

## Bid Document

Bid Details	
<b>Bid End Date/Time</b>	06-08-2021 14:00:00
<b>Bid Opening Date/Time</b>	06-08-2021 14:30:00
<b>Bid Life Cycle (From Publish Date)</b>	90 (Days)
<b>Bid Offer Validity (From End Date)</b>	30 (Days)
<b>Ministry/State Name</b>	Gujarat
<b>Department Name</b>	Revenue Department Gujarat
<b>Organisation Name</b>	Settlement Commissioner And Director Of Land Records
<b>Office Name</b>	Ahmedabad
<b>Item Category</b>	Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; Lenovo , Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; Acer , Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; hp , Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; other , Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; HCL , Annual Maintenance Service - Desktops, Laptops and Peripherals - Printer ( Monochrome , Laser , Separate Drum and Tonner ); Lexmak , Annual Maintenance Service - Desktops, Laptops and Peripherals - Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range); hp , Annual Maintenance Service - Desktops, Laptops and Peripherals - Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range); Samsung , Annual Maintenance Service - Desktops, Laptops and Peripherals - Printer ( Monochrome , Laser , Separate Drum and Tonner ); Canon
<b>Contract Period</b>	12 Month(s) 5 Day(s)
<b>Years of Past Experience required</b>	1 Year (s)
<b>Past Experience of Similar Services required</b>	Yes
<b>MSE Exemption for Years Of Experience and Turnover</b>	Yes
<b>Startup Exemption for Years Of Experience and Turnover</b>	Yes
<b>SHG Exemption for Years Of Experience and Turnover</b>	Yes
<b>Document required from seller</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

Bid Details	
<b>Bid to RA enabled</b>	No
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Floor Price</b>	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
<b>Estimated Bid Value</b>	9800
<b>Evaluation Method</b>	Total value wise evaluation

#### EMD Detail

Required	No
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#### ePBG Detail

Required	No
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#### Splitting

Bid splitting not applied.

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
5. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

#### Additional Qualification/Data Required

**Asset Details and its Distribution across the consignee /user locations:**[1627373954.pdf](#)

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Desktop PC; Lenovo ( 12 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Desktop PC
Make/Brand of Assets	Lenovo
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	12	N/A

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Desktop PC; Acer ( 38 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Desktop PC
Make/Brand of Assets	Acer
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE

Specification	Values
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	38	N/A

#### Annual Maintenance Service - Desktops, Laptops And Peripherals - Desktop PC; Hp ( 20 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Desktop PC
Make/Brand of Assets	hp
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	20	N/A

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Desktop PC; Other ( 13 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Desktop PC
Make/Brand of Assets	other
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	13	N/A

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Desktop PC; HCL ( 1 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Desktop PC
Make/Brand of Assets	HCL
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	1	N/A

### Annual Maintenance Service - Desktops, Laptops And Peripherals - Printer ( Monochrome , Laser , Separate Drum And Tonner ); Lexmak ( 12 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Printer ( Monochrome , Laser , Separate Drum and Tonner )
Make/Brand of Assets	Lexmak
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

**Additional Specification Documents****Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	12	N/A

**Annual Maintenance Service - Desktops, Laptops And Peripherals - Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range); Hp ( 36 )****Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Asset	Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range)
Make/Brand of Assets	hp
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

**Additional Specification Documents****Consignees/Reporting Officer and Quantity**

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	36	N/A

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range); Samsung ( 17 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Multifunction Printer ( Monochrome , Laser , Separate Drum & Tonner, Mid Range)
Make/Brand of Assets	Samsung
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	17	N/A

## Annual Maintenance Service - Desktops, Laptops And Peripherals - Printer ( Monochrome , Laser , Separate Drum And Tonner ) ; Canon ( 1 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Asset	Printer ( Monochrome , Laser , Separate Drum and Tonner )
Make/Brand of Assets	Canon
Status of Annual Maintenance Service Provider	Neither OEM nor ASP
Periodicity of Preventive Maintenance Services	Monthly
Onsite Service Engineers Requirement	NONE



Specification	Values
Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines	Inclusive
<b>Addon(s)</b>	

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Service Number of each Asset for AMC	Additional Requirement
1	Ashish Modi	380013,DEPUTY DIRECTOR LAND RECORDS, AHMEDABAD, "AHMEDABAD JILL MOJANI SEVA SADAN" BHIMAJIPURA CROSS ROAD, NR. JYOTI SANGH, NAVA VADAJ AHMEDABAD-380013	1	N/A

#### Buyer Added Bid Specific Additional Terms and Conditions

1. AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.
2. Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.
3. Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).
4. OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.
5. PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.
6. Procurement under this bid is reserved for purchase from Micro and Small Enterprises from the State of Bid Inviting Authority whose credentials are validated online through Udyog Aadhaar for that product category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service.
7. Procurement under this bid is reserved for purchase from Micro and Small Enterprises whose credentials are validated online through Udyog Aadhaar for that product category. If the bidder wants to avail the reservation benefit, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service.
8. WORLD BANK TERMS AND CONDITIONS: Special Terms and Conditions as defined by world bank at [click here](#) will also be applicable. APPLICABLE ONLY IN CASE OF WORLD BANK FUNDED PROJECTS.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---Thank You---**