



RAMAKRISHNA MISSION SIKSHANAMANDIRA

(An NCTE recognized Govt. Aided (WB) Autonomous Post-Graduate Teacher Education College under the University of Calcutta)
College with Potential for Excellence (CPE), College of Teacher Education (CTE) & Swami Vivekananda Centre for Multidisciplinary Research in Educational Studies

☎ (033)2654-6081/9281/1635

✉ rkmsmc@gmail.com, rkmsm@rediffmail.com

🌐 www.rkmsm.org

BELUR MATH, HOWRAH - 711 202, WEST BENGAL

Ref: RKMSM/eTender/125/49 /26-27

Date: 06.10.2026

NOTICE INVITING e-TENDER FOR PROCUREMENT AND INSTALLATION OF DRILLBIT PRO ANTI-PLAGIARISM SOFTWARE

(Submission of BID strictly through WB e-tender portal only)

The Principal, Ramakrishna Mission Sikshanamandira under the aegis of Department of Higher Education, Government of West Bengal having its office at Belur Math, Howrah, 711202 is inviting **e-Tender** (two bids) through a Two-Bid System for the procurement, activation, installation and 36-month subscription of DrillBit Pro Anti-Plagiarism Software, as per annexed list from the bonafide Direct Importer / Authorized Distributors / Reputed Vendors. Necessary earnest money to be submitted only through online mode for participation in the e-Tender process as appended in the table below:

Name of the Item	Earnest Money	Tender Cost
<u>DrillBit Plagiarism Software Detection License:</u> 1. 500 Documents Submissions per year (For 3 years 1500 documents) 2. 01 admin & 05 Users account 3. 36 months Annual Subscription 4. Cloud Based Anti-Plagiarism Software Service 5. Similarity Report With ❖ Grammar Quality Report (Complimentary - free of cost). ❖ AI Generated Text Detection (Complimentary - free of cost) ❖ Title Plagiarism Check and Literature Discovery (Complimentary - free of cost)	Rs. 4800/- (Rupees Four Thousand Eight Hundred)Only	Nil

1. GENERAL INSTRUCTIONS

- 1.1. Only authorized distributors, reputed vendors and direct importers with good credentials in similar jobs are eligible for quoting.
- 1.2. In the event of the tendering process, an intending bidder may download the tender documents free of cost from the website; <https://wbtenders.gov.in> directly with the help of a Digital Signature Certificate.
- 1.3. Necessary earnest money and tender cost may be remitted in favour of Ramakrishna Mission Sikshanamandira, Belur Math, Howrah, 711202 **strictly through online mode only** in accordance with **G.O. No. 3975-F(Y), dated 28.07.2016** of the Finance Department, Government of West Bengal.
- 1.4. Both Technical bid and Financial Bid are to be submitted concurrently and duly digitally signed on the website <https://wbtenders.gov.in>.
- 1.5. All papers must be submitted in the English language.
- 1.6. The bidder must submit all the proforma enclosed herewith in Annexure-II and III.
- 1.7. The “Checklist for Documents’ (Annexure-II) must be properly filled up; else the quotation/tender of the bidder shall be rejected.



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- 1.8. The documents must be properly arranged in the file following the checklist.
- 1.9. Submission of hard-copy of any bid-related document is prohibited and will only be submitted through the NIC portal.
- 1.10. The price is to be quoted in Indian Rupees including all costs (e.g. insurance, customs duty, packing, forwarding, freight charges, clearing charges, installation, transportation, dismantling charges etc. if any), payable in Indian Rupees should also be mentioned.
- 1.11. The rates should remain valid for the period up to **March 2027**.
- 1.12. No conditional/incomplete rate will be accepted under any circumstances.
- 1.13. During the evaluation, the Tender Inviting Authority may summon the tenderers (if required) & seek clarification/ information or additional documents or an original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will be rejected.
- 1.14. If the tenderer gives a false statement on any information about the firm/ supplier or any credentials found incorrect/ manufactured/ fabricated during the tender process, their quotation/ tender shall be rejected, and the earnest money shall be forfeited.
- 1.15. The tenderers must accept the Terms & Conditions described in Clause 2, 3, 4, 5, 6 & 7.**
- 1.16. The tender inviting authority reserves the right to reject any or all the quotations without assigning any reasons thereof.
- 1.17. Mere submission of tender does not necessarily mean the offering of work orders to the bidders.
- 1.18. It is assumed by the tendering authority that the participating bidders have read all the conditions as mentioned in e-NIT.
- 1.19. No request, no complaints, and no grievance will be entertained by the tendering authority unless there is/ are inadvertent mistake/ mistakes on the part of the tendering authority.
- 1.20. In case of any dispute, the tendering authority's decision will be treated as final and conclusive. All legal actions are subject to Howrah's jurisdiction only.
- 1.21. Tendering authority may seek documents from the bidder in addition to the scanned documents sent by them at the time of uploading the technical bid for verification and evaluation of the tender.
- 1.22. Tendering authority reserves the right to relax any clause as stated herein above for the selection of a responsive bidder.
- 1.23. The Tender Schedule is available in Clause-8.**

2. SUBMISSION OF THE TENDERS

The tender is to be submitted in two Bid Systems.

[A] TECHNICAL BID "A"

PART I: Statutory Cover containing the following documents (SINGLE FILE MULTIPLE PAGE SCANNED)

Essential Requirements of the Tendering Firm for participation shall contain all papers related to the essential requirements of the Tenderer for participation in the tender viz.

- a) "Checklist for Documents" (in the prescribed format available in Annexure-II)
- b) "Declaration Form" (in the prescribed format available in Annexure-III)

PART II: Non-Statutory/My Documents containing the following documents (SINGLE FILE MULTIPLE PAGE SCANNED)



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S N	Category	Sub-category	Sub-Category Description
A.	Bidder Details	Certificates	● PAN Card ● Professional Tax Registration Certificate ● GST Registration certificate if any ● Valid Trade License for the FY 2026-27 for the specific trade
B.	Credential	Work orders and payment certificates for experience in similar nature of work for the last three financial years	
C.	Financial Information	Income Tax Returns	Income Tax Return submitted for the- 1. Financial Year 2025-26 (Assessment Year 2026-27) 2. Financial Year 2024-25 (Assessment Year 2025-26) 3. Financial Year 2023-24 (Assessment Year 2024-25)
		P/L Accounts & Balance Sheet	Audited Profit and Loss Account & Balance Sheet or a certificate by the chartered accountant clearly stating the nature of the business and annual turnover for the – 1. Financial Year 2025-26 2. Financial Year 2024-25 3. Financial Year 2023-24

[B] FINANCIAL BID “B”

BOQ in INR (in excel sheet)

The folder as “Financial Bid” shall contain the BOQ file where prices are to be quoted as per the conditions cited there only. All prices must be quoted in Indian Currency only.

3. EVALUATION OF THE TENDERS

- 3.1. During the tender evaluation process, “Bid A”, i.e., the technical bid will be opened first and all the participating Tenderers will be processed for technical evaluation.
- 3.2. The Tenderers who will qualify the technical evaluation will be identified and only their “Bid B”, i.e., the financial bid will be processed for financial evaluation.
- 3.3. The Tenderers who will not qualify the technical evaluation due to failure to meet the technical and other requirements of participating in the tender will be rejected at the technical evaluation and their quotation will not be processed for financial evaluation.
- 3.4. The Tenderer quoting the lowest price will be considered successful in financial evaluation.
- 3.5. In case of a tie in selecting a successful bidder among more than one L1 bidder, the successful bidder will be selected based on the pertaining clauses as mentioned in the G.O. No. 2320-F(Y) dated 07/06/2022 of the Finance Department of the Government of West Bengal.

4. COST OF EARNEST MONEY

Each tenderer has to submit, unless exempted under the existing orders of the West Bengal Government Earnest Money in the form of online submission in accordance with G.O. No. 3975-F(Y), dated 28.07.2016 of the Finance Department, Government of West Bengal at a minimum amount of Rs. 4,800/- (Rupees Four Thousand Eight Hundred). If the bidder does not



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provide the EMD for any quoted bid value of any department/section in respect of Bid A, the bid of the respective bidder should be treated as cancelled.

The EMD will be refunded to the bidder(s) as per following manners–

- I. If the bidder(s) do not get any offer, the EMD will be automatically refunded to the bidder(s) account through online mode only after the finalization of the tender or within 60 (Sixty) days from the date of opening of tender whichever is later against the specific prayer of Tenderer. No request for receiving the EMD amount in any other offline/online mode will be entertained at any stage by the College authority.
- II. If the bidder(s) get the work offer but is unable to supply the materials / carry out the work order successfully and satisfactorily, the EMD will be forfeited.

5. ORDER & SUPPLY

- 5.1. Orders for the supply of the approved products will be placed with the successful tenderers through purchase orders.
- 5.2. Delivery of the items at the purchaser's designated premises shall be completed by the Supplier in accordance with the terms specified by the purchaser within the specified time schedule as mentioned in the purchase order. In case of purchase of fully digital products, the delivery shall meet the requirements of the purchaser regarding specified machines/hosts/locations as well as the published timeline.

6. CRITERIA TO BE FULFILLED BY THE SUPPLIER:

- 6.1. **500 Documents Submissions per year (For 3 years 1500 documents)**
- 6.2. **01 admin & 05 Users account**
- 6.3. 36 months Annual Subscription
- 6.4. Cloud Based Anti-Plagiarism Software Service
- 6.5. **Software Features & Specifications:**
 - 6.5.1. Grammar Quality Report (Complimentary - free of cost)
 - 6.5.2. AI Generated Text Detection (Complimentary - free of cost)
 - 6.5.3. Title Plagiarism Check and Literature Discovery (Complimentary - free of cost)
 - 6.5.4. Similarity Report
- 6.6. **License Key:**
 - 6.6.1. License keys provided shall be authentic & functional with 36 months validity and shall come together with the product provided with elaborate documentation/description for authentication and/or activation and other applicable specifications.
 - 6.6.2. Declaration/ Specification must be provided for the following-
 - 6.6.2.1. Number of unique installations permissible against a single License Key.
 In case the number is more than one, the same has to be demonstrated/provided/tested during first time installation.



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6.6.2.2. Number of unique users/nodes/hosts who can concurrently access the software with full features against a single License key.

In case of such provision with multiple concurrent users, atleast two such separate first time installations must be provided/demonstrated along with its concurrent users functionality.

6.6.3. **If any License key is found non-working/ non-compliant during first time installations as per Clause 6.4**, the supplier is bound to replace the License Key with a functional one which shall satisfy all the specified requirements. In such a scenario the supplier must provide the due replacement without any additional cost.

6.7. *Product Delivery & Associated Compliances:*

6.7.1. If the product delivery involves supply of any physical component such as CD/DvD, pen drive, etc. and the same is found non-working/broken/damaged, the supplier is bound to replace the same without any further cost.

6.7.2. Specification List with due Product ID(s)/ Authenticators of the purchased items shall be provided.

6.7.3. After-sales, services like tutorials will have to be provided by the supplier at free of cost.

7. PAYMENT TERMS

No advance money will be provided to the eligible bidders/suppliers.

Payment will be made through the e-payment system through PPA/ECS/RECS/RTGS as the case may be after execution and accomplishment of due supply as ordered subject to:

- I. Supply of the materials as per specification as provided in the tender documents and the catalogue.
- II. Supply of the materials within the supplied period as specified in the purchase order.
- III. **Availability of the fund for Ramakrishna Mission Sikshanamandira under RUSA 2.0 Component 8 Grant.**

On being selected, the successful vendors will have to submit one application to the Principal, Ramakrishna Mission Sikshanamandira, Belur Math, Howrah, 711202 and concerned procuring authorities stating the name of the payee/recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment.

No manual payment is allowed to be made as far as practicable.

Payment will be made 100% after the successful completion of the job.

Timelines & Other information provided overleaf.



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8. DATES & INFORMATION:

SN	Items	Publishing Date(s)
1.	Date of uploading of N.I.T. & Tender documents (online) from this end	06.10.2026
2.	Starting of Documents download (online)	06.10.2026 from 3:00 P.M
3.	Bid Submission starting (online)	06.10.2026 from 03:00 P.M
4.	Last date of Documents download and submission of bid (online)	24.10.2026 up to 12:00 PM
5.	Date of Technical Bid opening	26.10.2026 after 12:00 PM
6.	Date of uploading list for Technically qualified Bidder (online) (Bid A)	To be notified Later
7.	Date and Place for the opening of Financial Proposal (Bid B) (online)	To be notified Later
8.	Date of uploading of the list of bidders along with the approved rate	To be notified later

The Principal, Ramakrishna Mission Sikshanamandira, Belur Math, Howrah, 711202 reserves the right to change the above schedule in case of any exigencies after putting up a notice on the website, <https://wbtenders.gov.in> and office notice board.

Swami Vidyamritananda

Principal (Offg.)

Ramakrishna Mission Sikshanamandira

Belur Math, Howrah, 711202



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Annexure - I

List of Items

RAMAKRISHNA MISSION SIKSHANAMANDIRA	
Purchase, Activation and 36-Month Subscription of DrillBit Pro Anti-Plagiarism Software	

S N	Item Description	Quantity
1.	DrillBit Plagiarism Software Detection License 1. DrillBit Pro - Anti-Plagiarism Software • 500 Documents Submissions per year (For 3 years 1500 documents) • 01 admin & 05 Users account • 36 months Annual Subscription • Cloud Based Anti-Plagiarism Software Service With ❖ Similarity Report ❖ Grammar Quality Report (Complimentary - free of cost) ❖ AI Generated Text Detection (Complimentary - free of cost) ❖ Title Plagiarism Check and Literature Discovery (Complimentary - free of cost)	3 Nos



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Annexure – II

(To be furnished on company/firm's Letterhead)

Checklist for Documents

SN	Items	Yes/No	Page No. in File
1.	Annexure – II		
2.	Annexure – III		
3.	PAN Card of the authorized signatory		
4.	GST Registration Certificate		
5.	Professional Tax Registration Certificate		
6.	Valid Trade License for similar work issued by the competent authority		
7.	Income Tax Returns submitted for the 1. Financial Year 2025-26 (Assessment Year 2026-27) 2. Financial Year 2024-25 (Assessment Year 2025-26) 3. Financial Year 2023-24 (Assessment Year 2024-25)		
8.	Audited Profit & Loss Account & Balance Sheet of the 1. Financial Year 2025-26 2. Financial Year 2024-25 3. Financial Year 2023-24		
9.	Work orders and payment certificates for experience in the similar nature of work of the last three financial years.		
10.	Annual Turnover as per Audited P/L Accounts & Balance Sheet	FY 23-24: Rs. _____/- FY 24-25: Rs. _____/- FY 25-26: Rs. _____/- Average Annual Turnover: Rs. _____	

Signature of the Authorized Signatory with Seal

Mobile:

Email:

Address:



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Annexure – III

Declaration

(To be furnished on company/firm's Letterhead)

To

The Principal

Ramakrishna Mission Sikshanamandira

Belur Math, Howrah, West Bengal, 711202

Dear Sir,

I, the undersigned

1. Do certify that all the statements made in the attached documents are true and correct. In case any information submitted is proved to be false or concealed the application may be rejected and no objection/claim will be raised by the undersigned.
2. Do certify that neither our company/firm M/S. _____ nor any of our constituent partners had been debarred to participate in any tender by any Government / Undertaking / Private Organization during the last 5 (five) years prior to the date of Tender Inviting Notice.
3. Do certify that we will supply or provide the services as per the requirement mentioned in the work order through the notice inviting tender.
4. Read the notice inviting tender thoroughly and accept all the terms and conditions as laid down in the tender document and declare that we shall abide by them throughout the contract period including its extensions if any.
5. Understand that further qualifying information may be requested and agree to furnish any additional information as required by the tendering authority.
6. Certify that I have applied in the tender in the capacity of individual/partner of a firm/Director of the company/Chairman of the corporation and I have not applied separately for the same supply.

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the College.

 Signature of the Authorized Signatory with Seal

Mobile:

Email:

Address: