



भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र
पृथ्वी विज्ञान मंत्रालय, भारत सरकार
“ओशियन वैली”, प्रगति नगर (बी. ओ), निज़ामपेट (एस. ओ), हैदराबाद - 500 090
दूरभाष सं. 040-2388 6002 / 23886074 फैक्स : 040-2389 2910 / 2389 5001
INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES
Ministry of Earth Sciences, Government of India
"Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090
Phone No.040-2388 6002/23886074 Fax: 040-2389 2910/2389 5001

इंकोईस: क्रय: 94/2025
Ref. INCOIS: PUR: 94/2025

दिनांक: 04.03.2026
Date: 04.03.2026

सरकारी ई बाज़ार द्वारा निविदा सूचना आमंत्रण
Notice Inviting Tender through Government E Market Place (GeM)

भारतीय राष्ट्रीय महासागर सूचना सेवा केंद्र, हैदराबाद भारत सरकार के पृथ्वी विज्ञान मंत्रालय के अंतर्गत एक स्वायत्त निकाय है।
Indian National Centre for Ocean Information Services (INCOIS), Hyderabad is an autonomous body under Ministry of Earth Sciences, Government of India.

निम्न विवरणों के लिए पंजीकृत विक्रेताओं से निविदाओं/बोलियों को आमंत्रित किया जाता है। जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल सरकारी ई बाज़ार (जीईएम) <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। एनआईटी का संक्षिप्त विवरण नीचे दिया जा रहा है।

Tenders/Bids are invited from registered vendors of GeM for the following items. Being a GeM procurement, the bids has to be submitted online through Government E- Market Place (GeM) <http://gem.gov.in/> only. The brief details of NIT are appended below.

क्र. सं. / Sl. No	कार्य का नाम / Name of the Work	बोली संदर्भ सं. / Bid Reference No.	बोली संख्या एवं दिनांक / Bid Number and Date	बोली समाप्ति की तारीख और समय / Bid end date and Time
(1)	इंकोईस, हैदराबाद में मैटलैब इंस्टीट्यूट वाइड लाइसेंस (IWL) की आपूर्ति और स्थापना, साथ ही 3 साल का विक्रेता/OEM समर्थन और अपग्रेड। "Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades."	इंकोईस: क्रय: 94/2025 INCOIS: PUR: 94/2025	जीईएम/2026/बी/7316164 दिनांक: 03.03.2026 GEM/2026/B/7316164 dated 03.03.2026	24.03.2026 19:00:00

जीईएम की एक अधिप्राप्ति होने के नाते बोलियों को केवल जीईएम पोर्टल अर्थात बोली/आरए के खाने के अंतर्गत <http://gem.gov.in/> द्वारा ऑनलाइन से ही जमा किया जाए। किसी भी प्रकार की सहायता के लिए कृपया जीईएम पोर्टल की हेल्प लाइन से संपर्क करें। निम्न अधिकारियों से भी संपर्क किया जा सकता है: श्री वी सुब्रह्मण्यम (ईमेल: manyam@incois.gov.in; दूरभाष सं. 040 2388 6022) / श्री दसारी प्रसाद (ईमेल: dasariprasad@incois.gov.in दूरभाष सं 040-2388 6082)

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., <http://gem.gov.in> under the Bids/RAS column. For any assistance, please contact help line of GeM portal. The following officials may also be contacted: Mr. V. Subrahmanyam (email: manyam@incois.gov.in; Phone No. 040 2388 6022)/Mr. Dasari Prasad (email: dasariprasad@incois.gov.in Phone No. 040-2388 6082).



नोडल अधिकारी / Nodal Officer

एनआईटी / NIT GEM/2026/B/7316164

ई-क्रय / e-Procurement 03/03/2026

4/3/2026
(V. Subrahmanyam)

प्रशासनिक अधिकारी (क्रय) / Administrative Officer (Purchase)
निविदा आमंत्रण प्राधिकारी, इंकोईस/
Tender Inviting Authority, INCOIS

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	24-03-2026 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	24-03-2026 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Earth Sciences
विभाग का नाम/Department Name	Department Of Earth Sciences
संगठन का नाम/Organisation Name	Earth Sciences Secretariate
कार्यालय का नाम/Office Name	Indian National Centre For Ocean Information Servi
कुल मात्रा/Total Quantity	1
वस्तु श्रेणी /Item Category	Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS along with 03 yrs support
GeMARPTS में खोजी गई स्ट्रिंग्स / Searched Strings used in GeMARPTS	MATLAB
GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS	Category not available on GeM for the text string uploaded by the buyer
अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification	<ul style="list-style-type: none"> • Designing Software (V2) • Vulnerability Management / Assessment Software (V2)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	63 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes Partial Turn over value - 63 (in lakhs)
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes Partial Turn over value - 63 (in lakhs)

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Compliance of BoQ specification and supporting document *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
वार्षिक रखरखाव शुल्क आवश्यक / Annual Maintenance Charges Required	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 Days
निरीक्षण आवश्यक (सूचीबद्ध निरीक्षण प्राधिकरण /जेम के साथ पूर्व पंजीकृत एजेंसियों द्वारा)/Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)	No
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
वित्तीय दस्तावेज की आवश्यकता है / Financial Document Required	Yes
मध्यस्थता खंड/Arbitration Clause	Yes (<u>Arbitration clause document</u>) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 Arbitration should not be routinely included in contracts
सुलह खंड/Mediation Clause	Yes (<u>Mediation clause document</u>) as per DoE OM No.F.1/2/2024-PPD dated 03.06.2024 mediation clause should not be routinely included in contracts and pre-litigation mediation can be taken up without any such clause also

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	250000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

DIRECTOR INCOIS

Payable at Hyderabad Indian National Centre for Ocean Information Services Ministry of Earth Sciences, Pragathi nagar, Hyderabad-90

(Director Incois)

UIN Number NCTGC2415P

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई खरीद वरीयता / MII Purchase Preference

एमआईआई खरीद वरीयता / MII Purchase Preference	Yes
मेक इन इंडिया विक्रेताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में है / Purchase Preference to MII sellers available upto price within L1+X%	20
मेक इन इंडिया खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MII purchase preference	50
सार्वजनिक खरीद (मेक-इन-इंडिया को प्राथमिकता) आदेश 2017 के अनुसार केवल क्लास 1/क्लास 2 के स्थानीय आपूर्तिकर्ताओं को ही भागीदारी की अनुमति है दिनांक 16.09.2020 (समय-समय पर संशोधित एवं लागू) / Allow participation only from Class 1/Class 2 local suppliers as per the Public procurement(Preference to Make-in-india) order 2017 date 16.09.2020(as amended and applicable time to time)	Yes, in compliance with the MII ORDER : DPIIT Order(as amended and applicable time to time)

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
सूक्ष्म और लघु उद्यम को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Maximum Percentage of Bid quantity for MSE purchase preference	25

1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Experience Criteria: In respect of the filter applied for experience criteria, the Bidder or its OEM of the product offered in the bid {themselves or through reseller(s)} should have regularly, manufactured and supplied same or similar Category Products to any Central / State Govt Organization / PSU for number of Financial years as indicated above in the bid document before the bid opening date. Copies of relevant contracts and delivery acceptance certificates like CRAC to be submitted along with bid in support of having supplied some quantity during each of the Financial year. In case of bunch bids, the category of primary product having highest value should meet this criterion.
5. Preference to Make In India products (For bids < 200 Crore): Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023. OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.
6. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers

offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 OM No.1 4 2021 PPD dated 18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

7. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

PRICE BID - [1772539342.xlsx](#)

Supply And Installation Of MATLAB Institute Wide License (IWL) At INCOIS Along With 03 Yrs Support (1 the number pi)

(क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक/Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively)

तकनीकी विशिष्टियाँ /Technical Specifications

क्रेता विशिष्टि दस्तावेज़ /Buyer Specification Document	Download
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Annual Maintenance	
Annual Maintenance (Minimum Percentage)	3 %
Annual Maintenance (Maximum Percentage)	25 %
Warranty of required product	3 Year
Annual Maintenance Charges Duration (Post Warranty)	3 Year
Annual Maintenance Charges Frequency	Monthly

*Warranty displayed under the AMC/CMC Details section will supersede the warranty displayed under the catalog specification

उपरोक्त मद के लिए इंस्टॉलेशन कमीशनिंग एंड टेस्टिंग (आईसीटी) का विवरण / Installation Commissioning and Testing (ICT)

details for the above item:

% of Product Cost Payable on Product Delivery	90%
Min Cost Allocation for ICT as a % of product cost	10%
Number of days allowed for ICT after site readiness communication to seller	10 Days

प्रेषिती/रिपोर्टिंग अधिकारी तथा मात्र/Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	मात्र /Quantity	डिलीवरी के दिन/Delivery Days
1	Reddipalli Velangini Giridhar	500090, Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Government of India, Ocean valley, Pragathi Nagar BO, Nizampet SO, Hyderabad - 50090 INDIA	1	90

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions**1. Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity up to 25% of the contracted quantity during the currency of the contract at the contracted rates. The delivery period of quantity shall commence from the last date of original delivery order and in cases where option clause is exercised during the extended delivery period the additional time shall commence from the last date of extended delivery period. The additional delivery time shall be (Increased quantity ÷ Original quantity) × Original delivery period (in days), subject to minimum of 30 days. If the original delivery period is less than 30 days, the additional time equals the original delivery period. The Purchaser may extend this calculated delivery duration up to the original delivery period while exercising the option clause. Bidders must comply with these terms.

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades

The Software to be supplied requires support and upgrade for 3 years . Hence, no CAMC or AMC is required in the GeM Bid Document and this supersedes the conditions mentioned in the GeM Bid Document.

Payment terms:

- 90% of the shall be paid payment within 30 days after completion of supply, installation training and acceptance of the license along with submission of Ink Signed Original Invoice, Installation Report ,support/ upgrade undertaking etc.
- 10% will be paid after successful completion of three years support/up gradation period or against submission of bank guarantee from a nationalized/scheduled bank for the like amount valid for a period of 03 year 02 months.

Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered

this supersedes the conditions mentioned in the GeM Bid Document.

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for attached categories, trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to

such representations.

Additional Clause For Annual Maintenance Charges

1. AMC charges to be indicated as percentage of cost of Product/Equipment quoted for each year after the warranty period.

2. GST shall be included in the AMC Charges quoted.

3. The AMC functionality shall be available in bid only and no direct RA shall be applicable. In case of bid to RA decrement rules shall be applicable on total price inclusive of AMC charges.

3.1 Buyer shall indicate number of years of warranty by selecting option of 1- 10 Years available in the field depending on warranty parameter applicable in category parameters for the equipment. The Seller while participating in Bid/RA will get fields to indicate AMC charges as percentage depending on number of years of AMC selected by Buyer. The following shall be applicable If 5 year AMC selected.

3.1.1 AMC charges for first year after warranty period - Percentage to be indicated- A1.

3.1.2 AMC charges for second year after warranty period - Percentage to be indicated A2.

3.1.3 AMC charges for third year after warranty period - Percentage to be indicated A3.

3.1.4 AMC charges for fourth year after warranty period - Percentage amount to be indicated A4.

3.1.5 AMC charges for 5th year after warranty period - Percentage to be indicated A5.

3.2 The calculation of AMC Charges shall take in to account of number of years of warranty and duration of AMC as specified while creating bid.

3.3 AMC charges to be indicated for each subsequent year should be same or higher than preceding year.

3.4 The AMC charges shall be offered within range of 3 to 50% of cost of equipment.

4. Since AMC charges are to be paid only later for each year during AMC period , applicable performance guarantee amount after placement of contract shall be based on the cost of product/equipment and not on basis of cost of equipment along with AMC Charges.

5. Performance bank guarantee applicable for AMC is to be submitted at start of the AMC and shall be applicable as 2.5% on the total contract value including AMC Charges The PBG submitted after award of contract shall be released only after new PBG for the AMC period is submitted and accepted by buyer/consignee after due verification. Bank guarantee for AMC is to remain valid till completion of AMC period plus one year .The bank guarantee for AMC shall be submitted to buyer directly.

6. In case of splitting of quantity product/equipment cost and AMC charges offered by L-1 in the evaluated cost shall be matched by higher quoting eligible bidders on one to one basis .The equipment cost shall be matched and AMC charges shall be matched year to year.

7. The AMC Contract shall be an offline contract to be handled by buyer. The payment of AMC will be made on AMC frequency (as indicated above) basis after satisfactory completion of said period, duly certified by end user and scope of AMC will be as per para 1 above.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove;**

and

- All operative provisions of the erstwhile Labour Laws until their complete substitution.

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

यह बिड सामान्य शर्तों के अंतर्गत भी शासित है /This Bid is also governed by the General Terms and Conditions

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा। In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



INCOIS: PUR: 94/2025

03.03.2026

Request for the Proposal of Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades.

Dear Sirs,

On behalf of Director, INCOIS tenders are invited in "Two Bid System" (Part -I Techno-Commercial Bid and Part-II Commercial Bid) from Contractors with appropriate registration having adequate resources and setup.

1.	Name of the work	:	Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades
2.	BID Reference No.	:	INCOIS: PUR: 94/2025 dt 02.03.2026
3.	Earnest Money Deposit (EMD)	:	Rs.2,50,000/- (Rupees two lakhs and fifty thousand only)
4.	Site Visit	:	On March 09,2026, @ 02.00 pm
5.	Last date for seeking clarifications	:	March 09, 2026 - 11.00 am
6.	Due date Bid submission	:	March 24, 2026 - 18.00 pm
7.	Bid opening date	:	March 24, 2026 - 18.30 pm

The offers, in the prescribed format, shall be submitted through online Government e- Marketplace at <http://gem.gov.in>.

Being a GeM procurement, the bid has to be submitted online through the GeM portal i.e., <https://gem.gov.in>. For any assistance, please contact help line of GeM portal. The following officials may also be contacted Mr. V. Subrahmanyam (email: manyam@incois.gov.in; Phone No. 040 23886022)/Mr. Dasari Prasad (email: dasariprasad@incois.gov.in Phone No. 040-2388 6082)

Postal Address	Location
Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Pragathi Nagar (BO), Nizampet (SO), Hyderabad - 500 090	Indian National Centre for Ocean Information Services (INCOIS), Ministry of Earth Sciences, Govt. of India, "Ocean Valley", Survey No.342/3, Beside ALEAP, Near Pragathi Nagar, Opp. JNTU-Kukatpally, Hyderabad 500 090, Ph.No.040-2388 6000

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1. Introduction

The Indian National Centre for Ocean Information Services (INCOIS), Hyderabad, is mandated to provide ocean information and advisory services to a wide range of stakeholders through sustained ocean observations and focused research activities. In this context, INCOIS operates and maintains multiple ocean observing networks and undertakes process-specific field campaigns to study various oceanographic processes. Data generated from these observing networks and field campaigns are effectively utilized for delivering ocean information and advisory services, as well as for the calibration and validation of ocean models and satellite-derived products

MATLAB is one of the critical computation platform used across INCOIS for data processing, quality control, statistical analysis, signal processing, modeling, visualization, algorithm development and developing GUI tools for multiple applications. A Institute Wide License (IWL) is required to ensure uniform access to fully supported, validated, and well-documented computational tools across all divisions of the institute.

2. SCOPE OF WORK (DSITC)

- Supply and Installation of Institute Wide License of MATLAB (as given at section 4 below) at INCOIS
- To provide on-site training to INCOIS users.

3. Technical Specifications

- Unlimited Users: Supports researchers, faculty, and staff (institution-wide)
- Full Product Suite: Access to MATLAB, Simulink, and all licensed toolboxes.
- Documentation: MATLAB documentation to be provided.
- Flexible Deployment: Should install on multiple computers and should work on OS such as Windows, Linux and MacOS.
- Maintenance & Support: the vendor should provide Access to software updates, patches, and Vendor/OEM technical support for a period of three years.
- Online MATLAB drive space of 20GB which is also useful for online MATLAB run and tutorials to learn MATLAB.
- The product offered should be available to all faculty, researchers, and students with Institute-wide access to MATLAB and Simulink.
- The software suite and all the available toolboxes should be eligible for updates for a period of three years.
- All new products eligible for academic use are to be automatically added to the Institute-Wide product list.
- With the offered licenses, it should be possible to use MATLAB online, where a specialized MATLAB drive space of 20 GB is attached, where a specialized MATLAB drive space of 20 GB is attached to the user account.
- The software should be compatible with all Operating systems such as Windows, Linux and MacOS.
- As part of the scope of the Institute-Wide License, the supplier shall provide a basic MATLAB training program at INCOIS of approximately 2 days duration for users of INCOIS to enable effective and

standardized use of MATLAB and associated toolboxes across operational and research divisions. The training program shall include, but not be limited to:

- Installation procedures and deployment guidelines for institutional systems, including desktop environments and HPC platforms
- Overview and explanation of available MATLAB toolboxes relevant to institute activities
- Demonstrations of standard workflows for data processing, statistical analysis, signal processing, modeling, and visualization
- Illustrative examples highlighting the application of MATLAB tools in operational oceanography, including data analysis, forecasting support, and algorithm development

The training shall be delivered through instructor-led sessions, vendor-supported training modules, or a combination of both, and shall aim to improve user proficiency, ensure consistent usage practices across departments, and reduce time spent on troubleshooting installation and workflow issues.

Product List for MATLAB Institute-Wide Licenses

MATLAB Product Family

- MATLAB
- MATLAB Copilot

Application Deployment

- MATLAB Compiler
- MATLAB Compiler SDK
- MATLAB Production Server *
- MATLAB Web App Server *

Code Generation

- Embedded Coder
- Fixed-Point Designer
- GPU Coder
- HDL Coder
- HDL Verifier
- MATLAB Coder

Parallel Computing

- MATLAB Parallel Server *
- Parallel Computing Toolbox

Reporting and Database Access

- Database Toolbox
- MATLAB Report Generator

Simulink Product Family

- Simulink

Application Deployment

- Simulink Compiler

Code Generation

- AUTOSAR Blockset
- C2000 Microcontroller Blockset
- DDS Blockset
- Embedded Coder
- Fixed-Point Designer
- HDL Coder
- HDL Verifier
- Simulink Code Inspector
- Simulink Coder
- Simulink PLC Coder

Physical and Event-Based Modeling

- SimEvents
- Simscape
- Simscape Battery
- Simscape Driveline
- Simscape Electrical
- Simscape Fluids

- *Simscape Multibody*
 - *Simulink 3D Animation*
 - *Stateflow*
- Real-Time Simulation and Testing*
- *Simulink Desktop Real-Time*
 - *Simulink Real-Time*
- Reporting*
- *Simulink Report Generator*
- Systems Engineering*
- *System Composer*
- Verification, Validation, and Test*
- *MATLAB Test*
 - *Polyspace Bug Finder **
 - *Polyspace Code Prover **
 - *Polyspace Test **
 - *Requirements Toolbox*
 - *Simulink Check*
 - *Simulink Coverage*
 - *Simulink Design Verifier*
 - *Simulink Fault Analyzer*
 - *Simulink Test*
- Application Products*
- Aerospace*
- *Aerospace Blockset*
 - *Aerospace Toolbox*
 - *UAV Toolbox*
- AI, Data Science, and Statistics*
- *Deep Learning Toolbox*
 - *Deep Learning HDL Toolbox*
 - *Predictive Maintenance Toolbox*
 - *Reinforcement Learning Toolbox*
 - *Statistics and Machine Learning Toolbox*
 - *Text Analytics Toolbox*
- Automotive*
- *Automated Driving Toolbox*
 - *AUTOSAR Blockset*
 - *Model-Based Calibration Toolbox*
 - *Powertrain Blockset*
 - *RoadRunner **
 - *RoadRunner Asset Library **
 - *Vehicle Dynamics Blockset*
 - *Vehicle Network Toolbox*
- Robotics and Autonomous Systems*
- *Automated Driving Toolbox*
 - *Navigation Toolbox*
 - *RoadRunner **
 - *RoadRunner Asset Library **
 - *Roadrunner Scenario **
 - *Roadrunner Scene Builder **
 - *Robotics System Toolbox*
 - *ROS Toolbox*
 - *Sensor Fusion and Tracking Toolbox*
 - *UAV Toolbox*
- Code Verification*
- *Polyspace Bug Finder **
 - *Polyspace Code Prover **
- Computational Biology*
- *Bioinformatics Toolbox*
 - *SimBiology*

Computational Finance

- *Database Toolbox*
- *Datafeed Toolbox*
- *Econometrics Toolbox*
- *Financial Instruments Toolbox*
- *Financial Toolbox*
- *Risk Management Toolbox*
- *Spreadsheet Link*

Control Systems

- *Control System Toolbox*
- *Fuzzy Logic Toolbox*
- *Model Predictive Control Toolbox*
- *Motor Control Blockset*
- *Predictive Maintenance Toolbox*
- *Reinforcement Learning Toolbox*
- *Robust Control Toolbox*
- *Simulink Control Design*
- *Simulink Design Optimization*
- *System Identification Toolbox*

FPGA, ASIC, and SoC Development

- *Deep Learning HDL Toolbox*
- *Fixed-Point Designer*
- *HDL Coder*
- *HDL Verifier*
- *SoC Blockset*
- *Vision HDL Toolbox*
- *Wireless HDL Toolbox*
- *DSP HDL Toolbox*

Image Processing and Computer Vision

- *Computer Vision Toolbox*
- *Image Processing Toolbox*
- *Lidar Toolbox*
- *Medical Imaging Toolbox*
-

Math and Optimization

- *Curve Fitting Toolbox*
- *Global Optimization Toolbox*
- *Mapping Toolbox*
- *Optimization Toolbox*
- *Partial Differential Equation Toolbox*
- *Symbolic Math Toolbox*

RF and Mixed Signal

- *Antenna Toolbox*
- *Mixed-Signal Blockset*
- *RF Blockset*
- *RF Toolbox*
- *RF PCB Toolbox*
- *SerDes Toolbox*
- *Signal Integrity Toolbox*

Signal Processing

- *Audio Toolbox*
- *DSP System Toolbox*
- *Phased Array System Toolbox*
- *Radar Toolbox*
- *Signal Processing Toolbox*
- *Wavelet Toolbox*

Test and Measurement

- *Data Acquisition Toolbox*
- *Image Acquisition Toolbox*

- *Instrument Control Toolbox*
 - *Industrial Communication Toolbox*
 - *Vehicle Network Toolbox*
- Wireless Communications*
- *5G Toolbox*
 - *Communications Toolbox*
 - *LTE Toolbox*
 - *Satellite Communications Toolbox*
 - *WLAN Toolbox*
 - *Bluetooth Toolbox*
 - *Wireless Testbench*

4. ELIGIBILITY CRITERIA

- a) The Bidders must be a Company registered under Indian Company Act 1956/Companies Act, 2013 or firms registered under any applicable Indian statute (Partnership Act, LLP Act etc).. Registration certificate to be submitted. Proofs for Registration of company, PAN and GST certificates to be submitted.
- b) Bidder shall provide a single point of contact (SPOC) and escalation matrix (name/phone/email) for coordination during execution and warranty period.
- c) The bidder should provide profile of their company including its infrastructure, availability of technical manpower and tools/test instruments required for piping fabrication/erection, hydro testing, electrical panel testing, and commissioning.
- d) The bidder should have an average annual financial turnover of Rs.62.50 lakhs or more during the last three years ending March 31, 2025. .Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted.
- e) The Bidder must be OEM or Authorized dealer/Distributor the proof of the same (MAF) to be submitted.
- f) Bidders should have past experience in similar nature of work in last three years ending previous day of last date of submission of the online Bid. Out of which one work of value Rs.01.00 Cr or two works of value Rs. 75.00 lakhs or three works of value Rs. 50.00 lakhs. Client certificates / Work Completion Certificate / Experience certificate along with the P.O no. as a reference to be enclosed in this regard. **Similar Nature of Work** means: Supply and Installation of MATLAB Institute Wide License (IWL) along with 03 years Vendor/OEM support and upgrades. Bidder should provide list of clients and their contact details and the installation/commissioning reports.
- g) Bidders must submit technical compliance statement for all the specifications along with the detailed data sheets/ catalogues. Relevant remarks can be provided in the compliance statement if required. Bids without technical compliance and data sheets/catalogues will not be considered.
- h) Self-declaration that bidder is not barred by any organization under MoES.
- i) Earnest Money Deposit (EMD): As per clause 06 of the General Terms and Conditions under section 07.
- j) Escalation matrix with full contact details, for the resolution of reported issues during contract period.
- k) **Start ups:** In order to promote make in India and startups, the prior turnover for all startups shall be relaxed partially subject to their meeting of quality, technical specifications and tender conditions as per tender. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry.
- l) Bidder's offer is liable to be rejected if they don't upload any of the certificates/ documents sought in the Bid document, ATC and corrigendum if any.

NOTE:

- Offers of bidders which do not fulfil the eligibility criteria or fail to submit documentary proof for all the points under eligibility criteria will not be considered for further evaluation.
- No further communication in this regard will be entertained.
- The bids submitted without EMD (as per clause 06 under section 07 of General terms and conditions) will be summarily rejected and no further communication in this regard will be entertained.

5. **Contents of the Bid:** The quote should be submitted in two bid format.

(i) Techno-commercial Bid and (ii) Commercial Bid

Technical Bid: Techno-commercial bid should contain all the information as listed below.

NOTE:

- Technical bid should contain filled-in Technical Compliance Statement along with legible documentary proof, without which the offer will not be considered further.
- Part/conditional/incomplete quotations will not be accepted.

5.01 Table 1 - Technical Compliance Statement

a) General :

S No	Description	Compliance status Yes/No	Page number against the Proof attached.	Remarks/ Deviations, if any																
1.	Name of the Bidder																			
2.	The bidder is a 1) Registered Indian under Indian Company Act 1956 / 2) Proprietary /3) OEM/(s) /4) System Integrator/5) Others																			
3.	Bidder Address and contact details like E Mail , Phone etc.,																			
4.	MSE / NSIC certificate details if any Registration/ License from the Government: GST Registration No. PAN Number																			
5.	Bank details of the firm:																			
6.	Single Point of Contact : Name E-Mail Ph No.																			
7.	The bidder must be a Company registered under Indian Company Act 1956 / Companies Act, 2013 or a registered firm under any applicable Indian statute. (Proofs for Registration, PAN and GST certificates to be submitted).																			
8.	Bidder shall provide a single point of contact (SPOC) and escalation matrix (name/phone/email) for coordination during execution and warranty period																			
9.	Product catalogues / data sheets of the items offered. Make and model for the line items to be submitted.																			
10.	Bidder should provide list of clients and their contact details and the installation/commissioning reports																			
11.	The Bidder should have an average annual financial turnover of Rs.62.50 lakhs or more during the last three years ending March 31, 2025. Proof of turnover and Proof of annual profit certificate issued by the chartered accountant to be submitted. <table border="1" data-bbox="316 1564 852 1774"> <thead> <tr> <th>Financial year</th> <th>Details of Turnover</th> <th>Details of Profit</th> <th>Details of Net worth</th> </tr> </thead> <tbody> <tr> <td>2024-25</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2023-24</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2022-23</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Financial year	Details of Turnover	Details of Profit	Details of Net worth	2024-25				2023-24				2022-23						
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12.	Bidders should have past experience in similar nature of work in last three years ending previous day of																			

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	<p>last date of submission of the online Bid. Out of which one work of value Rs.01.00 Cr or two works of value Rs. 75.00 lakhs or three works of value Rs. 50.00 lakhs. Client certificates / Work Completion Certificate / Experience certificate along with the P.O no. as a reference to be enclosed in this regard.</p> <p>Similar Nature of Work means: Supply and Installation of MATLAB Institute Wide License (IWL) along with 03 years Vendor/OEM support and upgrades. Bidder should provide list of clients and their contact details and the installation/commissioning reports.</p> <table border="1"> <thead> <tr> <th>Sl.No.</th> <th>Contract Order details</th> <th>Scope of work</th> <th>Period of contract</th> <th>Contract Value</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sl.No.	Contract Order details	Scope of work	Period of contract	Contract Value								
Sl.No.	Contract Order details	Scope of work	Period of contract	Contract Value										
13.	Bidder must submit Quotations with technical compliance statement for all the specifications. Relevant remarks can be provided in the compliance statement if required. Quotations without technical compliance will not be considered.													
14.	The Bidder should submit Solvency Certificate													
15.	Earnest Money Deposit (EMD) : As per clause 6 of the General Terms and Conditions under section 07.													
16.	Escalation matrix with full contact details, for the resolution of reported issues during contract period.													
17.	Start ups: In order to promote make in India and startups, the prior turnover shall be relaxed partially subject to their meeting of quality, technical specifications. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce.													
18.	Duly filled-in and signed bid-security declaration form													

Table-2: Compliance Statement - 2 (un-priced bid)

NOTE:

- Part/conditional/incomplete quotations will not be accepted.
- Bidder has to quote for all the components given in the Price bid. Hence, please indicate as Yes or No in the table given below.

4.02 Table - 2- Price Bid format

S.No	Description	Unit	Qty	Please confirm whether prices are Quoted in commercial bid or not. (Yes / No) <u>Please do not mention/quote prices here.</u>
1	Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades	01	Lot	
2	Any other Charges, if any	01	No	

6. General Terms and Conditions

Point No.	Details
1.	Bidders should submit online in the Government E Marketplace at http://gem.gov.in .
2.	The bidder should specifically/particularly state GST if any applicable as extra and the rate at which the same is chargeable, failing which, the prices quoted will be deemed to be inclusive of such levies. If a particular bidder is not registered under the GST Act, the prices quoted by him will be treated as net and inclusive of all taxes and statutory levies and that any future claims made by him for reimbursement of those levies on account of retrospective registration under the GST Act will under no circumstances be entertained by the INCOIS and that liability for payment of these levies will be wholly and exclusively that of the bidder quoting against our tender
3.	* Acceptance of the order: The Successful bidder shall formally accept the Purchase order Within 10 days from the date of issue of the PO/Order. If the acceptance communication is not received within 10 days, then PO would be deemed as accepted and binding to the successful bidder.
4.	Contract completion Period: The completion period for the entire Supply Installation of license work shall be Three (03) months from the date of issue of Work Order / Purchase Order (PO) on GeM ("Contract Completion Period").
5.	Support/Upgrades: The vendor/ OEM has to provide support and upgrades accordingly for a period of three years
6.	<p>Payment terms:</p> <ul style="list-style-type: none"> • 90% of the shall be paid payment within 30 days after completion of supply, installation training and acceptance of the license along with submission of Ink Signed Original Invoice, Installation Report ,support/ upgrade undertaking etc. • 10% will be paid after successful completion of three years support/up gradation period or against submission of bank guarantee from a nationalized/scheduled bank for the like amount valid for a period of 03 year 02 months. <p><i>Net payment will be released after statutory deductions. No advance payment will be allowed and no other payment terms will be considered.</i></p>
7.	<p>Earnest Money Deposit (EMD): Bid Security (BS) Rs.2,50,000/- (Rupees two lakhs and fifty thousand only) has to be submitted as per the following form/ options:</p> <ol style="list-style-type: none"> 1. Demand Draft 2. Insurance Security Bond 3. e-Bank Guarantee 4. Fixed Deposit in favor of Director, INCOIS payable at Hyderabad with validity for a period of 45 days beyond the tender validity period. 5. Bid Security declaration on the tendering firm's letter head duly signed and stamped by the authorized signatory as per Annexure 6. Online payment through NEFT/RTGS as per Bank details given below: <p>Name of the Bank: SBI, HAL Campus Branch: HAL Campus Account Name: Director, INCOIS Account No.10442322840 IFSC Code: SBIN0001676</p> <p>The scanned copy of the same is to be uploaded to the GeM Portal while submitting the tender. Bank Guarantee should be sent by the issuing banker directly to the office of INCOIS, Hyderabad. The original DDs / Financial instruments if any should reach to INCOIS within 5 working days of Bid opening, failing which the bid may treated as incomplete & may lead to rejection of the bid by buyer without making any reference to the bidder.</p>
8.	Advance Guarantee: Bidder should submit ABG for 10% payment, valid for 38 months as per the

	<p>following form/ options:</p> <p>a) Demand Draft b) Insurance Security Bond c) e-Bank Guarantee d) Fixed Deposit Receipt in favor of Director, INCOIS payable at Hyderabad e) Online payment through NEFT/RTGS as per Bank details given below: Name of the Bank: SBI, HAL Campus Branch: HAL Campus Account Name: Director, INCOIS Account No.10442322840 IFSC Code: SBIN0001676</p> <p>The scanned copy of the same is to be uploaded to the GeM Portal while submitting the tender. Bank Guarantee should be sent by the issuing banker directly to the office of INCOIS, Hyderabad.</p> <p>The original DDs/ Financial instruments if any should reach to INCOIS within 5 working days of Bid opening, failing which the bid may be treated as incomplete & may lead to rejection of the bid by buyer without making any reference to the bidder.</p>
9.	Bidders should fill in and submit the compliance statements along with bid. Offers received without the compliance statements will be summarily rejected. Any falsification/suppression of information could lead to disqualification. Any deviations technically or commercially should be clearly indicated in the technical bid offer only
10.	Proof for fulfilment of eligibility criteria should be submitted along with the tender. Tenders not in complete shape or not conforming to specifications or not conforming to terms and conditions are liable for rejection
11.	Offers received without Bid Security will be summarily rejected. In case of MSE / NSIC, a copy of valid registration certificate should be submitted along with the bid securing declaration form.
12.	Validity of Offers: Bid should have a validity period of 90 days from the bid closing date
13.	<p>Penalty Clause During Support/Upgrades Period:</p> <p>Support: Successful bidder should make sure that the reported issues are to be dealt with immediately and should be resolved within 72hrs (3-Days) from the time of call reporting from INCOIS. If the successful bidder fails to resolve the reported issues within 72hrs, INCOIS will take up alternative measures for resolving the issues at risk and cost of the successful bidder. And this step of INCOIS should not have any implications on the already agreed support for the systems / peripherals provided.</p> <p>Upgrades: Successful Bidder should make sure to upgrade the license for a period of three years whenever a new upgrade is introduced in the above period.</p>
14.	Start ups: In order to promote make in India and startups, the prior turnover shall be relaxed partially subject to their meeting of quality, technical specifications. The bidder who intends to participate as "start up" company should enclose the certificate towards startup enterprise registration/recognition issued by Department of Industrial Policy and Promotion, Ministry of Commerce and the certificate should be certified by the Chartered Accountant or should be registered with GeM as startup Applicable certificate should be enclosed
15.	Please note that any falsification/suppression of information could lead to the disqualification.
16.	Bidders should fill and submit the technical compliance sheet along with supporting documents along with Part -I Techno -Commercial bid.
17.	If any loss or damage is caused to INCOIS in any way, by installation the cost of the same will be recovered from the successful bidder.

18.	Proof for fulfilment of eligibility criteria mentioned above should be submitted along with the tender. If the tender is submitted without valid documents, INCOIS shall not consider the bid offered as responsive. Tenders received without proof of eligibility criteria will be rejected
19.	Liquidated Damages Clause: In case the supply/delivery/services is delayed and delay is attributed to the Successful Bidder or is not as per our specifications and in the event of breach of any of the terms and conditions mentioned in the Purchase Order, INCOIS shall have the right. <ul style="list-style-type: none"> a) To recover at the rate of 0.5% per week for the value equivalent to undelivered material / services against the delay in execution of the order or part thereof subject to a maximum of 10% of the services/material not executed/delivered. b) To extend the period of delivery with or without penalty shall not be more than agreed liquidated damages referred to in clause (a) above, c) To forfeit the security deposit full or in part at the discretion of Director, INCOIS.
20.	Force Majeure Clause: If the execution of the contract / supply order is delayed beyond the period stipulated in the contract as a result of out-break of hostilities, declaration of an embargo's or blockage or fire flood, acts of nature or any other contingency , pandemic declared by WHO/Govt. authorities causing stoppage of work beyond the supplier's /INCOIS control, Director, INCOIS may allow such additional time by extending the delivery period as he considers to be justified by the circumstances of the case and his decision shall be final, conclusive and binding. If and when additional time is granted by the INCOIS, the contract/supply shall be read and understood as if it had contained from its inception the delivery date as extended.
21.	If any bidder withdraws his tender after price bid is opened, within the validity period or makes any modifications in the terms and conditions of tender, then INCOIS shall without prejudice to any other right or remedy available to it, be at liberty to initiate appropriate action w.r.t bid for forfeit of EMD apart from other administrative activities
22.	Defect Liability Period if any: Same as Support and Upgrade Period
23.	The Bids shall be uploaded only after being signed by a duly authorized officer of the firm (Single point of contact) which is bidding for the tendered requirement
24.	If any Bidder withdraws his bid or modified within the validity period his EMD will be forfeited.
25.	Director, INCOIS reserves the right terminate the contract either whole or part of the contract with one month notice and vendor shall not have any claim whatsoever on this account.
26.	The acceptance of the tender will solely rest with the Director, INCOIS, who does not bind himself to accept the lowest or any other tender.
27.	In case of any unresolved dispute or differences arising at any time between this Institute and the firm holding the contract, these shall be resolved in terms of the Arbitration and Conciliation Act 1996 and held at Hyderabad, Telangana, India only. Further, this contract is subject to laws of India alone. The arbitration process shall commence within 30days of a dispute notice, and the decision of the Arbitrator(s) shall be final and binding on both the parties.

7. **Technical Clarifications:-** If bidder requires clarifications on any point in this document, it may be submitted through GeM Portal only and replies will be furnished by INCOIS through GeM Portal.

8. In any correspondence is received outside GeM, despite above clear instructions such correspondence will be ignored by INCOIS.

Declaration: I, _____ son/daughter of _____ aged _____ years and residing at _____ State and sole proprietor /managing partner /director of _____, after having read and understood the tender document No..... dated..... floated by the Institute, hereby undertake that I agree to and shall abide by the terms and conditions prescribed in the said tender document for engagement of service provider for Supply and Installation of **MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades**

Signature of the Bidders/ Authorised Signatory & date

Name

OFFICE SEAL,

Address

Note: The bidder/Bidders has to sign & stamp on all pages of tender document and upload the same

BANK GUARANTEE FORMAT FOR BID SECURITY:

Whereas..... (hereinafter called "the tenderer") has submitted their offer dated..... for the supply of (hereinafter called "the tender") against the purchaser's tender enquiry No.....

KNOWN ALL MEN/ PEOPLE by these presents that WEof, having our registered office at (hereinafter called "the Bank"), are bound unto.....(name of Purchaser) (hereinafter called "the Purchaser") in the sum of ___for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _20 ____.

THE CONDITIONS of this obligation are:

1. If the Bidder Withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the instruction to Bidders.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including 45days after the period of tender validity i.e, up to..... and any demand in respect thereof should reach the bank not later than this date.

(Signature of the Bankers)

Format of Bank Guarantee for Advance Payment

1. In consideration of the INDIAN NATIONAL CENTRE FOR OCEAN INFORMATION SERVICES., called as "INCOIS") having agreed to make advance payment to.....[hereinafter called the said Contractor/Supplier(s)], under Agreement/Contract/Order No.dated (Hereinafter called "the said Agreement the said Contract said Order"), made between..... andfor..... (Indicate the scope of supply), for the due fulfillment of the terms and conditions contained in the said Agreement/Contract/Order, on production of a bank Guarantee for.....(indicate the amount in Rs/ Foreign Currency) (.....only), We,(hereinafter referred (indicate the name of the bank) to as "the Bank") at the request of[Contractor/supplier(s)] do hereby undertake to pay to INCOIS an amount not exceeding.....(indicate the amount in Rs/ Foreign Currency) against any loss or damage, costs, charges and expenses, claims caused tot suffered or would be caused tot suffered by HAL by reason of any breach by the said Contractor/supplier(s) of any of the terms or conditions contained in the said Agreement/Contract/Order.
2. We,(indicate the name of the bank) do hereby unreservedly, irrevocably undertake to pay immediately the amounts due and payable under this guarantee without any demur, merely on a written demand from INCOIS stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by INCOIS by reason of breach by the said Contractor/Supplier(s) of any of the terms or conditions contained in the said Agreement/Contract/Order or by reason of the contractor/Supplier(s)' failure to perform the said Agreement/ Contract/Order. Any such demand made on the bank INCOIS be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee INCOIS be restricted to an amount not exceeding..... (Indicate the amount in Rs/ Foreign Currency).
3. We undertake to pay to INCOIS an amount not exceeding (indicate the amount in Rs/ Foreign Currency) so demanded notwithstanding any dispute or disputes raised by the contractor(s)/ supplier(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, Our liability under this guarantee being absolute and unequivocal.
4. We..... (indicate the name of bank) further agree with INCOIS that INCOIS INCOIS have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement/Contract/Order or to extend time of performance by the said Contractor/Supplier(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by INCOIS against the said contractor/Supplier(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement/Contract/Order and we INCOIS not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/Supplier(s) or for any forbearance, act or omission on the part of INCOIS or any indulgence by INCOIS to the said Contractor/ Supplier(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
5. We, (indicate the name of bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of INCOIS in writing and agree that any change in the constitution of the said contractor(s)/Supplier(s) or Bank INCOIS not discharge the Bank of its liability under this deed.
6. The validity of Bank Guarantee INCOIS be up to.....(dd/mm/yy) and such date INCOIS be 60 days after the last delivery/Services against the contract. The Bank Guarantee INCOIS continue to be enforceable till all the dues of INCOIS under or by virtue of the said Agreement/Contract/Order have been fully paid and its claims satisfied or discharged or till INCOIS certifies that the terms and conditions of the said Agreement/Contract/Order have been fully and properly carried out by the said contractor/supplier(s) and accordingly discharges this guarantee.
7. The Bank Guarantee can be invoked by submitting the claim at..... (Place of respective INCOIS's Division) any Branch of the issuing Bank
8. Notwithstanding anything contained herein:
 - a. Our liability under this Bank Guarantees INCOIS not exceeds Rs..... (Rupees.. Only)
 - b) This Bank Guarantees INCOIS be valid up to(being the date of expiry of the Guarantee) and
 - c) The Beneficiary's right as well the Bank's liability under this Guarantees INCOIS stand extinguished unless a written claim or demand is made under this Guarantee on or before [.....] ((being the date of expiry of claim period which in no case should be less than 1 year from the date of expiry of validity period of BG as per clause 8 (b) above).
9. This Bank Guarantees INCOIS be governed by and constitute in accordance with Indian Law and s INCOIS I be subject to exclusive Jurisdiction of Indian Courts.
10. Dated the day of..... for.....(indicate the name of the Bank).

BID-SECURING DECLARATION FORM

Bid No. INCOIS: PUR: 94/2025 date 02.03.2026 "Supply and Installation of MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades

To
The Director
Indian National Centre for Ocean Information Services (INCOIS),
Ministry of Earth Sciences, Govt. of India,
"Ocean Valley", Pragathi Nagar (BO),
Nizampet (SO), Hyderabad - 500 090,

I/We the undersigned, declare that: I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any tender/contract with INCOIS for a period of two year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, i.e, if I/We withdraw, modify, amend, impair or derogate from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Dated on _____ day of _____

Signature of the Tenderer /Authorised Signatory & date

Name of the authorized signatory:

OFFICE SEAL,

Designation:

Name of the Bidder:

Address:

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

OEM's Authorization Format

(Ref ITB-clause 9.2)

(On Company Letter Head)

(To be submitted as part of Technical bid)

OEM's Name _____

[Address and Contact Details]

OEM's Reference No. _____ Date.....

The Director

Indian National Center for Ocean Indormation Services (INCOIS)

Pragathi Nagar -Hyderabad - 500090

Dear Sirs,

Ref. Your Tender Document No. 94/2025 dt 03.03.2026 Tender Title: Supply and Installation of **MATLAB Institute Wide License (IWL) at INCOIS, Hyderabad along with 03 years Vendor/OEM support and upgrades.**

We, -----, are proven and reputable manufacturers of the Tendered Goods. We have factories at-----
----- We hereby authorise Messrs-----*(name and address of the authorised dealer)* to
submit a bid, process the same further and enter into a contract with you against above referred
Tender Process for the supply of above Goods manufactured by us. Their registration number with us
is, dated/ since.....

We further confirm that no Contractor or firm or individual other than Messrs.
(name and address of the above-authorised dealer) is authorized for this purpose.

As principals, we commit ourselves to extend our full support for warranty obligations, as applicable as
per the Tender Document, for the Goods and incidental Works/ Services offered for supply by the
above firm against this Tender Document.

Our details are as under:

Name of the Company:.....

Complete Postal Address:

Pin code/ ZIP code:

Telephone nos. (with country/ area codes):

Fax No.: (with country/ area codes):

Mobile Nos.: (with country/ area codes):

Contact persons/ Designation:

Email IDs:

We enclose herewith, as appropriate, our ----- *(Bye-Laws/ Registration Certificate/ Memorandum of
Association/ Partnership Agreement/ Power of Attorney/ Board Resolution)*

Yours faithfully,

.....
[signature with date, name, and designation]
for and on behalf of Messrs.....
[name & address of the OEM and seal of company]
DA: As above