

TARIFF AUTHORITY FOR MAJOR PORTS,
4TH FLOOR, BHANDAR BHAVAN , MUZAWAR PAKHADI ROAD,
MAZGAON, MUMBAI- 40010

No-D-19015/1/2018-TAMP/628 [VOL-I]

Dated : 04.07.2018

NOTICE INVITING TENDER FOR COMPREHENSIVE
ANNUAL MAINTENANCE CONTRACT OF COMPUTERS, LAPTOPS,
PRINTERS, PROJECTORS & OTHER COMPUTER PERIPHERALS

Tariff Authority for Major Ports (TAMP), an autonomous body under the Ministry of Shipping, Govt. of India, invites sealed tenders from reputed manufacturers/ authorized service providers of HP, CANNON, DELL, LENOVO etc. for Annual Maintenance contract of Computers & Peripherals, Laptops, Printers, Projectors, etc. installed in our office premises for a period of **one year**. The Contract can be extended further for **Two Years** subject to mutual consent / agreement on the same terms and conditions. The last date and time of receipt of tender is **18.07.2018 upto 15.00 hours**. For further details please log on to authority's website i.e. www.tariffauthority.gov.in or contact the Administrative Officer, at office of the Tariff Authority for Major Ports, Mumbai-400 010. Tel: 022 – 23792013.

Schedule of Tender

Tender No-D-19015/1/2018-TAMP/628 [VOL-I] dated 04.07.2018

- Last date and time of issue of tender document: - 17.07.2018 up to 17.00 hrs.
- Last date and time of receipt of tender: 18.07.2018 up to 15.00 hrs.
- Tender Forms can also be freely downloaded from the Authority's website www.tariffauthority.gov.in
- Amount of Earnest Money deposit ₹ 10,000 (Ten Thousand Only)
- Date and time of opening of Technical Bid - 18.07.2018 at 17.00 hrs.
- Date and time of opening of Financial Bid - 20.07.2018 at 15.00 hrs.

Venue : Tariff Authority for Major Ports, Bhandar Bhavan, 4th Floor,
Muzawar Pakhadi Road, Mazgaon, Mumbai – 400 010.

Administrative Officer

Tender Document

COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR COMPUTERS, LAPTOPS, PRINTERS, PROJECTORS AND ITS PERIPHERALS ETC.

TARIFF AUTHORITY FOR MAJOR PORTS, MUMBAI

List of Documents:

- | | |
|--|------------------|
| 1. Tender Document | |
| 2. General Terms and Conditions | - Annexure- I |
| 3. Scope of Work and Terms & Conditions to AMC | - Annexure-II |
| 4. Technical Bid | - Annexure - III |
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TARIFF AUTHORITY FOR MAJOR PORTS, MAZGAON, MUMBAI - 400010

TENDER DOCUMENT FOR ANNUAL MAINTENANCE CONTRACT OF COMPUTERS & PERIPHERALS, LAPTOPS, PRINTERS & PROJECTORS, ETC

Tariff Authority for Major Ports, Bhandar Bhavan, 4th Floor, M.P. Road, Mazgaon, Mumbai -400 010 presently have over 40 Computers, 6 Laptops connected through two servers with Local Area Network as well as Wireless Network Connection and other computer peripherals.

2. A list of computers and peripherals presently in use at the office of the Authority is furnished here in below in **Table A**. The AMC for all the items mentioned in **Table A** will commence from the date of awarding the AMC for the period of **1 (one) year and extendable upto 2 (Two) years**. A list of computers and peripherals which are presently under the manufacturer's warranty is listed in **Table-B**. **Table B** also indicates the date of expiry of the manufacturer's warranty for the item. The AMC for these equipment's will automatically commence from the expiry of the warranty period mentioned in the **Table B** below and will be for a proportionate period for the balance AMC tenure.

TABLE – A

Sl. No.	Description of Items		Qty.	Remarks
I.	COMPUTERS / DESKTOP			--
1.	HP (1 No.)	HP Pentium –IV Computers PIV, 2.8 GHz, 80 GB HDD, 1 GB RAM and Logistic Mouse.	1	--
2.	Dell (8 Nos.)	Dell Intel core-i3,3.20 GHz Desktop PCs DELL, Intel Core i3-220, 3.20 GHz, 2GB RAM, HDD 320 GB, 47cms/18.5" TFT Digital Color Monitor, 104 keys keyboard, Optical Mouse, DVD Writer, Win 7 Operating System.	8	--
3.	Lenovo (1 No.)	Lenovo Think Centre All-In-One Lenovo Intel Core i7-2600, 3.4 GHz, 4GB 1066 MHz DDR3 RAM, 320 GB HDD	1	--
4.	Lenovo (21 nos.)	Lenovo Think Centre All-In-One Lenovo Intel Core i7-2600,2GB RAM, 320GB HDD, 18" TFT, DVD RW, Win 7 Professional, Keyboard & Mouse.	21	--
5.	Lenovo (9 nos.)	Lenovo Think Centre With Windows 8.1 Lenovo Intel Core i3-3220, Windows 8 Pro 64bit(6.2,build 9200), 3.3 GHz., 3Mb Cache or Higher, Chipset Intel Series or better, 3 PCI or More, 4GB 1333 MHz DDR3 RAM with 16 GB expandability, HDD- 500GB 7200 rpm or higher, Monitor- 47 (18.5") or larger TFT/ LED Digital Color Monitor.	9	--
	TOTAL		40	--
II.	LAPTOPS			--
6.	DELL	Dell Inspiron 1545 Laptop- Dell Inspiron core 2 duo T-6500,300 GB HDD, 3GB RAM,WIFI, Bluetooth,DVD Burner, 1.3 Megapixel Key Board with Touch pad, 2 USB with Window Vista busines along carry Case Logitech head set Service Tag: C4644BS, Express Service Code: 26373522664	1	--
7.	LENOVO	LENOVO (B 560) Laptop- Core i3 LAPTOP WITH INTEL CORE i-3, M370 @ 2.40GHZ, 2GB DDR3 RAM, HDD -320GB, 13.3 inch(33.8 CM), TFT Active Screen Display, DVD Writer 8X, Keyboard eith touch pad, 3 USB, 10/100 Ethernet Card, GB or Video or VGA/HDMI along with carry case.	1	--
8.	LENOVO	LENOVO (B 460) Laptop- Core i3 LAPTOP WITH INTEL CORE i-3, M370 @ 2.40GHZ, 2GB DDR3 RAM, HDD-320GB, 13.3 inch(33.8 CM), TFT Active Screen Display, DVD Writer 8X, Keyboard eith touch pad, 3 USB, 10/100 Ethernet Card, GB or Video or VGA/HDMI along with carry case.	1	--

9.	DELL	Dell VOSTRO 2420 Core i5 RD GEN, 4GB RAM, 500GB HDD, 14"Wide LED, DVDRX, WIN 8 Professional Express services code 28764218450	1	--
10.	HP	HP Pavilion 11*360 Laptop – Intel Quad core N3540 4GB/500GB HDD sparking Black 1.8kgs/No DVD /Island keyboard ms win 8.1 preloading 11.6 capacitive Touch Screen/ No bag/ 1year warranty Aod.	1	--
11.	LENOVA	Lenovo G-5080 i3 core, 500 5U,15.6 HD TN GL/ flat, 4 GB, 3 DDR RAM L1600 1 TB Hard Disk, 9.5 mm, 5400 RPM, Win 10. Model Name:-80E5, MTM:- 80E502Q61H.	1	--
		TOTAL	6	--
III.	PRINTERS			--
12.	HP	HP 3608 All-in-One	1	--
13.	HP	HP OJ 4500 AIO Printer	1	--
14.	Canon	Canon LBP 3300 Printer	5	--
15.	Canon	Canon Laser shot LBP 6200 Printer	6	--
16.	HP	HP LJ P2055DN Network Printer	3	--
17.	HP	HP LJ P 1606 Network Printer	2	--
18.	HP	HP Desk Jet 6525 AIO Printer	1	--
19.	HP	HP LaserJet Pro M 202 DW Network Printer	1	--
20.	Canon	Laserjet Printer LBP 6230 dn Printer	6	--
		TOTAL	26	--
IV.	SCANNER			--
22.	HP	HP Scan Jet 5590	1	--
V.	NETWORK ITEMS			--
23.	D-Link	Network D-Link 24 Port Fast Ethernet DGS-3100-24	1	--
24.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024D	2	--
25.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024D	1	--
26.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024A	1	--
27.	D-Link	D-Link DSL-4 2750U Wi-Fi Switch	1	--
28.	ATEN	ATEN 4-port KVN switch	1	--
29.	D-Link	D-Link 8- Port Fast Ethernet DES-1008	4	--
		TOTAL	11	--
VI.	SERVER			--
30.	HP (4 Nos.)	Server Rack – 42U Fans	4	--
31.	HP	HP Proliant ML 110 G6 XEON Server Intel SGH049XJE5	1	Only software support to be given as per the Clause No.(v) of Scope of works and Terms and Conditions to the AMC at Annexure-II
32.	HP	HP Proliant ML 110 G7 XEON Server Intel SGH21433ST	1	
		TOTAL	6	
VII	PROJECTOR			--
33.	BENQ	BENQ Make Projector model no. MX 666 DLP 3D	1	--

TABLE – B

Sr. No.	Brief Description of computers & peripherals		Quantity (in Nos.)	Manufacturer Warrantee period Up to	AMC to be Commenced from
1	NETWORK ITEM				
	D-Link	D-Link DSL-4 2750U Wi-Fi Switch	1	09/03/2019	10.3.2019

3. The actual number of machines to be covered under AMC arrangements may either increase or decrease during the tenure of the contract. The firms who fulfill the following eligibility conditions may submit their offers.

Annexure - I

General Terms and Conditions

1. Parties: The parties to the Contract are the Contractor (the tenderer to whom the work is awarded) and the Tariff Authority for Major Ports, Mumbai (TAMP).

2. Addressees: For all purposes of the Contract including arbitration there under, the address of the Contractor mentioned in the tender shall be final unless the Contractor notifies a change of address by a separate letter sent by Registered post with acknowledgement due to the Tariff Authority for Major Ports. The Contractor shall be solely responsible for the consequence of any omission or error to notify change of address in the aforesaid manner.

3. Earnest Money:

3.1 Earnest Money of **₹10,000/- (Rupees Ten Thousand only)** must be deposited by bidders in the form of Demand Draft Payable in favour of “Tariff Authority for Major Ports” along with the tender documents.

3.2 No request for transfer of any previous deposit of Earnest Money or Security Deposit or payment of any pending bill held by the Department in respect of any previous work will be entertained.

3.3 Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of Earnest money will be forfeited.

3.4 The tenders without Earnest Money Deposit will be summarily rejected.

3.5 No claim shall be against the Tariff Authority for Major Ports in respect of erosion in the value or interest on the amount of Earnest money deposit or security.

4. Preparation and Submission of Tender:

The Tender should be submitted in two parts namely **Technical Bid** along with the Earnest Money Deposit (in form given in Annexure – III) and **Financial Bid** (in form given in Annexure – IV) and each should be kept in separate sealed covers. Both the bids should be kept in another sealed cover addressed to the Administrative Officer, Tariff Authority for Major Ports. The outer envelope should bear the address, Tender Number and date, subject of tender, date and time of opening of the same. The inner envelopes should be super scribed with Tender Number, subject of Tender, whether the envelope is containing “Technical Bid” or “Financial Bid” and date of opening of the tender.

5. Signing of Tender:

The individual signing the tender or other documents connected with contract must specify whether he signs as:-

- (a). "Sole Proprietor" of the concern or constituted attorney of such Sole Proprietor.
- (b). A partner of the firm, (in case be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
- (c). Director or Principal Officer duly authorized by the Board or Directors of the Company, if it is a Company.

N.B.

- (1) In case of partnership firms, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate or registration of firm should also be enclosed along with the tender.
- (2) In the case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any parties the tender and all other related documents must be signed by all partners of the firm.
- (3) A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bid such other person and if, on enquiry it appears that the persons so signing had no authority to do so, the Tariff Authority for Major Ports without prejudice may cancel the contract and hold the signatory liable for all costs, consequences and damages under the Civil and Criminal remedies available.
- (4) The tenderer should sign and affix his/ his firm's stamp at each page of the tender and all its Annexure as the acceptance of the offer made by the tender will be deemed as a contract and no separate formal contract will be drawn. No page should be removed/detached from this notice inviting tender.
- (5) The Authority reserves the right to accept or reject summarily any or all tenders in whole or in part without assigning any reason whatsoever, or increase or decrease of quantities of any item of the work and the successful tenderer shall perform the same at the rate quoted.
- (6) The Authority takes no responsibility for delay, loss or non-receipt of a quotation after dispatch.

6. Technical Bid:

The Technical Bid should be submitted in form given in Annexure – III along with following documents:-

- (i) Demand Draft in favour of “Tariff Authority for Major Ports” payable in Mumbai towards Earnest Money deposit of **₹ 10,000/- (Rupees Ten thousand only)**.
- (ii) Select list of major customers (Central Govt./State Govt./PSUs/ Reputed Private Organisations) to whom services of AMC of Computers and Peripherals provided during the last three years may be given on separate sheet.
- (iii) Copy of Terms & Condition duly signed by the contractor on each page.
- (iv). A copy of Sales Tax, Work Contract Tax, Service Tax Registration of the Service provider.
- (v) Income Tax PAN No. and any other information sought for in last section of Annexure - II.

7. Financial Bid:

7.1 The Financial Bid should be submitted in form given in Annexure – IV in a separate sealed cover kept inside the main cover.

7.2 The price quoted shall be firm and final.

7.3 The Financial Bids of the Tenderers short listed after evaluation of Technical Bids only will be opened on a specified date and time to be intimated to the respective tenderer. A duly constituted Tender Evaluation Committee (TEC) will evaluate the Financial Bids.

7.4 Nothing extra will be paid towards taxes if tax rates are increased during the currency of contract. However, benefit of reduction in taxes will be passed on to TAMP.

7.5 Terms of payment as stated in the Tender Document shall be final.

7.6 At the time of payment of bills, the Income tax, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.

8. The Technical Bid and financial bid must be submitted in separate sealed envelope. Envelope should be clearly superscripted “**Technical Bid for AMC of Computers, Laptops, Printers & Other peripherals**” and “**Financial Bid for AMC of Computers, Laptops, Printers & Other peripherals**” respectively. Both bids i.e. technical and financial bid will be kept together in a single sealed cover subscribing “**Tender for the AMC of Computers, Laptops, Printers & Other peripherals**” addressed to the Administrative Officer, Tariff Authority for Major Ports, Muzawar Pakhadi Road, Mazgaon, Mumbai – 400 010.

9. Validity of the Bids:

The bids shall be valid for a period of Two years from the date of acceptance of the tender. This has to be so specified by the Tenderer in the Technical Bid.

10. Opening of Tender:

The Tenderer is at liberty either himself or authorized not more than one representative to be present at the time of opening of the Tender. The representative attending the opening of the Tender on behalf of the Tenderer should bring with him a letter of authority from the tenderer and proof of identification.

11. Criteria for Evaluation of Tenders:

The evaluation of the tenders will be made first on the basis of Technical Information furnished in form given in Annexure–III and then on the basis of Commercial information furnished in form given in Annexure – IV. The Financial Bid (Annexure – IV) of such firms found valid based on technical parameters (as per Annexure – III) will be opened on the date, time and venue to be announced after opening of the Technical Bid. It must be kept in view that no decision will be given by the Tender Evaluation Committee or any inference drawn during the meeting of this Committee by the tenderers or their representatives. Any views formed will be their own view and the Tariff Authority for Major Ports will not be responsible and abide by the same. The reasons for selection or rejection of a particular tender will not be disclosed. The award of work will be further subject to any specific terms and conditions of the contract given in Annexure – II of this tender document.

12. Right of Acceptance:

12.1 The Tariff Authority for Major Ports reserves all rights to reject any tender including of those tenderers who failed to comply with the instructions without assigning any reason whatsoever and is not bound to accept the lowest or any specific tender. The decision of the Authority in this regard shall be final and binding.

12.2 Any failure on the part of the Contractor to observe the prescribed procedure and any attempt to canvass for the work will prejudice the Contractor's quotation.

13. Communication of Acceptance:

Successful Tenderer will be informed of the acceptance of his tender.

14. Security Deposit:

14.1 The Earnest Money Deposit of ₹ 10,000/- (Rupees Ten Thousand only) paid by the successful tenderer will be converted into Security Deposit automatically and will be retained for the full duration of the contract. No interest will be payable on the Security Deposit amount converted as Security Deposit for performance of the contract.

14.2 The security amount can be forfeited by Tariff Authority for Major Ports in the event of any breach or negligence or non – observance of any condition of Contract or for unsatisfactory performance or for non – acceptance of the work order. On expiry of the Contract, such portion of the said Security Deposit amount as may be considered by the Authority sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be deducted from the Security Deposit.

14.3. The EMD amount will be returned to the unsuccessful bidder after award of the contract to the successful bidder.

15. Penalty:

(a) In case of breach of any conditions of the contract and for all type of losses caused on account of non-attendance of AMC calls, Tariff Authority for Major Ports shall make deductions as deemed suitable but not less than ₹500 per day or as specified in the Contract from the bill preferred by the Contractor or that may become due to the Contractor under this or any other contract or from the security deposit or may be demanded of him to be paid within seven days to the credit of the Authority.

(b) The powers of the Tariff Authority for Major Ports under these conditions shall in no way alter or prejudice the powers in certain events to terminate the contract vested in him as herein provided from forfeiture of security deposit mentioned under Clause 14 above.

16. Breach of Terms and Conditions:

In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason therefore and nothing will be payable by this Department in that event and the Security Deposit shall also stand forfeited.

17. Subletting of Work:

The firm shall not assign or sublet the work or any part of it to any other person or party without having obtaining permission in writing from Tariff Authority for Major Ports and he has liberty to refuse.

18. The tender is not transferable. Only one tender shall be submitted by one tenderer.

19. Terms of Payment:

19.1 No payment shall be made in advance nor any loan from any bank or financial institution shall be recommended on the basis of the order of award of work.

19.2 The Contractor shall be paid maintenance charges on quarterly basis, at the end of each quarter subject to deduction of TDS at applicable rates for all the corresponding period subject to submission of bills on compliance of all the tender terms.

19.3 All payments shall be made through online mode only as per the orders of Government of India.

19.4 The Tariff Authority for Major Ports shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties mentioned in preceding para.

19.5 The term "payment" mentioned in this para includes all types of payment due to the Contractor arising on account of this Contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.

19.6. Wherever applicable all payments will be made as per schedule of Payments stated in Annexure – II.

20. Arbitration:

If any difference arises in this Agreement or its interpretation on the payment to be made there under, the decision of Chairman of this Authority shall be final and binding on both the parties. All disputes are subject to Hon'ble Court jurisdiction of Mumbai.

**Administrative Officer,
Tariff Authority for Major Ports,
4th Floor, Bhandar Bhavan,
Muzawar Pakhadi Road, Mazgaon,
Mumbai-400 010.**

Annexure - II

Scope of Work and Terms and Conditions to the AMC

- (i). Comprehensive Annual Maintenance Contract (AMC) required for computers / peripherals, etc. installed in the Tariff Authority for Major Ports, 4th Floor, Bhandar Bhavan, Muzawar Pakhadi Road, Mazgoan (East), Mumbai.
- (ii). The contract shall be initially for a period of **one year** from the date of awarding the contract. However, the contract may be extended further for a period of **Two years** on mutual consent / agreement and on same rates, terms and conditions and services are found to be satisfactory during the contract period.
- (iii). Any break down reported to computers, printers, servers & network reported needs to be attended within 4 to 6 working hours of reporting the fault, failing which a penalty of ₹500/- per day will be recovered for each unattended complaint.
- (iv). The AMC shall be Comprehensive in nature covering all parts except consumable items.
- (v). Since all computers are connected to network through the Server (i.e. Tariff domain) if any software support service like installation of Server Operating System, Antivirus software, Backup software, Post Master Enterprise, ISM software, MS Outlook, Other related software etc., is involved, then the vendor will be required to provide the software support service for server machine, desktops & laptops for making them work in the existing network arrangements.
- (vi). It is necessary for the contractor to carry out the preventive maintenance [P.M.] of all PCs, Printers and other peripherals covered by the AMC quarterly basis and proper log of the same is to be recorded. A logbook shall be maintained in which the resident engineers shall record all the complaints made. All the preventive maintenance and complaints received shall be attended by them in following manner:
 - (a). Preventive Maintenance or PC includes inside dust cleaning, Performance tuning of FDD and CD drive, HDD bad sector checking, Keyboard & mouse cleaning and checking, Monitor cleaning, degaussing. Cleaning of all equipment using dry vacuum air, brush soft muslin clothes.
 - (b). Preventive Maintenance printers include Cleaning of printer, greasing of all movable parts, and checking of Printer heads of Dot matrix.
 - (c). Preventive Maintenance includes checking of UPS attached to the computers / server and submitting the proper functioning report (i.e. whether UPS is providing proper backup time on power frailer or not).
 - (d). Running of test programmes to ensure quality print/data reliability.

- (e). Checking of power supply source for proper grounding and safety of equipment.
- (f). Ensuring that the covers, screws, switches etc. are firmly fastened in respect of each equipment.
- (g). Shifting of equipment as and when required.
- (vii). Defective / malfunctioning parts shall be repaired / replaced by the contractor at his own cost under written information to the officer dealing with the contract.
- (viii). If spare parts or any other item from any computer / printer needs be taken out of TAMP's premises which are not repairable on site [i.e. at TAMP office], written request shall invariably be made and standby should be provided before taking out the defective parts of machine.
- (ix). Subject to force de majeure, in case of non-attendance of breakdown or non-provision of standby within 48 hours, necessary repairs will be arranged to be carried out by some other third party at the cost and consequence of the AMC contractor.
- (x). All complaints shall be logged and counter signature of the user/ Controlling officer/IT Coordinator shall be obtained on the complaint log sheet/ log book register after rectification of the defect.
- (xi). It may be noted that in the event of unsatisfactory performance or persistent default, the TAMP reserves the right to terminate the contract prematurely by giving one month's notice.
- (xii). The Authority will be at liberty to add/delete computers & peripherals from / to the hardware listed in tables A & B at paragraph no. 2 of tender enquiry above during the tenure of the Contract. Consequent upon such additions/deletions, if any, maintenance charges payable will be adjusted based on the approved AMC rate per unit.
- (xiii). Computers and peripherals disposed by the Authority during the course of AMC will be discontinued from the AMC list from the respective date of sale/disposal irrespective of the date of intimation.
- (xiv). If there is obsolescence of technology or dispute in any of the matter, the decision of the Authority in such cases will be final and binding on the AMC vendor. Software support would also be provided for computers under warranty.
- (xv). **An Engineer shall be available everyday (for 4 hours) at our office premises to attend to the complaints.**

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ANNEXURE – III

TARIFF AUTHORITY FOR MAJOR PORTS, MUMBAI**TECHNICAL INFORMATIONS AND UNDERTAKING**

Sub.: Notice Inviting Tender for “AMC of Computers, Laptops, Printers & Other peripherals”

Sl. No.	Description		Document to be attached / furnished																								
1.	Name of the Tenderer/ Firm Concerned	:																									
2.	Complete Address and Telephone Number of the Office	:	(i).																								
		:	(ii).																								
3.	Name of the Proprietor/Partners of the Agency/Firm																										
4.	Nature of the concern (i.e., Sole Proprietor or Partnership firm or a Company or a Government Department or a Public Sector Organization)	:																									
5.	GST Registration Number and other details of the Tenderer	:																									
6.	PAN Number of Tenderer/ Concern (A copy should be attached)	:																									
7.	Details of Earnest Money Deposit enclosed	:																									
	D.D./Pay Order No. / Dated	:																									
	Drawn at	:	for ₹.10,000/= (Rupees Ten Thousand Only)																								
8.	Whether each page of tender and its Annexure have been signed and Stamped	:	(Yes / No)																								
9.	List of at least 3 qualified service engineers with details of qualification and having more than 5 years of experience in the relevant field as per the proforma enclosed.	:																									
	<table border="1"> <thead> <tr> <th>Sr. No</th> <th>Name</th> <th>Technical qualifications</th> <th>No. of years of experience</th> <th>Area of Experience</th> <th>Date of joining the firm</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Sr. No	Name	Technical qualifications	No. of years of experience	Area of Experience	Date of joining the firm																		
Sr. No	Name	Technical qualifications	No. of years of experience	Area of Experience	Date of joining the firm																						
9.	Any other information important in the opinion of the tenderer	:																									

Dated:

**(Signature of Tenderer
With stamp of the firm)**

UNDERTAKING

1. I / we undertake that I/ We have carefully studied all the terms and conditions and understood the parameters of the proposed work of Tariff Authority for Major Ports and shall abide by these terms and conditions.

2. I / We undertake that I / We have understood "General Terms and conditions and conditions specific to the contract" mentioned in the Tender No. _____ and shall conduct the work strictly as per these "General Terms and conditions and conditions specific to the contract" for conducting the work.

3. I / We also undertake that I/ We have understood "General Terms and conditions and conditions specific to the contract"

4. I / We also undertake that I/ We have understood "General Terms and Conditions and Terms and conditions specific to the contract" mentioned in the Tender No. _____ and shall conduct the work strictly as per these "General Terms and conditions and Terms and conditions specific to the contract" for conducting the Work.

5. I/ We further undertake that the information given in this tender are true and correct in all respects and we hold the responsibility for the same.

Dated:

**(Signature of Tenderer
With Stamp of the Firm)**

ANNEXURE – IV

TARIFF AUTHORITY FOR MAJOR PORTS, MUMBAI

FINANCIAL BID

1. Name, address and telephone no. of the tenderer :

2. Permanent Account No. :

3. Name and address of the Proprietor/ Partners/Directors and their PAN nos. :

4. GST Registration Nos. :

5. Table showing per equipment AMC charges as given in the Table below:

Sl. No.	Description of Items		Qty.	AMC rate per unit for one year	Total AMC cost for one year
I. COMPUTERS / DESKTOP					
1.	HP (1 No.)	HP Pentium –IV Computers PIV, 2.8 GHz, 80 GB HDD, 1 GB RAM and Logistic Mouse.	1		
2.	Dell (8 Nos.)	Dell Intel core-i3,3.20 GHz Desktop PCs DELL, Intel Core i3-220, 3.20 GHz, 2GB RAM, HDD 320 GB, 47cms/18.5" TFT Digital Color Monitor, 104 keys keyboard, Optical Mouse, DVD Writer, Win 7 Operating System.	8		
3.	Lenovo (1 No.)	Lenovo Think Centre All-In-One Lenovo Intel Core i7-2600, 3.4 GHz, 4GB 1066 MHz DDR3 RAM, 320 GB HDD	1		
4.	Lenovo (21 nos.)	Lenovo Think Centre All-In-One Lenovo Intel Core i7-2600,2GB RAM, 320GB HDD, 18"TFT, DVD RW,Win 7 Professional, Keyboard & Mouse.	21		
5.	Lenovo (9 nos.)	Lenovo Think Centre With Windows 8.1 Lenovo Intel Core i3-3220, Windows 8 Pro 64bit(6.2,build 9200), 3.3 GHz., 3Mb Cache or Higher, Chipset Intel Series or better, 3 PCI or More, 4GB 1333 MHz DDR3 RAM with 16 GB expandability, HDD- 500GB 7200 rpm or higher, Monitor-47 (18.5") or larger TFT/ LED Digital Color Monitor.	9		
TOTAL			40		
II. LAPTOPS					
6.	DELL	Dell Inspiron 1545 Laptop- Dell Inspiron core 2 duo T-6500,300 GB HDD, 3GB RAM,WIFI, Blue tooth, DVD Burner, 1.3 Megapixel Key Board with Touch pad, 2 USB with Window Vista business along carry Case Logitech head set Service Tag: C4644BS, Express Service Code: 26373522664	1		
7.	LENOVO	LENOVO (B 560) Laptop- Core i3 LAPTOP WITH INTEL CORE i-3, M370 @ 2.40GHZ, 2GB DDR3 RAM, HDD - 320GB, 13.3 inch(33.8 CM), TFT Active Screen Display, DVD Writer 8X, Keyboard with touch pad, 3 USB, 10/100 Ethernet Card, GB or Video or VGA/HDMI along with carry case.	1		
8.	LENOVO	LENOVO (B 460) Laptop- Core i3 LAPTOP WITH INTEL CORE i-3, M370 @ 2.40GHZ, 2GB DDR3 RAM, HDD- 320GB, 13.3 inch(33.8 CM), TFT Active Screen Display, DVD Writer 8X, Keyboard with touch pad, 3 USB, 10/100 Ethernet Card, GB or Video or VGA/HDMI along with carry case.	1		
9.	DELL	Dell VOSTRO 2420 Core i5 RD GEN, 4GB RAM, 500GB HDD, 14"Wide LED, DVDRX, WIN 8 Professional Express services code 28764218450	1		
10.	HP	HP Pavilion 11*360 Laptop – Intel Quard core N3540 4GB/500GB HDD sparking Black 1.8kgs/No DVD /Island keyboard MS win 8.1 preloading 11.6 capacitive Touch Screen/ No bag.	1		

11.	LENOVA	Lenovo G-5080 i3 core, 500 5U,15.6 HD TN GL/ flat, 4 GB, 3 DDR RAM L1600 1 TB Hard Disk, 9.5 mm, 5400 RPM, Win 10. Model Name:-80E5, MTM:- 80E502Q61H.	1		
		TOTAL	6		
III.	PRINTERS				
12.	HP	HP 3608 All-in-One	1		
13.	HP	HP OJ 4500 AIO Printer	1		
14.	Canon	Canon LBP 3300 Printer	5		
15.	Canon	Canon Laser shot LBP 6200 Printer	6		
16.	HP	HP LJ P2055DN Network Printer	3		
17.	HP	HP LJ P 1606 Network Printer	2		
18.	HP	HP Desk Jet 6525 AIO Printer	1		
19.	HP	HP LaserJet Pro M 202 DW Network Printer	1		
20.	Canon	Laserjet Printer LBP 6230 dn Printer	6		
		TOTAL	26		
IV.	SCANNER				
22.	HP	HP Scan Jet 5590	1		
V.	NETWORK ITEMS				
23.	D-Link	Network D-Link 24 Port Fast Ethernet DGS-3100-24	1		
24.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024D	2		
25.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024D	1		
26.	D-Link	Network D-Link 24 Port Fast Ethernet Switch DES-1024A	1		
27.	D-Link	D-Link DSL-4 2750U Wi-Fi Switch	1		
28.	ATEN	ATEN 4-port KVN switch	1		
29.	D-Link	D-Link 8- Port Fast Ethernet DES-1008	4		
30.	D-Link	D-Link DSL-4 2750U Wi-Fi Switch (will be covered after warranty period)	1		
		TOTAL	11		
VI.	SERVER				
30.	HP (4 Nos.)	Server Rack – 42U Fans	4		
31.	HP	HP Proliant ML 110 G6 XEON Server Intel SGH049XJE5	1	Only software support to be given as per the Clause No.(v) of Scope of works and Terms and Conditions to the AMC at Annexure-II	
32.	HP	HP Proliant ML 110 G7 XEON Server Intel SGH21433ST	1		
		TOTAL	6		
VII	PROJECTOR			--	
33.	BENQ	BENQ Make Projector model no. MX 666 DLP 3D	1	--	

Note: The rates quoted are excluding applicable tax for one year. The vendor has to be mention the rates quoted are inclusive of an Engineer to be provided everyday (for 4 hours) at TAMP premises to attend the complaints immediately. The AMC can be extended further for Two Years subject to mutual consent / agreement on the same terms and conditions.

DECLARATION:

1. I / we certify that my / our firm shall abide by the terms & condition as laid down in Tender Notice.
2. The Firm is not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this tender.
3. The Firm is not black listed by any Central/State Government/Public Sector Undertaking/Reputed Private Organisations in India.

Dated:

**(Signature of Tenderer
With Stamp of the Firm)**

Annexure-V**Evaluation of technical bids**

The Technical Bids will be evaluated based on the track record and past experience of the firm in providing similar services to Central Government / State Government / PSUs / Autonomous Bodies / Reputed Private Organisations. The weightage for the technical evaluation shall be assigned as under:

Sl. No.	Details	Maximum Marks
01.	Previous experience in providing similar category of services to Central Government / State Government / Autonomous Bodies / PSUs / Reputed Private Organisation (10 marks to be assigned per year of previous experience)	50 marks (maximum)
02.	Clean track record of the Firm during the last five years (10 marks per year if no show-cause notice/debarment notice received (no marks will be assigned for the year during which show-cause notice/debarment notice was received)	40 marks (maximum)
03.	Providing Engineer everyday (for 4 hours) at our office premises to attend to the complaints.	10 marks

2. The financial bids will be opened only of those bidders whose technical bids would be complete in all respects as per tender document. The final selection would be made on the basis of Combined Quality Cum Cost Based Selection (CQCCBS). Further, in case the lowest rate is quoted by more than one eligible firm, the selection will be based on the marks obtained by them at the time of Technical Bid analysis.

Central Govt. Ministry / Department/	Ministry of Shipping
Name of the Tendering Organization	Tariff Authority for Major Ports, Mumbai
Type of Organization	Autonomous Body under Ministry of Shipping, Govt.of India
Tender Title	AMC for Computer & Peripherals, Laptops, Printers, Projectors etc.
Tender Ref. No.	No-D-19015/1/2018-TAMP/628 [VOL-I] dtd.02.07.2018
Product Category	Services
Tender Value	Existing AMC value is ₹1,36,543/- (Rupees one lakh thirty six thousand five hundred and forty three only) including applicable tax per annum.
EMD	₹.10,000/- (Ten Thousand only)
Tender Document Cost	Nil
Tender Type	Two Bid
Enter Location	O/O the Tariff Authority for Major Ports, Mumbai
Announcement Date	04.07.2018 at 17.30 hrs.
Last date of Document Collection	17.07.2018 up to 17.00 hrs.
Last date of Submission	18.07.2018 up to 15.00 hrs.
Opening date of Technical Bid	18.07.2018 at 17.00 hrs.
Opening date of Financial Bid	20.07.2018 at 15.00 hrs.
Work Description	AMC for Computer, Laptops, Printers, Projectors & its Peripherals etc.
Pre-Qualification	Tenderer having experience of similar work
Sector	Port Sector
State	Maharashtra