NOTICE INVITING TENDER

1.0  **Tender for ` Annual Maintenance (AMC) of IT System installed in EPI, Kolkata**

Sealed percentage rate tenders are invited by Engineering Projects (India) Ltd. as per the brief particulars of scope mentioned hereinafter, for Annual Maintenance (AMC) of IT System installation in EPI, Kolkata from the eligible and interested bidders who are well experienced in the field of maintenance of IT Systems for the following work:-

<table>
<thead>
<tr>
<th>Package No.</th>
<th>NAME OF WORK</th>
<th>ESTIMATED COST (RS)</th>
<th>TIME OF COMPLETION (Twelve Months)</th>
<th>EMD DEPOSIT (RS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Annual Maintenance (AMC) of IT System installation in EPI, Kolkata</td>
<td>--------</td>
<td>12 months</td>
<td>Rs 3000 (Rupees three thousand one Only)</td>
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</table>
The brief scope of work included in Annexure - I, II, III & IV. The detailed scope of work is given in the tender documents.

Time schedule of Tender activities:

(i) Date & Time for sale/Downloading of tender documents: up-to 03.03.2014- up-to 16.00 Hrs IST.

(ii) Last Date & Time of submission of Tenders: On or before 04.03.2013 up to 13.30 HRS IST.

(iii) Date & Time of opening tender (Techno-Commercial Bid): 04-03-2013 at 15.00 Hrs IST.

Contractors who fulfill the following basic qualifying requirements are eligible to participate in this tender:

**Pre-Qualification condition**

1. The organization who have been executing Annual Maintenance Contract (AMC) of Computer and peripheral devices at least for last 3 (three) years (In support of this, necessary documents is to be furnished with tender).

2. The organization who have executed AMC of order value Rs50,000 only or above in a single contract in last 3 (three) years (documentary evidence is to be submitted with tender).

3. List of service engineer with name, qualification and experience in years to be submitted.

4. The organization must have a running office (set up) in or around Kolkata.
2.0 Tender documents comprising of the following are available on the website of EPI: www.epi.gov.in

(i) Notice Inviting Tender, Instruction to Tenderers, General Conditions of Contract, Addendum to IT, GCC & Memorandum – Annexure-V (Vol-I)

(ii) Terms & Conditions, Scope of work & List of Computers, printers and other devices – Annexure-I, II & III (Vol-II)

(iii) Price Bid /Bill of Quantity –Annex-IV (Vol-III)

3.0 The complete tender document are available on the website and the same can be downloaded by the intending bidders directly from EPI website. The tender fee of Rs. 5,00/- (Rupees Five hundred Only) (non-refundable) by Crossed Demand Draft / Pay Order favoring Engineering Projects (India) Ltd.’ payable at New Delhi shall be submitted by the bidder along with their bid in Envelope – I.

Tender documents can also be obtained from the office of AM(MMD), Engineering Projects (India) Ltd, 50, Chowringhee Road, Kolkata-700071 from 11.00 Hrs to 16.00 Hrs on all working days (Monday to Friday) except Public Holidays, on submission of request letter along with the tender fee of Rs. 5,00/- (Rupees Five hundred Only) (non-refundable) by Crossed Demand Draft / Pay Order favouring ‘Engineering Projects (India) Ltd.’ payable at Kolkata. Issuance of Tender Documents to any Tenderer shall, however, not construe that the Tenderer is considered qualified for the tender work and the same may be rejected if on detailed scrutiny the document submitted along with the tender are found to be unsatisfactory. The decision of EPI in this regard shall be final and binding on the Tenderer.

4.0 All Tenders shall be accompanied by Earnest Money Deposit (EMD) as stated above. This can be in the form of crossed Demand Draft or Pay Order of any Nationalized Bank / Scheduled Bank for the full amount of EMD payable favouring “Engineering Projects (India) Ltd” payable at Kolkata or in the form of Bank Guarantee of any Nationalized Bank / Scheduled Bank, in accordance with the prescribed performa. The EMD shall be valid for minimum period of 150 days (One Hundred Fifty Days) from the last day of submission of Tender. Tenders submitted without EMD or with inadequate amount of EMD shall be rejected.

5.0 The Terms & Conditions contained in the NIT and tender document should be applicable.
6.0 Tender documents shall be issued by and submitted
to:
Assistant Manager (MMD)
Engineering Projects (India) Ltd.
50, Chowringhee Road,
Kolkata-700071

7.0 In case of any unscheduled holiday takes place on the last day of issue of Tender/Submission of tender, the next working day will be treated as scheduled day and time for issue/submission of tender.

8.0 The corrigendum or addendum, extension, cancellation of this NIT, if any, shall be hosted on the EPI’s website. The bidders are required to check EPI’s website regularly for this purpose, to take into account before submission of tender. All Corrigendum and addendum are to be submitted duly signed & stamped. All bidders are advised to check especially EPI website www.epi.gov.in regularly.

9.0 The price bid of those bidders whose bid has been technically accepted on the basis of documents submitted shall be opened with prior intimation to them. However, it is made clear that the offer of the L-1 bidders shall be accepted subject to the confirmation of authentically of the PQ documents/BG from the concerned department/bank.

10.0 Tenderers have to confirm whether they are registered under MSME Act or not, if so, relevant copy of the registration letter is to be attached in Envelope-1

11.0 EPI reserves the right to accept any tender or reject any or all tenders or annul this tendering process without assigning any reason and liability whatsoever and to re-invite tender at its sole discretion. The corrigendum, extension, cancellation of this NIT, if any, shall be given on EPI’s website: www.engineeringprojects.com only. The intending Tenderers are requested to visit EPI’s website regularly for this purpose.

Assistant Manager (MMD)
Engineering Projects (India) Ltd.

Dated: 24-03-2014