



केन्द्रीय रेशम बोर्ड Central Silk Board
क्षेत्रीय कार्यालय Regional Office

वस्त्र मंत्रालय, भारत सरकार Ministry of Textiles, Govt. of India
केन्द्रीय रेशम बोर्ड कॉम्प्लेक्स CSB Complex, State Muga Farm
राज्य मुगा फार्म, पोस्ट ऑफिस खानापारा, P.O. - Khanapara, Guwahati - 781022 (Assam)
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No.CSB/RO(Ghy)/3(3)/2020-21/Com/Store/ 1190

Date: 15.12.2021

To,
M/S.....

Registered post

Sub: Annual Maintenance of Desktop Computer, Laptop, Laser & Inkjet Printer & Scanner -
Inviting rate quotation thereof-Regarding.

Sealed rate quotations are invited from the interested parties for entering into Annual
maintenance contract of this office Computers/Printers etc as detail below:

Specification:

Item	Item Details	Qty	Sl. No.
Desktop	HP - Pro 3330TIT; i3 Processor	3 Nos.	INA417X5B2, INA148XPLC INA251TL8T
	HP - i3 HP 406 G1 MT Business	1 Nos.	INA620RNV3
	HP - i3 Compaq 8200 Elite Microtower	2 Nos.	INA148XPLD, INA148XPLB
	HCL - HCL Core 2 Duo	1 Nos.	7093A1004988
	HP - i3 Processor (6300 MT)	3 Nos.	INA251TL6W, INA251TLBK INA251TL95
Monitor	HCL - HCL 17" (LE1777)	1 Nos.	6095BG301952
	HP - Compac (LE190X)	2 Nos.	CNT142BCHV, CNT142BCJY
	XCESS - XM154V	1 Nos.	R-41095664
	HP - CMP (LE1902X)	5 Nos.	3CQ2400S1L, 3CQ2400S0G 3CQ2400S29, 3CQ2400S33 CNT142BCKT
	HP - LV1911	1 Nos.	6CM4081LOF
Laptop	HP 240 G4 Notebook PC	1 Nos.	5CG61001DY
	HP Compaq nc8230	1 Nos.	CNU6110PGX
Printer	HP Laserjet P1606dn Printer	4 Nos.	VNC3D23848, VNC3207931 VNF3C38285, VNC3D24317
	HP Laserjet P1007 Printer	1 Nos.	VNF5H30934
	Laserjet Pro M104a	2 Nos.	VNC3610977, VNC3611838
	HP Laserjet P1505	1 Nos.	VNF3L46239
	HP Laserjet Pro MFP M476dw	1 Nos.	CNB7J2L7SD
Scanner	Scanjet G 3110	1 Nos.	CN07EA51XX

The interested party can inspect the above computers, Laptops, printers and scanner on
any working day (Monday to Friday).

Contd..

The sealed rate quotation addressed to the **Joint Secretary (Tech), Regional Office, Central Silk Board, CSB Complex, Reshom Nagar, State Sericulture Farm, P.O. Khanapara, Guwahati-781022** duly super-scribed on the envelope as "**Quotation for maintenance of Desktop Computer, Printer, Laptop and Scanner**" will be received upto **07.01.2022 (2:00 pm)** and shall be opened at 3:00 pm on the same day in the presence of the quotationer or their representative who desire to be present at the Regional Office, Central Silk Board, Guwahati. In case the date of opening of quotation is declared as closed holiday/bandh, etc., the same will be opened on the next working day at the specified time. The quotations may be dropped in the Tender Box kept in the office OR sent by Registered/Speed Post . The quotations which are not in sealed cover or not super scribed as indicated above will be summarily rejected and quotations received after due date and time will not be entertained.

Terms and conditions:

1. The party should agree to provide the following services under the AMC to keep the system and peripheral in good working condition.
(a) Preventive maintenance (b) Corrective maintenance (c) Repairing of malfunctions including supply and replacement of parts.
2. The office shall provide full access to the systems to provide service thereon.
3. Visit by service engineer for preventive maintenance of the machines once in every three months must be ensured.
4. Calls are required to be attended within next working day from the receipt of communication. A delay beyond the first three working days will extend the period of AMC accordingly.
5. Service Reports are to be submitted whenever service engineer attends machine problem.
6. Maintenance agreement has to be executed for the whole configuration as describe above. The AMC rate for each computer system, laptop, printer and scanner should be stated separately.
7. **Validity:** The rate quoted should be valid for a period of 180 days only from the date of submission of Rate Quotation.
8. **Applicable Taxes:** All the applicable taxes should be shown separately.
9. **PAN/GST No.:** The interested parties who wish to participate in the competitive bids they must enclose the copy of the PAN No. and GST No. obtained from the concerned authority without fail, failing which, the bids will not be considered.
10. **MODE OF PAYMENT:** The AMC charges will be payable on half yearly basis and the amounts will be released after its successful completion of six months period. There shall not be any revision of the rate of AMC charges during the period. The rate for AMC should be comprehensive i.e. including the charge for service and for repair & replacement of spare parts. The services not covered under the maintenance contract should be stated separately. Wherever cost estimates are furnished, it is presumed that it is inclusive of all charges unless otherwise stated.
11. Disputes if any, to be settled within the jurisdiction of Guwahati Court.
12. The Joint Secretary (Tech), Regional Office, Central Silk Board, Guwahati reserves the right to accept or reject any or all quotations.
13. The bidder is at liberty to seek clarification in respect of bidding condition, bidding process/or reasons for rejection of the quotation.

Sd/-

Joint Secretary(Tech)

✓ Copy for kind information to the Deputy Director (Comp.), CSB, Bangalore – 560068 with a request to publish the tender material in CSB website.


Joint Secretary(Tech)