



**Regional Capacity Building and Knowledge Institute, Prayagraj**

(Indian Audit & Accounts Department)

20, Sarojini Naidu Marg, Prayagraj-211001

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No. RTI (A)/AMC/2025-26/

Date:03.03.2025

To

All mailing list (all vendors),

**Sub-:Limited sealed tenders for Comprehensive AMC of Desktop Computers, Laptops, UPS and Peripherals for the year 2025-26.**

Sir,

Limited sealed tenders are invited for awarding comprehensive AMC of the Desktop Computers, Laptops, UPS and Peripherals installed in the Regional Capacity Building and Knowledge Institute, Prayagraj. Details of the computer hardware's/UPS and Peripherals for the year **2025-26 (from 01.04.2025 to 31.03.2026)** are mentioned below:

Sl. No.	Items of Hardware with brief configuration	Qty.	Date of purchase	Total Cost of assets at the time of purchase	Remarks
<b>A.</b>					
1	All in One Desktop	01	24.01.22	82,400	Rate of AMC should not be more than 6 per cent of its total cost of purchase.
2	HP Desktop	31	20.02.14	15,62,000	
3	HP Desktop	09	23.12.17	4,80,000	
4	HP Desktop	03	28.10.14	1,65,000	
5	ACER Desktop *	50	25.01.23	3090500	
6	Dell Laptop Core-i5*	03	25.01.23	202486	
7	Dell Laptop Core-i3*	06	25.01.23	348930	
8	Server HP Proliant ML 3500	01	19.12.13	-	
9	HP desk All-in-one Printer	01	31.03.16	12700	
10	HP Pro 1606 dn Printer	03	16.01.12	30,000	
11	HP Pro 1606 dn (4 nos) Printer	04	30.12.13	76,800	
12	HP Laser jet pro 200, m251n colour printer	01	30.12.13	27,300	
13	E-podium with Audio Mixer, Amplifier &PC	01	21.03.23	279905	
14	Video Conferencing Camera	01	21.03.23	76045	
15	Interactive Projector View Sonic	02	21.09.17	2,56,802	
16	Scanner (Brother make) ADS 2200	01	15.03.21	23,900	

17	HP Scanner Pro 300052	01	04.10.17	29200	
18	Printer (Brother make) HL-L6200DW	02	17.03.21	55,400	
19	HP Laptop 14s-0dr4000TU	02	14.02.22	1,16,800	
<b>B.</b>					
1	On line UPS 6 KVA (Luminous make)	3	08.01.20	1,75,500	Rate of AMC should not be more than 6 <i>per cent</i> of its total cost of purchase.

**\*AMC for serial no. 5,6&7 (ACER Desktop, Dell Laptop Core-i5 & Dell Laptop Core-i3) will start from 26.01.2026 to 31.03.2026.**

The sealed tender should be addressed to **Director General, Regional Capacity Building and Knowledge Institute, Prayagraj** and deposited in the, Regional Capacity Building and Knowledge Institute, Prayagraj on any working day on or before **25<sup>th</sup> March, 2025 by 12:30 hrs**. The tender shall be opened on the same day i.e. on **25<sup>th</sup> March, 2025 at 13:00 hrs** in the chamber of CF/ EDP Regional Capacity Building and Knowledge Institute, Prayagraj. No tender will be accepted after the due date and time. The general terms and conditions are enclosed.

**Please acknowledge the receipt of this letter.**

Yours faithfully,

Encl: as above

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Core Faculty/EDP

## General Terms and Conditions

- 1- The firm is required to maintain all the computer hardware's along with computer peripherals of the office of the Regional Capacity Building and Knowledge Institute, Prayagraj. It will include replacement of all defective parts with new original parts of the same make without any extra charges. In no case repairing of the defective parts of the hardware will be allowed.
- 2- The computer hardware and peripheral are **required to be repaired at the location at which they are installed** and the firm will not be permitted to take away the computer and computer peripherals from the office premises. In rare cases where it is found absolutely necessary, permission may be granted to the firm for taking away the hardware to the authorised service centres. The decision of the Institute will be final in such cases. The firm will have to provide standby machines for the defective hardware and peripherals taken out from office premises.
- 3- **5% of the total amount quoted for AMC is to be deposited along with the tender as Earnest Money Deposit (EMD). The tender received without EMD will not be entertained. The EMD will be in the form of Bank Draft prepared in the name of Pay & Accounts Officer, O/o Principal Accountant General (A&E)-I, UP, Prayagraj. The EMD should be valid for 90 days from the date of opening of the tender.**
- 4- **On award of the Annual Maintenance Contract the firm is liable to deposit performance guarantee of 10% of total AMC amount as mentioned in the contract which should be in shape of BG/FDR valid for the period of 14 month (i.e. for period of AMC + two month).**
- 5- **The firm should be registered with GST and should have minimum three years working experience in the field in central/state government offices with the excellent track record. Copies of the AMC orders are to be attached with the tender.**
- 6- The firm shall also be responsible for loading of software including Red Hat Linux, Oracle 11g etc & creating database. The software will be provided by this Institute for the purpose.
- 7- The firm is required to provide the services of an Engineer to this office, for the time from 9:30 AM to 6:00 PM & on holidays, if required, on a regular basis.
- 8- All the complaints received for maintenance of the computers and other peripherals are to be carried out by the firm within a period of 24 hours failing which the Institution reserves the right to impose a penalty for delayed maintenance/non compliance at the rate of Rs. 200/- per day for each item beginning from the time of registering the complaint subject to the maximum of the amount settled for maintenance of the item for AMC.
- 9- The firm shall also be liable to compensate the damage/loss, if any, due to negligence of it's service engineers.
- 10- AMC of the all the items will commence from the date as mentioned in the contract and will terminate on 31<sup>st</sup> March 2026. **Number of any item included in the AMC contract can be increased / decreased or fresh item can be included in the AMC contract any time during the period of contract.**
- 11- Rate quoted by the firm will be the annual rates for the maintenance of the particular items. Period of AMC being less than a year/ month these rates will be calculated proportionately.
- 12- **In case services of the firm are found satisfactory, term of contract may be extended for the year 2026-27 also. However, no amount will be allowed toward the adjustment of price inflation for the period over the rate settled in the AMC.**
- 13- In case services of the firm are found non-satisfactory, term of contract may be terminated any time
- 14- Tenders received after the specified date and time of receipt will not be accepted. Any delay on the part of the postal authorities will be the sole responsibility of the tenderer.
- 15- The tender will be opened on **25.03.2025 at 13:00 hrs** in the chamber of Core Faculty/EDP, Regional Capacity Building and Knowledge Institute, Prayagraj.
- 16- Any influence made by the firm after giving tender will disqualify them for award of the contract, further no inquiry will be entertained by the office regarding award of the contract.
- 17- There will be a quarterly payment for AMC.
- 18- This Institute has full right to reject or cancel any tender without giving any reason.
- 19- All disputers and differences arising out of / or in connection of this order shall be subject to the exclusive jurisdiction of courts at Prayagraj.

Date- 03.03.2025

Core Faculty /EDP  
RCB&KI, Prayagraj