

**GOVERNMENT OF WEST BENGAL**  
Panchayats & Rural Development Department  
Jessop Building(1<sup>st</sup> Floor), 63, N. S. Road, Kolkata- 700 001.  
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**Notice for inviting tender from reputed hardware (computer) maintenance firms**

**No. - 1732-RD/MIS(Com)/5M-4/02**

**Dated- 13/3/2012**

Panchayats & Rural Development Department 63, N. S. Road, Kolkata-700001, Government of West Bengal, invites Techno – Commercial bid for Comprehensive AMC of UPS at Jessop Building, 63,N.S. Road, Kolkata - 700001. The Department desires to engage a reputed maintenance firm having profound experience in maintenance/repairing work on UPS for a period of one year at its office at the above address. The details of UPS are given in the enclosed Annexure – A.

For the purpose of selection of the agencies for a period of one year, sealed tenders are invited from reputed firms having sufficient experience in this line. The concerned firm should be equipped with stock of required quantities of standard quality of spare parts, compatible with the UPS setup of this department. They should be capable of undertaking appropriate arrangements to keep the systems operative. Selection of firms for AMC will be made strictly considering their experience and reputation. Two separate sealed offers, one for technical and the other for Commercial have to be submitted. Commercial offer will be considered only for those bidders who qualify in the Technical Bid. The interested firm must have the following credentials / Criteria(Terms & conditions for the bidders while sending their EOIs enclosed at Annexure-B):-

1. They must have the experience of maintaining UPS of similar brands for which the department asked for AMC.
2. As far as the maintenance of H/w is concerned the Firm must be an **ISO certified** company & they must have Microsoft/Novel/Cisco/Linux certified or OEM certified service engineers having B.E./B.Tech/MCA to render their service.

The tender paper will be available from the Computer Cell of this office on any working day during working hours from 13/3/2012 to 2/4/2012 till 2:00 P.M. or it can be *downloaded from website [www.wbprd.nic.in](http://www.wbprd.nic.in) under latest tender*. The last date of receipt of sealed quotation for above article (along with the particulars) at this office is 3/4/2012 up to 3:00 P.M.

The sealed tender will be opened in the computer cell (**Room no.-43**) of this department on 3/4/2012 at 4:00 P.M. One representative of each tenderer will be allowed to remain present at the time of opening the sealed tenders. The representative of each quotationer should carry the identity card and letter of authority of the tenderer.

This Department reserves the right to accept or reject any quotation received from any firm without showing reason or any correspondence whatsoever.

(S. Sengupta)  
O.S.D. & Ex-Officio Joint Secretary

**TERMS & CONDITIONS**

**[Note: Bidders should read these conditions carefully and comply strictly while sending their EOIs.]**

Panchayats & Rural Development Department 63, N. S. Road, Kolkata-700001, Government of West Bengal, invites sealed 'Expression of Interest' for *onsite comprehensive* AMC of UPS at Jessop Building, 63,N.S. Road, Kolkata- 700001.

1. The Agency should be equipped with stock of required quantities of spare parts.
2. The Agency should be capable of undertaking proper maintenance work at the site of Installation within 3-4 hours of intimation.
3. **PAYMENT:-**  
Payment will be made quarterly (in equal four installments) and 10% of the AMC value will be paid only after the submission of performance Bank guarantee for a period of one year from the date of execution of the AMC as per the respective specification, and it will be kept in the custody of P&RD Department for a period of one year. This amount while kept in the custody of Department of Panchayats & Rural Development, Government of West Bengal, will not earn any interest.
4. **Submission of EOIs :** The sealed Expression of Interest(EOI) must be dropped in the Tender Box to be kept for this purpose at the Computer Cell of this Office (Room No. 43) by 3:00 P.M. on 3/4/2012. No EOI will be accepted after the said date & time. The EOIs submitted by *post/ courier/ telex / telegrams / fax / e-mail will not be considered*. Department will not be responsible for any delay in submission of the EOI.
5. **Opening:-** The Expression of Interest of the Agencies will be opened on 3/4/2012 at 4:00 P.M. in presence of intending bidders or their authorized representatives.
6. The Authority of Department of Panchayats & Rural Development, Government of West Bengal *reserves the right to accept or reject any or all the bids without assigning any reason thereof*.
7. **Technical Evaluation:-** Technical evaluation of the bids shall be done on the following parameters: -
  - a. Company's engagement records in 2 to 3 Government Departments/Big organisations. The vendors must enclose the list of work orders executed by them, complete details of working experiences, value of AMC and name of the institutions/organisations to which services have been provided.
  - b. List of Technical manpower for Hardware repair/maintenance available with the agency. Whether the company has any B.E./B.Tech/MCA/Cisco/Novel etc. engineer in their pay roll or not.
  - c. Sales Tax/VAT Registration and Latest Sales Tax & P. Tax Clearance Certificate.
  - d. Copy of the registration certificate for firms registered or Trade License.
  - e. One representative of each vendor will be allowed to remain present at the time of opening the sealed tenders. The representative of each vendor should carry the identity card and letter of authority of the vendor.
  - f. Copy of the ISO certificate related to Service/Maintenance of Hardware items.
8. *The participating vendor should carefully note that the given form has to be filled up properly and submit along with the price bid. All the tender papers have to be signed and sealed properly.*

Vendors are requested to fill up this form and attach with the price bid.

Name of the Vendor:-

Address:-

Contact Person & Contact No. :-

<b>Total AMC Value [inclusive of all charges]</b>  <b>( Rs.)</b>	<b>Whether list of engagement with 2 to 3 Big Organisations/Govt. Sector attached</b>  <b>[Mention Yes/No]</b>	<b>Whether copies of Sales Tax/VAT/ Trade License/IT etc. all are attached</b>  <b>[Mention Yes/No]</b>	<b>Whether list of Technical Manpower attached</b>  <b>[Mention Yes/No]</b>	<b>Whether details of working experience given</b>  <b>[Mention Yes/No]</b>	<b>Whether the company has any B.E./B.Tech/ MCA/Cisco/Nov el etc. certified engineer in their pay roll</b> <b>[Mention Yes/No]</b>	<b>Remarks (If any)</b>

Signature & Seal :-

Date :-

# ANNEXURE-A (REPORT OF BRANDWISE UPS)

SI No	Brand	Model	ups_model_no	ups_sl_no
1	ACER	Vintron	NUMERIC	YT0831157348
2	ACER	Vintron	NUMERIC	YT0831157349
3	ACER	Vintron	NUMERIC	YT0831154929
4	ACER	Vintron	NUMERIC	YT0831157371
5	ACER	Vintron	NUMERIC	YT0831157372
6	ACER	Vintron	NUMERIC	YT0831157359
7	ACER	Vintron	NUMERIC	YT0831157355
8	ACER	Vintron	NUMERIC	YT0831157350
9	ACER	Vintron	NUMERIC	YT0831157360
10	ACER	Vintron	NUMERIC	YT0831154925
11	ACER	Vintron	NUMERIC	YT0820120946
12	ACER	Vintron	NUMERIC	YT0831154926
13	ACER	Vintron	NUMERIC	YT0831157331
14	ACER	Vintron	NUMERIC	YT0820120938
15	ACER	Vintron	NUMERIC	YT0820120939
16	ACER	Vintron	NUMERIC	YT0831157329
17	ACER	Vintron	NUMERIC	YT0831157327
18	ACER	Vintron	NUMERIC	YT0831157328
19	ACER	Vintron	NUMERIC	YT0831157365
20	ACER	Vintron	NUMERIC	YT0831157358
21	ACER	Vintron	NUMERIC	YT0831154970
22	ACER	Vintron	NUMERIC	YT0831154930
23	ACER	Vintron	NUMERIC	YT0831157357
24	ACER	Vintron	NUMERIC	YT0831157332
25	ACER	Vintron	NUMERIC	YT0831157361
26	ACER	Vintron	NUMERIC	YT0831154938
27	ACER	Vintron	NUMERIC	YT0831154934
28	ACER	Vintron	NUMERIC	YT0831154965
29	ACER	Vintron	NUMERIC	YT0831157933

SI No	Brand	Model	ups_model_no	ups_sl_no
30	ACER	Vintron	NUMERIC	YT0820120920
31	ACER	Vintron	NUMERIC	YT0831157362
32	ACER	Vintron	NUMERIC	YT0831154972
33	ACER	Vintron	NUMERIC	YT0831154928
34	ACER	Vintron	NUMERIC	YT0831157326
35	ACER	Vintron	NUMERIC	YT0831157325
36	ACER	Vintron	NUMERIC	YT0831157366
37	ACER	Vintron	NUMERIC	YT0831154937
38	ACER	Vintron	NUMERIC	YT0831154961
39	ACER	Vintron	NUMERIC	YT0831154961
40	ACER	Vintron	NUMERIC	YT0831154964
41	ACER	Vintron	NUMERIC	YT0831157345
42	ACER	Vintron	NUMERIC	YT0820120947
43	ACER	Vintron	NUMERIC	YT0831157346
44	ACER	Vintron	NUMERIC	YT0820120953
45	ACER	Vintron	NUMERIC	YT0831154963
46	ACER	Vintron	NUMERIC	YT0820120952
47	ACER	Vintron	NUMERIC	YT0831157347
48	ACER	Vintron	NUMERIC	YT0831154962
49	ACER	Vintron	NUMERIC	YT0831157327
50	ACER	Vintron	NUMERIC	YT0831154966
51	ACER	Vintron	NUMERIC	YT0831157330
52	ACER	Vintron	NUMERIC	YT0831154927
53	ACER	Vintron	NUMERIC	YT0831157369
54	ACER	Vintron	NUMERIC	YT0831157370
55	ACER	Vintron	NUMERIC	YT0831154971
56	ACER	Vintron	NUMERIC	YT0831154956
57	ACER	Vintron	NUMERIC	YT0831157333
58	ACER	Vintron	NUMERIC	YT0831154955
59	ACER	Vintron	NUMERIC	YT0831154969