

भारतीय वन प्रबंध संस्थान, भोपाल
निविदा आमंत्रण सूचना

(सं.आईआईएफएम / डीएम(एस)एएमसी(2010-11))

हमारे संस्थान के कम्प्यूटरों एवं उनकी एसेसरीज की वार्षिक रख-रखाव संविदा (अपैल 2010 से मार्च 2011) हेतु प्रतिष्ठित कम्प्यूटर रख-रखाव सेवा प्रदाताओं से मुहरबंद निविदाएं आमंत्रित की जाती हैं। विस्तृत निविदा दस्तावेज दिनांक 24/02/2010 से 10/03/2010 तक अपरान्ह 10.00 बजे से 5.00 बजे के बीच सभी कार्य दिवसों में निदेशक, भारतीय वन प्रबंध संस्थान के पक्ष में रू0 500/- का डिमांड ड्राफ्ट (अप्रतिदेय) जमा कर क्रय अनुभाग से प्राप्त किए जा सकते हैं। क्रय अनुभाग द्वारा जारी किया गये मूल निविदा दस्तावेज जमा करने की अंतिम तिथि 12/03/2010 को अपरान्ह 3.00 बजे तक है तथा निविदाएं उसी दिन अपरान्ह 3.30 बजे निविदाकर्ताओं की उपस्थिति, यदि कोई हो, में खोली जाएंगी। निविदाकर्ताओं को निविदा के साथ बयाना राशि के रूप में रू. 9750/- (नौ हजार सात सौ पचास मात्र) निदेशक भारतीय वन प्रबंध संस्थान, भोपाल के पक्ष में किसी भी राष्ट्रीयकृत बैंक के डिमांड ड्राफ्ट के माध्यम से जमा करनी होगी। निविदा दस्तावेज हमारी वेबसाइट **www.iifm.ac.in** से भी डाउन लोड किये जा सकते हैं। डाउन लोड किये गये दस्तावेजों के साथ निविदा फार्म की कीमत रू. 500/- के साथ बयाना राशि जमा करनी होगी, अन्यथा निविदा निरस्त कर दी जाएगी। भारतीय वन प्रबंध संस्थान को बिना कोई कारण बताए किसी भी पार्टी के निविदा दस्तावेजों तथा किसी भी या सभी प्राप्त निविदाओं को बिना कोई कारण बताए निरस्त करने का अधिकार है।

(मुख्य प्रशासनिक अधिकारी)

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

NOTICE INVITING TENDER
{Tender No. IIFM/DM(S)/AMC(2010-11)}

Sealed Tenders are invited from reputed Computer maintenance Service providers for Annual Maintenance Contract of Computers & Accessories for the period from April 2010 to March 2011. The detailed tender documents can be obtained from IIFM on payment of Rs. 500/- (Non-Refundable) by cash/Demand Draft in favour of Director, IIFM on all working days between 10.00 AM – 5.00 PM from 24.02.2010 to 10.03.2010. The last date for receipt of Tender documents in the original tender documents issued by the Purchase Section will be at 3.00 PM on 12.03.2010 and the tenders will be opened on the same day at 3.30 PM in the presence of Tenderers present, if any. Earnest Money Deposit (EMD) of Rs. 9750/- Rs. Nine Thousand, Seven Hundred & Fifty only) should be submitted with the Tender. Tender received without EMD will be rejected. While applying for the Tender documents, the intending Tenderers should furnish copy of Income Tax clearance certificate, TIN No., Copy of Registration of the Firm. IIFM reserves the right to refuse Tender documents to any party without assigning any reason(s), and also the right to reject any or all Tenders received without assigning any reason(s) thereof. Details of tender are available in website: www.iifm.ac.in/tender.

(CHIEF ADMINISTRATIVE OFFICER)

INDIAN INSTITUTE OF FOREST MANAGEMENT, BHOPAL

TERMS & CONDITIONS

{Tender No. IIFM/DMS/1/AMC(2010-11)}

01. The rates quoted should be indicated in figures as well as in words and there should not be any overwriting as far as possible. Overwriting, if any, should be initialed.
02. Following documents should be attached with the Tender failing which the Tender will be rejected:
 - (a) Copy of Registration Certificate under the Shops & Establishment Act 1958.
 - (b) Income Tax Clearance Certificate for 2008-09.
 - (c) Copy of TIN Number.
03. Each and every page of the Tender should be signed by the Tenderer before submission as a token of acceptance. Correction, if any, should be duly attested.
04. The quantities specified are only indicative and for the purpose of estimate only. The Institute shall be at liberty to vary (delete/reduce/decrease) the quantum of any item.
05. The rate quoted shall be in Rupees for each item and should be inclusive of all taxes/duties, spares, cost of other material, labour charges, installation of equipments and FOR IIFM complex.
06. Earnest Money Deposit (Refundable) of Rs. 9750/- (Rupees Nine Thousand, Seven Hundred & Fifty only) should be submitted by way of Demand Draft in favour of the Director IIFM, Bhopal. Tenders received without EMD will not be considered.
07. The Director, IIFM, Bhopal reserves the right to accept or reject any or all the tenders in full or part or waive off any formality, minor deviations and omissions without assigning any reason(s). The Institute reserves the right to reject conditional tenders/Tenderers' conditions at its discretion.
08. Submission of Tender shall be treated as the acceptance of Terms & Conditions of the Tender and any counter terms shall not be accepted.
09. In case of non-compliance of Contract order, EMD will be forfeited and the party is liable for being black-listed for a minimum period of 3 years. Also further action shall be taken at the costs and risks of the party.
10. The Institute is not in any way bound to accept the lowest or any Tender and reserves the right to accept any tender in whole or any part of the tender or portion of the quantity offered and reserves the right if required to negotiate with any or all the Tenderers without assigning any reason(s) whatsoever.
11. The successful party has to deposit Performance Security amount equivalent to 5% of the AMC at the time of signing the contract. This amount will be released only after successful completion of the contract period.
12. The Institute will only consider the technically acceptable offers. This will be done on the basis of the initial technical evaluation of the offers received, for which the party should submit the following details/documents along with the Tender, i.e.:

- (1) List of qualified Service Engineers on the Company's pay roll available in Bhopal, including their qualifications.
 - (2) Spare parts inventory available along with Approx. value.
 - (3) Details of party's existing Annual Maintenance Contracts in other Organizations (Details should include name of organization, period of Contract, Contract amount, No. of computers, Printers, etc.,)
 - (4) Details of past experience in providing AMC services with photocopies of Previous successful Contract agreements.
13. The AMC payment will be released on quarterly basis for which the party has to submit quarterly Bill for the same along with the Service Verification Report from the Computer Centre.
14. In case of any spares that need to be replaced in any equipment under AMC with you, if not repairable, the original and genuine spares should be used and configure the equipment and the details should be entered in the records of Computer Centre.
15. Without prior permission, no items should be removed from its original place.
16. The party should maintain detailed call slips etc. to document repair works undertaken and get them signed by the officials of IIFM Computer Centre.
17. In case of break-down, the party should attend the complaints within 8 hours and rectify the defects and put the equipments in working condition and if more time is required, the party should provide substitute for the defective equipment within 8 hours, and the substitute equipment should work to the satisfaction of the end user. The faulty equipment should be repaired and returned within 2 days. If the party fails to provide substitute within 8 hours of the complaint, penalty @Rs.200/- per day per machine/ equipment will be imposed on them. Further, if the party fails to return the original equipment in working condition within the stipulated time, penalty @Rs.500/- per day per equipment after expiry of stipulated time till the equipment is returned in working condition, will be imposed.
18. Party may like to inspect the items given in the list for AMC, before quoting rates and submitting Tender. The AMC party will have to carry out the AMC of UPS with batteries in their existing condition.
19. The successful party has to execute an AMC Agreement on Rs.100/- Non-Judicial Stamp Paper in the prescribed format (enclosed).
20. The equipments under AMC are in the bulk in nature therefore the institute expects that the approved AMC party may engage a resident engineer at the computer for providing prompt services.

**FORM AT OF AGREEMENT FOR
ANNUAL MAINTENANCE CONTRACT
{Tender No. IIFM/DMS/1/AMC(2010-11)}**

This Agreement is entered into this day of 2010 between being represented by it authorized person (which shall include his successors or assignees of office) the party on the first part of the agreement, and Indian Institute of Forest Management, Bhopal being represented by the Director (which expression shall include its successors or assignees of office) the party on the second part of the agreement.

WHEREAS..... has submitted offer for Annual Maintenance Contract for Computers and Peripherals for one year as per the details given in the Annual Maintenance Contract Order No. of IIFM attached to this agreement shall form the part of this Agreement.

WHEREAS the party on the second part has accepted the offer of the party on the first part for Annual Maintenance Contract and the said party has agreed to provide services on the terms and conditions explained hereafter.

THIS AGREEMENT THUS WITNESSES AS FOLLOWS:

01. THAT the party on the first part will provide Annual Maintenance Contract services as per the details given in the Annual Maintenance Contract Order for one year from
02. THAT the Annual Maintenance Contract includes free services, cost of spares to carry out the repairing work and put the equipments on working condition. In addition, the party on the first part will undertake periodic inspection of all equipments covered under the Annual Maintenance Contract for proper functioning and report to be submitted.
03. The party on the first part will provide all routine maintenance services to put the equipments in proper working condition. The spares that need to be replaced in the equipments under the Annual Maintenance Contract, the original and genuine spares be used.
04. In case of break down, the party of the first part shall attend the complaints within 8 hours and rectify the defects and put the equipments in working condition and if more time is required, the party on the first part shall provide substitute for the defective equipment within 8 hours, and the substitute equipment should work to the satisfaction of the end user. The faulty equipment should be repaired and returned within 05 days. If the party of the first part fails to provide substitute within 8 hours of the complaint, penalty @Rs.200/- per day per machine will be imposed on them. Further, if the party on the second part fails to return the equipment in working condition, the party on the first part has full right to impose penalty @Rs. 500/- per day per equipment after the expiry of 5 days till the equipment is returned in working condition.

05. THAT the party on the first part shall be liable and answerable to the party on the second part in respect of all causes of damage claims, charges, etc. if any, arising out of carelessness, breach of this contract.
06. THAT the party on the first part has agreed specifically that it will not make any enhancement in the agreed rates during the contract period.
07. In addition to the complaints lodged, the party on the first part shall provide routine maintenance services for the systems given under the Annual Maintenance Contract.
08. In case of any dispute arising between the parties in respect of all the interpretation, construction of agreement, the same shall be referred to the Director, IIFM, Bhopal for adjudication thereof upon both the parties.
09. THAT the party on the first part shall submit a quarterly Bill at the end of each quarter for payment, enabling the party on the second part for releasing the payment.

IN WITNESS WHEREOF, both the parties to this Agreement signed and executed this Agreement on the date as aforesaid at Bhopal.

WITNESSES:

EXECUTANTS

1.

1. Name & signature of Party

2.

2. For Indian Institute of Forest Management.

(Chief Administrative Officer)
Indian Institute of Forest
Management, Bhopal.

Proposed AMC for 2010-11

Sr. No.	Items	Qty	AMC starts from	Rate per item per month	Annual rate per Item	Annual Amount
	Laptops					
1	HP Compaq model NQ 7010 Intel Centrino M Pentium 1.4 Ghz, 256 MB DDR, DVD-24 X/ 10 X CDR/RW combo	1	Apr-10			
2	BPL P-IV Laptop, 256 MB DDR	1	Apr-10			
3	Compaq P-IV, 256 MB RAM, 40 gb, mdem, CDR	1	Apr-10			
4	HCL- PIV 1.6 GHz, 512 MB DDR, 1.44 MB FDD, 40 GB HDD, Wireless LAN, USB Optical Mouse, Combo Drive	6	Apr-10			
5	HCL- PIV 1.6 GHz, 1 GB DDR, 1.44 MB FDD, 40 GB HDD, Wireless LAN, USB Optical Mouse, Combo Drive	1	Apr-10			
6	Accer- PIV, 1.6 GHz, 512 MB DDR, 1.44 FDD, 40 GB HDD, wireless LAN, 52x modem, Combo Drive	8	Apr-10			
7	Accer- PIV, RAM 1 GB, HDD 40 GB	5	Apr-10			
8	HP Pavilion Dv4-1242TX	3	Apr-10			
9	HP 6710b, Core to duo, 1 GB RAM	2	Apr-10			
10	HP 6710b, Core to duo, 2 GB RAM	1	Feb-11			
11	HP 6710b, Core to Duo, 1 GB RAM	2	Feb-11			
12	HP 6710b Core to Duo, 4 GB RAM	1	Feb-11			
	Total	32				
	Servers					
1	Proliant 150 G2 36X2 HDD, 2 GB RAM with TFT	1	Apr-10			
2	Proliant 350 Server, 450 GB, 146 GBX4 with TFT	1	Jul-10			
3	Proliant 350 Server, 160 GB, 146 GBX3 with TFT	1	Jul-10			
	Total	3				
	Computers					
1	P-IV 1.5 GHZ/40 GB/512 MB RD/1.44 /MATROX GRAPHICS CARDS 17"	5	Apr-10			
2	P-IV 2.4 GHZ/40 GB/128 MB DDR/1.44/15" MON/CD Drive	25	Apr-10			
3	Compq (P-IV 3.0 GHZ/ 40 GB/ 256 MB DDR/ 1.44/ 17" Mon/Combo	20	Apr-10			
4	P-IV 541, HDD 160GB, RAM 512 MB, Cardless Mouse/KB, Speaker, SB Live	1	Apr-10			
5	P-IV 541, HDD 160GB, HDD 400 GB, Mouse/KB, Speaker, RAM 4 GB, Matrox Video editing Card, Sony Video Monitor	1	Apr-10			
6	HCL 80 GB SATA, 256 MB RAM, 1.44 FDD, 17" Monitor	45	Apr-10			
7	HP 160 GB HDD, RAM 512 DDR-II, TFT	2	Apr-10			
8	HP/dx 228 with Dualcore, 160 GB HDD, 1 GB RAM	4	Dec-10			
9	HCL (C to D) 80 GB SATA, 512 MB RAM, 1.44 FDD, 17" Monitor	37	Apr-10			
10	HCL (C to D) 80 GB SATA, 512 MB RAM with TFT	57	Feb-11			
	Total	197				

Sr. No.	Items	Qty	AMC starts from	Rate per item per month	Annual rate per Item	Annual Amount
Printers						
1	A0 size HP 500 ps plotter (not working condition)	1	Apr-10			
2	photo quality pritner hp 7960	1	Apr-10			
3	laser pritner hp 6 l	2	Apr-10			
4	laser pritner hp 6 mp	1	Apr-10			
5	laser printer hp 1200	1	Apr-10			
6	laser pritner hp 1010	3	Apr-10			
7	HP 1020/22 Laser Printer	5	Apr-10			
8	Hp 1320 Printer	20	Apr-10			
9	HP Laserjet 1015	1	Apr-10			
10	Printer hp 4506bi	1	Apr-10			
11	HP Inkjet Printer 3845	3	Apr-10			
12	All in one Printer	3	Apr-10			
13	Knonica Minolta Mono Printer	35	Apr-10			
14	Hp Coloure laser printer CP2025	1	Apr-10			
15	Hp Coloured laserjet printer Multifunction CM2320	1	Nov-10			
16	HP Fax Machine (Mono) Laser multifunction M1319	1	Jan-11			
17	Hp Coloured laserjet printer Multifunction	1	Jan-11			
	Total	81				
Scanner						
1	A0 size scanner	1	Apr-10			
2	scaner hp flat bled a4	7	Apr-10			
3	HP scanjet 3500	1	Apr-10			
4	HP SJ 5300 color	2	Apr-10			
5	HP Scannerjet 2200C	1	Apr-10			
6	Hp Scanjet 2400 series	2	Apr-10			
	Total	14				
External Hard Disk						
1	External Hard Disk 80 GB	37	Apr-10			
UPS with Batteries						
1	0.5 KVA (APC)	9	Apr-10			
2	0.8 kva (APC)	20	Apr-10			
3	1 KVA	12	Apr-10			
4	2 KVA	1	Apr-10			
5	5 KVA	1	Apr-10			
6	3 KVA	2	Apr-10			
7	0.5KVA (UNILINE)	46	Apr-10			
8	APC 650 VA	37	Apr-10			
9	Luminous 800 VA	60	Feb-11			
	Total	188				

Sr. No.	Items	Qty	AMC starts from	Rate per item per month	Annual rate per Item	Annual Amount
	Router, Access Point, Switches, Fiber Module, Convertor with Network :-					
	Router					
1	Cisco 1751	1	Apr-10			
	Wireless Devices					
1	Access Point(Indor)	10	Apr-10			
2	Radio RF Signal module	3	Apr-10			
3	12 DBI Omni Directional Antenna	1	Apr-10			
4	24 DBI Directional Antenna	3	Apr-10			
5	Access Point with POE	2	Jul-10			
	Switches					
1	8 port	21	Apr-10			
2	16 port	16	Apr-10			
3	24 port managable	10	Apr-10			
4	24 Port Unmanagable	7	Apr-10			
5	16 Port Switch	3	Jul-10			
	Total	57				
1	Fiber Module	5	Apr-10			
2	Fiber Convertor	2	Apr-10			
	Total					