



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory body under an Act of Parliament)
12, SUDDER STREET, KOLKATA - 700 016
TELEPHONES: +91 033 4036 4753 / 4763 / 4755 / 4731
Website: www.icmai.in

Local Purchase Committee

Ref. LPC/Exam/Antivirus/2023-24

11.12.2023

Tender for renewal of 50 user's license of Trend Micro Antivirus

Quotations are invited only from Trend Micro Authorized Service Provider / Trend Micro Authorized Partner / Reseller for renewal of 50 user's license. The services of the Trend Micro Antivirus License would be for 3 years.

GENERAL TERMS AND CONDITIONS

1. The tenderer must submit the latest document as a proof of Trend Micro Service Provider / Trend Micro Reseller.
2. Updated trade license copy or certificate of incorporation.
3. 100% payment would be after delivery, install & submission of Invoice. No advance payments.
4. Support would be provided 24 × 7 basis for 3 years for any security/ licensing issues.
5. All Payments will be made through Electronic Mode to the Bank Account of the selected Tenderer. Please mention Bank Details [(i) Name of the A/c., (ii) A/c. No., (iii) Type of A/c., (iv) Name of the Bank, (v) Name of the Branch with address, (vi) IFS Code No. and (vii) MICR No.] in the Quotation.
6. The price quoted by the Tenderer should remain valid for a period of three months from the date of submission of tender, till the work order is issued. The rate quoted shall remain firm throughout the contract period. However, no other incidental charges shall be payable.
7. All the terms and conditions for the payment shall be made as mentioned herein and no change in the terms and conditions will be acceptable during the contract period.

TIME LINE

- The delivery and installation must be done within 7 days of placing of the order

QUOTING OF RATES

1. Quotations must be submitted in sealed envelopes. The rate quoted will be final. No enhancement of rates will be allowed.
2. Taxes as applicable would be included in the quoted price.

For any further clarification, please contact Shri Kamalesh Pattanyak Dy. Director at mail id: exam.dd2@icmai.in or physically at CMA Bhawan, 12 Sudder Street, 2nd Floor, Kolkata – 700016 [Monday to Friday during office hour 9.30 a.m. to 6.00 p.m.].

SUBMISSION OF BIDS

The quotations STRICTLY AS PER PRESCRIBED FORMAT (Annexure 1) have to be submitted in the **LPC Tender Box** kept at the ground floor of the Institute. Address: **Local Purchase Committee**, Institute of Cost Accountants of India, CMA Bhawan, 12, Sudder Street, Kolkata – 700 016 in Sealed Envelope, superscribed "**Tender for renewal of 50 user's license of Trend Micro Antivirus**" (**Bid Reference – LPC/Exam/Antivirus/2023-24**) on or before 3:00pm, 1st January, 2024.

CONVENER
LOCAL PURCHASE COMMITTEE



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Local Purchase Committee

Annexure 1

Format of bid

| Sl. No. | Details Requested | Provide Details |
|---------|---|-----------------|
| 1 | Name of the Company/ Vendor | |
| 2 | Contact person & Mobile number | |
| 3 | Full address of the Registered office With Email Address | |
| 4 | RTGS Bank Account Details | |
| 5 | Details of GSTN (copy of certificate to be enclosed) | |
| 6 | PAN of the Proprietor / Firm | |
| 7 | Certificate of Incorporation / Trade License (copy to be enclosed) | |
| 8 | Copy of latest document as a proof of Trend Micro Service Provider / Trend Micro Reseller. | |

| Sl. No. | Item | Quantity (nos.) | Unit Rate (Rs) (Inclusive of all & Taxes) |
|---|--|-----------------|---|
| 1. | License of Trend Micro Antivirus and support | 50 Users | |
| GRAND TOTAL (Unit Rate × 50 Users) | | | |

Declaration: We /our Company agree to all the terms and conditions as indicated in this EOI/Tender Notice and have physically visited and understood the scope of work. We are not debarred by any other Department of the Institute.

Signature of bidder:

Seal:

Date: