

## BIHAR VIKAS MISSION

Bihar State Building Construction Corporation Campus,  
Hospital Road, Rajbanshi Nagar,  
Patna – 800023, Bihar

Ref. No.: BVM/2023-24/Proc/07

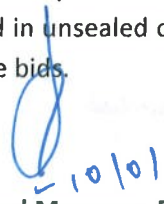
Date: 12-01-2024

### NOTICE INVITING TENDERS

FOR

**“EMPANELMENT OF AMC SERVICE PROVIDER AGENCY AND SELECTION OF AN AGENCY FOR PROVIDING COMPREHENSIVE ANNUAL MAINTENANCE SERVICES (AMC) FOR VARIOUS EQUIPMENTS (INCLUDING COMPUTERS / PRINTERS / SERVER AND PERIPHERALS) INSTALLED AT BVM OFFICES LOCATED IN PATNA”**

1. Sealed tenders are invited from reputed and competent firms / agencies / companies to provide comprehensive Annual Maintenance Services (AMC) for various Equipments (including Computers / Printers / Server and Peripherals) installed at BVM offices located in Patna.
2. Interested and qualified agencies are requested to submit their bid proposals along with requisite documents through Registered post / Speed post / Courier latest by 5:00 pm on 08-02-2024. The posts are to be addressed to “The Chief General Manager, Bihar Vikas Mission, Bihar State Building Construction Corporation Limited Campus, Hospital Road, Rajbanshi Nagar, Patna – 800023, Bihar”.
3. The details and conditions for eligibility of bidders, bid submission and scope of work are mentioned in this tender document. Tender documents can be downloaded from the website of Bihar Vikas Mission <https://www.bvm.bihar.gov.in/activeTender>.
4. A non-refundable tender document fee of Rs 1,000/- (Rupees One Thousand Only) is to be submitted by the bidder along with the bidding documents in the form of a Bank Draft issued by a Scheduled / Nationalized Bank in India, drawn in favour of **BIHAR VIKAS MISSION**, payable at Patna.
5. BVM will not be responsible for any delay or transit loss or late delivery of bids to the office of the Chief General Manager. Bids sent through Email / Fax or submitted in unsealed cover(s) or late bids will not be accepted and such bids will be treated as non-responsive bids.

  
Chief General Manager, Bihar Vikas Mission

## **Request for Proposal**

**For**

**“EMPANELMENT OF AMC SERVICE PROVIDER AGENCY AND SELECTION OF AN AGENCY FOR PROVIDING COMPREHENSIVE ANNUAL MAINTENANCE SERVICES (AMC) FOR VARIOUS EQUIPMENTS (INCLUDING COMPUTERS / PRINTERS / SERVER AND PERIPHERALS) INSTALLED AT BVM OFFICES LOCATED IN PATNA”**

**RFP No.: BVM/2023-24/Proc/07**

**Issued on: 12-01-2024**

**Bid issued by:**

**Bihar Vikas Mission**

**Bihar State Building Construction Corporation Campus,  
Hospital Road, Rajbanshi Nagar,  
Patna – 800023, Bihar**

**Last date for Bid Submission:**

**5:00 PM on 08-02-2024**

### **DISCLAIMER**

All information contained in this RFP / Tender document is provided in the good interest and faith. This is neither an agreement and nor an offer / invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the preparation of this tender document, interested bidders shall satisfy themselves that the document is complete in all respects. The information published in this document is not intended to be exhaustive. Interested bidders are required to make their own enquiries and assumptions wherever required. Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed that the tender document is complete in all respects and firms submitting their bids are satisfied that the tender document is complete in all respects.

Neither Bihar Vikas Mission (BVM) nor their employees will have any liability to any prospective respondent interested to apply or any other person under the law of contract to the principles or resolution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this tender document, any matter deemed to form part of this tender document, the award of the assignment, the information and any other information supplied by or on behalf of BVM or their employees and bidder or otherwise arising in any way from the selection process for the assignment.

Information provided in this document or imparted to any respondent as part of tender process is confidential to BVM and shall not be used by the respondent for any other purpose, distributed to, or shared with any other person organization.

BVM reserves the right to reject any or all of the bids submitted in response to this RFP document at any stage without assigning any reasons whatsoever. BVM also reserves the right to withhold or withdraw the process at any stage with intimation to all bidders who have submitted the bid document.

BVM reserves the right to change / modify / amend any or all of the provisions of this RFP document. Such changes would be posted on the website (<https://www.bvm.bihar.gov.in/>)

## INDEX

| S. No. | Particulars                                                     | Page No. |
|--------|-----------------------------------------------------------------|----------|
| --     | Notice Inviting Tender (NIT)                                    | 1        |
| --     | Disclaimer                                                      | 3        |
| 1      | Request for Proposal                                            | 5        |
| 2      | Schedule of Events                                              | 5        |
| 3      | Scope of Work                                                   | 6        |
|        | 3.1 Roles and Responsibilities of AMC Service Provider          | 8        |
| 4      | Terms and Conditions                                            | 10       |
|        | 4.1 Payment Terms                                               | 12       |
|        | 4.2 Penalty Clauses                                             | 12       |
| 5      | Eligibility Criteria                                            | 13       |
| 6      | Submission of Financial Bids                                    | 13       |
| 7      | Instruction to Bidders                                          | 14       |
| 8      | Annexure – I<br>Format for Submission of Financial Bid Proposal | 16       |
| 9      | Annexure – II<br>Detailed List of item to be covered under AMC  | 18       |

## 1. REQUEST FOR PROPOSAL (RFP)

1. Bihar Vikas Mission (BVM) invites bid proposals from reputed company / firm / agency for **“Empanelment of AMC service provider agency and selection of an agency for providing comprehensive Annual Maintenance Services (AMC) for various equipments (including computers / printers / server and peripherals) installed at BVM offices located in Patna”**.
2. The Bidder(s) referred to hereafter in this document is defined as the company(ies) / firm(s) / agency(ies) that is / are bidding for this RFP.
3. The Agency referred to hereafter in this document is defined as the company / firm / agency that is / are successfully selected at the completion of the RFP process.
4. BVM expressly stipulates that selection of bidder under this RFP is on the understanding that this RFP contains only the principal provisions for the entire assignment and that any other services which may be required in connection with the successful implementation of the assignment will be deemed to be a part of the assignment. **The Agency i.e. successful bidder will be required to undertake to perform all such tasks, render requisite services as may be required for the successful completion of the entire assignment.**

## 2. SCHEDULE OF EVENTS

| Sl. No. | Events                                                                                       | Date                                                                           |
|---------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| 1.      | RFP Issue                                                                                    | 12-01-2024                                                                     |
| 2.      | Last date for submission of pre-bid queries through email.                                   | 5:00 PM on 18-01-2024                                                          |
| 3.      | Pre-Bid Meeting                                                                              | 11:00 AM on 19-01-2024                                                         |
| 4.      | Publication of Minutes of Pre-bid meeting and Response to the queries received               | 25-01-2024                                                                     |
| 5.      | Due Date for Submission of Bid Proposals                                                     | 5:00 PM on 08-02-2024                                                          |
| 6.      | Bid opening                                                                                  | 11:00 AM on 09-02-2024                                                         |
| 7.      | Announcement of Technical Evaluation Results                                                 | Will be informed via email to eligible bidders & also published on BVM website |
| 8.      | Opening of Financial Bid<br>(For only those bidders who qualify in the Technical evaluation) |                                                                                |
| 9.      | Announcement of Financial Evaluation Results                                                 |                                                                                |

1. Pre-bid meeting shall be held at Conference Hall, Bihar Vikas Mission, Rajvanshi Nagar, Patna.
2. Pre-Bid Queries submitted through email should be addressed to [cgm.mso.bvm@gmail.com](mailto:cgm.mso.bvm@gmail.com).
3. In case of any of the above-mentioned dates is declared a public holiday or non-working day, the event will be held on next working day. Any changes made in the above-mentioned schedule will be published on BVM website <https://www.bvm.bihar.gov.in>.

### 3. SCOPE OF WORK

1. The selected agency upon award of work shall provide comprehensive Annual Maintenance Services (AMC) for various equipments (including Computers / Printers / Server and Peripherals) installed at BVM offices located in Patna. Offices of Bihar Vikas Mission are located at:
  - a. Bihar State Building Construction Corporation Limited Campus  
Hospital Road, Rajvanshi Nagar, Patna – 800023
  - b. 6A, Circular Road,  
Patna - 800023
2. Comprehensive Annual Maintenance Services (AMC) to be provided by the service provide agency shall include:
  - a. All types of hardware related maintenance & repair work
  - b. All types of software related maintenance & repair work
  - c. Update of Anti-Virus
  - d. Installation of new computer / laptop / server / printer
  - e. Installation of new software
  - f. Breakdown maintenance of all items including computer/printer/server etc.
  - g. Any other work necessary for proper functioning of equipments
3. Details of items to be covered under AMC are enclosed as Annexure - II to this RFP. A summary of the items to be covered under AMC is mentioned below:

| Sl. No. | Asset Type                                                                                                    | No. of Items |
|---------|---------------------------------------------------------------------------------------------------------------|--------------|
| 1       | BIOMETRIC FINGERPRINT SCANNER                                                                                 | 6            |
| 2       | BLOWER                                                                                                        | 15           |
| 3       | CYCLE                                                                                                         | 5            |
| 4       | DESKTOP                                                                                                       | 62           |
| 5       | FAN - CEILING FAN (2 NOS.)                                                                                    | 2            |
| 6       | FAN - WALL FAN (42 NOS.)                                                                                      | 42           |
| 7       | INTERCOM (INCLUDING EPBX MACHINE, TELEPHONE SET INTERCOM WIRING & PORTS)<br>TOTAL PORT - 32<br>TOTAL SET - 32 | 1            |
| 8       | LAN NETWORKING (INCLUDING LAN PORT SWITCH, ROUTERS & LAN WIRING)<br>LAN PORT - 49 NOS.<br>WIFI ROUTER - 7     | 1            |
| 9       | LAPTOP                                                                                                        | 12           |
| 10      | LED TV                                                                                                        | 3            |
| 11      | OIL RADIATOR HEATER                                                                                           | 15           |
| 12      | ONE-PLUS-ONE PHONE                                                                                            | 5            |
| 13      | ONLINE UPS                                                                                                    | 2            |
| 14      | PEDESTAL FAN                                                                                                  | 6            |
| 15      | PRINTER - CANON                                                                                               | 4            |

|                    |                                  |            |
|--------------------|----------------------------------|------------|
| 16                 | PRINTER - HP                     | 27         |
| 17                 | PRINTER - LEXMARK                | 7          |
| 18                 | PRINTER - RICOH                  | 24         |
| 19                 | PRINTER ALL-IN-ONE - RICOH (B&W) | 2          |
| 20                 | PRINTER ALL-IN-ONE - RICOH COLOR | 1          |
| 21                 | PRINTER MULTI-FUNCTION - CANON   | 1          |
| 22                 | PROJECTOR                        | 3          |
| 23                 | SCANNER                          | 2          |
| 24                 | SERVER ROUTER                    | 1          |
| 25                 | SHARP - PHOTOCOPIER              | 3          |
| 26                 | STABLIZER                        | 4          |
| 27                 | TEA /COFFEE VENDING MACHINE      | 3          |
| 28                 | UPS                              | 71         |
| 29                 | USB CAMERA                       | 4          |
| 30                 | WIFI ROUTER                      | 5          |
| <b>Grand Total</b> |                                  | <b>339</b> |

BVM reserves the right to vary the quantity i.e. increase or decrease, at the time of placing order or during project execution.

4. **Services of the agency shall be initially required for a period of one (1) year and shall commence from date of work order / agreement.**
5. BVM reserves the right to terminate the contract with immediate effect, if work of the service provider agency is unsatisfactory or in case of violation of terms and conditions of the agreement without any legal or financial obligation. Decision of BVM shall be final and binding in this respect.
6. Upon satisfactory performance of the agency, the services may be extended for a period of further one year at the same rate (till a maximum total duration of three years) after obtaining approval of competent authority. No change in the rates shall be allowed during the period of contract.
7. The contract rate shall include cost for all the essential and contingent works, which although may not be specially mentioned in this contract, are necessary for completion of the work to the satisfaction of this office. **Charges for maintenance of Computers / Laptops / Printers / UPS and other items mentioned in the list above shall be inclusive of service charges, labour charges, supply and replacement of parts wherever required, shifting and installation of equipments, if necessary, and any other expenses except consumables.**
8. No separate or additional payment would be done for costs that may be incurred on transportation or any other work in providing AMC services.
9. Only the following items shall be treated as consumables:
  - i. Cartridge for Printers
  - ii. Pre-mix powder for coffee vending machine
10. The Annual Maintenance Contract (AMC) is comprehensive in nature and the agency shall maintain the equipment as per manufacturer guidelines and shall use standard components for replacement as per OEM's specification.
11. The agency shall not use any spurious component for replacement / repair and any parts that may require replacement shall be replaced with new OEM / original parts wherever available. In case the

parts are no longer in supply / obsolete and beyond repair in such cases items should be replaced with equivalent capacity or higher capacity / configuration at no extra cost.

12. All works shall be executed at BVM office premises. AMC service provider or their technician shall not take any computer/printer/server/peripherals/spare parts outside office premises. However if any items is to be taken outside office for repair or maintenance purposes, it shall be done only after obtaining due permission from BVM office.
13. The firm shall maintain an inventory of tools for repair of hardware. This will include brush, soft muslin clothes, LAN Tester and crimping / punching tool, one trolley, vacuum cleaner, ladder, torch & other related tool kits, for carrying out necessary jobs/works.
14. The Agency shall have no claim against this office in respect of any work which may be withdrawn.

### **3.1 Roles and Responsibilities of AMC Service Provider**

1. A health card shall be maintained for all equipments under AMC for documenting each incident of malfunctioning, complain lodging and solving.
2. The Service Provider Agency shall provide quality services to the satisfaction of this office as per the terms and condition of the contract and the RFP.
3. **The Agency shall designate a contact person, who shall be based at Patna. BVM shall maintain all official communication with the designated contact person only. The contact person shall be responsible for remaining in touch with BVM office and shall visit the office to attend all complain raised by BVM. The agency shall inform BVM before replacing the contact person.**
4. The agency providing AMC services shall deploy skilled and specialist persons for trouble shooting and repair of Computer hardware and peripherals etc. so that complains and issues can be resolved during office hours in case of any exigency.
5. Cleaning of hardware items shall be done using appropriate cleaning materials.
6. Manpower required for execution of the entire work including transport shall be arranged by the Agency. In case, a particular workman/woman remains absent due to any reason, it would be responsibility of the Agency/ Service Provider to provide another workman in his / her place.
7. The AMC service provider agency shall ensure that the computer/printer/server/peripherals/ any other items are repaired within time after intimation of complaint.
  - a. **All calls / complaints should be acknowledged by the agency with a unique reference numbers and shall be attended within 4 hours of intimation of complaint.**
  - b. **If any issue is reported beyond normal working hours, then service period shall be considered from next working day beginning.**
8. The timeline for service shall be:

| Sl. No. | Type of Fault | Description of Fault              | Service Level for Resolution                                |
|---------|---------------|-----------------------------------|-------------------------------------------------------------|
| i.      | Minor Fault   | Replacement of parts not required | Within 4 hours / next working day of intimation of complain |
| ii.     | Major Fault   | Replacement of parts required     | Within 3 working day of intimation of complain              |
| iii.    | Major Fault   | Service required from             | Within 7 Working Days of intimation of                      |

|  |  |                                           |          |
|--|--|-------------------------------------------|----------|
|  |  | authorised service centre of manufacturer | complain |
|--|--|-------------------------------------------|----------|

9. It shall be duty of the AMC service provider that they will maintain a back up of data in a storage device provided by BVM before servicing/repair/maintenance of any system and shall reload same after servicing.
10. Upon intimation, in case of breakdown during any exigency, the AMC service provider agency shall be required to repair the equipment even after working hours and on holidays as well. **In such situation, whenever the system / peripheral equipment cannot be repaired immediately, the agency shall provide an alternate equipment of equivalent performance as standby replacement, as directed by BVM.**
11. The agency shall maintain adequate stock of spare parts with themselves so that repair and maintenance may be carried out immediately.
12. If in certain cases, the AMC service provider agency replaces any spare part or installs a new spare part, then bill for such spare part shall be immediately produced for payment before BVM. Bill amount should not exceed prevalent market price for the spare part. Installation of the new spare part shall be done in accordance with the guidelines provided by the manufacturer. BVM reserves the right to verify the amount mentioned in the bill from authorised service centre for that item.
13. The AMC service provider agency shall inspect all computers/laptop/server/printer/peripherals and other items installed in BVM offices from 1<sup>st</sup> to 7<sup>th</sup> of every month and if any issue is indentified, then same must be resolved immediately.
14. If any of items / equipment gets damaged by the AMC service provider or their technician, then the AMC service provider agency shall be solely responsible for same and the damages shall be fully compensated by the agency.
15. The personnel deployed by service provider agency may be required to render services on any day including Holidays except on National Holidays i.e. 26 January, 15 August, 2nd October and any other holiday mandatory under labour laws (e.g. 1<sup>st</sup> May) or on occasion of festive holidays (17<sup>th</sup> September etc.). No extra charges will be given by office if workforce is to be provided on Sundays/ Gazetted Holidays.
16. The Agency / Service Provider would ensure that all its personnel deployed with this office behave courteously and decently with the employees / officers of BVM.
17. The Agency shall be directly responsible for any / all disputes arising between him/her and their personnel and keep this office indemnified against all actions, loses, damages, expenses and claims whatsoever arising thereof.
18. The Agency shall be solely responsible for payment of wages/salaries other benefits and allowances to his personnel that might become applicable under any act or order of the Government including the Minimum Wages Act. This office shall have no liability whatsoever in this regard and the contractor shall indemnify this office against any / all claims which may arise under the provisions of various Acts and Govt. Orders etc.
19. The Agency shall follow all relevant rules & regulations while performing this contract and shall be solely responsible of any lapse/violation of rules and regulations.

20. The Agency shall be fully responsible for theft. Burglary, fire or any mischievous deed by his/her staff. Replacement of any missing / stolen part shall be charged to the agency on actual.
21. It is made clear that the engagement of the Agency/ Service Provider does not in any way confer any right to the service provider or the persons that may be deployed by him/ her in this office for claiming any regular or part time employment in this office or any other government office.
22. The Agency shall follow all relevant rules & regulations while performing the contract and shall be solely responsible of any lapse/violation of rules and regulations.
23. Insurance cover protecting the agency against all claims applicable under workmen's Compensation Act, 1948, shall be taken by the agency. The Agency shall arrange necessary Insurance coverage for any persons deployed by him/her even for the short duration. The office shall not entertain any claim arising out of mishap, if any, that may take place. In the event of any liability/ claim failing on this office, the same shall be reimbursed/ indemnified by the agency.

#### 4. TERMS AND CONDITIONS

1. The bidders should have experience in providing AMC services for a minimum of 2 years.
2. The bidder should have Minimum Annual Turnover of Rs 5 lakhs (Rupees Five Lakhs) for each of last three financial years.
3. The bidder should be registered under GST.
4. The bidder should have an established office in Patna.
5. **Bid Validity:** For the purpose of placing the order, the Bids shall remain valid for at least 120 days after the date of bid opening.
6. **Contract Period:** The work order / agreement with selected agency (at L1 rate) shall remain valid for a period of 1 year, Upon satisfactory performance of the agency, the services may be extended further at the same rate for a period of one year at a time (till a maximum total duration of three years) after obtaining approval of competent authority.
  - a. Any such extension shall not be the right of the agency.
  - b. In case of unsatisfactory performance including any violation of terms and conditions mentioned hereof, the contract may be terminated by BVM with immediate effect notice without any legal or financial obligation.
7. Either party to this Agreement shall have the right at any time to terminate this Agreement by giving at least 30 days advance written notice without any legal or financial obligation on any party to the contract. Payments shall be made till date of termination of agreement on pro-rata basis.
8. **Earnest Money Deposit (EMD)** – The bidders shall submit an Earnest Money Deposit (EMD) as part of its Technical Proposal, of amount INR 25,000 only (Rupees Twenty Five Thousand only) in the form of a Bank Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the commercial banks, drawn in favour of BIHAR VIKAS MISSION, payable at Patna. The EMD / bid security is normally to remain valid for a period of forty-five days beyond the final bid validity period.
  - a. As per Rule 131 O of Bihar Finance Rule 2005, Bidders who are registered with the Central Purchase Organisation / State Purchase Organisation, National Small Industries Corporation (NSIC) or the concerned Department may seek exemption from submission of EMD amount subject to submission of relevant documentation.

- b. EMD of the successful agency will be returned, without any interest, upon acceptance of the letter of award and furnishing the requisite Performance Security Deposit.
  - c. The Earnest Money Deposit (EMD) furnished by all unsuccessful bidders will be returned, without any interest, after expiry of bid validity period but not later than 30 days of the award of the contract.
  - d. The EMD of a bidder may be forfeited without prejudice to other rights of BVM. The EMD shall be forfeited by BVM hereunder or otherwise, under the following conditions:
    - i. If a bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
    - ii. If a bidder withdraws its bids during the period of bid validity as specified in this tender.
    - iii. If the bidder selected as L1 agency, fails within the specified time limit to furnish the requisite Performance Security Deposit and / or to execute the contract.
9. **Performance Security Deposit** – The selected agency (i.e. L1 bidder in financial evaluation) before award of work, shall provide a Performance Security totalling to 10% of value of contract for 1 year i.e. 10% x Amount for AMC charges for 1 year.
- a. Performance Security will be payable by the Agency in advance at the time of acceptance of letter of award through an Account payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank in an acceptable form payable in favour of **BIHAR VIKAS MISSION.**
  - b. The Performance Security will be returned after a period of sixty days beyond the date of completion of successful discharge of services and completion of contractual obligations of the Agency.
10. Provisions of Rule 131 O of the Bihar Financial Rules 2005 for exemption from submission of EMD shall be applicable.
11. **Empanelment of Agencies:** All bidders who are qualified in the technical evaluation shall be empanelled with BVM for a period of 3 years. BVM is empanelling vendors only for reducing the procurement process time.
- a. BVM reserves the right to hire AMC services from empanelled vendors at L1 rate for some or all items (subject to condition that they provide their consent to provide AMC services at L1 rate as decided in financial evaluation through this tender), under the following conditions:
    - i. The selected L1 agency fails to provide AMC services as per BVM's requirement, or
    - ii. The services of the selected L1 agency are found unsatisfactory for some or all of the items.
  - b. During empanelment period, BVM reserves the right to issue limited tenders to empanelled vendors. Limited tenders may be invited from empanelled service providers for providing comprehensive AMC services for any additional items (e.g. upon expiry of brand warranty, purchase of new items etc.) that requires maintenance and are not included in the list under Annexure-II.

#### 4.1. Payment Terms

1. No advance payments shall be made under any circumstances.
2. **Bills are to be submitted by the agency after end of every quarter in triplicate by 5<sup>th</sup> working day of succeeding month without fail. Billing will be done on quarterly basis.**
  - a. Any consequences arising out of late submission of bills shall be sole responsibility of the Agency and BVM shall be at liberty to take appropriate action in such situation.
  - b. The agency shall also ensure that there is no delay in payment of wages to manpower on account of late submission of bills by the Agency or any reason whatsoever.
  - c. No interest is payable on the billed amount under any circumstances.
3. All applicable statutory deductions such as GST-TDS, Income Tax-TDS and / or any other taxes as applicable shall be deducted from bills submitted by the agency.
4. Payment of bills shall be done after deduction of penalty that may have been levied on the agency.
5. If there is an increase or decrease in number of computer systems or other peripherals to be covered under AMC during the contract period, the payments shall be made accordingly on the basis of actual number of working items.
6. AMC contract rates shall remain unaffected by any change in price / tax / duty for appliance or spare and no such claims shall be entertained.
7. **The selected agency shall not sub-contract the work to any other agency.**

#### 4.2. Penalty Clauses

1. All equipment shall be attended and repaired / maintained within timelines as mentioned in scope of work failing which penalty shall be imposed.
  - a. **Not attending the Complaint** - If the equipment is not attended to within 4 hours / next working day of registering the complaint, then a penalty @Rs 200/day shall be levied for each day of delay in attending the complaint.
  - b. **Non Maintenance / Repair of Items** - If the equipment is not maintained / repaired within the service timelines as detailed above under section 3.1(8), then a penalty @Rs 500/day shall be levied.
2. If the agency fails in maintaining or repairing the malfunctioning articles (s) in totality within timelines as mentioned above under section 3.1(8) after attending the complaint without providing any justified reason for delay, then in such cases BVM may opt for services of outside vendors / empanelled Agencies by BVM and the charges incurred on the same shall be deducted from the quarterly bill of the Agency in addition to the penalty levied for Not attending the Complaint and / or Non Maintenance / Repair of Items.
3. **If the agency fails to provide maintenance / repair within the time period fixed for such services in the contract for more than 3 times in a quarter for critical items such as laptops, desktops, printers / photocopier etc., BVM shall treat the delay as a breach of contract and shall avail all the remedies available including forfeiting the EMD / Performance security submitted by the agency and shall take appropriate steps to debar the agency from participating in any future tender and further appropriate steps may be taken to blacklist the agency.**
4. For the purpose of imposing penalties, the decision of the Bihar Vikas Mission will be final and binding on the Agency and shall not be subject to dispute or arbitration.

## 5. ELIGIBILITY CRITERIA and LIST OF DOCUMENTS TO BE SUBMITTED WITH TECHNICAL BID

1. Relevant documents in support of the Eligibility Criteria should be submitted as part of Technical Bid Proposal documents failing which the proposal shall not be considered and will be rejected.
2. The Technical bid proposals will be opened, in the presence of Bidder's or their representatives who wish to attend the bid opening on date and time as mentioned in schedule of events.
3. Technical Evaluation requirements and documents required in support are listed below. The bidders shall submit the following documents, arranged in sequence as listed below:

| Sl. No. | Criteria                                                                                                                                                                                                                                                                                                      | Document Required                                                                                                                                                                                                                |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a.      | Earnest money Deposit<br><i>(Bidders who are registered with the Central Purchase Organisation / State Purchase Organisation, National Small Industries Corporation (NSIC) or the concerned Department may seek exemption from submission of EMD amount subject to submission of relevant documentation.)</i> | DD / FDR / BG (Ref Sec. 4(8)) of Rs 25,000/- (Rupees Twenty Five thousand) drawn in favor of "BIHAR VIKAS MISSION".                                                                                                              |
| b.      | PAN Card                                                                                                                                                                                                                                                                                                      | Self-attested copy                                                                                                                                                                                                               |
| c.      | GST Registration                                                                                                                                                                                                                                                                                              | Self-attested copy                                                                                                                                                                                                               |
| d.      | Latest GST Return                                                                                                                                                                                                                                                                                             | Self-attested copy of GST return filed in FY 2023-24 (e.g. for the month of Jun-23/Sep-23)                                                                                                                                       |
| e.      | Declaration of not blacklisted / debarred by any government organisation and no criminal conviction / case pending in any Court of Law.                                                                                                                                                                       | Notarised affidavit regarding not blacklisted / debarred by Central government / any state government / government enterprise/corporation / body and no conviction in any case or any criminal case pending in any court of law. |
| i.      | Minimum Annual Turnover of Rs 5 lakhs (Rupees Five Lakhs) for last three financial years                                                                                                                                                                                                                      | Copy of Audited Financial statements from duly qualified CA (Balance Sheet / Profit and Loss Statement / Income and Expenditure sheet) for last three financial years                                                            |
| j.      | Income tax return for last 3 assessment year i.e. AY 21-22, AY 22-23 and AY 23-24.                                                                                                                                                                                                                            | Self-Attested copy of Income tax return for each of last 3 assessment years i.e. AY 21-22, AY 22-23 and AY 23-24.                                                                                                                |
| k.      | Experience in providing AMC services for similar items for a minimum 2 years.                                                                                                                                                                                                                                 | Copy of <u>Work Order / Agreement</u><br><br><i>Duration of work should be clearly established from the documents.</i>                                                                                                           |
| m.      | Acceptance of terms and conditions by bidder.                                                                                                                                                                                                                                                                 | All pages of the tender document signed and stamped by the bidder.                                                                                                                                                               |

## 6. SUBMISSION OF FINANCIAL BIDS

1. Financial bids of only those bidders shall be considered who are qualified in evaluation of Technical Bids.
2. Financial bids are to be submitted as per format provided in Annexure – I.

3. Rates are to be provided as per unit rate as well as annual charges for each type of equipment / items. **Rates shall be inclusive of all charges including GST and any other taxes.**
4. Bidders are requested to submit rates in financial bids taking due consideration of all expenses including cost of servicing, spare parts, transportation, wages being paid to persons employed, contingency expenses, administrative expenses, EPFO, ESIC contribution and any other necessary expenses.
5. Bidder's name, address, contact details should be clearly indicated on the financial bid document along with sign and seal of the firm. **Financial bids which are not submitted in requisite format shall not be considered.**
6. **Bidders may submit their financial bids for some items or all items as per their capability to provide AMC service for that particular type of items / equipments.**
7. **Letter of award and subsequently work order shall be awarded item-wise to the bidders whose rates is lowest (L1) for that particular item, subject to fulfilment of all other terms and conditions of the tender.**
8. **If the agency after being L1 bidder does not provide the requisite services, then the EMD / Performance security submitted by the agency shall be forfeited and the agency shall be debarred from participating in any future tender and appropriate steps may be taken to blacklist the agency.**
9. In light of the guidelines notified by Finance Department, Govt. of Bihar vide letter no. एम०-4-06/2023-2988/वि० dated 23-03-2023 for availing services of outsourced manpower, If rates quoted for AMC charges are found to be same for more than one bidder in the financial bid, then tender shall be finalized through lottery and videography of entire process of lottery shall be done.

## 7. INSTRUCTION FOR BIDDER

1. Bid proposals in response to the RFP shall be submitted under 'Two Cover System'
  - a. Technical Proposal
  - b. Financial Proposal
2. Both the proposals shall be submitted in separate covers, properly sealed and the covers should be clearly labelled as:
  - a. **Technical Proposal for BVM/2023-24/Proc/07 for "Empanelment of AMC service provider agency and selection of an agency for providing comprehensive Annual Maintenance Services (AMC) for various equipments (including computers / printers / server and peripherals) installed at BVM offices located in Patna".**
  - b. **Financial Proposal for BVM/2023-24/Proc/07 for "Empanelment of AMC service provider agency and selection of an agency for providing comprehensive Annual Maintenance Services (AMC) for various equipments (including computers / printers / server and peripherals) installed at BVM offices located in Patna".**
  - c. The Technical Proposal and the Financial Proposal should be put together and sealed in one single envelope clearly marked as **Tender for "Empanelment of AMC service provider agency and selection of an agency for providing comprehensive Annual Maintenance**

Services (AMC) for various equipments (including computers / printers / server and peripherals) installed at BVM offices located in Patna".

- d. Bidder's name & contact details should be clearly indicated on each envelope.
3. BVM will not be responsible for any delay or transit loss or late delivery of bids to the office of CGM. **Late bids i.e. bids submitted after the deadline for submission prescribed by BVM will not be considered for evaluation.**
  4. All evaluation will be carried out by BVM. BVM may constitute an evaluation committee to evaluate the bids. Evaluation conducted by the committee shall be final and binding on all the bidders.
  5. BVM evaluation committee will first evaluate the technical bid proposals submitted by the bidder for ascertaining their eligibility based on the eligibility criteria (*Refer Sec 5*). **Relevant documents in support of eligibility criteria must be enclosed along with Technical Bid documents failing which the bid will be liable to be rejected.**
  6. The evaluation committee will evaluate the responses to the RFP and all supporting documents / documentary evidence. **Non-submission of requisite supporting documents / documentary evidences would lead to rejection of the proposal.**
  7. During evaluation stage, BVM, at its discretion, may ask the bidder for clarification in respect of bid submitted. The bidder should respond within timelines provided, failing which their bid proposal may be rejected and / or marks may not be awarded. The queries and the response to received queries will be in writing, and no change in the substance of the bid will be sought, offered, or permitted.
  8. BVM reserves the absolute right to reject the offer if it is not in accordance with its requirements and no further correspondence whatsoever will be entertained in the matter. Any technical proposal submitted cannot be withdrawn / modified after the last date for submission of the bids.
  9. In case of any dispute, the case shall be subject to Jurisdiction of Courts located in Patna only.
  10. The decision of the BVM evaluation committee in the evaluation of responses to the RFP will be final.
  11. Based on the Technical Proposal evaluation, Financial Proposals of only those bidders will be opened, which are qualified in Technical evaluation.
  12. Letter of award shall be issued to the lowest bidder (L1) in financial proposal evaluation whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the RFP.
  13. **Letter of award and subsequently work order shall be awarded item-wise to the bidders whose rate is lowest (L1) for that particular item, subject to fulfilment of all other terms and conditions of the tender.**
  14. The agency shall communicate its acceptance of award in writing to BVM within 7 days of issue of letter of award.
  15. The agency shall execute an agreement with BVM regarding providing AMC services. All charges during execution of agreement shall be borne by the agency.

### Annexure – I

**Format for Submission of Financial Bid Proposal (To be submitted on Letterhead of the Bidder)**

|                            |  |          |  |
|----------------------------|--|----------|--|
| Name of the Firm / Agency: |  |          |  |
| Registered Address:        |  |          |  |
| Local Address (At Patna):  |  |          |  |
| Contact No.:               |  | PAN No.: |  |
| Email Id:                  |  | GST No.: |  |

**Financial Bid Proposal for  
(RFP Ref. No.: BVM/2023-24/Proc/07 dated 12-01-2024)**

“Empanelment of AMC service provider agency and selection of an agency for providing comprehensive Annual Maintenance Services (AMC) for various equipments (including computers / printers / server and peripherals) installed at BVM offices located in Patna”.

Dear Sir,

We, the undersigned, offer to provide above AMC services for the following items in accordance with your RFP. Our Financial proposal is given below:

| Sl. No. | Asset Type                                                                                                    | No. of Items | AMC rate per Unit / Year (in INR) | AMC Cost for One Year (iii * iv) |
|---------|---------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------|----------------------------------|
|         |                                                                                                               |              | Inclusive of all taxes and duties |                                  |
| i       | ii                                                                                                            | iii          | iv                                | v                                |
| 1       | BIOMETRIC FINGERPRINT SCANNER                                                                                 | 6            |                                   |                                  |
| 2       | BLOWER                                                                                                        | 15           |                                   |                                  |
| 3       | CYCLE                                                                                                         | 5            |                                   |                                  |
| 4       | DESKTOP                                                                                                       | 62           |                                   |                                  |
| 5       | FAN - CEILING FAN (2 NOS.)                                                                                    | 2            |                                   |                                  |
| 6       | FAN - WALL FAN (42 NOS.)                                                                                      | 42           |                                   |                                  |
| 7       | INTERCOM (INCLUDING EPBX MACHINE, TELEPHONE SET INTERCOM WIRING & PORTS)<br>TOTAL PORT - 32<br>TOTAL SET - 32 | 1            |                                   |                                  |
| 8       | LAN NETWORKING (INCLUDING LAN PORT SWITCH, ROUTERS & LAN WIRING)<br>LAN PORT - 49 NOS.<br>WIFI ROUTER - 7     | 1            |                                   |                                  |
| 9       | LAPTOP                                                                                                        | 12           |                                   |                                  |

|                    |                                  |            |  |  |
|--------------------|----------------------------------|------------|--|--|
| 10                 | LED TV                           | 3          |  |  |
| 11                 | OIL RADIATOR HEATER              | 15         |  |  |
| 12                 | ONE-PLUS-ONE PHONE               | 5          |  |  |
| 13                 | ONLINE UPS                       | 2          |  |  |
| 14                 | PEDESTAL FAN                     | 6          |  |  |
| 15                 | PRINTER - CANON                  | 4          |  |  |
| 16                 | PRINTER - HP                     | 27         |  |  |
| 17                 | PRINTER - LEXMARK                | 7          |  |  |
| 18                 | PRINTER - RICOH                  | 24         |  |  |
| 19                 | PRINTER ALL-IN-ONE - RICOH (B&W) | 2          |  |  |
| 20                 | PRINTER ALL-IN-ONE - RICOH COLOR | 1          |  |  |
| 21                 | PRINTER MULTI-FUNCTION - CANON   | 1          |  |  |
| 22                 | PROJECTOR                        | 3          |  |  |
| 23                 | SCANNER                          | 2          |  |  |
| 24                 | SERVER ROUTER                    | 1          |  |  |
| 25                 | SHARP - PHOTOCOPIER              | 3          |  |  |
| 26                 | STABLIZER                        | 4          |  |  |
| 27                 | TEA /COFFEE VENDING MACHINE      | 3          |  |  |
| 28                 | UPS                              | 71         |  |  |
| 29                 | USB CAMERA                       | 4          |  |  |
| 30                 | WIFI ROUTER                      | 5          |  |  |
| <b>Grand Total</b> |                                  | <b>339</b> |  |  |

Our financial proposal shall be binding upon us subject to any modifications resulting from contract negotiations, up to the expiration of the validity period of the proposal.

Sign of Authorised Signatory

(Name of Authorised Signatory)

Seal of the Bidder

**Annexure – II**  
**Detailed List of item to be covered under AMC**

| S. No. | Asset                         | Make/ Model            | Specs / Serial no. Of Assets |
|--------|-------------------------------|------------------------|------------------------------|
| 1      | Biometric Fingerprint Scanner | ESSL (Non-Aadhar)      | --                           |
| 2      | Biometric Fingerprint Scanner | ESSL (Non-Aadhar)      | --                           |
| 3      | Biometric Fingerprint Scanner | ESSL (Non-Aadhar)      | --                           |
| 4      | Biometric Fingerprint Scanner | ESSL (Non-Aadhar)      | --                           |
| 5      | Biometric Fingerprint Scanner | Precise (Aadhar based) | --                           |
| 6      | Biometric Fingerprint Scanner | Precise (Aadhar based) | --                           |
| 7      | BLOWER                        | Bajaj                  | 2000 W                       |
| 8      | BLOWER                        | Bajaj                  | 2000 W                       |
| 9      | BLOWER                        | Bajaj                  | 2000 W                       |
| 10     | BLOWER                        | Bajaj                  | 2000 W                       |
| 11     | BLOWER                        | Bajaj                  | 2000 W                       |
| 12     | BLOWER                        | Bajaj                  | 2000 W                       |
| 13     | BLOWER                        | Bajaj                  | 2000 W                       |
| 14     | BLOWER                        | Bajaj                  | 2000 W                       |
| 15     | BLOWER                        | Bajaj                  | 2000 W                       |
| 16     | BLOWER                        | Bajaj                  | 2000 W                       |
| 17     | BLOWER                        | Bajaj                  | 2000 W                       |
| 18     | BLOWER                        | Bajaj                  | 2000 W                       |
| 19     | BLOWER                        | Bajaj                  | 2000 W                       |
| 20     | BLOWER                        | Bajaj                  | 2000 W                       |
| 21     | BLOWER                        | Bajaj                  | 2000 W                       |
| 22     | Cycle                         | Atlas                  | SRS579931                    |
| 23     | Cycle                         | Atlas                  | SRS481633                    |
| 24     | Cycle                         | Hero                   | C2001348                     |
| 25     | Cycle                         | Hero                   | 02161782                     |
| 26     | Cycle                         | Hero                   | N/A                          |
| 27     | DESKTOP                       | HP 280 G2              | INA631V509<br>6CM61024L3     |
| 28     | DESKTOP                       | HP 280 G2              | 1INA631V503<br>6CM6190D12    |
| 29     | DESKTOP                       | HP 280 G2              | INA631V508<br>6CM61021ZH     |
| 30     | DESKTOP                       | HP 280 G2              | INA631V507<br>6CM6190BXM     |
| 31     | DESKTOP                       | HP 280 G2              | INA631V502<br>6CM6100653     |

|    |         |                       |                                                            |
|----|---------|-----------------------|------------------------------------------------------------|
| 32 | DESKTOP | HP 280 G2             | INA631V504<br>6CM6181LBG                                   |
| 33 | DESKTOP | LENOVO                | 8SSS50M95256F1WH72M029N                                    |
| 34 | DESKTOP | HP 280 G2             | INA631V506<br>6CM6111P54                                   |
| 35 | DESKTOP | HP 280 G2             | INA631V501<br>6CM61021ZP                                   |
| 36 | DESKTOP | HP 280 G2             | INA631V505<br>6CM6181HW1                                   |
| 37 | DESKTOP | DELL 3250             | H5KWXC2<br>K397287263CC3UI                                 |
| 38 | DESKTOP | DELL 3250             | 55WDTS1/11240635393                                        |
| 39 | DESKTOP | DELL 9020 OPTIPLEX    | CLCVFD27412799366<br>CN0147-F67426165A277MA01              |
| 40 | DESKTOP | Dell Optiplex 7040 MT | H5LZXC2/37344578690                                        |
| 41 | DESKTOP | Dell Optiplex 7040 MT | 869C9F2/17792744366                                        |
| 42 | DESKTOP | Dell Optiplex 7040 MT | 86G79F2/17804268398                                        |
| 43 | DESKTOP | Dell Optiplex 7040 MT | 86LG9F2/17813086382                                        |
| 44 | DESKTOP | Dell Optiplex 7040 MT | 96W79F2/20007924590                                        |
| 45 | DESKTOP | Dell Optiplex 7040 MT | 86JD9F2/17809587182                                        |
| 46 | DESKTOP | Dell Optiplex 7040 MT | 97179F2/20016322670                                        |
| 47 | DESKTOP | Dell Optiplex 7040 MT | 86KB9F2/17811173486                                        |
| 48 | DESKTOP | Dell Optiplex 7040 MT | 975D0F2/200233321070                                       |
| 49 | DESKTOP | Dell Optiplex 7040 MT | 86789F2/17789198510                                        |
| 50 | DESKTOP | Dell Optiplex 7040 MT | 973C9F2/20019915182                                        |
| 51 | DESKTOP | Dell Optiplex 7040 MT | 97499F2/20021454830                                        |
| 52 | DESKTOP | Dell Optiplex 7040 MT | 972F9F2/20021454830                                        |
| 53 | DESKTOP | Dell Optiplex 7040 MT | 975B9F2/20023227758                                        |
| 54 | DESKTOP | Dell Optiplex 5040    | H64CNK2<br>34SDZJ2                                         |
| 55 | DESKTOP | DELL VOSTRO 3250      | HCL-EH001978-00184-020-<br>335922/<br>CN0V36646418035U1WGU |
| 56 | DESKTOP | DELL VOSTRO 3250      | H5N1N62-37346338442<br>CN0MMK397287259TF4UIA00             |
| 57 | DESKTOP | Dell Optiplex 7040    | 4LOYQG2/<br>CM-0147F6-74261-68V342U-<br>A01/52T83D2        |
| 58 | DESKTOP | LENOVO                | PG00VXZJ<br>1S65CCAAC6WWU1H4T272                           |

|    |         |                                     |                                              |
|----|---------|-------------------------------------|----------------------------------------------|
| 59 | DESKTOP | LENOVO                              | PG00W9D0<br>1S65CCAACWWU1H4T26D              |
| 60 | DESKTOP | LENOVO                              | PG00W9C87<br>1S65CCAAC6WWU1H4T1XW            |
| 61 | DESKTOP | LENOVO                              | INA631V500<br>1S65CCAAC6WWU1H4T1X6           |
| 62 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279739<br>MMTAMSS00174501A873E00 |
| 63 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279740<br>MMTAMSS00174501A753E00 |
| 64 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279741<br>MMTAMSS00174501A493E00 |
| 65 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279742<br>MMAMSS00174501A333E00  |
| 66 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279743<br>MMTAMSS00174501A893P00 |
| 67 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279744<br>MMTAMSS0017450199A3E00 |
| 68 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279745<br>MMTAMSS0017450183B3E00 |
| 69 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279746<br>MMTAMSS00174501A953E00 |
| 70 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279747<br>MMTAMSS00174501A293E00 |
| 71 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279748<br>MMTAMSS00174501A2F3E00 |
| 72 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279749<br>MMTAMSS001745019A13E00 |
| 73 | DESKTOP | ACER I3 V196HQL                     | UXB1JSI039H5279750<br>MMTAMSS001745019943E00 |
| 74 | DESKTOP | DELL OPTIB019                       | H4RBNK2<br>1SDDZJ2                           |
| 75 | DESKTOP | HP 600G3 MT I5                      | INA815XSBT<br>6CM8090HZT                     |
| 76 | DESKTOP | ACER I5                             | UXB1JSIY11I2034517                           |
| 77 | DESKTOP | ACER I5                             | UXB1JSIY11I2034543                           |
| 78 | DESKTOP | ACER I5                             | UXB1JSIY11I2034554                           |
| 79 | DESKTOP | ACER I5                             | UXB1JSIY11I2034537                           |
| 80 | DESKTOP | LENOVO 520-22 ALL IN<br>ONE CORE I3 | 84715000/SMP1AWYN7 CORE<br>I3AIO             |

|     |                                                                                                                     |                            |                                              |
|-----|---------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------|
| 81  | DESKTOP                                                                                                             | ACER VERTION M4650<br>G I5 | UXBPNSI46714023943<br>MMT1KSS0138160CC004216 |
| 82  | DESKTOP                                                                                                             | ACER VERTION M4650<br>G I5 | UXVPNS146714023956                           |
| 83  | DESKTOP                                                                                                             | ACER VERTION M4650<br>G I5 | UXVPNS146714023955                           |
| 84  | DESKTOP                                                                                                             | HP ALL IN ONE I5 8250      | 8CC8311KMC                                   |
| 85  | DESKTOP                                                                                                             | HP 406G1MT                 | INA533PJF1                                   |
| 86  | DESKTOP                                                                                                             | HP 406G1MT                 | INA532P2TK                                   |
| 87  | DESKTOP                                                                                                             | HCL                        | EH001978                                     |
| 88  | DESKTOP                                                                                                             | HP 280 G2                  | INA631V500                                   |
| 89  | Fan - Ceiling Fan (2 Nos.)                                                                                          | N/A                        | --                                           |
| 90  | Fan - Wall Fan (42 Nos.)                                                                                            | Havels                     | --                                           |
| 91  | Intercom (Including EPBX<br>machine, telephone set<br>intercom wiring & ports)<br>Total Port - 32<br>Total Set - 32 | N/A                        | --                                           |
| 92  | LAN Networking (Including LAN<br>Port Switch, Routers & LAN<br>Wiring)<br>LAN Port - 49 Nos.<br>Wifi Router - 7     | N/A                        | --                                           |
| 93  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QY2                                   |
| 94  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QLY                                   |
| 95  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QTJ                                   |
| 96  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313R4G                                   |
| 97  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QLG                                   |
| 98  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QR1                                   |
| 99  | LAPTOP                                                                                                              | HP 240 G5 Notebook PC      | 5CG6313QKT                                   |
| 100 | LAPTOP                                                                                                              | Lenovo V110-15ISK          | R90LFBKV                                     |
| 101 | LAPTOP                                                                                                              | Lenovo V310                | 80T2A0BV1HLR0AXM8G                           |
| 102 | LAPTOP                                                                                                              | Asus R542UQ-DM252T         | HAN0CV00M021408                              |
| 103 | LAPTOP                                                                                                              | Asus R542UQ-DM252T         | HAN0CV00L828407                              |
| 104 | LAPTOP                                                                                                              | Asus R542UQ-DM252T         | HAN0CV00L88140A                              |
| 105 | LED TV                                                                                                              | Sony 65 Inch               | 65X7002E / 3001042                           |
| 106 | LED TV                                                                                                              | LG 32 inch                 | --                                           |
| 107 | LED TV                                                                                                              | LG 41 inch                 | --                                           |
| 108 | OIL RADIATOR HEATER                                                                                                 | USHA                       | 13 Fins                                      |
| 109 | OIL RADIATOR HEATER                                                                                                 | USHA                       | 13 Fins                                      |
| 110 | OIL RADIATOR HEATER                                                                                                 | USHA                       | 9 Fins                                       |

|     |                     |            |                                                        |
|-----|---------------------|------------|--------------------------------------------------------|
| 111 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 112 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 113 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 114 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 115 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 116 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 117 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 118 | OIL RADIATOR HEATER | USHA       | 9 Fins                                                 |
| 119 | OIL RADIATOR HEATER | Bajaj      | 9 Fins                                                 |
| 120 | OIL RADIATOR HEATER | Bajaj      | 9 Fins                                                 |
| 121 | OIL RADIATOR HEATER | USHA       | 11 Fins                                                |
| 122 | OIL RADIATOR HEATER | USHA       | 11 Fins                                                |
| 123 | One-plus-One PHONE  | BEETEL     | 00054244-18-08 (Duel set)<br>00054244-18-08 (Duel set) |
| 124 | One-plus-One PHONE  | BEETEL     | 051900060515 (Duel set)<br>051900060515 (Duel set)     |
| 125 | One-plus-One PHONE  | BEETEL     | 00082365 (Duel set)<br>00082365 (Duel set)             |
| 126 | One-plus-One PHONE  | BEETEL     | 00080980 (Duel set)<br>00080980 (Duel set)             |
| 127 | One-plus-One PHONE  | BEETEL     | 00080976 (Duel set)<br>00080976 (Duel set)             |
| 128 | ONLINE UPS          | LUMINOUS   | 2KVA, 83221606101264                                   |
| 129 | ONLINE UPS          | Numeric    | ONFINITI 6KVA FM C, Sl. No.<br>V160804082              |
| 130 | PEDESTAL FAN        | Orient     | --                                                     |
| 131 | PEDESTAL FAN        | Orient     | --                                                     |
| 132 | PEDESTAL FAN        | Orient     | --                                                     |
| 133 | PEDESTAL FAN        | Orient     | --                                                     |
| 134 | PEDESTAL FAN        | Orient     | --                                                     |
| 135 | PEDESTAL FAN        | Orient     | --                                                     |
| 136 | PRINTER - CANON     | MF 4750    | QZB29090                                               |
| 137 | PRINTER - CANON     | 251DW      | NEKA013772- CANON LBP 251DW                            |
| 138 | PRINTER - CANON     | MF241D     | WQP60614                                               |
| 139 | PRINTER - CANON     | LBP 6230DN | NCCA184522                                             |
| 140 | PRINTER - HP        | HP 3015    | B11110CX0001<br>VNBXC2NS2F- HP 3015                    |
| 141 | PRINTER - HP        | HP 278A    | B11110CX0067<br>NG8G3KGPE- HP 278A                     |

|     |                   |                                |                                       |
|-----|-------------------|--------------------------------|---------------------------------------|
| 142 | PRINTER - HP      | HP 1020                        | CNCH750747-HP 1020                    |
| 143 | PRINTER - HP      | HP 1005                        | CNH8J5565GB                           |
| 144 | PRINTER - HP      | HP 1005                        | CNH8J8T3L2-HP1005                     |
| 145 | PRINTER - HP      | HP 1005                        | CNH8J5MQN                             |
| 146 | PRINTER - HP      | MFP 227 FDN                    | VNC4801425 -HP MFP M227FDN            |
| 147 | PRINTER - HP      | MFP 227 FDN                    | VNC4800403 -HP MFP M227FDN            |
| 148 | PRINTER - HP      | MFP 227 FDN                    | VNC3T05119-HP MFP M227FDN             |
| 149 | PRINTER - HP      | MFP 227 FDN                    | VNC4800812-HP MFP M227FDN             |
| 150 | PRINTER - HP      | MFP 227 FDN                    | VNC4800482 -HP MFP M227FDN            |
| 151 | PRINTER - HP      | MFP 227 FDN                    | VNC4800472 -HP MFP M227FDN            |
| 152 | PRINTER - HP      | MFP 227 FDN                    | VNC4800814 -HP MFP M227FDN            |
| 153 | PRINTER - HP      | MFP 227 FDN                    | VNC4801375 -HP MFP M227FDN            |
| 154 | PRINTER - HP      | MFP 227 FDN                    | VNC3T05117-HP MFP M227FDN             |
| 155 | PRINTER - HP      | MFP 227 FDN                    | VNC4800819 HP MFP M227FDN             |
| 156 | PRINTER - HP      | MFP 227 FDN                    | VNC3T04624-HP MFP M227FDN             |
| 157 | PRINTER - HP      | MFP 227 FDN                    | VNC3T04547- HP MFP M227FDN            |
| 158 | PRINTER - HP      | HP 1005                        | CNKL2C4QN                             |
| 159 | PRINTER - HP      | HP 1005                        | CNKL2W98D                             |
| 160 | PRINTER - HP      | COLOR PRINTER LJ PRO<br>M154NW | VNC7D01751                            |
| 161 | PRINTER - HP      | COLOR PRINTER LJ PRO<br>M154NW | VNC8R00478                            |
| 162 | PRINTER - HP      | COLOR PRINTER LJ PRO<br>M154NW | VNC7L00641- HP 154NW COLOR<br>PRINTER |
| 163 | PRINTER - HP      | M202DW                         | VNC08870                              |
| 164 | PRINTER - HP      | M202DW                         | VNC4L08755                            |
| 165 | PRINTER - HP      | M1522N                         | CNC9818QCT                            |
| 166 | PRINTER - HP      | MFP M128FN                     | CNB7H5V6T9                            |
| 167 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TMRL                         |
| 168 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ28                         |
| 169 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ2Y                         |
| 170 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ3F                         |
| 171 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ3H                         |
| 172 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ2T                         |
| 173 | PRINTER - LEXMARK | MS312DN                        | 45148PLM4TZ34                         |
| 174 | PRINTER - RICOH   | SP 212NW                       | X186M180665 - RICOH SP 212NW          |
| 175 | PRINTER - RICOH   | SP 212NW                       | X186M180406 - RICOH SP 212NW          |
| 176 | PRINTER - RICOH   | SP 212NW                       | X186M180423 - RICOH SP 212NW          |
| 177 | PRINTER - RICOH   | SP 212NW                       | X186M180886 - RICOH SP 212NW          |
| 178 | PRINTER - RICOH   | SP 212NW                       | X186M180737 - RICOH SP 212NW          |

|     |                                  |                                              |                              |
|-----|----------------------------------|----------------------------------------------|------------------------------|
| 179 | PRINTER - RICOH                  | SP 212NW                                     | X186M180385 - RICOH SP 212NW |
| 180 | PRINTER - RICOH                  | SP 212NW                                     | X186M180311 - RICOH SP 212NW |
| 181 | PRINTER - RICOH                  | SP 212NW                                     | X186M180025 - RICOH SP 212NW |
| 182 | PRINTER - RICOH                  | SP 212NW                                     | X186M180177 - RICOH SP 212NW |
| 183 | PRINTER - RICOH                  | SP 212NW                                     | X186M180464 - RICOH SP 212NW |
| 184 | PRINTER - RICOH                  | SP 212NW                                     | X186M180658 - RICOH SP 212NW |
| 185 | PRINTER - RICOH                  | SP 212NW                                     | X186M180364 - RICOH SP 212NW |
| 186 | PRINTER - RICOH                  | SP 212NW                                     | X186M180582 - RICOH SP 212NW |
| 187 | PRINTER - RICOH                  | SP 212NW                                     | X186M180798 - RICOH SP 212NW |
| 188 | PRINTER - RICOH                  | SP 212NW                                     | X186M180698 - RICOH SP 212NW |
| 189 | PRINTER - RICOH                  | SP 212NW                                     | X186M180791 - RICOH SP 212NW |
| 190 | PRINTER - RICOH                  | SP 212NW                                     | X186M180454 - RICOH SP 212NW |
| 191 | PRINTER - RICOH                  | SP 212NW                                     | X186M180463 - RICOH SP 212NW |
| 192 | PRINTER - RICOH                  | SP 212NW                                     | X186M180511 - RICOH SP 212NW |
| 193 | PRINTER - RICOH                  | SP 212NW                                     | X186M180795 - RICOH SP 212NW |
| 194 | PRINTER - RICOH                  | SP 212NW                                     | X186M180434 - RICOH SP 212NW |
| 195 | PRINTER - RICOH                  | SP 212NW                                     | X186M180787 - RICOH SP 212NW |
| 196 | PRINTER - RICOH                  | SP 212NW                                     | X186M180182                  |
| 197 | PRINTER - RICOH                  | SP 212NW                                     | X186M180462                  |
| 198 | Printer All-in-One - Ricoh (B&W) | 5054SP PRINTER ALL IN ONE                    | G186R490044(RICOH-5054)      |
| 199 | Printer All-in-One - Ricoh (B&W) | 5054SP PRINTER ALL IN ONE                    | G186R590069(RICOH - 5054)    |
| 200 | Printer All-in-One - Ricoh Color | 2003SP COLOUR PRINTER ALL IN ONE             | E205R970122                  |
| 201 | Printer Multi-function - Canon   | Canon iR-ADV 4245                            | RKZ01927                     |
| 202 | PROJECTOR                        | Sony                                         | B11102PR0002                 |
| 203 | PROJECTOR                        | Sony                                         | 7401269F                     |
| 204 | PROJECTOR                        | Sony                                         | 7401287F                     |
| 205 | SCANNER                          | HP SCANJET 5590                              | CN542XH054                   |
| 206 | SCANNER                          | Canon DR-C230                                | JAU23757                     |
| 207 | Server Router                    | Microtik LAN Port                            | RB2011UiASRM                 |
| 208 | SHARP - PHOTOCOPIER              | Sharp AR-6020N DIGITAL MULTIFUNCTIONAL SYS.  | 63021972                     |
| 209 | SHARP - PHOTOCOPIER              | Sharp AR-6020N DIGITAL MULTIFUNCTIONAL SYS.  | 63024392                     |
| 210 | SHARP - PHOTOCOPIER              | SHARP AR-6031NV DIGITAL MULTIFUNCTIONAL SYS. | 93007195                     |
| 211 | STABLIZER                        | N/A                                          | 2 KW                         |

|     |                             |           |               |
|-----|-----------------------------|-----------|---------------|
| 212 | STABLIZER                   | N/A       | 2 KW          |
| 213 | STABLIZER                   | N/A       | 2 KW          |
| 214 | STABLIZER                   | Venus     | 2 KW          |
| 215 | TEA /COFFEE VENDING MACHINE | --        | --            |
| 216 | TEA /COFFEE VENDING MACHINE | --        | --            |
| 217 | TEA /COFFEE VENDING MACHINE | --        | --            |
| 218 | UPS                         | Numeric   | YTV1624675822 |
| 219 | UPS                         | Numeric   | YTV1624675829 |
| 220 | UPS                         | Numeric   | YTV1624675828 |
| 221 | UPS                         | Numeric   | YTV1624675826 |
| 222 | UPS                         | Numeric   | YTV1624675830 |
| 223 | UPS                         | Numeric   | YTV1624675823 |
| 224 | UPS                         | Numeric   | YTV1624675827 |
| 225 | UPS                         | Numeric   | YTV1624675824 |
| 226 | UPS                         | Numeric   | YTV1624675825 |
| 227 | UPS                         | Numeric   | YTV1624675831 |
| 228 | UPS                         | APC       | E21612116310  |
| 229 | UPS                         | APC       | E21612116317  |
| 230 | UPS                         | Power One | 20160801351   |
| 231 | UPS                         | Power One | 20160901684   |
| 232 | UPS                         | Power One | 20160901681   |
| 233 | UPS                         | Power One | 20160901683   |
| 234 | UPS                         | Power One | 20160801252   |
| 235 | UPS                         | Power One | 20160801302   |
| 236 | UPS                         | Power One | 20160801251   |
| 237 | UPS                         | Power One | 20160901685   |
| 238 | UPS                         | Power One | 20160901686   |
| 239 | UPS                         | Power One | 20160801207   |
| 240 | UPS                         | Power One | 20160801291   |
| 241 | UPS                         | Power One | 20160901678   |
| 242 | UPS                         | Power One | 20160901677   |
| 243 | UPS                         | Power One | 20160901679   |
| 244 | UPS                         | APC       | E21612115854  |
| 245 | UPS                         | APC       | E21612116287  |
| 246 | UPS                         | Numeric   | 441905518246  |
| 247 | UPS                         | Power One | 20180303692   |
| 248 | UPS                         | Power One | 20180303688   |

|     |     |           |                    |
|-----|-----|-----------|--------------------|
| 249 | UPS | Power One | 20180303687        |
| 250 | UPS | Power One | 20180303699        |
| 251 | UPS | Power One | 20180303690        |
| 252 | UPS | Power One | 20180303683        |
| 253 | UPS | Power One | 20180303702        |
| 254 | UPS | Power One | 20180303697        |
| 255 | UPS | Power One | 20180303701        |
| 256 | UPS | Power One | 20180303689        |
| 257 | UPS | Power One | 20180303695        |
| 258 | UPS | Power One | 20180303696        |
| 259 | UPS | LUMINOUS  | 241712546059       |
| 260 | UPS | LUMINOUS  | 241712540935       |
| 261 | UPS | Numeric   | 441907506281       |
| 262 | UPS | Zebronic  | ZEBVTU725121724883 |
| 263 | UPS | Zebronic  | ZEBUTV725121722326 |
| 264 | UPS | Zebronic  | ZEBUTV725121724881 |
| 265 | UPS | APC       | E2145200645        |
| 266 | UPS | Zebronic  | ZEBUTV740081815811 |
| 267 | UPS | Zebronic  | ZEBUTV740081815812 |
| 268 | UPS | Zebronic  | ZEBUTV740081815810 |
| 269 | UPS | LUMINOUS  | 241711524239       |
| 270 | UPS | Zebronic  | ZEBCEU740081820091 |
| 271 | UPS | Zebronic  | ZEBCEU740081820090 |
| 272 | UPS | APC       | E21612115854       |
| 273 | UPS | Numeric   | 441905518268       |
| 274 | UPS | Numeric   | 442004508939       |
| 275 | UPS | Numeric   | 442004508938       |
| 276 | UPS | Numeric   | YTV1624675825      |
| 277 | UPS | Zebronic  | ZEBCE0740081815810 |
| 278 | UPS | Zebronic  | ZEBCEU740111729482 |
| 279 | UPS | Zebronic  | ZEBCEU740081820089 |
| 280 | UPS | Zebronic  | ZEBCEU740111729481 |
| 281 | UPS | Microtek  | 21LUR4BIAE344792   |
| 282 | UPS | Microtek  | 21LUR4BIAE344786   |
| 283 | UPS | Microtek  | 21LUR4BIAE344787   |
| 284 | UPS | N/A       | --                 |
| 285 | UPS | N/A       | --                 |
| 286 | UPS | N/A       | --                 |
| 287 | UPS | N/A       | --                 |

|     |             |                  |              |
|-----|-------------|------------------|--------------|
| 288 | UPS         | N/A              | --           |
| 289 | USB Camera  | Logitech-BCC950  | 2042LZ550208 |
| 290 | USB Camera  | Logitech-BCC950  | 2042LZ550058 |
| 291 | USB Camera  | Logitech-BCC950  | 2042LZ5501X8 |
| 292 | USB Camera  | Logitech-BCC950  | 2042LZ550268 |
| 293 | Wifi Router | Cisco WAP121AP   | --           |
| 294 | Wifi Router | Cisco WAP121AP   | --           |
| 295 | Wifi Router | Cisco WAP121AP   | --           |
| 296 | Wifi Router | TP Link TLWA901N | --           |
| 297 | Wifi Router | TP Link TLWA901N | --           |

