



MSME-DI/GTK/SENET/2018-19

Date: 25-01-2019

To  
M/s Service Provider

Sir,

Sub: Your Lowest Quotation is requested for the following items – regarding.

You are requested to offer your lowest quotation in the **sealed cover** inscribed “Quotation for AMC for Computers” addressed to The **Director I/C, MSME – Development Institute, Gangtok**, quote for **Non- Comprehensive ( Without spare parts)** rates per units for the following items for further necessary action at our end.

Last date for Submission of Tender : 19.02.2019 (2:00 PM)  
Opening Date of Tender : 20.02.2019 (2:00 PM)

Technical Specification & Quantity of hardware Items under AMC

Sl. No.	Name of the Item to be purchased	Specification	Quantity
1.	Personal Desktop	80-160 GB HDD, 256 MB to 4 GB RAM, CPU/Keyboard/ Mouse/Monitor etc.	07 Nos
2.	UPS	0.8/1 KVA	08 Nos
3.	Printers (Multi Function Printer alongwith Scanner)	Laser Jet	08 Nos
4.	Laptop	HP/Dell	03 Nos
5.	Maintenance & Service of System Software	OS, drivers, MS Office etc.	10 Nos
6.	Installation of Antivirus in all desktops and laptops of users and updations (as and when required) and Antivirus license will be provided by this office	Reputed make like Symantec, Kaspersky etc.	10 Nos
7.	Integration of Complete System and testing of the complete system as and when required	LAN & Networking Switch, Router, Modem etc., and the IT items will be provided by this office	Full Assembly

भारत सरकार  
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय  
एम एस एम ई - विकास संस्थान,  
तादोड बाजार, पी. ओ.- तादोड,  
गान्तोक - 737102, सिक्किम



**Govt. of India**  
Ministry of Micro, Small & Medium Enterprises  
**MSME - Development Institute**  
Tadong Bazar, P.O.- Tadong,  
Gangtok-737102, Sikkim

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(Toll - free MSME helpline No. 1800-180-6763)

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Terms and Condition:

1. Quotation shall meet the specification as per our requirements.
2. The last date of submission of tender is up to 2:00 PM on 19.02.2019. The cover should be sealed and addressed to the Director, MSME – DI, Gangtok and superscripted with the Quotation for AMC for Computers.
3. The tender will be opened on 20.02.2019 at 02:00 PM in the presence of tenderers/their representatives those who are present at that time.
4. The Work shall commence immediately after receiving the Supply Order.
5. All relevant rules and regulations of the Government of India will be applicable.
6. The purchaser reserves the right to accept or reject any bids and to annul the bidding process and reject all the bids at any time prior to award of contract.
7. The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to supplier, terminate the contract in whole or part, if the supplier fails to provide services/rectify the fault within a week period or any extension thereof granted by the purchaser.
8. Supplier shall be entirely responsible for payment of all taxes, license fees, etc.
9. The payment to the contractor under the contract will be on quarterly/half yearly basis as per Government of India rules.
10. The rates should be inclusive of all taxes and would be considered as valid throughout the contract period.
11. The L-1 bidder will be decided after totaling amount against each items mentioned (i.e. Total Price (incl.taxes) in Rupees/Annum). The comparison shall be of total price of the goods offered inclusive of all taxes.
12. The bidding firms are advised in their own interest to note that only one bid will be accepted from any firm/bidder. If any Firm/Agency/Company submits more than one bid, the concerned firm will straightaway be disqualified from tendering/bidding process.
13. If there is removal/disposal of any item(s) during the period of AMC the amount of AMC will be re-calculated on the basis of prices quoted for the item(s) mentioned in the tender document.
14. Canvassing in connection with tenders is illegal & strictly prohibited and the tenders submitted by the bidders, who resort to canvassing, will be rejected.

  
(Atul Kumar Mishra)  
Assistant Director (SENET)  
For Director-In-Charge

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