भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LIMITED

(भारत सरकार का उपक्रम)

(A Government of India Undertaking – Ministry of Textiles)

शाखा कार्यालय: कपास भवन, ४/२, अशोक नगर, पो.बो. नंबर: २२७, गुंटूर-५२२००२, आंध्रप्रदेश

Branch Office: Kapas Bhavan, 4/2, Ashok Nagar, P.B.227, Guntur-522002, AP

Tele.No.0863-2233472,2233943, Fax No. 0683-2357472 , E-mail : guntur@cotcorp.com

Website : www.cotcorp.org.in Ministry Website : www.ministryoftextiles.gov.in

REF.CCI/GNT/ADMN/2019-20/ DT.: 26.04.19

TENDER NOTICE FOR COMPREHENSIVE AMC OF COMPUTERS, PRINTERS, NETWORK (LAN), SOFTWARE AND HARDWARE AT GUNTUR BRANCH OFFICE

The Cotton Corporation of India Ltd., Kapas Bhawan, 4/2 Ashok Nagar, Branch Office, Guntur invites sealed tenders for Comprehensive Annual Maintenance Contract for Computers, Printers, Network (LAN), Software and Hardware. In this connection Tender Form and Terms & conditions of the tender are available at branch office, Guntur during working hours on any working day and also can be downloaded from Corporation's website i.e., www.cotcorp.org.in or from https://eprocure.gov.in. The interested parties may submit their tenders on or before 07.05.2019 upto 3.00P.M. in Branch Office, Guntur and the same will be opened on 07.05.2019 at 3.30 P.M. in the presence of the tenderers who wish to remain present.

Branch Manager

TECHNICAL BID :: I

TENDER NOTICE FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR COMPUTERS, PRINTERS, NETWORKING (LAN), SOFTWARE AND HARDWARE AT BRANCH OFFICE, GUNTUR.

Date of Issue : 26.04.2019
Last Date of Submission : 07.05.2019 upto 3.00P.M.
Date of Opening of Tender : 07.05.2019 at 3.30P.M.

1) Whether the Service provider has a Branch Office in Guntur with help desk facility and:	Yes	No
i) Name of the Organisation / Firm		
ii)Year of Establishment in Guntur		
iii) Contact person		
iv) Address of the Registered Office / Head Office		
v) Address of office at Guntur (with Phone No's, Fax No's or E.Mail ID)		
2) Whether Proprietorship, Partnership firm, or Company. Please enclose self certified copies of documents, proof as such certificate of incorporation, partnership deed etc.		
3) Authorised Service provider for Multi National Company in Guntur for Wipro / H.P/ Acer etc., and holding a valid Certificate.	Yes	No
If yes, please enclose self certified copy of certificate		
4) PAN No.		
5) GST Registration Number		

GENERAL TERMS AND CONDITIONS

1) The successful bidder will have to support for System Software's Hardware, Networking (LAN) & Virus problems etc., for 29 Computers, 16 Printers & other hardware installed at CCI, Branch Office, Guntur.
2) Work will be awarded for a period of one year from the date of our work order.
3) Maintenance contract shall consist of Quarterly Preventive Maintenance plus any number of break down calls as per complaint lodged.
4) Payment will be released on quarterly basis immediately on completion of the quarter on receipt of bill.
5) 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.
6) Interested Parties may visit our office to see present computers/printers/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 installed in our office premises.
7) Service should be provided only at our office premises.
8) Complaint lodged must be attended on same day within three hours of lodging the same otherwise from the second day Rs.100/- per day penalty may be charged till the solution of the problem.
9) As per mentioned items in financial bid, we require networking service support for all the items i.e. like cable, I/O's boxes and routers as and when they are not working. Successful bidder will have to give Network service to the routers, cable and I/O boxes i.e. Troubleshoot, repair etc. Further, successful bidder will have to give support for installation of new purchase of Network equipment, Hardware and software etc., during the AMC period as and when requires.
10) The AMC can be extended for further one year at same charges and same Terms & conditions subject to satisfactory and agreement of both parties.
11) The quoted AMC Rate should be exclusive of GST, levies.
12) The Vendor must have Branch Office at Guntur, a self certified letter containing the office address, e-mail ID and contact person name and also Branch Office established details should be attached along with tender.
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 satisfactory and no charges shall be paid for such cancellation.
14) The corporation reserves its right to accept and reject any quotation partly of fully. However, Tenderer may seek the reasons for rejection of their tender from the Corporation.
15) In exceptional cases where the Service provider is not able to repair any equipment onsite then they will have to make standby arrangements till the issue is resolved. In case the party does not resolve the issues within 07days from the date of Service Call report, the Corporation may get the equipment repaired from outside party and repair / replacement charges incurred by the corporation may be deducted from the AMC amount.
16) Eligibility criteria for qualifying the Technical Bid-I
    i) The tenderer must have branch office / branch at Guntur with help desk facility.
    ii) The Tenderer should be the authorized service provider of multinational Companies like Dell/H.P/Acer etc., and they must submit a certificate as proof of same along with Technical Bid-I.
    iii) The Tenderer will have to accept the terms of tender and the same should be attached with Technical Bid-I duly signed.

17) Financial bid of only that tenderer will be opened who will qualify in the Technical bid.
18) This Contract shall be governed by applicable Laws in India and shall be subject to the Jurisdiction of Guntur Municipal Corporation (Guntur) only.
19) For all Official purpose, the address of The Cotton Corporation of India Limited will be "Kapas Bhawan", 4th Line, 2nd Cross Road, Ashok Nagar, Guntur-522002, Ph.No's: 0863-2233472.

Note: "Corporation/CCI" wherever appears in above document means "The Cotton Corporation of India Limited".

Tender Submission:

Tenderer should submit the tender to Branch Manager, "THE COTTON CORPORATION OF INDIA LIMITED", 4/2 Ashok Nagar, Guntur (A.P) 522002 on or before due date and time as per the following procedure:

Envelope A: Sealed Envelope "A" marked as "Technical Bid-1" on the envelope should contain Technical Bid-I along with terms and conditions.

Envelope B: Sealed Envelope "B" marked as "Financial Bid-II" on the envelope should contain Financial Bid-II (Price Quotations).

Envelope C: Sealed Envelope "C" should contain Envelope "A" and Envelope "B" duly super scribing "TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR COMPUTERS, PRINTERS, NETWORKING LAN, SOFTWARE OF HARDWARE".

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

DECLARATION

I/We hereby confirm that the above clauses have been read and noted and we agree to abide by all the above Terms and Conditions.

Signature of the Tenderer
Name & Designation
Address seal (Party)

Place:
Date :

FINANCIAL BID -II

TENDER NOTICE FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR COMPUTERS, PRINTERS, NETWORKING (LAN), SOFTWARE AND HARDWARE AT BRANCH OFFICE, GUNTUR.

Date of Issue : 26.04.2019
Last Date of Submission : 07.05.2019 upto 3.00P.M.
Date of Opening of Tender : 07.05.2019 at 3.30P.M.

1) NAME OF THE TENDERER :
2) Firm's Name :
3) Reg. Office / Head Office Postal Address :

4) Telephone No's :
5) Sales Tax Reg. No./PAN No. (Copy must be enclosed) :
6) GST No. (if any) :

The details of items for which comprehensive AMC is required is as under:-

S.No.	Description	No. of Units
1	Computers	29
2	Laser Printers (P1007,P1020, 1108, M1218, HP M1213,Printer/Scan/Copy/Fax - LJ3055 HP, HP	13
3	Cheque Printers	1
4	Hp Laser Jet Printer 5200	2
5	Auto Message switching system with modem	1
6	Microtek Modem	1
7	Multi service Router	1
8	VPN Router	1
9	L 1910A HPSJ 5590 Scanner	1

*Warranty period mentioned items required AMC for networking support only & remaining items required Comprehensive AMC.

Rate quoted of Comprehensive AMC for one year for the all above items Rs._____ (Rupees _____) excluding GST. I/We hereby confirm that, the above terms and conditions have been read and I/ We agree to abide the above said terms and conditions.

Signature of Tenderer
Name of the Tenderer
Firm Name
Postal Address
Address seal (Party)
Phone No's

Date :
Place :