



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE DIRECTOR**  
**BUREAU OF APPLIED ECONOMICS & STATISTICS**  
**'B' BLOCK, 3<sup>RD</sup> FLOOR, NEW SECRETARIAT BUILDINGS,**  
**1, KIRON SANKAR ROY ROAD, KOLKATA-700 001.**  
**Fax: (033) 2248-3032 E-mail: baeswb@yahoo.com**

**TENDER NOTICE**

**No:323-G.S.**

**Date: 09.11.2011**

Bureau of Applied Economics & Statistics under Development & Planning Department, Government of West Bengal invites sealed tenders for **Comprehensive Annual Maintenance(AMC) of IT setup (Annexure A)** for the period of one year which constitutes all the hardware & software component of Peripherals, Printers, UPS, LAN and Other equipment in the said directorate in the head quarter , Industrial Statistics Office & General Statistics & Surveys Office at New Secretariat Buildings 'B' Block, 1, K.S. Roy Road, Kolkata-700 001 and other two regional offices one at Agricultural Statistics Office, Bureau of Applied Economics & Statistics, 53, Dr. Sundari Mohon Avenue, Kolkata – 700 014 and another at Socio Economic & Survey Office, IA, 277/1, Sector – III, Salt Lake, Kolkata - 700097 .

Bonafide interested Limited Companies/Partnership Firms, having experience in AMC in tune of Rs.2 Lakh and above (in single order of AMC ) in maintenance of hardware, software, printer, LAN and other peripherals of varying configuration and make in multi user / stand alone platform and having competent service / support network based at Kolkata and capability to attend any type of disorder within twenty four hours may apply. The Companies/Partnership Firms may inspect physically the Computer set up of Bureau on any working days within office hours.

Sealed Tender document consisting of tender paper, details of computer setup and terms and conditions applicable can be obtained from the office as mentioned below (in bold letters) from **14- 11 -2011 to 28-11 -2011 in between 11:30 A.M. to 4:00P.M.** excepting holidays or download from our administrative department's website [www.wbplan.gov.in](http://www.wbplan.gov.in) . Technical & price bid should be submitted in separate envelops with mention on the cover of the envelops. Both envelops should be put in a big envelop.

**Last date and time of submission of sealed tender is up to 1-00 P.M. on 28/11/2011** in the Tender Box kept in the **OFFICE OF THE DEPUTY DIRECTOR, BUREAU OF APPLIED ECONOMICS & STATISTICS, GENERAL STATISTICS & SURVEYS OFFICE, 4<sup>TH</sup> FLOOR, 'B' BLOCK, NEW SECRETARIAT BUILDINGS, 1, K. S. ROY ROAD, KOLKATA- 700 001**

The tenders will be opened on **28/11/2011 at 3 P.M.**

Director  
Bureau of Applied Economics & Statistics

## TENDER PAPER

ISSUING AUTHORITY :

**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DIRECTOR  
BUREAU OF APPLIED ECONOMICS & STATISTICS  
'B' BLOCK, 3<sup>RD</sup> FLOOR, NEW SECRETARIAT BUILDINGS,  
1, KIRON SANKAR ROY ROAD, KOLKATA-700 001**

I have read and understood the terms and conditions as are laid down in the tender document and inspect entire computer setup of the Bureau of Applied Economics & Statistics in the head quarter , Industrial Statistics Office & General Statistics & Surveys Office at New Secretariat Buildings 'B' Block, 1, K.S. Roy Road, Kolkata-700 001 and also in two regional offices one at Agricultural Statistics Office, Bureau of Applied Economics & Statistics, 53, Dr. Sundari Mohon Avenue, Kolkata – 700 014 and another at Socio Economic & Survey Office, IA, 277/1, Sector – III, Salt Lake, Kolkata - 700097 and in pursuance of the same, I do hereby offer rate as follows:

For comprehensive Annual Maintenance of the entire computer set up for the period of one year of the Directorate including preventive maintenance once in a month.

Rupees in figures \_\_\_\_\_ (Inclusive VAT)

(Rupees  
) in word

**(Full Signature of Tenderer with office seal )**

### **Attached documents**

- Copy of IT Return for A.Y 2010-2011
- Copy of Professional Tax Certificate / Challan for F.Y 2010-2011
- Copy of Service Tax Clearance Certificate / Challan for F.Y 2010-2011
- AMC List with contact details
- AMC certificate for 2 Lakhs or above (2010-11)
- Copy of Memorandum & Article of Association/ Partnership Deed.
- An analysis of rate quoted including rate per unit in respect of Server, stand alone PC, Printer, LAN, UPS,Power equipment,
- Selected vendor have to deposit EMD for Rs. 10000.00 (Ten Thousand Only )

Date of Issue :

Issued to : (Office Seal)

**Signature of Issuing Office**

## **Terms and Conditions apply & general information**

a.) Tenderer having requisite qualification should participate.

b) Only one Tender paper shall be issued against application to the intended tenderers, appearing in person, or through his / her representative, duly authorized on his behalf. Application should be made in company's letterhead only. Schedule for issuing tender paper shall be maintained strictly.

c) Tenderer should quote rate for **Comprehensive Annual Maintenance** which means and includes responsibility for maintenance of all hardware and software components of the setup of the department including LAN spare parts, preventive maintenance once a month and external cleaning of Monitor, Keyboard, Mouse, Printer Equipment cabinet once every quarter and the Agency who will enter into agreement shall also be liable to take backup and restore all data when he/she would be formatting Hard Disk or reinstall operating system. Companies / Agencies engineer having competent service / support network based at Kolkata and capability to attend any type of disorder within twenty four hours should apply.

d) Tenderer shall be liable to send well qualified and competent service Engineer(s) who will be stationed at the Bureau on every working day and holidays if required in order to maintain uninterrupted functioning of the Computer set up. A log book will be maintained in the office(s) of the Bureau in which the work done by the maintenance Engineer(s) will be recorded on day by day basis.

e) It would be presumed that tenderers quote rate only after gathering sufficient knowledge on the system configuration and the make (Brand) of Printer and other hardware components of entire setup of hardware and configuration printers, UPSs and other peripherals etc. Tenderers will be given ample opportunity of inspecting the entire computer setup of the department, if they desire to do so.

**f) Tenderer should quote rate both in figures and word inclusive tax. Full signature should be made at the place provide in the tender paper with office seal.**

g) Tenderer should attach the following with the filled in tender paper;

- Copy of IT Return for A.Y 2010-2011
- Copy of Professional Tax Certificate / Challan for F.Y 2010-2011
- Copy of Service Tax Clearance Certificate / Challan for F.Y 2010-2011
- AMC List with contact details
- AMC certificate for 2 Lakh or above (2010-11)
- Copy of Memorandum & Article of Association/ Partnership Deed.
- An analysis of rate quoted including rate per unit in respect of Server, stand alone PC, Printer, LAN, UPS, Power equipment.
- Selected vendor have to deposit EMD for Rs. 10000.00 (Ten Thousand Only )

h) Tenders, in sealed covers only, shall be received at this office from **14-11 -2011 to 28-11 - 2011** in between **11:30 A.M. to 4:00P.M.** excepting holidays. Last date and time of submission of sealed tender is up to **1-00 P.M. on 28/11/2011**. The same will be opened on **28/11/2011 at 3 P.M.** in presence of Tenderers or his/her authorized representatives at the meeting hall of this office.

i) Schedule for submitting tender and opening of the same shall be maintained strictly unless notified beforehand due to some unavoidable circumstances. If the last date of receiving tender is declared as holiday, the same will be received up to the time as mentioned on the next working day and also if the date of opening the tender is declared as holiday the same will be opened on the next working day at the same time.

j) Only one person shall be allowed to represent the Company / Agency during opening of the tenders and onward processing.

k) A formal agreement shall be executed with the successful tenderer for the period of one year and shall remain in force for the entire period. Such agreement may be terminated by either one of the two parties to the agreement. In case, there is any genuine reason arising out of any unforeseen event, not conceived of previously, for such termination, but a notice of clear thirty days should be given by the party desiring to terminate the contract to the other party before such termination of contract takes effect. However, the authority reserves the right to terminate such agreement as aforesaid prior to the full term of agreement, without any prior notice, in case, it is found that the service rendered by the firm is unsatisfactory or is in any way harmful / detrimental to the costly machines / accessories. In case of termination on such ground within the terms of the agreement, the security deposit shall be forfeited by the Government.

l) The Agency who will enter into agreement shall be liable to fix up a routine servicing schedule for the work as laid down in para c) above, in consultation with this department and to restore normal functioning, within 24 hours of receiving information from this office, in case of any sorts of defect / problem reported.

m) The Agency who will enter into agreement shall also be liable to supply standby machines during such period as will be required to rectify defect of any nature occurring in any of system component, printer or UPS etc. so that normal functioning can continue uninterruptedly.

n) Selection shall be based on the rate quoted for comprehensive AMC in tender paper and not on rate quoted per unit in the analysis of rate, asked to attach with tender paper. Technical competence of the tenderer will also be considered.

o) Fifty per cent of the accepted amount shall be paid within 60 (sixty) working days from the date of entering into the agreement and submission of bill. The rest fifty per cent shall be paid after completion of the term of agreement provided the service extended is found to be satisfactory during first six month.

**p) The directorate reserves the right to accept / reject any or all the tenders without assigning any reason whatsoever.**

q) Technical & price bid should be submitted separately and mention on the envelop. Both bid should be submitted in one envelop.

[Intended Tenderers are requested to go through the terms and conditions laid down in above paras]

(Office seal)

**COMPUTER SET UP OF THE  
BUREAU OF APPLIED ECONOMICS & STATISTICS,  
GOVT. OF WEST BENGAL, TO BE COVERED UNDER ANNUAL  
MAINTENANCE CONTRACT**

Sl. No.	Machine	Nos.	Make / Model	Configuration
1.	Dual Core	34	Assembled	Dual Core, 2 Ghz CPU, 1 GB DDR 2 RAM, 160 GB HDD, Key Board Optical Mouse, 15' CRT
2..	PENTIUM-IV	10	Assembled	P IV 1.7 GHz Processor, 842 GL Mother Board, 1 GB RAM, 160 GB HDD, 15" Monitor (Sumsung),etc.
3.	PENTIUM-IV	28	Assembled	P IV 2.0 GHz Processor, 845 GL Mother Board , 1 GB RAM, 160 GB HDD, 15" Monitor (Sumsung) ,etc.
4	PENTIUM-IV	1	Samsung	P IV 1.7 GHz Processor, 845 GL Mother Board, 1 GB RAM, 160 GB HDD, 15" Monitor (Sumsung) ,etc.
5	PENTIUM –IV Desk Top Computer	3	HCL Infinity Pro	Intel P-IV, 160 GB Hard Disk, 1 GB Ram, RW Combo,15" SVGA Monitor, etc.
6	P-IV	2	DEL	Intel P-IV, 40 GB HDD, 512 MB RAM.
7	HCL	11	HCL	Infinity PRO BL 1230/CPU P-IV, 3 Ghz., 800 FSB HT / IDE Internal CD-RW, (256 * 2)MB DDR-2 RAM, 80 GB SATA HDD, Key Board, Mouse, 15' HCL Colour Monoter
8	Core 2 Duo	21	HP COMPAQ	Core 2 Duo, 2.8GHz, RAM 2 GB DDR@, 250 GB SATA Seagate HDD, DVD RW, 17" TFT

	<b>PRINTER</b>			
9	Printronix P5005B	1	Wipro	Wipro Line Matrix Printer
10	HP Laser Printer 5M	1	HP	HP 5M
11	Lasers Printer(Samsung ML1210)	1	Samsung	Samsung ML 1210
12	Laser Printer(Samsung ML1710)	1	Samsung	Samsung ML 1710
13	Laser Printer	1	Samsung	Samsung ML 2150
14	Laser Printer	2	HP	HP 1020
15	HP Ink-jet	1	HP	HP DJ 930C
16	HP Ink-jet	1	HP	HP 5160
17	HP Office Jet	5	HP	HP 1280
18	Dot Matrix Printer	11	Wipro / TVSE	Wipro 1050DX compatible
19	Dot Matrix Printer	2	TVSE	TVSE MSP 345
20	Dot Matrix Printer	1	Wipro LQ	Wipro LQ 5400
21	Dot Matrix Printer	5	Dot Matrix PRINTER (Wipro)	300 CPS, @4 Pin LQ 1050 + DX
22	Dot Matrix Printer	4	TVSE	TVS MSP 245
23	Dot Matrix Printer	1	TVSE	TVSE MSP 355
24	Colour Laser Jet	2	HP	CP1215
25	Laserjet	2	HP	M 1522 nf
26	Laser Jet	13	HP	P-1008/P1007
27	Dot Matrix Printer	4	TVSE	MSP-345
28	SCANNER	2	HP	HP A4, HP Scanjet 2400
<b>UPS</b>				
29	UPS	37		