

F.No. D-22023/1/2011-CAC
Ministry of Finance
Department of Expenditure
Office of Chief Adviser Cost

'C' Wing, 2nd Floor,
Loknaya Bhawan, Khan Market,
Dated : 19th December, 2014

To

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| <ol style="list-style-type: none">1. Vendors (as per the list attached)2. Notice Board3. Web Site of O/o CAC, DoE |
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Sub: Quotations for Non-Comprehensive Annual Maintenance Contract (AMC) for IT Hardware & Peripherals items.

Dear Sir,

Sealed Quotations in two Part bidding system (1st Part- Technical Bid, 2nd Part Price Bid) is invited from experienced, resourceful and bonafide firms (eligibility mentioned in annexure-1) for Non-Comprehensive Annual Maintenance of computers, server, printers, offline UPS as per the list at annexure-I. AMC will be affected from 15/01/2015 ending on 14/1/2016. The Terms & condition, which will be applicable, are mentioned in annexure-II. AMC will be awarded individual item wise or as a whole which is more beneficial to this office.

You are requested to quote most competitive rates inclusive of all taxes. The sealed quotations should be superscripted "**Quotation for AMC of IT Hardware items & Peripherals at O/o CAC**" and should reach to the undersigned to the above address latest by 5th Jan. 2015 before 4 P.M.

Encl: as above

Yours faithfully,



(Vikas Mathur)

Assistant Director (Cost)

Phone: 24692541

List of Vendors

1. M/s Perfect Info Solutions
196, Hari Nagar,
Ashram, New Delhi-110014.
2. M/s Comet Enterprises
23-A, Bhagwan Nagar,
Ashram, New Delhi-110014.
3. M/s Ansari Infotech
74-A, Ghari,
East of Kailash, New Delhi-110065.
4. M/s Swati Communication
2F, Sector-7,
Jasola Vihar, New Delhi-110025.
5. Corporate Infotech Pvt. Ltd.
A-16, Basement, Jungpura Extn.,
New Delhi-110014
6. Quality Business Systems
B-17/9, Krishna Nagar,
Delhi-51
7. U. V. Technologies Pvt. Ltd
71 (LGF), Masjid Road, Bhogol,
New Delhi-110014
8. M/s Telexcell Information Systems Ltd
F-7/C, Okhla Industrial Area,
Phase-1, New Delhi-110020
9. M/s Vinayak Compserve Pvt. Ltd.
J-52, IInd Floor,
Sri Niwaspuri, New Delhi-110065.
10. M/s ACER Computers
E-175/9, Khajuri Khash,
Delhi-110094.
11. M/s Glowworm Infosystems
A-81, Jagat Puri, Mandoli Road
Shahdra, Delhi-110093

Annexure -I

List of Hardware & Peripheral Items					
Sl. No	System Configuration				Operating Software
	Processor	Hard Disk, RAM	CD/ DVD Writer	Monitor	
1	Intel Core 2 Duo E7300 2.66 GHz	160 Gb, 2Gb	DVD-R	19" TFT	Windows 7 Professional
2	Intel Pentium D 2.8 GHz	150 Gb, 2Gb	DVD-RW	TFT	Windows 7 Ultimate 32-Bit
3	Intel Core 2 Duo E7400 2.8 GHz	150 Gb, 2Gb	DVD-R	17" TFT	Windows 7 Professional
4	Intel Pentium D 2.8 GHz	250 Gb, 2Gb	DVD-RW	TFT	Windows 7 Professional
5	Intel Core 2 Duo 2.66 Ghz	160 Gb, 2Gb	DVD-RW	17" TFT	Windows 7 ultimate 32-Bit
6	Intel Core i5 2400 3.10 GHz	500 Gb, 2Gb	DVD-RW	17" TFT	Windows 7 Professional 32- Bit
7	Intel Core 2 Duo E7300 2.66 GHz	160 Gb, 3Gb	DVD-R	19" TFT	Windows 7 Professional
8	Intel Core i5 2400 3.10 GHz	500 Gb, 2Gb	DVD-RW	17" TFT	Windows 7 Professional 32-Bit
9	Intel Core 2 Duo 2.66 Ghz	160 Gb, 2Gb	DVD-R	TFT	Windows 7 Professional
10	Intel Core i5 2400 3.10 GHz	500 Gb, 2Gb	DVD-RW	17" TFT	Windows 7 Professional 32-Bit
11	Pentium D 2.80 Ghz	150Gb, 1.25Gb	DVD-R	15" TFT	Windows XP Professional
12	Intel Core P4 2.40 Ghz	160 Gb, 512Mb	CD Drive	with CRT	Windows XP Professional
13	Intel Xeon CPU X3430 2.4GHz	500 Gb, 9Gb	DVD-R & DVD-RW	17" TFT	Windows Server 2008 R2 Standard
14	Pentium D 2.8 GHz	150 Gb, 1Gb	DVD -RW	TFT	Windows XP Professional
15	Intel P4 2.4 GHz	150 Gb, 1Gb	DVD-RW	TFT	Windows XP Professional
16	Intel Core 2 Duo 7400 2.80 GHz	150 Gb, 2Gb	DVD-RW	TFT	Windows 7 Professional
17	Intel P4 2.8 GHz	150 Gb, 2Gb	DVD-R	TFT	Windows XP Professional
18	Intel P4 2.4 GHz	160Gb, 1.25Gb	-	TFT	Windows 7 Ultimate 32-Bit
19	Intel P4 1.8 GHz	80 Gb, 1Gb	CD Drive	17" TFT	Windows XP Professional
20	Intel Core 2 Duo 2.66 Ghz	160 Gb, 2Gb	CD Drive	TFT	Vista Business 32-Bit
21	Intel Pentium D 2.80 Ghz	160 Gb, 1.25 Gb	DVD -RW	TFT	Windows XP Professional
22	Intel Core 2 Duo 2.66 Ghz	160 Gb, 3Gb	DVD-R	without TFT	Vista Business 32-Bit

Printers & Scanners

S.No.	Detail	Numbers
1	HP Color LaserJet CP 2025	1
2	HP LaserJet 3390	3
3	HP LaserJet M1522nf	2
4	Canon MF4570Dn	2
5	HP LaserJet 1320n	3
6	HP LaserJet 1300	1
7	HP LaserJet 1200	1
8	HP LaserJet 1010	1
9	HP LaserJet 1007	4
10	HP Scanjet 3500 Scanners	2
<u>In Store</u>		
1	HP LaserJet 1320n	1
	Total	19

Offline UPS

S.No.	Detail	Numbers
1	Luminious 1000v	8
2	Luminious 600v	4
<u>In Store</u>		
1	Luminious 1000v	3
2	Luminious 600v	1
3	APC	1
	Total	17

Summary

Desktop PC	21
Server	1
Printer & Scanner	19+2
UPS	17

Terms & Conditions of AMC

1. AMC will be affected from 15/01/2015 ending on 14/1/2016.
2. Before awarding contract to successful bidder, a Performance Security amounting to Rs. 5000/- would be required to be submitted by him in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from any of the commercial banks in an acceptable form. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the firm.
3. The contract will be Non-Comprehensive. The cost of spare parts replacement will be borne by this office i.e. only service alongwith Preventive maintenance has to be taken up by the firm.
4. The firm should have successfully undertaken similar work in Govt. Department/ Ministries. Copy of Experience /AMC awarded by other Ministries/Departments may be attached in Technical bid.
5. The firm should have Work Contract Certificate registered in their name for computer maintenance.
6. The firm should have PAN allotted to them by the Income Tax Department.
7. The firm should have obtained Sales Tax and Service Tax certificates issued by Govt.
8. The Technical bid should contain all the testimonials, experience certificate of the firm proving their technical competency.
9. In the price bids, Rates quoted should be inclusive of all taxes and remain valid for a period of 30 days from the due date of tender, i.e 26th Dec. 2014. Rates to be quoted in figures as well in words without any overwriting. Any correction should be stamped and signed.
10. A fall clause will be effective to the approved rates, i.e. if the firm undertakes identical works in other ministries at rates lower than the rates approved by the Department, the firm will charge at those rates from this department as well.
11. Payment will be released on quarterly basis after satisfactory performance.
12. Work on Sunday, holiday and beyond office hours of company can be undertaken only with prior permission from the office.

13. The obligation of Company under this agreement includes:

- i. Any major repair of the machine including replacement of parts. (Cost of parts will be borne by this office but it is not necessary that parts are procured from the firm providing AMC and can be purchased by this office from others.)
- ii. Any work external to the machines, such as maintenance of Computer Systems attachment, accessories etc which are connected with the concerned Hardware item.

It however excludes repair due to malfunction or damage due to negligence, accident, transportation or Works due to alteration in machines. Any Batteries replacement in the Hardware items is also excluded from AMC.

14. Complaint has to be attended within 24 hours. Any non-compliance will involve a penalty @ Rs. 200/- per day or the amount which has been paid to some outside vendor for the repair, whichever is higher.
15. Company may be allowed to take the faulty component to the Test and Repair Center with authorized Gate Pass for due repairs if the need arise and has to provide replacement of the part/machine till such time.
16. Quotations received after the due date and conditional Quotations shall be summarily rejected.
17. Canvassing in any form at any stage is not allowed and will entail cancellation of the offer.
18. The Office reserves the right to reject any or all the tenders without assigning any reason.
