



# राष्ट्रीय अंगूर अनुसंधान केन्द्र

(भारतीय कृषि अनुसंधान परिषद)

डाक पेटी नं. 3, मांजरी फार्म डाकघर, सोलापूर रोड, पुणे – 412307, भारत

## NATIONAL RESEARCH CENTRE FOR GRAPES

(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

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फा.नं. रा.अं.अनु.के. /5(124) / 2013- Stores

दि. 21.09.2013

To,

### Sub:- Annual Maintenance Contract for Computer and Accessories – Reg.

Dear Sir,

We have a requirement of the goods & services as indicated at Annexure-I, tender for which will be opened at \_\_\_\_\_ hrs on **21.10.2013** ( date ) and you are invited to submit your most competitive quotation for the same. All the relevant details are given below:

Description of the goods required and the required quantity:

As enclosed in annexure – 1.

1. Guiding specification and other technical details :

As enclosed in annexure – 2.

2. Terms of delivery :

Delivery at site, viz. **National Research Centre for Grapes, Pune.**

3. Delivery period for goods :

Within **1 (One)** months from the date of the purchaser's signing the contract.

4. Erection / Installation and commissioning (if required, depending on the goods ordered) are to be completed with **7 days** of delivery of the goods at site.

5. Terms of Inspection by the purchaser's representative :

6. Training of purchaser's operator(s) for operating the goods ordered, as and if necessary:

\_\_\_\_\_ Operator(s) is / are to be trained for a period of \_\_\_\_\_ weeks at purchaser's premises / supplier's premises for successfully operating the goods purchased. The training shall be completed by.....

Price structure:

- The tenderer shall quote for the complete requirement of goods & services and for the full quantity as shown against a serial number in the List of Requirements in Annexure – 1. Unless otherwise specified in Annexure – 1, the tenderers are, however, free not to quote against all the serial numbers mentioned in the List of Requirements (in case there are more than one serial number in the List of Requirements.).
  - The rates and Prices quoted shall be in Indian Rupees only.
  - All duties, taxes and levies payable by the supplier under the contract shall be included in the quoted price. The purchaser will not pay any such duties, taxes and levies separately.
  - The rates and prices quoted by the supplier shall remain firm and fixed during the currency of the contract and shall not be subject to variation on any account, whatsoever, including statutory variations, if any.
7. Receipts of goods & Terms of payment :
- Payment term for supply of goods, including erection / installation and commissioning (as and if applicable).

Immediately on receiving the goods at site, the purchaser will verify the quantities of the items supplied as specified in the delivery challan of the supplier and also check for any superficial damage etc. in the goods so supplied and issue a provisional receipt accordingly. If the goods supplied do not require erection / installation and commissioning at site, the purchaser, within three working days of issue of the provisional receipt, will issue acceptance certificate (of the goods) to the supplier, provided the goods supplied also need erection / installation and commissioning, the purchaser will issue acceptance certificate within two working days, after successful erection / installation and commissioning. The supplier will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment.

The paying authority will release the full payment to the supplier as due in terms of the contract, within seven working days of receipt of supplier's invoice, purchaser's receipt certificate and other accompanying documents, provided the same are in order.

b. Payment for training of purchaser's operator(s), if applicable.

After release of payment to the supplier as per sub – para (a) above and after successful completion of training of the operator(s) in terms of the contract, the purchaser will immediately issue a certificate to the effect to the supplier. The supplier will be thereafter send its invoice for training charges, along with the above certificate to the paying authority. The paying authority will release the payment to the supplier in terms of the contract within seven working days of receipt of supplier's invoice provided the invoice and the accompanying documents are in order.

8. Paying Authority :

\_\_\_\_\_  
\_\_\_\_\_

9. Liquidated Damage Clause :

If any time during the performance of the contract, the supplier encounters conditions hindering timely delivery of the goods, the supplier shall promptly inform the purchaser in writing the fact of the delay and the likely duration of the same. After receipt of supplier's communications, the purchaser shall decide as to whether to cancel the contract for the un – supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the supplier fails to deliver the goods and / or perform the services within the contractual delivery period for reasons other than circumstances beyond supplier's control ( which will be determined by the purchaser ) and the purchaser extends the delivery period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5 % ( half percent ) of the delivered price of the delayed goods or unperformed services for each week delay or part thereof until actual delivery or performance. The maximum limit of such deduction will, however, be 10% (10 percent) of the contract price of the delayed goods or services.

Further, during such delayed period of supply and / or performance, the supplier shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the supplier, with copies endorsed to others concerned) extending the delivery period will be subject to the above conditions.

10. Warranty Clause :

\_\_\_\_\_  
\_\_\_\_\_

## 11. Dispute Resolution Mechanism :

If any dispute or difference arises between the purchaser and the supplier relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussions. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the supplier may give notice to the other party of its intension to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be the place from where the contract is issued.

## 12. You are also required to fulfill the following conditions and furnish the details as indicated in subsequent paragraphs.

- a. At the time of awarding the contract, the purchaser reserves the right to increase or decrease by up to 25%, the quantity of goods & services as specified in the List of Requirements, without any change in the unit price or other terms & conditions.
  - b. Please furnish a certified copy of your latest ITCC (Income Tax Clearance Certificate).
  - c. Please indicate if you are currently registered with any Govt. organization and if registered, furnish all relevant details.
  - d. Please state whether business dealings with you presently stand banned by any Government organization and if, so, furnish relevant details.
  - e. A supplier shall not submit more than one quotation for the same set of goods.
  - f. The supplier shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the supplier in its offer.
  - g. The quotation(s) as well as the contract shall be written in English language. All correspondence and other documents pertaining to the quotation(s) and the contract, which the parties exchange, shall also be written in English.  
The quotations and all correspondence and documents relating to the quotation exchanged between the bidder and the purchaser may also be written in Hindi language provided that the same is accompanied by an English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
  - h. The contract shall be governed by the laws of India and interpreted in accordance with such laws.
1. The quotations shall be sealed in an envelope. The envelope shall be addressed to the purchaser and it should also bear the tender enquiry No. and the words **“DO NOT OPEN BEFORE 21.10.2013\* .....** (\* The time and date of opening of the tenders). This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. The supplier must ensure that its tender (i.e. quotation), duly sealed as above, reaches the purchaser at least one hour before the time and date of opening of tenders. The supplier may, all its choice, send the tender by registered Post or by speed post. Alternatively, the supplier may also hand deliver the tender to the purchaser in which case the purchaser shall give the supplier a receipt, indicating the time & date of receipt of the tender.
  2. The tenders, which are received late by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed & marked and / or sent as above.
  3. The tenders, which are received on time (as per Para 3 above), will be opened at purchaser's office at \_\_\_\_\_ hours on \_\_\_\_\_ (date). The purchaser will open the tenders in the presence of the tenderers duly authorized representatives, who choose to attend the tender opening.
  4. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared & signed and meet the required terms, conditions, specifications etc. The purchaser will award the contract to the supplier whose quotation will be determined to be responsive and offering the best evaluated price.
  5. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annual the tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.

6. Please submit your quotation accordingly. You shall sign all the pages of your quotation. Your price quotation may be furnished in the format enclosed as Annexure – 3. You are also required to return this original tender enquiry (all the pages), as it is, duly signed by you on every page, for our record. You may retain a photocopy of this tender enquiry for your record.

Enclosure: Annexure 1, 2 & 3.

.....  
**(S. N. Salve)**

**Administrative Officer**

(Signature of the Purchaser)

Address: National Research Centre for Grapes, Pune.

**Tel: +91-20-26956000 (EPABX), Fax: +91-20-26956099**

**LIST OF REQUIRMENTS****A. Details of computers for Annual Maintenance Contract for a period of One Year**

<b>Name of the user</b>	<b>Specifications of the desktop/laptop</b>	<b>Remarks</b>
1. Dr.Indu S.Sawant	Desktop, J8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 15-11-2013
2. Dr.Indu S.Sawant	Desktop, DSRIII32-01, Assembled, Intel Core i5 @ 3.20 GHz, 4 GB RAM, 500 GB Hard disk	Attached to microscope.
3. Dr.Indu S.Sawant	Desktop, 7087AZ016469, HCL Ezeebec 1JP Z991 C2, Intel Pentium Dual CPU E2160 @ 1.80 GHz, 1 GB RAM, 250 GB Hard disk	Attached to Binder.
4. Dr.Indu S.Sawant	Laptop, FM3J8BS, Dell Studio XPS 1640, Intel Core2Duo P8700 @ 2.53 GHz, 4 GB RAM, 300 GB Hard disk	
5. Dr.S.D.Sawant	Desktop, DSRIII08two_b, Assembled, AMD Athlon X2 250, 3013 Mhz, 2 Core processor, 2 GB RAM, 300 GB Hard disk	
6. Dr.S.D.Sawant	Desktop, 1074A1301819, HCL make, Beanstalk Slim Z944 AQ 495, Intel Core 2 Duo, 1 GB RAM, 250 GB Hard disk	
7. Dr.S.D.Sawant	Desktop, DSRIII08two_a, Assembled, AMD Athlon X2 250, 3013 Mhz, 2 Core processor, 2 GB RAM, 300 GB Hard disk	
8. Dr.S.D.Sawant	Desktop, B8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty up to 13-11-2013
9. Dr.R.G.Somkuwar	Desktop, 79VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty up to 13-11-2013
10. Dr.R.G.Somkuwar	Laptop, C904EKM7, Sony Vaio SVT131A11W, Intel Core I 3317 U @1.70 GHz, 4 GB RAM, 500 GB Hard disk	With Canopy analyzer. Under warranty up to 29-03-2014
11. Dr.AnuradhaUpadhyay	Desktop, DSRII169, Assembled, Pentium D 3.4 GHz, 1 GB RAM, 250 GB Hard disk	For lab use
12. Dr.AnuradhaUpadhyay	Laptop, B2HG3BS, Dell Inspiron 1545, Intel Core2Duo 2GHz, 3 GB RAM, 250 GB Hard disk	
13. Dr.AnuradhaUpadhyay	Desktop, 7PTY2BS, Dell nSeries, Intel Core2Duo E7400 @ 2.8 GHz, 1 GB RAM, 300 GB Hard disk	With RT PCR
14. Dr.AnuradhaUpadhyay	Desktop, DSRII274, Assembled, Core 2 E7400 @ 2.8 GHz, 3 GB RAM, 300 GB Hard disk	With Nano photometer
15. Dr.AnuradhaUpadhyay	Desktop, DSR2, Assembled, P-IV @ 2.80 GHz, 512 MB RAM, 80 GB Hard disk	With GelDoc.

Name of the user	Specifications of the desktop/laptop	Remarks
16. Dr.AnuradhaUpadhyay	Desktop, 99VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 15-11-2013
17. Dr.AnuradhaUpadhyay	Desktop, 3RG5DB1, Dell Optiplex GX620, Pentium IV @ 3.00 GHz, 1.5 GB RAM, 300 GB Hard disk	With DNA sequencer
18. Dr.A.K.Upadhyay	Desktop, 39VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 15-11-2013
19. Dr.A.K.Upadhyay	Desktop, 18XR32J, Dell Optiplex GX520, Intel Pentium IV 3.20 GHz, 3.5 GB RAM, 150 GB Hard disk	Connected to ICPMS
20. Dr.KaushikBanerjee	Desktop, L956868, Lenovo Think Centre, Intel Core2Duo @ 2.4 GHz, 1 GB RAM, 150 GB Hard disk	General Use
21. Dr.KaushikBanerjee	Laptop, CNF8315HX8, HP Pavillion dv 6000, Intel Core2Duo @ 3.00 GHz, 3 GB RAM, 300 GB Hard disk	
22. Dr.KaushikBanerjee	Desktop, INA025002G, HP Pro 3090 MT, Intel Core2Duo E7500 @ 2.93 GHz, 896 MB RAM, 400 GB Hard disk	Shimadzu MD-GC/MS
23. Dr.KaushikBanerjee	Desktop, HPLC Dionex, Sony, Intel Pentium IV @ 2.8 GHz, 512 MB RAM, 80 GB Hard disk	Connected to HPLC Dionex.
24. Dr.KaushikBanerjee	Desktop, AMD Processor, Sony Iball, Intel Pentium IV @ 2.0 GHz, 504 MB RAM, 150 GB Hard disk	General Use
25. Dr.KaushikBanerjee	Desktop, KKKFP4A, IBM Corporation, Intel Pentium IV @ 3.00 GHz, 1 GB RAM, 150 GB Hard disk	
26. Dr.KaushikBanerjee	Desktop, 9S5GPH1, Dell Precision T3400, Intel Core2Duo E6750 @2.66GHz, 2 GB RAM, 300 GB Hard disk	LC-MS/MS API 2000.
27. Dr.KaushikBanerjee	Laptop, GG1P2BS, Dell Latitude E6400, Intel Core2Duo @ 2.26 GHz, 2 GB RAM, 100 GB Hard disk	NRL laptop 01. With staff
28. Dr.KaushikBanerjee	Laptop, C609W2R8, , , RAM, Hard disk	NRL laptop 04.
29. Dr.KaushikBanerjee	Desktop, 7635852LMGVENZ, Lenovo Think Centre, Intel Core2Duo @ 3.0 GHz, 1.83 GB RAM, 250 GB Hard disk	Synapt G2 (Data Acquisition)
30. Dr.KaushikBanerjee	Desktop, 3H39B71, Dell Precision 370, Intel Corei5 @3.10 GHz, 512 MB RAM, 200 GB Hard disk	General use
31. Dr.KaushikBanerjee	Desktop, 19VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 13-11-2013
32. Dr.KaushikBanerjee	Desktop, CHX5JL1, Dell Precision T3400, Intel Core2Duo E8400 @ 3.00 GHz, 3.25 GB RAM, 1000 GB Hard disk	Leco GCxGC TOFMS

Name of the user	Specifications of the desktop/laptop	Remarks
33. Dr.KaushikBanerjee	Desktop, 59VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Sample Entry sample 1. Under warranty upto 13-11-2013
34. Dr.KaushikBanerjee	Desktop, CZC0104Y44, HP xw4600 Workstation, Intel Core2Duo E8500 @ 3.16 GHz, 2 GB RAM, 250 GB Hard disk	Agilent GC-MS/MS
35. Dr.KaushikBanerjee	Desktop, CBXPTL1, Dell Optiplex 960, Intel Core2Duo E8400 @ 3.00 GHz, 2 GB RAM, 250 GB Hard disk	Thermo GC-MD ITQ 900
36. Dr.S.D.Ramteke	Desktop, 89VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty up to 13-11-2013
37. Dr.JagdevSharma	Desktop, L9CF978, Lenovo Think Center, Intel Core2Duo @ 2.20 GHz, 1.5 GB RAM, 150 GB Hard disk	Connected to Microwave digestion system
38. Dr.JagdevSharma	Desktop, 4093A1345311, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	In Library
39. Dr.JagdevSharma	Desktop, D8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 15-11-2013
40. Dr.JagdevSharma	Desktop, P310LDWZ0359, Compaq EVO, P-IV @ 2.40 GHz, 1 GB RAM, 40 GB Hard disk	Connected to Multi-channel Auto Analyzer
41. Dr.JagdevSharma	Desktop, DSRI115, Assembled, P-IV, 2.8 GHz, 512 MB RAM, 80 GB Hard disk	Connected to AAS
42. Dr.J.Satisha	Desktop, INA133ST5N, HP Elite 7100 MT, Intel Core i3 @3.20 GHz, 3.2 GB RAM, 300 GB Hard disk	With HPLC
43. Dr.J.Satisha	Desktop, 4WPB6Q1, Dell Inspiron, n series, Intel i5 @3.10 GHz,, 2 GB RAM, 500 GB Hard disk	Connected to 2D Electrophoresis
44. Dr.J.Satisha	Laptop, 2CE7502CL9, HP Pavilion dv2000, Intel Core2Duo @ 1.66 GHz, 1 GB RAM, 150 GB Hard disk	
45. Dr.J.Satisha	Desktop, C8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 15-11-2013
46. DrA.K.Sharma	Laptop, DSR8, Dell Vostro 1015, , RAM, Hard disk	
47. DrA.K.Sharma	Desktop, DSR7, Assembled, PIV, 256 MB RAM, 80 GB Hard disk	Connected to Wine Analyzer
48. DrA.K.Sharma	Desktop, C074AZ258424, HCL Ezeabee Max Z991 C2D, , RAM, Hard disk	
49. DrA.K.Sharma	Desktop, 49VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty up to 13-11-2013
50. Mrs.Kavita YogeshMundankar	Desktop, DSRII269/01, Assembled, Intel Core2Quad Q6600 @2.40 GHz, 4 GB RAM, 700 GB Hard disk	For DBT project Molecular database

Name of the user	Specifications of the desktop/laptop	Remarks
51. Mrs.Kavita YogeshMundankar	Desktop, 4093A1345319, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
52. Mrs.Kavita YogeshMundankar	Desktop, 4093A1345320, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	With Audio Visual Aids in Committee Room
53. Mrs.Kavita YogeshMundankar	Desktop, DSR1147, Assembled, AMD Athlon 64 2.21 GHz, 2 GB RAM, 80 GB Hard disk	For common use (Contractual staff)
54. Mrs.Kavita YogeshMundankar	Desktop, F8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	For Watchguard Firewall. Under warranty up to 13-11-2013
55. Dr.Deependra SinghYadav	Desktop, 8D11ZR1, Dell XPS 8300, Intel Core i5-2320 @3.00 GHz, 4 GB RAM, 500 GB Hard disk	
56. Dr.Deependra SinghYadav	Desktop, INA207P0L5, HP Compaq 600 Pro SFF, Intel Pentium DualCore E6600 @3.06 GHz, 2 GB RAM, 500 GB Hard disk	For laboratory use
57. Dr.Deependra SinghYadav	Desktop, FW678BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	For laboratory use. Warranty upto 31-01-2014
58. Dr.Roshni RamdasSamarth	Desktop, INA9450B2T, Compaq Presario CQ31501X, Intel Core2Duo @2.93 GHz, 2 GB RAM, 320 GB Hard disk	
59. Dr.Roshni RamdasSamarth	Desktop, 69VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty up to 13-11-2013
60. Dr.Roshni RamdasSamarth	Desktop, DW678BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty upto 31-01-2014
61. Mrs.AmalaU.	Desktop, H8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty upto 15-11-2013
62. Dr.Ahammed ShabeerT.P.	Laptop, 5HQ7VQ1, Dell Latitude E6420, , RAM, Hard disk	Warranty up to 01-08-2014
63. Mr.S.N. Salve	Desktop, 4093A1345313, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
64. Mr.O.Babu	Desktop, G8VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty upto 15-11-2013
65. Mr.B.M.Chavan	Desktop, 29VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty upto 15-11-2013
66. Mr.B.M.Chavan	Desktop, DSR10, Assembled, PIV 2.80 GHz, 1.43 GB RAM, 80 GB Hard disk	for Contractual staff
67. Mr.K.Ali	Desktop, CW678BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under Warranty upto 31-01-2014



Name of the user	Specifications of the desktop/laptop	Remarks
68. Mr.N.S.Pathan	Desktop, 4093A1345316, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
69. Mr.N.S.Pathan	Desktop, 4093A1345317, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	For audit section
70. Mrs.AnitaMathew	Desktop, B093A1185967, HCL Infiniti Pro BL 1295, Intel Core2Duo E8400 @3.00 GHz, 2 GB RAM, 250 GB Hard disk	For paybill
71. Mrs.AnitaMathew	Desktop, 4093A1345310, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
72. Mrs.Pallavi K.Tated	Desktop, 4093A1345315, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
73. Mr.P.P.Kalbhor	Desktop, 4093A1345312, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
74. Mr.V.D.Gaikwad	Desktop, 4093A1345318, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
75. Mr.U.N.Borse	Desktop, DSR, Assembled, PIV 2.9 GHz, 512 MB RAM, 80 GB Hard disk	
76. Mr.U.N.Borse	Desktop, 4093A1345314, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
77. Mr.U.N.Borse	Desktop, 4093A1345321, HCL Infiniti Pro BL 1295, Intel Core2Duo @3.00 GHz, 2 GB RAM, 300 GB Hard disk	
78. Ms.Shailaja V.Satam	Desktop, 98VF7BS, Dell Optiplex 980, Intel Core i5 670 @3.47 GHz, 4 GB RAM, 500 GB Hard disk	Under warranty upto 13-11-2013

#### **B. Details of printers for Annual Maintenance Contract for the period of One Year**

Name of the user	Specifications of the printer
1. Dr.Indu S.Sawant	Laser printer, HP laserjet 1022
2. Dr.Indu S.Sawant	Dotmatrix printer, Epson TX111
3. Dr.S.D.Sawant	Inkjet printer, HP Deskjet Photosmart 7760
4. Dr.R.G.Somkuwar	Laser Colour printer, HP Laserjet Pro 200 color M251n
5. Dr.AnuradhaUpadhyay	Inkjet printer, HP Deskjet 5550
6. Dr.AnuradhaUpadhyay	Laser printer, HP Laserjet 1300
7. Dr.AnuradhaUpadhyay	Laser printer, HP Laserjet P3005d
8. Dr.A.K.Upadhyay	Laser printer, HP Laserjet 1300
9. Dr.A.K.Upadhyay	Laser printer, HP Laserjet 1320
10. Dr.S.D.Ramteke	Laser printer, Laserjet Samsung SCX 4300
11. Dr.S.D.Ramteke	Inkjet printer, Deskjet Epson Stylus C43SX

<b>Name of the user</b>	<b>Specifications of the printer</b>
12. Dr.JagdevSharma	Laser printer, HP Laserjet 1300
13. Dr.JagdevSharma	Laser printer, HP laserjet 1000
14. Dr.JagdevSharma	Laser printer, HP Laserjet P1606 dn
15. Dr.J.Satisha	Laser printer, HP Laserjet 1300
16. DrA.K.Sharma	Laser printer, HP Laserjet P1566
17. Mrs.Kavita YogeshMundankar	Laser printer, Samsung Laserjet ML 2150
18. Mrs.Kavita YogeshMundankar	Inkjet printer, Hp Deskjet 9600
19. Dr.Deependra SinghYadav	Laser printer, HP Laserjet 1300
20. Dr.Deependra SinghYadav	Inkjet printer, HP Deskjet D2460
21. Dr.Roshni RamdasSamarth	Laser printer, Samsung ML 1210
22. Dr.Roshni RamdasSamarth	Laser Colour printer, HP CP2025
23. Mr.O.Babu	Laser printer, Samsung Laserjet ML 2150
24. Mr.B.M.Chavan	Laser printer, HP Laserjet P2015d
25. Mr.N.S.Pathan	Laser printer, Samsung Laserjet ML 2150
26. Mr.N.S.Pathan	Dotmatrix printer, TVS MSP Dotmatrix 245
27. Mr.N.S.Pathan	Laser printer, Brother MFC J6710DW
28. Mrs.AnitaMathew	Dotmatrix printer, EPSON LQ 1150 II
29. Mrs.AnitaMathew	Laser printer, Samsung Laserjet ML 2150
30. Mrs.AnitaMathew	Laser printer, Canon ImageClass MF4380dn
31. Mr.V.D.Gaikwad	Laser printer, HP Laserjet 1300
32. Mr.U.N.Borse	Laser printer, HP Laserjet P2015D
33. Mr.U.N.Borse	Laser printer, HP Laserjet 1300
34. Ms.Shailaja V.Satam	Laser printer, Samsung Laserjet ML 2150

### **C. Details of scanners for Annual Maintenance Contract for the period of One Year**

<b>Name of the user</b>	<b>Specifications of the scanner</b>
Dr.S.D.Sawant	Scanner HP Scanjet 8200
Dr.AnuradhaUpadhyay	Scanner HP Scanjet 5550C
Dr.JagdevSharma	Scanner HP Scanjet 5550
Mrs.Kavita YogeshMundankar	Scanner HP Scanjet 8200
Dr.Deependra SinghYadav	Scanner HP 5550
Dr.R.G.Somkuwar	Scanner HP Scanjet G3110A

## Special Instructions (if any): -

### TERMS AND CONDITIONS:

1. This AMC includes up-keeping of all Computer Hardware as given in the list of computers and accessories.
2. Type of Contract: The maintenance would cover the operating systems, software installation, and installation of patches/service packs, data recovery, and preventive actions against virus spread, detection/removal of virus using the Organization's anti-virus solution, Configuration of systems, applications, as and when required.
3. Service Engineer should have sufficient and requisite knowledge of maintenance and troubleshooting in Windows and Linux LAN environment.
4. The maintenance will also cover the power cord, cables, connectors and other physical appliances used for connection in order to make computers/peripherals operational.
5. The part/components/sub-assemblies used for repair/replacement by the Firm will be of the same/equivalent or higher make and having functional capacity as available originally in the system.
6. All the repairs and servicing of the equipments shall be carried out on site at the place where it is located.
7. No component(s) / equipment(s) shall be removed from their respective place(s) / from the Office premises without informing the authorized officials of the Organization. A written consent letter from the Organization is necessary for moving out of any parts, for which the Service Engineer shall also maintain a log book showing the movement of any component(s)/equipment(s).
8. In exceptional circumstances where the equipment is to be taken to the Firm's premises/service center for repairs, the stand-by arrangement from the Firm shall be provided. The equipment taken to the Firm's premises would be at Firms own risk and expense.
9. The Firm should make a schedule to carry out Preventive Maintenance tasks as below. The tasks shall be performed on **monthly basis** to ensure proper functioning.
  - a. Cleaning of all equipments using dry vacuum air, brush and soft muslin clothes shall be performed in every three months period.
  - b. Checking power supply source for proper grounding and safety of equipments shall be performed on **monthly basis** to ensure proper functioning.
10. The Computers and Printers which are under warranty at the time of awarding this AMC, shall be included immediately and automatically on expiry of the warranty period and at the rates quoted by the Firm for respective items. However, the period up to which the Maintenance contract is awarded with respect to these items will be the same as that of all other items.
11. The computers, printers and other machines that will be upgraded by replacement with new machines during the period of AMC shall be excluded automatically from the AMC till the expiry of their warranty period and the AMC rate quoted by the firm for respective items will be reduced proportionately from the AMC bill.
12. Maintenance shall include effective maintaining and functioning of all the Local Area Network points (LAN), all Hubs/Switches.
13. The Firm will provide maintenance and repair services on holidays in case of emergency or as per the requirement of the Organization.
14. A Complaint (central call registration) and Preventive Maintenance Register shall be maintained by the firm, which shall be signed by the Organisation's Official.
15. It shall be the responsibility of the Firm to make all the Equipments and peripherals work satisfactorily throughout the contract period and to hand over the systems in good working condition to the Organization on expiry of the contract. In case any damage is found, the Firm is liable to rectify it, at their cost, even after the contract had expired.

16. The Firm shall be responsible for taking Data back up before attending the fault and shall also be responsible for restoring the same.
17. In the event, the Firm is taken over/bought over by another Firm/Company, all the obligations under the agreement with firm, should be passed on for compliance by the new Firm in the negotiation for their transfer.
  - a. Yearly. Contract of **comprehensive** maintenance Computer Hardware and their up keeping– The Firm shall supply all spare parts required for repair, replacement & test, at their cost.
  - b. Yearly. Contract of **non-comprehensive** maintenance Computer Hardware and their up keeping– The Firm shall supply all spare parts required for repair, replacement & test, at our (NRCG) cost.

**Response Time:** 24 Hour Response time (response time is the time taken by the Firm to attend the call after the lodging of the call).

**Resolution Time for Computer Hardware Equipments**

For all equipments except Laser Printer maximum acceptable downtime will be TWO DAYS excluding holidays.

For Laser Printers maximum allowable downtime will be TEN DAYS. However, the Firm shall provide a stand by laser printer for organization's use until it's printer is repaired and placed back in service

When fault of any Equipment could not be rectified by the Firm, Organisation can hire the services of third party expert to repair the fault and charges of such repairs will be solely borne by the Firm.

Annexure – 2

**SPECIFICATIONS & OTHER TECHNICAL DETAILS  
OF THE ITEMS AND SERVICES (SHOWN IN ANNEXURE – 1)**

**Format of Price Quotation**

Sr. No.	Description of Goods & Allied Services	Specifications	Accounting Unit	Quantity	Quoted Price in Rupees		Unit in Rupees
					In Figures	In Words	

**Grand Total Cost: Rs.**\_\_\_\_\_