



**CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING
ORGANISATION**

(An Autonomous body of Govt. of India, M/o HUA)
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File No. F-131/2

Date: 19/10/2022

TENDER NOTICE

**Tender for AMC for the Maintenance of the CGEWHO Tally Accountancy Software
“Tally Prime Gold (Multiuser)”**

GEWHO, an Autonomous Organisation of Govt. of India invites sealed tenders/quotations from Authorised vendor for AMC for the Maintenance of the CGEWHO Tally Accountancy Software “Tally Prime Gold (Multiuser)” agencies for a period of two years, which is further extendable on annual basis on same rates and terms and conditions subject to satisfactory performance. Last date for receipt of quotations is **15.11.2022** upto 1600 hrs at the address mention above. Tender may be studied and downloaded from the website www.cgewho.in (or) <https://eprocure.gov.in>.

Schedule of Bidding:

Tender No.	File No. F-131/2
Tender form available at the CGEWHO Website and Central Public procurement portal	https://cgewho.in/ https://eprocure.gov.in
Last date for submission of bids	15/11/2022 till 16:00 Hrs.
Opening of technical bids	15/11/2022

CENTRAL GOVERNMENT EMPLOYEES WELFARE HOUSING ORGANISATION

Tender for AMC for the Maintenance of the CGEWHO Tally Accountancy Software “Tally Prime Gold (Multiuser)”

Central Government Employees Welfare Housing Organisation (CGEWHO), an Autonomous Organisation, under Ministry of Housing & Urban Affairs, Govt. of India invites sealed tender for AMC for the Maintenance of the CGEWHO Tally Accountancy Software Tally Prime Gold (Multiuser).

2. Interested Agency/Agencies can download Tender document containing detailed information and terms & conditions from CGEWHO's website www.cgewho.in (or) <https://eprocure.gov.in>.
3. **Scope of work:** AMC covers the following: Accounting Support, GST related Support, Installation/Re-installation, creation/deletion/modification of users, setting up of securities, Configuring custom modules, Onsite/Remote Support, Backup or Restoration of data, Recovery of data etc.
4. Minimum pre-qualification criteria for AMC agency:
 - a. AMC Agency should be an Authorised partner of Tally and Service Partner.
 - b. AMC Agency should have a team of Tally Software specialist to maintain entire Tally Accountancy Software.
5. The Agency may submit their bids alongwith supporting documents towards para 3 above as per enclosed annexure within prescribed time.

The schedule of receipt of Quotations is as under :-

Last Date and Time for receipt of : **15.11.2022** (1600 hrs)
Bids/ Quotations

5. Quotations received after the stipulated date & time and incomplete quotations, will be summarily rejected.
6. The detailed requisite forms and information (of machines to be covered in AMC and terms & conditions) of tender is mentioned in Annexure I.
7. **PAYMENT:** Payment shall be released on submission of original GST invoice.

PROFORMA OF FINANCIAL BID FOR THE MAINTENANCE OF THE CGEWHO TALLY ACCOUNTANCY SOFTWARE “TALLY PRIME GOLD (MULTIUSER)”

Particulars				
1. AMC Agency should be an Authorised partner of Tally and Service Partner.				
2. AMC Agency should have a team of Tally Software specialist to maintain entire Tally Accountancy Software.				
Rate is quoted as under: -				
S.no	Particulars	User	Charges for one-year AMC	
1	AMC for the Maintenance of the CGEWHO Tally Accountancy Software Tally Prime Gold (Multiuser)	10	Total	
			GST Taxes	
			Grand Total	
Note: Actual users may vary as per the requirement during the year,				

Signature and seal of the
Authorised Person/Proprietor of the agency

Encl: Terms & condition(s) duly signed

Date:
Place:

GENERAL TERMS & CONDITIONS

1. The offer of the intending agency must be valid for acceptance for a period of four months from last date of submission.
2. The agency has to ensure that the processing and implementation works are carried out without any disruption in the day-to-day working of the organization.
3. The period of the contract shall be as per financial bid.
4. That after successful implementation, the Agency may provide zero defect service.
5. The agency which do not fulfill the minimum qualify criteria shall NOT be considered and will be rejected.
6. That the agency has to quote the rate as per Performa given in ANNEXURE(S).
7. Offer of the agency shall be all inclusive cost and necessary taxes. The GSTIN of the agency may be indicated separately. All the bills raised by the agency must bear the GSTIN of CGEWHO. TDS as applicable shall be deducted from the bills to be raised by the agency.
8. If the agency fails to provide satisfactory performance, the CEO, CGEWHO shall be at liberty to terminate the contract forthwith.
9. The tendering agency will comply with all data security, back up and confidentiality regulations of CGEWHO. Any breach of this condition will render the entire contract as null and void apart from compensation to CGEWHO for damages (if any), apart from fine/penalty/recovery as imposed by the CGEWHO.
10. The CGEWHO reserves the right to accept or reject any Tender / Quotation in full or in part in case of incomplete quotations and also without assigning any reason thereof. In case of any dispute, decision of the CEO, CGEWHO will be final and binding on both the parties.
11. **Provide us escalation matrix with their name, designation and contact. Please appoint a dedicated account manager to look after CGEWHO Services.**
12. There should be no cutting/overwriting in the Financial Bid/ Quotations.
13. Payment shall be released to the successful bidder after submission of original GST invoice.

We hereby confirm that the above terms & conditions are acceptable to us.

SIGNATURE OF THE TENDERER _____

NAME IN BLOCK LETTERS _____

FULL ADDRESS WITH TELEPHONE NUMBERS _____

OFFICIAL STAMP _____