भारत सरकार • Government of India
गृह मंत्रालय • Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल
Directorate of Census Operations, West Bengal

2011

ENSURE REGISTRATION OF EVERY BIRTH AND DEATH

जनगणना भवन
आई. बि.- 199, सेक्टर- III, सॉल्ट लेक सिटि, कोलकाता-700 106

JANGANANA BHAWAN
IB-199, SECTOR-III, SALT LAKE CITY, KOLKATA-700 106

Phone : (033) 2335 9273 • Tele-Fax : (033) 2335 9238 • e-mail : dco-wbl.rgi@censusindia.gov.in

No. D-15019/2/2011/Estt./3256

Dated : 07/03/2014

NOTICE INVITING QUOTATIONS

Sealed Quotations superscribing "**Quotation for AMC of PCs and Printers**" are invited from reputed firms for Comprehensive Annual Maintenance Contact (AMC) of 26 Nos. of PCs and 35 Nos. of Printers in this office of the prescribed Make/Model(Annexure- I). Firms having sufficient experience in maintenance work of PC Hardware-Software and Printers and agreeing to the below mentioned terms and conditions, should submit their quotations in the prescribed format (Annexure- II), with all relevant documents in support of experience etc., in sealed envelope alongwith the EMD of Rs. **2000/- (Rupees Two Thousand)** in the form of Demand Draft from nationalized banks in favour of Directorate of Census Operations, West Bengal payable at Kolkata. The quotation should reach this office by **18.03.2014** within **3:00 p.m.** and will be opened on the same date i.e., **18.03.2014 at 4:00 p.m.** in presence of representatives of bidders, if any.

Terms and Conditions for Comprehensive Annual Maintenance Contact (AMC)

a) Rate should be quoted separately for each specification (Annexure-I) in the prescribed format (Annexure – II)
b) The period of AMC is for a period of one year from the date of award of contract.
c) During the contract period the Engineer / Mechanic of the Service Provider must visit this office when called within 24 hours, excluding holidays and rectify the entire fault free of cost. Also, the PCs and Printers will be serviced on quarterly basis as Preventive Maintenance.
d) The repair work will be done in office premises and only such work will be allowed to be done at Contractors workshop with the written permission of the Office which is not possible to execute in the office premises.
e) Certified and Stamped documents as required in Annex-II.
f) AMC includes free repairing/replacement of parts of the PCs and Printers, excluding consumables. Adequate Spare would be maintained by the service provider at site.
g) Payment will be released on Quarterly Basis after satisfactory services. The firm may submit the quarterly claim within one month after the quarter in question along with the bill and copy of service call report duly signed/certificate. If the services are not provided to the satisfaction of the user, the Service provider will be liable for deduction of proportionate amount which shall be determined by this office from the total amount to be fixed for the AMC.
h) The PCs and Printers may be inspected upto 17.03.14 in working days and hours.
i) Quotations received after the specified date and time will not be entertained
j) The office reserves the right to reject any or all of the quotations without assigning any reason thereof.

(S. Dasgupta)
Deputy Director

To : All Prospective Bidders

Copy to : 1. Members of Tender/Purchase Committee/ Dealing Hand.
2. ORGI website www.Censusindia.gov.in/tender
3. Office Notice Board (Salt Lake/ Behala/ Badu).
4. File No D-21014/5/Estt/2011

Annexure- I

List of PCs and Printers for AMC in the Directorate of Census Operations, West Bengal

Sl. No.	Name of items /Model/ Make/ Specification (PCs)	Product Sl. No.	Sl. No.	Name of items /Model/ Make/ Specification (Printers)	Product Sl. No.
	HP Compaq	INI649036Q	1	HP-LJ-1020	CNCK696059
2	HP Compaq	INI64902Z4	2	HP-LJ-1020	CNC0830720
3	HP Compaq	INI64903CF	3	HP-DJ (a3)-1280	JNB6042079
4	HP Compaq	INI73305NY	4	HP-LJ-1005MFP	CNG99DF71X
5	HP Compaq	INI6430BG7	5	HP-LJP1007	VNF6M73794
6	HP Compaq	INI6430BGW	6	HP-LJP1007	VNFN302396
7	HP Compaq	INI6430BFG	7	HP-LJP1007	VNFN109447
8	HP Compaq	INI6430BFC	8	HP-LJP1007	VNFN300835
9	HP Compaq	INI6430BG3	9	HP-LJ 1505	VNF3F65428
10	HP Compaq	INI6430BFN	10	HP LJ 2055DN	CNCK217834
11	HP Compaq	INI6430BFL	11	HPLJ2055DN	CNCK117396
12	HP Compaq	INI6490IFT	12	HPLJ 1505	VNF3F66664
13	HCL AC1V0001	3104AC347203	13	HPLJ 1505	VNF3F62444
14	HCL AC1V0001	3104AC347204	14	HPLJ 1505	VNF3F65093
15	HP 8000 Elite	INIA0150GQM	15	HP-LJ Pro P1606DN	VNC3P07194
16	HP 8000 Elite	INA0150GNC	16	HP-LJ Pro P1606DN	VNC3D08857
17	HP 8000 Elite	INA0150GMY	17	HP-LJ Pro P1606DN	VNC3D08862
18	HP 8000 Elite	INA0150GB1	18	HP-LJ Pro P1606DN	VNC3D08854
19	HP 8000 Elite	INA0150GKO	19	HP-LJ Pro P1606DN	VNC3D08866
20	HP 8000 Elite	INIA0150GJZ	20	HP-LJP1007	VNFN151678
21	HP 8000 Elite	INIA0150GKW	21	HP-LJP1007	VNFN151687
22	HP 8000 Elite	INIA0150GQL	22	HP-LJP1007	VNFN151707
23	HP 8000 Elite	INA0150GRO	23	HP-LJP1007	VNFNS66922
24	HP 8000 Elite	INIA0150GKY	24	HP-LJP1007	VNFNX74743
25	HP Compaq	INA125QH9D	25	HP-LJP1007	VNFN159422
26	HP Compaq	INA125QH3Z	26	HP-LJP1007	VNFPB08522
			27	HP-LJP1007	VNFN157049
			28	HP-LJP1007	VNFPB06668
			29	HP-LJP1007	VNFPB06671
			30	HP-LJP1007	VNFNS91609
			31	M 1136 MFP	CNG7CCQK58
			32	M 1136 MFP	CNG7CCBK46
			33	M 1136 MFP	CNG7CCRJ6T
			34	M 1136 MFP	CNG7CCBKBS
			35	M 1136 MFP	CNG7CCBK4W

Prescribed proforma for submission of Technical Bid Vide No. D-15019/2/2011/Estt/3256 dated : 07 /03/2014

With reference to Tender Notice No. D-15019/2/2011/Estt/3256 dated : 07 /03/2014 the undersigned furnishes below / enclose herewith the following details / documents for consideration:

1. Name of the agency:
2. Details of Earnest Money Deposit (EMD):
   a. Draft No. with amount:_____
   b. Date of issue:_____
   c. Name of the Bank:_____

3. Details of Documents submitted with Tender (self attested and stamped):

a. Copy of registration certificate of the agency:
b. Copy of latest Sales Tax / Service tax and VAT Clearance certificate along with PAN No.
c. Copies of work order, experience certificate and certified copy of the completion certificate for similar nature work in Govt. office / Department /Other Organization of repute in the least 3(three) years:
d. Self Certificate duly signed by the agency stating that it has not been black listed by any Central Govt. / State Govt. / Public Sector Undertaking:
e. Supporting Document showing eligibility of exemption from EMD, if any:

4. Proforma of submission of Quotations:

Sl. No.	**Name of items /Model/ Make/ Specification of PCs and Printers**	Rate per Unit (Rs.)	Taxes (in Rs.)	Total Per Unit	Total for 26 PCs (Rs. in Value and Words)	Total for 35 Printers(Rs. in Value and Words)
	1	2	3	4	5	6
1.	HP Compaq					
2.	HCLACIV0001					
3.	HP8000Elite					
4.	HP-LJ-1020					
5.	HP-DJ(a3)-1280					
6.	HP-IJP1007					
7.	HPLJ1505					
8.	HPLJ2055DN					
9	HPLPProp1606DN					

Total quoted amount in values and words_____

I / We agree to the terms and conditions as mentioned in the Tender Notice No. D-15019/2/2011/Estt /3256 dated : 07/03/2014 issued by the DCO, West Bengal.

Signature with date:_____

Name (in Capital Letters):_____

Tel. No. / FAX No./ Email ID:_____

Office Seal