

अनुबंध | Contract



अनुबंध क्रमांक | Contract No: GEMC-511687724237796

अनुबंध तिथि | Contract Generated Date : 05-Feb-2024

बोली/आरए/पीबीपी संख्या | Bid/RA/PBP No.: [GEM/2023/B/4330344](#)

| संगठन विवरण Organisation Details | खरीदार विवरण Buyer Details |
|--|---|
| प्ररूप Type : Central Government | पद Designation : Deputy Registrar1 |
| मंत्रालय Ministry : Ministry of Education | संपर्क नंबर Contact No. : 09431-121255- |
| विभाग Department : Department of Higher Education | ईमेल आईडी Email ID : buycon6.iiti.jh@gembuyer.in |
| संगठन का नाम Organisation Name : Indian Institute of Information Technology (IIIT) | जीएसटीआईएन GSTIN : 20AAAAI9928G1ZT |
| कार्यालय क्षेत्र Office Zone: Ranchi | पता Address : IIIT Ranchi, Science and Technology Campus, Shirkha Toli, Namkum, Ranchi-834010, Jharkhand, RANCHI, JHARKHAND-834010, India |

| वित्तीय स्वीकृति विवरण Financial Approval Detail | भुगतान प्राधिकरण विवरण Paying Authority Details |
|--|--|
| आईएफडी सहमति IFD Concurrence : No | Role: BUYER |
| प्रशासनिक अनुमोदन का पदनाम Designation of Administrative Approval: Registrar | भुगतान का तरीका Payment Mode: Offline |
| वित्तीय अनुमोदन का पदनाम Designation of Financial Approval: Registrar | पद Designation : Deputy Registrar1 |
| | ईमेल आईडी Email ID : buycon6.iiti.jh@gembuyer.in |
| | जीएसटीआईएन GSTIN : 20AAAAI9928G1ZT |
| | पता Address: IIIT Ranchi, Science and Technology Campus, Shirkha Toli, Namkum, Ranchi-834010, Jharkhand, Ranchi, JHARKHAND-834010, India |

| परिषिती विवरण Consignee Details | | |
|-----------------------------------|--|---|
| क्र.सं. S.No | परिषिती नाम & पता Consignee Name & Address | सेवा विवरण Service Description |
| 1 | संपर्क Contact : 09431-121255- ईमेल आईडी Email ID : buycon6.iiti.jh@gembuyer.in जीएसटीआईएन GSTIN : 20AAAAI9928G1ZT पता Address : IIIT Ranchi, Science and Technology Campus, Shirkha Toli, Namkum, Ranchi-834010, Jharkhand, RANCHI, JHARKHAND-834010, India | Annual Maintenance Service - Desktops, Laptops and Peripherals - Desktop PC; hp |

| सेवा प्रदाता विवरण Service Provider Details |
|---|
| जेम विक्रेता आईडी GeM Seller ID : E3D7180000091451 |
| कंपनी का नाम Company Name : HUE SERVICE PRIVATE LIMITED |
| संपर्क नंबर Contact No. : 03322835240 |
| ईमेल आईडी Email ID : hue@hueservice.com |
| पता Address : 38A, BROAD STREET, Kolkata, WEST BENGAL-700019, - |
| एमएसएमई सत्यापित MSME verified : Yes |
| एमएसएमई पंजीकरण संख्या MSME Registration number : UDYAM-WB-10-0008911 |
| एमएसएमई सामाजिक श्रेणी MSE Social Category : General |
| एमएसएमई लिंग श्रेणी MSE Gender : Male |
| जीएसटीआईएन GSTIN: 19AACCH6467K1Z2 |

*जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा | GST / Tax invoice to be raised in the name of - Consignee

सेवा विवरण | Service Details

सेवा प्रारंभ दिनांक (नवीनतम) | Service Start Date (latest by): 15-Feb-2024 सेवा समाप्ति तिथि | Service End Date : 15-Feb-2025

श्रेणी नाम | Category Name : Annual Maintenance Service - Desktops, Laptops and Peripherals

| बिलिंग चक्र Billing Cycle: quarterly | | | |
|---|-------------------------------|------------------------------|------------------------------|
| विवरण Description | | Number of each Asset for AMC | AMC Cost Per Asset Per Annum |
| Basic Maintenance of OS, Office Suite, Drivers Update and Patch update on client compute machines | Inclusive | 145 | 3150 |
| District | NA | | |
| Make/Brand of Assets | hp | | |
| Status of Annual Maintenance Service Provider | Neither OEM nor ASP | | |
| Periodicity of Preventive Maintenance Services | Quarterly | | |
| Onsite Service Engineers Requirement | As Indicated in Bid Document. | | |
| Type of Asset | Desktop PC | | |
| | | | |

| | | | |
|--|-----------|--|--|
| Number of Resident engineers | 0 | | |
| Number of technicians | 0 | | |
| कुल राशि (सूत्र) Total Amount (Formula) : (AMC Cost Per Asset Per Annum*Number of each Asset for AMC*Contract Period/365) | | | |
| ऐडऑन के बिना कुल मूल्य Total Value without Addons(INR) | 458001.37 | | |
| कुल ऐडऑन मूल्य Total Addon Value(INR) | 0 | | |
| ऐडऑन सहित कुल मूल्य Total Value Including Addons(INR) | 458001.37 | | |
| अनुबंध की राशि Amount of Contract | | | |
| सभी शुल्क और करों सहित कुल अनुबंध मूल्य Total Contract Value Including All Duties and Taxes(INR) | 458001.37 | | |
| मूल्य विभाजन की पेशकश की Price Break up offered : प्राइज़ ब्रेक अप ऑफ़र किए गए दस्तावेज़ लिंक Price Break up offered Document link | | | |
| एसएलए विवरण SLA Details | | | |
| <p>PREAMBLE: Comprehensive AMC contracts placed through GeM shall be governed by following set of Terms and Conditions:</p> <ol style="list-style-type: none">General terms and conditions for Goods and Services;Service Specific STC of AMC Services – as defined in Service Catalogue which includes SLA for the Service or Service for a product;BID / Reverse Auction specific ATC <p>Note:</p> <p>Operation of the above terms and conditions are in reverse order of precedence i.e. ATC supplement Service Specific STC and GTC, however, Service Specific STC prevails or supersedes over the GTC.</p> <p>The above set of conditions along with Scope of supply including price as enumerated in the Contract Document shall be construed to be part of the contract.</p> <p>This document represents a comprehensive Terms and Conditions governing the contract between the Buyer and Service Provider. The purpose of this document is to outline the scope of work, Stakeholder's obligation and terms and conditions of all services covered as mutually understood by the stakeholder</p> <p>Agreement Overview</p> <p>This Agreement represents a Service Level Agreement ("SLA" or "Agreement") between the Buyer and Annual Comprehensive Maintenance Service Provider Agency. This Agreement outlines the Scope of Work, Stakeholder's Obligation and General Terms and Conditions of Services covered as they are mutually understood by the stakeholders.</p> <p>Objective and Goals</p> <p>The objective of this Agreement is to ensure that the proper elements and commitments are in place to provide consistent delivery of maintenance service to buyer by service provider. The goals of this Agreement are to:</p> <p>Provide clear reference to service ownership, accountability, roles and/or responsibilities.</p> <p>Present a clear, concise and measurable description of service provision to the customer.</p> <p>Depict Terms and Conditions for all the involved stakeholders.</p> <p>To ensure that both the parties understand the consequences in case of termination of services due to any of the stated reasons.</p> <p>The agreement will act as a reference document that both the parties have understood the mentioned terms and conditions and have agreed to comply the same.</p> <p>Stakeholders</p> <p>Following are the stakeholders associated with this agreement:</p> <ul style="list-style-type: none">Annual Maintenance Service ProviderBuyer / Consignee <p>The responsibilities and obligations of the stakeholders have been outlined in this document. The document also encompasses payment terms and penalties in case of non-adherence to the defined terms and conditions. It is assumed that all stakeholders would have read and understood the same before signing the SLA / before bidding .</p> <p>Scope of the AMC Services</p> <p>The contract shall be on comprehensive basis, inclusive of repairs and replacement of spare parts (excluding consumables) without any extra payments. The AMC Vendor shall carry out maintenance Services as per schedule indicated in bid document .If nothing indicated Preventive Maintenance Service (PMS) of equipments may be done once in at three months during currency of the contract . The scope of Annual Comprehensive Maintenance Service covers upkeep & smooth working of the equipment within the premises of user department as per laid down SLA and other provisions contained in the agreement document.</p> <p>Service provider should deploy trained, experienced and competent service engineer for carrying out necessary maintenance services for the equipment as per bench marked maintenance practices / OEM manuals in user's location. Continuous efforts should be made by Service Provider Agency(SPA) to minimise the down time of the equipment as a part of the duties of the service provider agency. The SPA shall ensure that all equipment are maintained at optimum operating levels. All scheduled maintenance required for the upkeep of the equipment will be carried by the Service Providers . For maintenance services all the necessary & adequate tools / instruments will be provided by the service provider itself to the engineers responsible for upkeep of equipment at user's premises.</p> <p>Comprehensive Annual Maintenance Contract Services for Laptop / UPS etc</p> <p>Comprehensive AMC includes all spare parts of the equipment except battery of laptop and UPS etc. Any defective part of the equipment must be repaired /replaced by the Service Provider at his own cost. Parts so replaced should be new and genuine OEM parts or as prescribed by OEM in their Service Manual and depending on the item under contract.</p> <p>This would include (Depending upon the contract Duration / contractual obligation):</p> <ol style="list-style-type: none">Preventive Maintenance Service (PMS) –Monthly / Quarterly as indicated in bidAnnual Maintenance Services (AMS)Break Down Services/Repair (BDS) | | | |

Buyer Obligations

1. Buyer Department shall ensure that the Service Provider gets the required access to location/ areas/ rooms for providing the services as per installation of equipment.
2. Buyer should mention the correct model numbers of equipment / spare parts cat part id etc to the service provider for effective service rendering.
3. Buyer should also mention any previous break downs and repairs to the service provider.
4. Price Variation Clause:

"It is advisable to include Price Variation Clause in the long term contracts to take care of the increase/decrease in prices of various ingredients which majorly affect the overall price of the service. Buyers are therefore advised to include the Price Variation Clause (PVC) in the bid document through ATC for long term contracts. The additional payment, if any, on account of PVC can be done offline till such time online functionality is developed on GeM."

Service Provider Obligations

1. The SPA would put asset number on each of the system being maintained by them. These should correspond to the number/s of equipments to be maintained in a separate register along with details of rooms/location where these assets are installed. If there is shifting of the equipment/s under this AMC, the SPA will have to make changes in record accordingly. Designated Officer in charge (IT Systems) would assist the firm in accomplishing this task and ensure this to be done under his supervision.
2. Service Provider should deploy technically competent service engineer / engineers at users premises as per deployment details intended in bid document to ensure proper upkeep of equipment and quick resolution of fault during the AMC period.
3. Complaint can be registered either telephonically or by e-mail or in person at helpdesk setup established by SPA at user premises as per condition of bid/contract. Proper record of the complaints should be maintained by the AMC Vendor/Support Engineer at each consignee location / user premises. SPA should provide contact point and structure of escalation matrix to buyer/consignee at time of commencement of services.
4. The Service Provider should use suitable instruments / tools to examine and repair the equipment. The AMC Vendor should have the required drivers / software for maintaining the compute devices and peripherals and for configuring them. If required in bid document, service provider should also do the update / maintenance of operating system, software installation provided by user, installation of patches, configuration of applications (clients side) and updating of drivers etc.
5. "The Service Provider is required to maintain the log sheet which will include number of services provided during the contract period with dates and part of the equipment got repaired or replaced, with its proper model number and necessary details. Bidder shall provide quarterly call logged and resolution data on pdf/excel format.
6. The Service Provider must fulfil the requirement of number of preventive maintenance services if required as per bid document.
7. The contractor will maintain the confidentiality of data stored of the computer systems. The contractor will be required to take appropriate actions in respect of his personnel to ensure the obligations of non-use and non-disclosure of confidential information. Bidder's personnel shall ensure the obligations of non-use and non-disclosure of confidential information."

Special Terms and Conditions

The General Terms and Conditions defined in the Terms and Conditions for GeM Products and Services are applicable for this Service as well to the extent applicable.

The comprehensive maintenance includes preventive maintenance monthly / quarterly as per bid and regular services of the various equipment and/or replacement of any items necessary for keeping the listed equipment active and free from any defects/disturbance and on any unscheduled call for corrective and maintenance services.

The user Departments shall indicate preferably the Equipment Name, Quantity, Location, date of procurement/vintage Brief Problem /fault in Machines (if any existing at time of bidding), make & model to enable the service provider to quote the best price. Sharing the machines serial nos may be considered as baseline.

All the consumable articles / parts such as material required for cleaning of equipment and machinery, repairs and maintenance will be provided by the service provider at no extra charge to the buyer. The repairs/replacement of spare parts (except consumables) and maintenance will be provided by the service provider at no extra charge to the buyer. Except for out of scope items if any will be indicated by buyer at time of bid creation.

Immediately on award of the service order, the service provider would give a report regarding taking over of the equipment for maintenance purpose. It shall be the responsibility of the service provider to make the equipment work satisfactorily throughout the contract period, also to hand over the equipment to the department in working condition on expiry of the contract. In case any damage in the equipment is found, penalty would be applied at the time of payment and the amount as per the defined, penalty would be deducted.

In case of delay in attending to problems, breakdown of systems due to improper handling by service provider personnel etc suitable penalties for violation of service level agreements shall be levied as indicated in the Penalty Clauses.

The annual maintenance shall be carried out during office hours, primarily at the premises as specified in the work order. In case, the Service Provider feels that the equipment cannot be repaired at site, they should carry themselves to their designated workshop and for quick prompt/repair & deliver the functional equipment back to user at their own cost and risk after getting it repaired promptly.

In case the Service Provider fails meeting maintenance requirements in time, then Buyer may make its own alternative arrangements for the servicing/repair/maintenance of the equipment to avoid loss of productivity. Under such circumstances Service Provider would reimburse the cost of such arrangements incurred by the buyer/consignee. Alternatively buyer is free to deduct from scheduled payment of SPA.

The Service Provider shall ensure appropriate deployment of the manpower as per requirement indicated in bid document. The parts/components/sub-assemblies used for repair/replacement by the service provider will be of the preferably of same make and functional capability as originally available in the system. Alternatively OEM authorised parts/components/sub-assemblies may be used for repair/replacement by the service provider.

The Vendor will make sure that all the hardware assets are in working conditions in users' premises. The vendor shall provide service support as and when required during the AMC period without any extra cost to buyer. Post contract award, Bidder should provide the structure of escalation matrix and call logging mechanism for prompt response and repair within stipulated time frame.

Response Time

The response time is subject function of working days during working hours.

1. Ordinarily a complaint must be attended within 4 hours when no change of spare part is involved, however, in case of requirement of change of spare part, the complaint should be resolved within 48 hours of its receipt. Majority of faults should be rectified in the first response itself. However, maximum period allowed for defect rectification shall be 48 hours.
2. In case the system is not repaired, or an alternative system not provided within the period of 48 hours from the time of failure reported, then the buyer may choose to get the same repaired or part replaced by other authorised / suitable service agency and the cost / expenditure incurred therein shall be recoverable from the service provider.

System Uptime

The breakdown time will be worked out as under: -

Total Machine's Days(X) = (NO of equipment under AMC) * No. of working day in a quarter.

| Sl. No | Service Level Agreement | Base Line Performance | Lower Performance | Penalties for breach | |
|--------|---|---|--|---------------------------------------|-------------------------|
| | | | | 1 Instance | 2 Instance |
| 1. | Log sheet Maintenance | Per Visit / per maintenance arising on call | NA | >2, 1% will be charged from the order | |
| 2 | Delay in carrying out AMC as per schedule | On time | Within 2 days (48 hours) of scheduled date | 1% of billed amount | 2% of billed amount |
| 3 | Failure to deliver AMC services | Zero | NA | 3% contract value | Termination of contract |

अतिरिक्त आवश्यक डेटा/दस्तावेज़: खरीदार | Additional Required Data/Document(s) : Buyer

1. Asset Details and its Distribution across the consignee /user locations : [click here](#)

अतिरिक्त डेटा/दस्तावेज़ : विक्रेता | Additional Data/Document(s) : Seller

1. Certificate (Requested in ATC) : [click here](#)
2. Service Provider's Local Office / Service Centers Address With Respect To Each Consignee Location (Place Where Machines Are Installed And Accordingly Amc On Sight Required) As Indicated In Bid : [click here](#)
3. Maf If Required In The Bid : [click here](#)

ईपीबीजी विवरण | ePBG Detail

| | |
|---|---------------------|
| सलाहकार बैंक Advisory Bank : | State Bank of India |
| ईपीबीजी प्रतिशत (%) ePBG Percentage(%): | 5.00 |
| बोली लगाने वाले को बोली के नियमों और शर्तों के अनुसार लागू ईपीबीजी प्रस्तुत करना होगा The bidder shall furnish ePBG as applicable as per bid's terms and conditions | |

नियम और शर्तें | Terms and Conditions

1. General Terms and Conditions-

- 1.1 This contract is governed by the [General Terms and Conditions](#), conditions stipulated to this Product/Service as provided in the Marketplace.
- 1.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

2. Buyer Added Bid Specific Terms and Conditions-

2.1 Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2.2 Service & Support:

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.

2.3 Forms of EMD and PBG:

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

IIIT Ranchi
Account No.
035551469248
IFSC Code
SBIN0009011
Bank Name
STATE BANK OF INDIA
Branch address
NAMKUM
.

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

2.4 Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

2.5 Certificates:

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.

2.6 Buyer Added Bid Specific ATC:

Buyer uploaded ATC document [Click here to view the file](#).

2.7 Service & Support:

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

2.8 Past Project Experience:

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

2.9 Forms of EMD and PBG:

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

IIIT RANCHI

Account No.

035551469248

IFSC Code

SBIN0009011

Bank Name

STATE BANK OF INDIA

Branch address

NAMKUM RANCHI

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है।

Note: This is system generated file. No signature is required.