



**ICAR- NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING
REGIONAL CENTRE
SECTOR - II, BLOCK DK, SALT LAKE, KOLKATA- 700 091**

No.Kol/ S-3(5)

Dated: 01.10.2020

NOTICE INVITING TENDER THROUGH E-PROCUREMENT

The Head, ICAR-NBSS & LUP, Kolkata invites Online Bids (Technical and Financial Bids) from the interested firms for **Annual Maintenance Contract of Plotter, Scanner, Server, Desktop, Monitor, Printer, UPS, Workstation, Laptop, LAN on comprehensive basis.**

Tender documents may be downloaded from e-procurement website of CPPP <https://eprocure.gov.in/eprocure/app> as per the schedule given in **Schedule of Selection Process as under:**

SCHEDULE OF SELECTION PROCESS

Tender Id:	2020_DARE_588094_1
Tender reference No.	ICAR_NBSSLUP/KoL/NIT05/20_21
Earnest Money Deposit	Rs.10,000/-(Rupees ten thousand only)
Date and Time for issue/Publishing	10:00 A.M. on 05.10.2020
Document Download/Sale Start date and Time	10:00 A.M. on 05.10.2020
Bid submission Start date and Time	10:00 A.M. on 05.10.2020
Bid submission End date and Time	05:00 P.M. on 07.11.2020
Date and Time for Opening of Bids	10:00 A.M. on 09.11.2020
Address for Communication	Head, ICAR-National Bureau of Soil Survey and Land Use Planning, Regional Centre, Kolkata-700091

Sd/-
Head, ICAR-NBSS & LUP, Regional Centre, Kolkata

INSTRUCTION FOR ONLINE BID SUBMISSION

1. The tender form/bidder documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/app>. Online submission of Bids through Central Public Procurement Portal (<https://eprocure.gov.in/eprocure/app>) is mandatory. **Manual/Offline bids shall not be accepted under any circumstances.**
2. Tender/bidders are requested to visit the Office website (<https://www.nbsslup.in>) and CPPP <https://eprocure.gov.in/eprocure/app> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through these websites only.
3. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Bureau/Institute reserves the right to accept or reject any or all the tenders.
4. The interested Firms are required to deposit **Tender Fee: Nil** and **Earnest Money Deposit (EMD)** of the amount **Rs.10,000/- (Rupees ten thousand only)** in the form of Demand Draft/Banker's Cheque from any of the Commercial Bank in favour of **ICAR-NBSS and LUP, payable at Kolkata** and addressed it to the **ICAR-National Bureau of Soil Survey & Land Use Planning, Regional Centre, Block-DK, Sector-II, Salt Lake City, Kolkata-700091** on or before bid opening date and time as mentioned in the Critical Date Sheet. Firms holding valid MSME, NSIC etc certificates are exempted from depositing EMD.
5. Bidders need not come at the time of technical as well as financial bid opening at ICAR-NBSS & LUP, Kolkata. They can view live bid opening after login on CPPP e-Procurement Portal at their end. If bidder wants to join bid opening event at ICAR-NBSS & LUP, Kolkata then they have to come with bid acknowledgement slip that is generated after successfully submission of online bid.
6. The Quantity proposed in the quotation may be increased or decreased at the discretion of Authority placing the order.
7. Quotation not found according to specification will be rejected.
8. Technical Evaluation:- before financial evaluation the bids shall be screened for eligibility in technical category on following basis (1) correct amount of EMD, (2) supporting documents in support of checklist. If any of discrepancy found at this screening stage the bids shall summarily be rejected.
9. Quotation should remain **valid for 3 months** from the date of their quotation.
10. The rate should be on F.O.R. on Kolkata basis. Prices are for comprehensive AMC.

11. The valid **Firm registration certificate, Trade License, PAN, GST, Income Tax return certificate of last two financial years, Experience certificate/Work completion certificate/work order, ESIC and EPF registration certificate** should be submitted along with quotation.
12. **The rates quoted should be clearly indicated the rates of items are inclusive of GST per annum.**
13. **The firm with its HQ in the same city/location of ICAR-NBSS & LUP, Regional Centre, Kolkata for which it is bidding shall be given preference.**
14. Payment will be released in two installments of the total AMC value after satisfactory service rendered by the firm. An agreement for AMC on judicial stamp paper may be entered.
15. TDS as per rules shall be deducted from the bills of the contractor.
16. In case of any damage or loss to the ICAR-NBSS & LUP, Kolkata property or material directly or indirectly by the contractor's personnel, the contractor shall be held fully responsible, and the decision of the Competent Authority of ICAR-NBSS & LUP shall be final and binding on the contractor.
17. In case of any disputes, the decision of the Director, ICAR-NBSS & LUP, Nagpur shall be binding on the part of the contractor/supplier.
18. Director, ICAR-NBSS & LUP, Nagpur reserves the right to accept or reject any or all the quotations without assigning any reason.
19. **The contractor has to depute one Engineer/Technician to be present regularly during the office hours and beyond office hours if any for attending any defect/problem developed in the systems under AMC.**

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Details are as Follows:-

SL. NO.	NAME OF THE EQUIPMENT	QTY.
1.	HP LASERJET B/W PRINTER (A4)	20 Nos.
2.	HP DESKJET B/W PRINTER (A4)	01 No.
3.	HP LASERJET 5200N B/W PRINTER (A3)	02 Nos.
4.	HP COLOR LASERJET P2025 PRINTER (A4)	01 No.
5.	HP COLOR LASERJET PRINTER (A3)	02 Nos.
6.	HP SCANJET 3500C+ 5590 (SIZE A4)	07 Nos.
7.	SCANNER (EPSON)	01 No
8.	HP DESIGNJET COPIER SCANNER (SIZE 42'')	01 No.
9.	HP DESIGNJET PLOTTER (SIZE 42'')	01 No.
10.	HP SERVER SYSTEM	01 No.
11.	UPS 600 VA SMALL	27 Nos.
12.	DESKTOP CPU	41 Nos.
13.	WORKSTATION CPU	04 Nos.
14.	MONITOR	40 Nos.
15.	LAPTOP	09 Nos.
16.	SWITCH (LAN)	12 Nos.
17.	ROUTER (D- LINK)	03 Nos.

Sd/-
Head, ICAR-NBSS & LUP, Regional Centre, Kolkata