

BIHAR VIKAS MISSION

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

Ref. No.: BVM/2023-24/Proc/03

Date: 05-10-2023

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 30-Oct-2023. 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/03

Issued on: 05-Oct-2023

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 30-Oct-2023

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 raise 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/>)

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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	05-Oct-2023
2.	Last date for submission of pre-bid queries through email.	5:00 PM on 12-Oct-2023
3.	Pre-Bid Meeting	1:00 PM on 13-Oct-2023
4.	Publication of Minutes of Pre-bid meeting and Response to the queries received	18-Oct-2023
5.	Due Date for Submission of Bid Proposals	5:00 PM on 30-Oct-2023
6.	Bid opening	11:00 AM on 2-Nov-2023
7.	Announcement of Technical Evaluation Results	Will be informed via email to eligible bidders & also published on BVM website
8.	Opening of Financial Bid (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.
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) TOTAL PORT - 32 TOTAL SET - 32	1
8	LAN NETWORKING (INCLUDING LAN PORT SWITCH, ROUTERS & LAN WIRING) LAN PORT - 49 NOS. 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	STABILIZER	4
27	TEA /COFFEE VENDING MACHINE	3
28	UPS	71
29	USB CAMERA	4
30	WIFI ROUTER	5
Grand Total		339

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 have its office in Patna and 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 authorised service centre of manufacturer	Within 7 Working Days of intimation of complain
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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 1st to 7th 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. 1st May) or on occasion of festive holidays (17th 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 a total of minimum 3 years of experience in providing AMC services for state / central government offices, semi-government institutions, boards / corporation / Banks / Bodies under the aegis of state / central government in at least 2 organisations.
2. The bidder should have Minimum Annual Turnover of Rs 10 lakhs (Rupees Ten 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 of quarter in triplicate by 5th 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 <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 FY22-23 (For the month of Sep-22 / Dec-22 / Mar-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 10 lakhs (Rupees Ten Lakhs) for last three declared financial years i.e. FY 19-20, FY 20-21 and FY 21-22)	Copy of Audited Financial statements from duly qualified CA (Balance Sheet / Profit and Loss Statement / Income and Expenditure sheet) for last three financial years (i.e. FY 19-20, FY 20-21 and FY 21-22)
j.	Income tax return for last 3 assessment year i.e. AY 20-21, AY 21-22 and AY 22-23.	Self-Attested copy of Income tax return for each of last 3 assessment years i.e. AY 20-21, AY 21-22 and AY 22-23.
k.	Experience in providing AMC services for similar items in state / central government offices, semi-government institutions, boards / corporation / banks / bodies under the aegis of state / central government for at least 3 years and in at least 2 organisations.	Copy of <u>Work Order / Agreement</u> duly supported with Letter of Satisfactory Performance / Work completion certificate. <i>Duration of work should be clearly established from the documents.</i>
l.	The bidder should have an established office in Patna	Proof of office address at Patna and list of key staff at Patna Office along with their ID / contact details

m.	Acceptance of terms and conditions by bidder.	All pages of the tender document signed and stamped by the bidder.
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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/03 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/03 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 tenderer)

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/03 dated 05-Oct-2023)

“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) TOTAL PORT - 32 TOTAL SET - 32	1		
8	LAN NETWORKING (INCLUDING LAN PORT SWITCH, ROUTERS & LAN WIRING) LAN PORT - 49 NOS. 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		
Grand Total		339		

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 Authorise 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 6CM61024L3
28	DESKTOP	HP 280 G2	1INA631V503 6CM6190D12
29	DESKTOP	HP 280 G2	INA631V508 6CM61021ZH
30	DESKTOP	HP 280 G2	INA631V507 6CM6190BXM
31	DESKTOP	HP 280 G2	INA631V502 6CM6100653

32	DESKTOP	HP 280 G2	INA631V504 6CM6181LBG
33	DESKTOP	LENOVO	8SSS50M95256F1WH72M029N
34	DESKTOP	HP 280 G2	INA631V506 6CM6111P54
35	DESKTOP	HP 280 G2	INA631V501 6CM61021ZP
36	DESKTOP	HP 280 G2	INA631V505 6CM6181HW1
37	DESKTOP	DELL 3250	H5KWXC2 K397287263CC3UI
38	DESKTOP	DELL 3250	55WDTs1/11240635393
39	DESKTOP	DELL 9020 OPTIPLEX	CLCVFD27412799366 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 34SDZJ2
55	DESKTOP	DELL VOSTRO 3250	HCL-EH001978-00184-020- 335922/ CN0V36646418035U1WGU
56	DESKTOP	DELL VOSTRO 3250	H5N1N62-37346338442 CN0MMK397287259TF4UIA00
57	DESKTOP	Dell Optiplex 7040	410Y0G2/ CM-0147F6-74261-68V342U- A01/52T83D2
58	DESKTOP	LENOVO	PG00VXZJ 1S65CCAAC6WWU1H4T272

59	DESKTOP	LENOVO	PG00W9D0 1S65CCAACWWU1H4T26D
60	DESKTOP	LENOVO	PG00W9C87 1S65CCAAC6WWU1H4T1XW
61	DESKTOP	LENOVO	INA631V500 1S65CCAAC6WWU1H4T1X6
62	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279739 MMTAMSS00174501A873E00
63	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279740 MMTAMSS00174501A753E00
64	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279741 MMTAMSS00174501A493E00
65	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279742 MMAMSS00174501A333E00
66	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279743 MMTAMSS00174501A893P00
67	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279744 MMTAMSS0017450199A3E00
68	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279745 MMTAMSS0017450183B3E00
69	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279746 MMTAMSS00174501A953E00
70	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279747 MMTAMSS00174501A293E00
71	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279748 MMTAMSS00174501A2F3E00
72	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279749 MMTAMSS001745019A13E00
73	DESKTOP	ACER I3 V196HQL	UXB1JSI039H5279750 MMTAMSS001745019943E00
74	DESKTOP	DELL OPTIB019	H4RBNK2 1SDDZJ2
75	DESKTOP	HP 600G3 MT I5	INA815XSBT 6CM8090H2T
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 ONE CORE I3	84715000/SMP1AWYN7 CORE I3AIO

81	DESKTOP	ACER VERTION M4650 G I5	UXBPNSI46714023943 MMT1KSS0138160CC004216
82	DESKTOP	ACER VERTION M4650 G I5	UXVPNS146714023956
83	DESKTOP	ACER VERTION M4650 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 machine, telephone set intercom wiring & ports) Total Port - 32 Total Set - 32	N/A	--
92	LAN Networking (Including LAN Port Switch, Routers & LAN Wiring) LAN Port - 49 Nos. 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) 00054244-18-08 (Duel set)
124	One-plus-One PHONE	BEETEL	051900060515 (Duel set) 051900060515 (Duel set)
125	One-plus-One PHONE	BEETEL	00082365 (Duel set) 00082365 (Duel set)
126	One-plus-One PHONE	BEETEL	00080980 (Duel set) 00080980 (Duel set)
127	One-plus-One PHONE	BEETEL	00080976 (Duel set) 00080976 (Duel set)
128	ONLINE UPS	LUMINOUS	2KVA, 83221606101264
129	ONLINE UPS	Numeric	ONFINITI 6KVA FM C, Sl. No. 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 VNBXC2NS2F- HP 3015
141	PRINTER - HP	HP 278A	B11110CX0067 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 M154NW	VNC7D01751
161	PRINTER - HP	COLOR PRINTER LJ PRO M154NW	VNC8R00478
162	PRINTER - HP	COLOR PRINTER LJ PRO M154NW	VNC7L00641- HP 154NW COLOR 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	204ZLZ550208
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	--