



केन्द्रीय होम्योपैथी अनुसंधान परिषद्

(स्वायत्त निकाय आयुष मंत्रालय, भारत सरकार)

CENTRAL COUNCIL FOR RESEARCH IN HOMOEOPATHY

(An Autonomous Body of Ministry of AYUSH, Govt. of India)

जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथी अनुसंधान भवन

Jawahar Lal Nehru Bhartiya Chikitsa Avum Homoeopathy Anusandhan Bhawan

61-65 संस्थागत क्षेत्र, डी-ब्लॉक के सामने, जनकपुरी, नई दिल्ली-110058.

61-65, Institutional Area, Opp. D-Block, Janakpuri, New Delhi - 110058



F.No.: 22-53/2019-20/CCRH/IT/AMC/ 3318

Dated : 03/01/23

Sub: Tender for Comprehensive Annual Maintenance Contract (CAMC) of Computers, Laptops, Servers, SAN, Printers (Color/BW), UPS (Online/Offline) and peripherals – regarding.

The CCRH invites sealed quotations from authorized firms for Comprehensive Annual Maintenance Contract (CAMC) of Computers, Laptops, Servers, Printers (Color/BW), UPS (Online/Offline) and peripherals in CCRH/Hqrs. office at New Delhi for a period of one year from the date of signing of contract:

1. General information about the tender:

a)	Tender Reference No.	F.No.: 22-53/2019-20/CCRH/IT/AMC
b)	Last date and time for receipt of Tenders	16.01.2023 at 03:00 PM
c)	Time and date of opening of Tenders	16.01.2023 at 03:30 PM
d)	Place of opening of Tenders	Committee Room, 4 th Floor, CCRH Hqrs. office, 61-65 Institutional Area, Opp. D-Block Janakpuri, New Delhi-110058.

2. The tender shall be submitted in two bid system, technical bid and financial bid:

- Technical bid (as per Annexure-'A') consisting of all technical details; and
- Financial bid (as per Annexure-'B') indicating the rates and taxes if any.

Technical bid and financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super subscribed **"Bid for Comprehensive AMC for Computers, Laptops, Servers, Printers (Color/BW), UPS (Online/Offline), etc."** The sealed Tender may be put in the Tender Box placed on the 4th floor CCRH or by post at the aforesaid address by due date and time. Tenders received late will be rejected outright. Before submission of tender, the prospective bidders may inspect the items during office hours from 11.00 AM to 4.00 PM. The Technical bids/quotations may be accompanied by **Earnest Money Deposit of Rs. 25,000/-** by way of **DD/Pay order** in the name of **Director General, CCRH payable at New Delhi**. The details of Computers, Laptops, Servers, Laptops, Printers (Color/BW), UPS (Online/Offline) are as specified in the schedule attached herewith at Annexure-I.

General Terms & Conditions:

In case tender is downloaded from the website the tenderer shall, alongwith the technical bid in the envelop superscribed 'A' enclose a separate D.D. for Rs. 100/- in favor Director General, CCRH payable at New Delhi towards the cost of tender documents and also superscribe on the envelope **"THROUGH WEBSITE"**. The inner covers as well outer as well outer covers should be sealed and the tender number and date, name of the tenderer, Phone Number, E-mail, FAX etc. indicated thereon. The outer cover should also bear the address of this office.

- i. The Technical Bid must contain information/documents signed by the authorized signatory of the bidding firm/agency should be kept in Technical Bid envelope alongwith other documents/ information prescribed in this tender notice. The tender is liable to be ignored if complete information is not given therein or if the particulars asked for in the Tender are not fully filled in.
- ii. The bidder must furnish a copy of the Registration Certificate of the firm/agency.
- iii. Have worked for at least three years with Government/PSU/Universities in providing CAMC Services of similar nature, as required in this tender.
- iv. The bidder must furnish list of clients in Govt./Semi Govt. Sectors with address name of contact person and contact numbers where they have CAMC for Computers, Laptops, Servers, Printers (Color/BW), UPS (Online/Offline), / networking etc.
- v. The bidding firm should not have been blacklisted by any Govt./Semi Govt./Semi Govt. Deptt., therefore, bidder should furnish an **Undertaking** to this effect that any Govt./Semi Deptt./Office has not blacklisted their firm/agency.
- vi. The bidder must have GST Registration Number (copy of the Certificate should be enclosed as a proof), if the same is applicable to his firm;
- vii. The Annual turnover of last 03 three years should be more than 15 Lakhs every year.

Financial Bid

- i. The bidder shall quote/indicate the rates for all items (in Indian Rupees) offered by it in the **'Proforma for Financial Bid'** attached with this tender notice at Annexure-II.
- ii. The Technical bid and the financial bid should be dully signed and sealed by the bidder in a separate envelope duly superscribed and both these sealed covers are to be put in the bigger envelope which should also be sealed and duly superscribed in bold letter as **"Quotation for AMC of Computers, Laptops, Servers, Printers (Color/BW), UPS (Online/Offline), etc."**
- iii. The Technical bids will be opened and evaluated by a committee and only the bids technically acceptable would be considered further.
- iv. The bids received after due date and time will not be accepted.
- v. The quotation received without EMD will not be entertained under any circumstances.
- vi. The EMD of unsuccessful Bidders will be refunded after award of contract to successful bidder and EMD of successful bidder will be returned on receipt of performance bank guarantee of Rs. 50,000/-

