



योजना एवं वास्तुकला विद्यालय, भोपाल

(राष्ट्रीय महत्व का संस्थान, मानव संसाधन विकास मंत्रालय, भारत सरकार)

School of Planning and Architecture, Bhopal

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

Dt. 18.06.2020

Last date for submitting offers: **24th June, 2020; 03:00 PM**

Sub.: Quotation for Supply and installation of Adobe Creative Cloud All apps (Education) Software.

Sir/Madam,

In reference to the above cited subject, please quote your best rates for Adobe Creative Cloud All apps (Education) supply and installation at institute located at Bhopal. Our institution is an institution of National Importance, Ministry of HRD, Govt. of India. The purpose of Adobe software is only for academic education purpose of SPA, Bhopal. The details for procurement of Adobe software are as follows:-

Specifications	Qty.	Unit Price with GST ₹	Total (with all taxes) ₹	Remarks (if any)
Adobe Creative Cloud All apps (Education) (For period of Two Years)	03 (Three)			
Total ₹				
Grand Total ₹				

- **Documents Required for Offers:** The following certificates/documents from your side should be with your quotation:

1. Proprietary Certificate/ OEM Certificate from Adobe.
2. Certified copy of PAN/GSTN
3. Certificate from your company (Adobe) stating that it has not sold this software to any other academic organisation below the price offered to SPA, Bhopal.

- **Date and Time for submitting of Quotation (Offers) :**

Wednesday, 24th June, 2020; 03:00 PM through E-mail only.

(E-mail: storespurchase@spabhopal.ac.in)

- **Terms and Conditions of the Purchase Order:**

1. Cost of the item is all inclusive of the taxes, installation & transport charges (as mentioned in your quotation).
2. All items shall be provided during normal working hours of 9.30 hrs. to 17:30 hrs. within 10 working days from issuance of this order.

- **Payment Terms:**

1. On receipt of Tax Invoice, payment will be made within 15 days of receipt of invoice or delivery of items in satisfactory condition, whichever is later.
2. All payments will be made through NEFT/RTGS for which bank details will be mentioned in Tax Invoice.

- **Order Cancellation :**

The Institute reserves the right to cancel the purchase order in the event of one or more of the following circumstances:

- Breach by the firm of any of the terms and conditions in the proposal;
- Any action by the service provide which is in breach of law or accepted practices in commercial transactions;
- If the vendor goes into liquidation voluntarily or otherwise.

Kindly acknowledge the receipt of the mail.

Yours faithfully,
Sd/-

For Stores & Purchase Section

E-mail: storespurchase@spabhopal.ac.in

Phone: 0755-2526829 (Mon-Fri; 09:00 am to 05:30 pm)

Please Note:

- Institute reserves the right to accept or reject any/all Rate Enquiry without assigning any reason, thereof.
- Institute reserves the right to cancel the Rate Enquiry Process at any stage, before awarding the contract.