



GOVERNMENT COLLEGE OF ENGINEERING AMRAVATI

(An Autonomous Institute of Govt. of Maharashtra)

"Towards Global Technological Excellence"

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No.: CEAM/Q/CSE/2025/ 208

Govt. College of Engineering, Amravati.

Date : 20/01/2025

QUOTATION

To,
M/s

Data Center, Uploaded on website and Display on college notice board

Subject: First Call of Quotation for Compressive AMC of Computers & printers

Dear Sir,

I have to request you to kindly quote your lowest reasonable rates in term of Rupees for the following items and send the quotation in the sealed cover so as to reach the undersigned on or before **28/01/2025 till 3.00 pm.**

Sr. No.	Description of the Spare with specification	Approximate Quantity	Rate for one Year (Inclusive of GST & any tax & manpower)
a	List of services: 1) Inspection cost for identifying the problem 2) Successful installation & running of computer, printer, Xerox machine	As per requirement	
b	Computer/Printer/Peripherals & their parts		

Note: -(1) The dispatch number of this office and the department for which the quotation is desired should necessarily be superscripted on the envelope.

TERMSANDCONDITION

Eligibility Criteria:

1. The bidder should have at least two years' experience in IT facility management/annual repairs and maintenance of computer system, peripherals, accessories & LAN Testimonial should be closed as proof.
2. The bidder should have two running contracts with any Govt. /Semi Govt.Dept./PSU/Bank for at least 1years. Testimonial should be enclosed as proof.
3. The minimum annual turn over for each of the past two years should be Rs. Five lakh in repairs and maintenance of computer system, peripherals, accessories, and testimonials should be enclosed as proof.

4. The bidder should have at least 01 hardware engineers/technician with minimum one year experience in respective areas.
5. Principal GCOE Amravati reserves the right to allot the contract to single or multiple vendors with same rates.

Testimonial and records to be furnished

The bidder should enclose the following records duly self-certified in support of their bonafide.

- a.) Testimonial from not less than 1 (one) Govt./Semi-Govt./Public Sector Organization /reputed organization regarding their satisfactory performance of similar contract for one years. (In Form 'A')
- b.) Copy of three years' audited balance sheet and profit and loss account duly signed by chartered accountant (In Form 'B')
- c.) List of professionally qualified Personnel of the vendor. (In Form 'C')
- d.) Copy of Certificate of registration/incorporation of the agency.
- e.) Copy of Income Tax Registration Certificate /PAN, Service Tax, etc.

In the absence of any of the aforesaid documents, the bids may not be accepted or at the discretion of GCOEA.

Signature of Tenderer

I. Form 'A' (Experience & Running Contracts)

Sl. No	Name of Organization (With Address and Phone Number).	Experience (Atleast for 2 years)		Nature of Experience
		From Date	To Date	
1.				
2.				
3.				

*The contractor will submit the self-attested certificate for the purpose of verification of authenticity of dealer recorded in the Performa.

Signature of Tenderer

II. Form 'B' (Turnover and Profitability)

Sl. No	Financial / Accounting year	Profit	Loss	Annual Turnover (from repairs and maintenance Services)
1.				
2.				

3.				
4.				

*Balance Sheet duly signed by Chartered Accountant & self-attested by the vendor/tenderer three years 2022-2023, 2023-24, ~~2024-25~~.

Signature of Tenderer

III Form 'C' (At least one professionally qualified employees)

Qualification: (Please put a tick (√) mark in appropriate column)							
Sr. No	Name	BE/B.Tech/ MCAs/DoEACC 'B' Level	M.Sc (IT)/BCA/DOEA CC 'A' Level	B.Sc. (IT) PGDCA/DOE ACC'O' Level Others (Pl. specify)	Addl. Qualification- I CCNA, MCSE, MCSA, CNE, etc. (Pl. specify)	Addl. Qualification -2	Remarks
1.							
2.							
3.							
4.							

Signature of Tenderer

SCOPE OF WORK.

1. Key Deliverables/Scope of work:

- 1.1 Provision of minimum one number of qualified service engineers/technician, at GCOE Amravati for services mentioned here under, for the items given above.
- 1.2 Call Management Services
- 1.3 Desktops and peripherals Management Services.
- 1.4 Prevent and Proactive Maintenance of equipment's, including quarterly cleaning of outer parts/covers with appropriate non-corrosive cleaner.

2. Call Management Services

- 2.1 Providing a single point contract
- 2.2 Maintain an updated on-line help-desk telephone number
- 2.3 Problem escalation in case of service levels not adhered.
- 2.4 Identification and resolution of chronic faults and problems.
- 2.5 Monthly analysis of calls received and resolved. Or by Stationed Service Engineer as per the format provided at sites.

3. Desktop and Peripherals Management Services

- 3.1 Hardware & Software troubleshooting
- 3.2 Installation of up gradation of System software.
- 3.3 Peripheral (Printer /Scanner etc.) Management.
- 3.4 Desktop performance monitoring, fine-tuning and optimization.
- 3.5 Support for Windows XP/7/8/10.

4. Report and Review.

Process Documentation

- 4.1 Call Register
- 4.2 Call Summary
- 4.3 Daily Call Pending report
- 4.4 Engineer attendance report

Signature of Tenderer

5. Terms & Conditions:

- 5.1 The Annual Maintenance Contract includes preventive as well as corrective maintenance.
- 5.2 The agency service engineer/technician should be available daily in the campus.
- 5.3 In case of need to replace any item/component, the agency shall provide original make genuine parts/components of similar or higher configurations.
- 5.4 The agency shall produce the Cash Memo's/Certificate/Document in proof providing genuine component store place the faulty ones; on demand.
- 5.5 The Company shall ensure to abide by the copyright, intellectual property rights and other laws as may be applicable for providing any replacements for any malfunctioning the components/items/software under and any violation of any legal requirement by the agency in this regard shall lead to termination of the contract forthwith and forfeiture of security money. Besides ensuring compliance to all legal requirements will be the responsibility of the agency, failure to do so would lead to consequences aforesaid.
- 5.6 Deposit Rs.100 at the time of submission of quotation document as quotation cost.
- 5.7 College may purchase 10 % sample of spare part which frequently used to avoid operational delay
- 5.8 The payment condition will be 90% after goods received at campus found ok condition and 10% after utilization by vendors.
- 5.9 It is mandatory to repair equipment in campus premises i.e. at Computer dept. Under faculty supervision of IT & Computer dept.
- 5.10 Bidder has to maintain minimum 10% stock of the items which frequently used at the GCOE, AMRAVATI.

6. Validity:-

- 6.1 The contract shall be valid for financial year 2025-26 from date of award and may be

extended by another one year at the sole discretion of Principal, GCOE, AMRAVATI. Institute will have exclusive right to terminate the contract by giving one month's notice.

6.2 The company has to give 1 month's advance notice, if they wish to leave the contract before scheduled expiry. Contravention of the same would lead to forfeiture of performance guarantee/security money along with all outstanding dues.

Signature of Tenderer

7. Standard of performance and Penalty for failures:

7.1 If the agency repeatedly fails to rectify the faults for a period exceeding 7 days, apart from there pairs at their cost and risk as bid, GCOEA may terminate the contract of the agency forth with and may forfeit the security deposit.

7.2 The agency shall in no case, replace any item/component with inferior item and if found doing so, the contract shall stand terminated with immediate effect and security deposit will be forfeit.

7.3 GCOEA reserves the right to reject any or all the bids and cancel the quotations without assigning any reason.

7.4 The calls will be received centrally, shall be provided daily to the concerned service engineer by the concerned official of Computer Science & Engineering Department of the institute, and shall be attended immediately on receipt of the same. The firm shall maintain proper service call sheets, which will be duly signed by the engineer and the owner of the equipment.

7.5 Hard Disk, Logic Cards, SMPS, Mother Boards if not repaired then they shall be replaced with OEM branded parts/products only.

7.6 The amount of penalty levied will be 1% of total cost of parts to be replaced or Rs.100 per day whichever is more.

8. Payment Terms:-

The comprehensive maintenance charges shall be payable to the service provider

8.1 After repairs of computer and peripherals a bill will be processed on monthly basis to reduce burden on payment distribution process.

8.2 Company have to submit GST bill within five working days after successfully repair of computer and peripherals including testing charges if any.


8.3 If any discrepancy occurs in the bill clearance it must be addressed within 3 months in order to avoid duplication of bill process.

9. Agreement:-

The selected vender shall have to sign an agreement, on non-judicial stamp paper of appropriate value, containing details of terms and conditions after issue of letter of intent(LOI).

10. **Performance Security:** However the repair must be carried out in campus, there should be the provision of compensation for any damage of college property. Company has to deposit security amount of Rs. 10000/- (Ten Thousand rupees only) in the form of Cash/Demand Draft at the time of signing the agreement.

Signature of Tenderer


Principal

Govt. College of Engineering, Amravati

List of peripherals

Sr. No	Item Description	Item Code / Make
1	i - Inspections Charges per Computer	Item 1
2	ii - Repairing Charges per Computer	Item 2
3	Maintenance Charges per year per Machine	Item 3
4	Mother Board 81/Intel	Item 4
5	Mother Board 31/Intel	Item 5
6	Mother Board 61/Gigabyte	Item 6
7	Mother Board for i3 processoeer	Item 7
8	Mother Board for i5 processoeer	Item 8
9	Mother Board for i7 processoeer	Item 9
10	Ram 8 GB DDR 4	Item 10
11	Ram Laptop 8GB DDR 2	Item 11
12	Ram Laptop 4GB DDR 3	Item 12
13	Ram Laptop 8GB DDR 3	Item 13
14	Ram Laptop 4GB DDR 4	Item 14
15	Ram Laptop 8GB DDR 4	Item 15
16	Ram Laptop 16GB DDR 4	Item 16
17	RAM DDR4 256MHz 16GB capacity Compatibility with AIO i7 8th generation	Item 17
18	DVD RW Drive USB/EXERNAL	Item 18
19	DVD RW Drive	Item 19
20	SMPS Tower Type Desktop PC	Item 20
21	SMPS All in One & Mini Tower (Desktop)	Item 21
22	Processor Core i3	Item 22
23	Processor Core i5	Item 23
24	Processor Core i7	Item 24
25	Headphone with MIC	Item 25
26	Web camera	Item 26
27	Mouse USB	Item 27
28	Keyboard USB	Item 28
29	Combo Keyboard Mouse	Item 29
30	Wireless Combo Keyboard Mouse	Item 30
31	Ext HDD 8TB	Item 31
32	Ext HDD 16TB	Item 32
33	SATA SSD 512	Item 33
34	NVME SSD 1TB	Item 34
35	NVME SSD 512	Item 35
36	SATA SSD 1TB	Item 36
37	PCI VGA Card/Intel	Item 37
38	HDD Sata Cable	Item 38
39	USB Printer Cable	Item 39

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40	LPT Printer Cable	Item 40
41	USB HUB/Iball	Item 41
42	Power Cord	Item 42
43	Cabinet with Power Supply Iball/intex/	Item 43
44	Cmos Battery/Intex	Item 44
45	Battery for UPS 100AH 12V	Item 45
46	Battery for UPS12 V/7 AH	Item 46
47	Spike Suppressor Socket	Item 47
48	QUICK HEAL BUSSINESS ADMIN CONSOL PER USER	Item 48
49	QUICK HEAL TOTAL SEQRITY ADMIN CONSOL PER USER	Item 49
50	Antivirus Quick HEAL TOTAL FOR 1 YEAR	Item 50
51	Antivirus Net Protector/NP	Item 51
52	Antivirus Quick Hill AV FOR 1 YEAR	Item 52
53	OTG Pen Drive 64 GB	Item 53
54	OTG Pen Drive 32 GB	Item 54
55	Pen Drive 64 GB	Item 55
56	Pen Drive 32 GB	Item 56
57	TONNER PANTUM Orignal	Item 57
58	TONNER BROTHER	Item 58
59	TONNER BROTHER ORIGNAL	Item 59
60	Tonner Orignal Canon 303	Item 60
61	Tonner Orignal HP 137A	Item 61
62	Tonner Orignal HP 12A	Item 62
63	Color printer cartridge Orignal (cannon imageclass MF645Cx)	Item 63
64	Color printer cartridge Orignal (cannon imageclass MF8210cn)	Item 64
65	Color printer cartridge Compatible (cannonMF8210cn,MF645Cx)	Item 65
66	Tonner for Printer Canon Compatible	Item 66
67	Tonner for Printer HP Compatible	Item 67
68	Tonner for Multifunction Printer HP/Canon/Brother Compatible	Item 68
69	Cartridge for DMP	Item 69
70	Monitor LED TFT 24 Inch/Dell/HP/Sumsung	Item 70
71	LaserJet Printer - Single Functional canon	Item 71
72	LaserJet Printer - Multifunctional Functional canon	Item 72
73	LaserJet Printer Colour	Item 73
74	Scanjet Scanner	Item 74
75	RJ 45 Lan Connector D link	Item 75
76	RJ 45 Coupler D link	Item 76
77	4-pair, Cat6 UTP Cable, roll of 305m Dlink/Digisole	Item 77
78	Jack Panel 24-port loaded	Item 78
79	Cat6 Patch Cords - 1 Meter	Item 79
80	Cat6 Patch Cords - 2 Meter	Item 80
81	VGA CABLE -3 Meter	Item 81
82	VGA CABLE -10 Meter	Item 82
83	HDMI CABLE -5 Meter	Item 83

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84	HDMI CABLE -10 Meter	Item 84
85	IO-Information Outlet 6 UTP	Item 85
86	Face Plate -SinglePort Shutter	Item 86
87	Surface Mount Box	Item 87
88	Wall Mount Rack	Item 88
89	UTP cable laying charges with all accessories per MTR	Item 89
90	Wireless 4G Router	Item 90
91	Wi-Fi Dongal USB	Item 91
92	Wireless Router 4 Port	Item 92
93	Layer 2 Switch 24Port	Item 93
94	USB Lancard	Item 94
95	USB Lancard Wireless	Item 95
96	Lan Cable Cat 6	Item 96
97	Crimping Tool Digilink/D-link	Item 97
98	Punch Tool Digilink/D-link	Item 98
99	5 Port Switch	Item 99
100	8 Port Switch	Item 100
101	24 Port Switch	Item 101
102	Laser Cartridge Toner Refill HP/CANON PRINTERS	Item 102
103	Toner Chip HP/CANON PRINTERS	Item 103
104	Drum HP/CANON PRINTERS	Item 104
105	Blade HP/CANON PRINTERS	Item 105
106	Doctor Blade HP/CANON PRINTERS	Item 106
107	Roller HP/CANON PRINTERS	Item 107
108	Magnitec Rod HP/CANON PRINTERS	Item 108
109	Laser Cartridge Toner Refill BROTHER PRINTERS	Item 109
110	Toner Chip BROTHER PRINTERS	Item 110
111	Drum BROTHER PRINTERS	Item 111
112	Blade BROTHER PRINTERS	Item 112
113	Doctor Blade BROTHER PRINTERS	Item 113
114	Roller BROTHER PRINTERS	Item 114
115	Magnitec Rod BROTHER PRINTERS	Item 115
116	Laser Cartridge Toner Refill PANTUM PRINTERS	Item 116
117	Toner Chip PANTUM PRINTERS	Item 117
118	Drum PANTUM PRINTERS	Item 118
119	Blade PANTUM PRINTERS	Item 119
120	Doctor Blade PANTUM PRINTERS	Item 120
121	Roller PANTUM PRINTERS	Item 121
122	Magnitec Rod PANTUM PRINTERS	Item 122
123	Roller PANTUM PRINTERS	Item 123
124	Magnitec Rod PANTUM PRINTERS	Item 124
125	Inspections Charges per Printer	Item 125
126	Repairing Charges per Printer	Item 126
127	Maintencenses Charges per year per Printer	Item 127

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128	Teflon sleeve For HP/Canon Single Functional Printer	Item 128
129	Power supply For HP/Canon Single Functional Printer	Item 129
130	Fuser assembly For HP/Canon Single Functional Printer	Item 130
131	Fuser (Heating element) For HP/Canon Single Functional Printer	Item 131
132	Paper tray pickup sensor For HP/Canon Single Functional Printer	Item 132
133	Image transfer roller For HP/Canon Single Functional Printer	Item 133
134	Pick roller For HP/Canon Single Functional Printer	Item 134
135	Heating roller For HP/Canon Single Functional Printer	Item 135
136	Teflon sleeve For HP/Canon Multi Functional Printer	Item 136
137	Power supply For HP/Canon Multi Functional Printer	Item 137
138	Fuser assembly For HP/Canon Multi Functional Printer	Item 138
139	Fuser (Heating element) For HP/Canon Multi Functional Printer	Item 139
140	Paper tray pickup sensor For HP/Canon Multi Functional Printer	Item 140
141	Image transfer roller For HP/Canon Multi Functional Printer	Item 141
142	Pick roller For HP/Canon Multi Functional Printer	Item 142
143	Heating roller For HP/Canon Multi Functional Printer	Item 143
144	Scanning Assembly For HP/Canon Multi Functional Printer	Item 144
145	Powder Tank BROTHER PRINTER	Item 145
146	Tonner Gear BROTHER PRINTER	Item 146
147	Powder Tank Chip PANTUM PRINTER	Item 147
148	Microsoft office (legal software) recent version	Item 148

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