



Government of Tripura
College of Veterinary Sciences and Animal Husbandry
R.K. Nagar, Tripura-799008

NOTICE INVITING TENDER

Fresh sealed tenders / quotations are invited from the reputed and experienced Service provider / firms / Supplier / Contractor for the Annual Maintenance Contract for Computers, Printers and LAN Materials installed for the College of Veterinary Sciences and Animal Husbandry, R.K. Nagar for a period of 1 year (2024-2025) as per terms & conditions and specifications of the NIT are available at the portal of Animal Resources development Department.- (<https://ardd.tripura.gov.in>) and IT Section, C.V.Sc & AH., R.K. Nagar.

Barman.
02.07.2024

[Dr. P. Barman]

Principal

C.V.Sc & AH, R.K.

Nagar



Government of Tripura
College of Veterinary Sciences and Animal Husbandry
R.K. Nagar, Tripura-799008

NOTICE INVITING TENDER

Subject :- Annual maintenance Contract (AMC) of Computers, Printers and LAN materials for College of Veterinary Sciences and Animal Husbandry, R.K. Nagar for a period of 1 year.

Fresh sealed tenders / quotations are invited from the reputed and experienced Service provider / firms / Supplier / Contractor for the Annual Maintenance Contract for Computers, Printers and LAN Materials installed for the College of Veterinary Sciences and Animal Husbandry, R.K. Nagar for a period of 1 year Year as per terms & conditions and specifications mentioned below:

The dates for the schedule of the key events of this tender is given as under :

SLNo	Events	Date and Time	Venue
1	Submission of Tender Starting date	05/07/2024	O/o the Principal, CVSc & AH, R.K. Nagar
2	Last Date of Submission of Bids	05/08/2024 16:30 Hrs	
3	Date and Time of opening of the Technical Bids	07/08/2024 16:00 Hrs	IT Cell, CVSc & AH, R.K. Nagar
4	Date and time of the opening of the Financial Bids	08/08/2024 16:00 Hrs	

- The quotations should reach the Office of the Principal College of Veterinary Sciences and Animal Husbandry, R.K. Nagar positively by 16:30 hours of 05th August, 2024.
- Tenders / quotations will be opened, if possible, at 16:00 hours on the 07th August, 2024 where tenderer or his authorized representative may remain present.
- The Annual Maintenance Contract shall remain valid for one year (2024-2025) from the date of signing of final Agreement of Contract.
- Tender Fees:** The interested eligible bidder has to submit the tender fees of ₹ 300/- (Rupees Three Hundred) only in the form of a Demand Draft drawn on a Nationalized Bank favour of the "Principal, College of Veterinary Sciences and Animal Husbandry, R.K. Nagar" at the time of submission of bids. The tender fees will be non-refundable. The date of the Demand Draft submitted for the same should not be earlier than the date of issue of this NIT.
- Bid Security/Earnest Money Deposit:

- a) The bidder has to submit an interest free Bid Security/ Earnest Money of ₹ 2,000/- (Rupees Two Thousand only) in the form of a Demand Draft drawn on a Nationalized Bank in favour of the "Principal College of Veterinary Sciences and Animal Husbandry, R.K. Nagar" at the time of submission of bids. The date of the Demand Draft submitted for the same should not be earlier than the date of issue of this NIT.
- b) The Bid Security Cost shall remain valid for a period of ninety (90) days from the date of opening of the Technical Bids.
- c) The E.M.D. may be forfeited due to following reasons:
- i) If the Bidder withdraws bid during the period of bid validity.
 - ii) If the Bidder, having been notified of the acceptance of its bid by the CVSc & AH, R.K. Nagar payable at Agartala during the period of bid validity.
 - fails or refuses to execute the Contract Form, if required;
 - fails or refuses to furnish the Performance Security, in accordance with the terms of this NIT;
- vi. Unsuccessful bidder's EMD shall be refunded back as promptly as possible, but not later than thirty (30) days after the expiry of the period of bid validity.
- vii. The Bid Security of the successful bidder shall be returned only after the submission of their acceptance against the issued award of contract within the stipulated time period and furnishing of the performance security.
- viii. During the Contract Period, all Items Covered under AMC shall be repaired or collected for repair from the C.V.Sc & AH, R.K. Nagar.
- ix. Technical Bid and Financial Bid must be submitted as per prescribed proforma (Annexure A and B) annexed with NIT. Any deviation from the prescribed proforma shall render the bid liable to be summarily rejected.
- x. Required following document should be accompanied with tender: (a) Technical Bid (Annexure A) (b) Financial Bid (Annexure B) (c) PAN card (e) Trade License (f) GST Registration Certificate (g) Yearly turnover certificate (last 1 year) (h) Undertaking in company letter head regarding acceptance of terms and conditions. (i) Address of the Company Main Office and Local Office (if any) – along with email Address, Phone Number and Whatsapp Number. (l) Income tax Clearance Certificate. The tenderer should submit **self attested copies** of the documents mentioned.
- xi. Along with the quotation the tenderer shall annex the copy of the letter of the company showing that he is the authorized AMC service provider.
- xii. Incomplete tender will be rejected summarily.
- xiii. The L1 bidder will be arrived at on the basis of the grand total. Ranking of the Bidders will be ascertained according to the total amount of price quoted for all the items. Bidder who has quoted the lowest rate in grand total will be ranked first and so on.

- xiv. Any dispute/ problem arisen in connection with AMC the decision of the Principal, CVSc & AH, R. K. Nagar shall be final.
- xv. The undersigned is not bound to accept the lowest rate and may reject all or any of the tender without assigning any reason.
- xvi. The successful tenderer shall have to execute an Agreement with the department on certain terms & conditions as and when required.
- xvii. The contract will be for 01(one) year from the date of acceptance of the agreement of the contract by the vendor and the agreement will be signed after the official procedure and obtaining administrative approval from the respective authority.
- xviii. During the contract period, the vendor shall arrange weekly visit of the site by a qualified engineer for preventive maintenance and such engineer shall also carry some basic minimum spare parts with him during the visit. The vendor shall give prior intimation to the office by email regarding the name, phone no. And such other details of the engineer authorized by the vendor.
- xix. All the visits and actions taken by the technical staff of the Vendor during visit shall be recorded in a register and countersigned by the Nodal officer of the station. The register shall be cross-checked for satisfactory performance of the Vendor.
- xx. Vendor service support is required during office hours (10:00 AM to 05:30 PM) on working days. The vendor support staff is required to attend locations (i.e. Departments/Section/Farms) of the complained computer in the college complex of the C.V.Sc & AH, R.K. Nagar.
- xxi. As soon as the problem is reported, the corrective measures shall be taken immediately and not later than 48 hours by the vendor.
- xxii. Problem, if not major, should be certified within the same day of reporting. The reporting will be made through e-mail/fax/over phones on urgent need.
- xxiii. In case of major problem, the vendor should make alternative / standby arrangement immediately failing which AMC charge for the machine for each day of delay in correction will be deducted from the amount payable.
- xxiv. If the problem is not rectified within reasonable time, this office shall have the right to get rectified the problem from other vendors and expenditure incurred thereon shall be borne by the AMC vendor. The decision in this regard taken by this office shall be final and binding on the AMC vendor.
- xxv. The component /parts used by the vendor should be authentic and original. In case of hardware breakdown and if in case any part/equipment is beyond repairs and the same is not available/technology is obsolete or end of life, the same will be replaced with and equivalent or higher of replacing hardware.
- xxvi. After each quarter of designated AMC period, the vendor shall submit bill in triplicate.

- xxvii. Quarterly Payment towards AMC shall only be done after obtaining certificate from the IT Section/Officer of this office that service of the vendor during previous quarter was satisfactory.
- xxviii. Taxes (at source) will be deducted as per applicable rules.
- xxix. AMC will be terminated at any point of time by the office if service provided by the vendor is not satisfactory. The decision taken by the office in this regard shall be final and conclusive.
- xxx. **Force Majeure:** The right of the Contractor to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including but not limited to acts of God, war or revolutions or civil commotions, fires, epidemics, quarantine restrictions and freight embargo. If a Force Majeure situation arises, the Contractor shall promptly notify the Office of the Principal, C.V.Sc & AH, R.K. Nagar in writing/email of such condition and the cause thereof. Unless otherwise directed by the office of the undersigned in writing/email, the Contractor shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek, all reasonable alternative means for performance not prevented by the Force Majeure event.
- xxxi. Detailed information, if any required, may be obtained from the office of the under signed in this regard.
- xxxii. List of the Hardware to be included in the Annual Maintenance Contract at the College of Veterinary Sciences & Animal Husbandry Complex are mentioned in the Annexure C.

Sd/-

(Dr. Purabi Barman)
Principal,
C.V.Sc & A.H.,
R.K. Nagar, Tripura



Government of Tripura
College of Veterinary Sciences and Animal Husbandry
R.K. Nagar, Tripura-799008

Tender Notice No. _____

PROFORMA FOR TECHNICAL BID

SL. No.	Particlars	To be filled in by Tenderer
1	Name of Agency:	
2	Details of Agency :	
	2a. Year of establishment/incorporation	
	2b. Whether proprietorship /partnership / limited company etc.	
	2c. Name(s) of the Proprietor / Partner/ Managing Director etc.	
3	Details of Official Address of Agency :	
	Phone Number (s) :	
	Email Address :	
4	Agency Registration No. (Copy of Registration should be enclosed)	
6	GST Registration No. (Copy to be enclosed):	
7	PAN Card (Copy to be enclosed) :	
8	Income Tax returns of the preceding Financial Year.	
9	Bankers' Name and address	
10	Bank Account No. And IFSC Code of Firm	

Signature with Company Seal

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11	Whether agency is blacklisted by any Government Department or any criminal case is registered against the firm or its owner / partner anywhere in India:	
12	Length of Experience in field :	
13	Experience in dealing with Government Department : (Indicate names of Departments and attach copies of contracts placed with agency.)	
14	Whether a copy of terms and conditions (duly signed), in token of acceptance of same is attached :	
15	List of Documents Submitted with tender:	

Signature with Company Seal

Annexure – B

PROFORMA FOR FINANCIAL BID

LISTS OF SPARE PARTS FOR DESKTOP COMPUTERS, UPS, PRINTERS & NETWORKING/LAN AT THE TIME OF REPAIRING:

Sl. No.	Items/ Specification	Qty	Rate per unit for one year/ Rate per item with specific brand name (including taxes)	Total amounts	
				In figure	In words
A	AMC Charges per year per Unit for Desktop with accessories, printers &	01			
	Networking/LAN	01			
B	For Desktop PC peripheral				
1	Hard disk- 500 GB Brand- SEAGATE/ TOSHIBA /WD / Consistant	01			
2	Hard disk- 1 TB Brand- SEAGATE/ TOSHIBA/WD / Consistant	01			
3	SSD- 240 GB Brand-SEAGATE/ TOSHIBA/WD / Consistant	01			
4	SSD- 500 GB Brand-SEAGATE/ TOSHIBA/WD / Consistant				
5	Motherboard – G41 preferable company ASRock/ Gigabyte/ Foxin/ Mercury/ Zebronics	01			
6	Motherboard – H61 preferable company ASRock/ Gigabyte/ Foxin/ Mercury/ Zebronics	01			
7	Core 2 Due Processor 4 Ghz 4 MB Cache preferable company Intel/ASRock/ Gigabyte/ Foxin/ Mercury/ Zebronics	01			

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8	Core i3, 5 th Gen. 4.5 GHz 5 MB Cache preferable company Intel/ASRock/ Gigabyte/ Foxin/ Mercury/ Zebronics				
9	Core i5, 5 th Gen. 4.5 GHz 5 MB Cache preferable company Intel/ASRock/ Gigabyte/ Foxin/ Mercury/ Zebronics	01			
10	Processor fan	01			
11	RAM, DDR-II – 2 GB	01			
12	RAM, DDR-III – 2 GB	01			
13	RAM, DDR-IV – 4 GB	01			
14	SMPS preferable company Supercomp/ Foxin/ iBall / Zebronics	01			
15	DVD writer preferable Samsung/ Sony / Asus	01			
16	CMOS battery preferable Duracell / Panasonic	01			
17	CPU Cabinet preferable iball/ Foxin/ Supercomp/ Fronttech	01			
18	Monitor (LED) 18.5" preferable Asus/ Dell/ Hp/ AOC/Lenovo/iball	01			
19	Monitor (LED) 22" preferable Asus/ Dell/ Hp/ AOC/Lenovo/iball	01			
20	VGA Cable	01			
21	Power Cable	01			
22	SATA Cable	01			
C	Antivirus				
1	K7 Total Security	01			
2	Kaspersky Total Security	01			

3	Quick Heal Total Security	01			
D	For Printers (a) HP 1007, (b) HP Laserjet MFP138 FNW and (c) Canon LBp 6018B				
1	Upper pick up roller	01			
2	Lower Pickup Roller	01			
3	PCB Board	01			
4	Sensor	01			
5	Future	01			
6	Teflon	01			
7	Logic card	01			
8	USB Card	01			
9	Motor	01			
10	Gear	01			
E	For refilling of printers ink				
1	HP 1007 preferable Produt/lapcare/zebion/foxin	01			
2	HP Laserjet MFP138 FNW preferable Produt/lapcare/zebion/foxin	01			
3	Canon LBp 6018B preferable Produt/lapcare/zebion/foxin	01			
F	For Networking/LAN				
1	Router D- link 150 Mbps wireless ADSL D- link/TP Link	01			
2	16 port Gigabyte Switch D- link/TP Link	01			
3	18 port Gigabyte Switch D- link/TP Link	01			
4	24 port Gigabyte Switch D- link/TP Linkk	01			
5	I/O connector	01			

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6	RJ 45 connector	01			
7	CAT 6 cable	01			
8	I/O Box	01			
9	Patch panel	01			
10	Switch Rack	01			
11	Face plate	01			
12	Power cable	01			
13	Face plate	01			
G	UPS				
1	UPS 600 VA	01			
2	UPS 1100 VA	01			
3	UPS batter 12V 7.5 Ah preferable Exide/Amaron	01			
H. 1	Keyboard with mouse combo	01			
2	Keyboard with mouse wireless	01			
I	Windows 10 home- DVD with License key	01			
J	MS Office 2019 -DVD with License key	01			
K	MS Office 2010 -DVD with License key	01			
L	Mouse pad (Medium size)	01			