



Basic Details

Organisation Chain	Department of Pharmaceuticals National Institute of Pharmaceutical Education and Research (NIPER) Guwahati		
Tender Reference Number	NIPER-G/S P/77/SW/Grammarly/24-25/293 dtd 5/3/25		
Tender ID	2025_MCF_791205_1		
Tender Type	Open Tender	Form of contract	Supply
Tender Category	Goods	No. of Covers	1
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.xls	Techno-Commercial Offer

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	NA	Fee Payable At	NA
Tender Fee Exemption Allowed	NA		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	NA
EMD Fee Type	NA	EMD Percentage	NA
EMD Payable To	NA	EMD Payable At	NA

Work /Item(s)

Title	Tender Enquiry for Annual Subscription of Grammarly Education Premium				
Work Description	Tender Enquiry for Annual Subscription of Grammarly Education Premium				
Pre Qualification Details	Please refer Tender documents.				
Tender Value in ₹	1	Product Category	Computer-S/W	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	30
Location	NIPER-Guwahati, Changsari	Pincode	781101	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	NIPER-Guwahati, Changsari

Critical Dates

Publish Date	05-Mar-2025 05:00 PM	Bid Opening Date	26-Mar-2025 03:30 PM
Document Download / Sale Start Date	05-Mar-2025 05:00 PM	Document Download / Sale End Date	26-Mar-2025 02:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	05-Mar-2025 05:00 PM	Bid Submission End Date	26-Mar-2025 02:00 PM

Tender Documents

NIT Document	S.No		Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf		Tender Enquiry for Annual Subscription of Grammarly Education Premium	2546.73	
Work Item Documents	S.No		Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents		Tender Grammarly.pdf	Tender Enquiry for Annual Subscription of Grammarly Education Premium	2546.73

Tender Inviting Authority

Name	Director, NIPER-Guwahati
Address	NIPER-Guwahati

Tender Creator Details

Created By	Gitartha Goswami
Designation	Assistant Registrar
Created Date	05-Mar-2025 04:50 PM



TENDER ENQUIRY FOR
“Annual Subscription of Grammarly Education Premium”

Tender No. NIPER-G/S&P/77/SW/GRAMMARLY/2024-25/.....²⁹³
dated 05/03/2025

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH-
GUWAHATI
DEPARTMENT OF PHARMACEUTICALS, MINISTRY OF CHEMICALS AND FERTILIZERS, GOVERNMENT OF
INDIA
SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, India

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राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान, गुवाहाटी
**NATIONAL INSTITUTE OF PHARMACEUTICAL
EDUCATION AND RESEARCH-GUWAHATI**

(Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India)
SilaKatamur (Halugurisuk), P.O.: Changsari, Dist: Kamrup, Assam, Pin: 781101.

F. No: NIPER-G/S&P/77/SW/GRAMMARLY/2024-25/.....²⁹³

दिनांक/Date: 05/03/2025

विषय/Sub: Tender Enquiry for “Annual Subscription of Grammarly Education Premium”

**संदर्भ/Ref: Our Enquiry No. NIPER-G/S&P/77/SW/GRAMMARLY/2024-25/.....²⁹³ dated
05/03/2025.**

Specifications

Sl. No.	Item Description	Qty.
1.	Annual Subscription of Grammarly Education Premium	200 users

Last Date for submission: 26.03.2025 up to 14:00 hrs. (IST)

Date of Opening: 26.03.2025 at 15:30 hrs. (IST)

सामान्य नियम और शर्तें / GENERAL TERMS & CONDITIONS:

Sealed tenders in Single Bid format are invited on behalf of Director, NIPER-Guwahati for “**Annual Subscription of Grammarly Education Premium**” at NIPER-Guwahati as per specification tabled above.

- 1. मूल्य / PRICE:** Please quote your rate with all-inclusive costs. Please also ensure providing Breakup cost for all individual components for our records.
- 2. आपूर्ति / सेवाओं के लिए स्थान / Locations for the supply / services:** The bidders may note that the supply/services covered by this document are required to be executed at:
**NIPER-Guwahati,
SilaKatamur, Halugurisuk,
Changsari, Kamrup, Assam-781101.**

NIPER-G will not provide any accommodation/transportation for the engineers/representatives for attending the agreed work. It is the absolute responsibility of the principal supplier/agent/vendor to make their own arrangements.

- 3. कृपया बोली के साथ निम्नलिखित दस्तावेजों को प्रस्तुत करना सुनिश्चित करें / PLEASE ENSURE SUBMISSION OF FOLLOWING DOCUMENTS WITH BID:**

- a) Quotation with rates, detailed terms and conditions. Authorization certificate should be submitted by the authorized dealer/distributor.
- b) Provide company profile and brief note indicating your experience in manufacturing/supplying such items.

- c) Certificate of Incorporation/ Registration Certificate of the firm / Company/Agency.
d) Income Tax returns filed for the last three financial years.
e) PAN No.
f) GST Registration certificate.
g) The OEM certificate or the valid authorization letter from the OEM for sale & support of the product quoted.
4. **Activation, testing, commissioning and training:** All necessary support for activation, configuration, testing and operation of the software including training should be provided by the supplier.
5. Up-gradations if any made to the subscribed software during the subscription period should be made available to the institute free of cost.
6. **संबंधीत कानून / Applicable Law:** All disputes shall be settled in the courts of Guwahati Jurisdiction only.
7. **भुगतान की शर्तें / Payment Terms:** As a matter of policy being a government institution, no advance payments can be made to suppliers. Payment will be released through bank transfer against invoice after renewal of subscription and activation of software and acceptance by user Department.
8. **प्रस्तुत करने की तिथि एवं समय / Date & Time of Submission:** The signed quotation should be submitted in a sealed cover, super scribed with “**NIQ under Ref. No. NIPER-G/S&P/77/SW/GRAMMARLY/2024-25/.....²⁴³ dated 05/03/2025, CPPP Id:**” and addressed to the *Director, National Institute of Pharmaceutical Education and Research (NIPER)-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, INDIA*. The tender should reach this institute **on or before 26th March 2025** up to 14:00hrs. IST and will be opened on the same day at 15:30hrs. IST. You may intimate dispatch of the tender to the e-mail address given below.
9. **बोली की वैधता / Bid Validity:** The bid shall remain valid for acceptance for a period of 90 days after the date of bid opening prescribed in the Bidding Document. Any bid valid for a shorter period shall be treated as unresponsive and rejected.
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- In exceptional cases, the bidders may be requested by the institute to extend the validity of their bids up to a specified period. The bidders who agree to extend the bid validity, are to extend the same without any change or modification.
- In case the day up to which the bids are to remain valid falls on or subsequently declared a holiday or closed day for NIPER-Guwahati, the bid validity shall automatically be extended up to the next working day.
10. **स्वीकृति और अस्वीकृति / Acceptance & Rejection:** The acceptance of the quotation will rest with the Director, NIPER-Guwahati, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or accept, partially or all the quotations received, without assigning any reason. The Director, NIPER-Guwahati further reserves the right to withdraw the tender or part thereof or modify the requirements without assigning any reason and the right to relax any of the conditions in the best interest of the Institution.

11. **पेनल्टी शर्त / Penalty Clause:** A penalty equivalent to 1% of the order value per week of delay beyond the stipulated delivery period subject to a maximum of 10% penalty is chargeable. The supply order will be liable for instant cancellation beyond permissible delay.
12. **निविदा दस्तावेज के नियमों और शर्तों की स्वीकृति / Acceptance of the terms and conditions of tender document:** Bidders are expected to provide a certificate that all the terms and conditions of enquiry are accepted.
13. **पत्राचार / Correspondence:** All the correspondence related with the procurement should be addressed to Director, NIPER-Guwahati till placement of order, who is final deciding authority.
14. **छूट / Relaxation:** Director, NIPER- Guwahati reserves the right to relax any of the conditions or modify the specifications in exceptional cases, in the best interest of the institute. NIPER-Guwahati reserves the right to withdraw the tender in whole or part at any stage without assigning any reason thereof.

Yours faithfully,



भंडार एवं क्रय अधिकारी/Stores & Purchase Officer