# भारतीय कपास निगम लिमिटेड
## THE COTTON CORPORATION OF INDIA LTD.
**(A Govt.of India Undertaking-Ministry of Textiles)**

(भारत सरकार का उपक्रम – वस्त्र मंत्रालय के अंतर्गत) रूड़ा बिल्डिंग, पाँच वी मंजिल, जामनगर रोड, राजकोट-360001

Ruda Building 5th Floor, Jamnagar Road, RAJKOT-360001

Telephone No 2441629. Fax No. 0281-2458621

E-mail: rajkot@cotcorp.com Web site: http://www.cotcorp.org.in, www.ministryoftextiles.gov.in


सं. भाकनि/राज/आईटी/कम्प्युटर/एएमसी/**2021-22/** दिनांक : **05.10.2021**

## :: निविदा सूचना ::

भारतीय कपास निगम लिमिटेड – राजकोट, वर्ष 2021-22 के लिए शाखा कार्यालय राजकोट में स्थित संगणक, लैपटाप, प्रिन्टर्स एवं अन्य IT उपकरणो के कोम्प्रिहेंसिव (**Comprehensive**) वार्षिक रखरखाव (सभी प्रकार के प्लास्टिक पार्ट्स, मोटर एवं प्रिंटर हैड इत्यादि के साथ) हेतु प्रतिष्ठित ठेकेदारो (AMC Contractor) से दो बीड प्रणाली के माध्यम से मुहरबंद निविदाए आमंत्रित करता है। निविदा की अवधि दिनांक 01.11.2021 से 31.10.2022 तक रहेंगी, जिसका विवरण निम्नानुसार है :

| Sr. No. | Description & Make | Nos. | Date of Installation or Manufacturing | CAMC Required period |
|---|---|---|---|---|
| | **P R I N T E R S** | | | |
| 01 | HP LAPTOP - 240 G6 | 32 | 06.09.2018 | 01.11.2021 to 31.10.2022 |
| 02 | DELL COMPUTER – VOSTRO 3470 SFF CORE I5 | 08 | 19.02.2019 | 20.02.2022 to 31.10.2022 |
| 03 | HP LASERJET – M1213 MFP PRINTER | 01 | 21.07.2012 | 01.11.2021 to 31.10.2022 |
| 04 | HP LASERJET – 1007 SINGLE FUNCTION PRINTER | 01 | 16.11.2010 | 01.11.2021 to 31.10.2022 |
| 05 | HP LASERJET M706N – A3 PRINTER | 01 | 26.02.2015 | 01.11.2021 to 31.10.2022 |
| 06 | HP LASERJET PRO M126NW MFP PRINTER | 01 | 26.02.2015 | 01.11.2021 to 31.10.2022 |
| 07 | EPSON M100 – SINGLE FUNCTION PRRINTER | 32 | 15.10.2018 | 01.11.2021 to 31.10.2022 |
| 08 | EPSON M200 – MONO AIO PRINTER | 03 | 23.01.2019 | 01.11.2021 to 31.10.2022 |
| 09 | 24-PORT D-LINK GIGA BITE SWITCH | 02 | 27.05.2009 | 01.11.2021 to 31.10.2022 |
| | | | | |

इच्छुक पार्टियाँ द्वारा सभी पहलुओं से विधिवत तैयार निविदा फॉर्म मुहरबंद लिफाफे में जिस पर "**संगणक, प्रिंटर्स एवं अन्य IT उपकरणों के CAMC हेतु निविदा**" अंकित करके शाखा प्रबंधक के नाम शाखा कार्यालय राजकोट में दिनांक **21.10.2021 को सायं 15.30 बजे तक** पहुँच जाना चाहिए। निर्धारित समय के अंतर्गत प्राप्त हुई निविदाए उसी दिन दिनांक 21.10.2021 को सायं 16.00 बजे उपस्थित निविदाकर्ताओ के सामने खोली जाएगी।

**सहायक महा प्रबंधक**

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**No. CCI/RJT/IT/COMPUTER/AMC/2021-22/** **Date: 05.10.2021**

## TENDER NOTICE

The Cotton Corporation of India Ltd - Rajkot., invite Sealed Tenders in Two Bid System for **Comprehensive Annual Maintenance Contract** (CAMC) (including plastic parts, motors and printer head etc.) from 01.11.2021 to 31.10.2022 for Printers and other IT Equipments installed in our office situated at the address given above, details of which are as under :-

| Sr. No. | Description & Make | Nos. | Date of Installation or Manufacturing | CAMC Required period |
|---|---|---|---|---|
| | **P R I N T E R S** | | | |
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| | | | | |

Interested parties may submit their quotations on or before **21.10.2021** till **15.30** p.m. in sealed cover superscribing **Tender for CAMC of Computer and Printer** which will be opened in our office at **16.00** p.m. on the same day.

**Asst. General Manager**

# GENERAL TERMS AND CONDITIONS

1. The Tenderer should submit the Tender as under :

   Envelope A : Envelope-A marked as Technical Bid-1, which should contain Technical Bid-1 (Specification) along with DD for Rs. 10,000/- as EMD.

   Envelope B : Envelope-B marked as Financial Bid-2, which should contain Financial Bid-2 (Rate Quotations)

   Envelope C : Envelope C should contain Envelope A and Envelope B duly superscribing "Tender for Comprehensive Annual Maintenance Contract".

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

2. CCI would enter into a Comprehensive Annual Maintenance Contract (CAMC) contract with the vendor who will be responsible for delivery and maintenance of the hardware(s) installed at The CCI Ltd., 5th Floor, Ruda Building, Jamnagar Road, Rajkot-360001.

3. If any hardware is added due to expiry of warranty period or deducted due to given under buy-back during the period of CAMC, the indicative rate mentioned in Quotation will be applicable and CAMC amount may be charged or deducted on the pro-rata basis for such hardwares.

4. Tenderer should have local office, with adequate supporting staff at RAJKOT and ready to support for System Software's, LAN, Virus problems, Net connectivity, Printers & other hardware and software problems.

5. Work will be awarded for a given period (01.11.2021 to 31.10.2022) from the date of our work order.

6. Two years of experience in such allied works for offices having mimimum 10-PCs and 5-Printers (Experience certificate to be enclosed).

7. Maintenance Contract shall consist of Quarterly Preventive Maintenance plus any No. of breakdown calls as per complaint lodged.

8. Payment will be released on quarterly basis immediately on successfully completion of the quarter on receipt of bill (i.e. Nov-2021 to Oct-2022 onwards).

9. In case if the services are not found satisfactory, The CCI reserves it rights to terminate the Contract with prior Notice.

10. Corporation’s decision shall be final & binding to all.

11. In case, Bidder has any query about the bidding conditions and/or bidding process - may seek comments from the Branch Office. Further in case, if any bid is rejected or a tender document is not issued to prospective Bidder - may seek the reasons for rejection from Branch Office.

11. Under comprehensive maintenance contract, the contract awarded party will have to use only Original Spare Parts. Duplicate parts will not be accepted in any case.

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 CAMC services for all software/hardware installed in our office premises.

13. Service will be provided only at our office premises during office hours (9:45 a.m. to 6:15 p.m.)

14. Complaint lodged must be attended on same day within two hours of lodging the same. Otherwise from the second day Rs. 100/- per day penalty shall be charged till the solution of the problem.

15. The CAMC can be extended for further one year subject to satisfactory performance with same CAMC charges on the same terms and conditons.

16. For determining the L1, the grand total of rate quoted Sr. No. 01 to 09 above shall be taken into account.

17. The quoted CAMC Rate should be including levies and all applicable taxes except GST. (Vendor must have to submit copy of GST registration)

18. Demand Draft of Rs. 10,000/- in favor of "The Cotton Corporation of India Ltd." payable at Rajkot is to be enclosed as E.M.D along with tender. Tenders received without E.M.D. shall be summarily rejected.

19. The EMD amount for vendors other than to whom the work awarded will be refunded within 15 days after opening of financial bid. However, the EMD amount of the vendor to whom work is awarded will be refunded after satisfactory completion of entire CAMC period i.e. One year. In case party to work awarded failed to comply with the terms & conditions, its E.M.D. shall be forfeited and may be blacklisted for 2 years.

20. The party which quotes the lowest rate and found fit for awarding the work order by The C.C.I. Ltd., shall have to enter into an agreement in the prescribed proforma on Rs. 300/-(or as per state gov. rules) Non-judicial stamp paper with The C.C.I. Ltd. for above work.

21. Any Bid quoted with errors / pencil writing / overwriting / conditional bidding are liable to reject without any reason thereof.

22. Only those parties who have valid GST No. and PAN can apply. Self certified copy of GST Registration Certificate and PAN Card is to be enclosed.

23. This tender and agreement thereafter shall be governed by applicable Laws in India and shall be subject to the Jurisdiction of Rajkot jurisdiction (Rajkot) only.

(_____)
Authorised Signature with seal

Name : _____

Designation : _____

PLACE :_____
DATE :_____

# THE COTTON CORPORATION OF INDIA LIMITED.
# BRANCH OFFICE : RAJKOT

## TECHNICAL BID-1

1. NAME OF COMPANY / FIRM :_____
   ADDRESS OF REGISTERED OFFICE :_____
   :_____
   TELEPHONE NUMBERS. :_____
   MOBILE NO. :_____

   ADDRESS OF RAJKOT OFFICE :_____
   :_____
   TELEPHONE NUMBERS. :_____
   MOBILE NO. :_____

2. NAME OF CONTACT PERSON _____
   TELEPHONE NUMBERS. _____
   MOBILE NO. _____

3. GST REGISTRATION NO. _____
   (Copy to be enclosed)

4. PAN NO. _____
   (Copy to be enclosed)

5. Experience Certificate for Minimum
   2 Years in a Firm / Company / Govt.
   having 10 PCs & 5 Printers _____
   (Copy to be enclosed)

6. Demand Draft No. _____
   Amount _____
   Date _____
   Name of Bank _____

We accept all the terms and conditions as mentioned in Tender Notice. We are also ready to give full support for all the hardware, software & service (as mentioned in tender notice).

(_____)
Authorised Signature with seal

Name : _____

Designation : _____

PLACE :_____
DATE :_____

# (ONLY ON THE VENDOR'S LETTERHEAD)

## FINANCIAL BID-2

| Sr. No. | Description & Make | Nos. | Date of Installation or Manufacturing | CAMC Required period | Rate Quote (Rs. per unit) | Total Amt. Quote Rs. |
|---|---|---|---|---|---|---|
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| **GRAND TOTAL (SR. NO. 01 TO 09 above)** | | | | | | |

We accept all the terms and conditions as mentioned in The Tender Notice. We are also ready to give full support for all the hardware, software & service (as mentioned in tender notice). The above rates are Inclusive of all Taxes and except GST.

(_____)
Authorised Signature with seal

Name : _____

Designation : _____

PLACE :_____
DATE :_____