



राजा रामदेव आनंदीलाल पोदार
केन्द्रीय आयुर्वेदीय कैंसर अनुसंधान संस्थान
पोदार मेडीकल कैंम्पस, डॉ. अनी बेसंट रोड, वरली, मुंबई-400 018
(केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्,
आयुष मंत्रालय, भारत सरकार, नई दिल्ली)

RAJA RAMDEO ANANDILAL PODAR
CENTRAL AYURVEDA RESEARCH INSTITUTE FOR CANCER
Podar Medical Campus, Dr. Annie Besant Road, Worli, Mumbai 400 018
(CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES,
MINISTRY OF AYUSH, GOVT. OF INDIA, NEW DELHI)

दूरभाष : 022-2494 7259
Phone
Tele-Fax: 022-2494 7822
E-mail : acri-mumbai@gov.in



F.No. 3.33/Part/2019-20/CARIC/MUM/Store / 1706 dt 19-2-2019

TENDER NO- 01/ 2019-20

NOTICE INVITING TENDER

Sub: Tender for Comprehensive AMC for Computers printers, Laptop etc. in RRAP CARIC, Worli Mumbai -18.

The RRAP CARIC invites sealed quotations from authorized firms for Comprehensive AMC for Computers & printers in CARIC Office at Worli Mumbai -18, for a period of one year from the date of signing of contract:-

2. **General information** about the tender:-

a)	Tender Reference No.	F.No. 3.33/Part/2019-20/CARIC/MUM/Store
b)	Last date and time for receipt of Tenders	15/03/2019 upto 03.00 PM
c)	Time and date of opening of Tenders	15/03/2019 upto 03.00 PM
d)	Place of opening of Tenders	Conference hall 2 nd Floor, R.R.A. Podar Central Ayurveda Research Institute for Cancer, Annie Besant Road Worli, Mumbai-18

- 3 Tender shall be submitted in one bid system includes technical in Annexure – I and financial bid in Proform Annexure – I :-
- i The bid should be sealed and duly super-subscribed "Bid for Comprehensive AMC for **Computers, printers & Laptop** etc." The sealed Tenders may be put in the Tender Box placed at the 2nd floor Establishment Section of the Institute. Tenders received late will be rejected outright. Before submission of tender, the prospective bidders may inspect the Computers, printers & Laptop during office hours from 9.30 AM to 4.30. PM. The bids/quotations may be accompanied by EMD of 5,000/- by way of DD in the name of ACRI, Worli Mumbai payable at Mumbai. The details of Computers, printers, Scanners, Laptops are as specified in the schedule attached herewith at Proforma Annexure - A
- ii **General Terms & Conditions:**
The bidder must furnish list of clients in Govt./Semi Govt. Sectors/ Autonomous Body with address, name of contact person and contact numbers where they have CAMC for Computers, printers work

मुख्यालय : केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्, आयुष मंत्रालय, भारत सरकार, जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथी अनुसंधान भवन, 61-65, सांख्यानिक क्षेत्र, सम्मुख 'डी' ब्लॉक, जनकपुरी, नई दिल्ली-110 058, भारत.

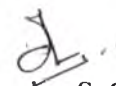
Headquarters : Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India, Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhavan 61-65 Institutional Area Opp 'D' Block Janakpuri New Delhi-110 058 India

- iii The bidder must furnish list of clients in Govt./Semi Govt. Sectors/Autonomus body with address, name of contact person and contact numbers where they have CAMC for Computers, printers work.
- iv The bidding firm should not have been blacklisted by any Govt. / Semi Govt. / Semi. Govt. Dept., / Autonomous Body therefore, bidder should furnish an Undertaking to this effect that any Govt. /Semi. Govt. Dept. /Office/ Autonomus Body has not blacklisted their firm/agency.
- v The bidder must have GST registration Number (copy of the Certificate should be enclosed as a proof), if the same is applicable to his firm;
- vi The bidder shall quote/indicate the rates for all items (in Indian Rupees) offered by it in the Bid attached with this tender notice at Proforma Annexure-A.
- vii The bids will be opened and evaluated by a committee for further necessary action.
- viii The bids received after due date and time will not be accepted while incomplete bids are liable to be ignored.
- ix The quotation received without EMD will not be entertained under any circumstances.
- x The bidder must submit the copy of last 03 years Income Tax Return (ITR).
- xi The EMD of unsuccessful Bidders will be refunded after award of contract to successful bidder and EMD of successful bidder will be returned on receipt of performance security/security deposit or adjusted on request. The Interest free Performance Security / Interest free Security Deposits will be @ 5% of the value of the contract. (Rule 171 GFR 2017 refers)

2. List of items, in approximate numbers, to be given under CAMC is indicated in the enclosed Proforma (Annexure-A). However, the CARIC reserves the right to exclude any of the items mentioned in the list from the contract. The terms and conditions, which are given below, may be gone through thoroughly and ensure to make a specific mention in your quotation to that effect that the terms and conditions are acceptable to you, in full.

- i Taxes and any other charges should be indicated separately.
- ii The quotations/bids which are not in conformity with the instruction in this tender notice are liable to be rejected. The CARIC reserves the rights to reject any Bid/Quotation without assigning any reason.
- iii The CAMC shall be awarded for a period of 12 months from the date of commencement of the contract and it can be extended / renewed on mutual consent depending on satisfactory performance by the firm. The CARIC reserves the right to terminate the CAMC by giving one month's notice without assigning any reasons or to entrust the job to any other firm/party at the risk/expenses of the defaulting contractor.
- iv The bidding firm must be specialized in CAMC and trouble shooting of computers, printers, laptop, etc.
- v The firm/agency shall make its own arrangements only for installation of drivers/anti-virus.
- vi The contract shall be on comprehensive maintenance service basis and no extra charges for any general wear and tear for the spare parts shall be borne by the CARIC. The Comprehensive AMC will cover including replacement, if required of all the items like CPU, Hard Disk, Mother Board, RAM, Floppy Drive, CD/DVD Drives, Speaker, Mouse, Key Board, SMPS, Printers, Multifunctional Fax machine, switches and all other parts not specifically mentioned. The CAMC shall include repair/replacement of all other vital/ non-vital components as mentioned above required for smooth operation of the equipment except plastic parts, printer head, batteries and consumable etc. Only Original equipment Manufacturer's parts shall be used. Software calls concerning operation system and application problems shall be serviced under CAMC. In case data is to be retrieved from any HDD due to Hard Disk failure/ system failure, the firm shall have to do it as its own cost and no amount will be paid extra on this account.

- vii CAMC shall also include repair/replacement of Display/Sound/SCSI etc., Cards.
- viii CAMC shall include the repair caused by virus attack and shall also support in upgrading the virus definition update.
- ix During the period of contract, it will be responsible of the contractor to keep the equipment in perfect working order. The repair work will have been to be carried on-site. Only in exceptional circumstances, the vendor will be permitted to take out the requisite equipment for repairs with prior permission of the Institute. Officer. However, in such circumstance, the standby arrangement of compatible equipment shall be provided by the vendor for no extra cost.
- x The vendor will be responsible for satisfactory completion of repairs at the earliest. However, in case the repairs/ maintenance have not been carried out satisfactorily within 24 hours of reporting of complaint, the vendor will be penalized @ 25 per day per equipment. The charges will be deducted from the subsequent payments.
- xi The firm will depute well mannered & technically qualified engineers who have a minimum experience of three years for repair/ maintenance of computer and hardware & software.
- xii The release of payment will be made by CARIC on the quarterly basis (at the end of each quarter) on the production of “Satisfactory Service Report” in the prescribed format in respect of all the sections covered under CAMC.
- xiii The final 25% CAMC charges will be released only after assessing the overall performance/service rendered by the contractor and subject to the condition that the firm must ensure and satisfy that all equipments are perfectly in working condition.
- xiv The TDS will be deducting u/s 194c of the IT Act, 1961.
- xv The rate quoted by the vendor will remain valid for a minimum period of one year from the date of award of contract. It can be extended upto maximum period of three years, subject to approval by the CARIC.
- xvi The vendor will be required to maintain Job card for the product under CAMC and lodge all complaints, action taken parts replaced, time taken in rectification, etc. which shall be duly signed by users and engineer. Payment will be made on the basis of satisfactory execution of jobs and on production of pre-receipted bills along with copy of job cards.
- xvii The vendor would require to clean all the equipment covered under CAMC from outside as well as inside once on quarterly basis.
- xviii The bidder shall invariably furnish the complete address of the premises of its offices, godowns and workshops where inspection can be made.
- xix The successful bidder is required to maintain sufficient stock of spares to provide timely services.
- xx The CRAIC reserves the right to accept or reject any quotation without assigning any reasons whatsoever.
- 3. The systems can be inspected by the bidder on all working days between 9.30 AM to 4.30 PM except on 2nd Saturday/Sunday/Holidays before submitting the bid. Also visit to CARIC in case of any urgent work on holidays if requested.



Dr. Manohar S. Gundeti
Research Officer (Sci-II) I/C



Annexure - A

Sr. No.	Description of Company/ Firm	Detailed to be filled up	Page Number of this tender document where copy/certificate is attached
1.	Name of Firm/ Company		
2.	Address		
3.			
	Mobile No.		
	Fax No.		
	E-mail address		
4	Type of organization (whether sole proprietorship/ private limited or limited.		
5.	Name of the Proprietor/Partners/Directors of the Organization/ Firms		
6.	Details of the GST registration of the firm (self attested copy)		
7.	PAN number of the firms/company (self attested copy)		
8.	Income Tax Return of the last 03 financial years		
9.	Work Experience for providing 03 years experience in the maintenance (attached Documentary proof in support of claim)		
10.	List of clients in Govt. /Semi Govt., Autonomous Body Sectors with address, name of contact person and contact numbers where they have CAMC for Computers, printers, Laptop, work.		
11.	Undertaking regarding firm had not blacklisted		
12.	Total number of Engineers working in the Organization		
13.	Whether EMD submitted or not (indicated the DD No. and date with amount of the EMD)- Yes/No.		
14.	Service Center in Mumbai (Proof enclosed)		

It is hereby declared that the Terms & Conditions of the CARIC Worli, Mumbai-18 _____
CARIC/Store/ Dated _____ are fully acceptable to our firm/agency.



(To be signed by the Authorized Signatory
Of the Firm/Agency with Name and Stamp)
102

PROFORMA FOR FINANCIAL BID/QUOTATION

CAMC OF COMPUTERS, PRINTERS, LAPTOP etc.

Sr. No.	Name of the Items	Qty	Per Unit CAMC Rate excluding taxes	Total CAMC Cost excluding taxes
1.	Computer	20		
2.	Printer	22		
3.	Laptop	01		

Note: - Number of equipments to be covered under CAMC may vary from time to time.


To be signed by the Authorized Signatory
Of the Firm/Agency with Name and Stamp)
