

**GOVERNMENT OF ASSAM
DIRECTORATE OF TRAINING
ASSAM ADMINISTRATIVE STAFF COLLEGE
KHANAPARA: GUWAHATI**

NOTICE INVITING TENDER

No. AASC (EQ) 17/2014/8

Dated Guwahati the 8th of September, 2014

Sealed quotations affixed with non-refundable court fee stamps of Rs 8.25/- (Rupees eight and paise twenty five only) are invited from reputed service provider/manufacturers with service centre at Guwahati for Annual Maintenance Contract (AMC) of the following equipment by **September 29, 2014 (2 PM)**. The quotations would be opened on the same day i.e. **September 29, 2014 at 3 PM**.

Sl	Description	Make & Model	Quantity
1	Desktop Computers	P-IV HP-Compaq (Windows Vista)	4
		P-IV HP (Windows 7)	20
		P-IV Acer (Windows 7)	18
		Chirag (Windows 7)	67
		Total	109
2	Server	P-IV Acer	1
		P-IV HCL Infinity GL Server	1
		HCL Xeon Server	1
		Total	3
3	Laptop	P-IV Compaq (Windows Vista)	2
		P-IV HP (Windows 7)	5
		P-IV HP (Windows 7)	4
		Total	11
4	Officejet	HP Officejet J5500	1
5	A3 Laser Printer	HP Laserjet 5200	1
6	A4 Laserjet Printer	HP Laserjet 1010	5
		HP Laserjet 1020	7
		HP Laserjet P 1505	1
		HP Laserjet P 1505n	5
		HP Laserjet P 1007	2
		Samsung ML-1640	3
7	Network Printer	HP Laserjet P 1606dn	2
		Total	27
8	Multiple CD Writer	1:7 U Reach	1
9	Scanner	HP Scanjet G3110	5
10	LCD Projector	INFOCUS LCD	1
		LG (Portable)	4
		Total	5

11	Network Devices	Entire LAN Connection & Wireless Access Points including Router /switches/hubs IO boxes and networking devices etc.	Administrative & Hostel Blocks
			Ground Floor *
			1 st Floor *
			2 nd Floor*
			3 rd Floor*
			Hostel Block *
12	UPS		
		Uniline UPS 5 KVA	1
		MAC UPS 3 KVA	1
		Total	2
13	All-in-One	HP 4620 Deskjet	1

*Rates to be quoted separately

Sd/-
Director of Training
Assam Administrative Staff College,
Jawaharnagar, Khanapara, Guwahati – 22

Terms and Conditions

1. The party should keep ready stock of all spare parts required for rectification of the problems to avoid down time of the systems.
2. The party should allot one/two service engineers to look after all systems at Assam Administrative Staff College (AASC) covered under AMC. He/She should visit AASC in the morning every day without fail and inspect all the log books of the systems covered under AMC individually, irrespective of any complaints reported by AASC.
3. The service engineer should record in the log book of each system indicating action taken and system up time with signature of authorized officer of AASC.
4. The party should rectify problems related to hardware, operating system and network.
5. Payment will be made for AMC subject to the submission of bank guarantee of equal amount.
6. The quotation should be submitted along with the details of existing and former clients and details of service engineers along with complete address at Guwahati.
7. Item wise rates must be quoted. Quoted rates should be inclusive of all charges including all admissible taxes.
8. The Director of Training reserves the right to accept any one or all quotations without assigning any reason thereof.
9. The AMC would include LAN/ maintenance network devices of entire administrative & hostel block of AASC and anti-virus solution for all clients/servers.
10. The parties should enclose certificates of their being authorized service providers of the particular brand and certificates of satisfactory service from reputed customers.
11. The parties should submit copies of PAN and TIN certificates.
12. Up to date tax clearance certificates should be furnished.

The Director of Training has the right to accept/reject any one/all quotations without assigning any reason whatsoever.

Sd/-
Director of Training
Assam Administrative Staff College,
Jawaharnagar, Khanapara, Guwahati – 22