



भारत सरकार / GOVERNMENT OF INDIA
भारतीय सर्वेक्षण विभाग / SURVEY OF INDIA
असम एवं नागालैण्ड भू-स्थानिक आँकड़ा केन्द्र
ASSAM & NAGALAND GEO SPATIAL DATA CENTRE
निधि भवन, द्वितीय तल, लालमाटी
NIDHI BHAWAN, 2ND FLOOR, LALMATI
राष्ट्रीय राजमार्ग / NATIONAL HIGHWAY - 37
गुवाहाटी / GUWAHATI - 781029 (असम / ASSAM)
दूरभाष 0361-2302771 फैक्स 0361-2302725
ई-मेल assam.gdc.soi@gov.in



No. 801 /15-C-Computer(AMC)

Date: 17/03/2020

TENDER

Sub: ANNUAL MAINTENANCE CONTRACT (COMPREHENSIVE) OF AO SIZE PLOTTER HP-DSJ-800, HP DESIGNJET T7100, SCANNER COLORTRAC SMART LF Gx + 42e

The office of the Director Assam & Nagaland GDC invites sealed tenders for AMC (comprehensive) of AO Size Plotter HP-DSJ-800, HP Designjet T7100 & Scanner Colortrac smart LF Gx+42e as per Annexure -B from 01/05/2020 to 31/03/2021 as per terms and conditions enclosed herewith.

The envelope clearly marked as 'QUOTATION' on the top may be sent by Registered Post or may be dropped in the tender box in this office along with Financial Bid.

You are requested to send your sealed quotations in respect of AO Size Plotter HP-DSJ-800, HP Designjet T7100 & Scanner Colortrac smart LF Gx + 42e along with firm registration number, TAN number, Account Holders/ Supplier/ Agency Name. The successful agency should provide after award of contract name of the Bank & Bank address (in brief), Bank Account Number, IFSC Code. & MICR Code. The bank should be CBS/NEFT/RTGS/ECS enabled. E-mail address of the agency/ Supplier/ grantee (in case of grants), Mobile No. of the payee. (for payment alerts) and terms and conditions have to be provided. The last date of receiving the quotations is 15/04/2020.

Please also enclose a list of offices to which you provide A.M.C. List of items not covered under the comprehensive AMC to be submitted along with the Tender document on separate page duly signed and stamped by authorized representative.

The Director, Assam & Nagaland GDC reserves the right to accept / reject any quotation without showing any reason to the tender

1. PARTICULARS OF THE TENDER:

- | | | |
|----|--|---|
| a) | Designation and address of the Authority inviting tender | The Director
Assam & Nagaland GDC
Survey of India
Nidhi Bhawan, 2 nd Floor, Lalmati, NH-37
Guwahati - 781029 |
| b) | Address where store items kept | Assam & Nagaland GDC
Survey of India
Nidhi Bhawan, 2 nd Floor, Lalmati, NH-37
Guwahati - 781029 |
| c) | Last date and time of receiving tenders | 15.04.2020 (1200 hrs) |
| d) | Date & Time of opening of tender at | 15.04.2020 (1600 hrs) |
| e) | Total No. of pages of tender document | 06 pages |

Tushar Vaish
12/3/2020
(Tushar Vaish), DSS
Director (current duty)

**TERMS & CONDITIONS FOR ON-SITE COMPREHENSIVE ANNUAL
MAINTENANCE CONTRACT FOR AO SIZE PLOTTER HP-DSJ-800, HP
DESIGNJET T7100, SCANNER COLORTRAC SMART LF Gx 42e OF ASSAM &
NAGALAND GDC, SURVEY OF INDIA, GUWAHATI**

1. The maintenance service under the maintenance contract shall comprise of preventive and corrective maintenance of plotters & scanner as per Annexure B.
2. The tasks of the AMC will be carried out at the site of Survey of India, Assam & Nagaland GDC, Technical block at Janardhan Das complex Ganeshguri, Guwahati.
3. The maintenance services will consist of: -
 - a) Attending to complaints raised by various wings/sections/individuals of GDC on immediate basis.
 - b) Onsite preventive and corrective maintenance of plotters/scanner connected in LAN and peripherals at GDC, Guwahati where the above equipment is installed as indicated from time to time.
 - c) The maintenance contract will include necessary repairs to the installed systems and replacement of defective/damaged parts, components and other accessories free of cost.
 - d) The maintenance contract also includes software support/troubleshooting to keep the system fully operational.
 - e) The maintenance service Agency shall provide maintenance services through qualified, experienced and competent engineers who are stationed at Guwahati.
 - f) The Plotters/Scanner and its components will be covered under this maintenance contract.
4. The maintenance services will be provided on working days from 0900 Hrs to 1730 Hrs (Monday to Friday). The Agency shall make the services of service engineers available on Saturdays, Sundays or other holidays in case of any exigency.
6. The Agency shall also carry out periodic preventive maintenance including external cleaning of the equipment once every month, during days and timings convenient to the users.
7. No transportation charges, what so ever shall be paid by GDC for any type of services.
8. It shall be the responsibility of the Agency to ensure that standby equipments/ components are kept at GDC to meet the stipulated response time.

9. The parts/components/sub-assemblies used for repair/replacement by the agency will be of the same/ equivalent or higher make and functional capability of as originally available in the systems.

10. The Agency shall maintain standby equipment of equivalent configuration for handling major repairs and requiring shifting of such equipment to their test and repair centre.

11. The service engineers deputed at GDC should be qualified and experienced to handle the AMC work.

12. The payment to the Agency will be made on half yearly basis at the end of each half year against invoice with PAN number, raised by the Agency.

13. The TDS, Service tax, and any other applicable taxes as per prevailing rates, will be deducted before making the payment.

14. If the services provided by the Agency under this maintenance services contract are not to the full satisfaction of GDC, the maintenance contract may be terminated by GDC and the charges may be payable only up to the period, till which the agency has rendered satisfactory services. The decision of GDC in this regard shall be final and binding on the Agency.

15. In case of non-compliance of the contract, GDC reserves the right to cancel/rescind/revoke the contract and impose suitable penalty in proportion to the damages.

16. The service engineers provided by Agency shall not be changed frequently. However, if the engineer/personnel are found incompetent by GDC, the service engineer shall be changed by the Agency on request by the GDC.

17. If the regular service engineer is not available for any reason, the Agency shall be responsible for deputing another competent and experienced engineer for that period to ensure continuity in services.

18. This agreement may also be terminated by GDC forthwith if at any time: -

i) the Agency commits any other breach of this agreement if such breach is not remedied (if capable of remedy) within forty-five days of receipt of notice specifying the breach and calling upon the Agency to remove it.

or

ii) the Agency goes into liquidation (not being a voluntary liquidation, for the purpose only of a bona fide reconstruction or amalgamation) or enters into any composition arrangements with its creditors or a receiver of its assets is appointed.

19. A register would be maintained by the GDC for recording the visit reports of the service engineer of the Agency.

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(Director)
A&N GDC, Guwahati

SIGNATORY OF
AUTHORIZED FIRM

FINANCIAL STATEMENT FOR THE YEAR 2000-01

SL. NO.	YEAR	BY	AMOUNT	DATE	REMARKS
1	2000-01				
2	2000-01				
3	2000-01				
4	2000-01				
5	2000-01				
6	2000-01				
7	2000-01				
8	2000-01				
9	2000-01				
10	2000-01				

PROFORMA FOR FINANCIAL BID FOR AMC(COMPREHENSIVE) OF PLOTTERS & SCANNER

1. Name of firm/company/agency along with registration number.....

.....

2. Complete address and telephone number.....

3. PAN/TAN.....

4. GST registration number.....

FINANCIAL BID/QUOTATION FOR AMC (COMPREHENSIVE) OF AO SIZE PLOTTER HP-DSJ-800, HP DESIGNJET T7100, SCANNER COLORTRAC SMART LF Gx + 42e

SL No.	ITEMS	Qty.	PERIOD	RATE ALONG WITH GST	REMARKS
1	AO Size Plotter HP-DSJ-800	1	01.05.2020 To 31.03.2021		
2	HP Designjet T7100	1	01.05.2020 To 31.03.2021		
3	Scanner Colortrac smart LF Gx + 42e	1	01.05.2020 To 31.03.2021		

Authorized Signatory
Along with stamp

ANNEXURE-B

1. AO Size Plotter HP-DSJ-800,
2. HP Designjet T7100
3. Scanner Colortrac smart LF Gx+42e

SURVEY OF INDIA

Department of Science & Technology, Government of India

www.surveyofindia.gov.in

Tender Upload Requisition Form cum Forwarding Letter

(All Fields are mandatory, Please tick or fill each point carefully then attach copy of sanction letter)

Sl. No.

(1) Requisition Letter No. 301/15-C-Computer (AMC)Dated: 17-03-2020

(Dispatch No. Date of GRX, no separate forwarding letter is required.)

(2) Detailed Head :

- (A) Vacancies/Appointment
- On Contract Basis
- On Deputation Basis
- On Permanent Basis

No. of vacancies :

Name of the Posts :

Place of posting :

Last date of application received at office :

- (B) Procurement/Disposal of PLOTTERS and SCANNER
- (C) Annual Maintenance Contract of _____
- (D) Repairing of _____
- (E) Hire of Vehicle/Building for _____
- (F) Call for Interest (it means no article is being procured/disposed/hired.)
- For Head (B) to (F) Last date for receiving tender at office : _____
- (G) Corrigendum/Ammendment/Clarifications
- For Head (G), mention related UTN/UJC issued earlier : _____

(3) Is the same also required to be published in the newspaper ? YES NO
(Advertisement for publication will be sent through SGI)(4) Obtain formal administrative approval from SGO for procurement/disposal/appointment/hire/repairing?
 YES NO

If 'YES' pl. mention

Sanction No. of SGO : Letter No. आर-2423/961-देहराDated: 13 मार्च 2020

(Copy of sanction letter attached)

If 'NO' pl. state the reason behind : _____

Note: For Tender upload under Head (B) and (C), no formal administrative approval is required.

(5) Tender documents have been sent by e-mail :

(with Digital Signature Password, No CD-R or Pen Drive is required)

 admn.sei@gov.in
 sgo.technical.sei@gov.in(6) My E-mail ID is : assam.gdc.sei@gov.in
(by which e-mail is sent)(7) My mobile number is : 9002580908

(8) Digital Signature/Password : _____

(9) Please also upload this tender on or after dated : 18-03-2020 (Mandatory)I certified that tender documents have been checked in detailed by me & found OK!
I do undertake the responsibility for its correctness, Please upload it on website.Date : 18/03/2020Place : Guwahati

To

Tushar Vaish
18/3/2020
(Sign. of Head of Office)Name : TUSHAR VAISHDesig. : D.S.S

Box for Official Rubber Stamp

(तुषार वैश्य)
(Tushar Vaish)

उप अधीक्षक सर्वेक्षण / सी.डी.डी.ओ

Dy. Suptdg. Surveyor / GDDO

अ. एवं नं. जी.डी.टी., गुवाहाटी

A. & N. GDC, Guwahati

- (1) The Surveyor General of India, Dehra Dun for information & necessary action please.
- (2) The Additional Surveyor General, _____ Zone for information please.
- (3) Director, NGDC, Dehra Dun with request to upload the tender as per details given above.