

BCCL

**BHARAT COKING COAL LIMITED**

(A SUBSIDIARY OF COAL INDIA LIMITED)

Koyla Bhawan, Koyla Nagar**DHANBAD (Jharkhand) 826 005****EDP Department**

TENDER NO- BCCL/EDP/F-7/2010/

DATE:

DUE DATE & TIME FOR SUBMISSION: 18/03/2010 upto 1pm**DUE DATE & TIME FOR OPENING: 18/03/2010 at 3pm****LIMITED TENDER ENQUIRY****To,****M/S** _____

Dear Sirs

Sub: Notice Inviting Tender for Comprehensive maintenance of Computers installed at different locations of BCCL.

1. Sealed tenders are invited in duplicate from you for Comprehensive maintenance of 100 nos. of P3 machines installed at different locations of BCCL whose details are given below.

| ITEM | SPECIFICATIONS | SETS |
|------|--|------|
| 1 | HCL Infinity Plus BL-1055 (P3), Dot Matrix Printer TVSE, 345/335 and other accessories | 91 |
| 2 | HCL Infinity Plus BL-1055 (P3), Color Inkjet Printer HP-3325 and other accessories | 8 |
| 3 | HCL Infinity Plus BL-1055 (P3) Laser Printer HP-1000 and other accessories | 1 |

2. The offers are to be submitted before the closing date and time as mentioned above.
3. Tenders may be deposited in person by the tenderer in the tender box kept at EDP department, office of GM(Systems), Bharat Coking Coal Limited , Koyla Bhawan, Koyla Nagar, Dhanbad-826005 (Jharkhand) or sent by post or courier to the above address. Bharat Coking Coal Limited, however, do not take any responsibility for loss of tender in transit, Postal delay etc. A tender which has not been received on the due date and before the time of opening of the tender, will not be considered. No request for relaxation in this respect will be entertained.
4. Tenders sent through telegram, telex, Fax or E-Mail will not be considered.
5. Quotation against this Tender Enquiry must be submitted in the following way:
- 5.1) In Part I:
- i. Technical details with technical specification
- ii. Commercial terms without price.
- 5.2) In Part II: Price only - it should be in Part II- Price bid as per the price bid format only given on Page 4.
6. The offers are to be submitted in Two Parts:
- a. The first part "Part-I i.e. Techno-commercial Offer" should contain the detailed technical and commercial terms of the offer. However this should not contain the price. The envelope should be sealed, superscribed with the tender number and date of opening and must be marked Part-I.

- b. The second Part "Part-II i.e. Price Bid" should contain the details of price in the price bid format only as given on page 4 of this document. The envelope should be sealed, superscribed with the tender number and the date of opening and must be marked Part II.
7. Both the above envelopes should be put in another envelope which should be sealed, superscribed with the tender number and the date of opening with the bidders name and address.
8. Part - I (Techno commercial Offer) will be opened on the due date of tender opening in presence of the authorized representative of the attending bidders

NOTE

- a) Tenders not submitted in the above manner will not be accepted.
- b) If tenderer disclose their price in the techno-commercial bid (Part-I), the offer will be re-scaled and will be treated as invalid offer.
9. The price bids i.e. Part- II of only those tenders whose Part- I is found to be techno-commercially acceptable to BCCL will be opened later on. Date and time of opening will suitably be intimated to such bidders whose offers are found techno-commercially acceptable.
10. Bharat Coking Coal Limited reserves the right to accept or reject any or all offers in part or in full without assigning any reasons thereof. No dispute of any kind can be raised against this right of the buyer in any court of law or elsewhere.
11. Printed terms and conditions of the vendor shall not be considered. Tenderers are requested to submit their offer complete in all respects maintaining serial number of items, terms and conditions as per tender documents along with all supporting documents failing which offer may not be considered & no further clarification on technical commercial aspects may be entertained.
12. Normally no deviation is acceptable to our tender documents. Terms and offers which are in deviation are liable for rejection without asking back reference to the tenderers. Offers as asked must be submitted complete in all respects.
13. Self attested copies of orders received from subsidiaries of CIL or any other Govt. Undertaking or Dept. for the quoted items may be submitted along with the offer in the Part-I (Techno-commercial offer).
14. The complete offer should be typed in the letter head of the tenderer (Hand written quotation will be summarily rejected) If firm's letter heads are not sufficient to accommodate technical and pricing details preferably bigger papers may be used , such sheets along with other pages of the offer should be signed and stamped by company's authorized signatory.
15. All pages of tender documents should be signed with company's seal. This is must and tenders will be rejected without seal and signature.
16. Erased/over written quotations will be summarily rejected unless corrections are authenticated with the tenderer's signature.
17. For any clarification, the bidder may contact GM(System), BCCL.
18. All other standards terms and conditions of BCCL will also apply for this Tender.
19. Tenderers may inspect the PCs/Printers/other accessories for detailed specification/ Configuration before submitting their offers.

Special terms and Conditions

1. Scope of Work

- (a) The successful bidder will provide comprehensive maintenance for PCs (location as per Annexure-I) including its accessories (like, Keyboard, Mouse, Monitor, CPU, Printer, cables, connectors etc.) listed in **Annexure-I**, that includes replacement of defective/unserviceable parts including Print Heads of DMPs. The defective parts will be replaced with parts having equivalent quality in performance.
- (b) Each PCs including its accessories would undergo preventive maintenance once in every quarter. Joint certificate to be signed every quarter.
- (c) In the event of breakdown the successful bidder shall ensure that the fault will be attended within 24 hours from the date / time of intimation by BCCL.
- (d) The successful bidder must have a local Office at Dhanbad.
- (e) The successful bidder will maintain adequate spare parts at Dhanbad.
- (f) The successful bidder will provide contact telephone No. to the concerned area/location of BCCL (as per list in Annexure-I) as well as to the EDP Dept-HQ.
- (g) The contract may be terminated by the BCCL anytime during the contract period in case of failure to maintain the equipments properly.

2. Period of Contract.

The comprehensive annual maintenance contract will be for a period of two years from the date of firm order with successful bidder.

3. Comprehensive AMC charges

Comprehensive AMC charges should be firm and quoted **for two years** for each of PCs including its accessories listed in **Annexure-I**. It should be clearly indicated whether service tax or any other tax is to be charged separately or not.

4. Uptime guarantee

The successful bidder should ensure 95 % uptime of the system listed in Annexure-I. The uptime and downtime penalty will be calculated as per para (8) of special terms & conditions

5. Payment Terms

The rate of the AMC should be firm during the contractual period. The AMC charges will be paid on quarterly basis after expiry of each quarter on submission of pre-receipt bills along with uptime certificate duly authenticated by the concerned users in triplicate by the successful bidder to BCCL. An amount of any shortfall from the Uptime guaranteed (i.e. 95 %) will be deducted from the billed amount for that quarter.

6. **Paying Authority :** Finance Manager(Pay), BCCL, HQ, Koyla Bhawan.

7. **Locations of PCs:** as per Annexure-I.

8. Downtime Penalty

8.1 The successful bidder should guarantee 95 % availability (uptime) for PCs including its accessories listed in Annexure on quarterly basis.

8.2 PCs including its accessories downtime will be reckoned only during the working hours i.e. 9.30 hours to 17.30 hours (8 hours) on BCCL working days. Down time beyond these hours on a working day would be excluded. For example, if the down time starts at 12.00 hours on a day and extends upto 11.00 hours the following working day, the down time should be calculated as below:

First day: from 12.00 hours to 5.30 hours, equal to 5.30 hours.

Second day: from 9.30 hours to 11.00 hours, equal to 1.30 hours

Total down time = 7 hours.

8.3 The downtime period will start from the time and date of reporting complaint to the successful bidder.

8.4 The availability percentage will be calculated for each quarter. Penalty will be imposed on pro-rata basis, if availability falls below 95 % .Thus

$$\text{Penalty} = \frac{(95 \% - \text{actual availability}) \times (\text{AMC Charge}/4)}{95 \%}$$

8.5 No bonus or additional sums shall be payable if availability is more than 95 %.

8.6 Actual availability percentage for each PCs including its accessories will be calculated as follows.

$$\text{Actual Availability \%} = \frac{(\text{No. of working days in the quarter} \times 8) - (\text{Downtime hours during the quarter})}{\text{No. of working days in the quarter} \times 8} \times 100$$

8.7 Penalty for any quarter to be imposed will be calculated on the basis of the following table-

| Availability percentage (rounded) | Penalty |
|-----------------------------------|--|
| 95 % and above | Nil |
| 85 % and above | As per calculated in 8.2,8.4 & 8.6. |
| 50 % to 84 % | Double the calculated amount as per rate calculated in 8.2, 8.4 & 8.6. |

9. The bidder should confirm the unconditional acceptance of all terms and conditions of the NIT by signing along with Official stamp of the Company at each page of this LTE and submit in the Part-1 of their bidder.

(SURENDRA KUMAR)
GM(Systems)

Price Bid Format

| ITEM | SPECIFICATIONS | Set (S) | Comprehensive Maintenance Contract Rate per set per month (R) | Total Value (T= R * S *24) |
|------|---|---------|---|----------------------------|
| 1 | HCL Infinity Plus BL- 1055 (P3), Dot Matrix Printer TVSE, 345/335 and other accessories | 91 | | |
| 2 | HCL Infinity Plus BL- 1055 (P3), Color Inkjet Printer HP- 3325 and other accessories | 8 | | |
| 3 | HCL Infinity Plus BL- 1055 (P3) Laser Printer HP-1000 and other accessories | 1 | | |

Grand Total Value (T1+T2+T3) = (In Fig.):

(In Words):

ANNEXURE – I
List pf PCs and other Accessories

| SLNO | AREA | LOCATION Details | CPU NO |
|------|------|--|--------------|
| 1 | 1 | BARORA GM A.SARKAR | 2032A0005233 |
| 2 | 1 | BARORA-MURADIDH PROJECT,SERVAY | 2032A0005234 |
| 3 | 3 | GOVINDPUR FIN. S.M.BHATTACHARJE | 2032A0005238 |
| 4 | 3 | GOVINDPUR GM(SECTT)..B.C.SARKAR | 2032A0005229 |
| 5 | 3 | GOVINDPUR. FIN RATHOR. | 2032A0005183 |
| 6 | 4 | KATRAS- E&M, C.S.NAIR | 2032A0005262 |
| 7 | 4 | KATRAS(FIN.) U.THAKKAR | 2032A0005200 |
| 8 | 4 | KATRAS-SALES D.P.MISHRA | 2032A0005232 |
| 9 | 5 | SIJUA AREA, K.K.CHAKRABROTY | 2032A0005207 |
| 10 | 5 | SIJUA AREA, K.K.CHAKRABROTY | 2032A0005184 |
| 11 | 5 | SIJUA AREA, M.S.CHAKRABROTY | 2032A0005213 |
| 12 | 6 | KUSUNDA,FIN. H.S.GOSWAMI | 2032A0005263 |
| 13 | 7 | P.B.AREA(PROJECT OFF)A.KUMAR | 2032A0005178 |
| 14 | 8 | KUSTORE(FIN) A.K.SINGH | 2032A0005188 |
| 15 | 9 | BASTACOLLA, E&M OFF(D.K.MISHRA) | 2032A0005186 |
| 16 | 10 | LODNA EXCAV.(N.TISHRA) K.DEV | 2032A0005239 |
| 17 | 10 | LODNA EXCAV.(S.TISRA) K.DOME | 2032A0005223 |
| 18 | 10 | LODNA FIN. S.S.JHA | 2032A0005169 |
| 19 | 10 | LODNA GM T.K.BANERJEE | 2032A0005168 |
| 20 | 10 | LODNA Mgr.(E&M) A.GUHA | 2032A0005173 |
| 21 | 10 | LODNA(FINANCE) D.K.TIWARY | 2032A0005259 |
| 22 | 12 | C.V.AREA,COMPUTER CENTER. | 2032A0005222 |
| 23 | BL2 | BLOCK-II PERSONAL DEPT.J.CHATTTERJ | 2032A0005198 |
| 24 | BL2 | BLOCK-II(FIN.) SENGUPTA | 2032A0005172 |
| 25 | BL2 | MADHUBAND WASH(FIN.DEPT) T.K.C (BL-II) | 2032A0005243 |
| 26 | CCWO | CCW FIN.DEPTT(M.WASH)B.K.BASAK | 2032A0005235 |
| 27 | EJ | EJ AREA ,JEALGORA HOS.(DR.K.P.SINGH) | 2032A0005219 |
| 28 | HQ | HQ BENOVOLENT P.K.DAS | 2031A0005177 |
| 29 | HQ | HQ BTA (BHULI TOWN) | 2032A0005192 |
| 30 | HQ | HQ C&B, S.K.BANERJEE | 2032A0005258 |
| 31 | HQ | HQ Central A/C.A.BHATTACHARJEE(KB | 2032A0005170 |
| 32 | HQ | HQ Central Survey,LEV-6 ROOM-26 | 2032A0005231 |
| 33 | HQ | HQ CGM(Co-ORADITION)LEV-3 R.NO-1 | 2032A0005224 |
| 34 | HQ | HQ CMC, DEPTT.LEV-5,ROOM NO-20 | 2032A0005171 |
| 35 | HQ | HQ CME(IED)LEV-5 ROOM NO-25 | 2032A0005201 |
| 36 | HQ | HQ D(F) SECTT,KB(K.MONDAL) | 2032A0005210 |
| 37 | HQ | HQ D(F) SECTT.ROOM NO-13 | 2032A0005216 |
| 38 | HQ | HQ D(P) SECTT.LEV-1,ROOM NO-24 | 302PAMO10610 |
| 39 | HQ | HQ D(P)SECTT.ROOM NO-24 | 2032A0005260 |
| 40 | HQ | HQ E&M B.GHOSH | 2032A0005203 |
| 41 | HQ | HQ E&M LEV-V ROOM NO.17 | 2032A0005246 |
| 42 | HQ | HQ EDP DEPTT.R.NO-9(R.R.SAHAY) | 2032A0005217 |
| 43 | HQ | HQ EDP(HQ) M.R.OJHA | 601PAJ061961 |
| 44 | HQ | HQ EE.(KB)ROOM .NO-34 | 2032A0005245 |
| 45 | HQ | HQ EXCAV.KB, R.K.PANDEY | 2032A0005248 |
| 46 | HQ | HQ EXCAV.SINIDIH.W/S.V.SINGH | 2032A0005193 |
| 47 | HQ | HQ EXCV. N.R.SHRIVASTAVA | 2032A0005176 |
| 48 | HQ | HQ Excvn(KB)LEV-4 ROOM NO-16 | 2032A0005187 |
| 49 | HQ | HQ Excvn.Deptt.L-4 ROOM NO-16 | 2032A0005253 |
| 50 | HQ | HQ FINANCE,KB,S.BHATTACHARYA | 2032A0005250 |
| 51 | HQ | HQ G.M.(ENVIRONMENT)HK RASHID | 2032A0005230 |
| 52 | HQ | HQ GM(FIN) A.K.GANGOPADHAYA | 2032A0005240 |
| 53 | HQ | HQ HINDI DEPTT.ROOM NO-19 | 2032A0005214 |
| 54 | HQ | HQ I.R. DEPTT. GOVIND PANDEY | 2032A0005251 |
| 55 | HQ | HQ IAD(ROOM-11) | 2032A0005244 |
| 56 | HQ | HQ MM.DIV. R.NO-11(K.M.K) | 2032A0005166 |
| 57 | HQ | HQ MRS(FIN) A.K.CHAKRABROTHY | 2032A0005199 |
| 58 | HQ | HQ NEE SECTION K.BHAWAN | 2032A0005220 |
| 59 | HQ | HQ PAY SECTION(G.P.SINHA)HQ | 2032A0005179 |
| 60 | HQ | HQ PAY SECTION.ROOM NO-8 | 2032A0005225 |

| | | | |
|-----|-----|---|--------------|
| 61 | HQ | HQ Purchase Finance. ROOM NO-1 | 2032A0005174 |
| 62 | HQ | HQ Quality Control ROOM NO-13 | 2032A0005215 |
| 63 | HQ | HQ S&M (ROOM NO 5) B.PRASAD | 2032A0005180 |
| 64 | HQ | HQ S&M (ROOM NO.-7) KB | 2032A0005255 |
| 65 | HQ | HQ S&M(KB)N.M.GOSWAMI | 2032A0005181 |
| 66 | HQ | HQ S&M(ROOM.21)D.K.SINGH | 2032A0005228 |
| 67 | HQ | HQ S&M(ROOM-3)A.C.TALPATRA | 2032A0005195 |
| 68 | HQ | HQ S.REALISATION B.N.SAW | 2032A0005202 |
| 69 | HQ | HQ Safty.SE SAFTY | 2032A0005254 |
| 70 | HQ | HQ SALES A/C A.P.SINGH | 2032A0005226 |
| 71 | HQ | HQ SALES(SCP)HQ ROOM NO-4 | 2032A0005191 |
| 72 | HQ | HQ STATISTICS, A.K.DAS | 2032A0005241 |
| 73 | HQ | HQ STATISTICS-1 A.K.DAS | 2032A0005237 |
| 74 | HQ | HQ STATISTICS-II PATHAK (CO-ORDINATION) | 2032A0005194 |
| 75 | HQ | HQ TELECOM(T.SINGH) HQ | 2032A0005205 |
| 76 | HQ | HQ TRANSPORATION (Kalyan Bhawan) | 2032A0005264 |
| 77 | HQ | HQ VIGILANCE(ROOM.15)D.K.MAITIN | 2032A0005249 |
| 78 | HQ | HQ VIGILANCE,S.P.MUKHERJEE | 2032A0005197 |
| 79 | HQ | HQ WCD, A.K.NANDI | 2032A0005165 |
| 80 | HQ | HQ Weigh Bridge(KB) R.MITRA | 2032A0005206 |
| 81 | HQ | HQ BCCL PRESS, (S.CHATERJEE) | 2032A0005185 |
| 82 | HQ | HQ C&B (KB) P.C. BANERJEE | 2032A0005189 |
| 83 | HQ | HQ C&B, S.K.BANERJEE | 2032A0005167 |
| 84 | HQ | HQ C&B, N.K.PAUL | 2032A0005236 |
| 85 | HQ | HQ CFM(C/A)ROOM.NO-7 K.BHAWAN | 2032A0005208 |
| 86 | HQ | HQ COMPANY SECTT(KN.MUKHOPAD) | 2032A0005175 |
| 87 | HQ | HQ ES TO D(T) P&P CABIN NO-10 | 501PAM053614 |
| 88 | HQ | HQ GM E&M (KB)LEV-4 R.DASGUPTA | 2032A0005211 |
| 89 | HQ | HQSCP DEPTT(KB)ROOM NO.4 | 2032A0005196 |
| 90 | HQ | P&P CIVIL (K.NAGAR)L.P.SRIVASTAV | 2032A0005218 |
| 91 | HQ | P&P CASH S.N. GHOSH | 2032A0005182 |
| 92 | HQ | P&P CASH(HQ)P.P.GUPTA | 2032A0005209 |
| 93 | HQ | P&P GM(ENVIR) A.R.RAJU.R.NO.25 | 2032A0005212 |
| 94 | HQ | P&P(HQ) LEV-2 R.NO.21M.C.SEN | 601PAD061962 |
| 95 | KOL | BCCL KOLKATA SALES.P.K.DAS | 2032A0005190 |
| 96 | KOL | BCCL, KOLKATA. A.DAS GUPTA | 2032A0005257 |
| 97 | KOL | BCCL,KOLKATA | 2032A0005221 |
| 98 | PB | P.B. AREA (FIN) B.MUKHERJEE | 2032A0005252 |
| 99 | WJ | MAHUDA WAS(FIN.)B.K.BASAK | 2032A0005227 |
| 100 | WJ | MND,COM.SECTION U.S.OJHA | 2032A0005256 |