



SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL

Limited Tender Enquiry for

Renewal of Adobe Creative Cloud All apps (Education) Software

No. : SPAB/S&P/2022/01; Dt. 04.02.2022

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

NOTICE

Date: 04.02.2022

To

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

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

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 Education, Govt. of India. The purpose of Adobe software is only for academic education purpose for the students of SPA, Bhopal. The details for procurement of software mentioned in the Scope of Work.

Yours sincerely,

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

GENERAL DETAILS

• Tender Document for	Renewal of Adobe Creative Cloud All apps (Education) Software
• Tender Reference No.	SPAB/S&P/2022/01; dt. 04.02.2022
• Tender Document Cost	Nil
• EMD Amount	Nil
• Last date & time for Receipt of Tender	Monday, 14 th February, 2022; 03:00 pm
• Opening of Tender Date and Time	Monday, 14 th February, 2022; 04:00 pm
• To whom the tender documents can be submitted	<p>The Registrar, School of Planning and Architecture, Neelbad Road, Bhauri, Bhopal – 462 030 (M.P.) by <u>only through Speed Post, Courier* or By-hand</u></p> <p>OR</p> <p>should be put in a Tender Box kept in at Maintenance Cell, Main Gate, SPA Campus, Bhauri, Bhopal</p> <p>Be submitted in a sealed cover superscripting <u>“Limited Tender Enquiry for Renewal of Adobe Creative Cloud All Apps (Education) Software”</u></p> <p><i>* It is responsibility of firm to choose courier agency who will able to supply the same at Institute destination (SPA, Bhopal-462030, Bhauri, Bhopal, MP)</i></p>
• Address for Communication	<p>The Registrar, School of Planning and Architecture, Neelbad Road, Bhauri, Bhopal – 462 030 (M.P.)</p> <p>Phone (EPBX) : 0755-2526800; Ext.829</p> <p>Phone (Direct): 0755-2526829</p> <p>E-mail: storespurchase@spabhupal.ac.in</p> <p><i>[Institute not responsible by any means for delay of receiving of tender through Speed Post/Courier or By hand]</i></p>

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	
	A. Mobile No.	
	B. Mobile	
3.	Office Telephone Nos.	
4.	Head Office Address	
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 enclosed with Seal and Signature

Date:

Place:

Note:

INSTRUCTIONS TO BIDDERS

- 1.0 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.

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

Services shall be provided during normal working hours of 9.30 hrs.to 17:30 hrs. within 10 working days from issuance of Purchase Order.

- 2.0 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.
- 3.0 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.
- 4.0 Payments: 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. 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.

SCOPE OF WORK

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. The anniversary date is 24th January 2022. The renewal of license delivery will be in form of ESD(Electronic Software Delivery).
6. Installation and One year support/Technical Support on remote (On Line) shall be provided by the firm.
7. The product and quantity required for renewal of Adobe product and Customer Name are as follows:-

Particulars	Details
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) ₹
Renewal of Adobe Creative Cloud All apps (Education) (For period of One Year)	50 (Fifty)		
Total ₹			
Grand Total ₹			
In words.....			
