
	कार्यालयआयुक्तकेन्द्रीयवस्तु एवं सेवाकर,कच्छ (गांधीधाम) <b>Office of the Commissioner of Central GST, Kutch (Gandhidham)</b> प्लॉटसं०८२, सेक्टर- ८, रामलीलामैदानकेसामने, गाँधीधाम -३७०२०१ Plot No. 82, Sec – 8, Opp. Ramleela Maidan, Gandhidham 370201	
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**TENDER NOTICE FOR “REPAIRING AND MAINTENANCE OF COMPUTERS, PRINTERS, ALL-IN-ONES, UPS AND FOR INTERNET CONNECTIONS OF COMPUTER SYSTEMS & SERVER**

**ETC.**

Mathew

Date: 15-01-2021 15:52:28

Reason: Approved

Tenders are invited from the Reputed Agencies/Registered Service Providers for “Repairing & Maintenance of Computers, Printers, All in ones, UPS & for Internet connections of Computer Systems & Server etc.” on monthly basis for one year (from 01.02.2021 to 31.01.2022) for office of the Commissioner CGST, Bhavan, Kutch Commissionerate, Gandhidham.

Approximate number of computers, various types of printers and UPS proposed to be covered under the AMC is mentioned hereunder;

Sr No	Particulars of the item	No.of Unit
01	Computer Systems	142
02	Printers (All-in-One)	33
03	Printers (Laser)	84
04	UPS of 600VA	114

**TENDER PROCESS**

Tender is invited in two parts i.e. (1) Technical Bid and (2) Financial Bid separately.

1. Reputed Agencies/Firms/Service Providers/Organization based at Gandhidham interested in providing service for “ Repairing & Maintenance of Computers, Printers, All in ones, UPS & for Internet connections of Computer Systems & Server etc.” on monthly basis at Office of the Commissioner, GST Bhavan, Gandhidham, Kutch and presently handling similar nature of work and also willing to comply with the terms & conditions may submit their bids online at CPPP website <http://eprocure.gov.in/eprocure/app> to follow the terms and conditions mentioned below, Prequalification conditions **Annexure-A** (Technical Bid), **Annexure-B** (Financial Bid) and it is must for bidders to follow the instructions for online submission of bids.
2. Bid documents may be scanned with 100 dpi with black and white

- option which helps in reducing size of the scanned documents.
3. Not more than one tender shall be submitted by one bidder having business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
  4. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app>, shall not tamper/modify the tender from including downloaded price bid template in any manner. In case if same is found to be tampered/modified in any manner, tender will be completely rejected and tender is liable to be banned.
  5. Interested bidders are advised to visit CPPP website <http://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum/addendum/amendment.
  6. Bids will be opened as per date/time mentioned in Tender Critical Date sheet.
  7. Work order will be given to the bidder who has the lowest price.
  8. **Submission of tender:-**
    - a. The quotation for providing service of "Repairing & Maintenance of Computers, Printers, All-in-ones, UPS & for Internet connections of Computer Systems & Server etc." on monthly basis for one year for Office of the Commissioner, GST Bhavan, Kutch Commissionerate, Gandhidham.
    - b. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.
    - c. The offers submitted by Fax/Email/Post shall not be considered. No correspondence will be entertained in this matter.

Late submission of tenders shall not be accepted in any case. The Technical Bid and Financial Bid complete in all respect shall only be taken into consideration. Incomplete bid documents shall be rejected without assigning any reason. The bidder shall abide by the terms & conditions as specified in this notice.

**The award of AMC is subject to the following conditions Terms and Conditions:-**

1. The Contractor/Service Provider should be in the business of maintenance of computer and its peripherals at least for the last 03 years.
2. The Contractor/Service Provider should have exposure of maintaining such a large number of hardware under one contract.

3. The Contractor/Service Provider should undertake scheduled preventive maintenance once in a month at the offices mentioned herein above.
4. The Contractor/Service Provider should be ready to deploy at least 02-03 engineers exclusively for our Gandhidham office during office hours and 01 local representative at the station other than Gandhidham.
5. On call service should be attended within 01 hour from the time of the call for the offices located at Gandhidham and within 24 hours for the office located at the station other than Gandhidham.
6. If the scheduled preventive maintenance / unscheduled call are not attended properly, the same will got attended by other service provider and the charges paid for the same will be deducted from the AMC Charges to be paid.
7. The Contractor/Service Provider should be ready to accept the payment of the AMC Charges periodically (Quarterly) which would be decided wholly at the discretion of the Department.
8. No advance payment would be made in any case, However, quarterly payment after satisfactory completion of each quarter would be made.
9. The number of units mentioned herein above is tentative. The actual number of unit to be covered under AMC may differ at the time of awarding AMC and during the currency of the AMC. Hence, the quotation should be submitted per unit in respect of all the items.
10. The Contractor will be valid for a period of one year from the date of agreement. The rates quoted will remain in force for the full period of the contract. No demands for revision of rate on any account shall be entertained during the contract period.
11. The Department reserves the right to cancel the vendor bid/AMC Services, if any information provided by the vendor is found unverifiable during the selection procedure, or the AMC Period. The Office also does not bind itself to accept the lowest tender and it reserves the right to reject any or all the tenders without assigning any reason whatsoever.
12. Sub-contracting of AMC Services/ outsourcing are not allowed.
13. The firm must have previous experience of maintaining Hardware and Network system in Government organizations/PSUs and expertise in preventive onsite maintenance and repair of Desktop Computers, Laptops, Laser/ Inkjet/Deskjet/Multi-Functional Printer/Printer Network Components, Peripherals and other hardware parts and accessories.
14. A logbook shall be maintained in which the engineer shall record all the complaints made. They shall attend and record all the complaints received.
15. The Contractor/Service Provider should be registered with Micro Small and Medium Enterprises.

The Commissioner, CGST, Kutch Commissionerate reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.



(H.G. Mathew)  
Assistant Commissioner,  
Central Goods & Service Tax,  
Kutch (Gandhidham) Commissionerate

- (1) The Assistant Commissioner (Systems), Central GST, Gandhidham, Kutch, for