

# HIGH COURT OF TRIPURA

## AGARTALA

F.6(2)-HC/96/Vol-IV/2017/14360-67

Dated, Agartala, the 10<sup>th</sup> August, 2017

### NOTICE INVITING QUOTATION

Fresh Sealed Quotations are invited from the reputed and experienced Service provider/firms/Supplier/Contractor for Comprehensive Annual Maintenance Contract (AMC) for the following items for minimum one year as per terms & conditions mentioned below:

- i. 31 Nos. of Lenovo C360 AIO(All In One) PC [Model: 57322350, Series: C360]
- ii. 12 Nos. Lenovo Laptop [Model: G-500-59380860]
- iii. 01 HP Flatbed Scanner [Model: HP 8270]


1. Quotationer should mention the name of the tender on the sealed envelope as **"Comprehensive Annual Maintenance Contract of 31 AIO PC, 12 Laptop and 1 Flatbed Scanner"**.
2. AMC (Annual Maintenance Contract) rate should be quoted inclusive of all Taxes viz., GST, etc. for Tripura;
3. **Period of Contract:** The contract is valid for one year from the date of signing of final contract. This may be renewed after completion of one year subject to satisfaction of the authority.
4. **Replacement of Parts:** Maintenance cost of the **31 AIO PC, 12 Laptop and 1 Flatbed Scanner** (Hardware and Software including Operating System) & replacement of spare parts, if any should be inclusive in the AMC.  
*The power adapter of Laptop should also be included in the AMC.*  
*The rate may be quoted separately for consumable item(s)/Component(s), like Battery, etc. if any.*
5. **Quality of Spares:** The replacement of parts, if required, must be replaced with new parts which should be equivalent or a higher one.
6. **Preventive Maintenance:** Periodical preventive maintenance will be made once in every two months by the firm.
7. **Additional Charges:** The AMC cost should be inclusive of all (travelling cost of service engineer, transportation cost etc.), if any. No charge for rendering service will be borne by the High Court.
8. **Statutory Levies:** The AMC cost includes all statutory levies, if any, charged by State or Central Govt. for rendering this type of service.
9. **Working Hours:** The maintenance work shall normally be done during working hours, however, in case of emergency maintenance may be done beyond office hours and even on holidays. In such case, prior arrangement through proper communication should be worked out by the servicing agencies.
10. **Reporting Authority:** The Service Engineer will be allowed to handle the respective equipments only with the permission of the officer in-charge.
11. **Response Time:** Normal response time for repair is 24-hours from the actual time of reporting the problem to the Vendor of AMC, failure of which will strictly be followed as per the Response Time Table given below:

#### Response Time Table

	Period	Penalty
Response Time	Above 24 Hours & below 48 hours	Warning but no penalty.
	Above 48 Hours & below 96 hours	A penalty of 1% of the contract amount per system.
	Above 96 hours	A penalty of 2% of the contract amount per system.

12. **Court of Law:** Disagreement if any, arising out of the contract shall be settled by either party in a court of law within the jurisdiction of the High Court of Tripura.
13. **Final Authority:** Dispute of any nature including payment will be settled by the Head of the Organization, who is offering the AMC.
14. Along with the quotation, the Quotationer shall annex a copy of the letter of the company showing that he/she is the authorized Service provider/firm/Supplier/Contractor of that Company.
15. Quotation should be submitted by 2 pm on or before 25<sup>th</sup> August, 2017.
16. The said Tender/Quotation shall be opened in the Chamber of the Registrar (Admn., P&M) on 25<sup>th</sup> August, 2017 at 03:30 pm in presence of the Quotationers who may desire to remain present.
17. The date of opening of the quotations may, however, be changed, if required at the discretion of the Authority with intimation to the Quotationer.
18. The High Court reserves the right to accept or reject any quotation including the lowest one without assigning any reason therefor.
19. **Specification of 31 AIO PC, 12 Laptop and 1 Flatbed Scanner and Current Status:**

Sl. No.	Item Description	Configuration Details	Quantity	Purchase Cost per article	Status of Hardware and Software
1	Lenovo C360 AIO(All In One) PC [Model: 57322350, Series: C360]	Lenovo	31	Rs. 37,000/- (Inclusive all Taxes)	OK. Working Condition.
2	HP Flatbed Scanner 8270 [Part No: L1975A]	HP	1	Rs. 52,290/- (Inclusive all Taxes)	OK. Working Condition.
3	Lenovo Laptop [Model: G-500-59380860]	Lenovo	12	Rs. 35,490/- (Inclusive all Taxes)	OK. Working Condition.

  
 (D. Debbarma)  
 Dy. Registrar (Judl)-cum-CPC

**COPY TO:**

1. Registrar(Admn., P&M), High Court of Tripura;
2. The Secretary attached with the Registrar General, High Court of Tripura;
3. System Analyst, High Court of Tripura, Agartala with a request to upload the Notice Inviting Quotation in the website of the High Court of Tripura, Agartala;
4. Superintendent, Store Section;
5. Superintendent, Accounts Section;
6. NOTICE BOARD, High Court of Tripura, Agartala, Tripura; and
7. ORDER FILE.

  
 Dy. Registrar (Judl)-cum-CPC