



GOVERNMENT OF ODISHA

Fisheries & Animal Resources Development Department

Odisha Secretariat, Bhubaneswar

QUOTATION CALL NOTICE

No. 4184 / FARD, Bhubaneswar , Dt. 23-3-21
FARD-OE-1ESTT-0022/2017

The undersigned is directed to invite Sealed Quotations in the prescribed format from the interested **Registered Firms/ Authorized Service Providers located at Bhubaneswar (OCAC empanelled)** having valid & up-to-date Certificates of GST Registration/ Service Tax Registration/ PAN Card for providing **Comprehensive Annual Maintenance Contract (AMC) for 01(One) Year for the Computers and Computer Peripherals of Fisheries & ARD Department, Odisha Secretariat, Bhubaneswar.**

The details of the Quotation Call Notice, terms & conditions of the AMC service along with make, model & configuration of the Computer/ Computer Peripherals is annexed to this Notice as **Annexure-'A'**. Further, the format in which price to be quoted for Comprehensive AMC of Computer/ Computer Peripherals is annexed to this Notice as **Annexure-'B'**. The same can also be downloaded from the F&ARD website <http://www.fardodisha.gov.in> and <http://www.odisha.gov.in/tender>. The approved price will be **valid for one year** from the date of approval communicated to the Firm concerned.

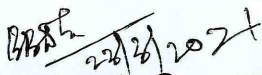
Interested Bidders may submit their Sealed Quotation in the prescribed format mentioning **"Comprehensive AMC for Computer Peripherals for F&ARD Department, Odisha Secretariat, Bhubaneswar for One Year"** on the cover of the envelope. Sealed Quotation should reach the undersigned **on or before 07.04.2021 by 5.00 PM** and the same will be opened on **08.04.2021 at 11.30 AM** in the presence of the Bidders or their Representatives.

The interested Bidders are **required to deposit a non-refundable amount of Rs.500/- (Rupees Five Hundred) only as bid processing cost** in shape of Demand Draft drawn in favour of the "Drawing & Disbursing Officer-cum-Deputy Secretary to Government, Fisheries & ARD Department, Odisha Secretariat" payable at Bhubaneswar.

The Quotations received in incomplete shape or after the scheduled date and time

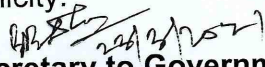


shall be summarily rejected. The undersigned reserves the right to reject any or all Quotations without assigning any reason thereof.


Deputy Secretary to Government

Memo No. 4185 / FARD, Dt. 23.3.21

Copy along with enclosures forwarded to the Head, State Portal Group, I.T. Centre, Secretariat Building, Bhubaneswar with a request to display the same in the "Tender & Advertisement" link of Government of Odisha Website for wide publicity.


Deputy Secretary to Government

Memo No. 4186 / FARD, Dt. 23.3.21

Copy along with enclosures forwarded to the Director, Information & Public Relations Department for information and immediate necessary action.

He is requested to publish the above Quotation Call Notice in two local daily Odia Newspapers for one day for wide publication.


Deputy Secretary to Government

Memo No. 4187 / FARD, Dt. 23.3.21

Copy along with enclosures forwarded to Computer Cell/ Department Notice Board for information of all concerned.

Sri Saumya Ranjan Nayak, DEO is requested to upload the Quotation Call Notice in the Department website.


Deputy Secretary to Government

Memo No. 4188 / FARD, Dt. 23.3.21

Copy forwarded to the Chief Receptionist, Odisha Secretariat for information and necessary action.


Deputy Secretary to Government

ANNEXURE – 'A'

Request For Sealed Quotation For Providing Comprehensive Annual Maintenance Contract (AMC) Of Computer Peripherals To Fisheries & ARD Department, Odisha Secretariat, Bhubaneswar For One Year

1. Sealed Quotations are invited in the prescribed format from the intending OCAC empanelled Registered Firms/ Authorized Service Providers located at Bhubaneswar having valid and up-to-date Certificates of GST Registration/ Service Tax Registration/ PAN Card for providing **Comprehensive Annual Maintenance Contract (AMC) for 01(One) Year to Computer Peripherals of Fisheries & ARD Department, Odisha Secretariat, Bhubaneswar.**
2. **Place, Date & Time for Submission of Bid:** Fisheries & ARD Department, Odisha Secretariat, Bhubaneswar on or before 07.04.2021 up to 5.00 PM.
3. The details of items to be managed during the AMC of Computer Peripherals are below:—

Sl.No.	Particulars	Model & Specification	Make	Quantity
01.	Desktop Computer with LCD Monitor (CPU) (Total Units=68)	HP Compaq 6200 Pro MT CPU (Intel Core i3-2120 CPU 3.30 GHz/ 2-GB RAM / 500-GB Hard Disk) with HP Compaq LE1902x LCD 19" 22" LCD Monitor	HP	42 units
		ACER VERITON M2610G CPU (Intel Core i3-2120 CPU 3.30 GHz/ 2-GB RAM / 300-GB Hard Disk) with ACER G195HQ LCD 19" LCD Monitor	ACER	09 units
		Lenovo BWIN CPU (Intel Core i3-2120 CPU 3.30 GHz/ 4-GB DDR -4 RAM / 1000-GB Hard Disk) with Lenovo 19" LCD Monitor	LENOVO	13 units
		HCL Core2 Duo CPU with HCL 17" X 15" LCD Monitor	HCL	03 unit
		COMPAQ CQ-3250-IX CPU with Samsung LCD 22" LCD Monitor	COMPAQ SAMSUNG	01 unit



Sl.No.	Particulars	Model & Specification	Make	Quantity
02.	UPS (Total Units=66)	ENERG EN1000R 1.0-KVA	ENERG	50 nos.
		V-GUARD 600-VA	APC	15 nos.
		APC 600-VA	APC	01 no.
03.	Printer (Total Units=48)	LaserJet P1606dn	HP	17 nos.
		LaserJet Pro m202dw	HP	15 nos.
		LaserJet 1018	HP	07 nos.
		LaserJet 1020 plus	HP	01 no.
		LaserJet P1007	HP	02 nos.
		Colour LaserJet CLJP-Pro-M177FW-MFP	HP	01 no.
		Colour LaserJet Pro 200 M251n	HP	03 nos.
		Canon 3010 Printer	Canon	01 no.
04.	Scanner (Total Units=13)	Scan Jet 5590	HP	04 nos.
		Scan Jet 8270	HP	03 nos.
		Scan Jet Enterprise 7500	HP	04 nos.
		DR-C130L	Canon	01 no.
		DR-2010C	Canon	01 no.
05.	Apple PC with monitor(Total Unit= 01)			01 no.

4. Scope of Services:

- The period of Comprehensive AMC will initially for one year, which may be extended on same terms & conditions and price, based on satisfactory performance and

- discretion of the Fisheries & ARD Department.
- b. Technical support for diagnosis of fault and rectification.
 - c. **This Comprehensive AMC includes replacements of parts.**
 - d. Onsite support for correction of hardware problems.
 - e. All major and minor hardware repair and replacement for damage due to high voltage and lightening.
 - f. Problem diagnosis and rectification on entire system.
 - g. Coverage should be 24 hrs. X 7 days in Week.
 - h. The vendor will deploy a designated personnel equipped with adequate media for communication. The person should reach Fisheries & ARD Department, Odisha Secretariat, Bhubaneswar within one hour of receiving complaints from F&ARD Department. The vendor is also liable to provide immediate support as and when informed by F&ARD Department in holidays.
 - i. The vendor should be equipped with his own mechanical, electrical and/ or electronic tools to attend all the activities.
 - j. One mandatory visit to be made in every week in working days (during normal working hours is 10.00 hrs. to 17.00 hrs.) for preventive maintenance).
 - k. The visit should be duly certified by the Authorized staff of F&ARD Department. Out of mandatory visit, F&ARD Department may trigger any other visit. Vendor should file the report to F&ARD Department after duly signed by Authorized Officer.

5. **Bid Price:**

- a. The contract shall be for the full quantity as described above.
- b. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- c. All duties, taxes and other levies payable components shall be included in the total price.

6. **Evaluation of Tender:**

The evaluation and comparison of the quotations will be determined to be substantially responsive i.e. which

- i. are properly signed; and
- ii. confirm to the terms & conditions and specifications;
- iii. filled in the Indian Currency.

7. Eligibility Criteria of the Bidder:

The bidder shall furnish the following documents to establish the bidder's eligibility:—

- i. Certificates of Authorized Distributor/ Dealership/ Service Provider (Proof to be enclosed).
- ii. Valid & up-to-date Certificate of Service Registration duly registered under Service Tax Act (Proof to be enclosed).
- iii. Up-to-date Certificate of GST Clearance (Proof to be enclosed)
- iv. Attested Photocopies of PAN Card (Proof to be enclosed).
- v. Price Bid in the prescribed format (**Annexure-‘B’**) duly signed and sealed in each page.
- vi. Non-refundable Demand Draft amounting Rs.500/- (Rupees Five Hundred).

8. Response & Resolution Time:

Response & Resolution must be within one hour after getting verbal complains from F&ARD Department and the resolution will be on best effort basis. If there will be any delay in resolution, necessary standby of similar or higher capacity specifications must be provided.

9. Infrastructure Support:

- a. The Registered Office or Service Centre should be within the locality of Bhubaneswar. The Head of the firm/ agencies should be available on his own direct telephone (Office as well as residence) and also on mobile phone so as to call in emergency cases.
- b. The Bidder must provide Contact Number of Office and Mobile Number of Service Engineer, Director/ Proprietor.
- c. Must provide Dedicated Technical Help Desk at Bhubaneswar.
- d. Must have Dedicated Senior Service Engineers at Bhubaneswar with expertise in maintenance of Computer Peripherals.
- e. The Service Engineers should be equipped with Mobile Phones.

10. Penalty:

Support service for any problem must be attended within the time frame mentioned above. Otherwise penalty for delay in service must be charged as per the discretion of the Authority of F&ARD Department.

11. Terms of Payment:

Payment shall be made on quarterly basis equally.

12. **Termination of Contract:**

In case the Bidder does not fulfill any condition or failed to provide services as per the terms & conditions, the contract will be terminated.

13. **Performance Security:**

The Performance Security @ 10% of the Contract Value shall be submitted by the selected Bidder and will be retained till the contract period. If the Firm fails to execute the contract, the security money will be forfeited in full or in part as per the decision of the Authority of F&ARD Department. The security money will be refunded after successful execution of the contract within 28 days after completion of the contract.

14. **Terms & Conditions:**

- a. Price must be mentioned inclusive of all taxes and transportation. **Bidders are advised to mention the whole price including GST. No individual item wise price is to be reflected in the bid.**
- b. The vendor must provide valid & up-to-date Certificates of GST Registration/ Service Tax Registration/ PAN Card within the locality of Bhubaneswar with address and contact number (Photocopies to be enclosed with Signature, Date & Seal).
- c. **Bidders are advised to visit the site/ office premises between working hours to inspect, examine and satisfy themselves before submitting their tenders for AMC of Computer Peripherals.**
- d. The offer duly signed by the Director/ Proprietor or an authorization letter for signing the tender document by other employee and other relevant documents must be submitted.
- e. Transportation will be at approved Bidders risk.
- f. ***For inspection, please contact Shri Biswa Bhusan Das, Deputy Secretary to Government, Fisheries & ARD Department in Mobile No.8249828637.***
- g. All the spares to be used in this work shall be original spare parts.
- h. Conditional bids will not be accepted.
- i. Bid shall remain valid for 60 days from the last date for submission of quotations.
- j. The price offer through Email / Fax will neither be accepted nor entertained.
- k. F&ARD Department reserves the right to accept, reject or cancel any or all bids without assigning any reasons thereof and does not bind itself to accept the lowest bid.
- l. In case of any dispute, the decision of the F&ARD Department shall be final and binding on you.
- m. Incomplete offer or communication after due date & time will be rejected.

ANNEXURE – 'B'**Format For Price Quotation Of Comprehensive Annual Maintenance Contract (AMC) Of Computer Peripherals**

Sl.No.	Particulars	Model & Specification	Make	Quantity	Total Amount in INR including all taxes for one year
01.	Desktop Computer with LCD Monitor (CPU) (Total Units=68)	HP Compaq 6200 Pro MT CPU (Intel Core i3-2120 CPU 3.30 GHz/ 2-GB RAM / 500-GB Hard Disk) with HP Compaq LE1902x LCD 19" 22" LCD Monitor	HP	42 units	
		ACER VERITON M2610G CPU (Intel Core i3-2120 CPU 3.30 GHz/ 2-GB RAM / 300-GB Hard Disk) with ACER G195HQ LCD 19" LCD Monitor	ACER	09 units	
		Lenovo BWIN CPU (Intel Core i3-2120 CPU 3.30 GHz/ 4-GB DDR - 4 RAM / 1000-GB Hard Disk) with Lenovo 19" LCD Monitor	LENOVO	13 units	
		HCL Core2 Duo CPU with HCL 17" X 15" LCD Monitor	HCL	03 unit	
		COMPAQ CQ-3250-IX CPU with Samsung LCD 22" LCD Monitor	COMPAQ SAMSUNG	01 unit	
02.	UPS (Total Units=66)	ENERG EN1000R 1.0-KVA	ENERG	50 nos.	
		V-GUARD 600-VA	APC	15 nos.	



SI.No.	Particulars	Model & Specification	Make	Quantity	Total Amount in INR including all taxes for one year
		APC 600-VA	APC	01 no.	
03.	Printer (Total Units=48)	LaserJet P1606dn	HP	17 nos.	
		LaserJet Pro m202dw	HP	15 nos.	
		LaserJet 1018	HP	07 nos.	
		LaserJet 1020 plus	HP	01 no.	
		LaserJet P1007	HP	02 nos.	
		Colour LaserJet CLJP-Pro-M177FW-MFP	HP	01 no.	
		Colour LaserJet Pro 200 M251n	HP	03 nos.	
		Canon 3010 Printer	Canon	01 no.	
04.	Scanner (Total Units=13)	Scan Jet 5590	HP	04 nos.	
		Scan Jet 8270	HP	03 nos.	
		Scan Jet Enterprise 7500	HP	04 nos.	
		DR-C130L	Canon	01 no.	
		DR-2010C	Canon	01 no.	
05.	Apple PC with monitor(Total Unit= 01)			01 no.	

Amount in Words (.....) Only.

DECLARATION

I / We hereby declare that all the statement(s) made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage or I am/ we are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to be cancelled. I am/ we are willing to abide by the terms and conditions laid by F&ARD Department. In case of any lapse on my/ our part which may affect the performance of the job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the Competent Authority.

Place :

Date :

Signature of the Tenderer with Seal