



हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय Central University of Himachal Pradesh

धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176215
Dharamshala, District Kangra (HP)-176215

Ref. No: SoJMC&NM/1-9/CUHP/12/775-778

Dated: 09.04.2025

NOTICE INVITING QUOTATION

For and on behalf of Central University of Himachal Pradesh, sealed Quotations are hereby invited by the undersigned for “**Providing Adobe Creative Cloud All Apps Software Subscription for 7 desktops**” from respective service providers/vendors/firms having experience of dealing this software in various offices/organizations/educational institutions as per schedule attached at **Annexure-II**. The sealed envelope containing quotation shall be superscribed with the **Name of Work, Quotation Enquiry Ref. No. & Date** and shall reach the O/o Assistant Registrar (Store) cum CPO, Central University of Himachal Pradesh Dharamshala, Distt. Kangra -176215 by registered post or delivered personally latest by **28.04.2025 upto 12:00 noon** and shall be opened on 28.04.2025 at 12:30 PM in the Media Lab, First Floor, Dhauladhar Parisar-I, Dharamshala-176215 in the presence of intending bidders or their authorized representatives.

Application for Quotation Document must be accompanied with the self-attested (*signed and stamped*) copies of the following qualifying documents:

- 1) GST certificate.
- 2) PAN Card.
- 3) Signed copy of terms & conditions (**Annexure-I**)
- 4) Schedule of quantities (**Annexure-II**)
- 5) The Bidder should not have been blacklisted by any Central/State Government Organization or PSU, should not have any court case against the Bidder for any corrupt and fraudulent practice. An Undertaking by the Authorized Signatory should be submitted as a part of qualifying document for quotation.
- 6) Bidder/vendor should submit their proof of office address.

Sd/-

Assistant Registrar (Store)-cum-CPO,
Central University of Himachal Pradesh
Dharamshala, Distt. Kangra -176215

Copy to:

1. Notice board.
2. University Website.

Terms & Conditions

1. The article/service is to be provided within **15 days**, to be reckoned from the next day from date of issue of work order.
2. The quantities of work in the schedule (refer **Annexure- ‘II’**) are provisional and likely to vary (increase or decrease).
3. The prices quoted should be net inclusive of all the charges i.e. freight, Labour, T&P, Carriage, Lead/Lift and GST and nothing extra is to be paid.
4. The quotation for the work shall have validity for a period of 30 days from the date of opening of quotations.
5. All applicable Taxes and Statutory Deductions shall be deducted from the final bill.
6. In case of any dispute, the decision of Vice-Chancellor, CUHP is final and binding on the bidder.
7. The Central University of Himachal Pradesh reserves the right to accept or reject any or whole quotation without assigning any reason thereof.
8. The firm/bidder shall be responsible for faithful compliance of the terms and conditions enunciated in this document. In the event of any breach of any of the terms and conditions, the assigned work may be terminated and further the work order may be got executed from another agency at risk and cost of the firm/Bidder.
9. Addressing of Technical Problems / tickets should be addressed within 24 hours and replacement if required shall be provided within 3 business days.
10. In case of any queries/doubts the bidder(s) can visit the Assistant Registrar (Store) cum CPO, Central University of Himachal Pradesh Dharamshala, Distt. Kangra -176215
11. Items mentioned in the Bill of Quantity should be from a reputed make and of assured quality.

Sd/-

Assistant Registrar (Store)-cum-CPO,
Central University of Himachal Pradesh
Dharamshala, Distt. Kangra -176215

I acknowledge that I have read, and do hereby accept the terms and conditions contained in this quotation document.

Sign and Stamp of bidder with date

Name (CAPITAL): _____

Address: _____

Contact no: _____

BILL OF QUANTITY

Name of the Work: providing Adobe Creative Cloud Software for 7 desktops for Media Lab, Dahuladhar Parisar-I.					
Name of Bidder:					
S. No.	Description	Unit	Quantity As per Desktops	Unit Rate Quoted	Amount (Incl. of GST) (Rs.)
1	Adobe Creative Cloud Full package All Apps annual Subscription for Universities including Acrobat, Acrobat Reader, Aero, After Effects, Animate, Audition, Bridge, Capture, Character Animator, Dreamweaver, Adobe Express, Adobe Fill and Sign, Fresco, Illustrator, Incopy, InDesign, Lightroom, Lightroom Classic, Media Encoder, Photoshop, Photoshop Camera, Photoshop Express, Premiere Pro, Adobe Scan	No. 5	5 (for windows)		
	Adobe Creative Cloud Full package All Apps annual Subscription for Universities including Acrobat, Acrobat Reader, Aero, After Effects, Animate, Audition, Bridge, Capture, Character Animator, Dreamweaver, Adobe Express, Adobe Fill and Sign, Fresco, Illustrator, Incopy, InDesign, Lightroom, Lightroom Classic, Media Encoder, Photoshop, Photoshop Camera, Photoshop Express, Premiere Pro, Adobe Scan	No. 2	2 (for MAC)		
		Total Amount (in Rs.)			
	Total Amount in Words:				

Note: Please specify if the software subscription is common for both windows and MAC.

Sign and Stamp of bidder with date

Name: _____
Address: _____