



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER, GOALPARA
(TREASURY BRANCH)
03663-2440030(O),03663-240147(O)
E-mail:dc-goalpara@nic.in

NOTICE INVITING TENDER

Sealed tenders affixing non refundable stamps of Rs.8.25 are invited from reputed Firm for Annual Maintenance Contract for Computers/Servers/Printers and other related peripherals installed at Goalpara Treasury under Goalpara district.

The detailed terms and conditions may be collected from the Treasury Office Goalpara and the Office of the Deputy Commissioner, Goalpara w.e.f. 21/08/2015 to 03/09/2015 from 11.00 A.M to 4.00 P.M. during working days. The same can also be downloaded from the Goalpara District website. <http://goalpara.nic.in/tenders.html>.

The last date of submission of tender at D.C's Office, Goalpara is fixed on 03/09/2015 upto 2.00 P.M. and the same will be opened on 03/09/2015 at 3.00 P.M. in the Office of the Deputy Commissioner, Goalpara

The under signed reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


Deputy Commissioner,
Goalpara

Dated 21/08/2015 

Memo No.GTE-144/2015/ 2775-78

Copy for information and necessary action to:-

- 1) The Treasury Officer, Goalpara
- ✓ 2) DIO, Goalpara. He will float the NIT in District website.
- 3) DI & PRO, Goalpara for wide publicity
- 4) Notice Board.


Deputy Commissioner,
Goalpara 



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The General Scope of work includes

The maintenance of hardware and soft ware installed. The soft ware maintenance includes operational zing, loading/reformatting of software like windows 2008,2003,XP,Vista,Windows-7, Microsoft Office, browsers like internet explorer, chrome, Mozilla etc. and Mailing software like out look express, Antivirus software, Data retrieval and installation/removal of any other software. It also includes removal of Virus and re-installation of software if corrupted.

f) Maintenance that includes the replacement of malfunctioning spares/parts for proper functioning of all system and sub systems listed in Annexure-I by the contract. If any part gives repeated problems i.e. 2 repairs in a minimum period of two months time, then the contractor must replace it immediately with new original part.

g) Maintenance includes replacement of each and every malfunctioning part of computer, printer related items listed Annexure-I like hard disc, CD/DVD reader/writer, Mother Board, Key Board, Mouse, Printer Heads fuser assembly, roller drums data cable scanning unit switch, power supply, display card etc and all plastic parts except consumables are under AMC by contractor.

h) All parts to be replaced by contractor must be of the same make, in case it is not possible the same must be of better or equivalent as per availability. In the service report the details regarding the part number and serial number (if any) must be brought out clearly.

Terms and conditions

- 1) The Contractor shall depute adequate number of well qualified Engineer(s) who can maintain the equipment listed in Annexure-I properly. The Engineer (s) shall be required to report on all working days as and when required. The Engineer(s) will sign the attendance register of contractor everyday with timing. The attendance register will be kept in DC Office, Goalpara. All the Engineer(s) deputed by the contractor shall work in co-ordination with DIO,NIC,Goalpara.

- 2) The Engineer(s) will work under the instructions of DIO, NIC, Goalpara and shall submit complaint sheets to him for each complaint attended by them. The complaint sheet would clearly define the nature of complaint, location of office and time taken for rectification of complaint. The Engineer(s) are also required to get the complaint sheet signed by the respective users.
- 3) The contractor would carry out preventive maintenance of each machine mentioned in Annexure I once every month
- 4) The equipment will have to be repaired in house.
- 5) (a) Calls will be attended within 24 hours from logging
(b) Call logging shall be carried out either through Phone/Fax/E-Mail.
(c) Failure of the vendor to attend the problem within 24 hours shall invite a penalty of Rs.200/- per day.
 - (i) Penalty of Rs.1000/ to 2000/- will be imposed if the item taken for repair is not replaced immediately of call logging.
 - (j) Replacement of faulty spare are to be deposited to the concerned officers.
- 6) All security measure must be taken at the time of repairing like taking backup etc.
- 7) The Servicing Agency will give a performance Bank guarantee of 10% of order value of AMC at the time of acceptance the contract.
- 8) Vat, I/Tax and Service Tax Deduction at admissible rate is applicable.




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ANNEXURE-I

Item No	Components	Item Specification
1	Processor	Intel Core i5 2400(3.1Ghz) 6 MB L3CACHE or EQUIVALENT AMD processor
	Motherboard	Intel H67 chipset or equivalent AMD
	BIOS	With support for Flash, Plug and Play, DMI 2.0, ACPI
	Memory	4(2.2) GB DDRIII RAM Memory @ 1333 MHz or better Expandable up to 16 GB
	Hard Disk Drive	320 GB 7200 rpm SATA II(3GB/s) Drive
	Optical Drive	22 X INTERNAL SATA DVD WRITER
	Hard Disk Controller	Integrated On- Board Hard Disk Controller supporting serial ATA interfaces
	Monitor	Static contrast ratio, 250 cd/m2 brightness, 160 degrees viewing, Angle (H and V),0.30 mm dot pitch, 6 msresponse time, till feature, VGA,Interface (3 rd party Monitor allowed)
	Key Board	114 Keys or more Multimedia Key Board.
	Mouse	USB Optical Scroll Mouse with anti static mouse pad resolution of optical 1000 cpi
	Net working Card	Integrated on board Ethernet Controller 10/100/1000
	Interface	1 Serial, minimum 6 USB Ver 2.0 (with 2 in front) Audio in, Audio out, headphone and microphone in front
	Audio	Integrated on board ALC 662 or higher Audio controller
	Power supply	Minimum 200 Watts SMPS
	Certifications and Compliance's	ISO 9001-2000 for OEM Manufacture windows OS Certificate
	Operating System	Preloaded operating system windows 7 professional, Recovery media to be provided on CD/DVD. Vendor must furnish a list of serial numbers of all COA along with the corresponding list of PC system serial numbers for operating system licenses which are preloaded.
	Warranty	3 Years onsite Comprehensive warranty.


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Assets of Goalpara Treasury

Sl. No.	Type of Assets	Make	Model	Sn. No.
1	Computer	WIPRO	Wipro Super Genius	05L53000200125
2	Computer	HCL	INFINITE PRO BL1260	6073A1531882
3	Computer	HCL	Infinity orbital K5107	A093A1199248
4	Computer	HCL	INFINITI M A330 PRO	2111AA695856
5	Computer	HCL	INFINITI M A330 PRO	2111AA696440
6	Computer	HCL	Infinity orbital K5107	A093A1143168
7	Computer	HCL	INFINITI M A330PRO	2111AA696268
8	Computer	HCL	INFINITI PRO BL1260	6073A1531946
9	Computer	HCL	INFINITI M A330 PRO	2111AA696446
10	Computer	HCL	INFINITI M A330 PRO	2111AA696311
11	Computer	HCL	INFINITI M A330PRO	2111AA696266
12	Computer	HCL	Infinity orbital K5107	A093A1150761
13	Computer	HCL	INFINITI M A330 PRO	2111AA696369
14	Computer	HCL	INFINITI M A330 PRO	2111AA696161
15	Computer	HCL	INFINITI M A330 PRO	2111AA696010

Sl. No.	Type of Assets	Make	Model	Sn. No.
1	Printer	HP	HP M1213nf MFP	CNC9B91P9T
2	Printer	HP	HO Laserjet 5200n	N/A
3	Printer	EPSON	M188D	N/A
4	Printer	EPSON	M188D	N/A
5	Printer	LIPI	6312	6312 JEFDH 1095




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