



GOVERNMENT OF MEGHALAYA
DIRECTORATE OF FOOD CIVIL SUPPLIES AND CONSUMER AFFAIRS
HORSE SHOE BUILDING, LOWER LACHUMIERE, SHILLONG – 793 001

NOTICE INVITING TENDER

Dated Shillong the 13th December 2021

NO DSCA. 03/TMD/AMC/2021/03 : The Director, Food & Civil Supplies & Consumer Affairs, Government of Meghalaya, invites for Quotation from Government Registered firms for **Annual Maintenance Contract (AMC)**. Interested firms may submit their quotation to the office of the undersigned on all working days from **13-12-2021 to 14-01-2022**. The Detailed Request for Quotation can be downloaded from the website <http://megfcsca.gov.in>.

1. PARTICULARS OF TENDER:

1	Designation and address of the Authority Inviting the tender	The Director, Food & Civil Supplies & Consumer Affairs, Meghalaya, Shillong
2	Total No. of pages in this Tender Document.	37 Pages
3	Last date & time of receiving the Tender.	14 th – January -2022 at 3 PM
4	Date and time of Opening of Financial Bid	24 th –January- 2022 at 2 PM
5	Earnest Money Deposit (EMD)	Rs.20000 (Rupees Twenty thousand) only
6	Tender Fee/Document	Rs.1000/- (Rupees One thousand) only (Non-refundable)


Director,
Food, Civil Supplies and Consumer Affairs
Shillong

Food Civil Supplies and Consumer Affairs
Meghalaya, Shillong.

NO DSCA. 03/TMD/AMC/2021/03 - A -

Dated Shillong, the 13th December, 2021

Copy to,

1. The Director of Information & Public Relation, Meghalaya, Shillong for causing wide publicity through local newspaper (one in English and one in Khasi) and. The Bills in triplicate may be sent to the undersigned for necessary payment.
2. The Deputy Secretary, Food Civil Supplies & Consumer Affairs, Meghalaya, Shillong with reference to Letter NO.SUP.37/2020/Pt/152 Dated 16th Sept 2021.
3. Smti. W. Rynjah, Senior Technical Director, NIC, Meghalaya, Shillong – 793001 with a request to upload the Detail Notice Inviting Tender (enclosed) in the Department website.
4. Office Notice Board.


Director,
Food, Civil Supplies and Consumer Affairs
Meghalaya, Shillong
Director

Food Civil Supplies and Consumer Affairs
Meghalaya, Shillong.

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TENDER DOCUMENT FOR
ANNUAL MAINTENANCE
CONTRACT
UNDER DIRECTORATE OF
FOOD CIVIL SUPPLIES AND
CONSUMER AFFAIRS

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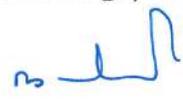
ELIGIBILITY CRITERIA

The bidder must possess minimum eligibility criteria mentioned here under to participate in the tender

- a. Should possess minimum 3 years' experience in the relevant field of Annual Maintenance Contract (AMC).
- b. For Non-Tribal, valid Trading License from KHADC is mandatory.
- c. The bidder must have GST Registration, Service Tax Registration, PAN/TAN number, GST/VAT clearance certificate, etc.
- d. The bidder may please note that the tender once submitted will not be altered after expiry of the dead line for receipt of tender till the date of validity of tenders and if they do so, their Earnest Money Deposit (Bid Security) will be forfeited. Completed Tender Document should not have any scope of ambiguity, cutting or overwriting. For inadvertent mistake, if any, the Bidder must strike off erroneous figure/word and legibly write the correct figure/word and it must be authenticated with dated signature of the Bidder.
- e. No consortium or joint venture is allowed.

TERMS AND CONDITIONS FOR ALL BIDDERS

- a) Bidders are to go through the tender carefully to understand the documents required to be submitted as part of the bid.
- b) The bidders should have sufficient infrastructure and qualified residential engineer for execution of work.
- c) Copies of the following documents should be submitted along with the Bid.
- d) Finance Stability certificate
- e) Documents regarding Experience in providing similar services in Central Government/State Government/Public Sector Undertakings/ Autonomous Bodies.

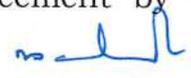


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- d) The bidder should have a minimum experience of **03** years in providing Annual Maintenance of Desktops, Printers/Photocopiers& Scanners, Networks and other IT peripherals in Central Government/State Government Departments/Public Sector Undertakings/ Autonomous Bodies.
- e) The bidders are to submit the tender in 1 cover bid (sealed envelope) containing Tender fees, related documents, Information of IT Hardware and miscellaneous items, financial bid addressed to **Director of Food Civil Supplies and Consumer Affairs(FCS&CA) ,Horse Shoe Building, Lachumiere, Shillong**, super scripting thereon "Tender for AMC." And Last Date and Time of Receiving of Tender: 14th – January -2022 at 3 PM
- f) Tender once submitted shall not be allowed to be withdrawn or altered.
- g) The tenders submitted without Tender fee and other required documents will be rejected.
- h) The bidder has to quote the rates for all items mentioned in the Table 1. And the rates quoted should be indicated whether it's inclusive or exclusive of all the taxes or other charges. The bid for Bidders who failed to quote the rates for all items will be rejected.
- i) The "**Director of Food Civil Supplies & Consumer Affairs**"(FCS&CA) reserves the right to postpone and/or extend the date of receipt/opening of quotations or to withdraw the same, without assigning any reason, whatsoever.
- k) The decision of the **Director of Food Civil Supplies & Consumer Affairs, Shillong**, in all respect shall be final.

CONTRACT VALIDITY AND TERMINATION OF AGREEMENT.

- a. This contract will be valid for one year from the date of signing the contract, with a provision to extend the same for a further period of one year or part thereof on the same rates, terms and conditions on mutual consent.
- b. Either party may terminate the agreement prior to expiry of contract period by giving three months written notice.
- c. Without prejudice to any other provision contained within these Terms and Conditions or of any Agreement of Director of Food Civil Supplies & Consumer Affairs, Shillong, may terminate the Agreement by 90 days' notice in writing in any of the following events:



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- d. The Vendor commits a material breach of the Agreement which is incapable of remedy; or the Vendor commits a material breach which is capable of remedy but which the Vendor fails to remedy within 15 days of written notice by the Director of Food Civil Supplies & Consumer Affairs, Shillong specifying the event of default and requiring its remedy
- e. Any termination of the Agreement howsoever caused shall not affect any accrued rights or liabilities of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices or the vendor arising out of the Agreement.

SCOPE OF WORK

- a. The place of performance will be at Office of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices
- b. The Vendor shall provide maintenance services qualified experienced and competent engineer.
- c. Provide user software support services including virus cleaning/patch installation, software installation, etc. He should be well conversant with the latest trends in trouble shooting of computing equipment's and networking monitoring tools.
- d. Any other work of similar nature assigned by the Office of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices of Meghalaya, Shillong.
- e. Attending to complaints raised by various sections/individuals of the Office of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices, on daily basis.
- f. Onsite preventive and corrective maintenance of computers, Printers/Photocopiers& Scanners, Networks and peripherals covered under AMC at the Office of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices where the above equipment's are installed as indicated from time to time.
- g. Maintaining daily log file of the complaints and its solution & put it before in-charge computer on a daily basis.
- h. The maintenance contract will include necessary repairs to the installed systems and replacement of defective/damaged parts, components and other accessories free of cost.
- i. Parts required for the maintenance of the equipment and / or correction of faults will be supplied at no extra cost to the Office of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices. Faulty parts removed from the system belong to the office concerned.


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- j. The maintenance contract also includes removal of virus (if required), software patch Updating, HDD crash recovery, software support/troubleshooting to keep the system fully operational.
- k. The maintenance services will be provided on all working days from 10:00 Hrs. to 18:00 Hrs. (Monday to Friday). Provision of availability of service engineers on Saturdays and Sundays or other holidays and at late night should be made in case of emergency.
- l. It will be the duty of the vendor to have the credentials of the Service Engineers verified and certified.
- m. The parts/components/sub-assemblies used for repair/replacement by the Vendor will be of the same/equivalent or higher make and functional capability as originally available in the systems. Except consumables like: printer toners, CDs. The vendor will arrange all other parts/components/subassemblies including fuser assembly of laser printer free of cost.

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BID SUBMISSION PROCEDURE

The bids for this tender have to be submitted in accordance with the instructions given below:

Tender Fees	Any bidder who has not submitted the Tender Fees will lead to rejection of the bid.
Information of IT Hardware and miscellaneous items	It must contain the Compliance Sheets as per Annexure B information of IT Hardware and miscellaneous items.
Financial Bid	It must contain the Detailed price bid as per Annexure C Financial

BID OPENING PROCESS

- a. The Technical Bid will be opened in the presence of representatives of the bidders at Directorate of Food Civil Supplies & Consumer Affairs, Horse Shoe Building, Lachumiere, and Shillong as mentioned in the **"TIME SCHEDULE"**.
- b. Those bidders, whose bids found financially qualified, by the Tender committee /Board, will be evaluated in the presence of the vendor's representatives.
- c. The bid for Bidders, who failed to quote the rates for all items in **Annexure C**, will be rejected.



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- d. The bidder who quoted the lowest rates (total cost quoted for all items) in the financial bid will be considered. Rates should be quoted inclusive of all charges and taxes.
 - e. The tender document can be downloaded from our website::<http://megfcsca.gov.in/>
 - f. Bidders shall attach a separate Demand Draft of **Rs.1000/- (Rupees One thousand) only(Non-refundable)** drawn on of any National/Commercial Bank in favour of the "Director, Food Civil Supplies & Consumer Affairs" payable at Shillong along with the Technical Bid towards the tender fee, failing which the offer will be rejected.
 - g. Bids must be accompanied with a self-certified photocopy of PAN of Income tax, GST Registration, Service tax Registration Certificate and Authorization Certificate related to AMC.
 - h. Bids must be accompanied with supporting documents related to eligibility criterion of the bidders.



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7. **EARNEST MONEY DEPOSIT (BID SECURITY)**:-Earnest money deposit of fixed amount of Rs.20000/- (Rupees twenty thousand) only in the form of DD/Bank Guarantee/FDR valid for six months (validity may require further extension) from the date of submission of the tender of any National/Commercial Bank in favour of the “**Director, Food Civil Supplies and Consumer Affairs**” payable at Shillong”,. Shortfall in amount of Earnest Money Deposit, if any, will result in rejection of the Tender. In case of Bank Guarantee/FDR submitted by the Bidder it should be unconditional in all cases.

EMD of the unsuccessful bidders will be refunded within 30 days of the award of contract on demand & EMD of the successful bidder would be released only after the submission of performance security.

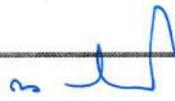
8. **PERFORMANCE SECURITY**: - Successful Bidder will have to furnish Security Deposit @ 2% value of the order/contract in the form of Bank Guarantee/FDR as per ANNEXURE E of any National/Commercial Bank valid for 1 years from the date of final acceptance of the consignment, with a provision of further extension in favour of the “Director, Food Civil Supplies and Consumer Affairs” payable at Shillong, in case of Bank Guarantee/FDR submitted by the Bidder it should be unconditional in all cases. Bank Guarantee/FDR should be submitted along with the bill for release of payment towards delivery of goods.

The successful Bidders/Suppliers will be required to sign an agreement on non-judicial stamp paper of appropriate value as per the ANNEXURE G at their own cost.

Note: The competent authority may increase or decrease the quantity of the items at the time of placing supply order.

a. The tender (in English language only) of all the item, specifications and operational conditions and limits.

b. Tender documents may be downloaded from Food Civil Supplies & Consumer Affairs(FCS&CA) website: <http://megfcsca.gov.in/>


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TIME SCHEDULE

Bid Opening date: 24th –January- 2022 at 2 PM in the Office chamber of the Director of Food Civil Supplies & Consumer Affairs, Horse Shoe Building, Lachumiere, Shillong.

AWARD OF CONTRACT

The bidder who quoted the lowest rates (total cost quoted for all items) in the financial bid will be awarded with the contract. The terms and condition (for successful bidder) should be followed.

TRAVEL EXPENSES.

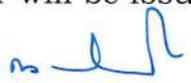
No travel expenses shall be borne by the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices in respect of travel undertaken by the vendor towards fulfillment of obligations under the Contract.

CONFIDENTIALITY

The vendor acknowledges that all materials and information which has or will come into its possession or knowledge in connection with this agreement or the performance hereof, consists of confidential and proprietary data, whose disclosure to or use by third parties will be damaging or cause loss to the Directorate, District and Sub division. The vendor agrees to hold such material and information in strictest confidence, not to make use thereof other than for the performance of this agreement, to release it only to employees requiring such information and not to disclose it to any other parties. The vendor shall take appropriate action with respect to its employees to ensure that the obligations of non-use and non-disclosure of confidential information under this agreement are fully satisfied.

TERMS AND CONDITIONS OF THE SUCCESSFUL BIDDER

- a. Successful bidder has to deposit 2 % of the total quoted price as performance bank Guarantee as Security deposit in the form of bank guarantee in favour of **Directorate of Food Civil Supplies & Consumer Affairs- Meghalaya, Shillong**, issued by any Nationalized/Scheduled Bank payable at Shillong by way of Demand Draft (DD).
- b. The successful bidder will have to sign the AMC agreement with the Directorate of Food Civil Supplies & Consumer Affairs, Horse Shoe Building, Lachumiere, Shillong, thereafter, work order will be issued.


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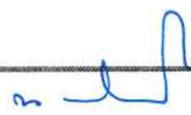
- c. Prices once approved will remain valid throughout the AMC period. Increase and decrease of Taxes and other statutory duties will not affect the price during this period. The bidders will be responsible for any increase in Taxes and Duties.
- d. The security deposit will be refunded after completion of the AMC period without any interest.

DUTIES AND RESPONSIBILITIES OF THE ENGINEER

- a. The Engineer should attend to all the complaints, raised by various sections/individuals of the Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division Supply Offices on a daily basis.
- b. To attend the complaints without fail within the shortest possible time and to solve the complaints immediately, in no case shall exceed 72 hours down time.
- c. Protection of equipment& maintaining the systems in perfect working condition. Any data of the Department must be treated confidentially and should not be shared nor copied.
- d. To regularly update the Antivirus systems to avoid any loss of data.
- e. To replace all such parts which are damaged and which cannot be repaired, to keep the Desktops, Printers & Scanners, Networks and other IT peripherals in good working condition

PAYMENT PROCESS.

- a. Payment will be made on a quarterly basis on the production of the bills in triplicate provided by the services are found to be satisfy. Indicating the quarterly base charges and the applicable taxes separately.
- b. No advance payment will be made in any case. The payment of AMC will be released quarterly (after deducting penalty, if any) on satisfactory completion of maintenance work.
- c. The payment will be made after proper deduction of TDS as per prevailing rules/rates.


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- d. Any payment made in excess will have to be refunded by the service provider to Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division in the event of termination of contract
- e. Payment for any inclusion/deletion of Computer System /Peripherals (other than the scheduled items) will be calculated on pro-rata basis.
- f. The service provider will not have any legal right to proceed against Directorate of Food Civil Supplies & Consumer Affairs, District Supply Offices and Sub- Division in the event of late payment due to unforeseen reason(s).

PENALTY CLAUSE.

- a. Penalty shall be levied @ 1% of the annual AMC charges of that equipment per day, if the equipment is not set right for any fault within 72 hours from the time of complaint registered with the engineer in the complaint register. Any fault mentioned under the clause (a) the same equipment should be re-installed after servicing within 5 days (if 5th day happens to be holiday, then the next working day). In case of default, the penalty shall be levied at the rate of 3% of the value of the annual AMC charges for those items per day.
- b. If the Vendor fails to repair/ replace the system for one week (5 working days), the system may be repaired from other Company/Firm and made functional and the expenditure incurred thereon shall be recovered from the service provider, apart from the penalty levied as stated in preceding clause. This may even entail termination of the contract and forfeiture of security deposit.
- c. Penalty shall also be levied for the absence of engineer at the rate of Rs.100/- per hour for the first 4 hours and at the rate of Rs.200/- per hour for every hour thereon.

PERFORMANCE BANK GUARANTEE

The details of bank guarantee are given in the **Annexure E**



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ESCALATION MATRIX

The details of the escalation matrix are given in the **Annexure A**

SECURITY DEPOSIT

Security Deposit may be submitted in any one of the following forms:

- a. Demand Draft in favour of Directorate of Food Civil Supplies and Consumer Affairs, Shillong-Meghalaya.
- b. Local cheques of scheduled banks, subject to realization.
- c. Fixed Deposit Receipt issued by Scheduled Banks/Public Financial Institutions. The FDR should be in the name of the contractor/Vendor.
- d. **EMD of Rs.20000 (Rupees Twenty thousand) only is to be paid by DD/cash deposit along with the technical bid. EMD shall not carry any interest.**
- e. The security deposit shall not carry any interest.

Security deposit will be refunded to the Vendor on successful completion of the contract.

JURISDICTION AND ARBITRATION

In case of any dispute or any difference arising at any time between the parties in respect of this agreement, the same shall be resolved by mutual discussion and if not resolved then in accordance with and subject to the provisions of the Indian Arbitration and conciliation Act 1996 and its subsequent amendment and only "**Meghalaya High Court**" shall have jurisdiction in all matters arising out or connected with this agreement. Further, this agreement is subject to laws of India alone.

DECLARATION BY BIDDER

The details regarding the declaration by the bidder are given in the **Annexure D**

INFORMATION ABOUT THE BIDDER

The details regarding the information by the bidder are given in the **Annexure F**

AGREEMENT

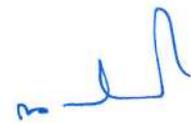
The details regarding the agreement are given in the **Annexure G**



Director,
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Meghalaya, Shillong

ANNEXURE A

ESCALATION MATRIX for Awarded Bidder of AMC				
DIRECTORATE/DISTRICTS/SUB DIVISION	RESPONSIBLE ENGINEER NAME	ADDRESS OF RESPONSIBLE ENGINEER	MOBILE NUMBER	EMAIL ID
1 st Level Escalation				
2 nd Level Escalation				
3 rd Level Escalation				



**Director,
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ANNEXURE B

Information of IT Hardware and miscellaneous items

Table 1

Directorate/Districts/Sub-Division	Sl. No.	List of Computer items and peripheral devices	Quantity
SDO-Mairang	1	Computers,core i3,2 GB	4 Nos
		Computers,core i3,2 GB	
	2	Printers	2 No.
	3	Scanner	2 No.
SDO-Sohra	1	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	5 Nos
		Computers, HP1 Intel@ coreTM i3 -4160 CPU @ 3.60GHz 360 ,4 GB	
		Computers,HPIntel@Pentium@ Silver J5005 CPU @ 1.50GHz 1.50 GHz,4 GB	
		Computers,HP intel@ coreTM i3 2120T CPU @2.60GHz 2.60 GHz,2 GB	
	2	Printers,HPlaserjet pro MFP M521dn	4 Nos
Printers, HP laserjet P1108			
3	Printers, Kyocera TASKalfa 1800	4 Nos	
West Khasi Hills-Nongstoin	1	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	4 Nos
	2	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	4 Nos
	3	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	5 Nos
		Computers,intel (R) Core (TM) i3-6100 CPU @3.70 GHz 3.70 GHz4 GB,HP 280 G2 MT	
		Computers,intel (R) Core (TM) i3-4160 CPU @3.60 GHz (4CPU'S)3.60 GHz4 GB,HP 406 G1 MT	
		Computers,intel (R) Core (TM) i3-4160 CPU @3.60 GHz (4CPU'S)3.60 GHz4 GB,HP 406 G1 MT	
	4	Printers,HPlaserjet pro MFP MSDN SN-CNB 74R 7FS	2
	5	HP laserjet P1108	20 Nos

Director,
Food, Civil Supplies and Consumer Affairs
Meghalaya, Shillong

Signature of Tenderer with seal

Date:

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South West Khasi hills-Mawkyrwat	1	Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	6 Nos
		Computers, intel (R) Core (TM) i3-6100 CPU @3.70 GHz 3.70 GHz4 GB, HP 280 G2 MT	
		Computers, intel (R) Core (TM) i3-4160 CPU @3.60 GHz (4CPU'S)3.60 GHz4 GB, HP 406 G1 MT	
		Computers, intel (R) Core (TM) i3-4160 CPU @3.60 GHz (4CPU'S)3.60 GHz4 GB, HP 406 G1 MT	
		Computers, intel (R) Core (TM) i3-4160 CPU @3.60 GHz (4CPU'S)3.60 GHz4 GB, HP 406 G1 MT	
		CPU, Intel core i3 @ 3.60 GHz, 4 GB, HP-3CR2440Fx7	
	2	UPS, 211282061191810699 pwer 725	6 Nos
		UPS, 2104927536172500000	
		UPS, 242003527637FPS/55	
		UPS, 2104929537152670000	
		UPS, 214929537152677331 greenx 725	
		UPS, 210497536172562546 protector 725	
	3	Monitors, 3CQ520487Y HPV 193	5 Nos
		Monitors, 6CM2430596	
		Monitors, 63Q51601DJ	
Monitors, 6CM92812KQ			
Monitors, 3CQ52408XL			
4	Printers, VNF3N65326 P 1108	4 Nos	
	Printers, BNF3L59553 P 1505		
	Printers, VNF3247C58 P1108		
5	Printers, E7566720NF97828 HL-L6200BW		
East Jaintia Hills-Khliehriat	1	Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	3 Nos
		Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
		Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
	2	Printers, Canon image class (LBPB030B) NBKA132339	2 Nos
		Printers, laserjet Pro MFP (M521dn)- CNB7H4SH4L	
	3	Printers, VNF3247C58 P1108	1 No.

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Date:

Signature of Tenderer with seal

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West Garo Hills- Tura	1	Computers,2CR2440G56	5 nos
		Computers,8HBVXCS	
		Computers,8HCVXCS	
		Computers,Intel(R) core (TM) i3 -6100 CPU@3.70GHZ 4GB,8HBVXCS	
		Desktop PC,Intel® Pentium® CPU G400@3.30 GHZ 3,31 GHZ8 GB,AOCUXB1SS149344896986	
	2	Printers,HP printer VNC7L3817	3 Nos
		Printers,Kyocera-TA 1800	
	3	Printers,Brothers HI-L6200DW	
	4	Desktop PC,Intel® Pentium® CPU G400@3.30 GHZ 3,31 GHZ8 GB,AOCUXB1SS149344896986	5 nos
		Desktop PC,Intel® Pentium® CPU G400@3.30 GHZ 3,31 GHZ8 GB,ACERUXB1SS149344897024	
		Desktop PC,Intel® Pentium® Silver J5005 CPU @1.50 GHZ 1.50 GHZ4 GB,LENOVOPC128EST	
		Desktop PC,Intel ® Core™ i3-4160 CPU@ 3.60 GHZ 4 GB,DELLINA522WWMH	
Desktop PC,Intel ® Core™ i3-6100 CPU@ 3.70GHZ 4 GB,HP8HBVXC2 18462148994			
5	Printers,HP LAZERJET PRO	2 Nos	
	Printers,HP LAZERJET PRO M292DW		
6	Monitor,AOCJUA204106556	5 Nos	
	Monitor,ACERVI96HQ		
	Monitor,LENOVOU449V23C		
	Monitor,DELL3CQ516012L		
	MonitorHPMMK39 72872-63-E G DHBD-AOC		
	Monitor,		
7	CPU,UXB1SS149344896986	5 Nos	
	CPU,UXB1SS149344897024		
	CPU		
	CPU,INA522WWMH		
	CPU8HBVXC2 18462148994		
8	Mouse		
9	Keyboard	5 Nos	
10	Scanner	1 No.	
11	Laptop,Intel® core i3-32170 CPU@1.80GHZ4GB,ASUS	1 No.	
12	UPS,INTEX	3 Nos	

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Meghalaya, Shillong

Date:

Signature of Tenderer with seal

South West Garo Hills-Ampati	1	Desktop PC, Intel core i3, 4GB, KX1563, JIL-1988MMC3DSS001338036484200, 1988200970	2 Nos
	2	Printers, C6N2117VNC3J36344,	1 No.
	3	Monitor, KX1563, JIL-1988MMC3DSS001338036484200, 1988200970	2 Nos
	4	CPU Intel core i3 4GB, M2M85A#CJ INAS2WWD9	2 Nos
	5	Mouse, MODGUO, ASSYPN697738001MOANUOA, 63401904K701	2 Nos
	6	Keyboard MK45, PRII01U7CH7482GHQ, 634811DK701	2 Nos

East Khasi Hills-Shillong	1	COMPUTER, Intel (R) Core(TM) i3-4160, 4GB INA522WWG9	4 Nos
		COMPUTER, Intel (R) Core(TM) i3-4160, 4GB INA522WWP1	
		COMPUTER, Intel (R) Core(TM) i3-4161, 4GB INA522WWF7	
		COMPUTER, Intel (R) Pentium(R) CPU G4400, 4GB 0	
	2	PRINTERS, HP LaserJet P118 (VNF3N50590)	3 Nos
		PRINTERS, HP LaserJet P118 (VNF3244353)	
		PRINTERS, HP LaserJet Pro MPF M521 dn (CNB7H4R7G3) [OUT OF ORDER]	
	3	Monitor HP V193 3CQ52408X3 HP V193 3CQ516016X HP V193 3CQ516017D HP V193 32H4951627	4 Nos
	4	CPU	4 Nos
	5	Mouse	4 Nos
	6	Keyboard	4 Nos
8	Printer	3 Nos	
9	Scanner	1 No.	
10	Web Cams	1 No.	
11	UPS	4 Nos	
RiBhoi District-Nongpoh	1	COMPUTER, Intel (R) Core(TM) i3-4160, 4GB INA522WWG9	4 Nos
		Computers, Core i3 4160, 4 GB HP 406 G1MT Business PC	
		Computers, Core i3 4160, 4 GB INA522WWMJ INA522EEMQ INA522EEHZ	
		Computers, Core i3-6100, 4GB Dell Inspiron 3250	
		Computers, Intel Premium, 4GB S0110	
	2	Printers, HP L J pro MFP M521dn	3 Nos
		Printers, Kyocera TASKalfa 1800	
Printers, HP LaserJet P1108			

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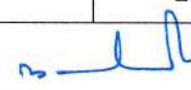
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North Garo Hills- Resubelpara	1	Monitor3CQ52408XHHSTND-5041-F	1 No.	
		Monitor3CQ5160163HSTND-5041-F	1 No.	
		Monitor3CQ516012FHSTND-5041-F	1 No.	
		MonitorMMLY0SS001642082238505V196HQL	1 No.	
			MonitorMMLY0SS0016420822 88505V196HQL	1 No.
	2	CPUINA522WWJKM2M85PA#ACJ	1 No.	
		CPUINA522WWM5M2M85PA#ACJ	1 No.	
		CPUINA522WWNPM2M85PA#ACJ	1 No.	
		CPU UXP1JSI493G4896813M200-H110	1 No.	
		CPUUXBJSI493G4896941M200-H110	1 No.	
	3	Photocopying MachineCNB7H563SQSHNGC-1200-00	1 No.	
		1102NC3AXOLT16Z42473	1 No.	
	4	UPS17C-12140AVIOR Series	1 No.	
	5	Regulator Stabilizer201612NU20020	1 No.	
6	GeneratorA-0000952PEG 2500AC2	1 No.		

EAST GARO HILLS- Williamnagar	1	Desktop PC,INTEL CORE I34 GB,HP406G1MT,INA522WWKW	4 Nos
		Desktop PC,INTEL PENTIUM QUAD CORE4 GB,LENOVO V330,S0110	
		Desktop PC,INTEL PENTIUM CPU G44008 GB,VERITON M2640G,UXB1JSI493G4896916	
		Desktop PC,INTEL CORE I5, 3.00 GHZ4 GB,270- P027il,CNV8090G HP	
	2	Printers,HP LASERJET M1136MFP,CNJKM5999M	2 Nos
		Printers,HP LASERJET PRO M202DW,VNC3J15330	
	3	Monitor,LENOVO V20 10,U4H9V189	3 Nos
		Monitor,V196HQL,MMLY0SS001642081DE8505	
		Monitor,HSTND-9A9A-L,6CM8481CYC	
	4	CPU,INTEL CORE I34 GB,HP406G1MT,INA522WWKW	4 Nos
		CPU,INTEL PENTIUM QUAD CORE4 GB,LENOVO V330,S0110	
		CPU,INTEL PENTIUM CPU G44008 GB,VERITON M2640G,UXB1JSI493G4896916	
		CPU,INTEL CORE I5, 3.00 GHZ4 GB,270-P027il,CNV8090G HP	
	5	Mouse,BM-8823	1 No.
6	Photo Copying Machine,KYOCERA TASKalfa 1800	2 Nos	
	Photo Copying Machine,LASERJET PRO MFP M521DN,SHNGC-1200-00,CNB7H4SH85		
7	UPS,JIL-2527	1 No.	


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SDO-Pynursla	1	Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	4 Nos
		Computers, HP1 Intel@ coreTM i3 -4160 CPU @ 3.60GHz 360 ,4 GB	
		Computers, HPIntel@Pentium@ Silver J5005 CPU @ 1.50GHz 1.50 GHz,4 GB	
2	Printers, HP laserjet pro MFP M521dn	2 Nos	
	Printers, HP laserjet P1108		
3	Printers, Kyocera TASKalfa 1800	1 Nos	
South Garo Hills- Baghmara	1	Desktop PC, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	4 Nos
		Desktop PC, Intel(R) Core(TM) i3-4160 CPU@3.60GHz 3.60.GHz 4.00 GB,	
		Desktop PC, 4.00 GB,	
		Desktop PC, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	
	2	Printers	3 Nos
	3	Monitor	3 Nos
	4	CPU, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB	3 Nos
		CPU, Intel(R) Core(TM) i3-4160 CPU@3.60GHz 3.60.GHz 4.00 GB	
		CPU,	
	5	Mouse	3 Nos
6	Keyboard	3 Nos	
7	Web Cams,	1 Nos	
8	UPS	3 Nos	
9	Regulator Stabilizer	1No.	
10	Generator	1 No.	

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Directorate-FCS&CA	1	UPS INTEX PROTECTA725	21 Nos
		UPS INTEX 7939u	
		UPS,APC 1100VA NB0806020036	
		UPS, SUPER COMP MAGNET 700	
		UPS,SUPER COMP SBG9752	
		UPS, INTEX 554686	
		UPS, FOXIN 509649	
		UPS INTEX304548	
		UPS INTEX 576395	
		UPS , INTEX 507221	
		UPS,INTEX507222	
		UPS, SUPER COMP MAGNET 800 2136	
		UPS, POWER STAR, EL437823149	
		UPS, FOXIN 554884	
		UPS, ZEBRONICS 701563	
		UPS, INTEX 768697	
		UPS, ZEBRONICS 172874	
		UPS, INTEXB03233	
		UPS,INTEX	
	UPS, APC 600va		
	UPS 183803574		
2	PRINTERHP 1108,VNF6B05834	17 Nos	
	CANON G2010,KNVJ00472		
	PRINTER HP1505,VNF3F6586		
	PRINTER HP P1108,VNF6V05572		
	PRINTER HP P1108 VNF6V05599		
	PRINTER, HP 1108 VNC7L06412		
	PRINTER,HP 1108,HP 1108, VNF3NS012,VNF3244338		
	PRINTER, HP M1136,CNG7D2PJGN		
	PRINTER HP P1108,VNF3N65521		
	PRINTER HP OJ 7110,A9V2380081		
	PRINTER HP LJP1108,VNCL40820		
	CANON LBP2900		
	CANON, MP25836376,		
	PRINTER HP LJ M521dn,CNB7H563CK		
	CANON G0210,KMNJ01308		
	PRINTER HP 4500 fm1, GN75P11601J		
	KYOCERA TASK ALFA 1800,		
	KYOCERA TASK ALFA 1800		
	CANON LBP6030,NBKA21680		
CANON LBP6030,NBKA132299			

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Directorate-FCS&CA	3	HP,HP:3CR3020XPN,2GB,WINDOWS 7	21 Nos	
		HP,HP:INA520VXCJ,i3 4160,4GB,WINDOWS 7 PRO (CPU) Wipro super Genius:07JAGZ05200019,i2,1GBWINDOWS 7		
		HP,CNN72907VF,i3, 4GB,WINDOWS 10PRO,		
		HP,INA04103DX,i2,4GB,WINDOWS 7		
		HP,INA522WWD1,i3 4160, 4GB, WINDOWS7 PRO		
		HP:INA333V36F,PENTIUMG2,2GB,WINDOWS 7 PRO		
		HP:INA522WWD1,i3,4GB,WINDOWS 10		
		HP:INA201YKTX,PENTIUMG620,2 GB, WINDOWS 7		
		HP:INA05QUYJ, i2 DUO E7500,2 GB WINDOWS 7		
		HP:CNV7480MSV,i3 7100,4 GB, WINDOWS 10		
		HP:INA522WWNT,i3 4160,4 GB, WINDOWS 10		
		HP,CNV72907VG,i3 6100T,4 GB, WINDOWS 10		
		DELL:8MGTXC2,i3 6100,4 GB, WINDOWS 8		
		DELL:21GOGD2,i36100,4GB, WINDOWS 10		
		HP:INA522WWN7,i3 4160,4 GB, WINDOWS 10		
		HP:INA201YJ97,R PENTIUM,4GB, WINDOWS 10		
		DELL,51JBG32,i3,4GB, WINDOWS 7		
		HP:CNV8050MVNi3,4GB, WINDOWS 10		
		HP:CNVF2907W6,i3,4GB,WINDOWS 10		
		Wipro:2000088,i2 duo,4GB, WINDOWS 7		
		4		Monitor:SamsungCN17HMAP601899Y
MONITOR,HP:GCM7161543				
MONITOR HP,CNG14Q2DO				
MONITOR,HP 6CN3381F2K				
MONITOR,HP,6CN3381F2K				
MONITOR,HP,6CN8011BNK				
MONITOR,AOC,AOCITF2K1055648				
MONITOR HP, 6CN3161655				
MONITOR:HP,6CN805ICKD				
MONITOR,HP,3CQS2408J4				
MONITOR,HP,CNT043LOCC				
MONITOR, HP:GCM7200264				
MONITOR,HP,CNT028C118				
MONITOR,AOC,N0489HAO53958				
MONITOR:HP,6CN2370126				
MONITOR,DELL,4BCO6EI				
MONITOR,WIPRO				
MONITOR,HP,6CM717ONDV				
MONITOR,DELL,43AEA00				
5	HP ALL IN ONE OMNI,4CS1370ZHV,PRNTIUM G620,6 GB WINDOWS 10	1 No.		
6	MAC BOOK,CIMT33GDH3QFi5,8 GB,	2 Nos		
	MAC BOOK,FVFW6PPPJIWL,i5,8 GB			
7	LAPTOP,3D8CK72,i7,8GB,WINDOWS 7	2 Nos		
	LAPTOP,5CB32400PG,I5 3340M,4GB,WINDOWS 10			

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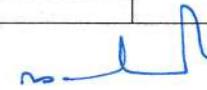
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West Jaintia Hills-Jowai	1	Computer, Intel core i3, 4 GB, INA708PWT2	1 No.
	2	Monitors, (406G1M) INA522WWFX, WWNM, WNFV	6 Nos
		Monitors, 8H6TXC2, 8HSVXC2	
		Monitors, AOCWV42H1150880	
	3	CPU	1 No.
	4	UPS2104927536172500000	7 Nos
		UPS(600VA)-(21) 04927536162505678	
		UPS(21) 04927536162505677	
		UPS(600A)-2104929537152 678,388,322,041	
	6	Printers, VNF6V05867	5 Nos
Printers, MFPM521DN 5N-CNB7H7578F			
Printers, LT15119389-1800MFPA3			
Printers, MSR01670-IR-2230			
Printers, 2KVA stabilizer			

SDO-Amlarem	1	Desktop PC, Intel(R) Core(TM) i3-4160 CPU @ 3.60GHz 3.60 Ghz4 GB, Hp9, INA520VXB5	3 Nos
		Desktop PC, Intel(R) Pentium (R) Silver J5005 CPU @ 1.50GHz 1.50 Ghz4 GB, DESKTOPUP07UPD, PC128ENX	
		Desktop PC, Intel(R) Pentium (R) Silver J5005 CPU @ 1.50GHz 1.50 Ghz4 GB, DESKTOPUP07UPD, PC128ENX	
	2	Printers, SHNGC120000, CNB7H78788	4 Nos
		Printers, BOISB090100, VNF3N50612	
		Printers, BOISB090100, VNF3N65603	
		Printers, LT14Z19061, 1102NC3AX0	
	3	Monitor, HPV193, 3CQ5192C0Q	4 Nos
	4	V20-10, U4H9V084	4 Nos
	5	CPU, Intel(R) Core(TM) i3-6100 CPU @ 3.70GHz 3.70 Ghz4 GBDESKTOP-6TVCJA1, CNV7200Y5G	4 Nos
		CPU, Intel(R) Core(TM) i3-4160 CPU @ 3.60GHz 3.60 Ghz4 GBHp9, INA520VXB5	
		CPU, Intel(R) Pentium (R) Silver J5005 CPU @ 1.50GHz 1.50 Ghz4 GBDESKTOPUP07UPD, PC128ENX	
		CPU, Intel(R) Core(TM) i3-4160 CPU @ 3.60GHz 3.60 Ghz4 GB20H2, INA522WMM	
	6	Mouse, MSU0923, 697738-001	4 Nos
		Mouse, S500, 7CH0351786	
Mouse, SM-8823, 8C0027592			
Mouse, MODGUO, 697738-001			
7	Keyboard, KU-1516, 697737-001	4 Nos	
	Keyboard, PR1101U, 697737-L31		
	Keyboard, PR1101U, 697737-L32		
	Keyboard, KU-1601, 3248115		



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SDO-Amlarem	9	Scanner,L2698A,CN61GDA10N	1 No.
	10	Web Cams,C170 Webcam,X2TLE65BUZ	1 No.
	11	Photo Copying Machine,TASKalfa 1800,LT14Z19061	1 Nos
	12	SHNGC-1200-00,CNB7H7S788	2 Nos
	13	UPS,BX600CI-IN,E21517041794	1 No.
	14	IEC62040-1,R41100064	1 No.
	15	Regulator Stabilizer,N2M,2016-10	1 No.
	16	Generator,PEG-3200AC 2,H-0000774	1 No.
	17	Photo Copying Machine,TASKalfa 1800,LT14Z19061	1 No.
	18	,DIR-605L,R3H12F4003144	1 No.
	19	COMPUTER,Intel (R) Core(TM) i3-4160,4GBINA522WWG9 COMPUTER,Intel (R) Core(TM) i3-4160,4GBINA522WWP1 COMPUTER,Intel (R) Core(TM) i3-4161,4GBINA522WWF7 COMPUTER,Intel (R) Pentium(R) CPU G4400,4GB0	4 Nos

SDO-Dadengiri	1	Desktop PC,Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	4 Nos
		Desktop PC,Intel(R) Core(TM) i3-4160 CPU@3.60GHz 3.60.GHz 4.00 GB,	
		Desktop PC, 4.00 GB,	
		Desktop PC,Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	
	2	Printers	3 Nos
	3	Monitor	3 Nos
	4	CPU,Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB	3 Nos
		CPU,Intel(R) Core(TM) i3-4160 CPU@3.60GHz 3.60.GHz 4.00 GB	
		CPU,	
		CPU,Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB	
5	Mouse	3 Nos	
6	Keyboard	3 Nos	
7	Web Cams,	1 Nos	
8	UPS	3 Nos	
9	Regulator Stabilizer	1No.	
10	Generator	1 No.	



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ANEXURE C

FINANCIAL BID

Directorate/Districts/ Sub- Division	Sl. No.	List of Computer items and peripheral devices	Rate Per Units at inclusive of all Taxes or other Charges
SDO-Mairang	1	Computers,core i3,2 GB	
	2	Printers	
	3	Scanner	
SDO-Sohra	1	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
	2	Printers,HPlaserjet pro MFP M521dn	
West Khasi Hills-Nongstoin	1	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
	2	Printers,HPlaserjet pro MFP M5DN SN-CNB 74R 7FS	

South West Khasi hills-Mawkyrwat	1	Computers,intel (R) Core (TM) i3-6100 CPU @3.70 GHz 3.70 GHz4 GB,HP 280 G2 MT	
	2	UPS,211282061191810699 pwer 725	
	3	Monitors,3CQ520487Y HPV 193	
	4	Printers,VNF3N65326 P 1108 Printers,E7566720NF97828 HL-L6200BW	

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East Jaintia Hills- Khliehriat	1	Computers, hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
	2	Printers, Canon image class (LBPB030B) NBKA132339 Printers, laserjet Pro MFP (M521dn)- CNB7H4SH4L	

West Garo Hills-Tura	1	Desktop PC, Intel® Pentium® CPU G400@3.30 GHZ 3,31 GHZ8 GB, AOCUXB1SS149344896986	
	2	Printers, Brothers HI-L.6200DW	
	3	Computers, 2CR2440G56	
	4	Monitor HPMMK39 72872-63-E G DHBD-AOC	
	5	CPU, UXB1SS149344896986	
	6	Mouse	
	7	Keyboard	
	8	Scanner	
	9	Laptop, Intel® core i3-32170 CPU@1.80GHZ4GB, ASUS	
	10	UPS, INTEX	
	11	CPU	

South West Garo Hills- Ampati	1	Desktop PC, Intel core i3, 4GB, KX1563, JIL- 1988MMC3DSS001338036484200, 1988200970	
	2	Printers, C6N2117VNC3J36344,	
	3	Desktop PC, 4.00 GB,	
	4	Monitor, KX1563, JIL-1988MMC3DSS001338036484200, 1988200970	
	5	Mouse, MODGUO, ASSYPN697738001MOANUOA, 63401904K7 01	
	6	Keyboard MK45, PRII01U7CH7482GHQ, 634811DK701	

SDO-Dadengiri	1	Desktop PC, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	
	2	Printers	
	3	CPU, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB	
	4	Mouse	
	5	Keyboard	
	6	Web Cams,	
	7	UPS	
	8	Regulator Stabilizer	
	9	Generator	

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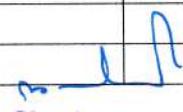
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SDO-Amlarem	1	Desktop PC, Intel(R) Core(TM) i3-4160 CPU @ 3.60GHz 3.60 Ghz 4 GB, Hp9, INA520VXB5	
	2	Printers, SHNGC120000, CNB7H78788	
	3	Mouse, S500, 7CH0351786	
		CPU, Intel(R) Pentium (R) Silver J5005 CPU @ 1.50GHz 1.50 Ghz 4 GB DESKTOPUP07UPD, PC128ENX	
	4	Monitor, HPV193, 3CQ5192C0Q	
	5	Mouse, MSU0923, 697738-001	
	6	Keyboard, KU-1516, 697737-001	
	7	Scanner, L2698A, CN61GDA10N	
	8	Web Cams, C170 Webcam, X2TLE65BUZ	
	9	Photo Copying Machine, TASKalfa 1800, LT14Z19061	
	10	SHNGC-1200-00, CNB7H7S788	
	11	UPS, BX600CI-IN, E21517041794	
	12	IEC62040-1, R41100064	
	13	Regulator Stabilizer, N2M, 2016-10	
	14	Generator, PEG-3200AC 2, H-0000774	
15	DIR-605L, R3H12F4003144		

East Khasi Hills- Shillong	1	COMPUTER, Intel (R) Core(TM) i3-4160, 4GB INA522WWG9	
	2	PRINTERS, HP LaserJet P118 (VNF3N50590)	
	3	Monitor HP V193 3CQ52408X3	
	5	CPU	
	6	Mouse	
	7	Keyboard	
	9	Scanner	
	10	Web Cams	
	11	UPS	

Ri Bhoi District-Nongpoh	1	COMPUTER, Intel (R) Core(TM) i3-4160, 4GB INA522WWG9	
	2	Printers, HP L J pro MFP M521dn	
North Garo Hills- Resubelpara	1	Monitor 3CQ52408XHHSTND-5041-F	
	2	CPU INA522WWJKM2M85PA#ACJ	
	3	Photocopying Machine CNB7H563SQSHNGC-1200-00	
	4	UPS 17C-12140 AVIOR Series	
	5	Regulator Stabilizer 201612NU20020	
	6	Generator A-0000952PEG 2500AC2	


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EAST GARO HILLS- Williamnagar	1	Desktop PC,INTEL CORE I34 GB,HP406G1MT,INA522WWKW	
	2	PrintersHP LASERJET M1136MFP,CNJKM5999M	
	3	Monitor,LENOVO V20 10,U4H9V189	
	4	CPU,INTEL CORE I34 GB,HP406G1MT,INA522WWKW	
	5	Mouse,BM-8823	
	6	Photo Copying Machine,LASERJET PRO MFP M521DN,SHNGC-1200-00,CNB7H4SH85	
	7	UPS,JIL-2527	
SDO-Pynursla	1	Computers,hp2 IntelCoreTM i3-4160 CPU @ 3.60GHz 360,4 GB	
	5	Printers,HPlaserjet pro MFP M521dn	

Directorate-FCS&CA	1	UPS INTEX PROTECTA725	
		CANON G2010,KNVJ00472	
		PRINTER HP LJ M521dn,CNB7H563CK	
		CANON G0210,KMNJ01308	
		KYOCERA TASK ALFA 1800	
	2	CANON LBP6030,NBKA132299	
		(CPU) Wipro super Genius:07JAGZ05200019,i2,1GBWINDOWS 7	
		COMPUTER HP,CNN72907VF,i3, 4GB,WINDOWS 10PRO,	
	3	Monitor:SamsungCN17HMAP601899Y	
	4	HP ALL IN ONE OMNI,4CS1370ZHV,PRNTIUM G620,6 GB WINDOWS 10	
5	MAC BOOK,CIMT33GDH3QFi5,8 GB,		
6	LAPTOP,3D8CK72,i7,8GB,WINDOWS 7		

West Jaintia hills-Jowai	1	Computer, Intel core i3,4 GB,INA708PWT2	
	2	Monitors,(406G1M) INA522WWFX,WWNM,WNFW	
	3	CPU	
	5	UPS2104927536172500000	
	6	Printers,VNF6V05867	


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South Garo Hills- Baghmara	1	Desktop PC, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB,	
	2	Printers	
	3	CPU, Intel (R) Pentium(R) CPU G44000@3.30GHz 3.31 GHz 4.00 GB	
	4	Mouse	
	5	Keyboard	
	6	Web Cams,	
	7	UPS	
	8	Regulator Stabilizer	
	9	Generator	

Note: Rates should be inclusive of Logistic, Travelling and Technical Support



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DECLARATION BY BIDDER

1. I declare that our Company has not been banned / black listed by any Government or quasi-Government agencies or PSUs for breach of any business contract for Supply or Services.
2. I declare that our Company is not involved in any business malpractices, such as evasion of Income Tax, Sales Tax, etc.
3. No court proceedings are pending against our company or its directors.
4. Our Company/Organization shall not resort to any sort of sub-contracting in part or full for the AMC & Desktop Support Services for IT Equipment etc.

Date :	Signature :
Place :	Name :
	Designation :
	Company :

Seal of the Company

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ANNEXURE E

BANK GUARANTEE FOR PERFORMANCE SECURITY

1. In consideration of the President of India (hereinafter called "the Government") having agreed to exempt (here in after called "the said Vendor(s)" from made between -----and -----for AMC (hereinafter called "the said Agreement") of security deposit for the due fulfillment by the said Vendors of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs.------(Rs only). We, (indicate the name of the bank) -----(here in after referred to as" the Bank")at the request of Vendor(s) do hereby undertake to pay to the Government an amount not exceeding Rs against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said vendor of any of the terms or conditions contained in the said agreement.
2. We (indicate the name of the bank)do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of breach by the said Vendor's failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our ability, under this guarantee shall be restricted to an amount not exceeding Rs-----
3. We undertake to pay to the government any money so demanded notwithstanding any dispute or disputes raised by the Vendor(s) supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto: our liability under this Guarantee being absolute and unequivocal. The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment there under and the Vendor) shall have no claim agains us for making such payment.
4. We, (indicate the name of the Bank)----- further, agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till ----- office/Department/ministry of ----- certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said suppliers(s) and accordingly discharge this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before. We shall be discharged from all liability under this Guarantee thereafter.


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5. We, (indicate the name of the Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said supplier(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Vendor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Vendor or for any forbearance, act or commission on the part of the Government or any indulgence by the Government to the said Vendor(s) or by such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Vendor(s).

7. This Bank Guarantee submitted by the Bidder is unconditional in all cases. The Bank Guarantee/security Deposit is valid for a period of one (1) year from the date of acceptance of the equipment's/after training/signing the contract.

8. We, (indicate the name of the Bank) lastly undertake to revoke this guarantee during its currency except with the previous consent of the Government in writing.

Dated the day of for (indicate the name of the Bank)



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ANNEXURE F

INFORMATION ABOUT THE BIDDER

(TO BE SUBMITTED ALONG WITH THE TENDER)

SI NO	PARTICULARS	TO BE FILLED BY BIDDER
1.	Name of the Firm/Company	
2.	Year of Establishment	
3.	Status of the Firm/company (Partnership. Limited etc)	
4.	Postal Address Telephone numbers Fax e-mail Website Address (If Applicable)	
5.	Bank Account Detail for payment	Account No Account Type Name of Account Holder Address of Account Holder Name of Branch Address of Branch IFSC Code
6.	Any authorized branches of the Firm/Company, if so give details.	
7.	Name of the proprietor/partner/ Managing Director etc.	
8.	Nature of your Firm/Company/ Manufacturer/Stockiest/Dealer/ Distributor/Agent etc.	
10.	Turnover for the last three years in Rs. (Year Wise)	
11.	List of Existing Clients (Govt./PSU/Major Client)	
12.	If already doing business with FCS&CA Give details	
(a)	Item	
(b)	Since when	
(a)	Name and address of organization Registered with	
(b)	Registration No.	
(c)	Date of Registration	
(d)	Date till which Registration is valid	
13	GST/PAN/TAN No.(copy to be enclosed)	
14	TDS Accounts if any (copy to be enclosed)	


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15	Copy of Income Tax Return for last 2 Years.	
16	Last 2 years Audited statement from Chartered Accountant.	

Full Name of the Responsible Engineer with contact details, address and email to be provided by the firm.

Declaration

I/We do hereby declare that the entries made in this quotation are true to the best of my/our knowledge and belief. I/We do also confirm that I/We have read and understood General conditions of Contract as contained in these tender documents and agree to abide by the same in all respect.

I/We undertake to communicate promptly to SOI all the subsequent changes in condition affecting the accuracy of the details given above. Further I/We undertake that in case the facts/information furnished, as above is/has been found false, the SOI may its absolute discretion reject/cancel any assignment, if any, awarded/agreed to be awarded to me/us and in such case I/We shall not be entitled to claim any damages/whatsoever in regard to that assignment.

Signature of
Proprietor/Director/
Managing
Director/Constituted
authority.

Place:

Name:

Date:

Designation:


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ANNEXURE G

CONTRACT AGREEMENT FOR AMC.

This contract will be valid for the period of 1 (one) year from the date of signing the Contract with a provision to extend the same for a further period of one year or part thereof on the same rates, terms and conditions on mutual consent.

Either party may terminate the agreement prior to expiry of contract period by giving three months written notice.

Without prejudice to any other provision contained within this agreement the Directorate Food Civil Supplies & Consumer Affairs (FCS&CA) may terminate the Agreement by 90 days' notice in writing in any of the following events:

- a. The Vendor commits a material breach of the Agreement which is incapable of remedy; or The Vendor commits a material breach which is capable of remedy but which the Vendor fails to remedy within 30 days of written notice by the offices specifying the event of default and requiring its remedy.

Any termination of the Agreement howsoever caused shall not affect any accrued rights or liabilities of either the Directorate (FCS&CA) or the vendor arising out of the Agreement.

SCOPE OF WORK:

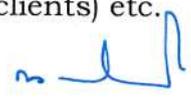
The vendor shall provide the following services to keep the equipment in good working condition.

1. The scope of work covers comprehensive on-site maintenance of Desktops, Servers and Printers etc. as mentioned in the Tender.
2. The replacement of all the spares is included under the AMC. Replacement of defective parts will be at the vendor's cost with original spares of the brand/make of the computer and peripherals as far as possible. In the event of non-availability of the spare parts, equivalent or higher configuration components should be substituted with the Offices consent.
3. The vendor shall maintain adequate spare machine and other spares at the site to facilitate any temporary replacement.
4. The scope of work also includes software issue like Operating system (Windows), reinstallation of OS, Antivirus, software patches, and configuration of machine and during the maintenance and servicing the system no data should be lost. if required, on Saturdays and Sundays/holidays also the responsible engineer have to attend and solve the problem. A technically qualified service engineer with an experience of not less than 3 years in computer hardware as well as software and maintenance.

5. The vendor should ensure that the equipment reported down (including due to OS related problems) on any working day is set right within 48 hours of reporting the complaint and in no case, later than three working days. In case, the hardware cannot be repaired within the stipulated period, the vendor should provide stand-by of the same till the hardware is returned duly repaired at no extra cost to the offices.
6. The Vendor shall maintain the equipment's as per the manufacture's guidelines and shall use standard and genuine components for replacements.
7. Complaint can be registered either telephonically or by e-mail by respective branch/Office and proper record of the complaints to be maintained by the AMC Vendor. Escalation matrix and name of persons coordinating AMC jobs should be submitted to Directorate (FCS&CA) immediately after AMC is awarded.
8. The Responsible engineers deployed at Directorate (FCS&CA), District Supply Office and Sub division Supply Office will get signed from Competent Authority and submit one copy to the Directorate (FCS&CA), District Supply Office and Sub division Supply Office.
9. A logbook shall be maintained in which the vendor shall record all the complaints made and parts taken out from the office of Directorate (FCS&CA), District Supply Office and Sub division Supply Office for repair. The vendor shall submit copy of consolidated complaint reports furnishing the details.

All the complaints received shall be attended by them in following manner.

- a) Minor faults immediately with telephonic support.
- b) Major faults which require visit to the particular Directorate (FCS&CA), District Supply Office and Sub division Supply Office within 48 hrs.
- c) The vendor shall be responsible for taking backup data and programme available on PCs before formatting the system and shall be also responsible for reloading the same. The backup copies are to be returned to the users, under Acknowledgement.
- d) The replacement of components shall be as per manufactures instructions and as per the decision of concern directorate, districts and sub division. No hardware items or parts will be taken out for repair without prior written approval from the concern office.
- e) The AMC Vendor should have the required drivers for maintaining the PCs and peripherals and for configuring them. The rates quoted should also cover the maintenance of operating system, software installation, installation of patches, configuration of applications (clients) etc.



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- f) The AMC Vendor shall carry out Preventive Maintenance (PM) on quarterly basis and shall plan, as per schedule of quantities, such that maintenance is carried out in each equipment at least once in three months. A separate logbook should be maintained to record the preventive maintenance carried out on each equipment. The AMC Vendor has to submit the preventive maintenance report to the concern directorate, districts and sub division office.
- g) The vendor shall make AMC services available on all days as and when requested by the concern offices.
- h) It shall be the responsibility of the AMC Vendor to make all the computers and peripherals work satisfactorily throughout the contract period and to hand over the systems in working condition. In case any damage is found, the AMC Vendor is liable to rectify.

REPLACEMENT OF PARTS:

The vendor shall replace any parts of the hardware on failure with hardware parts having similar or equivalent functional capabilities. Parts required for the maintenance of the equipment and / or correction of faults will be supplied at no extra cost to the Concern Supply Office.

TRAVEL EXPENSES:

No travel expenses shall be borne by the office in respect of travel undertaken by the vendor towards fulfillment of obligations under the Contract.

Signature of
Managing Director/
Constituted authority



Signature of Director
Food Civil Supplies & Consumer Affairs
Meghalaya, Shillong

Name of the Vendor/Firm:

Designation:

Place:

Date:



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