

# WEST BENGAL STATE CONSUMERS' CO-OPERATIVE FEDERATION LIMITED

MEMO NO. 3070/C-109 /2013-14, DATE: 30-12-2015

## **INVITATION OF QUOTATION FOR ANNUAL MAINTENANCE CONTRACT (COMPUTER)**

Quotation are hereby invited by CONFED-WB for AMC of computers and accessories with following terms and conditions for the following assets.

<b>SL NO.</b>	<b>PARTICULARS</b>	<b>QUANTITY</b>
01	Desktop PC	08 Nos.
02	Laptop	01 No.
03	Dot Matrix Printer	02 Nos.
04	HP DeskJet Printer	01 No.
05	HP LaserJet Printer	01 No.

### **Scope of Work / Terms and Conditions .**

1. The contract would be comprehensive including replacement of parts. The maintenance service will include service and breakdown maintenance of all computer Hardware /Software items (Including Monitor, keyboard, Mouse. Operating System etc.) along with printer ,UPS (Excluding printer cartridge /Plastic Parts/Printer Head and UPS battery ) installed in office.
2. Vendor should be in the respective field for at least five years.
3. Vendor should have expertise in maintenance and repairing of servers, Computer, Laptops, Printers, Ups, etc.
4. Bill shall be raised by vendor on quarterly basis.
5. Calls should be attended within 24 Hrs of lodging the same.

Quotations should be furnished with all the documentary evidences and the pages should be self-attested by the authorize signatory.

Rate should be exclusive of taxes.

Vendors should mention their PAN, Service Tax & VAT No. in the quotation.

Quotation should be submitted within 08.01.2016 by 12.00 Hrs.

The same will be opened on 08.01.2016 at 2.00 P.M. in the presence of the authorized person of the vendors.

Authority of CONFED-WB is not bound to accept the lowest rate.

Interested vendors may visit CONFED office on any working day upto 07.01.2016 between 12 noon and 4 P.M.

