



भारतीय लेखापरीक्षा और लेखा विभाग
INDIAN AUDIT AND ACCOUNTS DEPARTMENT
प्रधान निदेशक लेखापरीक्षा (केंद्रीय) चेन्नै का कार्यालय
OFFICE OF THE PRINCIPAL DIRECTOR OF AUDIT
(CENTRAL) CHENNAI



No.PDAC/EDP/07-08/2023-24/88

12.09.2023

NOTICE INVITING QUOTATIONS FOR ANNUAL MAINTENANCE CONTRACT
FOR SERVERS / DESKTOPS/ LAPTOPS/ PRINTERS/ SCANNERS 2023-24

Quotations in sealed covers are invited for Maintenance on 'Call Basis' for the following hardware devices and networking, available in Chennai Main Office and at Madurai:-

DEVICE	PART AMC	FULL AMC	TOTAL AMC
(1)	(2)	(3)	(4)
SERVER	0	5	5
DESKTOP	6	78	84
LAPTOP	17	43	60
PRINTER	4	42	46
SCANNER	0	12	12
TOTAL	27	180	207
NETWORKING*			

*FOR THE EXISTING IO PORTS AND RELATED SERVICES FOR THE COMPLETE SET UP AT CHENNAI AND MADURAI

2. The location of these devices are as follows: -

DEVICE	CHENNAI	MADURAI	TOTAL
(1)	(2)	(3)	(4)
SERVER	5	0	5
DESKTOP	79	5	84
LAPTOP	60	0	60
PRINTER	41	5	46
SCANNER	11	1	12
TOTAL	196	11	207

3. The coverage period (FULL / PARTIAL) is indicated below: -

DEVICE	COUNT	FROM	TO	MONTHS	COVERAGE
(1)	(2)	(3)	(4)	(5)	(6)
SERVER	5	01-10-2023	30-09-2024	12	FULL
DESKTOP	78	01-10-2023	30-09-2024	12	FULL
	3	18-01-2024	30-09-2024	9	PARTIAL
	3	25-08-2024	30-09-2024	1	PARTIAL
LAPTOP	43	01-10-2023	30-09-2024	12	FULL
	9	11-03-2024	30-09-2024	7	PARTIAL
	8	19-07-2024	30-09-2024	2	PARTIAL
PRINTER	42	01-10-2023	30-09-2024	12	FULL
	2	03-03-2024	30-09-2024	7	PARTIAL
	2	09-03-2024	30-09-2024	7	PARTIAL
SCANNER	12	01-10-2023	30-09-2024	12	FULL
TOTAL	207				

4. Quotations should be submitted in the following format -
AMC for the period 2023-24

DEVICE	COUNT	RATE (₹) INCL OF TAXES PER DEVICE PER ANNUM	MONTHS	TOTAL (₹)
(1)	(2)	(3)	(4)	(5)=[(2)x(3)x(4)]/12
SERVER	5		12	
DESKTOP	78		12	
	3		9	
	3		1	
LAPTOP	43		12	
	9		7	
	8		2	
PRINTER	42		12	
	2		7	
	2		7	
SCANNER	12		12	
TOTAL	207			
NETWORKING NON-COMPREHENSIVE				
GRAND TOTAL				

5. The general terms and conditions are indicated in Annexure enclosed.
6. The quotations should be submitted in sealed cover addressed to **Director (Admn)** who may be contacted for any other details. This office reserves the right to accept or reject any quote without assigning any reasons therefor.
7. The last date for receipt of quotations will be 17.00 hrs. on 20.09.2023.

(Approved by Principal Director of Audit)


DIRECTOR(ADMN)

Terms and Conditions

- (i) The Engineer should have knowledge of installation of Windows OS, frequently used utility applications and other software that are used in this office. He should possess adequate skill to troubleshoot hardware and software issues. Additional technical personnel shall be sent within 24 hrs to attend to and resolve emergency issues or when pending issues are more.
- (ii) A log of spares supplied by the Service Provider should be kept in our office premises (SMPS, keyboard, monitor, mouse, RAM, BIOS battery etc.)
- (iii) AMC for the above items should comprehensively include preventive maintenance, day to day troubleshooting and replacement of spares as and when necessary, at the cost of AMC provider.
- (iv) Payment for AMC shall be made on completion of each Quarter through ECS and the amount would be released on receipt of invoices with the advanced stamped receipt which may be produced in the first week of the month subsequent to the Quarter ended.
- (v) Maintenance shall include installation of all kinds of software including Operating System, Application Software and Anti-Virus Software and its periodic updation etc., which will be provided by this office.
- (vi) AMC contract includes networking services: Maintenance of Local Area Network, NETWORK SWITCHES, network related cabling and maintenance and fixing server/network related issues.
- (vii) The printers should be covered under the comprehensive basis including spares.
- (viii) No component(s)/spare(s)/hardware shall be removed or replaced without informing in writing the competent authority.
- (ix) The AMC agreement shall be in force. from the date of entering into the agreement or from 01.10.2023 till 30.09.2024 or the date specified whichever is later and is liable to be terminated at any time giving a notice of one month.
- (x) The AMC service provider shall be able to rectify the problems within the maximum period of 24 hours. In the event of the problem not being solved in time alternate arrangements (stand-by) shall be made by the service provider to ensure continuity in work. In case no alternate arrangement is made within 48 hours, the delay time will be worked out and the proportionate amount deducted from the bill.
- (xi) During the period of the contract, any item may be included or withdrawn with proper notice of 15 days.
- (xii) Acceptance of all terms and conditions should be specifically mentioned in the quotation itself and any quotation without specific acceptance of terms and conditions will not be accepted.
- (xiii) **Before submitting the quotation, you may visit the premises of this office during office working hours to physically inspect the items and ensure that functional status of all the equipment. This office would not be responsible for omissions and commissions, if the service provider does not make a physical verification of items listed in the annexure. Otherwise it shall be deemed that the service provider has unequivocally accepted the listed items as items under the contract.**
- (xiv) **Sealed quotations** in covers should be sent addressed to **The Director (Administration)**, Office of the Principal Director of Audit (Central) Chennai, Lekha Pariksha Bhavan', 361, Anna Salai, Chennai - 600 018. The quotation should reach this office **before 17.00 hours on 20-09-2023.**
- (xv) Quotations not in the prescribed format will be rejected.

- (xvi) **Payment Terms:** For all AMC, payment will be made on quarterly basis (*For a quarter eligible devices will be considered. Amount will be calculated for rates agreed thereon*) after completion of the said quarter subject to their satisfactory performance subject to deduction of statutory levies like Income Tax, etc. as applicable.
- (xvii) **Replacement of Parts:** Maintenance of the computer, printer, Laptops and servers includes supply & replacement of parts free of cost except consumable items like Printer Cartridges/Ribbons and Plastic parts. However, the servicing agency may provide such components and the price may be agreed mutually.
- (xviii) **Quality of Spares:** The equipment parts replaced must be new and equivalent in performance of existing parts and will be replaced with prior intimation to and the approval of the office.
- (xix) **Additional Charges:** No additional charges will be payable in respect of attending faults at Madurai except for the annual maintenance charges.
- (xx) **Statutory Levies:** The AMC cost includes all statutory levies if any, charged by State or central Govt. for rendering this type of service. In case of increase in levies the same will be absorbed by the service provider.
- (xxi) **Response Time:** Normal response time for repair is 4-hours from the actual time of reporting the problem to the Second party.
- (xxii) Subject to satisfactory completion of the Annual Maintenance Contract for the period ending 30-09-2024, the successful bidder on written confirmation from this Office, may extend AMC for a further period of one year, ending 30-09-2025, at the same unit rates quoted in this tender, with the number of IT assets increasing or decreasing, which will be intimated during communication of the extension of AMC for the period 2024-25.
- (xxiii) *A separate agreement will have to be entered into by the successful service provider before awarding the contract.*


DIRECTOR(ADMN)

**ANNEXURE
SERVER**

SLNO	MAKE	MODEL	SL NO	DGNO
1	HCL	INFINITY	3131AG442659	DG102
2	IBM	SYSTEMX3500M4	06WDAK9	DG134
3	HP	PROLIANT ML350P	SGH601WBEL	DG145
4	DELL	Poweredge T630	DNVPRK2	DG153
5	HP	HPE DL 380 GEN 10	SGH850T7GF	DG171

DESKTOP

SLNO	DGNO	MAKE	MODEL	SERIAL NO
1	DG066	DELL	Optiplex MT	G3028R1
2	DG068	DELL	Optiplex MT	97Q28R1
3	DG069	DELL	Optiplex MT	BGT18R1
4	DG072	HP	HPCOMPAQ6200	INA234ZKD2
5	DG076	HP	HPCOMPAQ6200	INA234ZKDW
6	DG077	HP	HPCOMPAQ6200	INA234ZKFO
7	DG078	HP	HPCOMPAQ6200	INA234ZKFS
8	DG081	HP	HPCOMPAQ6200	INA234ZKHL
9	DG085	HP	HPCOMPAQ6200	INA234ZKNR
10	DG086	HP	HPCOMPAQ6200	INA234ZKRX
11	DG090	HP	HPCOMPAQ6200	INA234ZKSR
12	DG091	HP	HPCOMPAQ6200	INA234ZKT1
13	DG093	HP	HPCOMPAQ6200	INA234ZKVM
14	DG095	HP	HPCOMPAQ6200	INA234ZL2N
15	DG096	HP	HPCOMPAQ6200	INA234ZL79
16	DG097	HP	HPCOMPAQ6200	INA234ZL7B
17	DG098	HP	HPCOMPAQ6200	INA234ZLCC
18	DG100	HP	HPCOMPAQ6200	INA234ZLG3
19	DG103	DELL	OPTIPLEX 9010	1L31HY1
20	DG104	DELL	OPTIPLEX 9010	1P31HY1
21	DG106	DELL	OPTIPLEX 9010	2P31HY1
22	DG108	DELL	OPTIPLEX 9010	4N31HY1
23	DG109	DELL	OPTIPLEX 9010	4Q31HY1
24	DG110	DELL	OPTIPLEX 9010	5H31HY1
25	DG111	DELL	OPTIPLEX 9010	6M31HY1
26	DG112	DELL	OPTIPLEX 9010	7K31HY1
27	DG113	DELL	OPTIPLEX 9010	7L31HY1
28	DG115	DELL	OPTIPLEX 9010	7Q31HY1
29	DG118	DELL	OPTIPLEX 9010	9K31HY1


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30	DG119	DELL	OPTIPLEX 9010	9M31HY1
31	DG120	DELL	OPTIPLEX 9010	9Q31HY1
32	DG121	DELL	OPTIPLEX 9010	BL31HY1
33	DG122	DELL	OPTIPLEX 9010	CN31HY1
34	DG123	DELL	OPTIPLEX 9010	CP31HY1
35	DG124	DELL	OPTIPLEX 9010	DM31HY1
36	DG125	DELL	OPTIPLEX 9010	FP31HY1
37	DG126	DELL	OPTIPLEX 9010	FH31HY1
38	DG127	DELL	OPTIPLEX 9010	FK31HY1
39	DG128	DELL	OPTIPLEX 9010	FL31HY1
40	DG129	DELL	OPTIPLEX 9010	GG31HY1
41	DG130	DELL	OPTIPLEX 9010	GH31HY1
42	DG131	DELL	OPTIPLEX 9010	GL31HY1
43	DG132	DELL	OPTIPLEX 9010	HJ31HY1
44	DG133	DELL	OPTIPLEX 9010	HN31HY1
45	DGAC135	HP	PRODESK400G2	INA437SGXQ
46	DGAC136	HP	PRODESK400G2	INA437SGZ1
47	DGAC137	HP	PRODESK400G2	INA437SGZN
48	DGAC138	HP	PRODESK400G2	INA437SGZQ
49	DGAC139	HP	PRODESK400G2	INA437SH07
50	DGAC140	HP	PRODESK400G2	INA441T9BT
51	DGAC141	HP	PRODESK400G2	INA443TQS5
52	DGAC143	HP	ELITEDESK800G1	INA444TWJB
53	DGAC144	HP	ELITEDESK800G1	INA444TWL9
54	DGAC146	HP	PRODESK280G1M	INA624SXJC
55	DGAC147	HP	PRODESK280G1M	INA624SXL5
56	DGAC148	HP	PRODESK280G1M	INA612P9BJ
57	DGAC149	HP	PRODESK280G1M	INA615Q8QM
58	DGAC150	HP	PRODESK280G1M	INA617QKV9
59	DGAC151	HP	PRODESK280G1M	INA624SXJ5

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60	DGAC152	HP	PRODESK280G1M	INA624SXJW
61	DGAC154	LENOVO	THINKCENTRE M710T	10R8A006IG
62	DGAC155	HP	280G3MT	INA838SJVX
63	DGAC156	HP	280G3MT	INA838SJVN
64	DGAC157	HP	280G3MT	INA838SJVV
65	DGAC158	HP	280G3MT	INA838SJW0
66	DGAC159	HP	280G3MT	INA838SJWS
67	DGAC160	HP	280G3MT	INA838SJW7
68	DGAC161	HP	280G3MT	INA838SJWJ
69	DGAC162	HP	280G3MT	INA838SJW5
70	DGAC163	HP	280G3MT	INA838SJXM
71	DGAC164	HP	280G3MT	INA838SJXR
72	DGAC165	HP	280G3MT	INA838SJXS
73	DGAC166	HP	280G3MT	INA838SJVR
74	DGAC167	HP	280G3MT	INA838SJXX
75	DGAC168	HP	280G3MT	INA838SJYH
76	DGAC169	HP	280G3MT	INA838SJYR
77	DGAC170	HP	280G3MT	INA838SJWD
78	DGAC173	HP	ProOne 400 G4 AiO	8CG91782C4
79	DGAC174	HP	280 Pro G6	1N110106BF
80	DGAC175	HP	280 Pro G6	1N110106J5
81	DGAC176	HP	280 Pro G6	1N110106K3
82	DGAC177	DELL	5480 AIO Series	8LJ70G3
83	DGAC178	DELL	5480 AIO Series	DLJ70G3
84	DGAC179	DELL	5480 AIO Series	DKJ70G3

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LAPTOP

SLNO	HWNO	MAKE	MODEL	SLNO
1	DG75	DELL	PRECISION 7710	2N33BH2
2	DG76	DELL	PRECISION 7710	3GS1PH2
3	DG77	HP	348G4	5CG8082JJK
4	DG78	HP	348G4	5CG8082JVQ
5	DG79	HP	348G4	5CG8082K0V
6	DG80	HP	348G4	5CG8082KM4
7	DG81	HP	348G4	5CG8082KT0
8	DG82	HP	348G4	5CG8082KTK
9	DG83	HP	348G4	5CG8082KVF
10	DG84	HP	348G4	5CG8082L17
11	DG85	HP	348G4	5CG8082L3L
12	DG86	HP	348G4	5CG8082L6K
13	DG87	HP	348G4	5CG8082LFB
14	DG88	HP	348G4	5CG8082LR6
15	DG89	HP	348G4	5CG8083FXK
16	DG90	HP	348G4	5CG8083FY0
17	DG91	HP	348G4	5CG8083FZ5
18	DG92	HP	348G4	5CG8083G0N
19	DG93	HP	348G4	5CG8083G33
20	DG94	HP	348G4	5CG8083G37
21	DG95	HP	348G4	5CG8083G3P
22	DG96	HP	348G4	5CG8083G7S
23	DG97	HP	348G4	5CG8083G7X
24	DG98	HP	348G4	5CG8083G89
25	DG99	HP	348G4	5CG8083G8D
26	DG100	HP	348G4	5CG8083G92
27	DG102	HP	348G4	5CG8083GFY
28	DG103	HP	348G4	5CG8083GGY
29	DG104	HP	348G4	5CG8083GH8
30	DG105	HP	348G4	5CG8083GHC
31	DG106	HP	348G4	5CG8083GJ1
32	DG107	HP	348G4	5CG8083GJQ
33	DG108	HP	348G4	5CG8083GJT
34	DG109	HP	348G4	5CG8083GKJ
35	DG110	HP	348G4	5CG8083GL4
36	DG111	HP	348G4	5CG8083GLC
37	DG112	HP	348G4	5CG8083GLR
38	DG113	HP	348G4	5CG8083GMK
39	DG114	HP	348G4	5CG8083GMQ
40	DG115	HP	348G4	5CG8083GMX

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SLNO	HWNO	MAKE	MODEL	SLNO
41	DG118	LENOVO	IDEA PAD 330E	PF9XB8717087
42	DG131	ASUS	P1410 NOTE BOOK	LANXCX002072437
43	DG132	ASUS	P1410 NOTE BOOK	LANXCX002084435
44	DG133	ASUS	P1410 NOTE BOOK	LANXCX00204343F
45	DG134	ASUS	P1410 NOTE BOOK	LANXCX002080432
46	DG135	ASUS	P1410 NOTE BOOK	LANXCX00198943C
47	DG136	ASUS	P1410 NOTE BOOK	LANXCX002000439
48	DG137	ASUS	P1410 NOTE BOOK	LANXCX002003438
49	DG138	ASUS	P1410 NOTE BOOK	LANXCX002005437
50	DG139	ASUS	P1410 NOTE BOOK	LANXCX002028437
51	DG140	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12J916344
52	DG141	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12J955344
53	DG142	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12K005347
54	DG143	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12K062345
55	DG144	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12K09834A
56	DG145	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12K122346
57	DG146	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12K15234B
58	DG147	ASUS	PRO P1440FA-FQ2351R	L8NXCXV12J999347
59	DG149	APPLE	MacBook Air M1 2020	C02G68ADQ6LC
60	DG205	HP	PAVILION GAMING I5	CND9324GMW

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PRINTER

SLNO	HWNO	MAKE	MODEL	SLNO	LOCATION
1	DG07	HP	MONO1020	CNC2N81449	
2	DG09	HP	MONO1020	CNC2N94140	
3	DG21	HP	LJ1007	VNVNS47882	
4	DG22	HP	LJ1007	VNFNS64631	
5	DG23	HP	LJ1007	VNFN648607	
6	DG24	HP	LJ1007	VNFNS75989	
7	DG25	HP	LJ1007	VNFNS79053	
8	DG26	HP	LJ1007	VNF6F68840	
9	DG28	HP	LJ1007	CNCFT87622	
10	DG29	HP	LJ1007	VNC7L39655	
11	DG30	HP	P1108	VNC7L39810	
12	DG31	HP	P1108	VNC7L39806	
13	DG32	HP	P1108	VNC7L39741	
14	DG33	HP	P1108	VNC7L39786	
15	DG34	HP	P1108	VNC7L39790	
16	DG35	HP	P1108	VNC7L39805	
17	DG44	HP 1606DN	HP 1606DN	VNC3Z16703	
18	DG45	SAMSUNG	SAMSUNG	Z5R6BJAF70000CZ	
19	DG46	SAMSUNG	SAMSUNG	Z5R6BJAF7000C3M	
20	DG47	SAMSUNG	SAMSUNG	Z5R6BJAF700094P	
21	DG51	WIPRO HQ 4400	WIPRO HQ 4400	14KHQ401959	
22	DG52	HP M128 FN	HP M128 FN	CNB7J1703S	MADURAI
23	DG53	HP P1106	HP P1106	VNF6905268	MADURAI
24	DG54	HP P1106	HP P1106	VNF6905294	
25	DG55	HP 202DW	HP 202DW	VNC3520921	
26	DG56	HP 202DW	HP 202DW	VNC3520930	
27	DG57	HP M706N A3	HP M706N A3	CNBXJ1T6LJ	
28	DG58	EPSON LQ1310	EPSON LQ1310	TRMY016026	
29	DG59	EPSON LQ1310	EPSON LQ1310	TRMY016321	
30	DG60	EPSON LQ1310	EPSON LQ1310	TRMY016325	MADURAI
31	DG61	1020 PLUS	1020 PLUS	CNCH895589	
32	DG62	HPM1136	HPM1136	CNJKL148MN	
33	DG63	HPM1136	HPM1136	CNJKL159VY	
34	DG64	HPM1136	HPM1136	CNJKL159Z6	MADURAI
35	DG65	HPM1136	HPM1136	VCJY091694	
36	DG66	HP	HP	CN9815G0MJ	
37	DG67	HP MFP M72625	HP MFP M72625	CNB1M8H115	


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38	DG68	HP MFP M72625	HP MFP M72625	CNB1M8L16B	
39	DG69	HP MFP M72625	HP MFP M72625	CNB1M9S004	
40	DG70	HP MFP M72625	HP MFP M72625	CNB1M9S00T	
41	DG71	CANON	MF 643 CDW	2FT16267	
42	DG72	CANON	imageRunner 2006N	2FG14128	
43	DG73	CANON	imageRunner 2006N	2FG14335	
44	DG74	HP	PRO M230SDN	VNC7D00127	MADURAI
45	DG75	HP	PRO M405DW	PHFVG00005	
46	DG76	HP	PRO M405DW	PHFVG00007	

SCANNER

S.NO	TYPE	make	MODEL	unique_id_no		Location
1	FLATBED	HP	ADF	CN95VTS0Y6	DG02	CHENNAI
2	FLATBED	HP	ADF	CN9ACVH01H	DG03	MADURAI
3	FLATBED	HP	ADF	CN9A9VH231	DG06	CHENNAI
4	FLATBED	HP	ADF	CN53FX1Y0TR	DG09	CHENNAI
5	FLATBED	HP	ADF	CN53FX1108Q	DG10	CHENNAI
6	PORTABLE	PROTONICS	PORTABLE	1100191000645	DG11	CHENNAI
7	PORTABLE	PROTONICS	PORTABLE	1100191000642	DG12	CHENNAI
8	PORTABLE	PROTONICS	PORTABLE	1100191000554	DG13	CHENNAI
9	FLATBED	EPSON	FLATBED-	VCJY091694	DG14	CHENNAI
10	FLATBED	EPSON	DS-1630	X2W3136623	DG15	CHENNAI
11	FLATBED	EPSON	DS-1630	X2W3136638	DG16	CHENNAI
12	FLATBED	EPSON	DS-1630	X2W3136651	DG17	CHENNAI


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