THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking) (Ministry of Textiles)

Branch Office, 3rd Floor, W.B. Plaza,
New Cotton Market, Hubli – 580029, Karnataka.
Ph: 0836 – 2356353 / 354 / 355 / 357, Fax: 0836 - 2251960
Email: hubli@cotcorp.com, Website: www.cotcorp.org.in

Ref: CCI/HBL/ADMIN/TENDERS(AMC)/2018-19/ Date: 11.10.2018

TENDER NOTICE

Sealed Tenders are invited in two bid system (Technical bid / Financial bid) for **Comprehensive Annual Maintenance Contract** (CAMC) from 01.11.2018 to 31.10.2019 for computers and printers installed in our office situated at the address given above. The tenderer may obtain tender documents at our office on all working days within working hours upto 02.00 pm on 25.10.2018. The tenderers can also download the detailed tender documents from our website www.cotcorp.org.in and govt website www.eprocure.gov.in. Interested parties may submit their sealed tenders in the prescribed format along with EMD of Rs.2,000/- (Rupees Two Thousand only) by way of Demand Draft / Pay Order favouring "The Cotton Corporation of India Ltd.", payable at Hubli superscribing the envelope **"TENDER FOR CAMC OF COMPUTERS & PRINTERS"** addressed to the Branch Manager at the above mentioned address to reach latest by 25.10.2018 upto 02.30 pm and tender will be opened on same day at 3.00 pm in presence of the tenderer who wish to remain present at the time of opening. The corporation reserves its right to accept or reject any tender without assigning any reason thereof.

Branch Manager

TENDER FOR CAMC OF COMPUTERS & PRINTERS FOR 2018-19

Last date for issue of tender form	25.10.2018	2.00 pm
Last date for submission	25.10.2018	02.30 pm
Date of opening of Tender	25.10.2018	03.00 pm

BID – I
(TECHNICAL BID)

1	Whether the vendor has a Support Office in Hubli with help desk facility: (Please mention - Yes or No)	
2	Name of the Organization/Firm	
3	Year of Establishment	
4	Contact person	
5	Address of the Registered Office	
6	Address of office at Hubli with Telephone / Mobile Nos, Fax Nos & Email ID	
7	Whether Proprietorship, Partnership firm, or Company (Please enclose self-certified copies of documents, proof as such certificate of incorporation, Partnership deed etc.)	

<table>
<tr><td>8</td><td colspan="3">The Name of organization to whom the Vender has Given AMC along with no. of PC’s and Printers
(Note: Certificates of contract completed along with Work order duly self-certified along with Contact details of the concerned organization should be attached.)</td></tr>
<tr><td></td><td>Sl.No.</td><td>Name of the organization / CPSU</td><td>Year of contract held</td><td>No. of PC’s & Printers</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
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<tr><td>9</td><td colspan="3">Whether the Earnest Money Deposit for an amount of Rs. 2,000/- (Rupees Two thousand only) has been submitted along with this Technical Bid by way of Demand Draft or Pay Order in favour of The Cotton Corporation of India Ltd., Payable at Hubli.

If yes, please mention the details:</td></tr>
<tr><td></td><td>Bank’s Name</td><td>Draft / Pay order No. : Date</td><td>Amount in Rs.</td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td>10</td><td colspan="2">PAN No
(Attach self-attested copy)</td><td></td></tr>
<tr><td>11</td><td colspan="2">GST Registration Number
(Attach self-attested copy)</td><td></td></tr>
</table>

Signature of the Tenderer

Name of the Tenderer

Address & Seal

Telephone / Mobile No.

TENDER FOR CAMC OF COMPUTERS & PRINTERS
TERMS AND CONDITIONS

1. Only those parties should apply whose support office is located at Hubli.

2. Contract covers support for System Software's, OS, ERP, LAN, Virus problems, Net connectivity, printers & other hardware and software problems etc. Party will have to provide all the necessary services to be required for loading or unloading of software as per our requirement.

3. In addition to above, Vendor need to give full support for HP Intel Core i5 Windows 10 Computers (08 no's) which are under warranty and installed at above premises.

4. The contract is also for on-site maintenance of computers, printers & other equipment's like Scanner, Modem etc. installed in office. The contract is both preventive & comprehensive of the nature.

5. The Comprehensive maintenance contract shall include free of cost replacement of all defective parts, components of computers & printers equipment's including Hard Disk, Mother Board and Processor. However, it will not include printer's heads, ribbon, ink cartridges or toners.

6. Work will be awarded for a period of one year from the date our work order. If required, AMC can be extended for further one to six months or one year with same AMC charges. If warranty of any hardware expired during the AMC period, AMC of such hardware may be allotted to same party on the existing AMC rate.

7. The quoted AMC Rate should be inclusive of levies, all applicable taxes and GST. Payment will be made after deduction of TDS (if applicable) on quarterly basis on satisfactory completion of AMC. Vendor need to provide quarterly AMC bill. The party also ensure that the AMC bill is submitted to the corporation within 7 days and accordingly payment will be released within 7 working days on recepit of the bill.

8. Parties are required to attend our call immediately. If party fails or neglects to put any computer / printer / network / equipment / machinery / Software in proper working condition, Corporation reserves its rights to get the work done from other party at the applicant cost or cancel the contract.

9. Corporation's decision shall be final & binding to all. The Corporation reserves its right to accept or reject any of the quotations without assigning any reason thereof.

10. Under comprehensive maintenance contract, the contract awarded party will have to use only original parts. Duplicate parts will not be accepted in any case.

11. Service of Printers must be done at least twice in month even if there is no complaint.

12. Interested parties may visit our office to see present computer / LAN set up before submitting the tender. If the party does not visit our office, it shall be presumed that party has visited the site and ready to provide the AMC services for all software / hardware / network installed in our office premises.

13. The AMC can be cancelled at any time without any notice during the AMC period, if the services of the AMC provider are not found satisfactory and no charges shall be paid for such cancellation.

14. Financial Bid-II for price quotations shall be opened in respect of those tenderers, who qualify Technical Bid-I for specifications and other requirements.

15. Financial bid is to be submitted on the letter head of the party with seal & signature.

16. Demand Draft or Pay order of Rs. 2000/- in favor of "The Cotton Corporation of India Ltd." Payable at Hubli is to be enclosed as E.M.D along with technical bid. Tenders received without E.M.D. shall be summarily rejected.

17. The L-1 tenderer after being qualified shall have to enter in to an agreement in the prescribed Performa on Rs.100/- Non-judicial stamp paper with The CCI Ltd., for the AMC contract.

18. In case party awarded tender work failed to comply with the terms & conditions, its E.M.D. shall be forfeited and party will be blacklisted.

19. Only those parties who have valid GST Registration number & PAN have to be apply. Certified copy of GST Registration Certificate & PAN Card must be enclosed.

20. Tenders containing false, incomplete and/or inadequate information are liable to be rejected.

21. Tenderer should submit the tender to THE BRANCH MANAGER, THE COTTON CORPORATION OF INDIA LTD., 3rd Floor, W.B. Plaza, New Cotton Market, Hubli – 580029 on or before due date and time, as under:

- **Envelope A** : Sealed Envelope "A" marked as **"Bid – I (Technical Bid)"** on the envelope should contain Technical Bid, Singned copy of Terms & Conditons and DD / Pay order towards EMD.
- **Envelope B** : Sealed Envelope "B" marked as **"Bid-II (Financial Bid)"** on the envelope should contain Financial Bid (Price Quotations).
- **Envelope C** : Sealed Envelope "C" should contain Envelope "A" and Envelope "B" duly superscribing **"TENDER FOR CAMC OF COMPUTERS & PRINTERS".**

  Note: Each envelope should contain the name and address of the Vendor.

22. Final decision will be solely at the discretion of the Corporation. The Corporation reserves its right to accept or reject any tender without assigning any reason thereof.

23. This contract shall be governed by applicable Laws in India and shall be subject to the Jurisdiction of Hubli Municipal Corporation (Hubli) only.

THE PERIOD OF AMC FROM 01.11.2018 TO 31.10.2019.

I / We do hereby agree to abide by the above Terms & Conditions of the Tender.

Signature of the Tenderer

Name of the Tenderer

Address & Seal

Telephone / Mobile No.

TENDER FOR CAMC OF COMPUTERS & PRINTERS FOR 2018-19

BID – II
(FINANCIAL BID)

Sl. No.	Description of the Items	Qty.	Rate per unit	Total Amount
1	HCL Core i5 PC's	05 no's.		
2	HP Compaq PC's	02 no's.		
3	KBS Core i5 PC's	02 no's.		
4	Canon Laser jet Printers LBP-2900-B	03 no's.		
5	HP Laser jet Printer P1108	03 no's.		
6	HP All-in-one Printers	02 no's.		
7	24 port Switch	1 no.		

Note:

In addition to above, Vendor need to give full support for additional items i.e. HP Intel Core i5 Windows 10 Computers (08 no's.) which are under warranty and installed at above said premises.

Signature of the Tenderer

Name of the Tenderer

Address & Seal

Telephone / Mobile No's: