

2nd Call

Government of Tripura
Directorate of Animal Resources Development
P. N. Complex, Agartala.

No.F.4-235/ARDD/STY/2017

Dated, Agartala,

2017.

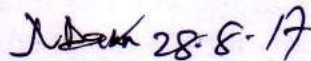
NOTICE INVITING TENDER

Notice inviting Tender in sealed cover is hereby invited on behalf of the Governor of Tripura from experienced bonafied/reputed service provider for collecting rates of **(i)** Annual maintenance contract for repairing/maintenance of Desktop computer excluding charges of spare parts in the different sections of the Directorate Office during the year 2017-2018 & 2018-2019

(ii) Supply of spare parts for the different models of desktop PC as an when required at the time of maintenance/repairing of computer during the year 2017-2018 & 2018-2019.

The detail of the tender will be available from the Office of the undersigned (Store Section) on all working days i. e. 10 am to 4 p.m. w. e. f. 01-09-2017 & will also be available in the official website of Tripura www.tripura.nic.in/www.arddtripura.nic.in/www.tripura.info.com.

The last date for submission of rate is on or before 4 p.m. of 22/09/2017 & the same will be opened in the next working days, if possible.



(Dr. Manoranjan Sarkar)
Director

Animal Resources Dev. Department
Government of Tripura

Government of Tripura
Animal Resources Development Department
P. N. Complex : Agartala

Terms & condition for (I) Annual Maintenance contract for Repairing of Desktop Computer (different models) excluding charges of spare parts in the different sections of the Directorate Office during the year 2017-2018 & 2018-2019 (II) Supply of spare parts for the different models of desktop PC as an when required at the time of maintenance/repairing of computer by the department during the year 2017-2018 & 2018-2019.

Notice inviting tender will be received by speed post / Registered Post/ Courier services only in sealed cover addressed to the " Director of Animal Resources Dev. Dept. Government of Tripura **on or before 4 p.m. of 22/09/2017**. Tenderers/bidders are requested to provide detailed address along with phone, Fax Number and S.T.D code number for communication.

N.I.T. received after the aforesaid date and hours shall be rejected. The Director of Animal Resources Dev. Dept. shall not remain responsible for any postal delay.

1) On the top left side of the sealed tender File number, due date of opening should be mentioned. Tenders will be opened on the next working day if possible.

2) The interested bidders shall submit the bids in 2 parts in 2(two) separate sealed envelope indicating on the cover as to which one is the technical bid and other is Financial bid. The 2(two) envelopes shall be placed inside a large sealed cover envelop and the same may be submitted.

(a) The technical Bid shall contain all details of the items offered by the bidder, compliances of terms and conditions, submission of documents, products catalogues, earnest money (D-Call/Demand draft).

(B) The Financial bid shall contain only the rate offered by the bidder. The financial bid will be opened only for the qualified /valid bidder after scrutinizing of technical bid by the technical committee.

3. As the items are clearly divisible and distinguishable, the successful firms/ tenderer/supplier shall be selected separately for each item.

4. Spare parts will be supply by the supplier when requires of the Department & the supply of goods has to be executed within 7 (seven) days from the date of issue of the supply order. In case of failure to supply the ordered item/items in full within stipulated period, both the earnest & Security money are likely to be forfeited without further correspondence.

5. 5% value of ordered item & quantities shall have to be deposited by the Service Provider/ Supplier as Security Money in the shape of D-Call/Demand Draft from any Nationalized Bank in India within 10 days from the date of issue of the supply order which will be released after 3(three)months , if full supply of the items (Supply of spare parts) & satisfactory repairing works is completed within the stipulated period.

6. G.S.T. & Income tax may be deducted from the bill as per Government rules.

7. The rates should be typed and quoted both in figures and words clearly. V. A.T. will be extra as per Govt. Rule.

8. The lowest rate quoted by the tenderer will be determined on the basis of comparison of basic rate.(i.e. excluding G.S.T).

9. The following photocopy of attested documents by the Gazetted Officers should be submitted along with the tender.

(i) G.S.T. Registration Certificate .

(ii) PAN Card.

(iii) Up to date valid Trade License Certificate.

(iv) Earnest money (E/M) for an amount of **Rs 5,000/- (Rupees five thousand)** only must be deposited in the shape of fresh deposit at Call (D-Call) /Demand draft of any scheduled Bank of India, drawn in favour of the Director, Animal Resources Development Department ,Govt. of Tripura, Agartala which will be released after A.M.C period . In case of un-successful tenderers the Earnest Money Deposit (EMD) will be released after finalization of the tender.

10. EMD / SMD shall not be applicable in case of Govt. organization/Public Sector undertaking.

11. Payment (Cost of AMC) of the successful tenderer shall be made by bill basis only after 1(One) year interval after completion and satisfactory service of A.M.C. works. No advance payment will be entertained. Payment of the supply of spare parts may be paid by bill basis after proper functioning of the computers.

12. Selection of items i.e. A.M.C. & computer accessories is subject to recommendation of the approved technical committee Constituted thereof.

13. The rates will remain valid up to 30th June, 2019. No interim revision/enhancement of rates will be entertained except imposition of any levy or increase in existing levy by the Government.

14. Before quoting the rate, bidders may check the computer as per enclosed list.

15. Maintenance that includes the replacement of malfunctioning spares/parts for proper functioning of all systems and sub systems listed in Annexure-B. If any part gives repeated problems i. e 2 repairs in a minimum period of 2 months time, then the contractor must replace it immediately with a new original parts.

16. Maintenance includes replacement of each and every malfunctioning part of Desktop computer, printers, related items listed at Annexure-B.

17. All parts to be replaced by the Contractor/bidder/tenderer must be of the same make. In case it is not possible, the same must be better or equivalent quality. In the service report, the details regarding the part number and serial number if any must be brought out clearly.

18. The contractor shall depute an adequate number of well-qualified engineer(s) who can maintain the equipments listed in Annexure-B properly. The Engineer(s) should be an Indian national only, having minimum Diploma in Computer Hardware/Software and related field and should have minimum 2(two) years of experience in related field.

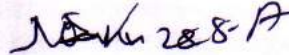
19. The Contractor/bidder/tenderer would carry out the preventive maintenance of each machine mentioned in Annexure-B once in every month, in order to forestall any major failure of the same which includes installing of updates of antivirus packages. Contractor should also ensure proper cleaning of machine on quarterly basis.

20. The equipment will have to be repaired in-house. In rare cases when it is very essential to take out the equipment for repairs outside the Department, it is mandatory to have a valid pass for such equipment and making proper entries with concerned section.

21. Any default or breach of contract by the suppliers will be subject to forfeiture of earnest money/ security money deposit including blacklisting /delisting the tenderer for future supply as considered appropriate by the Director of ARDD, Government of Tripura.

22. A duly signed copy of terms & condition of the Dept. of ARD to be returned by the tenderers as a token of acceptance of the Departmental terms & conditions.

23. The Director of ARDD, Government of Tripura, Agartala reserves the right to accept or reject any/all tenders without assigning any reason thereof and may accept or reject part of the tender .



(Dr. Manoranjan Sarkar)

Director

Animal Resources Dev. Department
Government of Tripura

Encl:-

(1)Description of the computer different sections of the directorate of ARDD for A. M.C at **Annexure-A.**

(2) List of the items/Spare parts (**at enclosed list at Annexure-B**) may be supplied by the supplier as a when required by the department.