



कारखाना सलाह सेवा और श्रम संस्थान महानिदेशालय  
(DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES)  
क्षेत्रीय श्रम संस्थान, कोलकाता  
REGIONAL LABOUR INSTITUTE, KOLKATA  
व्यावसायिक सुरक्षा और स्वास्थ्य भवन, VYAVASYIK SURAKSHA AUR SWASTYA BHAVAN  
लेक टाउन, कोलकाता - 700 089, LAKE TOWN, KOLKATA - 700 089

### Annexure-I

#### List of Computers/Peripherals/Accessories/Projectors/Biometric Machines

Item	Description	Quantity (Nos.)	Whether Comprehensive/ Non-comprehensive
CPU/ Processor	Intel Core-II Duo	13	Comprehensive
	Intel Pentium-IV	4	Comprehensive
	Intel Dual Core	1	Comprehensive
Printers	HP Deskjet Ink Advantage	1	Comprehensive
	Epson (Dot Matrix)	1	Comprehensive
	Wipro EX-1050 (Dot Matrix)	1	Comprehensive
	Brother HL-2250DN	10	Comprehensive
	HP Laserjet CP1025	1	Comprehensive
	Cannon Printer	1	Comprehensive
UPS	1 KVA	12	Comprehensive
	0.5 KVA	4	Comprehensive
Scanners	HP Scannerjet G-2410	6	Comprehensive
Monitors	CRT	6	Comprehensive
	LCD	10	Comprehensive
Projectors	Hitachi	2	Non-Comprehensive
	Sharp PGD-2500X (Slide Projector)	1	Non-Comprehensive
Biometric Machines (MFS-TAB)	Mantra Sofitech (India) Pvt. Ltd.	3	Comprehensive

(A.K. Chakraborty)

Dy. Director(Safety) & HOO



GOVERNMENT OF INDIA, MINISTRY OF LABOUR & EMPLOYMENT  
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No.RLIC/AMC/COMPUTER/2017-18

Date:05.01.2018

**Sub: Inviting quotation for Annual Maintenance Contract (AMC) for computers along with peripherals & accessories (including projectors and biometric machines) of RLI, Kolkata- reg.**

Sir,

This Institute intends to take the services of any Experienced Agencies having at least ten years of experience in the subject mentioned relevant field, for carrying out the maintenance of its existing computers along with the peripherals and accessories including projectors and biometric machines on an Annual Maintenance Contract (AMC) basis. The details of the computers, projectors and biometric machines are mentioned as Annexure-I. You are requested to send your lowest rate for offering the subject services on the terms and conditions mentioned below.

**TERMS AND CONDITIONS**

1. Your offer should be sent on Official Letterhead with relevant experience details in a sealed envelope on which "Quotation for AMC of computers at RLI, Kolkata" should be super scribed. It should be addressed to the Director-in-Charge, Regional Labour Institute, Kolkata - 700 089 and it should reach on or before 2<sup>nd</sup> Feb, 2018.
2. Taxes and other additional charges as applicable should be mentioned clearly.
3. The period of contract shall be for one year from the date of commencement of services. However, the contract can be terminated at any time during the period of contract by giving an advance notice of 15 days, if the firm does not render satisfactory services or providing any faulty/ substandard parts or spare or any other reason if the Institute may deem it proper.
4. No revision of rate on any account shall be entertained during the contract period.
5. The Institute may extend the contractual period for next two years with same terms and conditions based on the satisfactory performance of the firm.
6. Post services, the bill may be submitted for payment and no advance payment will be made.
7. The Head of Office reserves the right to reject the any received offer without assigning any reason thereof.

Yours faithfully

(A.K.Chakraborty)

Dy. Director(Safety) & HOO

Encl.: Annexure-I