



PrasarBharati  
India's Public Service Broadcaster  
Directorate General: All India Radio  
GA Section  
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No. D-19015/01/2017-GA

New Delhi, dated 29.08.2019

**e-Tender Call Notice**

1. e-Tender is invited on behalf of Directorate General: All India Radio, New Delhi in Two Bid system from the Reputed Agencies meeting the pre-qualifying criteria for the work mentioned below through online bidding on the website <https://www.tenderwizard.com/PB> having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA.
2. The tenderer may submit bids for the following works:

S.No.	Description of Work	Earnest Money Deposit (in Rs.)	Estimated value of Tender (in Rs.)	Tender Fee (in Rs.)	Period of contract
1.	2.	3.	4.	5.	6.
1.	Maintenance of Desktop/All in One Computers, Printers, UPSs, Scanners and Laptops	50,000/-	25,00,000/-	Nil	One Year

3. TIME SCHEDULE OF TENDER:

S. No.	Particulars	Date	Time
1.	Tender Publishing date	30.08.2019	----
2.	Tender closing date and time	23.09.2019	03:00 p.m
3.	Tender Opening date	23.09.2019	04:00 p.m

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4. Tenderers with the following eligibility criteria can only participate:
- (i) The Agency should have minimum five years' experience in maintenance of Desktop/All in One Computers, Printers, UPSs, Scanners, Laptops and plotter with Annual Maintenance Contracts worth more than Rs. One Crore per annum during the last 3 years ending 31<sup>st</sup> March, 2019. Documentary proof for the same has to be submitted.
  - (ii) The Agency must have GST Number. Documentary proof for the same has to be submitted. The Agency must have its office in New Delhi.
  - (iii) The bidder shall submit a valid Authorization Certificate issued from M/s. Hewlett Packard (HP)/Lenovo/Dell etc. of being the Authorized Service Partner.
  - (iv) The agency/firm should have a minimum turnover of Rs. 10 Crore per year during the last three years. [Attested copies to be uploaded with the bid.
  - (v) The firm shall depute its six professionally certified & competent resident Engineers on all working days during working hours 9.30 A.M to 6.00 P.M. Engineers for News Service Division are required in two shifts. First shift will start from 6.00 a.m to 2.00 p.m and second shift starts from 2.00 p.m to 10.00 p.m. Engineers may be called on holidays, if required.
  - (vi) Firm should have an ISO 9001:2008, ISO 20000-1:2005 & 27001-2015 or higher certificate for servicing.
  - (vii) Firm Should have valid ESI and PF registration & Approx. 30 Nos. of employees will be available on the firms' payroll (documents in support to be enclosed).
5. Bid documents consisting of e-Tender Notice, Instructions to Tenderers for online bid submission, General Instructions to Bidder, Terms and Conditions of Contract, Schedule of work, submission of offer and Bill of Quantity (BoQ) in prescribed .xls format and the set of terms and conditions of contract and tender details can be seen on the website: <https://www.tenderwizard.com/PB>.
6. Demand Draft/Pay order of EMD should be submitted in favor of "PB,BCI,DG:AIR, New Delhi." Online Bids must be accompanied by Scanned copy (PDF Format) of Earnest Money Deposit (EMD).
7. The original demand draft should be submitted to the Tender Inviting Authority, on or before the due date & time of bid submission. The details of the EMD uploaded should tally with the original demand draft submitted. In case of failure of any of the above, the uploaded bid will be rejected.
8. The bid documents will be available on the website: <https://www.tenderwizard.com/PB> for online bidding.
9. The bidder must possess compatible Digital Signature Certificate (DSC) of Class-II or Class-III.
10. All Bids are to be submitted online on the website: <https://www.tenderwizard.com/PB>. No bid shall be accepted off-line.
11. After opening of Bid, the original documents as per requirement of the e-Tender Document will be verified by DG:AIR.
12. Other details can be seen in the bidding documents.
13. The Tender Inviting Authority shall not be held responsible for any technical snag or network failure during on-line bidding. It is the bidder's responsibility to comply with the system requirement, i.e. hardware, software and internet connectivity at bidder's premises to access the e-Tender website. Under any circumstances, DG:AIR shall not be liable to the tenderer for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.

  
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14. The authority reserves the right to reject any or all tenders without assigning any reasons thereof and also shall not be bound to accept the lowest tender.
15. If the documents as per Notice Inviting Tender (NIT) are not submitted along with the bid or shortfalls are noticed, then the offer will be summarily rejected and no correspondence will be entertained in this regard.
16. For any clarifications, if required, please contact to DDA (GA), DG: AIR.

  
20-8-2019  
(Narenda Sharma)  
Dy. Director Admn. (GA)  
Tele:-23421694



## **1. GENERAL TERMS AND CONDITIONS**

- a. The quotations have to be made for all the machines and rates shall be applicable for one year.
- b. The rate should include the cost of transportation for taking the machines to workshop and back to Akashvani Bhawan after repairs.
- c. All pages of tender documents submitted should be numbered & signed by authorized signatory of participating firm with seal.
- d. The tenders should be valid for at least 90 days from the last date of submission thereof.
- e. Before tendering, the representative of the firm should visit the site and satisfy himself as the quantity and condition of the machines.
- f. The DG:AIR does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of the tender and the tenderers shall be bound to perform the same at quoted rates.
- g. The successful bidder(s) shall have to submit Performance Security equivalent to 10% of the amount of CAMC in the form of Account Payee Demand Draft/Fix Deposit Receipts/Bank Guarantee from a Nationalized Bank acceptance to AIR in favor of "PB,BCI,DG:AIR, New Delhi." The performance security shall be non-interest bearing and refundable after 60 days of the completion/termination of the contract after deducting damages and dues, if any, to meet obligation under the contract.
- h. Preventive maintenance of each Machine shall be done once in 3 Months.
- i. On expiry of the contract, the firm shall hand over all the Machines in perfect working condition to this Directorate failing which liquidated damages, if any, will be recovered from the contractor.

## **2. SCOPE OF COMPREHENSIVE AMC AND ITS IMPLEMENTATION.**

- a. The successful bidder/contractor shall provide services for repair & maintenance of equipments to be maintained including removal of virus etc. during the normal working hours of the AIR viz. 9.30 A.M. to 6.00 P.M. Monday to Friday excluding Gazetted Holidays. Engineers for News Service Division are required in two shifts. First shift will start from 6.00 AM to 2.00 PM and second shift from 2.00 PM to 10.00 PM. However, in special circumstances, the contractor may be required to provide such services on holidays also.
- b. The contractor shall post at least six full time professionally certified & competent resident service engineers fully trained having a minimum 2 years of onsite work experience. The said personnel shall be well versed in troubleshooting for solving day to day problems encountered in hardware & software. Out of the six professional at least two should be well versed with repairing of MFP, mono printers and UPS.
- c. Details of items covered in CAMC:
  - i) For desktop/All-in-One Computers: All parts of CPU, Keyboard and Mouse are included.
  - ii) For all kind of printers/MFP/FAX: All parts (except drum, printer head, toner and ribbon) are included.
  - iii) For UPS: All parts (except batteries) are included.
  - iv) For Laptops: All parts (except batteries) are included.
  - v) For all of the above items: burnout/physical damage due to any unforeseen reasons is not included.

  
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3. **TERMS OF PAYMENT**

- a. No advance payment shall be made. The contractor shall submit its pre-receipted bill in triplicate to AIR (towards the charges for annual maintenance services in four quarterly installments after end of each quarter).
- b. No claim on account of service tax, work contract tax or any other taxes and duties presently in force **for material/parts used for execution of work** awarded under the contract will be entertained by AIR and all such taxes and duties shall be paid by the contractor himself.
- c. AIR shall deduct such taxes, duties and any other statutory levies imposed by Government & amended from time to time or such charges as may arise from implementation of the contract agreement.
- d. Payment for any part of a year shall be made proportionately on the basis of 52 weeks.

4. **ARBITRATION:**

In case of any dispute/disagreements so as to interpretation of any clause of otherwise, relating to AMC, that may arise during or after the execution of contract, the matter shall be referred to person(s) to be appointed or nominated by the DG: AIR whose decision regarding interpretation shall be final and binding on both the parties. The proceeding of arbitration shall be carried out only in Delhi.

5. **RENEWAL/TERMINATION OF THE CONTRACT**

- a. AIR reserves the right to abandon or terminate the contract at any time without assigning any reason, after giving one month notice to Contractor. In event of service/work being found unsatisfactory, the contract may be terminated at one months' notice after giving an opportunity to contractor to show cause as to why such an action should not be taken. In the event of termination of contract on account of unsatisfactory/substandard services, AIR shall not accept any responsibility for any loss suffered by Contractor, and Bank Guarantee shall stand forfeited.
- b. In case of termination of contract on account of unsatisfactory/substandard services, AIR shall be at liberty to get the job completed from alternative sources at the risk and cost of the contractor.
- c. The performance Bank Guarantee Security submitted by firm shall stand forfeited if the firm withdraws the contract at any stage during the entire contract period.
- d. The contract will initially be for a period of one year and can be extended further on mutual consent, on the same price and same terms and conditions, for one year at a time and maximum upto 3<sup>rd</sup> year.
- e. The firm shall ensure to abide by the copyright, intellectual property rights and other laws as may be applicable for providing any replacement of any malfunctioning components/software. Violation of any legal requirement by the firm in this regard, shall lead to termination of the contract forthwith and forfeiture of performance Bank Guarantee. Ensuring compliance to all legal requirements will be the responsibility of the firm, failure to do so would lead to consequences aforesaid.

  
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6. **HANDING OVER**

- a. At the time of expiry of contract, all the equipments under maintenance shall be handed over in working condition so that handing over of AMC to next Contractor takes place in a smooth manner.
- b. Any equipment not made available in working condition on the last working day of the contract period, shall be rectified/repared by Contractor within the next 10 working days without any extra cost, failing which the equipment will be got rectified/repared by alternative source and then cost thereof shall be deducted from AMC Payment.
- c. The Contractor shall provide services for 10 working days from date of expiry of contract for smooth transfer of AMC to new contractor without any extra cost.

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### **INSTRUCTIONS TO TENDERERS FOR ONLINE BID SUBMISSION:**

The bidders are required to submit soft copies of their bids electronically on the e-tendering portal of AIR <http://tenderwizard.com/PB>, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-tendering portal of AIR <http://tenderwizard.com/PB>, prepare their bids in accordance with the requirements and submitting their bids online on <http://tenderwizard.com/PB>.

#### **REGISTRATION:**

- (i) To participate in the e-tendering submission, it is mandatory for the bidders to get registered their firm/joint venture with the e-tendering portal of AIR <http://tenderwizard.com/PB> to have user ID & Password form M/s. ITI Ltd.
- (ii) To participate in e-bid, bidders shall be charged e-tendering processing fee.
- (iii) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY/TCS/n-Code/e-Mudra or any Certifying Authority recognized by CCA India on e-Token/Smart Card.

Note: Those who have already enrolled need not go through this step.

#### **PREPARATION OF BIDS**

- (i) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidder shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and contents of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (ii) For any clarifications, if required, they will have go through the contact details given in the tender document.
- (iii) Bidders must get ready in advance for the bid documents to be submitted as indicated in the tender document/schedule in .xls format.

  
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## SUBMISSION OF BIDS

- (i) Bidder must log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission date & time.
- (ii) Bidder must prepare the Tender Fee & EMD as per the instructions specified in the e-Tender Notice. The originals must be submitted to the Tender Inviting Authority within the specified time, if specifically requested.
- (iii) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender details according to specified cover.
- (iv) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender documents without any exception and have understood the complete tender documents and are clear about the requirements of the tender documents.
- (v) Bidders shall download the Bill of quantity, in .xls format and save it without changing the name of the file. The bidders are cautioned that while uploading of the bid, Macros in .xls must be enabled to see the word representation of figures.
- (vi) Bidders shall submit their bids through online e-tendering system well before the bid submission end date & time (as per Server System Clock). The authority will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.

## GENERAL CONDITIONS OF CONTRACT

1. Before tendering, the contractor should visit the site and satisfy himself as to the conditions prevalent at the site.
2. The details of Schedule of work for rendering of services are at **Bill of Quantity (BoQ)** of this tender document.
3. The tenderer should carefully go through the complete tender documents and ascertain all his obligations under the contract before making his price bid.
4. The tenderer must submit their quotes in BoQ in .xls format only.
5. The Price quoted will be inclusive of all taxes.
6. It will be obligatory on the part of the tenderer to sign each page of the tender documents.

  
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**Details of items for comprehensive AMC of Servers, Printers, Desktop Computers & Peripherals.**

**Servers**

S. no.	P&D Unit	Qty.	AMC
	HP Proliant ML350 G4 SERIES HOT PLUG MODER(Sr. No. INI5010203 & INI50704K1)	2	
	HP Xeon Dual Processor ML350 G4P/G4/G5 series with 3.2 GHz Processor INI7100RZ7	1	
	HP Xeon Quad Processor ML 570G4 Series (Sr. No. SGH7102KAH, SGH7102KAK)	2	
	HP Proliant DL 180(G6) S.No. SGH12XFW4, SGH142XFW6, SGH142XFWO, SGH142FW2, SGH142XFVX	5	
	HP Proliant DL580 (G70) S.No. CN71490K0Q, CN71490K0H	2	
	<b>NSD: AIR: New Delhi</b>		
	IBM X 3400 Model, Intel Xeon Processor 2 GHZs. 1TB HDD, 8 GB RAM 17" TFT Monitor, DVD Writer, Dual Processor Support.	1	
	HP SERVER Model ML 350PG	1	AMC w.e.f.
	<b>Total</b>	<b>14</b>	

**Desktops**

P&D Unit	Qty.	AMC
HP Compaq 8100 elite (intel i3 core inside)	10	
HP Compaq 8300 elite	125	
HP 8000SFF Series (for cad Lab)	20	
<b>NSD: AIR: NEW DELHI</b>		
HP Make DX 7380	5	
DX 2480 intel CPU	14	
HP Compaq 8100 Series elite, intel core i5	17	
Lenovo idea Centre Touch Screen, i5 Computer iTB HDD, latest technology	2	
Lenovo idea Centre Touch Screen, i5 Computer iTB HDD, latest technology	1	
Lenovo Think Centre i3 M71E, intel core i3-2100 processor 3.1 GHZ inter series chipset 2 GB RAM 500 GB HDD with 7200 RPM with 18.5 TFT Monitor, Digital colour monitor.	20	
Lenovo make think centre M92P with intel core i7 3770 processor with intel Q77 Express chipset or higher on OEM motherboard OS MS Window 7	12	
HP Elite 8300 intel core i7, 770/500 GB Hard disc OS microsoft window 8 professional with 5 GB RAM	14	AMC w.e.f.

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HP 8530P	1	
HP intel core i7, 4770/500 GB Hard disc OS Microsoft window 8.1 pro professional with 4 GB RAM	45	AMC w.e.f.
<b>ESD:AIR: NEW DELHI</b>		
Compaq p-iv	15	
HP	3	
Lenovo i5	35	
<b>BH: AIR: DELHI</b>		
HP 8100 Intel i5	9	
HP compaq Intel P4	17	
Lenovo Intel i3	19	
HCL Intel core 2 Duo	4	
Lenovo Intel i7	3	
Lenovo Intel i5	11	
HCL P-IV	3	
Acer Vintrom Intel i3	5	
Lenovo Intel i3	1	
<b>DG: AIR</b>		
HP CPU	4	
HCL Dual Core & Intel (D)	98	
HP i5 CPU	76	
Lenovo CPU Intel core i5	28	
Lenovo CPU Intel core i5	7	AMC w.e.f.
Lenovo CPU Intel core i5	4	AMC w.e.f.
Lenovo CPU Intel core i3	1	AMC w.e.f.
Lenovo CPU Intel core i3	22	AMC w.e.f.
HP All in one 23r011	1	
<b>CENTRAL STORE, AIR</b>		
Desktops		
Intel R Core i7 3.40(GHZ) 4GB RAM	5	
Intel R Core i7 3.40(GHZ) 2GB RAM	2	
Intel CR Core i3 CPU 4 GB	4	
Pentium Dual-Core CPU 1 GB RAM	2	
Pentium Dual-Core CPU 2 GB RAM	4	
Intel Core 2 Duo 2 GB RAM	1	
<b>AIR, RESOURCE</b>		
HP Pro desk	8	
<b>COMMERCIAL AND REVENUE DIVISION</b>		
HP Dual Core	1	
Core 2 Duo	1	
HP i5	5	
HP i7	5	
<b>Total</b>	<b>693</b>	

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Printers		
<b>P&amp;D Unit</b>		
HP Color Laser Jet CM 3530	1	
HP Color Laser Jet CM 6030	1	
HP Laser Jet 1522 Printers	2	
HP 1606DN Printers	84	
HP 1606DN Printers	60	
Samsung ML 1911	1	
Samsung ML 1676	10	
<b>NSD: AIR: New Delhi</b>		
HP Laserjet 1022	2	
HP Laserjet 1022	24	
HP Laserjet 1505	14	
HP Laserjet 3000	2	
HP Laserjet 1007	4	
Xerox Printer, 3010	4	
HP C Laserjet, 2055 DN	4	
HP Photosmart C310A	1	
HP Laserjet, p 1606	16	
HP Deskjet Ink, 4645E	2	
HP Officejet, Pro-6830	1	
HP Laserjet M1005 MFP	1	
HP Officejet, Pro-6830	1	
<b>ESD: AIR: NEW DELHI</b>		
Epson Dot matrix LQ 1150	4	
HP 1505	2	
HP1005	6	
HP 1025	1	
Brother HL 2250	6	
Canon	3	
Samsung ML 3320	40	
<b>BH: AIR: DELHI</b>		
HP 1005	1	
HP 1018	1	
HP 1020	17	
HP 1320	2	
HP 1505	3	
HP 1606DN Printers	9	
WEP LQ 1050 Dot Matrix	3	
Samsung 3310nd	5	
Samsung 1640	1	
HP Color CP1525	1	
HP 200 Color	5	
HP 8000 Color inkjet	2	

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<b>DG: AIR</b>		
HP Laserjet Printer P1108	83	
HP Laserjet Printer 1007	93	
HP Laserjet Printer 1020/1010	8	
Samsung Printer 2161	28	
Samsung Printer 2161	1	
Samsung Printer 2161	22	
HP Laserjet basic color printer 1025	1	
Canon Laserjet basic color Printer 7018c	1	
HP 9040dn	1	
<b>CENTRAL STORE, AIR</b>		
HP 1020	1	
HP 1020 Plus	8	
HP 3050 with telefax	1	
HP p1008	1	
HP P1007	1	
HP P1606dn	4	
<b>AIR, RESOURCE</b>		
HP 1606 DN	4	
<b>COMMERCIAL AND REVENUE DIVISION</b>		
HP 1515	1	
HP 1505	1	
HP 1020 Plus	2	
	<b>Total</b>	<b>615</b>
<b>UPS</b>		
<b>P&amp;D Unit</b>		
APC 700VA	125	
Line Interactive UPS	95	
APC UPC 1.5 KVA	6	
APC UPC-5 KVA Online	2	
Online 1 KVA (For cad lab & i3 computer)	30	
online 2KVA	2	
Delta 5KVA	4	
Online 5KVA Online	1	
<b>NSD: AIR: New Delhi</b>		
Venus UPS Line interactive	11	
Venus 160V-280V	11	
Venus UPS Line interactive 800VA	11	
Pulsetech UPS Line interactive	25	
Numeric 3 KVA UPS	1	
Luminous UPS 550 VA	1	
<b>ESD: AIR: NEW DELHI</b>		
UPS	4	
Luminous	2	

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Microtech	16	
Paradyn	38	
<b>BH: AIR: DELHI</b>		
UPS 1000VA	48	
UPS 1500 VA	3	
UPS 1000 VA Pulsetech	5	
<b>DG: AIR</b>		
Venus, APC, Intex & Plusteu UPS	138	
Microtech 1 KVA	1	
Microtech 1 KVA	1	
Microtech 1 KVA	1	
IPC 1 KVA	4	
IPC 1 KVA	1	
IPC 1 KVA	15	
IPC 1 KVA	21	
IPC 1 KVA	22	
IPC 1 KVA	14	
<b>CENTRAL STORE, AIR</b>		
Microtech	7	
Odyussey	1	
Luminous	3	
Elnova	1	
Proview	2	
Paradv	2	
APC	2	
<b>AIR, RESOURCE</b>		
UPS	8	
<b>COMMERCIAL AND REVENUE DIVISION</b>		
UPS 1 KVA	12	
<b>Total</b>	<b>772</b>	
<b>MONITORS EXTRA</b>		
<b>P&amp;D Unit</b>		
INTEX IT 22 LCT Monitor with TV Tune Card	1	
<b>DG: AIR</b>		
Compaq F191 18.5"	1	
Compaq F191 18.5"	1	
HP 27xi 27" IPS LED Monitor	2	
<b>Total</b>	<b>5</b>	
<b>SCANNERS</b>		
<b>P&amp;D Unit</b>		
HP Design Jet T 2500 C MFP (plotter) (for cad Lab)	2	
HP Scanjet 7400C	1	
Cannon DR 2080 (Document scanner)	1	
Cannon DR 2010C(Document scanner)	5	

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Cannon LID 1110 (flat Scanner)	5	
HP Scanjet 3000	1	
<b>BH: AIR: DELHI</b>		
HP G2410	2	
<b>DG: AIR</b>		
HP 200	2	
HP Scanjet Pro 3000s	2	
<b>Total</b>	<b>21</b>	
<b>TABLET</b>		
<b>NSD: AIR: New Delhi</b>		
Samsung Galaxy Note	2	
<b>ROUTER &amp; SWITCHES</b>		
<b>NSD: AIR: New Delhi</b>		
Cisco, 24 Port, WS-2960-24TT-L Catalyst Switch	7	
Cisco Router	1	
Router for internet Service	6	
<b>Total</b>	<b>14</b>	
<b>LAPTOPS</b>		
<b>NSD: AIR: New Delhi</b>		
Soni Vio SB Series Laptops SB25/S Core i3 Processor, 500 GB HDD, 2 GB RAM Windows 7 Home Premium preloaded	2	
Apple Mac Book Air Model no. MD711HN/A	1	
Apple Mac Book air Model No. MD711HN/A	1	
Toshiba Laptop Model No. Pro A-40B	6	
HP i5 Laptop Pro-Book 440 G2	5	
Lenovo Model i5	2	
Asus	1	
Dell i7 Laptop Model INo. 5558 15R	1	
<b>DG: AIR</b>		
Laptops	6	
HP Note Book i7	4	
<b>Total</b>	<b>32</b>	
<b>MULTIFUNCTIONAL PRINTERS</b>		
<b>P&amp;D Unit</b>		
hp Photosmart c6188 All in one printer	1	
HP Laser jet pro 400 MFP M425 dw Printers	20	
Canon Multifunction Printer MF4570 DW	16	
Canon Multifunction Printer MF8030 CN	1	
HP Colour Multifunction Printer Jet CP 1515N	1	
<b>NSD: AIR: New Delhi</b>		
HP Laserjet, M128FN	34	
HP Colorjet CP 2025	2	
HP Digital Copier, M425DN	6	

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<b>ESD: AIR: NEW DELHI</b>		
MFP HP 1536	3	
HP MFP 476 DW	1	
<b>BH: AIR: DELHI</b>		
HP 2016 MFD	2	
HP 3015 MFD	8	
HP 1536 MFD	3	
HP 200 MFD COLOUR	1	
HP 2608 Photosmart All in one inkjet	2	
Canon 4450	1	
HP 3390	1	
HP 3350	1	
HP OJ 3608	1	
<b>DG: AIR</b>		
Canon MF 226 DN	8	
Canon MF 4450	12	
Canon MF 4550D	2	
Canon MF 4750	8	
Canon MF 4820 D	1	
HP 3050	2	
HP MF 226 DN	1	
HP MFP 476 DW	3	
KONIKA MINOLTA (1390)	2	
Ricoh MP203SF	5	
Ricoh SP242SF	1	
<b>CENTRAL STORE, AIR</b>		
Color HP LJ Pro MFP M 176 m	1	
HP M126nw	1	
HP 3050	1	
<b>AIR, RESOURCE</b>		
HP M 128FW	2	
HP M425DW	1	
<b>COMMERCIAL AND REVENUE DIVISION</b>		
HP Officejet, Pro-8600	1	
HP M 177FW	1	
<b>Total</b>	<b>156</b>	
<b>FAX MACHINE</b>		
<b>P&amp;D Unit</b>		
Fax Cannon 1220	2	
<b>NSD: AIR: New Delhi</b>		
Samsung SF651 P	6	
Canon L-220	1	
Samsung SF 565	1	
Panasonic 580	1	


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<b>ESD: AIR: NEW DELHI</b>		
Canon L-140	1	
<b>BH: AIR: DELHI</b>		
Samsung SF 565	1	
Panasonic KXMB 772	1	
Panasonic KXMB 300	1	
Panasonic KXMB 701	3	
<b>DG: AIR</b>		
Canon L-140	7	
Canon L-160	1	
Canon L-220	1	
Panasonic KXMB 701	1	
<b>COMMERCIAL AND REVENUE DIVISION</b>		
Panasonic KXMB 772	1	
Panasonic KXMB 2030	1	
<b>Total</b>		<b>30</b>
<b>LIPLINE MATRIX PRINTER</b>		
<b>NSD: AIR: New Delhi</b>		
LIPLINE MATRIX PRINTER 6306 L	1	
<b>PLOTTERS</b>		
<b>P&amp;D Unit</b>		
Plotter HP Design Jet 500(For cad lab)	1	
HP Design Jet T 2500 C MFP (plotter) (for cad Lab)	2	
<b>Total</b>		<b>3</b>


  
 N. Sharma
   
 29/9/18

**PROFORMA FOR TECHNICAL BID**

S. No	Items	Information/Inputs to be filled by the bidder
1	Name and Address of the firm/agency, telephone number, fax, mobile number, email address.	
2.	Type of organization (whether proprietorship, partnership, private limited, limited company)	
3	Name and Address of the directors/proprietors/partners	
4	Years of formation of the company/experience in maintenance of Desktop/All in one Computers, printers UPSs, Scanners, Laptops and plotter.	
5	Nature of business carried by the company	
6	Annual AMC Turnover	Annual Turnover*
	2016-17	
	2017-18	
	2018-19	
7	Contact number in case of emergency	
8	(a) Whether authorized service provider of any OEM/Manufacturer?	
	(b) If yes, Name & Address of OEM (please furnish documentary proof)	
9	(a) GST/Service tax number/certificate	
	(b) PAN Number	
	(c) GSTIN	
10	Details of three prominent organizations served during the last three years.	
11	Details of Earnest Money	DD No.                      Date
12	Infrastructure details	
13	Any other information	

\*Annual turnover includes company/firm's total business including AMCs.

Self-attested scanned copies of relevant documents are to be uploaded with the bid.

*(Signature)*  
29/8/19