



Odisha Livelihoods Mission

Department of Mission Shakti, Government of Odisha
SIRD & PR Campus, Unit-VIII, Bhubaneswar-751012, Odisha
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CORRIGENDUM- 2, TENDER CALL NO 589/25 DT 22.05.2025

HIRING OF AGENCY FOR PROVIDING IT FACILITY MANAGEMENT AND COMPREHENSIVE AMC OF IT EQUIPMENT UNDER ODISHA LIVELIHOODS MISSION, DEPARTMENT OF MISSION SHAKTI

In reference to the aforementioned Tender Call Notice, it is hereby informed to all concerned that in response to queries received from prospective bidders and on subsequent review by the competent authority, significant modifications have been made to the tender document.

Due to the extensive nature of the changes, clause-wise amendments are not being issued. Instead, a **fully revised version of the tender document** has been prepared and is hereby issued as **Annexure-I** to this corrigendum.

The key areas revised include:

- **Section II – Schedule of Items** (Comprehensive AMC), Page 7
- **Section IV – Financial Bid Format**, Page 29
- **Critical Dates** – The **last date for submission of bids** and **date of bid opening** have been revised. Updated dates are reflected in the revised tender document.

Bidders are advised to refer exclusively to the revised tender document while preparing and submitting their bids.

All other terms and conditions of the original tender document, not modified in the revised version, shall remain unchanged.

This corrigendum, along with the revised tender document, shall form an integral part of the Tender Call Notice No. 589/25.

By The Order of SMD-cum-CEO

Beni
30.6.25
Joint Secretary-cum-Additional CEO,
Odisha Livelihoods Mission.

REVISED TENDER DOCUMENTS

*(Issued under Corrigendum–II to Tender Call Notice No. 589/25 dated
22.05.2025)*

**Odisha Livelihoods Mission
Department of Mission Shakti
Government of Odisha**

**"HIRING OF AGENCY FOR PROVIDING IT
FACILITY MANAGEMENT AND
COMPREHENSIVE AMC OF IT EQUIPMENT
UNDER ODISHA LIVELIHOODS MISSION,
DEPARTMENT OF MISSION SHAKTI"**

**Odisha Livelihoods Mission,
SIRD & PR Campus, Unit-VIII, Bhubanswar-12**

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Section – I

Bidder's Data Sheet

Sl. No.	Particular	Details
1.	Name of the Client	State Mission Director, Odisha Livelihoods Mission under the Department of Mission Shakti, Government of Odisha
2.	Method of Selection	Least Cost Selection (LCS)
3.	Availability of Tender Document	missionshakti.odisha.gov.in
4.	Date of Issue of Tender	26.05.2025
5.	Last Date and Time for submission of Bid	08.07.2025, 3.30 PM
6.	Date of opening of Technical Proposal	08.07.2025, 4.00 PM
7.	Date of opening of Financial Proposal	08.07.2025, 5.00 PM
8.	Bid Processing Fee (Non-Refundable)	Rs.500/- INR (Rupees Five Hundred) only in shape of Demand Draft in favour of "Odisha Livelihoods Mission-NRLM" drawn in any Scheduled Commercial Bank payable at Bhubaneswar.
9.	Earnest Money Deposit (EMD) (Refundable)	Rs.50,000/- INR (Rupees Fifty Thousand) only in shape of Demand Draft in favour of "Odisha Livelihoods Mission-NRLM" drawn in any Scheduled Commercial Bank payable at Bhubaneswar.
10.	Performance Security	The performance security of 10% of Contract Value shall be submitted by the selected bidder and retained for contract period
11.	Address for Submission of Proposal	State Mission Director, Odisha Livelihoods Mission, SIRD & PR Campus, Unit-8, Bhubaneswar, Odisha, Pin Code: 751012 E-mail:- procure.olm@gmail.com
12.	Mode of Submission of Proposal	Mode of Submission: Speed Post / Registered Post/ Courier only to the address as specified above during office hour only. Submission of bid through other mode and late bid will be out rightly rejected.
13.	Contact Person	Name: Shri Rabi Prasad Mishra, Designation: Dy. CEO (Admin & Procurement), OLM Mob: 9937462008
14.	Place of Opening of Technical Proposal	Conference Hall of Odisha Livelihoods Mission

B. S.
30.6.25

Joint Secretary cum Addl CEO(PS), OLM

Section – II

Objective and Scope of Assignment

Introduction: -

Odisha Livelihoods Mission (OLM) is an autonomous society under the aegis of Department of Mission Shakti, Government of Odisha. OLM is the nodal agency for the implementation of National Rural Livelihoods Mission Programme in the state.

OLM has put in place a dedicated and sensitive support structure, to take the rural poor households out of poverty line through capacity building, financial assistance and self-reliant institutions. Through Self Help Groups, their Federation and value chain institutions like Producer Groups and Producers Company, OLM is creating a sustainable Livelihoods eco-system across the state.

OLM has reached out to 30 districts in Odisha through both intensive and non-intensive modes.

Scope of Work: -

- IT Equipment include Servers, Desktop, Laptop, UPS system, Printers, Scanner, Hubs and switches for LAN Connectivity, Modems, Projector and such other IT equipment. The rate to be quoted should also cover maintenance of operating system, software installation, data recovery, preventive action against virus spread, deletion/removal of virus, configuration of internet, configuration of application, connection of computers to the projector for presentation
- The software maintenance covers all software already installed in the personal computer and peripheral and the software to be installed in latter stage. The number of items viz. PCs, Laptop, UPS, Printer etc. may increase and decrease during the contract period and the chargeable amount payable to the vendor will be calculated/adjusted accordingly on the basis of per unit price.
- The System Support Engineers will work under Dy. CEO (Admin & Procurement), OLM.
- The System Support Engineers has to maintain a register and will record IT related complaints received from the officers/ sections of the Department and the System Support Engineer shall attend the call immediately for remedial actions to solve the hardware/software problems
- The action taken on the call shall also be recorded in the Register.
- In case of requirement of any spares or services the same should be immediately brought to the notice of the officer/Section concerned for quick redressal.
- The System Support Engineer shall be responsible for up- keeping of all machines and the equipment and physical shifting of the machines, equipment/articles as and when required.
- The System Support Engineers have to sign the attendance Register in SMMU OLM and has to work from 10:00 am to 6:00 pm during working days and if required in holidays as will be intimated by the office.
- In case of absence of any Facility Management personnel provided by the party on any day or failing to attend duty, the remuneration calculated on day basis will be recovered from the party in every quarter.

- The successful bidder shall have to provide trained expert immediately as and when required by the office and in case of any fault, which could not be rectified /difficulties faced by the deputed System Support Engineer.
- Whenever any fault arises on the items under warranty the System Support Engineer shall sort out the problem in coordination with the respective suppliers/vendor.
- The successful bidder will not be allowed for frequently change the System Support Engineer.
- Any legal complicity arising is subject to Bhubaneswar jurisdiction only.
- The Contract Shall be for one year
- OLM may add/delete the items from the schedule as per requirement and payment will be made on pro-rata basic for such addition or deletion of the items for comprehensive AMC / Co-ordination for items which are already in Warranty & AMC .
- The comprehensive AMC should cover the maintenance of all equipment including software supplied and installed in the system. The contract shall be on comprehensive basis, inclusive of repairs and replacement of spare-parts without any extra payments However the Software License will be provided by OLM.
- The contractor shall attend the failure within 2 hrs. and restore the system within 4 hrs. from the time of informing the failure. The contractor shall repair and restore the system at the site with own cost and staff. Defective equipment's should be repaired at site within 24 (Twenty-Four) hours.
- If the equipment or system cannot be repaired at the site, the contractor can take faulty or defective equipment or system to his premises after taking prior permission of the competent authority of the OLM. The defective equipment will also be taken out for repair in presence of OLM personnel after providing spare/relief of similar equipment.
- The contractor shall supply and install the spare equipment in presence of officer In charge or authorized representative of State Mission Director, OLM
- At the time of taking the defective equipment for repair to his premises. The contractor shall return the repaired equipment and install them in the system in presence of Officer-in charge or the authorized representative of State Mission Director, OLM within 15 days from the date of taking the defective equipment for repair as early as possible, ensuring proper functioning of the system.
- The carrying cost of all spares defective and repaired equipment from the site to the contractor premises and vice versa shall have to be borne by the contractor itself.
- The contractor shall supply all the components or parts thereof to repair the equipment and system by his own machinery and at his own cost.
- If the software's of the system crash during the AMC period, the contractor shall have to reinstall the original software. All Software's will be provided by OLM with original License. No pirated software will be used.
- In case of any additional requirement of IT items, spare parts, software etc. in addition to the AMC items, OLM may purchase these items from open market by following due financial procedure.

Preventive Maintenance

- Preventive maintenance like cleaning and dusting of all equipment along with the checking of the function of the system and taking necessary action for smooth functioning of the system should be done once in a month by taking shutdown of the system (if necessary) after taking prior permission of the competent authority of the OLM. The attending staff should always endorse his attendance during preventive maintenance and also during attending of any failure from officer in charge or authorized representative of State Mission Director, OLM.
- Attending representative of the firm should scan for any virus in the software in all the systems and if it is found that the software are virus infected, they are to be cleaned off during preventive maintenance and also during attending of any failure.

Corrective Maintenance:

- The contractor should submit the address of the firm where to be informed in the event of any failure or break down of the system. The contractor should confirm the call by exchanging suitable code no/private no with the competent authority of OLM complaint. It is obligatory on the part of the contractor to indicate the local contact no on which they can be contacted by OLM authority at any time round the clock.
- Any major software/Hardware modification required for corrective maintenance should be discussed with State Mission Director or his authorized representative with written documents and permission obtained from OLM before execution.
- For all equipment under warranty the contractor has to log the call with the respective OEM/ authorized dealers and follow-up with them in case of any failure. The contractor has to maintain a separate register for the same and keep the Officer in charge posted on the status every day.

Inspection Of Equipment:

The Bidder may inspect and see the condition of all the computer, peripherals and networking before tendering. No complaint after submission of offer about condition of computer will be entertained.

Movement Of Equipment:

- OLM has the right to move a Computer System or other equipment within the premises. This equipment however will continue to be under comprehensive AMC at the new location.
- If any equipment covered under the contract is taken out of the premises of the OLM for any repair, it shall be under full responsibility of the firm, till the same is returned to the concerned department in satisfactory working condition. Item may be taken out only with the written permission issued by the officer in charge.
- Any faulty part so replaced by the firm needs to be submitted back to Stores of OLM
- The contractor should be fully responsible for any damage to the man & machine that occurs due to faulty workmanship of the firm during the period of the contract.
- The contractor will not be entitled to claim any compensation of what so ever nature if the termination/cancellation of AMC is imposed by OLM for any reason.
- Any damage caused for OLM property or personnel within OLM premises by the firm's Representative during the operation of the contract will be to his account and are recoverable.

SCHEDULE OF ITEMS

1. Items for Comprehensive AMC for one year :

SL No	Date/Year of purchase	Name of the Items	Make/Model	SI No	No of Items	WARRANTY STATUS
1	2017-18	CPU	ACER	UXVJSSIZ30G1921875	1	Out of the Warranty
2	2017-18	CPU	ACER	UDVHGSIZ216G0411442	1	Out of the Warranty
3	2017-18	CPU	HP	INA304VW4F	1	Out of the Warranty

4	2017-18	CPU	ACER	UXB1JSIB22H20906 62	1	Out of the Warranty
5	2017-18	CPU	HP	INA303VDHS	1	Out of the Warranty
6	2017-18	CPU	HP	INA304VW11	1	Out of the Warranty
7	2017-18	CPU	HP	INA304VW5B	1	Out of the Warranty
8	2017-18	CPU	ACER	UXB1JSSIJ51G1192 393	1	Out of the Warranty
9	2017-18	CPU	ACER	UXB1JSIB22H20906 61	1	Out of the Warranty
10	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907J4	1	Out of the Warranty
11	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907MJ	1	Out of the Warranty
12	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907KC	1	Out of the Warranty
13	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907VP	1	Out of the Warranty
14	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907NX	1	Out of the Warranty
15	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907K8	1	Out of the Warranty
16	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9PC	1	Out of the Warranty
17	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGG3	1	Out of the Warranty
18	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9P5	1	Out of the Warranty
19	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGG2	1	Out of the Warranty
20	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BSRC	1	Out of the Warranty
21	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9KN	1	Out of the Warranty
22	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BSRB	1	Out of the Warranty
23	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGFM	1	Out of the Warranty
24	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9PK	1	Out of the Warranty
25	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9P7	1	Out of the Warranty
26	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB,512 SSD	4CE502CH6T	1	UNDER WARRANTY
27	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB,512 SSD	4CE503B278	1	UNDER WARRANTY
28	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB,512 SSD	4CE503B25N	1	UNDER WARRANTY
29	2012-13	LCD MONITOR 19"	HPL1902	3CQ2440M8D	1	Out of the Warranty

30	2014-15	LCD MONITOR 24"	DEL-S224LC	CN-01MVD1-64180- 48M-0D7T	1	Out of the Warranty
31		LCD MONITOR 19"	ACER	MMLY0SS00154706 9508500	1	Out of the Warranty
32	2020-21	MONITOR	ENTER 43.4 CM LED MONITOR-EMOA02	2109041329	1	Out of the Warranty
33	2012-13	LCD MONITOR 19"	HPL1902	3CQ2460HGF	1	Out of the Warranty
34	2016-17	LCD MONITOR 19"	ACER-EB192Q	MMT6MSS00162102 7713E00	1	Out of the Warranty
35	2015-16	LCD MONITOR 19"	ACER-EB192Q	MMT3FSS00154601 0593B00	1	Out of the Warranty
36	2012-13	LCD MONITOR 19"	HPL1902	3CQ2440MDF	1	Out of the Warranty
37	2012-13	LCD MONITOR 19"	HPL1902	3CQ2460HBN	1	Out of the Warranty
38	26.04.2023	LED MONITOR 22 "	LG-22MP68VQ	303PMDS005426	1	Out of the Warranty
39	31.03.2022	LED MONITOR 19.5"	HP	3CQ1420RL2	1	Out of the Warranty
40	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KA	1	Out of the Warranty
41	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112K6	1	Out of the Warranty
42	31.03.2022	LED MONITOR 19.5"	HP	3CQ14814GQ	1	Out of the Warranty
43	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KD	1	Out of the Warranty
44	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112LN	1	Out of the Warranty
45	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112L4	1	Out of the Warranty
46	31.03.2022	LED MONITOR 19.5"	HP	3CQ20114WM	1	Out of the Warranty
47	31.03.2022	LED MONITOR 19.5"	HP	3CQ14813B3	1	Out of the Warranty
48	31.03.2022	LED MONITOR 19.5"	HP	3CQ20115YJ	1	Out of the Warranty
49	31.03.2022	LED	HP	3CQ201160Y	1	Out of the

		MONITOR 19.5"				Warranty
50	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KT	1	Out of the Warranty
51	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112L6	1	Out of the Warranty
52	31.03.2022	LED MONITOR 19.5"	HP	3CQ14813GX	1	Out of the Warranty
53	31.03.2022	LED MONITOR 19.5"	HP	3CQ201160M	1	Out of the Warranty
54	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KX	1	Out of the Warranty
55	25.03.2025	LED MONITOR 19.5"	HP	3CQ44105BZ	1	UNDER WARRANTY
56	25.03.2025	LED MONITOR 24 "	HP	CNC3282WBQ	1	UNDER WARRANTY
57	UNDER	LED MONITOR 19.5"	HP	3CQ44104HQ	1	UNDER WARRANTY
58	31.03.2022	UPS 600 VA	APC	SB22142001774	1	Out of the Warranty
59	31.03.2022	UPS 600 VA	APC	SB22142001905	1	Out of the Warranty
60	31.03.2022	UPS 600 VA	APC	SB22142006023	1	Out of the Warranty
61	31.03.2022	UPS 600 VA	APC	SB22142002220	1	Out of the Warranty
62	31.03.2022	UPS 600 VA	APC	SB22142001821	1	Out of the Warranty
63	31.03.2022	UPS 600 VA	APC	SB22142007443	1	Out of the Warranty
64	31.03.2022	UPS 600 VA	APC	SB22142001946	1	Out of the Warranty
65	31.03.2022	UPS 600 VA	APC	SB22142001920	1	Out of the Warranty
66	31.03.2022	UPS 600 VA	APC	SB22142001940	1	Out of the Warranty
67	31.03.2022	UPS 600 VA	APC	SB22142006028	1	Out of the Warranty
68	31.03.2022	UPS 600 VA	APC	SB22142008062	1	Out of the Warranty
69	31.03.2022	UPS 600 VA	APC	SB22142008091	1	Out of the Warranty
70	31.03.2022	UPS 600 VA	APC	SB22142007447	1	Out of the Warranty
71	31.03.2022	UPS 600 VA	APC	SB22142001913	1	Out of the Warranty
72	31.03.2022	UPS 600 VA	APC	SB22142002504	1	Out of the Warranty

73	31.03.2022	UPS 600 VA	APC	SB22142001825	1	Out of the Warranty
74	25.03.2025	UPS 600 VA	APC	B2506G04024	1	UNDER WARRANTY
75	25.03.2025	UPS 600 VA	APC	B2506G04409	1	UNDER WARRANTY
76	UNDER	UPS 600 VA	APC	B2506G09590	1	UNDER WARRANTY
77	2017-18	UPS 600 VA	PARADYNE	21541214	1	Out of the Warranty
78	2017-18	UPS 600 VA	PARADYNE	21631214	1	Out of the Warranty
79	2017-18	UPS 600 VA	PARADYNE	21651214	1	Out of the Warranty
80	2017-18	UPS 600 VA	PARADYNE	21421211	1	Out of the Warranty
81	2017-18	UPS 600 VA	PARADYNE	21191214	1	Out of the Warranty
82	2017-18	UPS 600 VA	PARADYNE	21891214	1	Out of the Warranty
83	22.07.2022	HP All in one	HP-PCA1024-DP0813IN	8CC0512RGF	1	Out of the Warranty
84	24.02.2025	Apple Desktop	IMAC-M 24" 16 GB/256 GB MWUC3HN/A	JYW3V63P90	1	UNDER WARRANTY
85	2020-21	Scanner	Canon-M111092	GXV00954	1	Out of the Warranty
86	2020-21	Scanner	Canon-M111092	GXV00931	1	Out of the Warranty
87	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C0000044 8D11	1	Out of the Warranty
88	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C0009625 8D11	1	Out of the Warranty
89	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039618 8D11	1	Out of the Warranty
90	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039623 8D11	1	Out of the Warranty
91	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039627 8D11	1	Out of the Warranty
92	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039628 8D11	1	Out of the Warranty
93	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039632 8D11	1	Out of the Warranty
94	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039897 8D11	1	Out of the Warranty
95	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039900 8D11	1	Out of the Warranty
96	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039903 8D11	1	Out of the Warranty
97	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039974 8D11	1	Out of the Warranty
98	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039984 8D11	1	Out of the Warranty
99	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039989 8D11	1	Out of the Warranty
100	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039992 8D11	1	Out of the

						Warranty
101	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C039993 8D11	1	Out of the Warranty
102	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C000026 8D11	1	Out of the Warranty
103	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C000034 8D11	1	Out of the Warranty
104	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C000035 8D11	1	Out of the Warranty
105	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C000040 8D11	1	Out of the Warranty
106	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C000043 8D11	1	Out of the Warranty
107	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004407 8D11	1	Out of the Warranty
108	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004415 8D11	1	Out of the Warranty
109	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004416 8D11	1	Out of the Warranty
110	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004417 8D11	1	Out of the Warranty
111	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004418 8D11	1	Out of the Warranty
112	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004420 8D11	1	Out of the Warranty
113	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004421 8D11	1	Out of the Warranty
114	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004425 8D11	1	Out of the Warranty
115	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004426 8D11	1	Out of the Warranty
116	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D004427 8D11	1	Out of the Warranty
117	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065917 3J94	1	Out of the Warranty
118	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G912385 1J95	1	Out of the Warranty
119	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G913801 1J94	1	Out of the Warranty
120	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G912431 1J95	1	Out of the Warranty
121	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G913812 1J94	1	Out of the Warranty
122	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065853 3J94	1	Out of the Warranty
123	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065662 3J94	1	Out of the Warranty
124	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065906 3J94	1	Out of the Warranty
125	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9C317194 1K94	1	Out of the Warranty
126	01.11.2019	Battery	EXIDE 12V/150 AH	A1K9C319409 1K94	1	Out of the Warranty
127	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9C312678 1K94	1	Out of the Warranty
128	01.11.2019	Battery	EXIDE 12V/150 AH	A1K9C319494 1K94	1	Out of the

						Warranty
129	2015-16	Printer	HP LASER PRO MFP M128FW	CNB9G7PK92	1	Out of the Warranty
130	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE08072	1	Out of the Warranty
131	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE04282	1	Out of the Warranty
132	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE07748	1	Out of the Warranty
133	2016-17	Printer	CANON F166500	NCCA115780	1	Out of the Warranty
134	2018-19	Printer	SAMSUNG MULTI EXPRESS K2200ND	ZDXSBJDJ90000BX	1	Out of the Warranty
135	2016-17	Printer	HP LASER JET M1005 MFP	CHN8HDG9S4	1	Out of the Warranty
136	2015-16	Printer	HP LASER PRO MFP M128FW	CNB9G6D7TX	1	Out of the Warranty
137	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE04115	1	Out of the Warranty
138	2018-19	Printer	Samsung-K2200ND	ZDXSBJDJ90000BX	1	Out of the Warranty
139	2020-21	Printer	Canon MF244 Dw	YGU38385	1	Out of the Warranty
140	2021-22	Printer	Xerox Phaser6510 DN(Color)	3378726513	1	Out of the Warranty
141	05.09.2022	Printer with Xerox	EPSON Printer WF-C- 879R(Color)	X6GS000080	1	Out of the Warranty
142	2022-23	Printer	Canon GX6070MFD(Color)	KNJS01036	1	Out of the Warranty
143	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD91M4	1	Out of the Warranty
144	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD925H	1	Out of the Warranty
145	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD91TT	1	Out of the Warranty
146	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD92VG	1	Out of the Warranty
147	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD9264	1	Out of the Warranty
148	31.12.2024	Printer	HP Smart Tank AIO Printer 720(6UU46A) Color	TH4956B1V9	1	1 Year Warranty
149	31.12.2024	Printer	HP Smart Tank AIO Printer 720(6UU46A) Color	TH4956B1TJ	1	1 Year Warranty
150	31.12.2024	Printer	HP 790 AIO Smart Ink Tank (4WF66A)	TH4915D01J	1	1 Year Warranty
151	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7072CMY	1	Out of the Warranty
152	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7072CLF	1	Out of the Warranty
153	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7313VG6	1	Out of the Warranty
154	2020-21	Laptop	HP250G7	CND0443L3F	1	Out of the Warranty
155	2020-21	Laptop	HP250G7	CND0443L10	1	Out of the

						Warranty
156	2020-21	Laptop	HP250G7	CND0443F56	1	Out of the Warranty
157	2020-21	Laptop	HP250G7	CND0443L3R	1	Out of the Warranty
158	2020-21	Laptop	14-EK0018TX	5CD1051CJ5	1	Out of the Warranty
159	2020-21	Laptop	15-DK1509TX	CND1100ML2	1	Out of the Warranty
160	2020-21	Laptop	15-DK1509TX	CND1100MLP	1	Out of the Warranty
161	2020-21	Laptop	15-DK1509TX	CND1100MMZ	1	Out of the Warranty
162	2020-21	Laptop	15-DK1509TX	CND1100NDB	1	Out of the Warranty
163	2021-22	Laptop	MAVBOOK	C02F20PPML7L	1	Out of the Warranty
164	2021-22	Laptop	HP-250G8	CND1180H77	1	Out of the Warranty
165	2021-22	Laptop	HP-250G8	CND1211TVW	1	Out of the Warranty
166	2021-22	Laptop	HP-250G8	CND1211V7H	1	Out of the Warranty
167	2021-22	Laptop	HP-250G8	CND1211VRY	1	Out of the Warranty
168	2021-22	Laptop	HP-250G8	CND1211V62	1	Out of the Warranty
169	2021-22	Laptop	HP-250G8	CND1211V8S	1	Out of the Warranty
170	2021-22	Laptop	HP-250G8	CND1211VY9	1	Out of the Warranty
171	2021-22	Laptop	HP-250G8	CND1211V5D	1	Out of the Warranty
172	2021-22	Laptop	HP-250G8	CND1211VD3	1	Out of the Warranty
173	2021-22	Laptop	HP-250G8	CND1211VRC	1	Out of the Warranty
174	2021-22	Laptop	HP-250G8	CND1211V9K	1	Out of the Warranty
175	2021-22	Laptop	HP-250G8	CND1211VR6	1	Out of the Warranty
176	2021-22	Laptop	HP-250G8	CND1211VW2	1	Out of the Warranty
177	2021-22	Laptop	HP-250G8	CND1211VR9	1	Out of the Warranty
178	2021-22	Laptop	HP-250G8	CND1211W40	1	Out of the Warranty
179	2021-22	Laptop	HP-250G8	CND1211V8K	1	Out of the Warranty
180	2021-22	Laptop	HP-250G8	CND1211VWC	1	Out of the Warranty
181	2021-22	Laptop	HP-250G8	CND1211TVM	1	Out of the Warranty
182	2021-22	Laptop	HP-250G8	CND1211V34	1	Out of the Warranty
183	2021-22	Laptop	HP-DK2075TX	CND127CZBH	1	Out of the

						Warranty
184	2021-22	Laptop	HP-DK2075TX	CND127D07K	1	Out of the Warranty
185	2021-22	Laptop	HP-DK2075TX	8CG1358T67	1	Out of the Warranty
186	2022-23	Laptop	HP-FIREFLY	5CG142CG80	1	Out of the Warranty
187		NVR	DS-7632NI-K2	DS-7632NI-K21620211223CCR RJ29754934WCVU	1	
188		DVR	CP-PLUS (CP-UVR-0801E1-V3)	CP2J02347PAG1047 0	1	Out of the Warranty
189	22.02.2022	CCTV camera-13 NOS	HIKVISION IP DOME 2 MP, DS-2CD1323G0E-I	DS-2CD1323G0E-I20220118AAWRJ41 471405,	13	Out of the Warranty
190	22.02.2022	POE SWITCH	HIKVISION 8+2 GIGA, 3E0510P-E/M		1	Out of the Warranty
191		SERVER-CPU	Acer Verton M200-Q87	UDVHGS1216G0411 440	1	Out of the Warranty
192		SERVER-MONITOR	ACER-TFT17W80PS	406092807388	1	Out of the Warranty
193		Network Switch-3	Cisco-(SG 350-28)	DNI214203J9	1	Out of the Warranty
194				DNI214203G8	1	Out of the Warranty
195				DNI21070BZW	1	Out of the Warranty
196		Network Switch-1	Dig Sol (DG-GS1528)	01005N3002680	1	Under Warranty
197		Multi WAN host Port Router-1	IP-Com(M50)	M598201101700023 5 D8380DAE1460	1	Out of the Warranty
198		Wifi Router (2ns)	D- link (R12)	U85N124005470	1	Under Warranty
199				U85N124005359	1	
200		Wifi Router (8nos)	Tenda (AC10)	W78831101380083 97, E788301010600001 9, E788311013800531 2	8	Out of the Warranty
201		Wifi Router (2nos)	Tenda (AP5)	E631201092900331 2	2	Out of the Warranty
202		Wifi Router (1nos)	Tenda (F3)		1	Out of the Warranty
203		EPABX(Interc om)-1	Matrix		1	Out of the Warranty
204		Online UPS-1	BPE (HX13120L30) 20 KVA	H25B17B00205	1	Out of the Warranty
205		UPS	SU-KAM (3.5KVA/48V DSW)	56920F1021161015 0014	1	Out of the Warranty
206		UPS	SU-KAM (3.5KVA/48V DSW)	56920F1021161015 0024	1	
207		UPS	SU-KAM (3.5KVA/48V DSW)	56920F1021100915 0053	1	
208		Inverter	Luminou Eco WATT	F7NCRDB1076218	1	Under

			NEO			warrenty
209	09.8.2014	Bio Metric Device	x2008	77143200200	1	Out of the Warranty

2. **The Successful bidder shall have to provide the following personnel for managing the activities mentioned above:-**

Sl. No.	Personnel	No of Persons	Work	Qualification and Experience
i)	System Support Engineer	1 (Remuneration Fixed Rs 30000/- inclusive of all statutory benefits)	1. Support for Desktops, Laptop Printers, Scanners, Internet Connectivity, LCD, Projector, Inverter and IT other Peripherals 2. Management of System Data, allocation and support 3. Coordination with vendors for AMC management 4. Maintenance of Backups 5. Troubleshooting Network Related issues 6. User level support 7. Help desk management	• Should be within 21-40 years • BSE/BE, MSC(IT)/MCA or Similar • Knowledge of Hardware & Networking. • Well, trained in Internet and LAN function. • Working experience of minimum 5 Years in the relevant domain.
ii)	Assistant System Support Engineer	1 (Skilled employee as per the latest notification of Labour Commissioner, Govt of Odisha)	To support System Engineer and miscellaneous IT work of the office	• Should be within 21-40 years • Diploma in Computer Engineering or Similar • Knowledge of Hardware & Networking. • Well, trained in Internet and LAN function. • Working experience of minimum 3 Years in the relevant domain.

Section – III

Bidding terms and Qualification Criteria

1. Price Bid:

- Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- All duties, taxes and other levies payable components shall be included in the total price
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The Prices shall be quoted in Indian Rupees only.

2. Earnest Money Deposit (EMD): -

The bidder shall furnish bid security of Rs. 50,000/- (Fifty Thousand Only) in the shape of Demand Draft/Pay Order in favour of "Odisha Livelihoods Mission (NRLM)". Any bid submitted without bid security will be rejected. The above bid security will be forfeited if a bidder withdraws its bid during the period of bid validity. The EMD of the unsuccessful bidder will be returned without any interest after finalization of the tender.

3. Performance Security: -

The performance security of 10% of Contract Value shall be submitted by the selected bidder and retained for contract period. However, the EMD submitted by the agency at the time of submission of tender may be adjusted to the performance security amount. If the firm fails to execute the contract, the security money will be forfeited. The security money will be refunded after successful execution of the contract within 28 days after the completion of contract.

4. Stages of Evaluation of the Proposal:

A two-stage evaluation process will be conducted as explained below for evaluation of the proposals:

(A) Technical Evaluation (1st Stage):

Firms which do not meet the following minimum qualifying criteria will be rejected at the first stage:

The firm

1. The firm Should be in the business for at least 5 years in providing AMC services/IT facility management solutions. (Copy of the registration certificate to be enclosed)
2. The Firm/ Agency must be registered under OCAC and located at Bhubaneswar. (Certificate of **latest empanelment** of agency to be enclosed)
3. Should have a registered office or one of the branch offices in Bhubaneswar (Copy of the electricity bill/telephone bill/rent agreement must be submitted).
4. Must have **average annual turnover of Rupees Fifty lakh** or more in the last three financial years from similar activity i.e for 2021-22, 2022-23 & 2023-24. The bidder is required to furnish a turnover certificate duly attested by a Chartered Accountant to this effect with year wise break-up. In addition, they have to furnish the **audited** balance sheet

P&L Account statement (of the last three financial years) duly signed by a Chartered accountant in support of the turnover statement furnished.

5. Should have successfully executed at least **one contracts** of similar nature (**AMC of IT equipment**) for any **Government/Semi-Government agencies/PSUs** for value of Rs Rs. 15 Lakh or more during last three financial years. The bidder is required to furnish the copy of the **Work Orders /contract of similar assignments**. This information is to be furnished in the required format as mentioned.
6. Should not have any track record of Contract termination of the previous assignments for providing personnel to OLM, Odisha.
7. Must have registered with appropriate registration authority.
8. Must registered under EPF.
9. Must registered under ESI.
10. Must have a PAN & GST.
11. Must submit the **tender document cost** of **Rs.500/ -(Including GST)**.
12. Must submit bid security of Rs 50,000/-
13. Undertaking for not have been black-listed by any Central / State Government/any Autonomous bodies during its business career (as per the format enclosed).

Bids not complying to any of the above requirement, will be out rightly rejected at the discretion of the Client's authority.

(B) Financial Evaluation (2nd Stage):

Bidders who have qualify in minimum eligibility in technical evaluation and found responsive, their financial bid shall be opened. Bidders who quote the lowest bid in all together of the items will be awarded the contract. In event of a tie in price bid a draw of lots will be conducted.

Submission of Proposals

Bidder must submit their proposals by Registered Post / Speed Post/Courier only to the specified address on or before the last date and time for submission of proposals as mentioned in Bidder Data Sheet. The Client will not be responsible for postal delay / any consequence in receiving of the proposal. The proposal must have to be submitted in two parts. Each part should be separately bound with no loose sheets. Each page of the two parts should be page numbered and in conformation to the eligibility qualifications and clearly indicated using an index page. The Client will not consider any proposal that arrives after the deadline as prescribed in the Bidder Data Sheet. Any Proposal received after the deadline will be out rightly rejected by the Client.

The procedure for submission of the proposal is described below:

i) Technical Proposal:

The envelope containing technical proposal shall be sealed and superscripted as **"Technical Proposal – "Hiring of Agency for Providing IT Facility Management and Comprehensive AMC of IT Equipment under Odisha Livelihoods Mission."** and to be furnished inside one envelope. The duly filled-in technical proposal submission

forms, with all the supportive documents and information have to be furnished as part of technical proposal.

ii) Financial Proposal (Original):

The envelope containing financial proposal shall be sealed and superscripted as **"Financial Proposal –Hiring of Agency for Providing IT Facility Management and Comprehensive AMC of IT Equipment under Odisha Livelihoods Mission.**" The duly filled-in financial proposal submission forms should contain the detail price offer for the proposed assignment and to be furnished as per the prescribed format only.

The **"Technical Proposal"** and **"Financial Proposal"** must have to be submitted in two separate sealed envelopes (with respective marking in bold letters) along with the prescribed formats/information mentioned in the Tender Documents. Both the above envelopes have to be sealed and placed inside a third main envelope with proper labeling of following information in bold:

NAME OF THE ASSIGNMENT:

TENDER NUMBER AND DATE:

NAME OF THE BIDDER:

DEADLINE FOR SUBMISSION OF BID:

NAME AND ADDRESS OF THE BIDDER:

Any deviation from the prescribed procedures / information / formats / conditions shall result in out-right rejection of the proposal. All the pages of the proposal have to be sealed and signed by the authorized representative of the bidder. Bids with any conditional offer shall be out rightly rejected. All pages of the proposal must have to be sealed and signed by the authorized representative of the bidder. Any conditional bids will be rejected.

Opening of the Proposal

The **FIRST ENVELOPE** containing TECHNICAL PROPOSAL will be opened in the initial stage by the Client in presence of the bidder's representatives at the location, date specified in the Bidder Data Sheet. The Client will constitute a Consultant Evaluation Committee (CEC) to evaluate the proposals submitted by bidders. Only one representative with proper authorization letter from the participating bidder will be allowed to attend the bid opening meeting.

The **SECOND ENVELOPE** containing FINANCIAL PROPOSAL only of the technically qualified and responsive bidders will be opened immediate after completion of technical evaluation. In case of a delay in the technical evaluation due to time constraints, the date for opening the financial proposals will be communicated to the bidders well in advance.

Language of the Proposal :-

The proposal and all correspondence and documents shall be written in English.

Amendment of the Tender Document:

At any time before submission of tender, the Client may amend the tender by issuing an addendum through Departmental website. Any such addendum will be binding on all the bidders.

To give bidders reasonable time in which to take an addendum into account in preparing their proposals, the Client may, at its discretion, extend the deadline for the submission of the proposal.

Disqualification: -

OLM may at its sole discretion and at any time during the evaluation of application, disqualify any applicant, if the applicant:

- Submitted the application after the response deadline;
- Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;
- Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding three years;
- Submitted an application that is not accompanied by required documentation or is non-responsive;
- Failed to provide clarifications related thereto, when sought;
- ***Submitted more than one application on its own;***
- Was declared ineligible/blacklisted by the Government of India/State/UT Government;
- Is in litigation with Government of India/ Govt. of Odisha.

Submission of Bid :

Bidder must submit their Bids **Registered Post / Speed Post / Courier** only to the specified address on or before the last date and time for submission of Bids as mentioned in Bidder Data Sheet. The Client will not be responsible for postal delay / any consequence in receiving of the Bid. Any Bid received after the deadline will be out rightly rejected.

The **Technical bid** with eligibility criteria documents, technical forms, annexures, shall be sealed and furnished in one envelope and the **financial bid** in **another envelop**. **Both the envelope** will be covered by **single envelope** with proper labeling of following information in bold:-

- i) **NAME OF THE ASSIGNMENT:**
- ii) **TENDER NUMBER AND DATE:**
- iii) **DEADLINE FOR SUBMISSION OF BID:**
- iv) **NAME, ADDRESS AND CONTACT NUMBER OF THE BIDDER:**
- v) **CONFIDENTIAL/ OPEN ONLY BEFORE THE COMMITTEE (Extreme Right-Hand Side of the Envelope)**

Section – IV

General Terms and Conditions

Penalties: -

In case of failure to attend any minor break down within twenty-four hours the penalty will be imposed for every next twenty-four hours in the manner of imposing Rs 100/- per day from monthly AMC Charges.

Payment Schedule: -

- a)** No advance payment will be made to the firm/company in any case.
- b)** The service provider shall raise the bill in duplicate, along with attendance sheet & maintenance log book duly verified by OLM in respect of person deployed and submit the same to the prescribed authority every month or before 7th of succeeding month. Under normal circumstance, payment will be made within 30 days from the date of submission of bill. The payment shall be made only if the bills are complete in all respect and are found in order.
- c)** The claim in bills regarding ESI, PF and GST etc should be accompanied with documentary proof pertaining to the concerned bill month. A requisite portion of the bill or whole of the bill amount shall be held up till such proof is furnished, at the discretion of the OLM.
- d)** Payment towards any additional AMC for any new computer/laptop/printer/scanner etc during the AMC period will be calculated on pro-rata basis.

Duration of the Contract:

- One year from the date of Commencement of Service.
- Scope of renewal (maximum 2 times, as per requirement): Based on performance evaluation, quality of deliverables and other criteria set by the OLM.

Validity of the Proposal: -

The period of validity of proposal is 180 days from the last date of submission of application.

Confidentiality: -

Confidentiality shall be maintained for the information relating to the examination, clarification and comparison of the proposal. Violation of this clause may result in the rejection of the proposal.

Fraud &Corruption: -

OLM requires that Agencies selected for the particular assignment must observe the highest standards of ethics during the performance and execution of such contract. In pursuance of this policy, Government of Odisha:

- a. Defines, for the purposes of this provision, the terms set forth as follows:
 - i. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of OLM or any personnel of Agencies in contract executions.
 - ii. "Fraudulent practice" means a mis-presentation of facts, in order to influence a procurement process or the execution of a contract, to OLM and includes collusive practice among Respondents (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive OLM of the benefits of free and open competition;
 - iii. "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution contract.
 - iv. "Collusive practices" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - v. "Undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by the Client with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection process; or (ii) having a conflict of interest; and
 - vi. "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the selection process.
- b. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- c. Will declare a firm ineligible, either indefinitely or for a stated period of time, for awarding the contract, if it at any time determines that the firm has engaged in corrupt, fraudulent and unfair trade practice in competing for, or in executing, the contract.

Change Orders: -

OLM may at any time before completion of work under project awarded to Agency, change the work content by increasing / reducing the number of IT items. In such a case, the Agency will

have to perform the service in the increased/decreased quantity at the same contract rates within the time stipulated for providing services to OLM.

Applicable Law: -

Applicable Law means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time.

Disputes: -

- The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation. During pendency of the dispute(s) requiring resolution, the Agency shall not stop the work and should proceed further with the activities as per scope of work except in case where OLM specifically requested the Agency to stop any part of the scope of work.
- In case of disagreement, the same shall be referred to Executive Committee or designated officer of OLM. After referring to Executive Committee or designated officer if the said dispute is not resolved, the same shall be referred to the court subject to Bhubaneswar jurisdiction only.

Assignments: -

The Agency shall not assign the project to any other agency, in whole or in part, to perform its obligation under the Contract, without the OLM's authorized representative's prior written consent. **Sub-contracting of the services allotted is not allowed in any manner.**

Termination & Withdrawal: -

- a. Without prejudice to any other right or remedy it may have, either party may terminate this Agreement at any time by giving one-month advance notice in writing to the other party.
- b. OLM reserves the right to withdraw/ terminate the agencies in any of following circumstances:
 - i. Applicant becomes insolvent, bankrupt, resolution is passed for the winding up of the applicant's organization
 - ii. Information provided to OLM is found to be incorrect;
- c. If the agency does not execute the contract to the satisfaction of the OLM then the OLM may invoke any or all of the following clauses.
 - i. Forfeit the Performance Guarantee Amount
 - ii. Terminate the contract without any liability of OLM towards the agency.

Indemnity: -

The agency will indemnify OLM against any misuse of OLM Name and logo. For any misuse of OLM name and logo, the applicant themselves will be held responsible. OLM will take

necessary legal and other actions for such cases. OLM will not be responsible for any miscommunication or harm caused to any party because of any misrepresentation of its name and logo by the applicant.

Other Terms & Conditions: -

- Sanctions of any advance will not be considered. Full & Final payment will be made on completion of each month.
- The rate offered by the firm should be valid for one year from the date of signing of Contract.
- The firms have to offer the price for all items or else the tender paper will not be considered.
- In case of failure to provide these facility management personnel for the intended period, the contract may be cancelled by the OLM and performance security may be forfeited.
- This office has right to cancel the bid /contract fully or partially at any point of time (before or after awarding the contract)'within one month's prior notice without assigning any reason.
- The Agency will be responsible for compliance of all statutory provisions relating to Minimum Wages, Provident Fund and Employees State Insurance etc. in respect of the persons deployed. Proof of the same with account numbers shall be submitted along the invoices raised.
- The Agency shall also be liable for depositing all taxes, levies, Cess etc. on account of service rendered to concerned tax collection authorities from time to time as per extant rules and regulations on the matter. The Tax Deduction at Source (T.D.S) shall be deducted as per the provisions of Income Tax Department, as amended from time to time and a certificate to this effect shall be provided to the Agency by the OLM.
- The Service Provider shall ensure that the personnel deployed to OLM conforms to the prescribed qualification and experience. Screening of candidates based on candidate's qualification and experience shall be conducted by the Service Provider before proposing their names to the OLM. Candidates not having the required qualification and experience shall not be sent to OLM. Failure in this regard, will disqualify the contracting Company/Firm/Agency.
- The Service provider must ensure that the System Support Engineer must be available in the office of the OLM from 10.00 to 18.00 hrs. on all working days and if required so in case of exigency, they should also available in Saturdays & Sundays and also after 18.00 hrs. on all working days.
- The Service Provider shall immediately provide a substitute in the event of any personnel deployed, leaving the job due to his/her personal reasons.
- The contract shall commence from and shall continue for a period of one years, unless it is curtailed or terminated by the OLM owing to deficiency of service, sub-standard quality of personnel deployed, breach of contract, reduction or cessation of the requirements of work.
- The contract shall automatically expire after one years from commencement of the contract unless extended further by the OLM.
- The Contracting Company/Firm/Agency shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under this contract to any other agency without the prior written consent of the OLM.
- The Contracting Company/Firm/Agency shall provide identity cards to the personnel deployed to the OLM carrying the photograph of the personnel and personal information as to name, DOB/Age and identification marks etc.
- The OLM will have no liabilities in transportation, food, medical and any other requirements in respect of the personnel deployed to the OLM at any stage.
- For all intents and purposes, the service providing agency shall be the "Employer" of the personnel deployed.
- In case of termination of this contract on its expiry or otherwise, the personnel deployed by the Service providing agency shall not be entitled to and will have no claim for any absorption nor for any relaxation for absorption in the regular/otherwise capacity in the OLM. The Contractor should make it known to the personnel deployed

- The Bidder/firm shall maintain the equipment as per manufacture's guidelines and shall use standard and genuine components for replacement
- The firm must provide at least one Landline telephone/Mobile no for reporting the failure of the system round the clock i.e. 24 hrs. for speedy repair of the problem

Section - V **TECHNICAL BID SUBMISSION FORMS**

TECH -1

COVERING LETTER

(ON BIDDERS LETTER HEAD)

[Location, Date]

To:

**The State Mission Director, OLM,
Department of Mission Shakti,
SIRD & PR Campus, Unit-VIII, Bhubaneswar - 751012**

Sub: Hiring of Agency for Providing IT Facility Management and Comprehensive AMC of IT Equipment under Odisha Livelihoods Mission.

Ref:-Tender No. _____ dated _____, OLM, Bhubaneswar

Dear Madam,

I, the undersigned, offer to participate in the selection process for **"Hiring of Agency for Providing IT Facility Management and Comprehensive AMC of IT Equipment under Odisha Livelihoods Mission."** in accordance with your Tender Notice No.: _____, dated _____.

I attach hereto the response as required by the Tender, which constitutes our proposal. The details of the Contact Person on behalf of the bidder are given below:

Name	
Designation	
Address for Communication	
Mobile No.	
E-mail Id	

I confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered to client is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department in its empanelment process.

I fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short-listing process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to do so, for undertaking the assignment. I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I agree for unconditional acceptance of all the terms and conditions set out in the Tender document.

Yours faithfully,

Authorized *Signatory with Date and Seal:*

Name and Designation: _____

Address of the Bidder: _____

TECH -2
Bidder's Organisation (General Details)

Sl No.	Description	Full Details
1	Name of the Bidder	
2	Address for communication: Tel :Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No. : Email id :	
4	Registration / Incorporation Details Registration No: Date & Year. :	
5	Local office in Odisha Please furnish contact details	
6	Agency must be registered under OCAC and located at Bhubaneswar. (Certificate of latest empanelment of agency to be enclosed)	
7	Tender Cost Rs 500/- (Including GST) DDNo: _____ Dt: _____	
8	Bid Security Cost Rs 50,000/- DDNo: _____ Dt: _____	
9	PAN No:	
10	Goods and Services Tax Identification Number (GSTIN)	
11	ISO Certificate, if any	
12	EPF registration	
13	ESI registration	
14	Accept all the terms and conditions as specified in the Tender Documents	YES

Authorized Signatory [*In full and initials*]: _____

Name and Designation with Date and Seal: _____

TECH -3

Bidder Organisation (Financial Details)

(To be furnished in the letter head of the Auditor/ Chartered Account)

The Annual Turnover for the last three consecutive financial years of M/s. _____ are given below and certified that the statement is true and correct.

Financial Information in INR

Details	FY 2021-22	FY 2022-23	FY 2023-24
Annual Turnover of Agencies (In Rupees)			
Average Annual Turnover (for the above three years) in Rupees ----- ----->			

Supporting Documents:

Audited certified financial statements for the last three FYs (**2021-22, 2022-23 & 2023-24**) (Submission of copies of Profit/ Loss Account and Balance Sheet for the respective financial years is mandatory along with this form).

Filled in information in this format must have to be jointly certified and sealed by the CA and the authorized representative of the bidder and to be furnished in original along with the Tender Documents failing which the Bid will be out rightly rejected. No scanned copy will be entertained.

Signature and Seal of the Chartered Accountant with Date in original (with UDIN no)

Authorized Signatory [*In full initials with Date and Seal*]: _____

Communication Address of the Bidder: _____

SECTION - VI*To be enclosed in separate sealed envelope.**[Location, Date]***FINANCIAL BID****To,**

**The State Mission Director, OLM
Department of Mission Shakti,
Government of Odisha, Bhubaneswar, 751012**

Sub: Submission of Financial Bid for Hiring of Agency for Providing IT Facility Management and Comprehensive AMC of IT Equipment under Odisha Livelihoods Mission.

Sir,

I, the undersigned, offer to provide the services for *[Insert title of assignment]* in accordance with your Tender No. _____, Dated: _____. Our attached Financial Bid is for the sum of ***[Insert amount(s) in words and figures*]***. This amount is inclusive GST. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the Tender documents. Items wise rate is given below:

Price Quotation for the below items for comprehensive AMC for One year (Table-A)

SL No	Date/Year of purchase	Name of the Items	Make/Model	SI No	No of Items	Unit Price inclusive of Tax for one Year (in Rs)	(Col 06*07) Total Yearly Amount inclusive of Tax(In Rs)
01	02	03	04	05	06	07	08
1	2017-18	CPU	ACER	UXVJSSIZ30G1921875	1		
2	2017-18	CPU	ACER	UDVHGSIZ216G0411442	1		
3	2017-18	CPU	HP	INA304VW4F	1		
4	2017-18	CPU	ACER	UXB1JSIB22H2090662	1		
5	2017-18	CPU	HP	INA303VDHS	1		
6	2017-18	CPU	HP	INA304VW11	1		
7	2017-18	CPU	HP	INA304VW5B	1		
8	2017-18	CPU	ACER	UXB1JSSIJ51G1192393	1		
9	2017-18	CPU	ACER	UXB1JSIB22H2090661	1		
10	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907J4	1		
11	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907MJ	1		
12	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907KC	1		
13	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907VP	1		
14	31.03.2022	CPU	HP-PC 280G6	1N114907NX	1		

			4 GB 1 TB W10				
15	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	1N114907K8	1		
16	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9PC	1		
17	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGG3	1		
18	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9P5	1		
19	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGG2	1		
20	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BSRC	1		
21	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9KN	1		
22	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BSRB	1		
23	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204BGFM	1		
24	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9PK	1		
25	31.03.2022	CPU	HP-PC 280G6 4 GB 1 TB W10	4CE204B9P7	1		
26	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB, 512 SSD	4CE502CH6T	1		
27	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB, 512 SSD	4CE503B278	1		
28	25.03.2025	CPU	HP- PC SO1 PF2888IN,8GB, 512 SSD	4CE503B25N	1		
29	2012-13	LCD MONITOR 19"	HPLE1902	3CQ2440M8D			
30	2014-15	LCD MONITOR 24"	DEL-S224LC	CN-01MVD1- 64180-48M- 0D7T			
31		LCD MONITOR 19"	ACER	MMLY0SS001 54706950850 0	1		
32	2020-21	MONITOR	ENTER 43.4 CM LED MONITOR- EMOA02	2109041329	1		

33	2012-13	LCD MONITOR 19"	HPLE1902	3CQ2460HGF	1		
34	2016-17	LCD MONITOR 19"	ACER-EB192Q	MMT6MSS00 1621027713E 00	1		
35	2015-16	LCD MONITOR 19"	ACER-EB192Q	MMT3FSS001 546010593B0 0	1		
36	2012-13	LCD MONITOR 19"	HPLE1902	3CQ2440MDF	1		
37	2012-13	LCD MONITOR 19"	HPLE1902	3CQ2460HBN	1		
38	26.04.2023	LED MONITOR 22 "	LG-22MP68VQ	303PMDS005 426	1		
39	31.03.2022	LED MONITOR 19.5"	HP	3CQ1420RL2	1		
40	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KA	1		
41	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112K6	1		
42	31.03.2022	LED MONITOR 19.5"	HP	3CQ14814GQ	1		
43	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KD	1		
44	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112LN	1		
45	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112L4	1		
46	31.03.2022	LED MONITOR 19.5"	HP	3CQ20114W M	1		
47	31.03.2022	LED MONITOR 19.5"	HP	3CQ14813B3	1		
48	31.03.2022	LED MONITOR 19.5"	HP	3CQ20115YJ	1		
49	31.03.2022	LED MONITOR 19.5"	HP	3CQ201160Y	1		
50	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KT	1		
51	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112L6	1		

52	31.03.2022	LED MONITOR 19.5"	HP	3CQ14813GX	1		
53	31.03.2022	LED MONITOR 19.5"	HP	3CQ201160M	1		
54	31.03.2022	LED MONITOR 19.5"	HP	3CQ20112KX	1		
55	25.03.2025	LED MONITOR 19.5"	HP	3CQ44105BZ	1		
56	25.03.2025	LED MONITOR 24 "	HP	CNC3282WB Q	1		
57	UNDER	LED MONITOR 19.5"	HP	3CQ44104HQ	1		
58	31.03.2022	UPS 600 VA	APC	SB221420017 74	1		
59	31.03.2022	UPS 600 VA	APC	SB221420019 05	1		
60	31.03.2022	UPS 600 VA	APC	SB221420060 23	1		
61	31.03.2022	UPS 600 VA	APC	SB221420022 20	1		
62	31.03.2022	UPS 600 VA	APC	SB221420018 21	1		
63	31.03.2022	UPS 600 VA	APC	SB221420074 43	1		
64	31.03.2022	UPS 600 VA	APC	SB221420019 46	1		
65	31.03.2022	UPS 600 VA	APC	SB221420019 20	1		
66	31.03.2022	UPS 600 VA	APC	SB221420019 40	1		
67	31.03.2022	UPS 600 VA	APC	SB221420060 28	1		
68	31.03.2022	UPS 600 VA	APC	SB221420080 62	1		
69	31.03.2022	UPS 600 VA	APC	SB221420080 91	1		
70	31.03.2022	UPS 600 VA	APC	SB221420074 47	1		
71	31.03.2022	UPS 600 VA	APC	SB221420019 13	1		
72	31.03.2022	UPS 600 VA	APC	SB221420025 04	1		
73	31.03.2022	UPS 600 VA	APC	SB221420018 25	1		
74	25.03.2025	UPS 600 VA	APC	B2506G0402 4	1		
75	25.03.2025	UPS 600 VA	APC	B2506G0440 9	1		
76	UNDER	UPS 600 VA	APC	B2506G0959 0	1		

77	2017-18	UPS 600 VA	PARADYNE	21541214	1		
78	2017-18	UPS 600 VA	PARADYNE	21631214	1		
79	2017-18	UPS 600 VA	PARADYNE	21651214	1		
80	2017-18	UPS 600 VA	PARADYNE	21421211	1		
81	2017-18	UPS 600 VA	PARADYNE	21191214	1		
82	2017-18	UPS 600 VA	PARADYNE	21891214	1		
83	22.07.2022	HP All in one	HP-PCA1024-DP0813IN	8CC0512RGF	1		
84	24.02.2025	Apple Desktop	IMAC-M 24" 16 GB/256 GB MWUC3HN/A	JYW3V63P90	1		
85	2020-21	Scanner	Canon-M111092	GXV00954	1		
86	2020-21	Scanner	Canon-M111092	GXV00931	1		
87	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C00000 44 8D11	1		
88	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C00096 25 8D11	1		
89	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03961 8 8D11	1		
90	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03962 3 8D11	1		
91	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03962 7 8D11	1		
92	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03962 8 8D11	1		
93	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03963 2 8D11	1		
94	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03989 7 8D11	1		
95	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03990 0 8D11	1		
96	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03990 3 8D11	1		
97	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03997 4 8D11	1		
98	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03998 4 8D11	1		
99	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03998 9 8D11	1		
100	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03999 2 8D11	1		
101	1.04.2021	Battery	EXIDE 12V/150 AH	A5C1C03999 3 8D11	1		
102	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C00002 6 8D11	1		
103	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C00003 4 8D11	1		
104	1.04.2021	Battery	EXIDE	A5D1C00003	1		

			12V/150 AH	5 8D11			
105	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C00004 0 8D11	1		
106	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1C00004 3 8D11	1		
107	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00440 7 8D11	1		
108	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00441 5 8D11	1		
109	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00441 6 8D11	1		
110	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00441 7 8D11	1		
111	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00441 8 8D11	1		
112	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00442 0 8D11	1		
113	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00442 1 8D11	1		
114	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00442 5 8D11	1		
115	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00442 6 8D11	1		
116	1.04.2021	Battery	EXIDE 12V/150 AH	A5D1D00442 7 8D11	1		
117	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065917 3J94	1		
118	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G912385 1J95	1		
119	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G913801 1J94	1		
120	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G912431 1J95	1		
121	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9G913812 1J94	1		
122	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065853 3J94	1		
123	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065662 3J94	1		
124	01.11.2019	Battery	EXIDE 12V/150 AH	A3J9K065906 3J94	1		
125	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9C317194 1K94	1		
126	01.11.2019	Battery	EXIDE 12V/150 AH	A1K9C31940 9 1K94	1		
127	01.11.2019	Battery	EXIDE 12V/150 AH	A1J9C312678 1K94	1		
128	01.11.2019	Battery	EXIDE 12V/150 AH	A1K9C31949 4 1K94	1		
129	2015-16	Printer	HP LASER PRO MFP M128FW	CNB9G7PK92			
130	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE08072	1		

131	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE04282	1		
132	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE07748	1		
133	2016-17	Printer	CANON F166500	NCCA115780	1		
134	2018-19	Printer	SAMSUNG MULTI EXPRESS K2200ND	ZDXSBJDJ900 00BX	1		
135	2016-17	Printer	HP LASER JET M1005 MFP	CHN8HDG9S 4	1		
136	2015-16	Printer	HP LASER PRO MFP M128FW	CNB9G6D7TX	1		
137	2017-18	Printer	CANON IMAGECLASS MF244DW	WQE04115	1		
138	2018-19	Printer	Samsung- K2200ND	ZDXSBJDJ900 00BX	1		
139	2020-21	Printer	Canon MF244 Dw	YGU38385	1		
140	2021-22	Printer	Xerox Phaser6510 DN(Color)	3378726513	1		
141	05.09.2022	Printer with Xerox	EPSON Printer WF-C- 879R(Color)	X6GS000080	1		
142	2022-23	Printer	Canon GX6070MFD(C olor)	KNJS01036	1		
143	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD91M 4	1		
144	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD925H	1		
145	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD91TT	1		
146	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD92V G	1		
147	2022-23	Printer	HP Printer LJ Pro MFP M329DW	CNDRPD9264	1		
148	31.12.2024	Printer	HP Smart Tank AIO Printer 720(6UU46A) Color	TH4956B1V9	1		
149	31.12.2024	Printer	HP Smart Tank AIO Printer 720(6UU46A) Color	TH4956B1TJ	1		
150	31.12.2024	Printer	HP 790 AIO Smart Ink	TH4915D01J	1		

			Tank (4WF66A)				
151	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7072CMY	1		
152	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7072CLF	1		
153	2017-18	Laptop	HP -HP PRO BOOK 440G4	5CD7313VG6	1		
154	2020-21	Laptop	HP250G7	CND0443L3F	1		
155	2020-21	Laptop	HP250G7	CND0443L10	1		
156	2020-21	Laptop	HP250G7	CND0443F56	1		
157	2020-21	Laptop	HP250G7	CND0443L3R	1		
158	2020-21	Laptop	14-EK0018TX	5CD1051CJ5	1		
159	2020-21	Laptop	15-DK1509TX	CND1100ML2	1		
160	2020-21	Laptop	15-DK1509TX	CND1100MLP	1		
161	2020-21	Laptop	15-DK1509TX	CND1100MM Z	1		
162	2020-21	Laptop	15-DK1509TX	CND1100NDB	1		
163	2021-22	Laptop	MAVBOOK	C02F20PPML 7L	1		
164	2021-22	Laptop	HP-250G8	CND1180H77	1		
165	2021-22	Laptop	HP-250G8	CND1211TV W	1		
166	2021-22	Laptop	HP-250G8	CND1211V7H	1		
167	2021-22	Laptop	HP-250G8	CND1211VRY	1		
168	2021-22	Laptop	HP-250G8	CND1211V62	1		
169	2021-22	Laptop	HP-250G8	CND1211V8S	1		
170	2021-22	Laptop	HP-250G8	CND1211VY9	1		
171	2021-22	Laptop	HP-250G8	CND1211V5D	1		
172	2021-22	Laptop	HP-250G8	CND1211VD3	1		
173	2021-22	Laptop	HP-250G8	CND1211VRC	1		
174	2021-22	Laptop	HP-250G8	CND1211V9K	1		
175	2021-22	Laptop	HP-250G8	CND1211VR6	1		
176	2021-22	Laptop	HP-250G8	CND1211VV2	1		
177	2021-22	Laptop	HP-250G8	CND1211VR9	1		
178	2021-22	Laptop	HP-250G8	CND1211W4 0	1		
179	2021-22	Laptop	HP-250G8	CND1211V8K	1		
180	2021-22	Laptop	HP-250G8	CND1211VW C	1		
181	2021-22	Laptop	HP-250G8	CND1211TVM	1		
182	2021-22	Laptop	HP-250G8	CND1211V34	1		
183	2021-22	Laptop	HP-DK2075TX	CND127CZBH	1		
184	2021-22	Laptop	HP-DK2075TX	CND127D07K	1		
185	2021-22	Laptop	HP-DK2075TX	8CG1358T67	1		
186	2022-23	Laptop	HP-FIREFLY	5CG142CG80	1		
187		NVR	DS-7632NI-K2	DS-7632NI- K2162021122 3CCRRJ2975 4934WCVU	1		
188		DVR	CP-PLUS (CP- UVR-0801E1- V3)	CP2J02347PA G10470	1		

189	22.02.2022	CCTV camera-13 NOS	HIKVISION IP DOME 2 MP, DS-2CD1323G0E-I	DS-2CD1323G0E - I20220118AA WRJ41471405,	13		
190	22.02.2022	POE SWITCH	HIKVISION 8+2 GIGA, 3E0510P-E/M		1		
191		SERVER-CPU	Acer Verton M200-Q87	UDVHGS1216 G0411440	1		
192		SERVER-MONITOR	ACER-TFT17W80PS	406092807388	1		
193		Network Switch-3	Cisco-(SG 350-28)	DNI214203J9	1		
194				DNI214203G8	1		
195				DNI21070BZW	1		
196		Network Switch-1	Dig Sol (DG-GS1528)	01005N3002680	1		
197		Multi WAN host Port Router-1	IP-Com(M50)	M5982011017000235 D8380DAE1460	1		
198		Wifi Router (2ns)	D- link (R12)	U85N124005470	1		
199				U85N124005359	1		
200		Wifi Router (8nos)	Tenda (AC10)	W7883110138008397, E7883010106000019, E7883110138005312	8		
201		Wifi Router (2nos)	Tenda (AP5)	E6312010929003312	2		
202		Wifi Router (1nos)	Tenda (F3)		1		
203		EPABX(Int ercom)-1	Matrix		1		
204		Online UPS-1	BPE (HX13120L30) 20 KVA	H25B17B00205	1		
205		UPS	SU-KAM (3.5KVA/48V DSW)	56920F10211610150014	1		
206		UPS	SU-KAM (3.5KVA/48V DSW)	56920F10211610150024	1		
207		UPS	SU-KAM (3.5KVA/48V DSW)	56920F10211009150053	1		
208		Inverter	Luminou Eco WATT NEO	F7NCRDB1076218	1		
209	09.8.2014	Bio Metric	x2008	77143200200	1		

*The above cost will be paid as per the actual no of units required for AMC services, the units of items may be increase of decrease during the AMC period, payment will be made accordingly on monthly basis.

Price Quotation format for Service engineers(Table-B)

Category of the Employee	Rate per person per month (in Rs)				
	1	2	3	4	5
	Home Take (Per month)	EPF (Per month)	ESI (Per month)	(Sum of Col. 1 to 3) Total Price to be quoted excluding Taxes. (Per month)	Col. 5 X 12 months Total Price for 12 Months
System Support Engineer (Remuneration Fixed Rs 30000/-inclusive of all statutory benefits)					
Asst. System Support Engineer (Skilled category as per Labour & ESI Department latest notification)					

Total quoted price in Table-C (as per Column- 5) in Rs. _____ (In Figure)

_____ (In Words)

*The above cost will be paid on monthly basis on submission of work done report for the period and time sheet.

Summary Sheet:-

SI No.	Particulars	Amount in Rs. (Inclusive of all Taxes, levies and Cess etc.)
1.	Table –A (Including Taxes)	
2.	Table –B (Including Taxes)	
3.	Any other Charges (Including Taxes)	
Grand Total Quoted Amount		

N.B:-Lowest Price shall be evaluated by summing up Sl. 1 to Sl. 3 of Summary Sheet Including all taxes.

Grand total quoted price in Rs. _____ (In Figure)

_____ (In Words)

I have carefully read and understood the terms and conditions of the Tender Documents and do hereby undertake to provide the service accordingly. I understand that you are not bound to accept any Bid you receive.

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

Notes:

1. No escalation shall be allowed under any circumstances.
2. The bid with lowest evaluated amount will be awarded with contract.

3. *The OLM will not be bound to accept the lowest quotation and work order can be placed on any other firm whose service are found superior or as per the requirements of OLM The decision of the OLM shall be final in this regard.*
4. *In case of any wrong calculation found in total amount/average amount, the unit price shall be considered for the evaluation.*
5. *The tenderer must understand the work before quoting. The submission of quotation shall be deemed to have been done after careful study and examination of the tender papers as well as site of work with full understanding of the implication there-of.*

SECTION – VII*to be enclosed with technical bid*

ANNEXURE-A
BID SUBMISSION CHECK LIST

S/no	Description	Submitted (Yes/No)	Page No.
TECHNICAL BID			
(PART – A)(ORIGINAL)			
1	Filled in Bid Submission Check List (ANNEXURE-A)		
2	Covering Letter (TECH -1)		
3	Copy of Certificate of Incorporation / Registration of the Bidder		
4	Copy of PAN		
5	Copy of Goods and Services Tax Identification Number (GSTIN)		
6	Copy of Telephone bill/Phone bill/rent agreement in support of local address.		
7	Copy of ISO Certificate if any		
8	Copy of EPF registration		
9	Copy of ESI registration		
10	Bid Processing Cost		
11	Bid Security		
12	Certificate of latest empanelment of agency/ registration under OCAC		
13	General Details of the Bidder (TECH - 2)		
14	Financial details of the bidder (TECH – 3) along with all the supportive documents such as copies of Income-Expenditure Statement and Balance Sheet for the concerned period		
15	List of completed assignments of similar nature (Past Experience Details) (TECH – 4) along with the copies of work orders for the respective assignments/ empanelment letter.		
16	Undertaking for not have been black-listed by any Central / State Government/any Autonomous bodies during its business career. Annexure-B		
FINANCIAL BID (Part-B) in a separate envelope			

Undertaking:

- *All the information has been submitted as per the prescribed format and procedure.*
- *Each part has been separately bound with no loose sheets and each page of all the two parts are page numbered along with Index Page.*
- *All pages of the Bid have been sealed and signed by the authorized representative.*

Authorized Signatory [In full and initials]:_____

Name and Designation with Date and Seal: _____

Signature : _____

ANNEXURE-B

FORMAT FOR AFFIDAVIT CERTIFYING THAT BIDDER IS NOT BLACKLISTED

Affidavit

I M/s. , (the name of the Bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s/chief executive officer/ directors/managers are not barred or blacklisted by any government or government instrumentality or public sector in India or in any other jurisdiction to which we or our Affiliates belong or in which we or our Affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting exists as on the Proposal Due Date.

We further confirm that we are aware our interest for Providing **Providing IT Facility Management and Comprehensive AMC of IT Equipment** under OLM would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this Tender at any stage of selection and/or thereafter during the term of the Contract.

Dated this.....Day of ,2025.

Authorized Signatory [In full and initials]:_____

Name and Designation with Date and Seal: _____

Signature:_____