



GOVERNMENT POLYTECHNIC, AMBAD

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Ref No: GP Amb/Store/2018-19/ 2165

Date: 11/10/2018

Subject: Quotation Enquiry for AMC of computer/Laptop/printer/tonner refilling/ scanner/peripherals and local area network.

Sir,

You are requested to send sealed quotations mentioning your lowest and reasonable rates for supply/maintenance work of following items. Sealed quotations should reach to this office on or before **20/10/2018. At 05.00 Pm** (during working days only)

Sr no	Description	App Qty to be purchase	Rate per each
1	AMC of computer/Laptop/printer/tonner refilling/scanner/peripherals and local area network.	As per annexure 1 attached	

Terms & Conditions

Validity: The rates should be valid up to 31/03/2019 from the date of opening of quotations.

Delivery: Should be within 1- 2 weeks from receipt of confirmed order from this office. Delivery should be considered FOR GP Ambad along with packing, forwarding and freight etc.at the cost of supplier.

Payment: payment will be made **as and when the grant is available** after receiving goods in satisfactory condition. Payment will be online and Taxes like TDS (if applicable) will be debited as per instructions from Govt. of Maharashtra.

Taxes: Rates quoted will be considered inclusive of all taxes, if not stated separately.

Note:

- 1) Please clearly mention enquiry no of this office, quotation for (Name of item/s) along with last date on the sealed envelope.
- 2) Quotations received after due date will be rejected.
- 3) For any item if minimum three quotations are not received, it will be rejected.
- 4) Items should be quoted as per serial number in our enquiry. Quantity mentioned is subject to change.

- 5) Material supplied will be rejected if found damaged, defective or mismatch with our specification. Decision of the undersigned in any regard will be final & binding to the supplier.
- 6) If there is no availability of the goods according to specifications, nearest or higher specification will be preferred.
- 7) Please clearly mention terms about warranty and after sales service.
- 8) Rates should be including of all i.e. hiring of equipments/machineries/manpower (wherever applicable) etc.
- 10) The Institute reserves the right to reject any or all quotations without assigning reason thereof.



Principal

Govt. Polytechnic, Ambad

- Copy to: 1) Website of this office – www.gpambad.ac.in
2) Notice board of this office.

ANNEXURE I

**Proposal for Annual Maintenance Contract of computer/ printer/ scanner/peripherals and Local Area
Networking (LAN) Of
Government Polytechnic Ambad**

PART-1 : AMC OF COMPUTERS/PRINTERS/SCANNERS/PERIPHERALS

The Institute has approximately 100 computers, 25 printers, 08 scanner, Lan Equipment consisting of 9 Switch/hub. Firms are requested to submit the quotation in the following format. No other format will be accepted and will be liable to be eliminated in the technical bids.

Computer

Computers	Annual Rate per PC
Pentium III	
Pentium IV and above	
Server	
All in One	

Printer

Printer	Annual Rate per PRINTER
HP	
SAMSUNG	
CANON	
TONER REFILLING	
LAPTOP (HCL/LENOVO)	

SCANNER

SCANNER	Annual Rate per PRINTER
HP	
SAMSUNG	
CANON	

SIGNATURE AND SEAL
OF FIRM

GOVERNMENT POLYTECHNICAMBAD

1. Annual Maintenance contract for computer and peripheral will be on non-comprehensive basis. During maintenance if any parts required to be changed after proper approval of competent authority, cost will be paid by the Institute.
2. Party should have 2 years' experience of similar kind of job (certificate required)
3. Party should depute at least on expert person on each CALL from 9.30AM to 4.30PM
4. The maintenance has to be provided for 365 days during the working hours and also during holidays if REQUIRED BY INSTITUTE
5. During the currency of the contract period it will be the responsibility of the contractor to keep the equipment's in perfect working order. The repair works will be carried out at the location of the equipment except in exceptional circumstances when the equipment or any components are required to be made by the contractor at their office. The installation of software (Provided by the Institute) and configuration and Virus detection, prevention as well as removal will be also done by vendor.
6. Necessary estimates will be submitted by the firms in respect of any Computers and peripherals which require repair before taking them on AMC. It may be noted that no separate estimate for repair after awarding AMC shall be entertained.
7. The payment towards AMC charges would be made at the end of each quarter on production of satisfactory reports from the concerned user / officers and compliance report from Nodal Officer of this Institute with the Bill / Invoice.
8. If the contractor fails to attend the complaints within 24 hours and repair the Computers and peripherals within a period of 3 days from the date of lodging of the complaint, Contractor will have to provide an standby for the same failing which may be caused of violence of contract and may be terminated from the AMC award after giving one month prior notice.
9. An agreement will be signed between The Principal, Government polytechnic ambad and Awarded Contractor. This contract may be extended for another one year on mutual agreement on same Terms and conditions & rates. The Principal may terminate this agreement any time during its currency, without assigning ANY REASON
10. Party having the lowest quotation will be awarded the contract.