

Tender Conditions



Dr. NTR UNIVERSITY OF HEALTH SCIENCES VIJAYAWADA-8.

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NAME OF WORK : Supply of Plagiarism checker software to Dr. NTR
UHS, Vijayawada for the year 2024-2025 (2nd Call)

Dr. NTR UNIVERSITY OF HEALTH SCIENCES, Vijayawada**NOTICE INVITING TENDER**

Sl.No.	Description	
1.	Department Name	Dr. NTR University of Health Sciences, Vijayawada
2.	Tender Notice No.	03A/We/TS/DM2/24
3.	Tender Subject	Supply of Plagiarism checker software to Dr. NTR UHS, Vijayawada for the year 2024-2025 (2 nd Call)
4.	Cost of Tender Document	354/-
5.	Tender Type	Open
6.	Tender Category	Software
7.	EMD Amount for provisions(INR)	Rs. 6,500/-
8.	Cost of Tender Document & EMD payable:	Demand Draft drawn in favour of the Registrar, Dr. NTR UHS, Vijayawada
9.	Last date & Time of receipt of tenders	31.12.2024 at 3.00 PM
10.	Place of Tender Opening & Tender Inviting / Opening authority	Registrar's chamber, Dr. NTR UHS, Vijayawada.
11.	Tenders valid period	90 Days from date of opening of the tenders
12.	Tender Inviting / Opening authority	Registrar, Dr. NTR UHS, Vijayawada
13.	Address/E-mail id	ntruhsengineers@gmail.com
14.	Contact Details/Telephone, Fax:	9686090707
15.	<u>Eligibility Criterion</u>	<p>The bidder should possess all requisite documents, registrations etc., The bidder should possess Certificates like</p> <ol style="list-style-type: none"> 1. The agency shall have been supplied the software to atleast 3 Medical Institution in the last 3 years 2. The agency shall have turnover of 5 Lakhs per year for the last 3 years in the similar nature of work : Submit the proof of documents 3. Data security Compliance to: 4. Help desk details: Name: Phone number: Mail ID: 5. Minimum details required for Registration by the USER: 6. Total Turnover in the Last 3 years for Shall be minimum 10 Lakhs per year – Enclose list year wise (Audited Turnover copy) 7. Agency Registration Copy

		<p>8. Agency PAN Copy (or) equivalent for Foreign Companies</p> <p>9. Agency GST Copy or equivalent for Foreign Companies</p> <p>10. Taxes to be deducted in the bills and exclusions if any. (provide documented evidence for exclusions)</p> <p>In case of non-submission of these certificates, the Registrar, Dr. NTR UHS, Vijayawada reserves the right to take any appropriate action including the cancellation of tender of the respective bidder. In this regard the decision of The Registrar, Dr. NTR UHS, Vijayawada is final and binding on the bidders without any recourse.</p>
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REGISTRAR

Scope of Work

The University of Health Sciences intends to subscribe for Plagiarism Check Software for checking the thesis submitted by the students of its affiliated colleges.

The Subscription is for **One Year (2024-2025) from the date of Agreement**

Nearly **3500** number of students will be submitting their thesis in fulfilling their Course requirements. After a student submits thesis, the University at its end, by engaging experts , Checks the document for Plagiarism checks and either approves or reverts.

The University is at liberty to use the software provided by the agency at multiple points within the University

- 1) The Software shall be a digital tool for preparing scholarly documents for review and publication.
- 2) The Software shall check the originality of any written work quickly and securely screen documents for Plagiarism using the world's largest and most comprehensive comparison database.
- 3) The Software shall compare the documents against the available online databases of Scholarly works .Content coverage from commercial/subscribed and open access journals (Related to Health Sciences), web content, Thesis & Dissertation repositories
- 4) The Software shall provide a detailed Report which shows what percentage of a document is potentially unoriginal, in PDF format, download and Printable report. The software shall generate similarity report with percentage, highlights for similarity and in original format without changing any alignment/formatting of the content.
- 5) Data security-High security and privacy capabilities. The Software shall protect the data and comply to CCPA,GDPR and HIPPA EU-US Privacy shield.
- 6) The Software shall search for content matches in languages available.
- 7) The Software shall support high editorial standards, protect intellectual property, improve work flow and promote transparency.

- 8) The Software shall search ones' work as well as the work from contributing co - authors and other students. Additional features like :Detection of hidden characters, Manipulated files and anti-cheat mechanism
- 9) The Software shall provide Simultaneous Access to multiple points within University 24/7
- 10) The Software shall provide Unlimited paper checks be permitted by each named User.
- 11) The Software shall provide the Users the ability to delete the documents at any time.
- 12) The Software shall provide Writing support inline to Publication styles, nativity neutralization.
- 13) The Software shall support all latest browsers – Firefox, Chrome, Safari, Internet Explorer. i.e., Plugins for browsers and multiple OS.
- 14) The latest version of software has to be implemented
- 15) The documents are to be stored securely within the User's account only and shall never be shared, published, reproduced, sold, distributed in any manner.
- 16) The Interface shall support file size of at-least 100 MB
- 17) The Interface shall support each document length of 400 pages
- 18) The Software shall provide interface for user creation, User management and allocation of documents to each user.
- 19) The Interface shall support English language.
- 20) The Interface shall support user's level – Admin, Instructors and students – Classroom Management.
- 21) Platform should be web based and cloud-based deployment.
- 22) The software should support at least five file types (i. e. PDF, MS Word, HTML, RTF, MS excel & power point and plain text).
- 23) The software should provide unlimited storage for institution repository.

- 24) The Interface should support uploading and processing of multiple documents.
- 25) The interface should support Exclude options for Sources, Quotes, References & Bibliography
- 26) The interface should support features like feedback, scoring and grading concept
- 27) The platform shall support Single file, Multiple files, and ZIP File uploads (Compressed files)
- 28) The platform shall support Content tracking mechanism and direct links to the original sources.
- 29) The software shall support to view or download submissions statistics by each user, all users, each institution, month wise and year wise.
- 30) Copy right over the work is University's only.
- 31) The software should be used in **at-least 3Medical Institutions in India** during the last **three** years.
- 32) The Software supply agency shall provide Customer support-Help desk in regional language - 24x7 services are to be provided.(Name:.....Phone number.....Mail ID). Within 48 hours the problems addressed must be cleared .
- 33) The agency shall submit monthly Reports of the Usage.
- 34) The agency shall provide Training to the Users online/Physical .

Other TERMS & CONDITIONS

1. The rate quoted should be inclusive of all applicable taxes, etc., Further, Dr. NTR UHS, Vijayawada cannot issue statutory forms like Form C or Form D etc. and this should be taken into account by the supplier while quoting the rates to Dr. NTR UHS, Vijayawada.
2. **“Supply of Plagiarism checker software for Dr. NTR UHS, Vijayawada”** shall be as per the specifications.
3. Negotiations will be made in case of necessity, with the lowest selected tenderer /tenderers and in this regard the decision of Registrar, Dr. NTR UHS, Vijayawada shall be final and binding on the tenderer without any recourse.
4. The tender accepting authority i.e., the Registrar reserves the right either to reject any or all tenders without assigning any reason. In this regard the decision of Registrar, Dr. NTR UHS, Vijayawada is final and binding on the tenderer without any recourse. Further, it is understood by both the parties to the tender and is specifically accepted by the tenderer when the tenderer files the tender before The Registrar, Dr. NTR UHS, Vijayawada the acceptance or rejection of the tender by The Registrar, or methodology adopted by University in short listing the companies for providing service or supply of software or etc., shall not become a cause of action or ground to initiate any legal action before any Court or Courts of Law for obtaining any order, Injection, Direction etc., from the Hon’ble court or Courts to stall the proceedings in Dr. NTR UHS, Vijayawada .
5. Registrar, Dr. NTR UHS, Vijayawada reserves the right to accept or reject any tender and to cancel the tender process and reject all tenders at any time prior to the award of contract without thereby incurring any liability to the affected tenderer or any obligations to inform the affected tenderers, the grounds of acceptance or rejection.
6. Registrar, Dr. NTR UHS, Vijayawada reserves the right to charge penalty as decided by the Registrar or withhold payment for any not satisfied supplies by the tenderer without prejudice to its other rights. In this regard, the decision of Registrar is final.
7. The prices quoted shall be fixed from the date of submission of tender to the date of completion of the contract in all respects. ANY REQUESTS FOR REVISION IN THE RATE OR RATES BY THE SUPPLIER SHALL NOT BE ENTERTAINED DURING THE RATE CONTRACT PERIOD until and unless the University permits
8. Penal clauses of the supplier whatsoever like payment of interest on delayed payment of bills etc. shall not be acceptable to University.
9. For breach of any of the tender conditions by the approved tenderer, the E.M.D. and Security Deposit are liable to be forfeited duly blacklisting the Firm. Further, Non-performance of any of the contract provisions to the satisfaction of Dr. NTR UHS, Vijayawada will disqualify the

tenderer to participate in the tenders for the next five(5) years, by disabling the digital certificate.

10. The successful tenderer shall be required to execute agreement. The Signatory should produce documentary evidence of empowering him to do so, if called upon at any time during the contract period. In case of change in the Authorized signatory it is binding on the supplier to inform the changes to the Dr. NTR UHS, Vijayawada.
11. The successful tenderer should execute an agreement on non-judicial stamp paper worth Rs.100/- agreeing to all the conditions of the contract. If the successful tenderer fails to execute the agreement within the time specified or withdraw the tender after the intimation of the acceptance of his tender by Dr. NTR UHS, Vijayawada or he is unable to undertake the contract due to any other reason, his contract will be cancelled and his E.M.D. shall be forfeited and he will also be liable for all damages sustained by the Dr. NTR UHS, Vijayawada by reason of breach such as failure to supply/delayed supply including the liabilities to pay differences between the prices accepted by him and those ultimately paid for the procurement of the commodity. Such damages shall be assessed by the Registrar, Dr. NTR UHS, Vijayawada whose decision shall be final and shall be binding on the supplier.
12. The University reserves the right to terminate / amend / modify the contract without assigning any reason or advance notice to the tenderer/Supplier. Similarly, the terms of the tender may be amended/modified by University if necessary, to ensure competitiveness and quality of procurement / service.
13. SUB-CONTRACTING: The contract supply awarded should be executed by the successful Tenderer/ bidder only and sub-contract of supply is not permitted.
14. The Supplier who apply for this tender has to furnish the declaration that they have not been black listed in any of the organizations. Any wrong declaration in this regard which comes to the notice at a later date will disqualify them from tendering in future in University and the tenders so received shall be automatically rejected.
15. No supplier shall be allowed at any time on any ground what so ever to claim revision or modification in the prices quoted by him, Conditions such as Subject to Availability Supplies will be made as and when supplies are received etc., will not be considered under any circumstances.
16. In the event of any dispute arising out of the tenders, such dispute would be subject to the jurisdiction of the High Court of Andhra Pradesh only.

ADDITIONAL CONDITIONS

1. The software should be supplied within stipulated time, as per Agreement
2. The University will advise the successful tenderer to remit a further amount so that the amount along with E.M.D. will make up 2.5% of the value of the contract. The amount equivalent to 2.5% of the value of the contract shall be termed as Security Deposit and will be retained by the University as security deposit until successful completion of work and the Security Deposit will be released after completion of agreement period.
3. Security and insurance i.e., from loss / damage / theft or rain etc., shall be at the risk of the agency
4. Prices quoted should be inclusive of all taxes, and transportation etc.,
5. Rate contract may be entered with more than one bidder at the lowest rate for the given specifications to meet the demand of work.
6. Penalty: In case of default by successful bidder, the Registrar, Dr. NTR UHS, Vijayawada his option has right to impose the penalties that may be deemed fit to recover from the bidder and amount equivalent to that incurred without prejudice to his other rights including the right to cancel the order without pre-notice, forfeit the security deposit or recover for damages for breach of contract.
7. This University will release payment on satisfactory certification from concern of Dr. NTR UHS, Vijayawada after completion of work.
8. The technical specifications and configuration must be in accordance to the specifications.
9. The University reserves the right to reject any or all the tenders without assigning any reasons thereof. The University reserves the right to increase or decrease the quantity as well as to withdraw any of the items of the tender.
10. The contractor shall arrange to replace the defective supplies at his own cost to the complete satisfaction of the University within a month from the date of receipt of intimation from the University setting forth the list of the defects. The penalty for default is enumerated in clauses infra: -
 - a) The supplies shall be made strictly within the delivery period stipulated in the Agreement and as per specification. The Agreement stands automatically cancelled on the expiry of the delivery period-stipulated entailing levy of penalties mentioned in clauses further below unless the date of delivery is extended by the University.

b) PENALTIES: If the contractor fails to deliver the goods or any consignment thereof within the period prescribed or fail to rectify or replace defective supplies within a reasonable time after receipt of intimation the University shall be entitled at his / her option to act as under.

i) To recover from the contractor as agreed replacement for the liquidated damage and not by way of penalty a sum of 2% of the price of any stores which the contractor has failed to deliver as aforesaid for each month or part of a month during which the delivery of such stores may be in arrears subject to a maximum of 5% of total cost of tender. (or)

ii) To purchase elsewhere, without notice to the Contractor on contractor's account and at contractors risk, the stores not delivered or delivered defectively as per the assessment of the University.

iii) The University reserves the right to cancel the contract or portion thereof and if so, decide to purchase the stores at the risk and cost of the Contractor.

(or)

To forfeit the security deposit in part or full at the discretion of the University.

11. In the event of action being taken under (i) & (ii) above the tenderer shall be liable for any loss, which the University may sustain on that account by the tenderer, the tenderer shall not be entitled to any gain or repurchasing made against default.
12. Notwithstanding anything contained in terms of offer by suppliers no suit in record to any matter whatsoever, arising out of contract entered in to by the University shall be instituted in any court of competent authority under the jurisdiction of the High Court of the Judicature Andhra Pradesh.
13. The University referred to in the context shall be represented by the Registrar of the Dr. NTR University of Health Sciences, AP., Vijayawada placing the supply order for, or on behalf of the Dr. NTR University of Health Sciences or an officer authorized by the University.
14. **Deductions:** Income Tax and other taxes would be deducted from the bill as per the Government norms.

15. Successful tenderer who will be herein after called the vendor shall give in writing his unconditional acceptance to the supply order and commence the supply. The completion period shall be reckoned from the date of receipt of supply order by the vendor.
16. The period of completion destination including commencement date and completion should be specified. The supply should commence immediately after intimation and be completed within **15 Days (Fifteen) days.**
17. Payment of the bill would be within 3 weeks after successful completion of work and certification from the concerned.
18. The decision of Registrar is final and binding on the part of Contractor in this regard.
19. The tenderer is sole responsible for the quality of supplies as per specification.
20. **The successful bidder shall able to give demo to the satisfaction of Expert Committee at any time on intimation by University to issue Work Order.**
21. **The agreement period is two years and same will extended for a period of another one year based the performance of the agency.**
22. **Agreement will be terminated at any time during agreement period as the performance of the agency is not satisfactory. The decision of Registrar, Dr. NTR UHS, Vijayawada is final.**
23. **The tender which includes Technical Bid and Financial Bid should be submitted in a sealed cover addressed to The Registrar, NTR University of Health Sciences, Vijayawada with the tender notice number, name of work super scribed on the cover.**
24. Two separate covers containing TECHNICAL bid and FINANCIAL bid shall be submitted. The same shall be super scribed on the covers. The price bid will be opened only when technical bid is qualified i.e., in accordance with tender conditions.
25. Technical bids will be evaluated first. The financial bids of the successful technical bidders only will be evaluated for finalizing the bidders.

TECHINICAL BID (Cover 1):

Technical bid should contain photocopies of documents as follows :

Sl. No	Conditions Stipulated in the tender document	To be Furnished by the tenderer	Remarks.
1.	a) Demand Draft for Rs. 354/- towards Schedule Cost (Non-refundable) b) Demand Draft for Rs. 6,500/- towards EMD (Refundable)		
2.	The agency shall have been supplied the software to atleast 3 Medical Institution in the last 3 years		
3.	The agency shall have turnover of 5 Lakhs per year for the last 3 years (in the similar nature of work : Submit the proof of documents		
4.	Data security Compliance to: Help desk details: Name: Phone number: Mail ID:		
5.	Minimum details required for Registration by the USER		
6.	Total Turnover in the Last 3 years. Shall be minimum 10 Lakhs per year – Enclose list year wise (Audited Turnover copy)		
7.	Agency Registration Copy		
8.	Agency PAN Copy (or) equivalent for Foreign Companies		
9.	Agency GST Copy or equivalent for Foreign Companies		
10.	Taxes to be deducted in the bills and exclusions if any. (provide documented evidence for exclusions)		

FINANCIAL BID (Cover 2) : The Tenderer should read the Schedule-A carefully and quote their lowest rate in the prescribed price bid form attached to the Tender.

FINANCIAL BID

Dr. NTR UNIVERSITY OF HEALTH SCIENCES, VIJAYAWADA

Name of Work : Supply of Plagiarism checker software to Dr. NTR UHS, Vijayawada for the year
2024-2025

SCHEDULE - A

S.No.	Description of Item	Quantity	Rate	Amount
1.	Supply of Plagiarism checker software to Dr. NTR UHS, Vijayawada for one year including all applicable taxes	1 No.		

REGISTRAR

Digitally Signed by Dr.
Vemireddy Radhika Reddy
Date: 19-12-2024 12:33:16
Reason: Approved