

**Tender Document
For
Annual Maintenance Contract (AMC) of
Computer Hardware and Peripherals at L N Mishra Institute of
Economic Development & Social Change, Patna**

Tender No: LNMI/2020/ ICT/ 507/2020
Issued on: 25.11.2020

SHORT TENDER NOTICE

Sealed Quotations are invited from eligible/experienced bidders/firms/organizations/ suppliers for Annual Maintenance Contract (AMC) of Computer Hardware, Networking and Peripherals at LNMI, Patna having at least 3 years similar experience in government sector/PSU. The quotations must reach to the Registrar, L N Mishra Institute of Economic Development & Social Change, Patna before expiry of 7 days of publication/ uploading of the Tender Noitce. Complete Tender documents are also available on LNMI's website <http://www.lnmipat.ac.in> Tender Documents can be obtained from the office by paying Tender Documents fee of Rs 2,000/-. The documents, downloaded by the parties from the website, shall be valid for participation in the tender process. For details ICT Division of the Institute may be contacted.



**In-Charge ICT Division
LNMI, Patna**



**Registrar
LNMI, Patna**

SECTION-1

Tender No. LNMI/2020/ICT/..507/2020

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Sealed Quotations are invited from eligible/experienced bidders/firms/organizations/ suppliers for Annual Maintenance Contract (AMC) of Computer Hardware, Networking and Peripherals at LNMI, Patna having at least 3 years similar experience in government sector/PSU is essential. The quotations must reach to the Registrar, L N Mishra Institute of Economic Development & Social Change, Patna before expiry of 7 days of publication/ uploading of the Tender Notice. Complete Tender documents are also available on LNMI's website <http://www.lnmipat.ac.in> Tender Documents can be obtain from the office by paying Tender Documents fee of Rs 2,000/- The documents can be downloaded by the parties from the website shall be valid for participation in the tender process.

Eligibility Criteria

1. Average Annual Financial Turnover for similar service during the last 3 years, ending 31st March 2020, should be at least Rs. 10.00 Lacs. Bidder should submit the Annual Report (Balance Sheet and Profit & Loss Account) for last three years along with ITR.
2. The Bidder should have the experience of successfully executed at least one single work involving maintenance of at least 100 Desktops/ Laptops, Networking(including networking devices) and Printers at one location per year during last 3 (Three) years ending 31st March 2020. (Please submit certificate from client/PO copy as documentary proof).
3. The bidder should have valid Permanent Account Number, GST registration and other statutory registration.
5. The Bidder should have its own Local Establishment/Support Office/Repair/ Service Centre in Patna, Bihar.



Evaluation Criteria

Evaluation of Price Offer shall be done as a package. Total value of all the items (for 1st year and 2nd year) shall be taken as the criteria for evaluation. Bidders quoting partly shall not be considered. Earnest money amounting to Rs 25,000/- (Rupees Twenty Five Thousand Only) Demand Draft in favour of "Director, L N Mishra Institute of Economic Development & Social Change, Patna" Payable at Patna shall be submitted along with the tender in a separate envelope.

Tenders received without EMD/inadequate EMD, and without the requisite Tender Application Fee (Non-refundable) of Rs. 2,000/- (Rs. Two Thousand only) by Demand Draft shall be summarily rejected. The bidder must officially procure/download the tender documents from the website of LNMI before the last date and time of sale of tender document in order to bid for this tender.

Micro and Small Enterprises registered with the NSIC/MSME/SSIC are exempted from submission of EMD/Bid and Security Deposit on production of requisite proof in the form of valid certification from NSIC/MSME/SSIC for the tendered item/services.

Contact for Information:

Dr. Vijay Bahadur Singh
Incharge, ICT Division
LNMI, Patna
Mob: 94306 03416



**In-Charge ICT Division
LNMI, Patna**



**Registrar
LNMI, Patna**

SECTION 2

INSTRUCTIONS TO BIDDERS AND OTHER TERMS & CONDITIONS

2.1 Price Basis

Service at LNMI, Patna, the rate and amount of GST shall be mentioned clearly in the quotation. The Contractor has to raise Tax Invoice. The rate is to be quoted per annum item-wise. For the items against which the expiry date of warranty is mentioned, the AMC period shall start after expiry of warranty period. The period of AMC shall be counted proportionately for the period under AMC. RCM in case GST shall be applicable.

2.2 Period of Contract

The period of Contract shall be initially for a period of 2 (Two) years from the date of signing of Agreement extendable for a further period of 1 (One) year, with same terms & conditions of the initial contract at the option of LNMI by giving thirty (30) days written notice in advance to the contractor provided the contractor has discharged its obligations hereunder successfully.

2.3 Payment Terms

The AMC charges will be paid on quarterly basis at the end of quarter on submission of bill supported with document mentioned in General Terms & Conditions (Preventive Maintenance Reports, Copies of Call Reports and details of Complaints booked duly verified by the competent authority/In-charge).

2.4 Termination of Contract

LNMI may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the contractor terminate this contract in whole or in parts,

- a) If the contractor fails to maintain any or all equipment within the time periods specified in the contract or any extension thereof granted by the LNMI or
- b) If the contractor fails to perform any other obligations under the contract.
- c) The filing by or against either party of a petition in bankruptcy or insolvency, or for reorganization, or for the appointment of receiver or trustee, or the making of the assignment for the benefit of creditors.
- d) Mutual agreement between the parties to terminate this Agreement by giving one month prior written notice.

2.5 Coordinating Authority

Dr. Vijay Bahadur Singh

In-Charge, ICT Division

LNMI, Patna

Mob: 94306 03416



2.6 Validity of Offer

180 days from the date of opening of offers. Offer once submitted cannot be withdrawn till the finalization of tender. In case offer is withdrawn, EMD submitted shall be forfeited.

2.7 Inspection clause

LNMI has the right to inspect the system during the execution of AMC to ensure proper upkeep of the system and performance of annual maintenance contract. The contractor shall provide substitute equipment in case of any fault in system etc. if same is to be taken out for repair.

2.8 Other Conditions

- A) Successful bidder has to appoint a onsite service engineer/expert during the working hour of institute for uninterrupted services.
- B) All the disputes will be settled at Patna jurisdiction.
- C) LNMI reserved the rights to cancel or end the tender process at any stage without assigning any reason.

2.9 Acceptance/Compliance of the AMC Agreement Term

The bidder shall submit their acceptance/compliance for the AMC agreement terms & conditions.



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Details of Computer and related Peripherals for AMC

Section - 3

S.N.	Particulars	Quantity
01	Server	05
02	Desktop (i5)	27
03	Desktop (i3)	130
04	Desktop Core 2 Duo /Dual Core	44
05	Laptop Old	01
06	Laptop i5	07
07	Laser MFP Printer	01
08	Inkjet MFP Printer	01
09	Laser Printer	08
10	Network Printer	01
11	Scanjet Scanner	01
12	Manageable Switch 24 Port	07
13	Switch 24 Port	03
14	Switch 16 Port	04
15	Switch 08 Port	07
16	UPS 3 Phase (7.5 KVA)	02
17	UPS Single Phase (7.5 KVA)	01
18	UPS (5.0 KVA)	07
19	UPS (600 VA)	25


I/c ICT Division
LNMI, Patna


Registrar
LNMI, Patna