

## Bridge and Roof Co. (India) Limited

(A Government of India Enterprise)  
Kankaria Centre (5h Floor),  
2/1, Russel Street, Kolkata – 700 071.  
CIN : U27310WB1920GOI003601  
Phone No.(91) (033) 2217-2108/2274/2275/2276  
2217-4053/4054/4056/4469 to 73  
Fax: (91) (033) 2217-2106/2217-4519  
Website: <https://www.bridgeroof.co.in>



### ई-निविदा आमंत्रण सूचना संख्या एम ए टी (पी) / ऑटोकैड सब्सक्रिप्शन रिनूअल / 111 दिनांक 13.06.2024

ब्रिज एण्ड रूफ कम्पनी (इंडिया) लिमिटेड द्वारा बी एण्ड आर के डिजाइन और इंजीनियरिंग विभाग हावड़ा कार्यालय, पश्चिम बंगाल, भारत में 01 वर्ष के लिए 05 आर्किटेक्चर इंजीनियरिंग और कंस्ट्रक्शन कलेक्शन कमर्शियल सिंगल-यूजर एनुअल सब्सक्रिप्शन रिन्यूअल स्विचड फ्रॉम मेंटेनेंस (ऑटो-कैड फुल वर्जन) और 21 ऑटोकैड एलटी कमर्शियल सिंगल-यूजर एनुअल सब्सक्रिप्शन रिन्यूअल स्विचड फ्रॉम मेंटेनेंस (एलटी वर्जन) के नवीनीकरण के लिए दो-भाग प्रणाली में ऑनलाइन बोलियां/प्रस्ताव आमंत्रित किए जाते हैं।

### NOTICE INVITING e-TENDER No.

### MAT(P) / AUTOCAD SUBSCRIPTION RENEWAL /111 DTD. 13.06.2024

"ONLINE" bid(s) / offer(s) in "Two-Part" system are invited by Bridge and Roof Co. (India) Limited for "Renewal of 05 Nos. Architecture Engineering & Construction Collection Commercial Single-user Annual Subscription Renewal Switched from Maintenance(Auto-Cad Full Version) and 21 nos. AutoCAD LT Commercial Single-user Annual Subscription Renewal Switched from Maintenance (LT Version) for 01 year at BandR's Design & Engineering Dept. Howrah Office, West Bengal, India".

Documents are to be submitted online to the 'Central Public Procurement' Portal website <https://eprocure.gov.in/eprocure/app> before the prescribed date & time in e-NIT using the Valid Digital Signature Certificate (DSC) obtained from Certifying Authorities (CAs). The IT Act provides for the Controller of Certifying Authorities (CCA) to license and regulate the working of Certifying Authorities and also to ensure that none of the provisions of the Act are violated. The Certifying Authorities (CAs) issue Digital Signature Certificates (DSC) for electronic authentication of users.

### SCHEDULE OF TENDER

1.	Description of Item(s) :	"Renewal of 05 Nos. Architecture Engineering & Construction Collection Commercial Single-user Annual Subscription Renewal Switched from Maintenance (Auto-Cad Full Version) and 21 nos. AutoCAD LT Commercial Single-user Annual Subscription Renewal Switched from Maintenance (LT Version) for 01 year at BandR's Design Dept.,Howrah Office, West Bengal, India". Details as per enclosed 'S.O.Q.R' of NIT
2.	Quantity (Approx) :	"Renewal of 05 Nos. Architecture Engineering & Construction Collection Commercial Single-user Annual Subscription Renewal Switched from Maintenance (Auto-Cad Full Version) and 21 nos. AutoCAD LT Commercial Single-user Annual Subscription Renewal Switched from Maintenance (LT Version) for 01 year at BandR's Design Dept.,Howrah Office, West Bengal, India". Details as per enclosed 'S.O.Q.R' of NIT
3.	Tender Type :	Open
4.	Tender Category :	Supply
5.	Tender Classification :	Renewal
6.	Date of Issue / Publishing :	13.06.2024 5:30 PM

7.	Document Download / Sale Start Date :	13.06.2024 5:30 PM
8.	Document Download / Sale End Date :	26.06.2024 5:00 PM
9.	Start Date & Time for uploading of Bids / Bids Submission :	13.06.2024 5:30 PM
10.	End Date & Time for uploading of Bids / Bids Submission :	26.06.2024 5:30 PM
11.	Date & Time of Opening of Bids ( Techno-commercial Part ) :	27.06.2024 5:30 PM

Contd .. .... Page-2

**MAT(P) / AUTOCAD SUBSCRIPTION RENEWAL /111 DTD. 13.06.2024**

12.	Mode of submission of Bids :	Online through Central Public Procurement Portal : <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
13.	Tender Cost :	Not Applicable
14.	EMD (Earnest Money Deposit) :	Not Applicable
15.	Validity of Offer :	90 days from the date of opening of tender.
16.	Consignee's Address :	General Manager (Design) Bridge & Roof Co. (India) Limited. Address: 427/1, G. T. Road, Howrah - 711 101
		GSTIN:19AABCB3166E1ZW, State: West Bengal, State Code:19, PAN of the Receiver : AABCB3166E, CIN of the receiver (in case of Company only): U27310WB1920GOI003601.

**KINDLY NOTE THAT ONLY 'ON LINE BID' WILL BE CONSIDERED AGAINST THIS TENDER.**

**GENERAL GUIDANCE:-**

(A) Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assigning the agencies to participate in e-Tendering.

(B) Any agencies willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System; through logging on to <https://eprocure.gov.in/eprocure/app> the agency is to click on the link for e-Tendering site as given on the web portal.

(C) Each Tenderer is required to obtain DSC (Enlisted Class- III ) for submission of online etendering from any Certifying Authorities (CAs) certified by the Controller of Certifying Authorities (CCA) on payment of requisite amount , details are available at the Web Site [www.cca.gov.in](http://www.cca.gov.in)

(D) Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Manual bids shall not be accepted. Tenderer / Contractors are advised to follow the instructions provided in the 'Instructions to Tenderer' for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app> before proceeding with the tender.

(E) If any of the intending bidders wishes to withdraw from participation in the bid, he / she can freely withdraw from the participation before scheduled date and time of closure of the bid submission.

(F) BANDR reserves right to cancel the bid without assigning any reason thereof.

**NOTE:** All corrigendum, addendum, amendments and clarifications to this Tender will be hosted in Co's Website & CPP Portal and not in the newspaper. Bidder shall keep themselves updated with all such amendments.

For BRIDGE AND ROOF CO. (INDIA) LTD.

( M TEWARI )

DY. GENERAL MANAGER (COMMERCIAL)-II

## Bridge and Roof Co. (India) Limited

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Website: <https://www.bridgeroof.co.in>



### **NOTICE INVITING e-TENDER No. MAT(P) / AUTOCAD SUBSCRIPTION RENEWAL /111 DTD. 13.06.2024**

**“ONLINE” bid(s) / offer(s) in “Two-Part” system are invited by Bridge and Roof Co. (India) Limited for “Renewal of 05 Nos. Architecture Engineering & Construction Collection Commercial Single-user Annual Subscription Renewal Switched from Maintenance(Auto-Cad Full Version) and 21 nos. AutoCAD LT Commercial Single-user Annual Subscription Renewal Switched from Maintenance (LT Version) for 01 year at BandR’s Design & Engineering Dept. Howrah Office, West Bengal, India”.**

Documents are to be submitted online to the Central Public Procurement Portal website <https://eprocure.gov.in/eprocure/app> before the prescribed date & time in e-NIT using the Valid Digital Signature Certificate (DSC) obtained from Certifying Authorities (CAs). The IT Act provides for the Controller of Certifying Authorities (CCA) to license and regulate the working of Certifying Authorities and also to ensure that none of the provisions of the Act are violated. The Certifying Authorities (CAs) issue Digital Signature Certificates (DSC) for electronic authentication of users.

### **PART – I [ Techno - Commercial Part ]**

#### **IMPORTANT DATES :-**

Last Date & Time for Downloading of Tender Documents : 26.06.2024 5:00 PM  
Last Date & Time of Submission of e-Tender : 26.06.2024 05:30 PM  
Date & Time of Opening of e-Bid (s) (Techno-commercial Bid) : 27.06.2024 5:30 PM

**KINDLY NOTE THAT ONLY ON - LINE BID WILL BE CONSIDERED AGAINST THIS TENDER.**

Note : e-Procurement system does not allow submission of documents after due date of tender. Incomplete form or non-submission of documents to verify details may results into rejection of your offer and no communication shall be done for submission of documents. Tenderer are also advised to regularly go through CPP portal website <https://eprocure.gov.in/eprocure/app>. All corrigendum / amendments etc., if any, will be notified on this portal only.

**ELECTRONIC NOTICE INVITING TENDER (e-NIT) No.**  
**MAT(P) / AUTOCAD SUBSCRIPTION RENEWAL / 111 DTD. 13.06.2024**

This is an Electronic Notice Inviting Tender (NIT) for ""**Renewal of 05 Nos. Architecture Engineering & Construction Collection Commercial Single-user Annual Subscription Renewal Switched from Maintenance(Auto-Cad Full Version) and 21 nos. AutoCAD LT Commercial Single-user Annual Subscription Renewal Switched from Maintenance (LT Version) for 01 year at BandR's Design & Engineering Dept. Howrah Office, West Bengal, India**"" as per following item description specified & as per the terms & conditions stated hereinafter :

Enclosed please find a set of Tender Document (TD) comprising of the following Annexures / Enclosures for the Captioned Work.

**PART – I [Techno - Commercial Part ]**

<b>A.0</b>	<b><u>TENDER DOCUMENT (TD) :-</u></b>	
<b>1.</b>	<b>Bidder's Information Sheet :</b>	<b>ANNEXURE - I</b>
<b>2.</b>	<b>Techno-Commercial Questionnaire Sheet :</b>	<b>ANNEXURE - II</b>
<b>3.</b>	<b>General Guidance / Instructions to Tenderer :</b>	<b>ANNEXURE – A</b>
<b>4.</b>	<b>Terms and Conditions :</b>	<b>ANNEXURE – B</b>
<b>5.</b>	<b>Process Compliance Format :</b>	<b>ANNEXURE – C</b>
<b>6.</b>	<b>Affidavit cum Declaration Format</b>	<b>ANNEXURE – D</b>

**PART – II [Price - Part ]**

<b>1.</b>	<b>Specifications and Schedule of Quantities and Rates (SOQR) :</b>	<b>'B.O.Q'</b> <b>( Spread Sheets for supply)</b>
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In case you are interested for the above work, please submit your lowest competitive tender completed in all respect, strictly in the manner described in the clauses titled "**Instruction To Tenderer**" and "**Submission of Tender**" of **ANNEXURE-A**, based on the same Terms and Conditions, Specifications, Procedures etc. as stipulated an defined in this NIT and in the various Annexures and Sections of the TD **without taking any deviations.**

**Notwithstanding anything contained in the NIT and TD we reserve the absolute right to -**

(i) Reject or accept or cancel any or all Tenders received against this NIT, (ii) Cancel the NIT and (iii) Issue Notice Inviting fresh Tenders at our sole discretion without assigning any reasons whatsoever thereof and our decision in this regard shall be final and binding upon you and no correspondences/ communications in this regard shall be entertained by us.

**Yours faithfully,**

**For BRIDGE & ROOF CO. (INDIA) LTD.**

**( M TEWARI )**

**DY. GENERAL MANAGER (COMMERCIAL) -II**

**Encl. : Annexure - I, II, A, B,C & D**

# **Government e-Procurement System**

## **IMPORTANT NOTICE TO BIDDERS ON e-TENDERING**

GOVERNMENT E-PROCUREMENT SYSTEM has successfully rolled out the e-bid submission Tendering System through its web site <https://eprocure.gov.in/eprocure/app>. Tenders of various Departments have been uploaded, their bids submitted and the same have been opened on line. Bids for various tenders published in the web site of Government Departments can be submitted online by enrolling with the above mentioned web site. The bidders can enroll themselves on the website <https://eprocure.gov.in/eprocure/app> using the option “**Click here to Enroll**”. This enrollment is free at this point of time. Possession of a **Valid Class III Digital Signature Certificate (DSC) in the form of smart card/e-token** in the Company's name is a prerequisite for registration and participating in the bid submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web <https://eprocure.gov.in/eprocure/app> under the link “**Information about DSC**”.

The web site also has user manuals with detailed guidelines on enrollment and participation in the online bidding process. The user manuals can be downloaded for ready reference. Vendors can also attend the **training / familiarization programme** on the e-tendering system conducted periodically by the GOVERNMENT E-PROCUREMENT SYSTEM in association with NIC.

### **Advantages of E-Tendering System**

The bidders will be able to see the status of the tenders for which they have submitted quotes in different stages and would also be informed of the status by E-Mail. For the bidders who have registered themselves on the website through the “**Stay Updated**” option, information of all the tenders for which they are interested to participate will be sent by E-Mail

**Please note that all the departments of GOVERNMENT E-PROCUREMENT SYSTEM are gradually switching over to e-Tendering system in a phased manner. All the tenders in future will be issued only through the e-Tendering system and only registered vendors will be allowed to participate in the tendering process.**

**Administrator,**

GOVERNMENT  
E-PROCUREMENT SYSTEM

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## **Instructions for Online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:** *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

## SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.



- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

#### **ASSISTANCE TO BIDDERS**

- 1) **Any queries relating to the tender document like terms and conditions, EMD contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated below.**

Please send mail to:

- a) (Shri. M.Tewari) [commercial@bridgeroof.co.in](mailto:commercial@bridgeroof.co.in) | Extn - 222
- b) (Shri. A Debnath) [amar.debnath@bridgeroof.co.in](mailto:amar.debnath@bridgeroof.co.in)
- c) B & R office: - (033) 2217-4469 to 4473, 2217-4053/4054/4056
- d) **Any queries relating to the process of online bid submission or queries relating to CPP Portal in general like page not loading, java error, unable to upload document, DSC( Digital signed Certificate ) etc.... may be directed to :**

Please send mail to:

- a.) (Shri. Barun Kanti das ) [barunkanti.das@bridgeroof.co.in](mailto:barunkanti.das@bridgeroof.co.in)  
Ph: (033) 2217-4469 to 4473, 2217-4053/4054/4056 | Extn - 268
- b.) ( Shri kalyan karar ) [eprocurement@bridgeroof.co.in](mailto:eprocurement@bridgeroof.co.in)  
Ph: (033) 2217-4469 to 4473, 2217-4053/4054/4056 | Extn - 295

**NOTE :- Requesting bidder to send an e-mail wait for an hour or so. Before making phone call Company holidays on (2<sup>nd</sup> & 4<sup>th</sup> Sat ).**

## **HELP FOR THE TENDERER / BIDDER WITH DSC**

Instructions / Guidelines for tenders for electronic submission of the tenders have been annexed for assigning the agencies to participate in e-Tendering.

Any agencies willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System; through logging on to <https://eprocure.gov.in/eprocure/app> the agency is to click on the link for e- Tendering site as given on the web portal.

Each Tenderer is required to obtain DSC (Enlisted Class- III ) for submission of online e-tendering from any Certifying Authorities (CAs) certified by the Controller of Certifying Authorities (CCA) on payment of requisite amount , details are available at the Web Site [www.cca.gov.in](http://www.cca.gov.in)

**THE TENDERERS / BIDDERS CAN APPROACH ANY ONE OF THE FIVE CAS FOR GETTING DIGITAL SIGNATURE CERTIFICATE. IF REQUIRE , THE WEBSITE ADDRESSES ARE GIVEN BELOW.**

[www.safescrypt.com](http://www.safescrypt.com)

[www.idrbtca.org.in](http://www.idrbtca.org.in)

[www.tcs-ca.tcs.co.in](http://www.tcs-ca.tcs.co.in)

[www.ncodesolutions.com](http://www.ncodesolutions.com)

[www.e-Mudhra.com](http://www.e-Mudhra.com)

<http://hrinfracon.com>

[ Is LRA and alliance partner of (n)Code Solutions (a div. of GNFC) ]

[www.crgcorporate.co/](http://www.crgcorporate.co/)

[authorized agent of eMudhra Consumer Services Ltd. ]

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted. Tenderer / Contractors are advised to follow the instructions provided in the 'Instructions to Tenderer' for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app> before proceeding with the tender.

**FOR FURTHER INFORMATION, REGARDING SUBMISSION OF TENDER PLEASE VISIT TO  
BIDDER MANUAL KID**

<https://eprocure.gov.in/eprocure/app?page=BiddersManualKit&service=page>