



OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A. & E.),
GUJARAT,
Race Course Road, Rajkot-360001
Phone No: 0281-2441600-06(PBX) Fax No: 0281-2456238

Date: 15/04/2024

**Subject: Comprehensive Annual Maintenance Contract and Rate Contract for IT Assets
from 01/05/2024 to 31/03/2025 (11 Months)**

Sir,

This office is desired to award a comprehensive Annual Maintenance Contract (AMC) and Rate Contract for IT Assets for the year 2024-25 from the date of signing the Contract.

- (s) The details of various IT Assets like Desktop Computers, Laptops, various Printers and other IT peripherals for which AMC for the year 2024-25 is required as per Annexure- "A"
- (t) The Rates of charges for refilling cartridges and replacement of PC Rolls and Drums as per Annexure- "B".

Further, the vendors should submit their quotations considering the terms and conditions as per Annexure- "C". The offer should be submitted in a sealed cover, so as to reach the undersigned on or before 25/04/2024 at 1.30 PM.

The bid documents are also available on <https://cag.gov.in/ae/gujarat/en/tenders>

Thanking you.

Encl.: As above

Yours Faithfully,

Sr. Accounts Officer

Annexure – ‘A’

List of all IT Hardware items under Comprehensive Annual Maintenance Contract for the year 2024-25

Comprehensive Rate per item should be quoted against each hardware as detailed below:

Sr. No.	Particulars	Quantity under AMC for whole year i.e. 2024-25	Quantity under AMC on pro-rata basis, as warranty will be expired during the year 2024-25	Total Quantities under AMC for 2024-25	Rate of AMC for each IT Assets per year	Charge of Resident Engineer per item per year
1.	Desktop Computers	122	1	123		
2.	Servers	11	NIL	11		
3.	LaserJet B/W Printers	56	NIL	56		
4.	LaserJet Colour Printers	02	NIL	02		
5.	LaserJet All-in-one Printers	07	NIL	07		
6.	Inkjet Colour Printers	01	NIL	01		
7.	Dot Matrix Printers	02	NIL	02		
8.	Line Printers	03	NIL	03		
9.	Multifunction Network Colour Printer	01	NIL	01		
10.	Multifunction Network Printer	03	NIL	03		
11.	Multifunction Photo Copier	01	NIL	01		
12.	Scanners	03	NIL	03		
13.	Laptops	10	NIL	10		
14.	Network Switches	22	NIL	22		
15.	Projector	01	NIL	01		
	Total Quantities	245	1	246		

Annexure – ‘B’

List of various cartridges which will be required to be refilled in various printers installed in our office.

Rates for cartridge refilling charges and drum replacement charges of the following cartridges for the year 2024-25

Sr. No	Cartridge Name	Refilling charges per unit	Drum replacement charges per unit
1.	HP 88/A		
2.	HP 12/A		
3.	HP 53/A		
4.	HP 78/A		
5.	HP 36/A		
6.	HP COLOR 126/A		
7.	CANON 328		
8.	WEP RIBBON		
9.	TN-1020		
10	TN-2365		
11.	TN-3448		
12.	SP 200HS Ricoh		

Purchase price of

1. All types of Drums Rs. _____
2. All types of PCR Roll Rs. _____