

No. F 5-IV (42) - STORE/ DHS/2023-24
GOVERNMENT OF TRIURA
DIRECTORATE OF HEALTH SERVICES

Dated, Agartala, the 14/08/2024

SHORT NOTICE INVITING QUOTATION

Sealed quotations are hereby invited by the Director of Health Services, Government of Tripura, Agartala from the reliable resourceful experienced valid license holder for Annual Maintenance Contract of Desktop Computer, Multifunction Printer, Mono Laser Printer, Internet Connectivity, UPS, High Speed Scanner & Laptop of this Directorate for a period of 1 (one) year from the date of issue of work order.

Details are as follows:-

Sl No	Desktop Computer	Mono Laser Printer	Multifunction Printer	High Speed Scanner	UPS	Laptop Computer	Internet Connectivity
Quantity	129	71	52	06	124	01	120

The last date of receiving the quotation is 23/08/2024 up to 5.00 PM

Terms and Conditions


1. Quotation shall be submitted in sealed envelope in two bid system Technical bid and financial bid addressing to Director of Health Services, Government of Tripura, P.N. Complex, Gurkhabasti, Agartala-799006 within **23/08/2024** up to 5.00 PM.
2. Xerox copy of PAN Card should be submitted with the quotation.
3. Income Tax and GST Registration Certificate with return should be submitted with the quotation.
4. Valid Trade License Certificate should be submitted with the quotation.
5. Bidder should keep a ready stock of Spare Parts at their custody which will have to be manufactured by the OEM.
6. Income Tax, GST and other taxes will be deducted from the bills as per guideline of the Government.
7. The bidder should submitted an **experience of minimum 02 years of providing same category services.**
8. Normal servicing is to be done after every 15(fifteen) days by the successful service provider.
9. Payment to the successful bidder shall be made on bill basis only after successful completion of the work and services.
10. Bill along with service report duly signed by the Section In-charges should be submitted to the Director of Health Services.
11. The approved firm should have to send their technical expert within 12 hour after the nature of fault is communicated by telephone and when required in between 10.00 to 5: 30 pm for repairing in working days.
12. The faulty machine should be repaired for the smooth running of the office work and report will duly signed by the Section In-charge should be submitted.
13. The rates should be quoted in both figure and in words in the prescribed format.
14. L₁ firm will be selected on the basis of total amount quoted for these works.

Sl.No	Name of the Items	AMC charge per unit without GST	GST Percentage (%)	GST Amount	Gross Amount
1	Desktop Computer				
2	Multifunction Printer				
3	Mono Laser Printer				
4	Internet Connectivity				
5	UPS				
6	High Speed Scanner				
7	Laptop				

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15. The selected service provider should give an undertaking that he/she will provide services on the same rate submitted by him/her if the number of Desktop Computer, Multifunction Printer, Mono Laser Printer, Internet Connectivity, UPS, High Speed Scanner & Laptop in creases in future is within this AMC period.
16. Payment will be made on half yearly basis.
17. The Director of Health Services, Govt. of Tripura, reserves the right to accept or reject any quotation or also may cancel the SNIQ without assigning any reason.



I/C Director of Health Services
Government of Tripura Agartala.

Copy to the notice board of:-

1. The Director of Family Welfare & P.M., Govt. of Tripura,
2. The Director of Panchayat, Govt. of Tripura, Agartala
3. The Receipt Despatch Section, Directorate of Health Services.



I/C Director of Health Services
Government of Tripura, Agartala.