter called the "Purchaser") in the sum of -----for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 2019

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity : -
 - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept / execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

.....
(Signature of the authorized officer of the Bank)

.....
.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

I accept the above terms & conditions

(Full Signature & Stamp of the Tenderer)

PROFORMA FOR PERFORMANCE BANK GUARANTEE

Annexure - V

1. In consideration of National Institute of Fashion Technology, having its Head Office at NIFT Campus, Near Gulmohar Park, Hauz Khas, New Delhi-110 016 (hereinafter referred to as NIFT which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to _____ with its Registered/Head

Office at _____ (hereinafter referred to as the 'Contractor' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a contract by issue of NIFT's Letter of Intent No. _____ dated _____ and the same having been unequivocally accepted by the Contractor resulting in a 'Contract' bearing No. _____ dated _____ valid at Rs. _____ (Rupees _____ only)

for _____ and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to Rs. _____ (Rupees value of the Contract to NIFT, we _____ having its Head Office at _____ shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay NIFT, on demand any and all money payable by the Contractor to the extent of Rs. _____ (Rupees _____ only) as aforesaid at any time upto without any demur reservation contest, recourse for protest Bank shall be conclusive and binding notwithstanding any difference between NIFT and Contractor or any dispute pending before any Court, Tribunal or any other authority.

2. We, the _____ Bank undertake not to revoke with guarantee during its currency without previous consent of NIFT and further agree that the guarantee herein contained shall continue to be enforceable till NIFT discharges this guarantee or _____ which is earlier.

3. NIFT shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance of the Contract by the Contractor. NIFT shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between NIFT and the Contractor or any other course of remedy or security available to NIFT. The Bank shall not be released of its obligations under this guarantee by any exercise by NIFT of its liberty with reference

to the matters aforesaid or any of them or by reason of any other acts of omission or commission on the part of NIFT or any other indulgence shown by NIFT or by any other matters or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.

4. The Bank also agrees that NIFT and its option shall be entitled to enforce this guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that NIFT may have in relation to the Contractor's liabilities.

5. This guarantee shall not be affected by any changes in the constitution of Contractor nor shall it be affected by any charges in the constitution of NIFT or by any amalgamation or absorption thereof or therewith but will ensure for and be available to and enforceable by absorbing or amalgamated company or concern.

Notwithstanding anything contained hereinabove, our liability under this guarantee is restricted to Rs. _____ (Rupees _____ only) subject to the clause as stated immediately hereafter. This guarantee shall remain in force till _____

This guarantee shall continue and hold good until it is released by NIFT on the application of the Contractor after expiry of the relative guarantee period of the said Contract and after the Contractor has discharged all their obligations under the said Contract and produced a certificate from NIFT's representative certifying the due completion of the works under the said contract and submitted 'No-demand certificate' provided always that unless extended this guarantee shall remain in force till _____ Should it be necessary to extend this guarantee beyond the said date on account of extension being granted by NIFT to the Contractor in respect of completion of works under the said contract or otherwise, we undertake to extend forthwith the period of the guarantee on NIFT's request till such time as may be required by NIFT.

8. We, _____ Bank shall be discharged of our liability under this guarantee unless a claim is made by NIFT within 3(three) months from the date of expiry of this Bank guarantee.