



Inquiry No. GIPL/Ltd/Google e-mail services subscription/24-25/12

Dt. 11.03.2025

Dear bidder,

GIPL is a leading Total Solution Provider for IT/ITeS services to Government of Gujarat and its Corporations/ Boards. We are ISO 9001:2015 certified organisation and a subsidiary of Gujarat State Petroleum Corporation Ltd. (A Govt. of Gujarat Undertaking). Guj Info Petro Limited (GIPL) has been providing various IT related Services, IT Project Consultancy as a Total Solutions Provider / Nodal Agency to Government of Gujarat and its Corporation / Boards, Educational Institutions etc. since more than 20 years. GIPL also offers robust IT infrastructure for hosting of mission critical applications at its data centre located at Infocity, Gandhinagar.

GIPL is looking forward to select vendor for “Google e-mail services subscription for GIPL’s Client, as per the detail mentioned below.

In this regards, we request you to submit the quotation for “**Google e-mail services subscription** in following commercial format, on or **before 15/03/2025, 3:30 PM in password protected PDF format** to GIPL. We will inform you to submit / share password before 30 minutes of Bid opening.

General information for bidders

Company Name	Guj Info Petro Limited
Address	2 nd Floor, Block-15, Sector- 11, Udhyogbhavan, Gandhinagar Kind attention :- Chief Project Officer
Website	www.gipl.in ; www.gipl.net
Main Services	IT/ITeS including Data Centre solutions

A. Commercials:

Sr. No.	Description	Qty.	Unit Rate	TOTAL Amt. Without taxes	GST 18%	@	Tax Amount	TOTAL Amount With Taxes
(A)		(B)	(C)	(D)= BxC	(E)		(F)=DxE/100	(G)=D+F
01.	Google Workspace Business Starter <ul style="list-style-type: none">• Google Workspace Storage - 30 GB per user• Calendar - Simple, Sharing for Teamwork• Gtalk - Text, Voice & Video with Meet• Google Drive & Google Docs (Subscription Period - One Year. The Price is Valid for 3 Years.	300						

2.	Google Workspace Enterprise Starter <ul style="list-style-type: none"> • Google Workspace Storage - 1 TB per User • Calendar - Simple, Sharing for Teamwork • Gtalk - Text, Voice & Google Meet • Google Drive & Google Docs • Google Sites - Intranet Portals made easy (Subscription Period - One Year) The Price is Valid for 3 Years.	127					
Total Amount (Inclusive of Taxes)							

A. Eligibility Criteria

1. The Vendor must have valid PAN and GST registration. Vendor shall Submit PAN & Active GST-Registration-Certificate &"submit a Self-certification of non-default under GST".
2. The Vendor should have no record of being black-listed by any Government/ Public Sector/ Multinational/ National companies. (Self-declaration Certificate as per **Annexure-A** enclosed herewith)
3. Evaluation will be based on Bidder's eligibility, the most competitive, and the lowest rate quoted by the participating and eligible bidders.
4. Any clarifications desired by any Vendor in connection with any part of this proposal may be sought as per contact details below.

<u>Name of Contact Person</u>	<u>Contact email ID</u>
Manoj Patel	mpatel@gipl.net

Terms & Conditions

1. Bidder needs to quote composite rate i.e. CGST + SGST + CESS or IGST + Cess as the case may be. Any changes in Govt. Taxes / Duties would be applicable as on actual at the time of invoice processing.
2. Necessary statutory deductions, in accordance with rules as applicable, may be deducted at source by GIPL from the above quoted amount.
3. The quoted rate is inclusive of all lodging, boarding, travelling charges as may be required during the tenure of execution of the project.
4. Implementation & operationalization of Google E-mail Services Subscription Business Starter Plan & Google E-mail Services Subscription Enterprise Starter Plan as selected by GIPL Client.
5. The minimum subscription period will be of 3 years.
6. Licenses shall be procured in the name of GIPL's Client.
7. GIPL reserves the right to cancel this requirement without assigning any reason.
8. The final decision however on selection of the vendor will be at discretion of the competent authority of GIPL.
9. Delivery Period: - On immediate basis.
10. Payment Terms: - Payment will be paid by GIPL, after successful implementation on yearly basis after procurement of licenses. Payment will be processed against raise of invoice.

11. Single point of contact approach from either side is required. Client will appoint a single point of contact for day to day coordination and approval in timely manner.
12. Evaluation of quotation shall be based on the Total Cost to the Company. The quotation that complies with all of the requirements and offers the lowest price shall be selected. Any offer that does not meet the requirements shall be rejected.
13. Any Work Order/engagement that will be issued as a result of this Inquiry shall be subject to the Terms and Conditions mentioned herein.
14. Governing Laws & Jurisdiction: The resulting engagement shall be made under, and shall be governed by and construed in accordance with the laws of India and will be subject to exclusive jurisdiction of courts in Gandhinagar, Gujarat, India.
15. Limitation of Liability: The successful bidder agrees that it will indemnify GIPL and keep so indemnified against any and all claims, damages, demands or proceedings brought or made or alleged (or threatened to be brought or made or alleged) in any jurisdiction against GIPL or any losses, liabilities, costs, charges or expenses suffered or incurred by GIPL on account of negligence or default on the part of the successful bidder.

Thank you and we look forward to receiving your quotation.

Annexure -A

FORMAT FOR SELF DECLARATION – NO BLACKLISTING CERTIFICATE

Date: <DD/MM/YYYY>

To
Chief Executive Officer
Guj Info Petro Limited
Block No: 15, 2nd Floor, Udyog Bhavan,
Sector -11, Gandhinagar – 382 011,
Gujarat.

Ref:- “Google e-mail services subscription for GIPL’s Client.”

Dear Sir,

In response to the referenced for ““Google e-mail services subscription for GIPL’s Client.”
, an owner/partner/director of _____, of _____
_____, I/ We hereby declare that presently our company/firm
_____ is having unblemished record and is not declared
ineligible for corrupt and fraudulent practices either indefinitely or for a particular period
of time by any State/Central Government/PSU.

We further declare that presently our company / firm
_____ is not
blacklisted / banned / declared ineligible / declared having dissatisfactory performance /
put on holiday list / disqualified for reasons of corrupt and fraudulent practices by any
State/Central Government/ PSU on the date of Bid submission.

We further declare that presently our company / firm
_____ is not
blacklisted by any State/Central Government/ PSU for any IT/ITeS Goods and/or Services
as on the date of Bid submission.

Yours Sincerely,
Name of the Bidder:
Authorized Signatory:
Seal of the Organization:
Date:
Place: