



DIPLOMA IN FISHERIES ENGINEERING
(Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli)
Shirgaon, Ratnagiri, Maharashtra State - 415 629
Email: dfertg2011@gmail.com, principaldfe-dbskkv@gov.in

No. DFE /Computers /AMC /306/ 2022.

Date : 20 DEC 2022

To,
ON DBSKKV, DAPOLI WEBSITE (www.dbskkv.org)

Subject : - Supply of Quotations for the 'Annual Maintenance Contract on Call Basis for Computer, Accessories and Peripherals' as per the enlisted terms and conditions.

Sir,

This College intends to have a *'Annual Maintenance Contract on Call Basis for Computer, Accessories and Peripherals' as per the enlisted terms and conditions.*

You are requested to quote your competitive rates, as per the below mentioned *Terms & Conditions of the Contract :*

1. Quotation should be sent in a **Sealed Envelope** super scribing **'Quotation for Annual Maintenance Contract on Call Basis for Computers, Accessories and Peripherals'** by post.
2. The Demand Draft Commission as well as postage charges towards payment of the services is to be borne by the assigned party. Please enclose a copy of Certificate stating that applicant is a Authorized Service Provider along with the quotation.
3. **Computer Unit** will consist of all the existing Computer Components, Accessories and Peripherals, Networking Equipment's and installed software's of the unit. (i.e. say The complete CPU, Server, CD - ROM / CD - R / DVD / HDD / Zip / DAT Drives, Monitor, Keyboard, Mouse, all types of Printer, Modem, Scanner, UPS, Routers, Networking Equipments, Software & Internet support etc.)
4. The assigned party /computer maintenance service provider will have to undertake the inspection and general/preventive maintenance for **all Computer Units* available with the Diploma in Fisheries Engineering, Shirgaon, Ratnagiri in working condition {which includes Computer Laboratory, various Sections like Diploma Library, Diploma Office, Boys and Girls Hostel etc.}; per month. As on date Diploma has 25 PCs, 02 Laptops, 02 Printers, 1 Scanner, LAN Networking & Broadband Internet System Computer Lab etc. (*Computer Unit as defined at point no. 1 above)**
5. The assigned party will have to attend a total of **12 Calls per annum**, (i.e. one call per month on a pre-assigned day). Additional calls if any shall be attended within 24 Hrs after intimation on working days. The assigned party will have to submit inspection report and state the repair estimate, if any, for the computer Units inspected, every visit/month.

6. The quotation should clearly state the **total charges for all the 12 Calls per annum which includes inspection, general/preventive maintenance and repair estimate, if any, of the Computer Units.**
7. The repair procedure will be undertaken by this office by following either one of the procedure mentioned below :-
 - a. If the estimated expenditure towards the said repairs is below Rs 5,000/- the assigned party will be required to carry out the repairs immediately.
 - b. If the expenditure towards the said repairs is above Rs 5,000/- this office will have the right to call for quotations from competitive bidders.
8. **Payment Terms & Conditions :-**
 - a. 100 % of the total payment of the Annual Maintenance Contract will be made at the time of signing the Contract.
 - b. The assigned party will be required to furnish a Bank Guarantee for the amount equivalent to 25 % value of the total payment. The Bank Guarantee should be valid for the period of the Contract i.e. one calendar year from the date of signing the contract. The Bank Guarantee should be subject to the satisfactory service given by the assigned party and Certified by the Principal, Diploma in Fisheries Engineering, Ratnagiri.
 - c. Payment for the repairs undertaken will be done as per the account procedure of this office, after Inspection & Certification by the undersigned of the repair work undertaken.
9. The computer maintenance service provider will be required to submit information regarding the GST Number and Copy of Pan Card of the Proprietor, Income Tax Clearance Certificate for the last Three years, Shop License / Shop Registration Certificate, Client list of Company/Dealer and total experience in the field along with the quotation.
10. Contract Period will be for twelve months (one year) effective from the date of signing the contract.
11. The undersigned reserves the right to reject any or all quotations without giving any reason thereof....
12. Quotation complete in above details should be sent to :

**The Principal, Diploma in Fisheries Engineering, Shirgaon, RATNAGIRI, Pin : 415 629
(Maharashtra)**

ON OR BEFORE: 09/01/2023

Yours Faithfully,

Asmohite
Principal,

**Diploma in Fisheries Engineering,
Ratnagiri.**