
	<p style="text-align: center;">कार्यालय आयुक्त केन्द्रीय वस्तु एवं सेवा कर, कच्छ (गांधीधाम) Office of the Commissioner of Central GST, Kutch (Gandhidham) प्लॉट सं. ८२, सेक्टर - ८, रामलीला मैदान के सामने, गांधीधाम - ३७०२०१ Plot No. 82, Sec - 8, Opp. Ramleela Maidan, Gandhidham 370201</p>	
F. No. I/22-03/2017-18 ADM.		Date : 11.12.2017

**ADVERTISEMENT FOR
NOTICE INVITING TENDERS FOR ANNUAL MAINTENANCE CONTRACT FOR
Repairing & Maintenance of Computers, All-In-One Printers, UPS &
for Internet connections of Computer systems & server etc.**

Sealed tenders are invited for Comprehensive (with spare-parts) Annual Maintenance Contract (AMC) for **“Repairing & Maintenance of Computers, All-In-One Printers, UPS & for Internet connections of Computer systems & server”** installed at different offices located at Gandhidham and Bhuj under this Commissionerate.

(A) TENDER PROCESS

(a) Tender is invited in two parts, i.e. (1) Technical Bid (2) Financial Bid separately

The proforma for Technical Bid and Financial Bid are prescribed in Annexure – A and Annexure – B to this notice. The Technical Bid and Financial Bid duly filled in and complete in all respect shall be submitted in two separate sealed covers. These envelopes shall be super-scribed as ‘FINANCIAL BID’ AND ‘TECHNICAL BID’ and put inside a bigger sealed envelope which shall be super-scribed with the words, **“Tender for Repairing & Maintenance of Computers, All-In-One Printers, UPS & for Internet connections of Computer systems & server”**, addressed to the Joint Commissioner (P&V), Office of the Commissioner of Central Goods & Services Tax, Kutch, “GST Bhavan”, Plot No. 82, Sector – 8, Near Ramlila Maidan, Gandhidham. The said sealed envelope should be handed over to the Personal Assistant to the Joint Commissioner (P&V), Office of the Commissioner of Central Goods & Services Tax, Kutch, “GST Bhavan”, Plot No. 82, Sector – 8, Near Ramlila Maidan, Gandhidham, before 05.00 p.m. on or before 27.12.2017. Late submission of tenders shall not be accepted in any case what-so-ever. The Technical Bid and Financial Bid, complete in all respects, shall be taken into consideration. Incomplete bid documents shall be rejected without assigning any reason/s.

(b) If the tenders are sent by post/ courier, it should be ensured that the envelope should be tamper proof and reach this office in intact condition without any damage or loss. Department is not responsible for the delay or tampered condition of the envelope during transit through postal/ courier service.

(c) The valid Technical Bids shall be scrutinized by the department to short list the eligible bidders. The Financial Bids of the short listed bidders will be opened later.

(d) The short listed tender, along with the documents, will be submitted to the ‘competent authority’ and upon approval by the ‘competent authority’; the successful bidders will be intimated about the award of contract to them.

The Joint Commissioner (P&V) of Central Goods & Services Tax, Kutch (Gandhidham) reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Approximate number of computers, various types of printers and UPS proposed to be covered under the AMC is mentioned hereunder-

S.No	Particulars of the item	No.of Units
01	Computer Systems	93
02	All-in-One-Printers	09
03	Printers (Laser)	75
04	UPS of 600VA	74

The award of AMC is subject to the following conditions-

A	The vendor should have exposure of maintaining such a large number of hardware under one contract.
B	The vendor should undertake scheduled preventive maintenance once in a month at all the Central GST Offices mentioned herein above.
C	The vendor should be ready to deploy at least 02-03 engineers exclusively for our Gandhidham office during office hours and 01 local representative at the stations other than Gandhidham.
d	On call service should be attended within 01 hour from the time of the call for the offices located at Gandhidham and within 24 hours for the offices located at the station other than Gandhidham.
E	If the scheduled preventive maintenance / unscheduled call are not attended properly, the same will got attended by other service provider and the charges paid for the same will be deducted from the AMC Charges to be paid.
F	Should be ready to accept the payment of the AMC Charges periodically (Quarterly) which would be decided wholly at the discretion of the Department.
g	The number of units mentioned herein above is tentative. The actual number of unit to be covered under AMC may differ at the time of awarding AMC and during the currency of the AMC. Hence, the quotation should be submitted per unit per month in respect of all the items.

For any further details, Shri B.L.Meena, Superintendent (HQ), Central Goods & Services Tax, Kutch(Gandhidham), Room No.306, 2nd floor, "GST Bhavan", Plot No. 82, Sector – 8, Near Ramlila Maidan, Gandhidham, may be contacted (Phone No. 02836-256769/Mobile No. 09427254655) during office hours on any working day.

Period of Contract:	For one year from the Date of Contract
Last Date & Time for Submission of Bid/Tender:	27.12.2017 (05:00 p.m.)
Date & Time for Opening Tech./Qualifying Bid:	28.12.2017 (11:00 a.m.)
Date & Time for Opening Financial Bid:	28.12.2017 (11:30 a.m.)

Encl:

- 1) Annexure-I
- 2) Annexure-II

(J. Bhiwandkar)
Assistant Commissioner,
Central Goods & Services Tax,
HQ, Kutch (Gandhidham)

Copy to:

- (1) The Superintendent (Systems), Central Goods and Services Tax, HQ, Kutch (Gandhidham) with a request to upload the Tender Notice on the Commissionerate's Website as well as Board's Website.
- (2) Notice Board of the HQ Office.

ANNEXURE – I

TECHNICAL BID

**Pre-qualification requirement for award Annual Maintenance contract
For “Repairing & Maintenance of Computers, All-In-Ones-Printers, UPS &
for Internet connections of Computer systems & server etc.”**

(To be submitted in a separate sealed envelope super scribing “**TECHNICAL BID**”)

1	Name of the Organization/Firm	
2	Name (s) of the proprietors/Directors	
3	Registered address of the Organisation/ Firm	
4	Telephone/ Mobile No./Fax No.	
6	Registration No. of the Firm (copy to be enclosed)	
7	Permanent Account No. of the firm (PAN) (copy to be enclosed)	
8	GST registration no. (copy to be enclosed)	
9	Name (s) of Public Sector/Govt. organization to whom similar services have been provided by the firm during last 3 years (Please attach the job order / service certificate from Govt. Office/ Public Sector)	

DECLARATION

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case, any deviation is found in the above statement at any stage; I/We shall be blacklisted and will not have any dealing with the department in future.

Signature with date_____

Name of the firm_____

Seal_____

ANNEXURE — II

FINANCIAL BID

PROFORMA FOR QUOTING RATES

(To be submitted in a separate sealed envelope super-scribing "FINANCIAL BID")

1. Name of the Organization/Firm:

2. Address:

(with Tel No., Fax No.)

3. Name & Address of the Proprietor/ Partners/ Directors:-

(with Mobile Nos.)

S. No	Particulars of the item	Rate per unit per month in Rs.
01	Computer Systems	
02	All-in-One-Printers	
03	Printers (Laser)	
04	UPS of 600VA	

*No extra/additional payment will be made for internet/network related services.

Only payment will be done for material used for LAN & Internet services.

DECLARATION

I/We hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I/We understand that in case, any deviation is found in the above statement at any stage; I/We shall be blacklisted and will not have any dealing with the department in future.

Signature with date_____

Name of the firm_____

Seal_____