



भाकृअनुप-भारतीय कृषि प्रणाली अनुसंधान संस्थान  
मोदीपुरम , मेरठ-250 110 (उ.प्र.)

ICAR- Indian Institute of Farming Systems Research  
Modipuram, Meerut-250 110 (U.P.)

Phone: 0121-288 8711, 2888811,  
Email: [directoriiifs@yahoo.com](mailto:directoriiifs@yahoo.com),

Fax: 0121-288 8546,  
[sao.iifsr@gmail.com](mailto:sao.iifsr@gmail.com),

Web page: <http://www.iifsr.res.in>  
[storemail.pdfsr@gmail.com](mailto:storemail.pdfsr@gmail.com)

**F.No. 3-59/AMC Computer/ST/18-19**

Dated:-01.08.2018

**E-TENDERS NOTICE INVITING FOR COMPREHENSIVE SERVICE MAINTENANCE  
CONTRACT FOR DESKTOP COMPUTERS, SERVER, LAPTOPS, PRINTERS,  
SWITCHES & LAN NETWORK ETC.**

Online Bids are invited from interested firms under **two bid system for ANNUAL RATE CONTRACT FOR DESKTOP COMPUTER, SERVER, LAPTOP, PRINTERS, SWITCHES & LAN NETWORK ETC.** Manual bids shall not be entertained. **Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> and may be seen at IIFSR website [www.iifsr.res.in](http://www.iifsr.res.in) (for reference only) as per the schedule as given in Action point date sheet as under:-**

**ACTION POINT DATE SHEET**

Tender No.	<b>3-59/AMC Computer/ST/18-19</b>
Name of Organization	<b>Indian Institute of Farming Systems Research , (UP)-250110</b>
Date and Time for Issue/Publishing	<b>01.08.2018 at 05.00 PM</b>
Document Download/Sale Start Date and Time	<b>01.08.2018 at 05.30 PM</b>
Bid Submission start Date and Time	<b>01.08.2018 at 06.00 PM</b>
Bid Submission End Date and Time	<b>28.08.2018 at 03. 00 PM</b>
Date and Time for Opening of Bids	<b>29.08.2018 at 03.00 PM</b>
Address for Communication	<b>Director, IIFSR, Modipuram, Meerut- 250110 0121- 2888811</b>

On behalf of Director, ICAR- IIFSR, Modipuram E- tender are invited from the registered firms/their authorized dealers registered on CPPP for the goods mentioned in tender documents.

Sd/-  
(Om Kumar Tomar)  
Officer-In-Charge (Store)

**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

1. The tender form/bidder documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. Manual/Offline bids shall not be accepted under any circumstances.
2. Tenderers/bidders are requested to visit the website <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The DIRECTOR, IIFSR reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit (in original) an Earnest Money Deposit (EMD) of the amount mentioned against item in the form of Demand Draft/FDR-TDR from any of the Commercial Bank in favour of **ICAR unit IIFSR, Modipuram, payable at Meerut** on or before bid **opening date and time as mentioned in the Action Point Date Sheet**.
5. The firm should send the original brochures of the product and may be addressed to **Director, IIFSR, Modipuram, Meerut (U.P.)- 250 110** on or before bid **opening date and time as mentioned in the Action Point Date Sheet**.
6. Bidder need not to come at the time of Technical as well as financial bid opening at IIFSR. They can view live bid opening after login on CPPP e-Procurement Portal at their remote end. If bidder wants to join bid opening event at IIFSR then they have to come with bid acknowledge slip that generates after successfully submission of online bid.

**Note:** The Financial Proposal/Commercial bid format is provided as BoQ along with this tender document at <https://eprocure.gov.in/eprocure/app>. Bidders are advised to download this BoQ as it is and quote their offer/rates in the permitted column and upload the same in the Financial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner**. In case if the same is found to be tempered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with IIFSR.

The Firms are also required to upload scan copies of the following documents:-

**Technical Bid**

- (a) Scanned copy of Firm registration, Pan Card, GST, Tender Acceptance Letter (Annexure-V).
- (b) Scanned copy of workers/ engineers' qualification proof who will the repair of computers hardware/software in the field of LAN under above operating environment.
- (c) Scanned Copy of Annexure-II and IV.
- (d) Scanned copy of User List/Purchase Orders of its satisfactory completion work.
- (e) The firm should depute one qualified service engineer daily to the Institute from 9.30 am to 5.00 pm and attend the complaints regularly. Scanned copy of the qualification/Certificate.
- (e) The scan copy of all additional documents as per clause -24 (Annexure- II) should also be submitted by the bidder.

**Financial Bid**

- a) Financial bid should be quoted as per BoQ\_

**Sd/-**  
**(Om Kumar Tomar)**  
**Officer-In-Charge (Store)**

Terms & Conditions

1. The tenderer shall quote rates as per BOQ.
2. Taxes as per CGST ACT 2017 (12 of 2017) the scientific and technical instruments/apparatus equipment including computer, software etc. are exempts the taxes in excess of 2.5% and we are also registered with DSIR for claiming exemption of taxes. The institute provide the tax exemption certificate whereas required.
3. The rates should be quoted as per the BOQ uploaded on the CPP Portal (reference may be obtained from Annexure-III). Taxes, if any, should be indicated separately. It must be noted that the contract shall be awarded to the firm which fulfill all the required terms and conditions and remains L-1 for any particular items.
4. The firm must also possess valid PAN No., GST registration number and a copy of the same must also be enclosed with the tender document.
5. Copy of latest Income Tax Statement may be furnished.
6. Modification in the tender documents after the closing date is not permissible.
7. The successful firm shall have to start work immediately, otherwise EMD shall be forfeited. The rates quoted shall be valid for complete AMC period.
8. The contractor/bidder or his representative may contact the undersigned at Tel No.0121-2888811, mob. 9411985515 for any further clarification. No variation in terms of quality of the items shall be entertained or else EMD/Security deposit shall be forfeited.
9. The Director, IIFSR shall have the right to reject all or any of the offers, accept more than one offer, and assign part of the job.
10. Merely quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of quality & performance of past.
11. The interested Firms are required to deposit (in original) an **Earnest Money Deposit (EMD)** of the **amount Rs. 15,000/- (Rs. Fifteen thousand only)** in the form of Demand Draft/TDR from any of the Commercial Bank in favour of **ICAR unit IIFSR, Modipuram, payable at Meerut** may be addressed to **Director, IIFSR, Modipuram, Meerut (U.P.)- 250 110** on or before bid submission **closing date**. No quotation shall be considered without the earnest money deposit. Demand Draft drawn in favour of any officer other than **'Director, IIFSR, Modipuram, Meerut (U.P.)- 250 110'** will not be accepted and the tender will be rejected. The earnest money will be refunded only after the finalization of the procurement and no interest will be paid on earnest money.
12. Rates once finalized will not be enhanced/ reduced during the currency of the contract.
13. In case of foreign currency, conversion rates in INR will be taken on that day when financial bid will open.
14. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honour the contract, the earnest money/performance security deposited would be forfeited.
15. The Director, IIFSR reserves the right to cancel the contract at any time during the currency period of the contract without giving any reason.
16. The firm to whom the tender will be awarded, will have to deposit the **performance security equal to 10% (as per rule)** of the total amount at the time of work start . If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.

17. If any dispute(s) arises between IIFSR and the firm with reference to the contract, IIFSR will decide it and its decision will be binding on the firms.
18. Bid Validity: 180 days
19. Our Institute is registered with DSIR and we are exempted from Excise Duty & custom Duty. Hence CDEC/DSIR will be provided to the firm, if demanded. Rate should be quoted accordingly.

**20 Payment-**

- a. **Payment** will be made quarterly after satisfactory verification by I/C AKMU (computer maintenance) of IIFSR for the service provided by the firm.
- b. If the service is not found satisfactory, the competent authority will have the power to terminate the contract at any stage and no payment will be released for the same.
- c. No advance payment will be made to the firm.

**21. Other terms and conditions:**

- 1- The firm should have their own facility for the repair of computers hardware/software and trained engineers in the field of LAN under above operating environment.
- 2- The firm should depute one qualified service engineer daily to the Institute from 9.30 am to 5.00 pm and attend the complaints regularly. The service engineer shall also be available on holidays as per requirement of IIFSR, if needed. The service engineer shall also be equipped with mobile phone and other tools during his working time. An amount of Rs. 200/-will be deducted per day, if services engineer remains absent/leave without providing substitute.

**22. The contract will also be covered as under:**

- a- Comprehensive Service Maintenance Contract of computers/ laptop/printers/server. The parts/ Components to be replaced should be original/genuine at own cost of firm. The old parts will be the property of IIFSR.
- b- The firm will prepare logbooks for each of the machines to be taken under the AMC and preventive maintenance with virus scanning and virus removal and special cleaning of the monitor/ printer / keyboard/mouse etc. from outside/ inside with liquid cleaner will be carried out on quarterly basis. Preventive maintenance report from the user should be submitted to I/c. AKMU, IIFSR, Modipuram, Meerut.
- d. The period of AMC will be initially for one year which can be extended for further period subject to satisfactory performance of the service provider.

- 23. Liquidated Damage clause:** The maximum response time by the firm should not exceed 24 hours. Failure to arrange for immediate repair/replacement, the firm will be liable for a deduction of Rs. 200/-(Two hundred only) per day from the bill, except in genuine cases.

24. You are also required to fulfill the following conditions and also furnish the required detail 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 above requirement, without any change in the unit price or other terms & conditions.
  - b) Please indicate if you are registered with any Govt. organization; and, if registered, furnish all relevant details.
  - c) Please state whether business dealings with you presently stand banned by any government organization; and if so, furnish all relevant details.
  - d) Bidders are advised that one bidder cannot represent two suppliers or quote on their behalf in a particular tender. Specification mentioned in firm's Brochure will only be acceptable.
  - e) The contract shall be governed by the laws of India and be interpreted in accordance with such laws.
  - f) The bidder should submit the certificate of non-black listing/ not banned/Temporarily suspended by any government department.
  - g) The SSI/MSEs Registered with NSIC are exempted from Tender Fees and EMD subject to submission of NSIC Registered with valid certificate with the items list.
  - h) The EMD is essentially required from the bidders. The NSIC registered firm who quote their bid of foreign make on behalf of the foreign manufacturer/Principal supplier should also submit the EMD. In case the required EMD is not submitted by the bidders, their bid will not be considered.

**'Terms & conditions are acceptable'**

Dated:

**(Authorized signatory of the firm with Official Seal)**

(Reference for BOQ) (To be quoted in format provided on CPP Portal)

## Consolidated details of items (Units) for AMC of work:

Sl.	Name of the item	Quantity	Per unit price* (in figure/ words) {as per BOQ}
1.	<b>Maintenance of computers - Comprehensive mode:</b> Computer systems make HP/Dell/Acer Pro- intel, DC, C2D, i3, i5, i7, Xeon. HDD 250/320/500/650/750 GB and 01 TB, RAM 2.4.6.8 GB; Wireless & USB KB/ Mouse, TFT Monitor 17"/18"/19, all in one HP System (10 Nos)	85	
2.	Maintenance of Laptop- Comprehensive mode: Laptop HP/Dell core i5/i7	07	
3.	<b>Maintenance of Printers Comprehensive mode:</b> Multifunctional Black LaserJet: 1213/1005/1136/1120/ 1319/ 3020/1536/400	23	
4.	Color LaserJet : 1536N/400/1328/177 Pro	06	
5.	<b>Laser Jet: HP/ Richo- 1007/1008/1108/1020/1022/1505/5200/2055</b>	28	
6.	RICHO Printer Cum Photocopier	03	
7.	<b>Maintenance of Service Comprehensive mode: Server HP/HCL with Linux OS</b>	02	
8.	<b>Maintenance of LAN systems (comprehensive mode):</b> Maintenance of LAN including parts such as existing cables, connectors etc. in the Institute (main office building, Farm office and training hostel) including switches CISCO 24 port -07nos, 8port D-Link switches 9 nos., 4 port D-Link switches 11 nos., wifi D-Link Router 9 nos., TP Link Router one set,(sender and receiver ) installed at various places.	Please see annexure VI for details.	

**Note: For detailed specification /models/quantity, please go through the Annexures- VI.**

**Name of the Firm** \_\_\_\_\_

**Registered/Postal Address** \_\_\_\_\_

\_\_\_\_\_

Permanent Account Number (PAN) No.	
GST Registration No.	
<b>Bank Details:-</b>	
Bank Name	
Branch Address	
Account No.	
Type of Account (Current/Savings)	
MICR NO. /IFSC Code	
RTGS/NEFT code	
Adhaar Number	

**Name of the Authorized Signatory**

**Signature with stamp**

**Date:.....**

**Place:.....**

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

**To,**

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

**Sub:** Acceptance of Terms & Conditions of Tender.

**Tender Reference:** 3-59/AMC Computer/ST/18-19

**Name of Tender / Work:** - COMPREHENSIVE SERVICE MAINTENENCE CONTRACT  
FOR DESKTOP COMPUTER, SERVER, LAPTOP, PRINTERS,  
SWITCHES, LAN NETWORK ETC.

**Dear Sir,**

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

\_\_\_\_\_

\_\_\_\_\_ as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. 01 to 10 (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I/We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I/We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

**Yours Faithfully,**

**(Signature of the Bidder, with Official Seal)**



**Annexure-VI****Schedule- A) Detailed list of items for AMC of work:**

Sr. no	Desktop/Laptop	Quantity	Printers Model	Quantity
1.	ACER –DUAL COR, 2GB ,500GB	6	HP LASERJET -1005	7
2.	DELL-17,8GB,ITB,(VASTRO)	6	HP LASERJET-1020	3
3.	HP-CORD2DUO,2GB,500GB,	15	HP-5200N	1
4.	HP-13,2GB,720GB	7	HP-1536	5
5.	HP-13,2GB,ITB (P6370)	3	HP-1007	3
6.	HP-17,4GB,ITB,	20	HP-227SDN(W)	2
7.	HP-15,4GB.720GB	5	RICHO-111SU	2
8.	HP-ALL INONE,15	9	HP-1008	1
9.	HP-17,4GB, 500GB (ELITE8300)	1	HP-6122 DESKJET	1
10.	DELL-4GB,500GB,XEONCPU,3.10GHZ	2	RICHO310	1
11.	HP-17,2GB,500GB	3	HP-1525	2
12.	DELL-4GB,15,ITB	1	HP-M447	1
13.	HP-DUALCOR,2GB,320	1	1505N-HP	2
14.	ACER-DUAL COR,2GB,250GB	1	1108 HP	2
15.	HP-360 PAVALIONLAPTOP	2	1213 MFP	2
16.	HP-13, ALL IN ONE	1	HP-1120	1
17.	HP-15,2GB ,500GB(antivirus SERVER)	1	HP-1566	1
18.	DELL-T1600,500,2GB	1	1008-HP	5
19.	HP-LATPOP,17,4GB,500GB	1	HP-2055	1
20.	DELL-15,4GB,500GB	1	1136 HP	3
21.	HP-DV6,17,5GB,600GB	2	HP-400MFP	1
22.	Cor2duo,1gb,320gb	1	HP-177M	1
23.	HP-Ci5,1TB,2GB,W-10 Laptop	2	1328HP-COLOR	1
24.			227 MFP-HP	2
25.			HP COLOR LASER-1536	1
26.			HP LASER JET PRO 177	1
27.			HP-COLOR-LASER400	1
28.			HP LASERJET 400MFP	1
29.			RICHO2001	3
30.			1050 INK JET	1
31.			1319 hp	1

**List of server**

S. No.	Server	Quantity
1.	Server-HP-4GB-500 GB	1
2.	Server-HCL-4GB-500 GB	1

**Other items**

S. No.	Item	Quantity
1.	Maintenance of LAN- maintenance of LAN including parts such as existing cables, connectors etc in the institute (main office building, farm office and trainees hostel ) including CISCO Switches (7 numbers)	One set
2.	8 port D-Link switches	9 nos
3.	4 port D-Link switches	11 nos
4.	WiFi D-Link Router	9 nos
5.	T P Link Router (sender and receiver)	One set

**Annexure-VII**

**Checklist**

<b>Required documents</b>	<b>Yes/No</b>
Scanned copy of Earnest Money Deposit(EMD)Rs. 15,000/- or its exemption, if any	
Scanned copy of Firm registration, Pan card, GST.	
Scanned copy of Tender Acceptance Letter -Annexure-V	
Scanned copy of workers/ engineers qualification proof who have the repair of computers hardware/software in the field of LAN	
Scanned Copy of Annexure-II and IV.	
Scanned copy of User List/Purchase Orders of its satisfactory completion work.	
The scan copy of all additional documents as per clause 24, Annexure - II should also be submitted by the bidder.	
BOQ uploaded on the portal	