

BY COURIER

PRASAR BHARATI
(BROADCASTING CORPORATION OF INDIA)
PRASAR BHARATI SECRETARIAT: PTI BUILDING
NEW DELHI-110001.

No. D-13023 / 27/2010-11/PPC

Dated : 01- 07- 2011

To

As per list attached

Subject : Quotation for AMC for computers, printers, laptops and FAX machines installed at Prasar Bharati Sectt.

Sir,

Prasar Bharati Secretariat is interested in awarding of comprehensive AMC in respect of Laptops / PCs with its accessories and FAX machines etc.as per details given in Annexure –A.

2. The sealed quotation may be submitted superscribed as “Quotations for comprehensive annual maintenance contract of computer printers and Fax machines alongwith the three performance reports of the work assigned by the other organizations. The quotation may be addressed to the Asstt. Manager (PPC-II), Prasar Bharati Sectt., 2nd Floor, PTI Building, Sansad Marg, New Delhi- 110 001 so as to reach by 3 .00p.m. on or before **15- 07- 2011**. The quotations will be opened on the same day at 4.00 p.m. Interested parties who wish to be present at the time of opening of quotations may remain present.
3. The quotation should be accompanied with an earnest money of Rs.10,000/- in the form of Bank Draft in the name of D.D.O. PRASAR BHARATI SECRETARIAT & BROADCASTING CORPORATION OF INDIA, NEW DELHI. No tender without earnest money will be accepted. The earnest money, deposited by the unsuccessful tenderers whose rates are not approved, will be returned to them after the bid is finalized. It may please be noted that in the event of default in any of the conditions or unsatisfactory service during the currency of the contract, the earnest money so deposited will be forfeited.
4. The agency should provide at least one experienced and qualified Resident Engineer on full time basis from 9.30 AM to 6.00 PM on all working days for prompt attendance to the complaints which may arise during the course of a day.

...2/-

5. The successful tenderer/ firm will have to deposit 25% of the total amount of contract as security deposit in the shape of demand draft in favour of D.D.O., Prasar Bharati Secretariat, New Delhi for contractual period. It may please be noted that in the event of non-satisfactory service during the contract period security money so deposited will be forfeited.
6. The contract shall be on a comprehensive maintenance service basis and no extra charges for any general wear and tear/spare parts etc. including replacement of batteries for U.P.S. shall be made by the Prasar Bharati. During the currency of the contract period it will be the responsibility of the company to keep the equipments in perfect working order. The repair works will have to be carried out at the location of the equipment except in the exceptional circumstances where the equipment or any component may be required to be taken out for repairs in workshop. In such cases the standby arrangement shall have to be made by the company and in no way the working of officer shall be held up for want of any standby arrangements.
7. The payments towards Comprehensive Annual Maintenance Contract shall be made in four instalments each at the end of three months/ each quarter on production of satisfactory reports by the contractors.
8. The Company shall be required to keep drivers (CDs and Floppies) for maintaining the Computers and Printers etc. for configuring them.
9. The company shall undertake to discharge all its obligations under Contract/ Agreement in good workmanship manner and in case any equipment remains idle for want of repairs or drivers for more than 48 successive hours or 2 days after receiving complaints lodged by the user at the Service Centre, 2% amount as penalty will be deducted from the monthly charges for unattended complaint. In case any equipment is down for want of spare parts, the company will have to furnish an undertaking duly attested by the user and the parts may be replaced in five (5) days failing which the maintenance charges for the corresponding period along with the interest at the proportionate rate of 18% per annum shall be deducted from the payment due to the firm. After receiving the complaints lodged by the user at the Service Centre of the Company the equipments may be attended within two(2) hours. If the complaint is lodged at the late hours of the day the same may be attended to on the following working day. In case of any exigency on account of functional grounds in the office, the company will have to attend the above work on Saturday/Sunday/ holidays in exceptional cases.
10. The Prasar Bharati Secretariat or its representative reserves the right to accept or reject any or all offers without assigning any reason thereof. The systems can be inspected on any working day during office hours after taking prior permission.
11. The Courts of Delhi will have jurisdiction over all legal disputes under the Agreement.

Yours faithfully,

(B. K. SAHA)
Manager (Pers.)
Tel: 23737662

ANNEXURE – I

S.No.	Name of Items	Quantity	Period of AMC
1	<u>Computer :</u> Pentium III Pentium IV	64 13 51	Details as per Annexure –II One year One Year
2.	<u>Laptops :</u> i) Compaq Laptop ii) Lenovo Y-500Series iii) HP Pavilion dv 6314 TX iv) HP 8510 P (RQ 555 AV) v) Sony Laptop VGN-CR 35 G/REI	2 1 1 2 3	One year One year One year One year One year
3	i) HP Colour Laserjet 8550 DN ii) Deskjet Printer iii) HP Laserjet 6L/1100 iv) HP Laserjet 1200/1300/1160 v) HP Colour Laserjet 1500 vi) HP 3600 DN Colour vii) HP-Laserjet Printer 5025 MFP viii) HP Laserjet Printer FX-5500 E 709C ix) DOT Matrix Printer LQ 1050 Wipro x) DOT Matrix Printer Wipro LQ 5235 xi) HP Printer 2840 Colour xii) Laserjet All in one Model xiii) Laserjet HP-1606 DN Black xiv) HP Laserjet P 2015	1 5 3 36 1 4 1 2 1 1 1 1 5 7	One year One year One year One year One year One year One year One year One year One Year One year One year One year One year
4	UPS one KVS	63	One year
5	Scanner	4	One year
6	<u>FAX Machine</u> Canon L - 295 — Canon L-280 Canon B-155	4 -- 5 2	One year One year One year

ANNEXURE – II

S.No.	Officers	Make of Computer	Printer	OtherItems	Date from which AMC
1	C.E.O.	HP Work Station	---	-----	5-3-2011
2	PS to CEO	HP P-IV	HP 1320	---	-do-
3	EA to CEO	HP P-IV	HP 1320	HP Scanner	--do--
4	PA to CEO Sh.T.N.Baby	HP P-IV	HP 3600 CLJ		--do--
5	PA to CEO Sh. Pant	HP P-IV	HP 1320		-do-
6	Steno, CEO office	HP P-III	HP Deskjet		-do-
7	Member(Personnel)	HP P-IV	HP 2840 All in one		-do-
8	PS to Member (Pers.) 2 Nos.	HP P-IV HP P-IV	HP 1200 HP 3600DN	---	-do-
9	Member (Finance)	HP P- IV	HP 1200		-do-
10	PPS to M (Fin.)	HP P-IV	HP 3600 CLJ		-do-
11	PA to M(Fin)	Compaq P-III	HP 1200		-do-
12	OSD (PBB)	HP P-IV	HP P2015 DN		-do-
13	PA to OSD (PBB)	HP P-IV	HP P2015 DN		-do-
14	OSD(T) Office	HP P-IV	HP 1200		-do-
15	PA to OSD (T)	HP P-III	HP 1200		-do-
16	GM (Fin.)	HP P-IV	HP 1200		-do-
17	PA to GM(Fin.)	HP P-IV	HP 1300	---	-do-
18	Sh.Kamal Prod.Asstt. PR Division	HP P-IV	HP 1500		-do-
19	Sh.B.K.Saha, Manager(Per)	HP P-III	HP 6L		-do-
20	Sh. Raghuraman, AM(A&B)	HP P-IV	HP 1300		-do-
21	Sh. N.C.Jain Manager (A/cs)	HP P-IV	HP 1200		-do-

22	Ms. Sunita, AM (PPC-I)	HP P-IV	HP 1200		-do-
23	PPC Section	HP P-IV	HP 1200		-do-
24	Chairman (Res.)	HP P- IV	HP 1320/ 1600		-do-
25	Sh.Bharat Lal, Hindi Officer	HP P-IV	HP 1300		-do-
26	PS to Chairman	HP P-IV	HP 1320/ 1160		-do-
27	A.S. Parihar, AM(A/cs)	HP P-IV	HP 1200		-do-
28	Sh. R.S. Goel, AM(A/cs.)	HP P-IV	HP 1200		-do-
29	Accounts Section	HP P-IV	HP 1200		-do-
30	Sh. G. Jayalal, Sr.GM(Pers.)	HP P-IV	HP 3600DN		-do-
31	PA to GM(Pers.)	HP P-III	HP 1200		-do-
32	PA to GM(Pers.)	HP P-IV	HP 1200		-do-
33	Sh. J.P.S. Chawla Sr.G.M.(B&A)	HP P-IV	HP 1160		-do-
34	PA to GM(B&A)	IBM P-III	HP 1200		-do-
35	Ms. Moniva Sen, AM(Bud.)	HP P-III	HP 6L		-do-
36	Sh.Dhiranjan Malvey, OSD(DM)	HP P-IV	HP 1160		-do-
37	Ms.Renu Goel, Asstt. Acctt.	HP P-IV	HP 1300		-do-
38	(B&A Section)	HP P-III	Canon Deskjet		-do-
39	Sh. R.C.Joshi, Caretaker	HP P-III	HP 640 Deskjet		-do-
40	Sh A. Das, LDC PPC	HP P-III	HP Laserjet P1007		-do-
41	Sh. Raj Kumar, Asstt.	HP P-III	HP 1100		-do-
42	Server Room LAN system (2 Nos.)	HP P-IV	HP -1200	---	-do-
43	Telephone System	HP P-III	HP 1100	---	-do-
44	CEO officer HP colour Laserjet 8550 DN		-----		-do-
45	Conference Hall	HP P-IV	HP 1007	----	-do-

46	Sh. A.S. Ahluwalia, Consultant (HR)	HP P-IV	HP 1606DN	----	-do-
47	Sh.K.C.Anand, AM(Cash)	HP P-IV	HP 1100		-do-
48	Sh. P.P. Singh, Cashier	HP P-IV	HP 1200		-do-
49	Sh. J.J. Mathew, AM(Prog.)	HP P-IV	HP 1200		-do-
50	Sh. Kuruvilla, Dir(Tech.)	HP P-IV	HP P 2015 DN		-do-
51	PA to Sh.Kuruvilla	Compaq P - III	HP 1100		-do-
52	Dy.Director (IR)	HP P-IV	HP 6L		-do-
53	Sh. Sanjay Bhati, Sr. Acctt.	IBM P-III	HP 1200		-do-
54	Sh.P.Manoharan, Manager (Budget)	HP P-IV	HP 1300		-do-
55	Sh. Ashok Kumar, Consultant	HP P-IV	HP 640		-do-
56	Sh. S.N.Nautiyal, Asstt.Mgr.(Pers.)	Compaq P-III	HP 1100		-do-
57	Reception	HP P-III			-do-
58	PA to Member(P)	P-IV	HP 3600		-do-
59	CEO Office Diarist	P-III	Deskjet HP		-do-
60	Legal Consultant/ Audit Party	P-IV	HP 1200		-do-
61	PS to OSD (PPB/C&S)	P-IV	HP 1160		-do-
62	Hindi Section Library	P - III	HP - 1100		-do-
63	Sh. H.S. Malhi, Consultant (Fin.)	P-IV	HP 1160/ 1320		-do-

ANNEXURE-III

**DETAILS OF FAX MACHINES INSTALLED IN PRASAR BHARATI SECTT., PTI
BUILDING, NEW DELHI**

S.No.	Fax Machine installed on	Make & Model No.
1	C.E.O. Office	CANON L- 280
2	Member (Finance)	CANON L- 280
3	Member (Personnel)	CANON L- 280
4	O.S.D. (Tech.)	CANON L- 280
5	Common Fax	CANON L- 295
6	Sh. P. K. Ankar	CANON B- 155
7	Sr. G. M. (Pers.)	CANON L- 280
8	Sr. G. M.(Finance)	CANON B- 155
9	Director (Tech.)	CANON L- 280
10	Manager (Budget)	CANON L- 295
11	Director (Tech)/ P.R.Division	CANON L- 295