

Addendum – I

IFB No: CDI8395P22

This Addendum No – I dated 07.10.2021 to IFB No. **CDI8395P22** – “Hiring of Annual Maintenance Contract for PCs, Printers, Scanners and Accessories for a period of 3 Years with a provision of extension by another one year” is issued to insert the following Table & Annexures:-

Table – I, Annexure – I, Annexure – II, Annexure – III & Annexure - IV

All others terms and conditions of the Bid Document remain unchanged.

Sr. Mngr – Contracts (S)

Table – I

Item No.	Description of Services
01.	AMC for 2000 PCs
02.	AMC for 110 Laptops
03.	AMC for 593 A4 Mono Laser Printer
04.	AMC for 333 of A4 Inkjet Multi-Function Printer
05.	AMC for 47 A3 Monolaser Multi-Function/Network Printer
06.	AMC for 34 of A3 Colour Multi-Function/Network Printer
07.	AMC for 28 of A4 Colour laser Printers
08.	AMC for 112 of Scanner A4/Legal/A3/Duplex

Annexure - I

1. Specifications of PCs: 2,000 nos. (Sl.No.01 of Table-I)

Make	Model	Processor	RAM	HDD	OS	Approx. Nos.
ACER	Veriton M200 H81	Intel Core i7	8GB DDR3 SDRAM 1333 Mhz	1 TB	Windows 8.1 professional	306
ACER	Veriton M200 H81	Intel Core i7	8GB DDR3 SDRAM 1333 Mhz	1 TB	Windows 10 professional (64 bit)	530
ACER	VERITON M200-Q87	Intel Core i3	4 GB DDR3 SDRAM 1333 Mhz	500 GB	Windows 8.1 professional	2
ACER	M4660G	Intel Core i7	8GB DDR3 SDRAM 1333 Mhz	1 TB	Windows 10 professional (64 bit)	2
HP	600 G3 SFF	Intel Core i7	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	22
HP	600 G4 SFF	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	10
ACER	VERITON M 6660G	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	10
HP	600 G2 SFF	Intel Core i7	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	270
DELL	OPTIPLEX 7070 SFF	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	836
Apple	ME089HN/A	Intel Core i5 3.4GHz, L3 Cache	8GB DDR3 1600 Mhz	1 TB	4.14 Mac OS 10.12 Sierra	12

2. Specification of Laptops: 87 Nos. (Sl.No.02 of Table-I)

Make	Model	Processor	RAM	HDD	OS	Approx. Nos.
DELL	Latitude 3490	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	20
DELL	Vostro 3460	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	23
LENEVO	V330	Intel Core i5	8GB DDR4 SDRAM	1 TB	Windows 10 Professional (64 bit)	12
HP	Pavilion 14-e006TU	Intel Core i5 (3 rd Generation)	4GB DDR3	500 GB	Windows 8 professional	09
HP	K203TX	Intel Core i7 (5 th Generation)	8GB DDR3	1 TB	Windows 8.1 professional	02
ACER	Travel Mate TMP257	Intel Core i5	8GB DDR3	1 TB	Windows 8.1 professional	17
ACER	TravelMate P257-M	Intel Core i7	8GB DDR3	1 TB	Windows 8.1 professional	22
ACER	TravelMate P257-M	Intel Core i5-5200U	8GB DDR3	1 TB	Windows 10 professional	5

3 Mono Laser Printer includes Lexmark (B2236DW, MS 321 DN, MS 312 DN), Canon Image Class LBP6230DN, HP LJ 202DW. Brother HL-2250DN, HP (LJ202DW, LJ Pro 400 M401D, LJ P1566, M1213NF, M1536DN, M1522N), Ricoh AFICIO (SP300DN, SP 1210N, 3500SF). (Sl. No. 03 of Table-I)

4. A4 Inkjet MFP includes Canon MAXIFY (MB5170, MB5470, MB5070), HP Officejet Pro 8720 All-in-one, Canon (Maxify 8280CW, Pixma MX927), HP (6830 All in one, Deskjet Ink Advantage 3545 E All in one, LJ Pro 251N, CLJ MFP 570DW, HP CM CLJ 2320, MFP M475, Color Laserjet 6015DN, Officejet (6830 E-AIO, 4500, 6500, 6830, Pro 8100, Pro 8620 E All in one, Pro 8500 A+) (Sl. No. 04 of Table-I)

5. A3 Monolaser Multi-Function/Network Printer includes Canon IR (ADV4551 , ADV 4545, ADV 4545 III, ADV 4525), HP Laserjet M5025, Ricoh SP C8200DN (Sl. No. 05 of Table-I)

6. A3 Colour Multi-Function/Network Printer includes Canon IRADV (C5540-I, C3530-I, C3530), HP Colour Laserjet 775DN, Richo Afico MPC3003SP.

Epson Aculaser C9200N, HP (775DN, LJ830, CLJ570DW, CLJ CP5225DN, CLJ 775DN), Konica Minolta (BIZHUB 221, Ricoh Aficio (MP C2030, MP C3001, SP 3500N, MP C3003SP) (Sl. No. 06 of Table-I)

7. A4 Colour laser Printers includes Samsung ProXpress SL C4010ND,

Lexmark (CS 720 DE, CS622DE) , HP CLJ 553DN, Canon MF 8280 CW, Epson (TMCX16), HP (LJ Pro 400MFP, M551DN, M570DW, MFP CM2320NF, MFP M475, CP4525DN, CP6015DN) (Sl. No. 07 of Table-I)

8. Scanner A4/Legal/A3/Duplex includes Fujitsu SP 1425, EPSON DS 1630, Canon (DR-C130L+FSU101, CANOSCAN5600F, DR- F120, DR-M1060+FSU201), HP SCANJET 3500F1 (Sl. No. 08 of Table-I)

Annexure - II

Annexure - II (a)

I. STANDBY SYSTEMS & PERIPHERALS		
	All items in Standby must be new, genuine and of same / higher make and model of 2020 make or later mentioned in Annexure - I. No other make and model will be accepted as Stand By. Any assembled/cannibalized system will not be accepted.	
Sl. No.	ITEM DESCRIPTION	QUANTITY to be
1	Desktop Computers with minimum i-7 processor, 8 GB RAM/16 GB RAM, 1TB Hard disk and 22" LED Monitor, keyboard, optical Scroll Mouse with preloaded windows 10 pro or Higher	20
2	Laptop Computer minimum i-7 processor, 8 GB DDR-III RAM, 1 TB Hard disk	4
3	A4 Mono Laser Printer	10
4	A4 Inkjet MFP	8
5	A3 Monolaser Multi-Function/Network Printer	4
6	A3 Colour Multi-Function/Network Printer	3
7	A4 Colour laser Printers	8
8	Scanner A4/Legal/A3/Duplex	6

Annexure - II (a)

II. Other SPARES		
	All items in Standby must be new, genuine and of same / higher / reputed make and model of 2020 make or later. Any assembled/cannibalized items will not be accepted.	
Sl. No.	ITEM DESCRIPTION	QUANTITY to be
1	Hard Disk Drive – 1 TB	20
2	SPEAKER	5
3	8 GB RAM DDR –III	5
4	8 GB RAM DDR –IV	10
5	16 GB RAM DDR –IV	10
6	DVD R/W	4
7	MOTHER BOARD (AS PER MODELS)	10
8	SMPS (AS PER MODEL)	25
9	SPIKE BUSTER WITH CHARGE PROTECTOR	20
10	KEYBOARD (BRANDED AS PER MODEL)	20
11	MOUSE (BRANDED AS PER MODEL)	25
12	USB CABLE	20
13	VGA CARD (BRANDED AS PER MODEL)	5
14	USB NETWORK CARD (BRANDED AS PER MODEL)	5
15	NETWORK CARD (BRANDED AS PER MODEL)	15
16	C MOS BATTERY	50
17	ESSENTIAL SPARES like Fuser, Carriage, Logic Card, Power Card etc. for Printer as per Model	2 SET PER MODEL(MAX)
18	HDMI cable of minimum 8 Meter	02
19	DVI to HDMI or Vice Versa converter	02
20	Headphone with mic	04

21	Head Cartridges for testing purpose (AS PER MODEL)	1 SET PER MODEL(MAX)
22	Wireless Nano USB adapter	2 Nos. for testing purpose.
23	ANY OTHER ESSENTIAL SPARES like SATA cable, Power cable, VGA cable, 10 amps Fuse etc.	20

Notes:

1. All items in Standby must be of same make and model mentioned in Annexure – I. No other make and model will be accepted as Stand By.
2. All spares and other accessories (as mentioned in Annexure-II (a)) must be new and suitable for use in OIL's environment.
3. All standby units, spares and other accessories (as mentioned in Annexure-II (a)), if remained, may be returned to the vendor after expiry of the AMC.

Annexure – II (b)

LIST OF IT WORKSHOP TOOLS KIT

Sl. No.	TOOLS NAME	REQUIREMENT
1.	Multipurpose screw driver set	20 Nos.
2.	Standard Screw driver set	20 Nos.
3.	Fluke Digital Multimeter	4 Nos.
4.	Cutter Tool	4 Nos.
5.	LN key set with handle	20 Nos.
6.	Soldering station	4 Nos.
7.	Nose plier	10 Nos.
8.	Network Line Tester Set	4 Nos.
9.	External Hard Disk (minimum 1TB)	10 Nos.
10.	Pen Drive (minimum 16 GB)	10 Nos.

Note :

1. Service Engineers must be equipped with tool kits as mentioned in Annexure – II (b)

Annexure-III

(Sample format)

(To be typed on the letterhead of the bidding Company)

Ref. No _____

Date _____

The GM (Contracts)
Oil India Limited,
Duliajan 786602

Sir,

Sub: Declaration as per BEC/BRC clauses

Ref: Your tender enquiry No. _____ Dated _____.

We hereby declare that

- i) We have read and understood all the terms and conditions given in the bidding documents and conforms generally to all and we will abide by the contractual agreement.
- ii) We have relevant experience of maintaining IT Hardware covering as per clause 1.0 of Bid Evaluation Criteria.
- iii) We have submitted the relevant experience certificates under the _____ experience category organization (i.e. PSUs / Govt. organization / Public Limited Companies / Multi National Corporation) as per clause 1.0 of Bid Evaluation Criteria.
- iv) We have successfully completed _____ no(s) of similar works as mentioned vide clause 1.0 of Bid Evaluation Criteria
- v) We have an Average annual financial turnover of Rs. _____ during the years _____, _____, _____ (last 3 (three) financial years).
- vi) All the rates quoted for respective items in the Price Bid, includes provision of Spares/Accessories costs, and any other costs. All Spares/Accessories (other than toners and cartridges) for all types of printers and scanners covered under this AMC will be provided by us with no additional cost to OIL to make them operational as specified in the Scope of Work.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory

Name :
Designation:
Phone No. / Mobile No.:
E-MAIL:
Place:
Date:
(Affix Seal of the Organization here)

Annexure - IV

(Sample format)

(To be typed on the letterhead of the bidding Company)

Ref. No _____

Date _____

The GM (Contracts)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Declaration of assurance

Ref: Your tender enquiry No. _____ Dated _____.

We hereby declare that we shall adhere to the following:

1. We shall receive the payment as per the contract for services rendered on quarterly basis against submission of the invoice after deduction of applicable penalties.

1. We will not subcontract the AMC to any other Party / Company for execution of the awarded contract.

2. All the Standby items provided/maintained by us will be of same/ higher make and model as mentioned in Annexure – I.

3. A single point of contact with phone no. (Landline and Mobile) and e-mail address along with Escalation Matrix needs to be provided with the bids.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory

Name:

Designation:

Phone No.:

E-MAIL:

Place:

Date:

(Affix Seal of the Organization here)