

F.No. D-19016/1/2018-ANG-MOCA

Government of India
Ministry of Civil Aviation

'B' Block, Rajiv Gandhi Bhawan,
Safdarjung Airport, New Delhi-03

Date: 11.06.2018.

TENDER NOTICE

Subject: Tender for Comprehensive Annual Maintenance Contract (CAMC) of Personal Computers, Printers, UPS and Scanners, Laptops etc. (Hardware, Peripherals, Accessories and Software) installed in the Ministry, residence of Minister(s) and residence of Sr. Officers of this Ministry.

Date of issue of Bid document: 11.06.2018

Due date of Receipt: 02.07.2018, Time 4:00 PM

Date of opening Technical Bid: 03.07.2018, Time 11:00 AM

Date of opening of Financial Bid: To be intimated later

Online bids/ quotations (Technical/ Financial Separately) are invited from specialist firms for Comprehensive Annual Maintenance Contract (CAMC) of Personal Computers, Printers, UPS and Scanners, Laptops etc. (Hardware, Peripherals, Accessories and Software) installed in the Ministry, residence of Minister(s) and residence of Sr. Officers of this Ministry for **one year and further extended for two more years (yearly basis)** as per terms and conditions detailed out in the following paragraphs.

2. The firms should submit their Technical and Financial bids online only on Central Public Procurement (CPP) Portal website: <http://eprocure.gov.in/eprocure/app> in the format as given in respective annexures **on or before 16:00 hrs, 02.07.2018**. Quotations received after stipulated date/ time shall not be entertained. The Technical bids shall be opened on 11:00 hrs on 03.07.2018, by the Tender opening & evaluation Committee in presence of the bidders or their authorised representatives present at the time of opening. The Department reserves the right to accept or reject any or all quotation(s) without assigning any reasons thereof. The Financial bids of only those firms which qualify technically shall be opened on a convenient date as decided by the Ministry. The eligible firms shall be informed in this regard. The Technical bid shall contain all the documents as per Annexure-I of the tender notice duly digitally signed and scanned copy uploaded on the CPP Portal. The Financial bid shall contain details only as per Annexure-II. For seeking clarifications, firms/ intending bidders may contact Section Officer (General Section), Ministry of Civil Aviation on Tel. no. 24695095 (intercom no. 2862)

3. The tenderer should quote their rates of the items as per Bill of Quantity (BOQ) referring to Annexure-II of the tender notice. However, Financial bid of firms will not be



अनूप पन्त / ANUP PANT
अवर सचिव / Under Secretary

नागर विमानन मंत्रालय
Ministry of Civil Aviation

भारत सरकार / Govt. of India
नई दिल्ली-110003 / New Delhi - 110003

considered if their Technical bid does not contain documents as mentioned in Para-6 of this Tender Notice.

4. The rates should be inclusive of all charges and should be quoted according to the given item specifications. The taxes (GST), if chargeable, should be clearly mentioned separately.

5. The Technical Bid must be accompanied along with the following documents, scanned, uploaded on CPP Portal & duly signed by authorized signatory of the firm failing which the tender will be rejected:-

- a) Earnest Money Deposit (EMD) of Rs.25,000/- (Rupees Twenty Five Thousand Only) in the form of Demand Draft/ Banker Cheque/ FDR in favour of 'Pay and Accounts Officer (Sectt.), Ministry of Civil Aviation, New Delhi' which will be refundable for unsuccessful bidder after completion of tender process. The original hard copy of EMD is required to be submitted in a sealed envelope super scribed 'TENDER FOR **Comprehensive Annual Maintenance Contract (CAMC) of Personal Computers, Printers, UPS and Scanners, Laptops etc. in the Ministry of Civil Aviation**' addressed to Under Secretary (Admin), Ministry of Civil Aviation, Rajiv Gandhi Bhawan, Safdarjang Airport, New Delhi-03 on or before the closing date and time of e-submission of online bids. The scanned copy of EMD is to be uploaded & digitally signed along with the documents uploaded for the Technical bid. The date of issue of EMD shall not be earlier than the date of issue of this tender notice. Successful bidder (s) has to deposit FDR/Bank Guarantee as performance security in favour of 'Pay & Accounts Officer', Ministry of Civil Aviation, New Delhi within a month of awarding the tender as security deposit/ performance security. The performance security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations including warranty obligations, if any. The amount of performance security shall be indicated at the time of awarding the contract.
- b) Registration certificate for GST and latest Income tax return.
- c) PAN/ TIN number should be clearly mentioned in tender and scanned copies should be uploaded and digitally signed.
- d) The firm also must have expertise and experience in LAN troubleshooting. The firms/ companies should have the experience of maintaining a minimum of 500 or more Personal Computers, Printers, UPS and Scanners, Laptops etc. in the last five years (not before January, 2012) in any five Central Government Departments / Ministries/ Central Govt. undertakings to be eligible for participating in the bid. Copy of the work-orders, from at least three current Ministry/Department where working, and also a satisfactory work certificate from these Ministries/ Departments (including this Ministry) should be enclosed.



अनूप पन्त / ANUP PANT
अवर सचिव / Under Secretary
नागर विमानन मंत्रालय
Ministry of Civil Aviation
भारत सरकार / Govt. of India
नई दिल्ली-110003 / New Delhi - 110003