



TRIPURA MANIPUR & MIZORAM  
GEO SPATIAL DATA CENTRE  
SURVEY OF INDIA  
SHILLONG:-793 001 (MEGHALAYA)

Tender Document for CAMC of HP DESIGNJET 4020

TOTAL PAGES – 4

SURVEY OF INDIA  
DEPARTMENT OF SCIENCE AND TECHNOLOGY  
GOVT. OF INDIA

TENDER DOCUMENT FOR REPAIR AND SUBSEQUENT CAMC. OF HP DESIGNJET 4020 (42 Inch.)  
LARGE FORMAT PRINTER (PLOTTER) OF TRIPURA MANIPUR MIZORAM GDC SURVEY OF  
INDIA, SHILLONG WING.

Director, Tripura & Manipur & Mizoram Geo-Spatial Data Centre, Survey of India, Silchar 788 005 (Assam) invites Sealed tender on prescribed proforma for comprehensive Annual Maintenance Contract (CAMC) of HP Design Jet 4020 Post Script Large Format Printer Plotter (1 No.) for Survey of India as per details furnished below. The rates for CAMC should be mentioned clearly indicating the cost and taxes as applicable.

1.0 PARTICULARS OF THE TENDER

- (a) Designation and address of the authority Inviting tender : The Director  
Tripura Manipur & Mizoram  
Geo-Spatial Data Centre,  
Survey of India,  
Netaji Subhash Avenue  
Silchar – 788 005  
(Assam)
- (b) ON-SITE ADDRESS : The In-Charge  
Tripura Manipur & Mizoram GDC  
Survey of India, Shillong Wing  
Shillong -793 001 (Meghalaya)  
Email:soi-tmmzgcd-sw-meg@gov.in
- (c) Tender No. 1206/15-C-Computer dated 07/11/2016

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Sl.No.	Description	CAMC Period
01.	On-site CAMC of HP Designjet 4020 (42 (Inch) Large Format Printer (Plotter) (1 No.)  Details about the Plotter HP Designjet 4020 42 Inch) (Plotter – 1 No.) Purchased during the year 10-03-2010 and installed on 26-03-2010.	For 1 year from the date of signing of agreement

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- (d) Last date and time of receiving tenders : 08-12-2016(16:00hrs)
- (e) Date and time for opening tenders : 09-12-2016(16:00)
- (f) Total Number of pages of tender document : 04 (Four)

2.0 OTHER TERMS AND CONDITIONS

- (i) The tender should be submitted as per enclosed Annexure 'A' in Sealed envelope duly Super scribed as "Tender for AMC of Plotter"/Tender No. \_\_\_\_\_ dated \_\_\_\_\_
- (ii) Tender duly signed by bidder must be addressed to the Director, TRIPURA MANIPUR & MIZORAM Geo-Spatial Data Centre, Survey of India, Silchar, Assam and not to any individual by name and should be dropped in the tender box situated in the premises of the **O/o the In-charge, Tripura, Manipur & Mizoram Geo-Spatial Data Centre, Survey of India, Malki Shillong – 793 001 (Meghalaya)** by 16:00 hrs on or before 08-12-2016 in person or to be sent by Registered post. Each page of the tender documents must be signed by the bidder.
- (iii) The Director, TRIPURA MANIPUR & MIZORAM Geo-Spatial Data Centre, Survey of India, Silchar, shall not be responsible for any postal delay for non received of tender by due date on time for whatsoever the reason.
- (iv) The bidder should inspect the printer (Plotter) at the office of the In-charge, Tripura Manipur & Mizoram GDC, Shillong Wing before submitting quotation and any variation/addition to the quoted amount will not be accepted. The bidder must ensure the availability of spare parts for CAMC before he quotes the rate for CAMC.
- (v) The quotation should be valid for 90 days from the date of Bid opening and EMD should be valid for further 45 days after Bis validity.

- (vi) The bidder should furnish a certificate that all the terms and conditions of the tender document are understood by the bidder and ready to abide by the same without any variation.
- (vii) The successful bidder has to execute an agreement at his own cost and also to submit a security deposit of 10% of the approved quotation rate through Bank guarantee.
- (viii) Bidders are required to furnish i.e; Bid Money/EMD along with the Tender offer. The EMD should be in the form of a Demand Draft from a Nationalized Bank for Rs.2,000/- ( Rupees Two Thousand only) drawn in favour of **“Establishment & Accounts Officer, Meghalaya & Arunachal Pradesh GDC, Survey of India, Shillong”** payable at Shillong. Unsuccessful Bidders money will be refunded within 45 days after the opening of the Tender. EMD will be refunded to the successful bidder after signing of the contract agreement on the terms and conditions as stipulated in this Tender Document and submission of security deposit. No interest will be paid for the EMD Amount. If the successful tenderer fails to furnish the contract agreement and performance security, the whole Earnest Money Deposit will be forfeited. EMD should be valid for 45 days from last date of bid validity.
- (ix) The Director, Tripura Manipur & Mizoram Geo-Spatial Data Centre (GDC), Survey of India, Silchar reserves the right to reject any or all tenders without assigning any reasons.
- (x) The tender document can also be down loaded by the intending bidders from Survey of India **Web Site [www.surveyofindia.gov.in](http://www.surveyofindia.gov.in)**.
- (xi) Latest income tax clearance (Photocopy) is to be submitted along with tender.
- (xii) The bidder should submit the details of PAN in case of proprietorship. TAN in case of partnership and STC (Service Tax Code – a 15 digit number obtained Central Excise Department) being a service provider.
- (xiii) Payment for CAMC will be made in two equal installments for 6 months each on completion of such period the contract.
- (xiv) The bidder should also submit his registration certificates related to the Service tax he is paying to the Government and VAT Registration Certificate.
- (xv) Period of CAMC will be for one year from the date of signing of the agreement and can be executed for further one year with mutual consent of both parties.
- (xvi) All breakdown complaint must be attended to within 48 hours on receipt of call.
- (xvii) Majority of faults should be rectified in the first response itself. However, maximum period allowed for defect rectification shall be 72 hours.
- (xviii) The contract covers free replacement of all the defective parts except outside body of the machines, consumables such as Carriage Belt, Print Head & Cartridges etc, outside body plastic like paper tray, operating supplies or any attached accessories.
- (xix) All defective parts replaced from the machines shall become property of the company and its authorized service engineer shall be entitled to remove and carry away such parts from the customer's premises.
- (xx) The service providing company shall have their office or branch in Shillong, Guwahati or Kolkata with qualified personnel for rendering services. If the service providing company does not have office or branch in Shillong, Guwahati or Kolkata for rendering services, their tender will be rejected outright.
- (xxi) Notice for repairs/maintenance of the Plotter will be given to the Maintenance Agency by the In-charge Tripura & Mizoram GDC. Survey of India, Shillong Wing or his representatives telephonically as well as in writing in case of failure on the part of Maintenance Agency (MA) to attend the call and rectify the fault within the stipulated period of 48 hours.
- (xxii) The contract will remain in force for one year from the date of signing of this agreement basing on the performance/service, it may extended/renewed on the same Terms & Conditions between the Maintenance Agency and the Director, Tripura Manipur & Mizoram GDC, Silchar for subsequent year at the discretion of this office
- (xxiii) The contract covers comprehensive servicing/repairing and maintenance of Plotters as well as replacement of all defective parts by the Maintenance Agency.
- (xxiv) Repairing of Plotter will be done ON-SITE. However, defective parts can be taken to Maintenance Agency lab, if necessary, with the permission of In-charge Tripura Manipur & Mizoram GDC, Survey of India, Shillong Wing. The maintenance Agency will use only original and standard spare parts.

- (xxv) If any variation or additional taxes/duties and not statutory levies, if any, imposed by the regulatory bodied during the currency of this contract/service will be payable by the customer over & above the quoted CAMC service charges.
- (xxvi) Visit by Service Engineers of **Maintenance Agency once in a month for preventive maintenance will be mandatory** besides the visits in case of specific complaints.
- (xxvii) If the Maintenance Agency is incapable or maintaining the plotter, the Director, Tripura Manipur & Mizoram GDC, Survey of India, Silchar can withdraw/cancel the CAMC.
- (xxviii)The Director, Tripura Manipur & Mizoram GDC, Survey of India, Silchar may terminate the contract at any time without assigning any reasons by giving one month notice. Any dispute, if arises, the decision of the Director, Tripura Manipur & Mizoram GDC, Survey of India, Silchar, will be final.

ANNUAL MAINTENANCE CONTRACT OF HP DESIGNJET 4020 (Inch) LARGE FORMAT PRINTER (PLOTTER)

Rates for Comprehensive Annual Maintenance Contract of HP Designjet 4020 Large format Printer (Plotter) is given below.

Sl.No.	Nomenclature of the Plotter	Quantity	Comprehensive AMC charges of plotter	Taxes (Sales tax, or Service tax as applicable)	Total (4 +5)
1.	2.	3.	4.	5.	6.
1.	HP Designjet 4020 42 (Inch) Script Plotter	1 (One) No.			

It is certified that all the terms and conditions of tender document No. 1206/15-C-Computer dated 07<sup>th</sup> November 2016 have been understood by me/us and ready to accept the same without any variation.

(Signature of Bidder with Seal)

Name :-

Address :-

Phone/E-mail/Mobile :-

Fax :-