

GOVERNMENT OF INDIA
MINISTRY OF COAL

New Delhi, the 19th March, 2013

Notice Inviting Tenders

Subject:- *Annual Maintenance Contract (Comprehensive) in respect of Computers/Laser Printers/Scanners/UPS etc of Ministry of Coal-Reg.*

As per list attached

Sir,

I am directed to invite the quotations for Comprehensive Annual Maintenance Contract in respect of Computers/Laser Printers/Scanners/UPS/Sever etc. of this Ministry from reputed firms as per the list of items enclosed in the prescribed proforma.

2. The quotations duly filled in the prescribed proforma, attached herewith, may be submitted in properly sealed covers superscribed as "**Quotation for AMC of Acer, IBM, Compaq and Lenovo PCs & peripherals**" and addressed to the **Section Officer(Admn.), Ministry of Coal, Room No.321-A wing, Shastri Bhavan, New Delhi** so as to reach this Ministry on or before 3.4.2013 at 1200 hrs. Quotations received after due date will not be entertained at all. A Bank Draft amounting to Rs 10,000/- payable to "**PAO, Ministry of Coal towards earnest money**" should also be enclosed with the quotation 'which will be returned after finalization of the process. Any quotation received without earnest money as stated above, will be summarily rejected. Quotations received will be opened on the same day at 1600 hrs.

3. The rates inclusive of taxes applicable on date such as Service Tax, VAT etc. may be quoted on comprehensive basis for the items listed in the prescribed proforma enclosed herewith. The payment of AMC charges will be made in two installments of 50% each after completion of first six months period and after completion of first year period. The period of AMC will be for one year from the date of award of AMC. No further enhancement of rates during the period of AMC will be entertained.

4. It may also be noted that this Ministry reserves the right to accept or reject in part or in full, all the quotations without assigning any reason thereof.

Encl. T & C and Proforma.

Yours faithfully,


(Mahesh Chand)

Section Officer (Admn.)
Tel. No. 23388066

✓ Copy to: NIC (Coal) Cell for publishing on web-site of this Ministry.

Copy also to: All Ministries/Departments of Govt. of India for giving it wide publicity among their service providers.

Terms & Conditions of the AMC

1. The contract will be on Comprehensive Maintenance Service basis and no extra charges for any general wear and tear/spare parts etc. shall be made by the Ministry except for consumable parts/batteries. During the currency of the contract period it will be the responsibility of the company to keep the equipment in perfect working order. The services of atleast two resident Engineers should be provided for attending day to day calls during the office hours and in case of emergency beyond office hours.
2. The repair work will have to be carried out at the location of the equipment except in the exceptional circumstances where the equipment or any component may be required to be taken out for repairs in workshop. In such cases the standby arrangement shall have to be made by the company and in no way the working of computer shall be held for want of any standby arrangements. No any other charges will be payable like transportation, fare etc.
3. Necessary estimates will be submitted by the firms in respect of any of the computer hardware for which the AMC is given requiring repair/correction before taking them on AMC. It may be noted that no separate estimate for repair after award of AMC will be entertained.
4. The AMC will be valid for a period of one year from the date of award of contract. The payment towards AMC charges shall be made in two installments of 50% each on half-yearly basis during a year. For this purpose, company will be required to submit a pre-receipted bill. The company shall have to attend to all the complaints just on receipt of information from the concerned users of the machines. This Ministry reserves the right to terminate A.M.C. at any time during the period of A.M.C., if the performance of the company is not found satisfactory.
5. The company shall have the required drivers (CDs and floppies) for maintaining the PCs, printers, etc. for configuring the printers and PCs. The company will be required to depute qualified engineer to check up all the Computers/Printers/UPS at least once in three months and obtain certificate from the concerned user about the proper working of Computers/Printers UPS etc. and submit a copy in the Administrative Branch of this Ministry. In view of the virus attack, which affects the computers and results in loss of valuable data, it will be the responsibility of the company to prevent/repair the machines with anti-virus techniques.
6. (i) The firms should be registered under the Companies' Act, 1956 and should furnish the detail of its Registered Office.

(ii) The firms are required to furnish their standing and goodwill through a certificate/documentary proof of Ministries/Departments with whom they are working complete address and telephone Nos./Income Tax No./ST/CST No. List of present contracts having in Govt. Departments may also be enclosed with the quotation.

(iii) The service provider should have a minimum 5-7 years experience in the operational area. Its financial position and standing should be reflected in its turnover with a minimum of Rs. 50 lakh annual business.

(iv) The firms should also submit the authorization in original from the OEM firm.

(v) The firms should be ISO certified and it should have a work permit or be registered with local authority including sales tax.

(vi) A certificate of its compliance with statutory requirements like EPF, ESI etc. for the last 1-2 years may be furnished alongwith the quotation. The contractor shall also comply with all labour laws in relation to their employees including payment of minimum wages as laid down by any law.

(vii) The quotations received without the above mentioned documents and Bank Draft towards earnest money as stated in the letter inviting quotations as well as those received after the due date, will be summarily rejected .

(viii) A 'fall clause' will be effective to the approved rates, i.e. if the firm undertakes identical works in other Ministries/Departments at rates lower than the rates approved by this Ministry, the firm will have to charge at those rates from this Ministry. At the time of submitting the bill for payment a certificate to this effect should be attached with the bill.

7. The Ministry of Coal reserves the right to select or reject any or all the quotations without assigning any reasons whatsoever.

(Mahesh Chand)
Section Officer (Admn.)
Tel. No. 23388066

1. M/s Tricornio Technologies,
112, G.K. House,
187-A, Sant Nagar,
East of Kailash,
New Delhi-110065.
2. M/s Automation Systems,
206, Rajouri Palace,
J-1/162, Rajouri Garden,
New Delhi-110027.
3. Vinayak Systems Pvt. Ltd.
74-A, Garhi,
East of kailash,
Opp. G.K. House,
Sant Nagar Main Road,
New Delhi-110065.
4. M/s Brish Infotech Solutions,
9/9 GF, East Patel Nagar,
New Delhi-110008.
5. M/s Akal Information Systems Ltd.
B-6, panchsheel Enclave,
New Delhi – 110017
6. M/s Spectrum Infosystems Pvt. Ltd.
112, G.K. House,
187-A, Sant Nagar,
East of Kailash,
New Delhi - 110065.
7. BIPS systems Ltd.
E-261, Amar Colony,
Lajpat Nagar-IV,
New Delhi-110024.
8. VSM Enterprises (P) Ltd.
21/1381, Naiwala Karol Bagh,
New Delhi-110005.
9. M/s JMV Technologies,
7/156, 1st Floor, Ramesh Nagar,
New Delhi.
10. M/s Mercury Enterprises,
B4/1. Rajouri Garden,
New Delhi.
11. M/s Acacia Infotech Pvt. Ltd.,
107, Tirupati Plaza,
Street No. 1,
A-212, Shakarpur,
New Delhi.
12. M/s Unique Automation,
1203, Hemkunt House,
6, Rajendra Place. New Delhi.
13. M/s Kamakhya Infotech,
808, Janta Flats, GTB Enclave,
Nand Nagari, Delhi-95

PROFORMA

(For AMC of ACER, IBM & COMPAQ PCs/Printers/UPS/ Scanners in Ministry of Coal)

S. No.	Description of Items	Quantity	Quoted price/per items (in Rs.)	Total of quoted price (in Rs.)
1.	Computer(Acer. Compaq, HP, IBM, Lenovo) P-III & IV 3.2 GHZ & HP with DVD combo with all standard configuration	158		
1a.	CPU (Min. 3.2 Ghz)	As reqd.		
1b.	SMPS	As reqd.		
1c.	HDD (Min. 80 GB)	As reqd.		
1d.	RAM (256 MB)	As reqd.		
1e.	DVD/CD writer combo	As reqd.		
2.	Acer 3.06 Server	01		
3.	Laptop (Compaq, HP, Dell, Lenovo etc.)	13		
3a.	Battery for Laptop	As reqd.		
3b.	Power Adopter for Laptop	As reqd.		
4.	LJ 1320 N Printer	32		
4a.	Teflon sheet for LJ 1320 N	As reqd.		
5.	LJ 2420 Printer	02		
5a.	Teflon sheet for LJ 2420 Printer	As reqd.		
6.	DJ 6548C Printer	03		
6a.	Gear Assembly for HP 6548C	As reqd.		
6b.	Power Adopter for HP 6548C	As reqd.		
7.	HP LJ 4250 printer	05		
7a.	Teflon sheet for LJ 4250	As reqd.		
8.	LJ 3030 MF printer	8		
8a.	Teflon sheet for LJ 3030	As reqd.		
9.	LJ 1200 printer	02		
9a.	Teflon sheet for LJ 1200	As reqd.		
10.	LJ V-40 printer	01		
10a.	Teflon sheet for LJ V-40	As reqd.		
11.	HP LJ P1007 printer	24		
11a.	Gear Assembly for HP 6500	As reqd.		
11b.	Power Adopter for HP 6500	As reqd.		

12.	HP colour laser jet 2605 DN	01		
12a.	Teflon sheet	As reqd.		
13.	HP colour LJ 3800 printer	02		
13a.	Teflon sheet	As reqd.		
14.	HP LJ P1005	02		
14a.	HP LJ 1020	07		
14.b	HP CLJ CP1025	06		
14c	HP CLJ 1312	01		
14d	HP LJ 2727 (MFP)	02		
14e	HP LJ P1008 & 1319 (MFP)	05		
14f	HP CLJ 1215	01		
14g	HP LJ 1609	01		
15.	Samsung Laser printer (MFP)	11		
15a.	Teflon sheet for Samsung printer	As reqd.		
16.	Scanner 2410	01		
17.	Scanner 3770	04		
18.	Scanner 8290	02		
19a.	Scanner Lamp	As reqd.		
20.	UPS Luminous 1 KVA	101		
21.	UPS Uniline 1 KVA	15		
22.	UPS Orbit 1 KVA	01		
23.	Battery SMF for UPS	As reqd.		
24.	Key Board	As reqd.		
25.	Optical mouse	As reqd		
26.	RAM 1 GB DDR-I	As reqd		
27.	RAM 1 GB DDR-II	As reqd		
28.	Hard disk 320 GB	As reqd		
29.	Hard disk 500 GB	As reqd		
30.	Speaker (computer)	As reqd		
31.	USB Cable	As reqd		

Tax details:-----

I, on behalf of M/s _____, hereby declare that all the terms & conditions as mentioned in the letter for calling quotations No. 19016/1/2011-Admn. dated _____ of Ministry of Coal are fully acceptable to us.

Signature _____

Dated _____