बिड संख्या/Bid Number: GEM/2026/B/8080252

दिनांक /Dated: 24-09-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	12-10-2026 10:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	13-10-2026 10:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	30 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Textiles
विभाग का नाम/Department Name	The Cotton Corporation Of India Limited
संगठन का नाम/Organisation Name	The Cotton Corporation Of India Limited
कार्यालय का नाम/Office Name	Navi Mumbai
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :hod1.dot.mum@gembuyer.in Buyer Email id: buycon1.ccoil.tn@gembuyer.in
वस्तु श्रेणी /Item Category	Custom Bid for Services - Comprehensive Annual Maintenance contract for Desktop Computers Laptop Printers Scanner
समान श्रेणी/Similar Category	• Annual Maintenance Service - Desktops, Laptops and Peripherals
अनुबंध अवधि /Contract Period	2 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes | Complete
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes | Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/**Do you want to show documents uploaded by bidders to all bidders participated in bid?**	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / **Minimum number of bids required to disable automatic bid extension**	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / **Number of days for which Bid would be auto-extended**	10
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / **Number of Auto Extension count**	3
बिड से रिवर्स नीलामी सक्रिय किया/**Bid to RA enabled**	No
बिड का प्रकार/**Type of Bid**	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /**Time allowed for Technical Clarifications during technical evaluation**	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	119880
Payment Timelines	Payments shall be made to the Seller within **30** days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/**Evaluation Method**	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes
मध्यस्थता खंड/**Arbitration Clause**	No
सुलह खंड/**Mediation Clause**	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for % (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
5. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE

bidder subject to acceptance of L1 bid price.
6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
7. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Financial Bid - 1790251111.xlsx

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Introduction about the project /services being proposed for procurement using custom bid functionality:1790251156.pdf

Instruction To Bidder:1790251162.pdf

Pre Qualification Criteria (PQC) etc if any required:1790251172.pdf

Scope of Work:1790251177.pdf

Payment Terms:1790251186.pdf

Penalties:1790251194.pdf

Quantifiable Specification / Standards of The Service/ BOQ:1790251200.pdf

Project Experience and Qualifying Criteria Requirement:1790251206.pdf

GEM Availability Report (GAR):1790251221.pdf

Any other Documents As per Specific Requirement of Buyer -1:1790251347.pdf

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:1790251393.pdf

Custom Bid For Services - Comprehensive Annual Maintenance Contract For Desktop Computers Laptop Printers Scanner (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Comprehensive Annual Maintenance contract for Desktop Computers Laptop Printers Scanner
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Prakash M J	641045,No.46, BR Nagar, 4th Street, Kothari Layout, Trichy Road, Singanallur, Coimbatore	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

   OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

2. **Forms of EMD and PBG**

   Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

   The Cotton Corporation of India Ltd
   Account No.
   05470500002048
   IFSC Code
   BARB0COIMBA
   Bank Name
   Bank of Baroda
   Branch address
   0547 Coimbatore Main Branch, Ground Floor 82 Bank Road, Opp. Railway Station, Coimbatore-641018, Tamilnadu.
   .
   Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

3. **Buyer Added Bid Specific Scope Of Work(SOW)**

   File Attachment Click here to view the file.

4. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document Click here to view the file.

5. **Service & Support**

   Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

6. **Service & Support**

   AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in

the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

भा.क.नि.
CCI

भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LTD.
सैट सं: 46, 4th स्ट्रीट, कोतारी लेऔट, बी.आर.नगर, त्रिचि रोड, कोयंबत्तूर -- 641 005.
(A Government of India Undertaking)
Site No: 46, 4th Street, Kothari Layout, B.R.Nagar, Trichy Road
Opp. Coimbatore Stock Exchange bldg.., Singanallur, Coimbatore -- 641 005.
Phone No.2314461/2313856, ईमेल:coimbatore@cotcorp.com

REF NO:CCI/CBE/IT /2026-27/ दिनांक:23-09-2026

ONLINE GEM - TENDER NOTICE

The Cotton Corporation of India Ltd., Coimbatore invites online bids under a two-bid system through GeM portal for the Comprehensive On-site Annual Maintenance Contract (AMC) of computers, printers, hardware and peripherals for a period of two years, from the date of issuing of work order.

Eligibility & Requirements:

- EMD of ₹10,000/- to be submitted by DD/Pay Order/RTGS/NEFT.
- The firms which come under Micro & Small Enterprises (MSEs) and are registered with the appropriate MSE authorities shall be exempted from payment of Earnest Money Deposit (EMD) on submission of a valid MSE certificate along with the technical bid. No interest shall be payable on the EMD or Security Deposit, and the same will be refunded only after satisfactory completion of the contract. Even if any amount has already been deposited with the Corporation, it shall be mandatory to submit the EMD separately as per tender requirements.
- Vendor must have completed at least three AMC contracts with CPSUs/Government/Leading Commercial Organizations in the last five years.
- Vendor must maintain a functional office in Coimbatore city limits.
- AMC will cover preventive and corrective maintenance, software support, virus removal, servicing, during the contract period if required.

Submission: Interested bidders must submit their bids online through GeM portal in the prescribed format along with technical and financial bids. Only technically qualified bidders will be considered for financial bid opening.

Decision: L-1 will be determined on the overall cost of AMC services. The Corporation reserves full rights and binding to accept or reject any or all bids at its discretion. False/incomplete bids liable for rejection.

Annexure I – Technical Bid Format (Firm details, Coimbatore office address, EMD, PAN/GST, client list, authorization letter).
Annexure II – Financial Bid Format (AMC rates for listed computers, printers, laptop & scanner).

Self-Declaration (Non-blacklisting, no pending cases, compliance assurance).
Checklist (Verification of documents, signatures, client certificates, financial bid).

GENERAL MANAGER
The Cotton Corporation of India Ltd., Coimbatore

SCOPE OF WORK

The vendor is required to carry out the comprehensive on-site Annual Maintenance Contract for the period of two years from the date of issuing of work order, which will be reviewed during contract period if the services of vendor not found satisfactory during the first year of service, the AMC contract will be terminated immediately. The Corporation invites quotation in Two Bid systems for providing Annual Maintenance Services for the following List of Hardware and related equipment's (Computers / Printers & Scanners) to be covered under AMC at above said address are as under:
List of PC's, Printers, Scanners & other Hardware's of Coimbatore Branch:

Sr. No.	Particulars	Make & Model	Installation Date	Configuration
A	**डेस्कटॉप कंप्यूटर / Desktop PC**			(Memory/Storage/Processor)
1	UXVJSS1035E 4974727	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM
2	UXVJSS1035E 4974735	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM
3	UXVJSS1035E 4974782	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM
4	62083781714	HP-64 Bit	28-11-2020	8 GB RAM/ i5 Processor
5	60783701902	HP-64 Bit	28-11-2020	8 GB RAM/ i5 Processor
6	31940931960	HP-64 Bit	30-11-2020	8 GB RAM/ i5 Processor
7	23989912751	HP-64 Bit	30-11-2020	8 GB RAM/ i5 Processor
8	UD30FS106D 511067860700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
9	UD30FS106D 511067F30700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
10	UD30FS106D 5110682C0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
11	UD30FS106D 511068330700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
12	UD30FS106D 5110685C0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
13	UD30FS106D 511068830700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
14	UD30FS106D 511068CA0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
15	UD30FS106D 511068CC0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD
16	UN34JSI01M505024220700	ACCER Travel Lite RL-14-42M **Laptop**	13-01-2025	AMD Ryzen 7 7730U/ 16GB DDR4 / 512 GB SSD
B	**प्रिंटर / Printers**			
1	CNBJ55YOX3	HP 1022 Laser Printer 1200 DPI/8 MB RAM	27-09-2005	
2	CNC987BGRL	All in one HP Laser Jet M1522 nf	11-11-2008	
3	VNF3N17694	HP Laser Jet 1108	21-05-2013	
4	CNG9D9PBVT	HP Laser Jet M1213 nf MFP	21-05-2013	
5	CNCH184152	HP Laser Jet 1020 plus	30-07-2013	
6	VNF4833703	HP Laser Jet 1108	29-12-2014	
7	CNBXGDJ6G7	HP M706n (B6S02A)- A3 Size Printer	27-02-2015	
8	CNB2NBTDHH	HP Laserjet 108 w	31-12-2020	
9	X6ZG028653	EPSON ECO Tank Model:M2120, DW Printer	10-01-2025	
10	VNM1C57395	HP Laser Jet M208 DW Printer	25-03-2025	

11	VNM1C57448	HP Laser Jet M208 DW Printer	25-03-2025	
C	**स्कैनर / Scanner**			
01	Sl. No.FLV00488 / Machine No. 4624B012 [AF]	Canon High Speed Scanner - DR-6030C	25-11-2022	

Note: Actual number of equipment may vary at the time of awarding of contract.

1. **Sl. No.8-15, Computers are under warranty period upto:03-04-2028.**
2. **Sl. No.16, Laptop is under warranty period upto:12-01-2028.**

Basic requirements: Interested parties must possess the following:

01. They should have at least 3 (three) years of working experience in a well-established organization in this field with a local support office and having complete desktop facility at Coimbatore. A list of their clientele to whom they rendered services duly self-attested must be submitted along with technical bid.
02. Interested parties must have Trade License, PAN No., and should be registered with Goods and Service (GST) authority. Xerox copy of all the certificates duly self-attested must be submitted along with the technical bid.
03. Interested parties must have their office at Coimbatore.
04. Before participating in tender interested bidders may make a pre inspection of the computers and other related items for their efficient bidding.

Additions & Deletions during the period

If any Computer / Printer hardware is added due to expiry of warranty period or deducted due to given under buy-back or sent to other CCI - Branches during the period of AMC, the indicative rate mentioned in AMC amount may be deducted on the pro-rata basis for these hardware's.

Call Lodging

1) Any hardware replacement Call lodged during morning hours upto 12 AM has to be resolved in the same day and call lodged after 12 PM must be resolved by next day morning. Any number of service calls should be attended on priority.
2) The maximum period for resolving the call including installation of spares will be given as 24 Hrs from lodging of the call. On complaint, allocation of specified engineer to resolve and to rectify to be done immediately.
3) Interested party shall provide effective / efficient attendance to service call within 24 hours on receipt of complaint and in case problem being not rectified, a standby unit shall have to be provided within 48 hours, free of cost to The Cotton Corporation of India, Coimbatore.
4) Virus calls or any hardware/software related calls should be attended as and when required. Preventive and corrective maintenance of equipment's shall be done quarterly by the party.

Items to be covered under AMC contract

All the Computer / Printer hardware & peripherals will be under Comprehensive On-site AMC which shall cover both preventive as well as Corrective maintenance to all assets covered under AMC, during the contract period. In case of PCs all items will be covered under AMC contract except Consumables such as CDs / Pen drive and in case of printers, except printer power cord, primer cable, Toner, cartridges and ribbons all other items will be covered under AMC.

Preventive care and Corrective Maintenance for all assets covered under AMC period.

The vendor shall provide the following services under the contract to keep the goods in good working condition.

1) Software support for operating system (Microsoft windows OS), office applications, when software failure occurs. The maintenance contract also included to removal of virus, software patch updating, system administration, network administration, software support/trouble shooting to keep the system fully operational.
2) On being appointed, the party must carry out necessary repairs and replacement of parts, wherever applicable.
3) AMC shall include the repair / replacement of defective parts with the parts of equivalent or higher specification and functional capability as originally available in the system. A standby arrangement is also mandatory in such cases.
4) As a part of maintenance strategy, vendor shall provide services for the hardware, and software during the period of contract. The service engineer should have sufficient technical qualification and experience to handle hardware and software, communication issues that may arise during the usage of system with free of cost.
5) The vendor should have the capability to handle AMC for all brands and makes of computer system & peripherals as per the items listed above in the tender.
6) The vendor should be able to provide AMC for all hardware items and support for all operating systems and all software's & updates. Necessary residential support / technical assistance and advice shall be extended by the vendor to resolve problems that may be encountered with regard to hardware, operating system, system software, OS support including reloading configuration & tuning as required, system booting, shutdown, crash analysis, system restoration etc., and any problems accessing the various application software's on the computer systems etc., covered under comprehensive on-site AMC.
7) Maintenance support shall include installation and updating of all required kind of software's under AMC period for all the computer systems, including operating system, office application and antivirus etc.,
8) Scheduled preventive maintenance (Blowing work) service is to be carried out every three months for all the computers and peripherals covered under the AMC contract. Preventive maintenance means quarterly servicing of the equipment's irrespective of whether the equipment has undergone a breakdown or not and it would include defragmentation of hard

disk drives and scanning of disk errors, checking and cleaning (both external and internal) all the equipment's and its peripherals as well as checking and fixing the network connectivity problems at client side such as IP addressing, finding loose contracts and fixing them etc.,

9) Device drivers under all operating system are part of the hardware. The vendor should attend to any problem related to device drivers. Quality maintenance engineers totally familiar with the equipment shall perform all repair and maintenance service.
10) Interested party should submit EMD of Rs.10,000/- by way of Demand Draft / Pay Order / Banker's Cheque drawn in favor of The Cotton Corporation of India Limited., payable at Coimbatore. The EMD amount will be returned to unsuccessful bidders while the same for successful bidder shall be retained as Security deposit. No interest shall be accrued on such security deposit.
11) **For making online payments bidders can deposit amount in below bank account details:**

Name:	The Cotton Corporation of India Ltd
Bank Name:	Bank of Baroda
IFSC Code:	BARB0COIMBA (Fifth character is a zero)
Account No:	05470500002048
Branch:	0547 Coimbatore Main Branch, Ground Floor 82 Bank Road, Opp. Railway Station, Coimbatore-641018, Tamilnadu.

12) The firms which come under Micro & Small Enterprises (MSEs) and are registered with the appropriate MSE authorities shall be exempted from payment of Earnest Money Deposit (EMD) on submission of a valid MSE certificate along with the technical bid. No interest shall be payable on the EMD or Security Deposit, and the same will be refunded only after satisfactory completion of the contract. Even if any amount has already been deposited with the Corporation, it shall be mandatory to submit the EMD separately as per tender requirements.
13) In case the party after appointed fails to render satisfactory services, the tenure of their service period will be terminated (and the security deposit shall be forfeited).
14) In case of any act /negligence of the provider cause damage to our computers, the party will be held responsible for such damages/losses and all costs and consequences will be on their account.
15) L-1 will be decided on the totality of the rates received after working out average cost of the total service contract. Corporation reserves its full right to decide L-1 and to do negotiations to determine L-1 if required. The decision of the Corporation shall be final in this regard.
16) The tender should be signed by the person having necessary authorization.
17) Financial bid for the tenderers who only qualify Technical Bid will be opened immediately after evaluation of the technical bid.
18) The Corporation reserves the right to accept or reject any / all tender.

Name of the Tenderer:

Name of the Signatory:

Signature with seal:

Place:
Date:

TERMS & CONDITIONS OF TENDER FOR ANNUAL MAINTENANCE CONTRACT COMPREHENSIVE) OF DESKTOP COMPUTERS, PRINTERS AND ITS PERIPHERALS FOR A PERIOD OF TWO YEARS

1. The tenderer should have functional office with adequate supporting staff / engineer at Coimbatore and ready to support for onsite Maintenance of Computers, Printers, Laptops, System Software's, OS, ERP, LAN, Virus problems, Modem, Net connectivity and other hardware & software problems etc. installed at our office. The party will have to provide all the necessary services to be required for loading or unloading of software / addition provision for internet as per our requirement.
2. The AMC is Comprehensive. The service provider should have 5% of minimum materials which has to be replaced, if necessary.
3. The valid GST Registration number & PAN card required to be submitted with technical bid duly self-attested.
4. The tenderer should have minimum experience of three years in providing AMC service. (Copy of work orders have to be attached).
5. Maintenance contract shall consist of quarterly preventive maintenance plus any no. of breakdown calls as per complaint lodged. The concerned resident engineer has to attend the calls on same the day at our office premises. Also, the problem has to be resolved immediately for which complaints have been lodged and the office work should not be hampered. The calls may be attended on same day if complaints lodgedearlier or otherwise it should be attended subsequent day without fail. The above said Office – The CCI Ltd, Coimbatore reserves its right to get the service from other party at vendors cost if the calls are not attended in time during emergency needs.
6. The tenderer has to support the computer / printer / scanner newly installed or under warranty period also. The quantity of computers and printers may be increased or decreased during the AMC period as per the requirement of the Corporation.
7. Preventive Maintenance of Blowing work must be done in computers, printers, scanner and router box / network switch etc., whenever needed.
8. The quoted AMC rates should be inclusive of all applicable charges, levies and exclusive of GST Charges. The payment shall be made on half yearly (06 months) basis aftersuccessful completion of the period and on receipt of the bill after deduction ofTDS applicable as per the prevailing guidelines.
9. The price quotation i.e. Financial Bid shall be opened in respect of those tenderers who qualified in Technical Bid for the specifications and other requirements.
10. To determine the L-1 party, the rates quoted for all the items shall be taken intoaccount. The Corporation reserves its full right to decide L-1 if a party has offered lowest rates for most of the items. Negotiation will be done with such party to determine L-1 if required. The decision of the Corporation shall be final in this regard.
11. The AMC can be cancelled at any time without any prior notice during the AMCperiod, if the services are found unsatisfactory and no charges / payment shallbe paid for such cancellation & EMD will also be forfeited.
12. The contract awarded party shall have to enter into an agreement in prescribed format on Rs.100/- non-judicial stamp paper with The CCI Ltd., Coimbatore for AMC Contract.
13. Contract will be awarded for a period of two years from the date of work order. The CCI reserves it right to extend the contract for further period as per GeM rule, if the services are found satisfactory, after mutually agreed by vendor for the same rate, terms and conditions. If the Corporation extends the period of contract, the party have to enter into an agreement for accepting the same rates, terms & conditions.
14. Tenders containing false / incomplete / over writing / conditional bidding and inadequate information are liable to be rejected.
15. Interested parties may visit our Branch Office, Coimbatore to observe the installed computers, printers, LAN set-up before submitting the tender. If the party doesnot visit our office, it shall be presumed that party has visited the site and readyto provide the AMC services for all Computer, Printers, Scanners and its peripherals including software / hardware / network installed at our office premises Coimbatore.
16. Corporation's decision shall be final & binding to all. The Corporation reserves its right to accept or reject any or all the tenders. However, tenderer may seek reason for such cancellation.
17. In case the second party fails to comply with the terms & conditions of the AMC tender, your firm liable to be blacklisted.

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

Name of the Tenderer:

Name of the Signatory:

Signature with seal:

Place:
Date:

ANNEXURE – 1

TECHNICAL BID

We, _____
(Name of Company) wish to sign the Annual Maintenance Contract (AMC) for computers and peripherals available in the CCI Office as per the list mentioned in the Contract document.

I / We _____having head office at _____ incorporated under the companies act, 1956 and registered on _____ and I / We undertake to abide the terms and conditions of the contract and thereby maintain the computers and peripherals offered by the Corporation for the AMC for the required period under the conditions hereto mentioned on the rates to be finalized and specified in the agreement, at place to be specified address as The Cotton Corporation of India Ltd, 2nd Floor, 4th Street, Kothari Layout, B.R Nagar, Trichy Road, Coimbatore – 641 005. Should this contract be accepted, we hereby agree to abide by and fulfill all the terms of this contract and all of the conditions of contract annexed hereto or in default thereof to forfeit by the Corporation, or his successors, the penalties or sum of money mentioned in the said conditions. We undertake that our firm has neither been blacklisted / Debarred by any Government / Government undertakings / Bank nor penalized on the same ground. We also undertake that no legal proceeding is pending in any Courts on the same grounds.

01.	Name & Address of the Firm	M/s. _____ _____ Office Address: _____ _____ _____ City: _____ Pin Code:_____ Tel No. (Off): _____ Mobile No: _____ E-mail ID: _____
02.	Location of Coimbatore service Centre:	M/s. _____ _____ Office Address: _____ _____ _____ City: _____ Pin Code:_____ Tel No. (Off): _____ Mobile No: _____ E-mail ID: _____

03.	EMD for an amount of Rs.10,000/- be enclosed with the Technical Bid	DD / PO No. _____ Date:_____ Amount: Rs.10,000/- Name of the Bank & Branch: _____ _____ _____
04.	Latest MSE certificates, in case of firm falls under MSC category.	Certificate No._____Document Enclosed.
05.	Registration of various authorities/details /Trade License	PAN No._____ GST No._____ Name of authority _____ Valid upto _____
06.	Working experience with list of clienteles.	Year's _____ List Enclosed.
07.	Approval of branded & reputed computer manufacturer. Note: Self attested copy of the approval letter of the company shall be enclosed.	Name of the Company: _____ _____ _____
08.	Authorization letter authorizing the person for representing the party. Note: Authority letter on the letter head of Form / Co. should be attached.	

Note: Self Attested copy of all above shall be enclosed.
The Technical bid shall be evaluated as per above criteria.

We confirm having read, understood and accepted all the terms and conditions of the tender.

Name of the Tenderer:

Name of the Signatory:

Signature with seal:

Place:
Date:

CHECK-LIST FOR PREPARING THE AMC TENDER DOCUMENT

S.No	Particulars	Yes / No
1.	Whether each column has been filled, sealed and signed in specified format?	
2.	The vendor must have successfully completed minimum 3 AMC contract in providing IT hardware services of large CPSUs / Govt. organizations / Leading Commercial Organizations during last five years? Whether work order containing cost & work completion certificate from the client duly self-certified copies along with contact details of the client has been attached along with the tender?	
3.	Whether, the vendor has a stock arrangement of minimum 5% of spares in their office, the certificate is attached?	
4.	Whether the tenderer has support office at Coimbatore. The certificate containing addresses along with contact person and telephone no's & EMD is attached with Technical Bid?	
5.	Whether proprietorship, partnership firm or company? The self – certified copy of documentary proof such as certificate of incorporation, partnership deed etc., attached?	
6.	Whether the tenderer's PAN No. & GST no. mentioned and enclosed?	
7.	Whether the EMD details mentioned?	
8.	Whether latest MSE Certificate is submitted, if the firm falls under MSE category?	
9.	Whether the necessary documents/ certificates have been submitted properly with page no. & stamped with the official company seal duly signed by the authorized signatory?	
10.	Whether the financial bid – II has been filled, sealed and signed in specified format?	
11.	Whether the quoted price is inclusive of all applicable taxes like GST, etc.?	
12.	Whether the tender documents are signed by the authorized representative?	

Name of the Tenderer:

Name of the Signatory:

Signature with seal:

Place:
Date:

SELF – DECLARATION

To
The General Manager,
The Cotton Corporation of India Ltd,
4th Street, B.R Nagar, Kothari Layout,
Coimbatore – 641 005

In response to the tender No._____ dtd:_____ as an owner / partner / director of

_____ I / We hereby declare that our agency

_____ is having unblemished past record and was not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time.

I / We M/s_____ (Name of the company) are not blacklisted in any department of Government of India or any State Government.

I / We hereby declare that there are no pending cases against M/s_____

_____
(Name & address of the bidder) with department of Government of India or any State Government or any other court of law.

I / We hereby declare that Bidder's company or Director / Owner of the company have not been declared by any Court or

Competent Authorities in solvent or involved in any fraudulent mean (Economical & Criminal) as on date_____

Name of the Tenderer:

Name of the Signatory:

Signature with seal:

Place:
Date:

ANNEXURE - II

(FINANCIAL BID)

To
The General Manager,
The Cotton Corporation of India Ltd.,
Site No.46, 4th Street, Kothari Layout,
B.R. Nagar, Trichy Road, Singanallur,
Coimbatore – 641005.

Sub: Tender for AMC of Computers / Printer / Scanners / Hardware & its related peripherals.

With reference to the Tender Notice dtd:_____ on the above subject we hereby quote our Financial Bid as under:

A) Computers (16 Nos)

Sr. No.	Particulars	Make & Model	Installation Date	Configuration	Cost of AMC for two (2) years – (in Rs.)
1	UXVJSS1035E 4974727	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM	
2	UXVJSS1035E 4974735	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM	
3	UXVJSS1035E 4974782	Acer-64 Bit	29-12-2014	Intel i5, 4GB DDR3 RAM	
4	62083781714	HP-64 Bit	28-11-2020	8 GB RAM/ i5 Processor	
5	60783701902	HP-64 Bit	28-11-2020	8 GB RAM/ i5 Processor	
6	31940931960	HP-64 Bit	30-11-2020	8 GB RAM/ i5 Processor	
7	23989912751	HP-64 Bit	30-11-2020	8 GB RAM/ i5 Processor	
8	UD30FS106D 511067860700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
9	UD30FS106D 511067F30700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
10	UD30FS106D 5110682C0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
11	UD30FS106D 511068330700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
12	UD30FS106D 5110685C0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
13	UD30FS106D 511068830700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
14	UD30FS106D 511068CA0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
15	UD30FS106D 511068CC0700	ACCER Veriton Desktop C-17-UD.30FSI.06D	04-04-2025	I7Processor/16GB RAM/512GB SSD	
16	UN34JSI01M 505024220700	ACCER Travel Lite RL-14-42M **Laptop**	13-01-2025	AMD Ryzen 7 7730U/ 16GB DDR4 / 512 GB SSD	

B) Printers (11 Nos)

S.No	Sr. Number	Configuration	Installation Date	Cost of AMC for two (2) years – (in Rs.)
1.	CNBJ55YOX3	HP 1022 Laser Printer 1200 DPI/8 MB RAM	27-09-2005	
2.	CNC987BGRL	All in one HP Laser Jet M1522 nf	11-11-2008	
3.	VNF3N17694	HP Laser Jet 1108	21-05-2013	
4.	CNG9D9PBVT	HP Laser Jet M1213 nf MFP	21-05-2013	
5.	CNCH184152	HP Laser Jet 1020 plus	30-07-2013	
6.	VNF4833703	HP Laser Jet 1108	29-12-2014	
7.	CNBXGDJ6G7	HP M706n (B6S02A)- A3 Size Printer	27-02-2015	
8.	CNB2NBTDHH	HP Laserjet 108 w	31-12-2020	
9.	X6ZG028653	EPSON ECO Tank Model:M2120, DW Printer	10-01-2025	
10.	VNM1C57395	HP Laser Jet M208 DW Printer	25-03-2025	
11.	VNM1C57448	HP Laser Jet M208 DW Printer	25-03-2025	

C) Scanners (01 Nos)

S.No	Sr. Number	Configuration	Installation Date	Cost of AMC for two (2) years – (in Rs.)
1.	FLV00488 / Machine No.4624B012 (AF)	Cannon High Speed Scanner – DR-6030C	25-11-2022	

Total cost of AMC for 15 Nos of PC's: _____ for two (2) year's period.

Total cost of AMC for 01 Nos of Laptop: _____ for two (2) year's period.

Total cost of AMC for 11 Nos of Printers's: _____ for two (2) year's period.

Total cost of AMC for 01 Nos of Scanners': _____ for two (2) year's period.

Total _____ for two (2) year's period.

(in Rupees in words): _____

Note:

1. The cost of AMC quoted as above shall be exclusive of GST Charges.
2. To determine the L-1 party, the rates quoted for all the items shall be taken into account. The Corporation reserves its full right to decide L-1 if a party has offered lowest rates for most of the items. Negotiation will be done with such party to determine L-1 if required. The decision of the Corporation shall be final in this regard.
3. Actual number of equipment may vary at the time of awarding of contract.