

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-1) मध्यप्रदेश,  
झाँसी रोड, ऑडिट भवन, ग्वालियर 474002

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (AUDIT-I)  
JHANSI ROAD, AUDIT BHAVAN MADHYA PRADESH, GWALIOR-474002

संख्या-प्रशासन/आई.एस.विंग/फा-17(III)/ए.एम.सी.-2022/18

दिनांक: 21/02/2022

No.Admin/IS-WING/F-17(III)/AMC-2022/18

Date:-21/02/2022

कंप्यूटर, प्रिंटर, यू.पी.एस., स्कैनर, लैपटॉप, एल.ई.डी. मॉनिटर, प्रोजेक्टर, लैन और सर्वर के लिए  
वार्षिक रखरखाव अनुबंध हेतु मुहर बन्द सीमित निविदा सूचना

Sealed Limited Tender Notice for Annual Maintenance Contract for Computer, Printers,  
UPS, Scanners, Laptop, LED Monitor, Projector, LAN and Server

कार्यालय प्रधान महालेखाकार (लेखापरीक्षा-1), मध्य प्रदेश, लेखापरीक्षा भवन, ग्वालियर द्वारा कंप्यूटर, प्रिंटर, यूपीएस, स्कैनर, लैपटॉप, प्रोजेक्टर, एलईडी मॉनिटर, लैन और सर्वर के वार्षिक रख-रखाव अनुबंध (ए.एम.सी.) के लिए प्रतिष्ठित, अनुभवी और वित्तीय रूप से मजबूत कंपनी/साझेदारी फर्म/एजेंसी से उपर्युक्त पते पर मुहरबंद निविदाएं आमंत्रित की जाती हैं।

2. इच्छुक कंपनी/फर्म/एजेन्सी द्वारा प्रस्ताव एक बंद लिफाफे में दिया जाना आवश्यक है। लिफाफे पर मूर्धाक "Quotatio n for Annual Maintenance Contract (AMC) for Computers, Printers, UPSs, Scanners, Laptops, Projectors, LED monitors, LAN and Server" दर्ज होना चाहिए एवं यह आवेदन/प्रस्ताव निर्धारित प्रारूप (नमूना संलग्न) में उपर्युक्त पते पर दिनांक ..09.....मार्च, 2022 (03:00 PM) तक या उससे पूर्व पहुँच जाने चाहिए।
3. अंतिम तिथि/समय के उपरांत प्राप्त कोई भी कोटेशन/आवेदन स्वीकार नहीं किया जाएगा।
4. बयाना राशि रू.17,000/- (रुपये सत्रह हजार मात्र) एफ.डी.आर./डी.डी. के रूप में प्रधान महालेखाकार (लेखापरीक्षा-1), मध्य प्रदेश, ग्वालियर के पक्ष में जमा की जानी है।
5. कोटेशन प्राप्त होने की तिथि से 90 (नब्बे)दिनों के लिए वैध रहेगा। भविष्य में किसी भी प्रकार के स्पष्टीकरण और/या शुद्धिपत्र को कार्यालय की सब-साइट "https://cag.gov.in/ag1/madhya-pradesh/hi" पर 'हमसे संपर्क करें' के माध्यम से सूचित किया जाएगा।
6. इच्छुक कंपनियों/फर्मों/एजेंसियों को अपने परिचालन/शाखा कार्यालय/टेलीफोन नंबर/फैक्स नंबर/ई-मेल आईडी/वेबसाइट आदि का पूरा पता प्रस्तुत करना होगा और पैन कार्ड और जीएसटी पंजीकरण की स्व-सत्यापित प्रति भी प्रदान करनी होगी।
7. इच्छुक कंपनियों/फर्मों/एजेंसियों को किसी सरकारी संस्था में AMC देने का कम-से-कम दो वर्ष का अनुभव होना चाहिए और निविदा दस्तावेजों के साथ अनुभव की स्व-सत्यापित प्रतियां जमा करनी होंगी।
8. बोलीदाता का कार्यालय ग्वालियर (मध्यप्रदेश) में होना चाहिए।

9. अनुलग्नक-I में संलग्न नियमों और शर्तों के अनुरूप सफल फर्म (बोलीदाता) के साथ अनुबंध किया जाएगा।

Office of the Principal Accountant General(Audit-I), Madhya Pradesh, Audit Bhavan Gwalior invites sealed tenders from reputed, experienced and financially sound company/partnership firm/agency for **Annual Maintenance Contract (AMC) For Computers , Printers , UPSs , Scanners , Laptops , Projector, LED monitors , LAN and Server** at the above address.

2. The interested companies/firms/agencies are required to submit their offer in one envelope and superscripted as **“Quotation for Annual Maintenance Contract (AMC) for Computers, Printers, UPSs, Scanners, Laptops, Projectors, LED monitors , LAN and Server”** along with the application letter in prescribed format (**specimen copy enclosed**) and should reach at the above address on or before **09 March, 2022 (3:00PM)**.

3. No quotation/application will be accepted after last date/time of submission of quotation.

4. Amount of Earnest Money to be deposited of Rs.17,000/- (Rupees Seventeen thousand only) in the shape of FDR/DD, in favour of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior.

5. The quotation shall remain valid for 90 days from the date of receipt of the same. Any future clarification(s) and/or corrigendum(s) shall be communicated through **‘Contact us’** section on our sub-site <https://cag.gov.in/ag1/madhya-pradesh/en>.

6. The interested companies/firms/agencies are required to furnish the full address of its Operating/Branch Office/Telephone No./FAX No./e-mail id/website address etc. and also provide the self-attested copy of PAN card and GST registration.

7. The interested companies/firms/agencies shall have **at least 02 years’ experience** in giving AMC to any Government institution/body and shall submit the self-attested copies of experience along with the tender documents.

8. The bidder should have an office in the **Gwalior** (Madhya Pradesh).

9. Agreement with successful firm (Bidder) would be made as per the Terms and Conditions attached in Annexure-I.

हस्ता/-

उप महालेखाकार (ए.एम.जी.-V एवं प्रशासन)

Deputy Accountant General (AMG-V & Administration)

Tel : 0751-2322441  
FAX : 0751-2631290  
E-mail : [agaumadhyapradesh1@cag.gov.in](mailto:agaumadhyapradesh1@cag.gov.in)  
Sub-site (English) : <https://cag.gov.in/ag1/madhya-pradesh/en>

Sub-site (Hindi)

: <https://cag.gov.in/ag1/madhya-pradesh/hi>

प्रति,

1. Power Pro Enterprises, Opposite Income Tax Office, B-1, Global Apartment, City Center, Gwalior.
- 2 . Tech Adapt Associates, K-33, Laxmipuram Colony, Transport Nagar, Gwalior.
3. Ace Technologies, S-42 Rajeev Plaza, Jayendra Ganj, Gwalior.
4. Rapidtech IT Services Pvt. Ltd., 17-A Sadbhavna Building, City Center, Gwalior.
5. MEGIIT Online & Computer Stationary, Kishanbag, Laxmipuram, Bahodapur, Gwalior.
6. Desprin Enterprises Pvt. Ltd., 201, Swastika Apartment , Mayur Nagar, Thatipur, Gwalior 474011

## **Annexure-I**

### **TERMS & CONDITIONS OF THE AGREEMENT FOR**

### **ANNUAL MAINTENANCE OF COMPUTER HARDWARE AND PERIPHERALS**

#### **I. GENERAL**

1. The contract will be effective from the date of agreement (up to 31<sup>st</sup> March, 2023).
2. Earnest Money Deposit (EMD) of Rs. 17,000/- in the form of DD/FDR in favour of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior is to be furnished along with the bid.
3. Performance deposit of Rs.....(10% of the value of AMC which will be awarded to the firm) in the form of Bank Guarantee/FDR issued by any National/Scheduled Bank in favour of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior shall have to be deposited by successful bidder at the time of contract and the same will be refunded on expiry of terms of contract/agreement.
4. Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior shall have the right to terminate Annual Maintenance Contract Agreement at any time as and when occasion arises without assigning any reason(s).
5. The contractor alone shall be responsible to comply with all statutory provisions of all the relevant Labor and Taxation Laws in connection with the staff employed by him for performance of his obligations under the contract agreement.
6. The contractor alone shall also be responsible for all the acts of omissions and commissions of his staff deployed for performance of his obligations under the contract agreement.
7. The contract period shall initially be for one year only after the execution of the agreement for the contract. The contract may be renewed for further two years, one year at a time, at the discretion of this office and based on satisfactory services provided by the contractor. However, the firm has to provide services at the same rate for the period up to finalization of new agreement.
8. This office reserves the right to increase or reduce the number of items offered for maintenance contract during the currency of AMC. The proportionate amount of contract will be increased or decreased, accordingly.
9. If the contractor does not perform satisfactorily, this office reserves the right to get

the balance contract executed by another party of its choice by giving one- month notice for the same.

10. This office reserves the right to recover any dues payable by the contractor from any amount outstanding to his credit, including the pending bills and/or invoking Bank Guarantee/FDR, if any, under this contract or any other contract/order.
11. This office shall be entitled and it shall be lawful on its part to forfeit the amount of Performance deposit in whole or in part in the event of any default, failure or neglect on part of the contractor in fulfilment or performance of the contract under reference in all respects satisfaction to this office. This office shall be entitled to deduct a amount from Performance deposit any loss or damage which this office may suffer or be put by any reason of or due to any act or other default recoverable by this office from the contract.

## **II SCOPE OF AMC**

1. The AMC shall be comprehensive and maintenance service shall consist of preventive and corrective maintenance of machines as mentioned in **Annexure- II** and will include replacement of all the spares parts except the parts which are not covered under AMC mentioned in the **Annexure-A**. The replacement of defective spares with original spares or spares equivalent specification will be done by the firm, without any extra charge of any kind.
2. Contractor shall maintain the sufficient spares for maintaining required uptime guarantee.
3. The contractor would submit a report at the start of the contract of taking over all equipment (giving their configuration in working condition also). It shall be the responsibility of the firm/company to make all the computers, printers and peripherals work satisfactorily throughout the contract period and also to hand over the system to this office in working conditions on the expiry of the contract. In case any damage on the systems are found, compensation that would be determined by the Competent Authority will have to be paid by the firm.
4. Faulty parts shall be replaced with new working parts of the same type/capacity. New parts replaced by the contractor shall be the property of this office and the faulty part shall be the property of the contractor. Systems average uptime should not be less than 98%. Maximum allowable time of any system is three hours in case of minor problem and 24 hours for major problems.

5. The AMC shall cover the comprehensive on-site residential support contract for all service and parts of the computers and other peripherals as specified in the Annexure-II. The vendor will provide one resident engineer for all working days for attending and redress of complaints in normal working hours of the office- 9.30 am to 6.00 pm- but in case emergency the Company has to undertake the work beyond office hours also. Their services may also be required on non-working days on some occasions to meet crisis situation. The contractor shall ensure that on such occasions additional personnel are deputed with no extra cost. The engineers should be equipped with mobile phones to ensure their availability.
6. The service engineer provided by the contractor shall not be changed frequently (minimum six months). However, if this office finds the engineer/personnel incompetent, the contractor shall change the service engineer immediately. If the resident engineer is not available for any reason, the contractor shall be responsible for deputing another competent and experienced service engineer for that period to ensure continuity in services. An amount of Rs. 500.00 per day will be deducted if any service engineer remains absent/on leave without providing a proper substitute.
- (a) Maintenance shall include installation and updating of all kinds of software including operating system, office application, antivirus etc. The firm is responsible to take care of the Computers, Printers, Peripherals, and UPSs, laptop and networking and its equipment etc.
- (b) Preventive maintenance service is to be carried out every 60 days' period for all the computers and peripherals covered under the contract. Preventive maintenance report from the user would be submitted to the competent authority, failing which an amount of Rs.1,000/-(one thousand only) as a penalty may be imposed. Preventive maintenance means bi-monthly servicing of equipment irrespective of whether the equipment has undergone a breakdown or not and it would include:-
- Defragmentation of hard disk drives and scanning for disk errors.
  - Checking and cleaning from inside and outside of all the computers and its peripherals as well.
  - Checking and fixing the network connectivity problems at client side such as IP address, finding loose contacts and fixing them inspection of cables and switches installed in the office. Further, new network points wherever are required may be fixed by the vendor.

- Special cleaning of monitor, keyboard mouse etc.
  - Cleaning and examining interior and exterior of printers for smudges, dust etc. Accumulation of paper lint should be carefully removed. Paper dust should be cleaned off with the help of vacuum cleaner.
- (c) AMC shall include the repair /replacement of defective parts with the parts of equivalent or higher specification and details of replacements should be provided to the competent authority. A standby arrangement is also mandatory in such cases. In case, any equipment has to be taken out of repair, a standby equipment of similar configuration will be provided by the contractor. Carriage charges for taking away/bringing back the equipment will be borne by the company.
- (d) The systems that are not serviceable by the agency due to obsolescence of technology or non-availability of parts/assemblies/components will be withdrawn from the maintenance contract. The decision of the competent authority regarding non-availability and obsolescence of technology and withdrawal of these items from the maintenance contract will be final. Withdrawal of such systems shall be communicated to the firm and equivalent maintenance charges shall be deducted accordingly.
- (e) The resident engineers should maintain a log register of all calls attended, pending issues, preventive maintenance records and details of all replaced spare parts. The register as prescribed by the competent authority will be submitted to Sr.AO (IS-Wing) on monthly basis and to competent authority on quarterly basis.
- (f) In case, if it is absolutely essential to format the hard disk of a computer, the resident engineer should take proper backup of the data and only after the user is satisfied, the resident engineer should proceed with formatting of the Hard Disk.
- (g) No replacement and repairing charges for the parts covered under the AMC shall be made.
- (h) AMC holder is also responsible for works like installation/upgradation of software etc. in newly purchased hardware items during the warranty period.
- (i) AMC holder is also accountable for Coordination with OEMs for troubleshooting of the computer and other peripherals under warranty.

7. If during the currency of the contract the representative/contractor of the contract

comes across confidential information, he will never disclose it to anybody else.

8. Replacement of consumable parts which are not covered in the scope of this agreement should be made available by the Company on charge basis as and when required by the office, but this office would be free to procure these items from any sources and the replacement will be done by contractor.

### **III. DURATION OF CONTRACT**

Subject to the right of the Principal Accountant General (Audit-I), M.P., Gwalior to terminate, the period of contract shall be for one year.

### **IV. PAYMENT TERMS**

Maintenance charges shall be for the total value of Rs. .... and maintenance charges will commence from the date of agreement i.e. Maintenance charges shall be payable on quarterly basis subject to availability of funds. In case of fractional period (i.e. not a complete quarter), the proportionate amount will be paid for that period.

### **V. FORCE MAJEURE**

- (a) The.....or the second party, against the other, in case of any failure or omission or calamities such as fires, floods, earthquakes, hurricanes, or civil strikes, under any statute or regulations of the Government, lock-outs, strikers, riots, embargoes from any political reasons beyond the control of any part including war (whether declared or not), civil war or state of insurrection shall give notice to other party within 15 days of the occurrence of such incident that on account of the above event the notifying party.
- (b) Has delayed the performance of its work as it was beyond its reasonable control and it has not occurred due to negligence or default on its part.
- (c) Either party, as and when gives notice of force majeure shall provide confirmation of such event in the form of a certificate from the Government department or agency or chamber of commerce. The parties shall be relieved of their respective obligations to perform, hereunder for so long as the event of force majeure continues and to the extent their performance is affected by such an event of force majeure provided notices as above are given and the event of force majeure is established as provided hereinabove.

### **VI. TERMINATION**



If the company commits any breach of terms of contract including failure in providing the services of repair and maintenance and fails to rectify the complaint, the contract would be terminated and any pecuniary loss caused due to such termination would be recovered from the company. The security deposited would also be confiscated on the termination of such contract.

## **VII. CANCELLATION**

The contract can be revoked at any time during the period of contract without assigning any reasons.

## **VIII. EXTENSION**

The contract can be extended for further period subject to willingness of both the parties.

## **IX. TAXES**

Service tax (GST) at the prevailing rate will be paid to the contractor and Income Tax, GST and other taxes will be deducted from the bill produced by firm as per office norms.

## **X. DISPUTE/ (ARBITRATION)**

In case of any dispute the decision of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior of this office would be final and binding on both the parties. The cause of dispute in writing must be presented before him within 15 days of occurring of such dispute.

It is clearly understood that for the purpose of adjudication, if occasion arises, the jurisdiction of the appropriate court will be at Gwalior (M.P.).

**Sd-  
Sr. Audit Officer (IS-Wing)**

## Annexure-II

### ( List of Computer Hardwares which are to be covered under AMC )

SN	Description of items	Item of Hardware with brief configuration	Hardware Sectional Sr. No.	Qty.	Date of Purchase/ Year	Cost of Item In Rs.	Total Purchase Cost In Rs.	Rate of AMC (Per Unit) (In Rs.) (On Annual basis)	Total Amount (in Rs.)	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
<b>COMPUTER</b>										
1		Zenith Q35 Core 2 Duo	2008-09//ZEN/C2D/01/PC-13 2008-09//ZEN/C2D/02/PC-14 2008-09/ZEN/C2D/03/PC-15 2008-09/ZEN/C2D/04/PC-16 2008-09/ZEN/C2D/05/PC-17 2008-09/ZEN/C2D/06/PC-18 2008-09/ZEN/C2D/07/PC-19 2008-09/ZEN/C2D/08/PC-20 2008-09/ZEN/C2D/09/PC-21 2008-09/ZEN/C2D/10/PC-22 2008-09/ZEN/C2D/11/PC-23 2008-09/ZEN/C2D/12/PC-24 2008-09/ZEN/C2D/13/PC-25 2008-09/ZEN/C2D/14/PC-26 2008-09/ZEN/C2D/15/PC-27 2008-09/ZEN/C2D/16/PC-28 2008-09/ZEN/C2D/17/PC-29 2008-09/ZEN/C2D/18/PC-30 2008-09/ZEN/C2D/19/PC-31 2008-09/ZEN/C2D/20/PC-32 2008-09/ZEN/C2D/21/PC-33 2008-09/ZEN/C2D/22/PC-34 2008-09/ZEN/C2D/23/PC-35 2008-09/ZEN/C2D/24/PC-36 2008-09/ZEN/C2D/25/PC-37 2008-09/ZEN/C2D/26/PC-38 2008-09/ZEN/C2D/27/PC-39 2008-09/ZEN/C2D/28/PC-40 2008-09/ZEN/C2D/29/PC-41 2008-09/ZEN/C2D/30/PC-42 2008-09/ZEN/C2D/31/PC-43 2008-09/ZEN/C2D/32/PC-44 2008-09/ZEN/C2D/33/PC-45 2008-09/ZEN/C2D/34/PC-46 2008-09/ZEN/C2D/35/PC-47 2008-09/ZEN/C2D/36/PC-48 2008-09/ZEN/C2D/37/PC-49	37	2009	28,850	10,67,450			

2		HCL Infinite Desktop Core i3	2010-11/HCL/i3/01/PC-50 2010-11/HCL/i3/02/PC-51 2010-11/HCL/i3/03/PC-52 2010-11/HCL/i3/04/PC-53 2010-11/HCL/i3/05/PC-54 2010-11/HCL/i3/06/PC-55 2010-11/HCL/i3/07/PC-56 2010-11/HCL/i3/08/PC-57	08	2011	34,534	2,76,272			
3		Wipro Core i3	2011-12/WPO/i3/01/PC-58 2011-12/WPO/i3/02/PC-59	02	2012	34,400	68,800			
4		HCL Core i3	2012-13/HCL/i3/01/PC-60 2012-13/HCL/i3/02/PC-61 2012-13/HCL/i3/03/PC-62 2012-13/HCL/i3/04/PC-63 2012-13/HCL/i3/05/PC-64	05	2012	34,067	1,70,335			
5		HCL Infiniti 380 Core i5	2013-14/HCL/i5/01/PC-65 2013-14/HCL/i5/02/PC-66 2013-14/HCL/i5/03/PC-67 2013-14/HCL/i5/04/PC-68 2013-14/HCL/i5/05/PC-69 2013-14/HCL/i5/06/PC-70 2013-14/HCL/i5/07/PC-71 2013-14/HCL/i5/08/PC-72 2013-14/HCL/i5/09/PC-73 2013-14/HCL/i5/10/PC-74 2013-14/HCL/i5/11/PC-75 2013-14/HCL/i5/12/PC-76 2013-14/HCL/i5/13/PC-77 2013-14/HCL/i5/14/PC-78 2013-14/HCL/i5/15/PC-79 2013-14/HCL/i5/16/PC-80 2013-14/HCL/i5/17/PC-81 2013-14/HCL/i5/18/PC-82 2013-14/HCL/i5/19/PC-83 2013-14/HCL/i5/20/PC-84 2013-14/HCL/i5/21/PC-85 2013-14/HCL/i5/22/PC-86 2013-14/HCL/i5/23/PC-87 2013-14/HCL/i5/24/PC-88 2013-14/HCL/i5/25/PC-89 2013-14/HCL/i5/26/PC-90 2013-14/HCL/i5/27/PC-91 2013-14/HCL/i5/28/PC-92 2013-14/HCL/i5/29/PC-93 2013-14/HCL/i5/30/PC-94 2013-14/HCL/i5/31/PC-95 2013-14/HCL/i5/32/PC-96 2013-14/HCL/i5/33/PC-97 2013-14/HCL/i5/34/PC-98 2013-14/HCL/i5/35/PC-99 2013-14/HCL/i5/36/PC-100 2013-14/HCL/i5/37/PC-101 2013-14/HCL/i5/38/PC-102	38	2013	39,300	14,93,400			

6		Dell Core i5	2014-15/DEL/i5/01/PC-103 2014-15/DEL/i5/02/PC-104 2014-15/DEL/i5/03/PC-105 2014-15/DEL/i5/04/PC-106 2014-15/DEL/i5/05/PC-107 2014-15/DEL/i5/06/PC-108 2014-15/DEL/i5/07/PC-109 2014-15/DEL/i5/08/PC-110 2014-15/DEL/i5/09/PC-111 2014-15/DEL/i5/10/PC-112 2014-15/DEL/i5/11/PC-113 2014-15/DEL/i5/12/PC-114 2014-15/DEL/i5/13/PC-115 2014-15/DEL/i5/14/PC-116 2014-15/DEL/i5/15/PC-117	15	2014	48,589	7,28,835			
7		Dell Core i3	2014-15/DEL/i3/01/PC-118 2014-15/DEL/i3/02/PC-119 2014-15/DEL/i3/03/PC-120 2014-15/DEL/i3/04/PC-121 2014-15/DEL/i3/05/PC-122 2014-15/DEL/i3/06/PC-123 2014-15/DEL/i3/07/PC-124 2014-15/DEL/i3/08/PC-125 2014-15/DEL/i3/09/PC-126 2014-15/DEL/i3/10/PC-127 2014-15/DEL/i3/11/PC-128 2014-15/DEL/i3/12/PC-129 2014-15/DEL/i3/13/PC-130 2014-15/DEL/i3/14/PC-131 2014-15/DEL/i3/15/PC-132 2014-15/DEL/i3/16/PC-133 2014-15/DEL/i3/17/PC-134 2014-15/DEL/i3/18/PC-135 2014-15/DEL/i3/19/PC-136 2014-15/DEL/i3/20/PC-137 2014-15/DEL/i3/21/PC-138 2014-15/DEL/i3/22/PC-139 2014-15/DEL/i3/23/PC-140 2014-15/DEL/i3/24/PC-141 2014-15/DEL/i3/25/PC-142 2014-15/DEL/i3/26/PC-143 2014-15/DEL/i3/27/PC-144 2014-15/DEL/i3/28/PC-145 2014-15/DEL/i3/29/PC-146 2014-15/DEL/i3/30/PC-147 2014-15/DEL/i3/31/PC-148 2014-15/DEL/i3/32/PC-149	32	2014	38,162	12,21,184			
8		HP ENVY PHOENIX 180 core i-7	2014-15/HP/i7/01/PC-150	01	2014	89,000	89,000			

9		Dell Core i3	2016-17/DEL/i3/01/PC-151 2016-17/DEL/i3/02/PC-152 2016-17/DEL/i3/03/PC-153 2016-17/DEL/i3/04/PC-154 2016-17/DEL/i3/05/PC-155 2016-17/DEL/i3/06/PC-156 2016-17/DEL/i3/07/PC-157 2016-17/DEL/i3/08/PC-158 2016-17/DEL/i3/09/PC-159 2016-17/DEL/i3/10/PC-160 2016-17/DEL/i3/11/PC-161 2016-17/DEL/i3/12/PC-162 2016-17/DEL/i3/13/PC-163 2016-17/DEL/i3/14/PC-164 2016-17/DEL/i3/15/PC-165 2016-17/DEL/i3/16/PC-166 2016-17/DEL/i3/17/PC-167 2016-17/DEL/i3/18/PC-168 2016-17/DEL/i3/19/PC-169 2016-17/DEL/i3/20/PC-170 2016-17/DEL/i3/21/PC-171 2016-17/DEL/i3/22/PC-172 2016-17/DEL/i3/23/PC-173 2016-17/DEL/i3/24/PC-174 2016-17/DEL/i3/25/PC-175 2016-17/DEL/i3/26/PC-176 2016-17/DEL/i3/27/PC-177 2016-17/DEL/i3/28/PC-178 2016-17/DEL/i3/29/PC-179 2016-17/DEL/i3/30/PC-180 2016-17/DEL/i3/31/PC-181 2016-17/DEL/i3/32/PC-182 2016-17/DEL/i3/33/PC-183	33	2016	40,656	13,41,648			
10		Dell Core i5	2016-17/DEL/i5/01/PC-184 2016-17/DEL/i5/02/PC-185 2016-17/DEL/i5/03/PC-186 2016-17/DEL/i5/04/PC-187 2016-17/DEL/i5/05/PC-188 2016-17/DEL/i5/06/PC-189 2016-17/DEL/i5/07/PC-190 2016-17/DEL/i5/08/PC-191 2016-17/DEL/i5/09/PC-192 2016-17/DEL/i5/10/PC-193 2016-17/DEL/i5/11/PC-194 2016-17/DEL/12/04/PC-195 2016-17/DEL/i5/13/PC-196 2016-17/DEL/i5/14/PC-197 2016-17/DEL/i5/15/PC-198 2016-17/DEL/i5/16/PC-199	16	2016	48,028	7,68,448			
11		HP core i5	2018-19/HP/i5/01/PC-200	01	2018	45,950	45,950			
12		APPLE	2020-21/APPLE/01/201	01	2020	94,990	94,990			
			<b>Total =</b>	<b>189</b>			<b>73,66,312</b>			

**LAPTOP**

<b>13</b>	Laptop HP Notebook Core i5	LT-96, LT-97, LT-98, LT-99, LT-100, LT-101, LT-102, LT-103, LT-104, LT-105.	10	2018	49,900	4,99,000			
<b>14</b>	Dell core i7	LT-86	01	2015	69,900	69,900			
<b>15</b>	HP core i7	LT-87 LT-88	02	2017	93,700	1,87,400			
<b>16</b>	HP 15DA0330TU	LT-106,LT-107,LT-108,LT-109,LT-110,LT-111,LT-112,LT-113,LT-114,LT-115,LT-116,LT-117,LT-118,LT-119,LT-120,LT-121,LT-122,LT-123,LT-124,LT-125,LT-126,LT-127,LT-128,LT-129,LT-130,LT-131,LT-132,LT-133,LT-134,LT-135,LT-136,LT-137,LT-138,LT-139,LT-140,LT-141,LT-142,LT-143,LT-144,LT-145	40	2018	46,800	18,72,000			
<b>17</b>	Apple MacBook Core i5 (MVFH2HN/A)	LT-203	01	2020	86,650	86,650			
<b>Total =</b>			<b>54</b>			<b>27,14,950</b>			

**PRINTERS**

<b>18</b>	Canon All-in-One MF 4450	2011-12/CNN/LJET/MF4450/01/P-01	01	2012	17,300	17,300			
<b>19</b>	HP LaserJet 1606DN	2012-13/HP/LJET/1606/01/P-32 2012-13/HP/LJET/1606/02/P-33 2012-13/HP/LJET/1606/03/P-34	03	2012	11,078	33,234			
<b>20</b>	HP Laser 1020 Plus	2013-14/HP/LJET/1020+/08/P-49	01	2013	7,600	7,600			

21		HP LaserJet MF1213	2013-14/HP/LJET/M1213/01/P-71	01	2013	16,150	16,150			
22		HP Laser 1020 Plus	2013-14/HP/LJET/1020+/01/P-42 2013-14/HP/LJET/1020+/02/P-43 2013-14/HP/LJET/1020+/03/P-44 2013-14/HP/LJET/1020+/04/P-45 2013-14/HP/LJET/1020+/05/P-46 2013-14/HP/LJET/1020+/06/P-47 2013-14/HP/LJET/1020+/07/P-48 2013-14/HP/LJET/1020+/09/P-50 2013-14/HP/LJET/1020+/10/P-51 2013-14/HP/LJET/1020+/11/P-52 2013-14/HP/LJET/1020+/12/P-53 2013-14/HP/LJET/1020+/13/P-54 2013-14/HP/LJET/1020+/14/P-55 2013-14/HP/LJET/1020+/15/P-56	14	2013	8,850	1,23,900			
23		Wipro LMP P8C 500N	2013-14/WPR/LINE/500N/01/P-80	01	2013	1,90,000	1,90,000			
24		HP Laser 1020 Plus	2014-15/HP/LJET/1020+/16/P-57 2014-15/HP/LJET/1020+/17/P-58 2014-15/HP/LJET/1020+/18/P-59 2014-15/HP/LJET/1020+/19/P-60 2014-15/HP/LJET/1020+/20/P-61 2014-15/HP/LJET/1020+/21/P-62 2014-15/HP/LJET/1020+/22/P-63 2014-15/HP/LJET/1020+/23/P-64 2014-15/HP/LJET/1020+/24/P-65 2014-15/HP/LJET/1020+/25/P-66 2014-15/HP/LJET/1020+/26/P-67 2014-15/HP/LJET/1020+/27/P-68 2014-15/HP/LJET/1020+/28/P-69 2014-15/HP/LJET/1020+/29/P-70	14	2014	7,200	1,00,800			
25		HP M551 DN Colour Printer	2014-15/HP/LJET/CLR_M451/03/P-74	01	2014	78,800	78,800			
26		HP M451 DN Colour Printer	2013-14/HP/LJET/CLR_M451/01/P-72 2014-15/HP/LJET/CLR_M451/02/P-73	02	2014	45,000	90,000			
27		HP Laser 1020 Plus	2015-16/HP/LJET/1020+/30/P-87 2015-16/HP/LJET/1020+/31/P-88 2015-16/HP/LJET/1020+/32/P-89	03	2015	7,500	22,500			
28		HP MFP M128FN	2015-16/HP/LJET/M128FN/01/P-85 2015-16/HP/LJET/M128FN/02/P-86 2015-16/HP/LJET/M128FN/03/P-91	03	2015	17,265	51,795			
29		HP LaserJet Pro 400DN	2015-16/HP/LJET/M401DN/01/P-92	01	2015	32,200	32,200			
30		HP Laser 1020 Plus	2016-17/HP/LJET/1020+/33/P-93 2016-17/HP/LJET/1020+/34/P-94 2016-17/HP/LJET/1020+/35/P-95 2016-17/HP/LJET/1020+/36/P-96	04	2016	8,000	32,000			

31	EPSON Colour L-850	2016-17/INKTANK/L-850 EPSON/01/P-97 2016-17/INKTANK/L-850 EPSON/02/P-103	02	2016	26,800	53,600			
32	EPSON Colour L-850	2017-18/INKTANK/L-850 EPSON/03/P-105 2017-18/INKTANK/L-850 EPSON/04/P-106	02	2017	26,800	53,600			
33	HP Laser 1020 Plus	2016-17/HP/LJET/1020+/37/P-98 2016-17/HP/LJET/1020+/38/P-99 2016-17/HP/LJET/1020+/39/P-100 2016-17/HP/LJET/1020+/40/P-101 2016-17/HP/LJET/1020+/41/P-102	05	2016	8,500	42,500			
34	HP LaserJet MFP226DW	2016-17/HP/LJET/MFP 226 DW/01/P-104	01	2016	29,800	29,800			
35	HP Pro M203D	2017-18/HP/LJET/PRO_M203D/01/P-107 2017-18/HP/LJET/PRO_M203D/02/P-108 2017-18/HP/LJET/PRO_M203D/03/P-109 2017-18/HP/LJET/PRO_M203D/04/P-110 2017-18/HP/LJET/PRO_M203D/05/P-111	05	2017	11,600	58,000			
36	HP LaserJet 1020+	2017-18/HP/LJET/1020+/42/P-112 2017-18/HP/LJET/1020+/43/P-113 2017-18/HP/LJET/1020+/44/P-114 2017-18/HP/LJET/1020+/45/P-115 2017-18/HP/LJET/1020+/46/P-116	05	2017	9,600	48,000			
37	HP LaserJet 1020+	2017-18/HP/LJET/1020+/47/P-117 2017-18/HP/LJET/1020+/48/P-118 2017-18/HP/LJET/1020+/49/P-119 2017-18/HP/LJET/1020+/50/P-122 2017-18/HP/LJET/1020+/51/P-123 2017-18/HP/LJET/1020+/52/P-124 2017-18/HP/LJET/1020+/53/P-125 2017-18/HP/LJET/1020+/54/P-126	08	2017	10,340	82,720			
38	Canon MF244dw	2017-18/HP/LJET/MF-244/01/P-120 2017-18/CNN/LJET/MF-244/01/P-121 2017-18/CNN/LJET/MF-244/02/P-127	03	2017	17,900	53,700			
39	Canon MF244dw	2018-19/CNN/LJET/MF-244/03/P-128	01	2018	22,480	22,480			
40	HP Laserjet pro M202dw	2018-19/HP/LJET/M202DW/01/P-129 2018-19/HP/LJET/M202DW/02/P-130 2018-19/HP/LJET/M202DW/03/P-131	03	2019	15,175	45,525			
41	XEROX RB1022PLT	2018-19/XEROX/MLF/B1022/01/P-132 2018-19/XEROX/MLF/B1022/02/P-133 2018-19/XEROX/MLF/B1022/03/P-134 2018-19/XEROX/MLF/B1022/04/P-135 2018-19/XEROX/MLF/B1022/05/P-136	05	2019	39,990	1,99,950			
42	HP-Samsung M2830DW	2019-20/HP-SAM/LJET/M2830DW/01/P-137 2019-20/HP-SAM/LJET/M2830DW/02/P-138 2019-20/HP-SAM/LJET/M2830DW/03/P-139 2019-20/HP-SAM/LJET/M2830DW/04/P-140 2019-20/HP-SAM/LJET/M2830DW/05/P-141	05	2020	10670	53,350			



43		Brother L3551CDW	2019-20/BROTHER/CLOUR/L3551CDW/01/P-142	01	2020	31491	31491			
44		BROTHER LJET DCP L-3551	2020-21/BROTH/LJET-COLOR/L-3551/02/P-148,2020-21/BROTH/LJET-COLOR/L-3551/03/P-149,2020-21/BROTH/LJET-COLOR/L-3551/04/P-150,2020-21/BROTH/LJET-COLOR/L-3551/05/P-151,2020-21/BROTH/LJET-COLOR/L-3551/06/P-152	05	2021	31327	156635			
45		KYOCERA LJET M2040DN	P-153,P-154,P-155,P-156	04	2021	34750	139000			
46		SHARP AR-6020NV	P-157,P-158	02	2021	55786	111572			
47		CANON MF244DW	P-143, P-144, P-145, P-146, P-147	05	2020	20989	104945			AMC is for 2 months only as the warranty is being expired in Jan-2023.
<b>Total =</b>				111			20,83,147			
<b>UPS</b>										
48		5 KVA Samtek	TRG-4	01	2007	87,000	87,000			
49		Samtek 1000VA	2013/1/125	01	2013	20,350	20,350			
50		Samtek 5KVA	2013/1/126, 2013/2/127	02	2013	67,900	1,35,800			
51		APC	2014-15/1 2014-15/2 2014-15/3 2014-15/4 2014-15/5 2014-15/6 2014-15/7 2014-15/8 2014-15/9 2014-15/10	10	2014	89,330	8,93,300			
<b>Total =</b>				14			11,36,450			
<b>OTHERS</b>										
52		HP Scanjet G3110	Scanner-01,scanner-2	02	2013	8,500	17,000			
53		HP Scanjet G3110	Scanner-7	01	2015	9,200	9,200			
54		HP Scanjet N6350	Scanner-08	01	2016	49,000	49,000			
55		HP Scanjet G3110	Scanner-09,scanner-10	02	2017	10,524	21,048			
56		HP Scanjet G3110	Scanner-11	01	2017	14,133	14,133			
57		Scanner Epson DS530	Scanner-12, Scanner-13, Scanner-14	03	2019	25,000	75,000			
58		Brother 27 Scanner	Scanner-15, Scanner-16, Scanner-17	03	2021	33,996.17	1,01,988.51			
59		Brother 220 Scanner	Scanner-18	01	2021	23,996.27	23,996.27			
60		Projector Casio	Projector-2	01	2013	77,995	77,995			
61		Projector BENQ	Projector-3	01	2016	1,39,800	1,39,800			
62		Full HD Monitor	Monitor-4, Monitor-5	02	2014	37,290	74,580			
63		Full HD Monitor	Monitor-6	01	2016	28,800	28,800			
<b>Total =</b>				19			6,32,541			

64	Server (PowerEdge T430)	1X1 INTEL XENON E-5-2630, SERIAL NO.-DBX6N62, 4X16 GB RAM DDR4 Expandablex4, Classic Tower Type, Performance Optimized, 1PERC H330 Integrated RAID Controller, 2xHeatsink for PowerEdge, DVD+/-RW,SATA, Internal, Dual, Hot-plug, Redundant Power Supply(1+1),750W, 2xPowerCord, 1x1GB Network Interface Card, 2x4TB 7.2K RPM SATA 6Gbps 3.5in Hot-plug Hard Drive, 13G, On-board LOM 1GBE (Dual Port for Towers, Quad port for racks and blades), Windows Server 2012R2 standard edition, Factory/pre-installed, with media.	Server	1	2015	3,89,000	3,89,000			
65	Local Area Network	Networking Equipment	Networking Equipment	1	2007	4,21,466	4,21,466			This AMC will be for the period till the new networking infrastructure would start. Payment for the same will be in proportion as the case would be.
						<b>Total Cost=</b>	<b>1,47,43,866</b>			

**Note:-**

1. The Firm/Bidder will depute full time experienced and qualified resident engineer in the O/o the Pr. AG(Audit-I) M.P., Gwalior to rectify the faults instantly.
2. The rates of AMC for above mentioned items which will be quoted by your firm, should be exclusive of GST.
3. Please inspect and visit the site before submission of quotation.

**Name :**

**Signature :**

**Date :**

**Seal of the firm :**

## **Annexure-A**

### **List of devices not covered under AMC**

- 1-** Lamp of Projector.
- 2-** Any natural damage caused by rat biting/natural calamities.
- 3-** Printer heads, UPS Batteries, Laptop batteries, Printer Ribbon and Toner cartridge

**Note: -**

The keyboards of desktops & laptops will not be considered as physically damaged if its' keys are not working and keys come outside from keyboard while working. Such types of keyboard will have to be replaced/repared by the firm to whom AMC is awarded.

**Sd/-  
Sr. Audit Officer/IS-Wing**



## SPECIMEN

To,

DAG (Admin)  
O/o the Principal Accountant General (Audit-I)  
Madhya Pradesh, Gwalior

**Sub: COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (AMC) FOR COMPUTERS, PRINTERS, UPSs, SCANNERS, LAPTOP, PROJECTOR, LED Monitors LAN AND SERVER.**

**Dear Sir,**

In response to your Quotation Notice for the above-mentioned contract, I/We, a Private/Public Ltd. Company / Partnership / Sole Proprietor submit the tender/quotation with the following particulars:

S. No.	Description	Particulars
1.	Name of the Firm	
2.	Year of establishment	
3.	Registration Number with a copy of registration certificate	
4.	Registered Postal Address	
5.	a. Tele.no. b. Fax No. c. Mobile No. d. Website address, if any	
6.	Address of Branches, if any.	
7.	a. Name and address of Directors, in case of Company b. Name and address of Sole Proprietor c. Name and address of partners, in case of partnership firm	
8.	a. Name and designation of authorized signatory b. Address for communication c. <u>Contact details:-</u> 1) Phone:- 2) Mobile:- 3) Email:- 4) Fax:-	

Having acquired the requisite information related to the subject work after visit of the site and examining the form of contract, nature, quantum of work as affecting the

tender invited by on behalf of O/o of the Principal Accountant General (Audit-I), Madhya Pradesh, Gwalior. I/We, the undersigned hereby offer for **Comprehensive Annual Maintenance Contract (AMC) For Computers, Printers, UPSs, Scanners, Laptop, Projector, LED Monitors LAN and Server** strictly in accordance with the terms and conditions as indicated by you in the said document. We also agree to submit the bill on quarterly basis. I/We will always keep the O/o the Pr. AG(Audit-I), MP, Gwalior indemnified of any claim/damages that O/o the Pr. AG(Audit-I), MP, Gwalior may have to pay with respect to the service.

I/We understand that the O/o the Pr. AG(Audit-I), MP, Gwalior reserves the right to reject any or all the quotations or accept them in part or to reject the lowest quotation without assigning any reasons. O/o the Pr. AG(Audit-I), MP, Gwalior further reserves the right to terminate the contract during its tenure at any time without assigning any reasons.

Thanking you,

Yours faithfully,

Date

Signature

Name

Firm's Seal