

हाउसिंग एण्ड अर्बन डेवेलपमेंट कॉर्पोरेशन लिमिटेड (भारत सरकार का उपक्रम) Housing and Urban Development Corporation Ltd. (A Government of India Enterprise)

मणिपाल सेंटर, नार्थ ब्लॉक, 7 वीं मंजिल, यूनिट सं 703 और 704 सं. 47, डिकेंसन रोड, बेंगलूरु - 560 042.

दूरभाष : 080-25587009, 10 / 25582602 फैक्स : 25598748, ईमेल : hudcobro@gmail.com जी एस टी नं : 29AAACH0632A1Z9, सीआईएन : L74899DL1970GO1005276

Manipal Centre, North Block, 7th Floor. Unit 703 & 704, No.47, Dickenson Road, Bengaluru - 560 042

Tel: 080-25587009, 10 / 25582602, Fax: 25598748, Email: hudcobro@gmail.com, GST No: 29AAACH0632A1Z9, CIN: L74899DL1970GO1005276

HUDCO/BRO/1752/2022/

Dated 18/04/2022

In reply, please superscribe on the envelopes :
TENDER : HUDCO/BRO/1752
LAST DATE : 04/05/2022

Sub: Invitation of Quotation for Annual Maintenance Contract for Computer, Printers etc.

Housing & Urban Development Corporation Limited (HUDCO), a Government of India Enterprise, intends to invite SEALED signed TECHNICAL AND FINANCIAL quotations on letterheads in SEPARATE ENVELOPES superscribed as TECHNICAL and FINANCIAL quotes respectively (and also reflecting our tender number reference) are invited for the maintenance of computers and printers etc. installed at our office at 7th floor, North Block, Manipal Centre, Dickenson Road, Bangalore as per the following terms & conditions:

PART - A

1. Specifications:

Item	Make	Model	Quantity	Total Cost of AMC
Computer Desktop	Lenovo	Thinkcentre M63z All-in-one	5	
		Thinkcentre M93z All-in-one	5	
		C440 All-in-one	5	
	HP	DC8200 (Intel Core i5, 2GB RAM)	3	
	HP	DC8000 (Intel Core2 Duo, 2GB RAM)	7	
Server	HP	HP Proliant ML330G6(Intel Xeon, 4GB)	1	

आई एस ओ 9001 : 2015 प्रमाणित कंपनी AN ISO 9001 : 2015 CERTIFIED COMPANY

पंजीकृत कार्यालय : कोर 7ए, हडको भवन, इंडिया हैबिटेट सेंटर लोधी रोड, नई दिल्ली - 110 003

दूरभाष 011-24649610-23, फैक्स : 011-24625308, ईमेल : hudco@hudco.org. Visit us at: www.hudco.org

Regd. Office: Core-7A, HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi - 110 003

Phone: (EPABX) 011-24649610-23, Fax: 011-24625308, Email: hudco@hudco.org, Visit us at: www.hudco.org

GST No: 07AAACH0632A1ZF, CIN: L74899DL1970GO1005276



Profitability with Social Justice



Laptop	Lenovo	Lenovo Thinkpad L450	1	
	Lenovo	Lenovo U510	1	
Laserjet Printers	HP	P3015	3	
	HP	Laserjet Pro MFP M128fn	5	
	HP	HP Color P400	1	
	HP	HPLJ P1007	1	
	HP	HP LJ 1020	2	
	HP	HPLJ 1108	8	
Scanners	HP	Scanjet Pro 3000 S2	1	
Switches	D-link	48 port	2	

2. Terms & Conditions of the Annual Maintenance Contract

Vendors are required to accept the following terms and conditions in the Annual Maintenance Contract (AMC). Please confirm acceptance of the same in your commercial bid:

- a) The AMC shall be for a period for 1 year
- b) The AMC shall be comprehensive including replacement of defective spare parts etc. In case, a part/component of a computer/printer is required to be replaced; it should be done with the original part/component of the same brand. **No part/ component is exempted from the AMC**, except consumables (Tonner cartridges, printer ribbons).
- c) Faulty spares would be handed over to the service provider after replacement and successful closure of the call with the new spare.
- d) All breakdown calls shall be attended as and when called for.
- e) The Service Engineer shall visit the office once in a month for preventive maintenance and attend to all minor issues during the time.
- f) The Service Engineer shall attend the problems related to Software also.
- g) The service calls shall be attended immediately. For servers, the engineer shall be available to service within 3 hours and for desktops, printer etc, within 6 hours. All problems shall have to be rectified within 24 hours.
- h) Necessary standby shall be given in case of the computers/ printers etc. are taken to vendor's workshop for repairs / servicing.
- i) Payments will be made on quarterly basis after the end of the service period.
- j) The first payment will be made 3 months after the start of the service period, after attending satisfactorily to the service calls at this office.
- k) The quotation shall remain firm till completion of the period of contract and no request for increase in price whatsoever shall be entertained during the period of contract.
- l) In the event the service is found to be below standards or due to any other lapse, the contract may be cancelled at the sole discretion of the Regional Chief, HUDCO Regional Office, Bangalore.

- m) In case of replacement or otherwise of any of the above computers, printers etc, the payment will be restricted to available equipments only.

PART - B

3. Terms & Conditions of the Tender

- a) The bids may be submitted in **THREE duly signed, sealed cover envelopes separately placed in ONE envelope superscribed with Tender Number and Due Date.** The first envelope shall contain proof/document showing the online transfer of Earnest Money Deposit (EMD), second envelope shall contain Technical Bid and third envelope shall contain Financial Bid.
- b) The quotation/tender without EMD will be considered as unresponsive and rejected
- c) Bidders under Micro Small and Medium (MSME) Development Act 2006 are exempted from payment of EMD on enclosing of the requisite certificate issued by authorities. **The participating Micro Small and Medium enterprises concern quoting the price within the band of L-I + 15% may be allowed to supply/serve provided the MSME matches the rates of L-I party in a situation where the L-1 rates are quoted by the company other than MSME.**
- d) The tenderer should be a Private / Public Limited Company
- e) The tenderer should have a minimum annual turnover of Rs.1 Crore
- f) The company should have minimum 3 Govt. sector clients for AMC (AMC value Rs.50,000/- & above) in Bangalore. Recent feedback from minimum 3 Govt. Sector clients should be enclosed along with the tender. The company should have a office in Bangalore.
- g) The bid quotation will be liable to be rejected on the following grounds:
 - i. If quotation is received after due date.
 - ii. If only technical quote is received and commercial quote is not received and vice-versa.
 - iii. If quotation is received by fax /e-mail
 - iv. If quotation is received un-signed.
- h) No advance payment in any case would be made. However, Quarterly payment after satisfactory completion of each quarter would be made. TDS shall be deducted as applicable under the rules.
- i) Vendor shall be required to issue tax invoice in accordance with GST Act and/or Rules so that input credit can be availed by HUDCO. In the event that the vendor fails to provide the invoice in the form and manner prescribed under the GST Act read with GST invoicing Rules thereunder, HUDCO shall not be liable to make any payment on account of GST against such invoice.
- j) The quoted price shall be exclusive of all taxes including "Goods and Services Tax" (hereinafter called GST) i.e. IGST or CGST and SGST/UTGST applicable in case of interstate supply or intra state supply respectively and GST compensation Cess if applicable).

- k) The agency shall ensure the compliance of the statutory provisions under including labour legislations, GST etc.
- l) The bidder to ensure the deposition of GST liability and return filing as per the schedule dates and in case of any lapse on the part of bidder in regard to non-uploading/incorrect uploading of invoice particulars on GST Portal, in case of any non-allowance of GST input Credit to HUDCO and interest or penalty, if any levied on HUDCO due to any of the above then same will be recovered from the supplier/service provider.
- m) Proper measure should be taken care to pass on by way of reduction in pricing of contract, if any arises due to changes in rate of GST and / or eligible ITC.
- n) This letter is also posted on HUDCO's website www.hudco.org
- o) All matter of dispute arising out of the above transaction, if any, shall be subject to courts of Bangalore jurisdiction only.
- p) The Tenderer may visit our office between 9.30 a.m. to 6.00 p.m. on all working days for inspection of the systems.
- q) HUDCO reserves the right to reject any or all the tenders without assigning any reason.
- r) SECURITY DEPOSIT: The successful vendor will have to deposit with HUDCO, 5% of the value of the AMC amount towards security deposit free of any interest, which will be refunded after successful completion of the order.
- s) PERMANENT ACCOUNT NUMBER: The tenderer will have to indicate his permanent account number allotted by Income Tax authorities.

PART-C

Bid must accompany proof of payment of non-interest bearing **EMD of Rs. 1000.00** through electronic transfer to HUDCO Ltd as per the bank details given below :-

Name of the beneficiary	HUDCO Ltd
Bank	Canara Bank
Branch	BSNL Complex Branch, Bengaluru
IFSC Code	CNRB 0009833
Alc type & No.	Current Account No. 0792201002101

The quotations should be sent in a sealed cover as follows:

Cover page superscribing on top	<u>"Sealed Quotation for maintenance of computers and printers etc. of HUDCO Bangalore Regional Office."</u>
Envelope 1	EMD & Bank Details as per Annexure I
Envelope 2	Technical Bid as per Annexure II
Envelope 3	Financial bid as per Annexure III
Addressed to	Regional Chief, HUDCO Regional Office, No.703 & 704, North Block, Manipal Centre, 47 Dickenson Road, BANGALORE – 560 042. Either by post or deposit personally to our office
Last date for submission	On or before 02.00 PM 04/05/2022
Bid Opening date	04/05/2022 at 04.00 PM

The representative of bidders can participate in Tender opening if so desired.

Thanking you

For and on behalf of HUDCO



*(B T Umesh)
Regional Chief (I/c.)
Hudco Bangalore Regional Office*

ANNEXURE I

TECHNICAL BID

Name of the Company	
Status (Private/PSU/Others)	
Annual Turnover	
Address with Telephone, Fax, E-Mail	
Whether vendor has experience of 3 years in undertaking similar jobs. If yes, attach supporting documents.	
Whether recent feedback form from 3 Govt. agencies enclosed	
Whether ISO certified. If yes, enclose the copy of ISO certificate	
Whether HP Authorized Service Partner. If yes, enclose necessary certificate from HP.	
No. of Service Personnel at Bangalore	
No. of Institutional customers at Bangalore	
Name and Phone/Mobile number of the CEO	
List of major Govt. Sector clients for whom vendor has provided similar service during last three financial years:	

(Authorized Signature with seal)

ANNEXURE – II

FINANCIAL BID

Item	Make	Model	Quantity	Total Cost of AMC
Computer Desktop	Lenovo	Thinkcentre M63z All-in-one	5	
		Thinkcentre M93z All-in-one	5	
		C440 All-in-one	5	
	HP	DC8200 (Intel Core i5, 2GB RAM)	3	
	HP	DC8000 (Intel Core2 Duo, 2GB RAM)	7	
Server	HP	HP Proliant ML330G6(Intel Xeon, 4GB)	1	
Laptop	Lenovo	Lenovo Thinkpad L450	1	
	Lenovo	Lenovo U510	1	
Laserjet Printers	HP	P3015	3	
	HP	Laserjet Pro MFP M128fn	5	
	HP	HP Color P400	1	
	HP	HPLJ P1007	1	
	HP	HP LJ 1020	2	
	HP	HPLJ 1108	8	
Scanners	HP	Scanjet Pro 3000 S2	1	
Switches	D-link	48 port	2	
TOTAL				
Taxes, if any				
GRAND TOTAL				

Note: Tax break-ups, if any, may be indicated

(Authorized Signature with seal)