

No. D- 21013/3/2012-Genl (pt.)
Government of India
Ministry of Statistics & PI

Sardar Patel Bhawan,
Sansad Marg,
New Delhi-110001
Dated; 10.10.2013

SHORT TENDER NOTICE

Ministry of Statistics & Programme Implementation invites the competitive bids/ quotations from the competent and eligible bidders for Annual Maintenance Contract of Server installed at Cash & Accounts Section of this Ministry as detailed below;-

S.No.	DESCRIPTION	Quantity
1.	DELL- XEON Server, SQL Server on windows server 2008 platform Package- Pay Roll processing software	01 No.

2. All the interested parties/ firms may submit the lowest offer for AMC, and addressed to the undersigned and submit bids in sealed envelope super-scribed " Bid for Annual Maintenance Contract of Server" which may be put in the tender box kept in ground floor of **S. P Bhawan, New Delhi latest by 3.30 PM on 24.10.2013 . The Tenders/ bids will be opened on the same day at 4.00 P.M. in the MOSPI, Room No. 201 in the presence of the representative of the agencies who may like to be present.** Enquiry or suggestion, if any may be made from Under Secretary (Genral) Room No. 201, Sardar Patel Bhawan, Sansad Marg, New Delhi. (Tel. NO. 23747927)

3. The AMC will be governed by the following terms & conditions and scope of the AMC Services;-

Terms & Conditions

I. The respective bidder should have minimum 3 years experience in supply, installation and maintenance of servers. For this, the bidder can submit the documentary evidence of the following along with the bid;

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- (a) The copies of Supply / work orders for the similar AMC for the past three years.
- (b) Certificate from at least three clients for the similar works done.
- II. The bidder should have service support centers or authorized service centers in Delhi & NCR. The address and contact person details should be furnished with the bid.
- III. The firm should also have Registration nos. with PAN/TIN/ VAT etc. (copy must enclosed).
- IV. Earnest Money of Rs. 10,000/- (Ten thousand only) in the form of Account payee Demand Draft or Bankers cheque favoring **Pay & Accounts Officer, Ministry of Statistics & Programme Implementation, New Delhi** to be enclosed. Vendors registered with Director General of Supplies & Disposals (DGS&D), National Small Industries Corporation (NSIC), Govt approved sources are exempted earnest money. Tender without EMD would be considered unresponsive and rejected.
- V. The earnest money of the unsuccessful tenderers will be returned after finalization of the tender.
- VI. The firm must enclose the profile of Service Engineers/ Technicians already engaged by them firm.

Scope of AMC services:

- (i) Preventive maintenance check up / Data backup should be done in bimonthly basis in consultation with the Section Officer & DDO, MOSPI and NIC Division of this Ministry.
- (ii) Breakdown calls should be attended within 1 to 2 hours of intimation/ complaint lodged. Breakdown calls should be attended on holidays and after office hours also in case of emergency without any additional charges.
- (iii) All the defective parts should be replaced without any additional cost.
- (iv) If any defective parts cannot be serviced at site, those items can be taken to the contractor's site by providing the standby item, which is technically equivalent or higher to the defective item.
- (v) All the preventive / breakdown calls should be recorded in the logbook available at respective units. The reports should be submitted as and when desired by this Ministry.
- (vi) Software support/ Data Back up support should be provided by the firms, if necessary without any additional charges.
- (vii) This Ministry may upgrade or replace some of the software based on need. This will, however, not affect the terms and conditions of AMC.

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4. Payment will be released in two equal installments on successful completion of the contractual obligation for the relevant six months period. For claiming this payment the following documents are to be submitted.

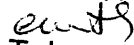
- (i) Three copies of Invoice.
- (ii) Reports on the preventive maintenance carried out during the Period.
- (iii) Monthly report on the break down maintenance/ backup data carried out during the period.

5. The successful bidders would be required to deposit a performance security of 10% of the bid value in lumpsum in the form of Account payee Demand Draft or Bank guarantee from a commercial bank which should be valid for a period of one year beyond the completion of all contractual obligations of the firms. Performance security shall be forfeited and credited to the Ministry in the event of breach of any contractual obligation by the firms.

6. After awarding the contract, the firm must submit the contract signing agreement within a week. No additional time will be given to them.

7. This Ministry reserves the right to accept any bidders or reject it entirely without assigning any reasons whatsoever.

Yours faithfully,



(V. Talwar)

Under Secretary (General)

Tel. 23747929

To

1. DDG, Computer Centre for uploading in website of this Ministry.
2. Technical Director, NIC, Room No. 204, MOSPI, New Delhi.
3. Section Officer & DDO, MOSPI, New Delhi.

PARTICULARS TO BE FURNISHED BY THE bidders FIRM/AGENCY

1. Name of the Agency/Firm:
2. Address of the Agency/Firm:
3. Name of the Proprietor/Managing Partner/Managing Director of the Agency/Firm:
4. Telephone No.:
5. Details of the Ministries/Departments in which the Agency/Firm has provided AMC of the servers :-

Sl. No.	Name of Ministry/Department (Proof to be attached)

6. PAN/TIN number of the Agency/Firm;-
7. EMD Draft number/Date and name of the Bank;-
8. Registration details under DGS&D/ NSIC- copy to be enclosed.
9. (a) Rate quoted for Comprehensive AMC (software/ Hardware included)
(b) any other charges :- (must specify)
(b) Taxes, if any must be specified separately ;
(C) Total charges Rs. (Annually)

This is to certify that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partners anywhere in India.

We have read the terms and conditions of the Tender/ bid and scope of AMC services and agree to abide by them.

Dated:

Place:

(Signature
of the Proprietor)

Seal of the Firm/Agency

