



NANDANKANAN

OFFICE OF THE DEPUTY DIRECTOR
NANDANKANAN ZOOLOGICAL PARK

**EXPRESSION OF INTEREST FOR
COMPREHENSIVE MAINTENANCE CONTRACT (CMC)
OF COMPUTER AND ITS ACCESSORIES OF
NANDANKANAN ZOOLOGICAL PARK, ODISHA FOR
THE YEAR, 2024-25**

EOI No. 33 /PMU/NKZP/2024-25 Dt. 04-11-2024

<u>Particulars</u>	<u>Date & Time</u>
Date of EOI document available at website: www.nandankanan.org	10.00 AM of 05.11.2024
Last Date of Submission of EOI:	3.30 PM of 16.11.2024
Date of Opening of Technical bid & Financial Bid :	4.30 PM of 16.11.2024
Address for sending Physical Documents	Deputy Director, Nandankanan Zoological Park, PO: Barang (Near Nandankanan Police Station) DIST: Khordha, Odisha, PIN: 754005.
Place of Opening of Bids	Conference Hall of Nandankanan Zoological Park, PO: Barang, Dist: Khordha, Odisha,

Deputy Director
Nandankanan Zoological Park

TERMS AND CONDITIONS OF EOI FOR CMC OF COMPUTER AND ITS ACCESSORIES OF NANDANKANAN ZOOLOGICAL PARK FOR THE YEAR, 2024-25

1. Sealed EOI in prescribed Forms are invited by the Deputy Director, Nandankanan Zoological Park, Barang from interested individuals/ Firms/ agencies/ companies/ for CMC of computer and its accessories of Nandankanan Zoological Park for the year 2024-25.
2. Form of EOI: The EOI form will consist of two parts, (i) Form-A (Technical) and (ii) Form-B (Financial). Form A (Technical) & Form B (Financial) are to be kept in two separate sealed covers over which it has to be written clearly "Form-A" / "Form-B" and both the covers should be kept in a single sealed cover super-scribing "EOI for CMC of computer and its accessories of Nandankanan Zoological Park for the year 202-25" and the name of the Bidder or else EOI shall not be considered. The EOI should be sealed and complete in all respect.
3. The EOI should be addressed to the Deputy Director, Nandankanan Zoological Park, PO: Barang Dist: Khordha PIN-754005 and submitted by Regd. Post/Speed post/ Courier/by hand so as to reach the office of the undersigned by 3.30 PM of 16.11.2024.
4. The EOI along with terms & conditions shall be available in the website of Nandankanan Zoological Park (www.nandankanan.org).
5. The sealed EOI will be opened at 4.30 PM on 16.11.2024 in the Conference Hall of Nandankanan Zoological Park in presence of the committee constituted by the Deputy Director under chairmanship of Deputy Director, Nandankanan Zoological Park in presence of the Bidder or their authorized representatives.
6. EOI received beyond the schedule date & time will not be considered. Once opened, no Bidder will be allowed to be withdrawn till finalization of the bidding process.
7. The EOI should be accompanied with the following documents:
 - A. An amount of Rs.40,000/- as Earnest Money Deposit (EMD) in shape of Demand Draft should be deposited in favor of Deputy Director, Nandankanan Zoological Park Payable at Bhubaneswar.
 - B. Passport size photograph.

C. The original bid document dully signed and stamped on each page as a token of acceptance of terms & conditions of the bid document.

D. Self attested copies of following documents must be attached along with application:

- I. Copy of the PAN Card
- II. Copy of the Voter ID & Aadhar Card
- III. Income Tax Clearance Certificate of last three years (2021-22, 2022-23, 2023-24).
- IV. Copy of GST Registration Certificate.
- V. Credibility & experience certificate & work order received on similar nature of work from any Govt. Organization and reputed Institution (minimum 02nos) of last two years.

8. The EOI without aforesaid documents shall be liable for rejection.
9. The successful Bidder should provide the maintenance work for a period of One year from the date of issue of work order from Nandankanan. The period of CMC contract may be increased to another year on successful performance of bidder in 1st year on mutually agreed terms and rate up to 5% increase in subsequent year.
10. CMC will cover break down visit as and when required and if complain receipt from the Stenographer, O/o the Deputy Director, Nandankanan Zoological Park. In case of failure to provide the service / repair work within 48 hours of receipt of complaint, an amount of Rs.100/- per day per computer will be deducted from the CMC charges.
11. All the computer setup shall be routinely checked (during office hours) once in a month and the visiting report shall be submitted to the Dy. Director, Nandankanan duly countersigned by the computer using staff concerned. Failure to routine checkup Rs.2000/- per month will be deducted from CMC charges.
12. The equipment parts replaced must be new and equivalent in performance of existing parts.
13. CMC does not include damage of spares and equipment of computers due to natural calamities i.e. cyclone, lightening, electrical short circuit or such other cause. But the bidder shall be responsible for any damage of the computers & its accessories, while the set is in the service center.

14. The computer & its accessories shall not be serviced / repaired by any other party other than the successful bidder.
15. The CMC cost includes the travelling cost, repairing and maintenance cost for rendering service throughout the year for all the computers of Nandankanan Zoological Park.
16. If the Successful bidder fails to provide the service / repair work of computer hardware & its accessories under detail list at para **No.37**, the proportionate payment for the work shall not be considered /the SD liable for forfeiture to Govt.
17. The yearly rate to be quoted in prescribed format of financial bid (form-"B") inclusive of all taxes & other incidental charges except the charges of spares as require to be replaced.
18. Credibility and experience certificate issued from any related concerned Authority / Employer of a Govt. / Institute of repute with a minimum period of **02** (Two) years for the works of similar nature.
19. The authority reserves all right to accept or reject the EOI without assigning any reason thereof.
20. A letter from the firm indicating that they have not been black listed by any Government Department or any Organization in India from participating in EOI/tender.
21. The Duly filled technical bid along with supporting documents must be submitted in hard copy.
22. Canvassing in any other form relating to the bidder is strictly prohibited and the bid submitted by the bidder who resorts to canvassing will be liable for rejection. The bids which do not fulfill any or all of the conditions or incomplete in any respect and incorporating additional conditions other than the conditions as mentioned herein are liable for rejection
23. During the period of contract the successful bidder shall provide uninterrupted service with diligently, honestly and to the satisfaction of the Deputy Director / authorities of Nandankanan Zoological Park.

- 24.** The payment of the agreed Annual Maintenance Contract (CMC) will be made by the Deputy Director, Nandankanan Zoological Park on quarterly basis after satisfactory completion of the quarter, on receipt of service report duly certified by the concerned staff.
- 25.** The successful bidder shall pay all taxes to the Govt. in accordance with the existing Acts, Rules, notification and regulations. T.D.S will be deducted as per prevailing rules.
- 26.** After finalization of the EOI, the successful Bidder / Agency shall be required to be made an agreement with the Deputy Director, Nandankanan Zoological Park within 07 days of letter of award.
- 27.** The term 'Deputy Director' wherever mentioned in the document of Agreement shall mean the "Nandankanan Biological Park" authority. The term "Agency" wherever mentioned in the document shall mean the party selected for award of the contract. The term "Contract" means the agreement between the "Deputy Director" and "Agency" which would be signed at the time of awards the work assignment.
- 28.** The successful bidder has to submit performance security deposit in the form of Bank Draft drawn in favour of Deputy Director, Nandankanan Zoological Park payable at Bhubaneswar which is 10% of the bid value on or before the execution of agreement. The successful bidder in the event of any unwanted occurrence or breach of contract the compensation as assessed by the undersigned shall be recovered from his security deposit.
- 29.** The Security Deposit will be refunded after 12 months of completion of agreement period / CMC period.
- 30.** The intended bidder may contact concerned section at O/o the Dy. Director, Nandankanan during office hours on any working days for getting the information about the location / details of computers.
- 31.** In case any dispute arising between the Deputy Director and the agency as the matter arising under this contract such dispute shall be referred to the Director of Nandankanan Biological Park, Bhubaneswar within two weeks from the date of

dispatch of the order by registered post acknowledgement due and his decision thereon shall be final.

32. The Deputy Director, Nandankanan Zoological Park has the right to annul, add, modify any of the conditions above without any notice and that shall be binding on the bidder.
33. It is not binding on the part of the authority to accept the lowest bidder and the Deputy Director, Nandankanan Zoological Park reserves all the rights to reject any or all the bidders without assigning any reason thereof.
34. For any clarification regarding terms & conditions, the Project Manager, Nandankanan Zoological Park, Bhubaneswar may be contacted in person or on phone 9861168768 during office hours.
35. All Appeals shall be made to the Director, Nandankanan Biological Park, Bhubaneswar whose decision thereon shall be final.
36. All disputes those may arise in future shall be subject to the jurisdiction of the SDJM, Bhubaneswar only.
37. Detail list of Computer Hardware and its Accessories:

SL. No.	Computer and Accessories	Quantity
Desktop/Laptop		
1.	Computer Setup (Monitor, CPU, UPS, Keyboard & Mouse)	60
2.	All in one Desktop	06
3.	Laptop	10
Printer:		
4.	HP LaserJet 1020	12
5.	HP LaserJet P1007	01
6.	HP LaserJet M1005 MFP	07
7.	HP LaserJet M1136 MFP	02
8.	HP LaserJet Pro M202dw	02
9.	HP LaserJet Pro M128fn MFP	01
10.	HP LaserJet Pro M203dn	01
11.	HP LaserJet 1050	03
12.	HP 230A	01
13.	HP 1005 MFP	01
14.	Colour CP 1025	01
15.	HP Colour LaserJet Pro M181fw	01
16.	Canon LBP-2900B	01
17.	HP Laser P1108	01
18.	HP CP color 5225 N154A	01
19.	HP Laser Jet Pro N126a	04
20.	Epson L3150	02

21.	DCP T820dw	01
22.	Epson Thermal Printer	09
23.	Barcode Printer	06
Scanner		
24.	Scanner	05
UPS (big & small)		
25.	UPS	29

Signature of the Bidder


 Deputy Director
 Nandankanan Zoological Park

SI No	Item	Director office	DD Chamber/res	Steno	SVO	3F	2F	1F	Education Dept	Biologist dept	Security Range	Special Project Range	Store Range	SBG 1	SBG 2	SM Range	Revenue Range	PMU	Total
1	Desktop Computer (Monitor, CPU, UPS, Keyboard & Mouse)	5	1	1	4	2	3	5	1	0	3	2	4	2	4	3	19	1	60
2	All in one Desktop	0	1	0	0	0	0	1	1	1	0	0	0	1	0	1	0	0	6
3	Laptop	1	1	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	10
4	HP LaserJet 1020	0	0	0	0	1	1	2	0	0	0	0	1	1	2	1	3	0	12
5	HP LaserJet P1007	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
6	HP LaserJet P1106	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	HP LaserJet M1005 MFP	0	0	0	0	0	1	1	0	0	0	1	0	1	1	1	1	0	7
8	HP LaserJet M1136 MFP	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	2
9	HP LaserJet Pro M202dw	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2
10	HP LaserJet Pro M128fn MFP	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
11	HP LaserJet Pro M203dn	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
12	HP LaserJet P1108	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
13	HP LaserJet 1050	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
14	HP 230A	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
15	HP LaserJet P1106	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
16	HP 1005 MFP	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
17	Colour CP 1025	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
18	HP Colour LaserJet cp 5225 M154a	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
19	HP LaserJet Pro M126a	0	0	0	0	0	1	1	0	0	0	0	0	0	1	0	0	1	4
20	HP Colour LaserJet Pro M154a	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
21	HP Colour LaserJet Pro M181fw	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
22	Epson L3150	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	2
23	Canon LBP-3500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
24	DCP-1820DW	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
25	Canon LBP-2900B	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26	Scanner	0	1	0	0	0	0	0	1	1	0	0	1	0	0	0	0	0	5
27	UPS	0	1	1	0	1	2	2	1	0	0	1	2	3	3	3	11	0	29
28	Xerox Machine	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2
29	Barcode Printer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	6
30	Epson Thermal Printer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	9

Form A
Format of Technical Bid

(CMC OF COMPUTER AND ITS ACCESSORIES OF NANDANKANAN
ZOOLOGICAL PARK)

Photograph of
the bidder shall
be pasted here
duly self signed
in front

1. Name of Bidder
/Firm/Agency:
2. Address of Bidder
/Firm/Agency :
3. Telephone & Email :
4. ID proof
(Voter ID/Aadhar Card):
5. Residential address proof:
(To be supported with copy
of Telephone/electric bill
of August/September/October, 2024
/driving license)
6. PAN Number of Bidder:
7. GST registration Number:
8. Name, Branch & Account no. of bidder :
9. Credibility & experience certificate for similar type of work:
10. Details of EMD :

• **Certified that I have read the Terms and Conditions of EOI and I agree to the terms and Conditions.**

Date:

Place:

Signature of the Bidder

Financial Bid Breakup by unit price for the year 2024-25

SI No	Item	Unit Price (in Rs.)	No. of Items	Total Amount (Excluding GST in Rs.)	GST (___18% in Rs.)	Total Price (including GST in Rs.)
(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Desktop Computer (Monitor, CPU, UPS, Keyboard & Mouse)		60			
2	All in one Desktop		6			
3	Laptop		10			
4	HP LaserJet 1020		12			
5	HP LaserJet P1007		1			
6	HP LaserJet M1005 MFP		7			
7	HP LaserJet M1136 MFP		2			
8	HP LaserJet Pro M202dw		2			
9	HP LaserJet Pro M128fn MFP		1			
10	HP LaserJet Pro M203dn		1			
11	HP LaserJet P1108		1			
12	HP LaserJet 1050		3			
13	HP 230A		1			
14	HP LaserJet P1106		1			

15	HP 1005 MFP			1		
16	Colour CP 1025			1		
17	HP Colour LaserJet cp 5225 M154a			1		
18	HP LaserJet Pro M126a			4		
19	HP Colour LaserJet Pro M181fw			1		
20	Epson L3150			2		
21	DCP-T820DW			1		
22	Scanner			5		
23	UPS			29		
24	Barcode Printer			6		
25	Epson Thermal Printer			9		
Grand Total						

***NB: The Grand total amount (lumpsum) in Rupees should be mentioned in form "B" (Financial Bid Form)**

Form- B
Format of Financial Bid

1. Name and address of
Bidder /Firm/Agency:

Sl. No.	Item of Work	Rate Quoted/ Computer both In Rs. & words (including all taxes and GST)
1	CMC OF COMPUTER AND ITS ACCESSORIES OF NANDANKANAN ZOOLOGICAL PARK	

Note:

- A) Price should be quoted in Indian Currency only.
- B) If the bidder has quoted certain optional items other than above, that item shall not be taken into consideration for the evaluation of their price bid.

Date:

Place:

Signature of the Bidder