

No.- A/03/001/2016/NISE
NATIONAL INSTITUTE OF SOLAR ENERGY
An autonomous Institute of Ministry of New & Renewable Energy)
GURGAON

**NOTICE INVITING TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE /
COMPLETE SERVICE CONTRACT IN RESPECT OF PERSONAL COMPUTERS,
PRINTERS, UPSs ETC AT NISE**

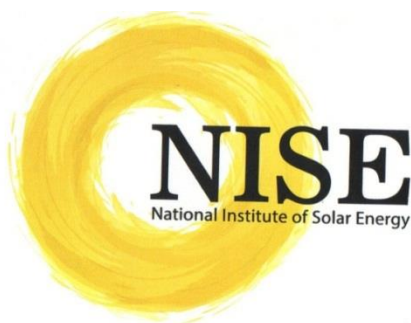
Sealed Tenders are invited by office of the Director General, National Institute of Solar Energy from reputed service providers for Annual Maintenance Contract/ Complete Service Contract of Computers, Printers, UPSs etc. at the National Institute of Solar Energy, Gwalpahari, Gurgaon, Haryana, India. The bidder should be a reputed firm having sufficient experience in similar jobs. Interested parties may visit National Institute of Solar Energy website: www.nise.res.in or www.mnre.gov.in for complete Tender Document and detailed Specifications.

Sealed tenders may be submitted in two parts i.e. Part-I containing Technical Bid along with a Demand Draft for EMD and Part-II containing only commercial invoice in a separate, sealed envelope, super scribed as "Commercial Bid". Both the technical and commercial envelopes should be kept in a large size sealed envelope super-scribed as tender for "Maintenance of Computers & Peripherals etc." and addressed to: The Director General , National Institute of Solar Energy, Faridabad- Gurgaon Road, Gwal Pahari, Gurgaon, Haryana, India. Closing time and date for receipt of tenders at NISE is 01.00 Noon on 28th March, 2016. Technical bids will be opened on the same day at 03:00 PM.

BID DOCUMENT

For

*Comprehensive Annual Maintenance / Complete Service Contract in respect of
Personal Computers, Printers, UPSs etc at NISE*



NIT NO: A/03/001/2016/NISE

Last Date of submission of bids: 01:00 PM on 28th March, 2016

At

NATIONAL INSTITUTE OF SOLAR ENERGY(NISE)

Gwal Pahari, Gurgaon-Faridabad Road,

Gurgaon-122003, Haryana,

INDIA

Telefax No. : +91-124-2853051

No.- A/03/001/2016/NISE
National Institute of Solar Energy
(An Autonomous Institute of Ministry of New and Renewable Energy)
Gwalpahari, Gurgaon-Faridabad Road,
Gurgaon, 122003(HR).
Phone: 091-124-2853051

Tender Document

Subject: Annual Maintenance Contract/ Complete Service Contract of Computers and related peripherals, Printers, UPSs etc. at National Institute of Solar Energy, Gwalpahari, Gurgaon, Haryana, India.

On behalf of the Director General (DG), **National Institute of Solar Energy (NISE)**, sealed tenders are invited from reputed service providers for Annual Maintenance Contract/ Complete Service Contract of Computers, Printers, UPSs etc. at the National Institute of Solar Energy, Gwalpahari, Gurgaon, Haryana, India. The bidder should be a reputed firm with sufficient experience in the relative field. The important details are tabulated below:

| | | |
|---|---|---|
| 1 | Tender No. | No.- A/03/001/2016/NISE |
| 2 | Scope of Work | Comprehensive Annual Maintenance Contract / Complete Service Contract for maintenance of Computers and related peripherals, Printers, UPS etc. at the National Institute of Solar Energy, Gwalpahari, Gurgaon, Haryana, India |
| 3 | Earnest Money Deposit (EMD) | Rs.50,000/- |
| 4 | Place of issue & submission of bid document and address for communication #The Envelope should be super scribed as Tender for " Maintenance of Computer & Peripherals etc. ". | NATIONAL INSTITUTE OF SOLAR ENERGY Gurgaon-Faridabad Road, GwalPahari, Gurgaon, Haryana-122003, India |
| 5 | Closing time & date for submission of bids | 01:00 PM on 28, March, 2016 |
| 6 | Opening of Technical Bids | 03:00 PM on 28 th March, 2016 |

| | | |
|---|--|--|
| 7 | Opening of Financial bids of technically qualified bidders | 03:00 PM on 31 th March, 2016 |
| 8 | Validity of offer | The offer will remain valid for 4 months from the date of tender publication date |
| 9 | Validity of earnest money | The earnest money shall be submitted by the bidder in the form of CDR/FDR/BG from any bank operations in India pledged to the Director General, NISE. This shall remain valid for 12 months from the date of submission of bids. |

2. SCOPE OF CONTRACT:

The contract should cover the maintenance of the subject items comprehensively at the National Institute of Solar Energy, Gwalpahari, Gurgaon (Pin 122003), Haryana, India.

3. SCOPE OF WORK

The contract will be comprehensive in nature, i.e. the rates approved shall cover the maintenance of operating systems, software installation, virus checking/ elimination, configuration of internet / e-mail on computers, configuration of file tracker (client/server application) and cost of all spare part except consumables, plastic part, printer band, fuser assemblies, roller of printer, printer head, scanner lamps and picture tube.

4. LIST OF ITEMS FOR MAINTENANCE:-

| COMPUTERS | | | | | | | |
|-----------|------|---------------------|-------------|-------|------|---------------------|-------------|
| S. No | Make | SERIAL NO. | MODEL NO. | S.No. | Make | SERIAL NO. | MODEL NO. |
| 1 | HP | INA138V7NJ | HP 8100 | 107 | PCS | 6S49146 | PCS-CPU |
| 2 | HP | CNT142B4HX | HP -Monitor | 108 | PCS | KZ55454F 5B30647 | CRT-Monitor |
| 3 | HP | SGH8490VN1 | HP-COMPAQ | 109 | PCS | 6S49149 | PCS-CPU |
| 4 | HP | CNC826QWZ1 | HP-Monitor | 110 | PCS | 6S49144 | PCS-CPU |
| 5 | HP | INI72204QD | HP-COMPAQ | 111 | HP | 3CR4410S CC | HP-AIO |
| 6 | HP | SGH90108RY | HP-Compaq | 112 | HP | 6CM4283 K8Z | HP-Monitor |
| 7 | HP | CNN7213898 | HP-Monitor | 113 | | INA442TL KL | HP-CPU |
| 8 | PCS | K255454F5B306 50 | CRT-Monitor | 114 | HP | 3CR4410S JJ | HP-AIO |

| | | | | | | | |
|----|-----|---------------------|-------------|-----|------|---------------------------------|--------------|
| 9 | PCS | 6S49145 | PCS-CPU | 115 | HP | 3CR4410S T2 | HP-AIO |
| 10 | HP | CNT142B4WP | HP-Monitor | 116 | HP | 6CM4283 K8K | HP-Monitor |
| 11 | HP | CNC820PP98 | HP-Monitor | 117 | | INA442TL MW | HP-CPU |
| 12 | PCS | 6S49147 | PCS-CPU | 118 | HP | INA528YT SG | HP-CPU |
| 13 | PCS | K255454F5B307 72 | CRT-Monitor | 119 | | 3CQ5223 HP8 | HP-Monitor |
| 14 | HP | INA148XNQS | HP-CPU | 120 | | 3CR4410S SP | HP-AIO |
| 15 | HP | CNT142B4TY | HP-Monitor | 121 | | 3CR4410S QR | HP-AIO |
| 16 | HP | SGH9010857 | HP-Compaq | 122 | Sony | [1756972 21149909 0] | Sony-Laptop |
| 17 | HP | CNC826QWTB | HP-Monitor | 123 | HP | INA148XN QX | HP-CPU |
| 18 | HP | 3CR43400V7 | HP-AIO | 124 | HP | 6NT142B6 LP | HP-Monitor |
| 19 | HP | 3CQ5223HN3 | HP-Monitor | 125 | HP | 3CR4410S HP | HP-AIO |
| 20 | HP | INA528YP9F | HP-CPU | 126 | Sony | [1756972 21182575 5] | Sony-Laptop |
| 21 | HP | INA541RXGR | HP-CPU | 127 | HP | INA138V7 QX | HP-CPU |
| 22 | HP | CNT142B6M5 | HP-Monitor | 128 | HP | CNT142B4 PN | HP-Monitor |
| 23 | HP | INA148XNRI | HP-CPU | 129 | HP | INA148QX NQT | HP-CPU |
| 24 | PCS | CNT142B4XD | PCS-Monitor | 130 | HP | CNT142B4 JO | HP-Monitor |
| 25 | PCS | 6S49141 | PCS-CPU | 131 | HP | 3CR4410S 7H | HP-AIO |
| 26 | HP | INA442TLR4 | HP-CPU | 132 | HP | 6CM5332 41M | HP-Monitor |
| 27 | HP | 6CM4283K9M | HP-Monitor | 133 | HP | INA541RX H6 | HP-CPU |
| 28 | HP | CNT142B6M4 | HP-Monitor | 134 | HP | INA541RX FP | HP-CPU |
| 29 | HP | INA148XNQG | HP-CPU | 135 | HP | 6CN53315 BL | HP-Monitor |
| 30 | HP | INA138VJL2 | HP-CPU | 136 | Acer | MMLLYYS S0045350 0A708501 | Acer-Monitor |
| 31 | HP | CNT442B4KD | HP-Monitor | 137 | Acer | UXVJSSIOo 8F343215 9 | Acer-CPU |

| | | | | | | | |
|----|-------------|----------------------------|---------------------|-----|------|---------------------------------|--------------|
| 32 | ACER | UXBJSS1008F34 32155 | Acer-Monitor | 138 | HP | INA442TL KR | HP-CPU |
| 33 | ACER | MMLLYSSO045 3500A6E8501 | Acer-CPU | 139 | HP | 6CM483K B0 | HP-Monitor |
| 34 | HP | CNT142BXS | HP-Monitor | 140 | ACER | MMLLYYS S0045350 0A668501 | Acer-Monitor |
| 35 | HP | INA138V7NR | HP-CPU | 141 | ACER | UXVJSSIOo 8F343215 2 | Acer-CPU |
| 36 | Acer | MMLLYSSO045 3500A688501 | Acer-Monitor | 142 | HP | INA138VJL Z | HP-CPU |
| 37 | Acer | UXBJSS1008F34 32148 | Acer-CPU | 143 | | CNT142B4 BB | HP-Monitor |
| 38 | HP | INA442JLN7 | HP-CPU | 144 | ACER | MMLLYYS S0045350 0A6C8501 | Acer-Monitor |
| 39 | HP | 6CM4283K9H | HP-Monitor | 145 | ACER | UXVJSSIOo 8F343214 1 | Acer-CPU |
| 40 | HP | CNT142B4JL | HP-Monitor | 146 | HP | 6CM4283 HH6 | HP-Monitor |
| 41 | HP | INA138V7R1 | HP-CPU | 147 | HP | INA442TL K5 | HP-CPU |
| 42 | ACER | MMLLYSSO045 3500A618501 | Acer-monitor | 148 | HP | CNC820PP BD | HP-Monitor |
| 43 | ACER | UXBJSS1008F34 32144 | Acer-CPU | 149 | HP | SGH8490B MW | HP-CPU |
| 44 | HP | CNC820PP9Q | HP-Monitor | 150 | HP | INA138V7 NP | HP-CPU |
| 45 | HP | INI72204H4 | HP-CPU | 151 | HP | CNT142B6 LQ | HP-Monitor |
| 46 | HP | CZC74706PZ | | 152 | HP | INA528YP F8 | HP-CPU |
| 47 | HP | CNN7400BLH | HP-Monitor | 153 | HP | 3CQ5223 HNC | HP-Monitor |
| 48 | SAMC UNG | PE16H9NQ8258 28T | Samcung- Printer | 154 | Acer | UXVJSS10 08F34321 43 | Acer-CPU |
| 49 | HP | CNC820PR32 | HP-Monitor | 155 | Acer | MMLLYYS O0453500 A6B8501 | Acer-monitor |
| 50 | HP | SGH8490BMT | HP-CPU | 156 | HP | INA148XN RF | HP-CPU |
| 51 | I-BALL | I- BALL | CPU-IBALL | 157 | HP | CNT142B4 BQ | HP-Monitor |
| 52 | Acer | MMLLYSSO045 3500A988501 | Acer-monitor | 158 | | | |
| 53 | Acer | UXBJSS1008F34 32158 | Acer-CPU | 159 | HP | INA528YP GY | HP-CPU |

| | | | | | | | |
|----|------|---------------------------|--------------|-----|------|-------------------------------|--------------|
| 54 | HP | CNT142B4XM | HP-Monitor | 160 | HP | 3CQ5223 HHP4 | HP-Monitor |
| 55 | HP | INA138Y7SM | HP-CPU | 161 | Acer | UXVJSS10 08F34321 50 | Acer-CPU |
| 56 | Acer | MMLYSSO045 3500ASE8501 | Acer-monitor | 162 | Acer | MMLYSS O0453500 A5F8501 | Acer-monitor |
| 57 | Acer | UXBJSS1008F34 32149 | Acer-CPU | 163 | Acer | UXVJSS10 08F34321 45 | Acer-CPU |
| 58 | HP | 3CR4410T0F | HP-AIO | 164 | Acer | MMLYSS O0453500 A6D8501 | Acer-monitor |
| 59 | HP | INA138VJK8 | HP-CPU | 165 | HP | INA442TL M7 | HP-CPU |
| 60 | HP | CNT142B4MN | HP-Monitor | 166 | HP | 6CM4283 HHP | HP-Monitor |
| 61 | HP | CNN721387J | HP-Monitor | 167 | HP | INA148XN R2 | HP-CPU |
| 62 | HP | SGH90108RX | HP-CPU | 168 | | CNT142B4 HN | HP-Monitor |
| 63 | HP | INA539RM7V | HP-CPU | 169 | HP | CNN72138 8H | HP-Monitor |
| 64 | HP | CNJ8DDXGX4 | HP-Monitor | 170 | HP | INI72204Q 5 | HP-CPU |
| 65 | Acer | MMLYSSO045 3500AS65501 | Acer-monitor | 171 | HP | 6CM4283 HJB | HP-CPU |
| 66 | Acer | UXBJSS1008F34 32156 | Acer-CPU | 172 | HP | INA442TLL 2 | HP-Monitor |
| 67 | HP | 6CN533241T | HP-Monitor | 173 | HP | INA528YP 6J | HP-CPU |
| 68 | HP | INA541RXGT | HP-CPU | 174 | HP | 3CQ5223 HCW | HP-Monitor |
| 69 | HP | CNT129415V | Hp Monitor | 175 | HP | INA528YT 60 | HP-CPU |
| 70 | IBM | 517382-001 | Server | 176 | HP | 3CQ5223 HMX | HP-Monitor |
| 71 | HP | INA442TLLK | HP-CPU | 177 | HP | INA528YT R6 | HP-CPU |
| 72 | | 6CN4283K8P | HP-Monitor | 178 | HP | 3CQ5223 HC8 | HP-Monitor |
| 73 | Acer | UXBJSS1008F34 32142 | Acer-CPU | 179 | HP | INA528YP 52 | HP-CPU |
| 74 | Acer | MMLYSSO045 3500A678501 | Acer-monitor | 180 | HP | 3CQ5022Z RL | HP-Monitor |
| 75 | HP | INA148XNQV | HP-CPU | 181 | HP | INA138YJ7 K | HP-CPU |
| 76 | HP | CNT142B4B5 | HP-Monitor | 182 | HP | CNT142B4 MR | HP-Monitor |

| | | | | | | | |
|-----|---------|----------------------------|----------------------|-----|------|---------------------|-------------|
| 77 | HP | CNC826QWZO | HP-Monitor | 183 | HP | SGH8090B MZ | HP-CPU |
| 78 | | INA138VJJC | HP-CPU | 184 | PCS | CRT- Monitor | PCS-Monitor |
| 79 | HP | SGH8490VN5 | HP-CPU | 185 | HP | SGH90108 SR | HP-CPU |
| 80 | | CNT142V4M2 | HP-Monitor | 186 | PCS | KZ55454F 5B30733 | PCS-Monitor |
| 81 | HP | CNT142B4XZ | HP-Monitor | 187 | HP | CNC820PP 98 | HP-CPU |
| 82 | HP | INA138VJDM | HP-CPU | 188 | PCS | KZ55454F 5B30723 | PCS-Monitor |
| 83 | Acer | UXVJSS1008F34 32146 | Acer-CPU | 189 | HP | INA148XN QP | |
| 84 | Acer | MMLYYSSO045 3500A6F8501 | Acer-monitor | 190 | | CNT142B4 JR | |
| 85 | HP | INA9260BLL | HP-CPU | 191 | | INI72204N M | |
| 86 | HP | CNN72137RW | HP-Monitor | 192 | Hp | 3CR4410S JY | HP-AIO |
| 87 | HP | INA442TLLM | HP-CPU | 193 | HP | INA528YT TT | HP-CPU |
| 88 | HP | 6CM4283J4W | HP-Monitor | 194 | | 3CQ5223 HNI | HP-Monitor |
| 89 | HP | CNT142B4VK | HP-Monitor | 195 | | INA528YT 2K | HP-CPU |
| 90 | HP | INA148XNQY | HP-CPU | 196 | | 3CQ5223 HCK | HP-Monitor |
| 91 | Acer | UXVJSS1008F34 32157 | Acer-CPU | 197 | | INI72204Q 3 | HP-CPU |
| 92 | Acer | MMLYYSSO045 3500A648501 | Acer-monitor | 198 | | CNC720N 2J2 | HP-Monitor |
| 93 | Philips | AU5A11070138 35 | Phillips- Monitor | 199 | DELL | 716LNVI | DELL-AIO |
| 94 | I-BALL | ACCEMBLED PC | I-Ball-CPU | 200 | HP | INA442TL MJ | HP-CPU |
| 95 | HP | SGH90108RN | HP-CPU | 201 | HP | 6CM4283J 4F | HP-Monitor |
| 96 | | CNC826QWQC | HP-Monitor | 202 | HP | INA246RN QW | HP-CPU |
| 97 | HP | INAI38V7S9 | HP-CPU | 203 | HP | 6CM2232 PNX | HP-Monitor |
| 98 | | CNT142B4JZ | HP-Monitor | | | | |
| 99 | HP | 3CQ043C74S | HP-Monitor | | | | |
| 100 | HP | INA8040SWW | HP-Compaq | | | | |
| 101 | PCS | CRT Monitor | PCS-Monitor | | | | |
| 102 | HP | SGH90108RP | HP-CPU | | | | |

| 103 | HP | CNT90814DB | HP-Monitor | | | | |
|-----------------|-------------|----------------------------|-------------------------------|-------|------|--------------------|----------------------------|
| 104 | | CBCY4RS | | | | | |
| 105 | PCS | CRT-Monitor | | | | | |
| 106 | DELL | CN0G492N7426 101G1LDL | DELL-Monitor | | | | |
| PRINTERS | | | | | | | |
| S. No | MAKE | SERIAL NO. | MODEL NO. | S.No. | MAKE | SERIAL NO. | MODEL NO. |
| 1 | HP | VNF3L1A487 | HP-L.J P1505 | 37 | HP | CNJ8DD51 XS | HP-Printer |
| 2 | HP | CNCK591822 | HP-L.J 1020 | 38 | HP | CNCH529 109 | HP-Printer |
| 3 | HP | CNCK585133 | HP-L.J 1020 | 39 | HP | CNCFT001 28 | HP Pro 200 colour M25in |
| 4 | | IA9E059562 | DOT MATRIX PRINTER | 40 | HP | CNJ22121 6 | HP-Printer |
| 5 | KYOCE RA | FS-C2126MFP | KYOCERA-AIO | 41 | HP | CNCH529 108 | HP-Printer |
| 6 | HP | CNCJ139106 | HP-L.J P1505 | 42 | HP | CNJ8DDY2 76 | HP-M1136 |
| 7 | KYCER A | ECOSYS FS- 1120MFP | KYCERA- PRINTER&COP IER | 43 | HP | VNRJ7541 YW | HP-1022 |
| 8 | HP | CNJ8DDY27F | HP-L.J M1136 | 44 | HP | CNG9C89 BW3 | HP-M1136 |
| 9 | HP | CNCH529106 | HP-L.J 1020 PLUS | 45 | HP | CNMJP80 097 | HP-3390 |
| 10 | | CNJ8DDXGS6 | HP-L.J M1136 | 46 | | 9F67BAZS 50022E | FAX-Samsung |
| 11 | HP | CNF3S01986 | HP-L.J 1020 | 47 | HP | CNJ8DDY2 H3 | HP-M1136 |
| 12 | HP | VNRJ76715C | HP-Printer | 48 | HP | CNJ8DDX GVX | HP-M1136 |
| 13 | HP | VNF3F06794 | HP-Printer | 49 | HP | VNF3F051 71 | HP-1505 |
| 14 | HP | CZC74706PZ | HP-Printer | 50 | HP | CNC2N61 869 | HP-1020 |
| 15 | HP | VNF7K11318 | HP-Printer | 51 | HP | CNC1V013 14 | HP Colour LaserJet |
| 16 | LG | 302NDUL36118 | | 52 | | | (200M251N) |
| 17 | HP | CNCH609946 | HP-1020 | 53 | HP | VNF3L248 69 | HP-PRINTER |
| 18 | HP | HP Colour lasejet 2600n | HP Colour L.J 2600 | 54 | HP | CNCH604 776 | HP-L.J 1020 |
| 19 | | CNC2P00767 | HP 1020 | 55 | HP | VNBXBCST 4D | HP-L.L 3015 |

| | | | | | | | |
|----|----|------------|--------------------|----|----|----------------|-------------|
| 20 | HP | CNJ8DDXGX4 | HP-Printer | 56 | HP | CNT142B4 JZ | HP-L.J 3055 |
| 21 | HP | CNCH211992 | HP-Printer | 57 | HP | CNC2N57 282 | HP L.J 1020 |
| 22 | HP | CNJ8DDY28K | HP-Printer | 58 | HP | CNC2N62 725 | HP-Printer |
| 23 | HP | VNF3L24778 | HP-Printer | | | | |
| 24 | HP | VNF3202059 | HP-Printer | | | | |
| 25 | HP | CNCH529092 | HP-Printer | | | | |
| 26 | HP | VNF3L2864 | HP-L.J P1505 | | | | |
| 27 | HP | CNCK585136 | HP-1020 | | | | |
| 28 | HP | CNJ8DDY2CK | HP-PRINTER | | | | |
| 29 | HP | VNFNN06174 | HP-Priter | | | | |
| 30 | HP | CNCJ139096 | HP-Priter | | | | |
| 31 | HP | CNJ8DDXGXN | HP-L.J 1136 MPF | | | | |
| 32 | HP | CNC2N57288 | HP-1020 | | | | |
| 33 | HP | CNCH529099 | HP-Printer | | | | |
| 34 | HP | CNCJ229660 | HP-Printer | | | | |
| 35 | HP | CNCH610410 | HP-L.J 1020 | | | | |
| 36 | HP | CNCH525264 | HP L.J 1020 | | | | |

UPS

| S. No | MAKE | SERIAL NO. | MODEL NO. | S.No. | MAKE | SERIAL NO. | MODEL NO. |
|--------------|-------------|-------------------------|-------------------|--------------|-------------|-------------------------|-------------------|
| 1 | Microtech | 11IUMNU79999 | Microtech-ups | 12 | HP | 14HUMU HAB22124 3 | Microtech- UPS |
| 2 | ELNOVA | X50K132015 | ELNOVA-UPS | 13 | Count | Count 1KVA | |
| 3 | MICROTECH | 14HUMUHAB22 1265 | Microtech-ups | 14 | Microtech | 11LUMNU 91395 | |
| 4 | MICOTECH | D11IUGNU2644 3 | | 15 | Microtech | D11KUGN U287655 | |
| 5 | Microtech | 11CUMNU5086 9 | | 16 | Microtech | D11IUGN U264408 | |
| 6 | Microtech | 14HUMUHAB22 1247 | Microtech- UPS | | | | |
| 7 | Microtech | D11JUGNU2748 85 | Microtech | | | | |
| 8 | ELNOVO | X50K132028 | X500 | | | | |
| 9 | maxx | maxx online ups 1kva | Oline -ups | | | | |
| 10 | maxx | maxx online ups 1kva | Oline -ups | | | | |
| 11 | ASROCK | AS-64-081- 0007085 | | | | | |

LAPTOPS

| S. No | MAKE | SERIAL NO. | MODEL NO. | | | | |
|----------------------|-------------------|----------------------------|---------------------------|--|--|--|--|
| 1 | DELL | GL9W812 | DELL-LAPTOP | | | | |
| 2 | DELL | 3M9W812 | DELL-LAPTOP | | | | |
| 3 | DELL | GM9W812 | DELL-Laptop | | | | |
| 4 | Dell | F1J4RR1 | DELL-Laptop | | | | |
| 5 | Sony | { 2751617670028 17 } | Sony-Laptop | | | | |
| 6 | DELL | 9N9W812 | DELL Laptop | | | | |
| 7 | LENOVO O | 0C15287 | LENOVO THINK PAD | | | | |
| 8 | DELL | JKQ9BX1 | DELL-LAPTOP | | | | |
| 9 | Sony | [175697221149 9090] | Sony-Laptop | | | | |
| 10 | Sony | [175697221182 5755] | Sony-Laptop | | | | |
| LAN INVENTORY | | | | | | | |
| S. No | MAKE | SERIES NO. | MODEL NO. | | | | |
| 1 | CISCO | 20140730 | CISCO 2960 | | | | |
| 2 | CISCO | 20140626 | CISCO 2960 | | | | |
| 3 | CISCO | 20140730 | CISCO 2960 | | | | |
| 4 | CISCO | 20140626 | CISCO 2960 | | | | |
| 5 | CISCO | 20140730 | CISCO 2960 | | | | |
| 6 | CISCO | 20140626 | CISCO 2960 | | | | |
| 7 | CISCO | 20140730 | CISCO 2960 | | | | |
| 8 | CISCO | 20140626 | CISCO 2960 | | | | |
| 9 | CISCO | 20140730 | CISCO 2960 | | | | |
| 10 | CISCO | 20140626 | CISCO 2960 | | | | |
| 11 | CISCO | 20140730 | CISCO 2960 | | | | |
| 12 | CISCO | 20140626 | CISCO 2960 | | | | |
| 13 | Dlink | | Dlink-Router | | | | |
| 14 | Asus Mode m | 01UT4425011 | ASUS | | | | |
| PHOTOCOPIERS | | | | | | | |
| S. No | MAKE | SERIAL NO. | MODEL NO. | | | | |
| 1 | SHARP | 30281.54 | SHARP- PHOTOCOPIE R | | | | |
| 2 | SHARP | 23005220 | SHARP- PHOTOCOPIE R | | | | |

| | | | | | | | |
|---|--------|------------------|----------------------------|--|--|--|--|
| 3 | Shrap | 3E00202X | SHARP- PHOTOCOPIE R | | | | |
| 4 | Kycera | MSQOO4Y3152 7 | KYCERA- PHOTOCOPIE R | | | | |
| 5 | Sharp | 1501009Y | SHARP- MX550 | | | | |

Note:- The above listed items are subject to change

5. EARNEST MONEY DEPOSIT (EMD)

A sum of Rs.50,000/- should be submitted as Earnest Money Deposit (EMD) **along with the technical bid** in the form of nationalized bank's demand draft drawn in favor of "National Institute of Solar Energy payable at Gurgaon". The EMD of the accepted tender will be retained as Security Deposit and the EMD of other unsuccessful bidders would be refunded without any interest.

7. Terms & Conditions of Contract:-

Terms and conditions:

1. Bidders shall submit their bid under Two-Bid system, where the bid shall be submitted in two parts in separate sealed covers, each containing Technical & Price bids respectively. Tenders found unsealed shall not be opened.
2. The bidder must deposit Earnest Money (EMD) / Bid security amounting to Rs. 50000/- (Fifty thousand only) either in the form of Bank Guarantee or in the form of FDR/DD in favour of "National Institute of Solar Energy". Bidders exempted from submission of EMD, are required to submit documentary proof in support thereof. EMD of unsuccessful bidders shall be returned within one month of finalization of the contract, without any interest.
3. Photocopy of PAN / TIN / IT returns / Annual Turnover /experience etc. must be submitted along with the bid.
4. The contract will be comprehensive in nature, i.e. the rates approved shall cover the maintenance of operating systems, software installation, virus checking/ elimination, configuration of internet / e-mail on computers, configuration of file tracker (client/server application) and cost of all spare part except consumables, plastic part, printer band, fuser assemblies, roller of printer, printer head, scanner lamps and picture tube.
5. An expert full time resident engineer shall be deputed in the office on every working day (working hours: 9:00 a.m. to 5.30 p.m.) and in case required, by this office even on Holidays and beyond working hours. The resident engineer shall report to the designated Administration officer / consultant every day morning and shall be available throughout the working hours. A register shall be maintained with the Administration Section for recording of the complaints. The engineer shall note down the complaints from the register and sign the register with name every day.
6. All complaints shall be attended to on the same day they are reported.

7. Successful bidders / supplier shall depute one engineer for preventive maintenance twice every month for full day to provide and check the updates, patches, reloading of software if required etc. during the AMC period and submit the monthly report to the administration section. In case any user wants to shift the data or requires reloading of software due to any technical fault in the desktop / laptop, the successful bidder / resident engineer shall do the same during AMC. In case of non-compliance strict action / blacklisting of firm shall be done by this office.

8. Only genuine spare parts shall be used.

9. The payments shall be made on a quarterly basis.

10. A 'fall clause' will be effective to the approved rates, i.e. if the successful bidder undertakes identical works in other Ministries / Departments at rates lower than the rates approved by NISE, the successful bidder shall have to charge at those rates from this office.

11. The machines are normally required to be repaired in office premises only. In exceptional cases when the machine cannot be repaired in the office premises and is required to be taken to the workshop, this office shall not make any payment towards cartage and the expense for the to and fro transportation of the machines will be borne by the successful bidder.

12. The vendor should have an experience in similar type AMC and should have executed one single order of 40 Lac or above or two orders for 20 Lac in the last ten years.

13. The firm found successful for award of the contract shall be required to submit Bank Guarantee of an amount of Rs. 1,00,000/- (One Lac only) as security deposit with this organization for the contract period, which shall be refunded after successful completion of the contract. In case of breach of contract during the contract period, the amount shall be forfeited.

14. In case of replacement of a part, the defective part removed from the PC will be the property of Vendor.

15. The quotation should invariably accompany the detailed company's profile having company's technical strength & expertise, manpower profiles employed with them, customer list, status regarding authorization service center or dealer of software / firms, ISO certification and financial statement containing income tax clearance certificate, sales tax and service tax certificate etc.

8. CONSIGNEE

Director General, National Institute of Solar Energy (NISE), GwalPahari, Gurgaon-Faridabad Road, Gurgaon (Pin-122003), Haryana, India.

9. DISPUTES:

In case of any dispute the decision of the Director General, National Institute of Solar Energy (NISE), (an Autonomous Institute under the Ministry of New and Renewable Energy), Gwal Pahari, Gurgaon-Faridabad Road, Gurgaon (Pin-122003), will be final and binding on both the parties. Further dispute, if any will be settled in the Court of Law at New Delhi jurisdiction only.

10. COMPETENCE:

The supplier should have sufficient experience in field of service of the related items. Catalogues and company profiles should be enclosed along with the Technical bid.

11. SUBMISSION OF TENDERS

Sealed tenders are to be submitted in two parts i.e. **Part-I containing Technical competence/literature along with Demand Draft for EMD**, and **Part-II containing only commercial invoice in a separate sealed envelope, super-scribed as commercial bid**. Both the technical and commercial bids should be kept in a large size sealed envelope super-scribed as tender for “, **Maintenance of Computers & Peripherals etc.**” due for opening on **28th March, 2016** and addressed to:

Director General
National Institute of Solar Energy (NISE),
Gwal Pahari, Gurgaon-Faridabad Road,
Distt. Gurgaon (Pin-122003), Haryana.

Dr. O.S. Sastry
Scientist 'G'