



SHRI SAIBABA SANSTHAN TRUST, SHIRDI

Information Technology Department

**Tender document for
ANNUAL RATE CONTRACT FOR SPARES AND CONSUMABLE OF
COMPUTER, PRINTER, UPS, NETWORKING.**

INFORMATION TECHNOLOGY DEPARTMENT

Po. Shirdi, Tal. Rahata, Dist. Ahmednagar.

Phone No. (02423)-258953

Website: - www.sai.org.in email- it.office@sai.org.in



DETAILED TENDER NOTICE

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Phone No. (02423)-258953

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Annual rate contract for Spares and Consumable of Computer, Printer, UPS& Network.

Online tenders are invited for **Annual Rate Contract for Spares and Consumable of Computer, Printer, UPS& Network** from authorized dealers. The tender details will be available on <https://mahatenders.gov.in> for downloading & the tender has view only access on the website of Trust www.sai.org.in under tender menu.

Technical Specifications of Spare and consumable items are given in **Annexure B**.

1.0 Time Table for online tender submission

Online Tender Publish Date	Dt.09/05/2022	Time- 11.00
Online Documents Download/Sales Start Date	Dt. 09/05/2022	Time- 11.00
Online Documents Download/Sales End Date	Dt.19/05/2022	Time- 17.00
Online Bid Submission Start Date	Dt. 09/05/2022	Time- 11.00
Last date of Query Submission	Dt. 12/05/2022	Time- 17.00
Online Bid Submission End Date	Dt. 19/05/2022	Time- 17.00
Online Technical Bid Opening Date	Dt.23/05/2022	Time- 11.00

Pre-bid Meeting:

No Pre-bid Meeting will held, for any queries, bidder can call 02423-258953 or mail to it.office@sai.org.in before given time in above schedule.

Validity Period:

Offer of the bidder shall remain valid for 120 days from last date of tender submission.

1.1 Scope of Work:

- As this is Annual Rate Contract successful bidder have to supply material time to time as per requirement and accepted aret for the contract period (work period) mention in the work order.

2.0 Tender Cost, Earnest Money Deposit:

- Tender Fees:** Rs: 3,000 (Rs. Three Thousands Only)
- Earnest Money Deposit (EMD):** Rs:15,000 (Rs. Fifteen Thousands Only)
- No interest will be paid on the EMD and Security Deposit.

Amount of EMD & Tender Fees must be transferred online while uploading the e-tender from www.mahatenders.gov.in.

3.0 TENDERING PROCEDURE.

Qualification Criteria:

1. Bidder should not be blacklisted by Central / State Government or Government Corporation or Statutory Institute.

3.1 Technical Bid

Technical BID must be submitted online only.

Scanned copy of following documents must be uploaded as Technical-bid.

(Note: Only 6 documents are allowed to upload, so bidder can merge multiple documents into a single file ensuring minimum DPI and file size in KB)

1. Certificate of GST Registration and PAN.
2. Letter stating that the Firm/Company is not blacklisted by Central / State Government, Government Corporation, Statutory Institute.
3. Letter on Company/Firm letter head Stating that "Company/Firm have read all terms and conditions and agree with them"

3.2 Commercial Bid

- ❖ Price of all items should be Exclusive of Tax.
- ❖ In future, if there is change in GST then it will be make applicable from the date of notification.
- ❖ The tenderer should quote online in BOQ provided.

3.3 Acceptance of Tender:

1. The commercial bid of technically qualified bidders shall only opened online and lowest offer(Item wise)amongstthe opened bid will be accepted. The acceptance of tender will be communicated to the bidder by email or otherwise.

3.4 Warranty Period:

1. Warranty period of non-consumable items must be 1 year.

4. Payments, Security Deposit and Penalty:

1. 100% of payment aftersupply and inspection of material.
2. **Security Deposit (SD):** Successful bidder has to deposit 3% amount of awarded work order cost as security deposit within 15 days from acceptance of work order. This SD amount will be refunded after contract period.
3. Amount of security deposit will be deducted from bill payment, if bidder fails to deposit Security Deposit.
4. If successful bidder refuses to deliver material or fails to deliver the material, EMD/Security Deposit will be forfeited and bidder will be blacklisted for 3 years.
5. SSST GST number as well as supplier GST number must be mentioned on invoices.
6. Successful bidder must pay GST amount against invoice submitted to SSST, it should reflected on GST Portal, otherwise SSST will not proceed invoice for Payment.

5. Terms and Conditions:

1. The decision of Board of Management/Chief Executive Officer, Shri Saibaba Sansthan Trust, Shirdiwill be final and binding incase of any dispute between Trust and the bidder.
2. The bidder should study all the tender documents carefully and understand the tender contract conditions, specifications etc. before quoting online. If there are any doubts, they should get clarifications in writing but this shall not be a justification for submission of late tender or extension of submission date.
3. Shri Saibaba Sansthan Trust reserves the rights to Accept / Reject Partial / Full Tender.

4. Supply of material must be as per expectation. In case material received is not as per specification or of expected quality bidder have to replace the same within 7 days.
5. If supplier fails to replace material as above, 0.5% amount of the faulty material will deducted per week from Security Deposit.

6.Delivery Schedule

1. Supplier should supply the material within 15 days from the date of receiving purchase order time to time.
2. Delivery of Material to be done at IT Department, Shri Saibaba Sansthan Trust, Shirdi on working day between 10 am to 6 pm.
3. Transport, freight and other charges will be bidder's responsibility.
4. If supplier fails to deliver material within 15 days, 0.5% amount of the non-delivered material will deducted per week from Security Deposit.

(Bhagyashree Banayat, IAS.)

Chief Executive Officer

Shri Saibaba Sansthan Trust Shirdi

ANNEXURE- A

Personal & Bank Details for RTGS
All columns are mandatory
(Submit on Company Letter Head)

Sr No	Personal Detail	
1	Name of the Firm	
2	Address	
4	Contact Person and Cell No	
5	GST umber	
6	Bank Details – Name of the Bank	
	Bank City	
	Branch Name and Code	
	Account Type	
	Account Number	
	IFSC CODE	
	MICR NO.	
7	Stamp and Signature of the agency	

ANNEXURE- B

SrNo	Kind	Description of Spare Part	Unit	Qty
1	Comp	HDD 500 GB SATA Make Seagate/Sony/Samsung	Nos	1
2	Comp	HDD 1TB SATA Make Seagate/Sony/Samsung	Nos	1
3	Comp	HDD 1 TB Portable USB Make Seagate/Sony/Samsung	Nos	1
4	Comp	HDD 2 TB Portable USB Make Seagate/Sony/Samsung	Nos	1
5	Comp	HDD 1 TB for Laptop internal Make Seagate/Sony/Samsung	Nos	1
6	Comp	SSD 500 GB Make Intel/Samsung/WD/Kingston	Nos	1
7	Comp	SSD 1 TB Make Intel/Samsung/WD/Kingston	Nos	1
8	Comp	DVD drive USB External Portable	Nos	1
9	Comp	Web Camera with at least 1 meter Cable iball, Logitech	Nos	1
10	Comp	Antivirus Net Protector Single user 1 year validity	Nos	1
11	Comp	Antivirus Quick Heal Total Security single user 1 years	Nos	1
12	Comp	Computer CMOS battery Sony	Nos	1
13	Comp	VGA cable ISI mark	Nos	1
14	Comp	SMPS for Lenovo Thinkcenter Desktop 14+2 Pin	Nos	1
15	Comp	SMPS for Dell Optiplex 380	Nos	1
16	Comp	SMPS for Dell Optiplex 3500	Nos	1
17	Comp	SMPS for Desktop HP pro G1 Microtower Business PC	Nos	1
18	Comp	CPU Cooling Paste	Nos	1
19	Comp	USB Mouse Logitech,i-ball, dell, HP	Nos	1
20	Comp	USB Keyboard Logitech,iball, dell, HP	Nos	1
21	Comp	HDMI Cable 20 meters ISI Mark	Nos	1
22	Comp	Pen Drive 64 GB	Nos	1
23	Printrer-590	EPSON LQ-590-II Head Carriage	Nos	1
24	Printrer-590	EPSON LQ-590-II Carriage Belt for LQ 310+ DMP	Nos	1
25	Printrer-590	EPSON LQ-590-II DMP Printer Flat tern gear	Nos	1
26	Printrer-590	EPSON LQ-590-II PF gear	Nos	1
27	Printrer-590	EPSON LQ-590-II Ribbon Mask	Nos	1
28	Printrer-590	EPSON LQ-590-II Head Cable Pair	Nos	1
29	Printrer-590	EPSON LQ-590-II Head	Nos	1
30	Printrer-590	EPSON LQ-590-II Belt drive pully	Nos	1
31	Printrer-590	EPSON LQ-590-II Carriage Bush	Nos	1
32	Printrer-590	EPSON LQ-590-II Combination gear	Nos	1
33	Printrer-590	EPSON LQ-590-II Logic Board	Nos	1
34	Printrer-590	EPSON LQ-590-II Main Board	Nos	1
35	Printrer-590	EPSON LQ-590-II Knob	Nos	1
36	Printrer-590	EPSON LQ-590-II RD assembly	Nos	1
37	Printrer-590	EPSON LQ-590-II Tractor	Nos	1
38	Printrer-590	EPSON LQ-590-II Tractor Sprocket	Nos	1
39	Printrer-590	EPSON LQ-590-II Ribbon Cartridge	Nos	1
40	Printrer-590	EPSON LQ-590-II Ribbon Cake 13 meter	Nos	1
41	Printer-310	EPSON LQ 310+ Head Carriage	Nos	1

SrNo	Kind	Description of Spare Part	Unit	Qty
42	Printer-310	EPSON LQ 310+ Carriage Belt	Nos	1
43	Printer-310	EPSON LQ 310+ Flatten gear	Nos	1
44	Printer-310	EPSON LQ 310+ PF gear	Nos	1
45	Printer-310	EPSON LQ 310+ Ribbon Mask	Nos	1
46	Printer-310	EPSON LQ 310+ Head Cable Pair	Nos	1
47	Printer-310	EPSON LQ 310+ Head	Nos	1
48	Printer-310	EPSON LQ 310+ Belt drive pully	Nos	1
49	Printer-310	EPSON LQ 310+ Carriage Bush	Nos	1
50	Printer-310	EPSON LQ 310+ Combination gear	Nos	1
51	Printer-310	EPSON LQ 310+ Logic Board	Nos	1
52	Printer-310	EPSON LQ 310+ Main Board	Nos	1
53	Printer-310	EPSON LQ 310+ Knob	Nos	1
54	Printer-310	EPSON LQ 310+ RD assembly	Nos	1
55	Printer-310	EPSON LQ 310+ Tractor	Nos	1
56	Printer-310	EPSON LQ 310+ Tractor Sprocket	Nos	1
57	Printer-310	EPSON LQ 310+ Ribbon Cartridge	Nos	1
58	Printer-310	EPSON LQ 310+ Ribbon Cake 13 Meter	Nos	1
59	Printer	WD spray 32 gram	Nos	1
60	Printer	Q2612A tonner Compatible	Nos	1
61	Printer	88 A tonner Compatible	Nos	1
62	Printer	36A tonner Compatible	Nos	1
63	Printer	Tonner Powder for Brother LaserJet printer 100 grams	Nos	1
64	Printer	Brother Toner TN-2365	Nos	1
65	Printer	Brother Toner TN-2365 Drum Unit	Nos	1
66	Printer	Brother 2365 Reset Gear	Nos	1
67	Printer	Refilling and reconditioning Brother Toner TN-2365 with Powder	Nos	1
68	Printer	925 A Toner HP original	Nos	1
69	Printer	337 A Toner HP original	Nos	1
70	Printer	HP cp1025 CE-310A	Nos	1
71	Printer	HP cp1025 CE 311A	Nos	1
72	Printer	HP cp1025 CE 312A	Nos	1
73	Printer	HP cp1025 CE 313A	Nos	1
74	Printer	HP LaserJet 1020 Motherboard	Nos	1
75	Printer	HP LaserJet 1020+ Motherboard	Nos	1
76	Printer	HP LASER JET 1020/3050/3015/1018/3392 Teflon sleeve	Nos	1
77	Printer	HP LASER JET 1020/3050/3015/1018/3392 Teflon sleeve cream	Nos	1
78	Printer	HP LASER JET 1020/3050/3015/1018/3392 Heater Assembly	Nos	1
79	Printer	HP LASER JET 1020/3050/3015/1018/3392 Pressure Roller	Nos	1
80	Printer	HP LASER JET 1020/3050/3015/1018/3392 Pickup Roller	Nos	1
81	Printer	HP LASER JET 1020/3050/3015/1018/3392 relay	Nos	1
82	Printer	HP LASER JET HP P1007 Teflon Sleeve	Nos	1

SrNo	Kind	Description of Spare Part	Unit	Qty
83	Printer	HP LASER JET HP P1007 Teflon Sleeve cream	Nos	1
84	Printer	HP LASER JET HP P1007 Heater Assembly	Nos	1
85	Printer	HP LASER JET HP P1007 Pressure Roller	Nos	1
86	Printer	HP LASER JET HP P1007 Pickup Roller	Nos	1
87	Printer	HP LASER JET HP P1007 relay	Nos	1
88	Printer	Q2612A Powder 140 Gram Pouch/Bottle Tonner Make	Nos	1
89	Printer	HP Q2612 A Toner Drum	Nos	1
90	Printer	HP Q2612 A Toner wiper Blade	Nos	1
91	Printer	HP Q2612 A Toner PCR roller	Nos	1
92	Printer	HP Q2612 A Toner Dr Blade	Nos	1
93	Printer	HP Q2612 Magnet Rod	Nos	1
94	Printer	HP Q2612 Magnet Bush	Nos	1
95	Printer	88A Tonner Powder 100 Gram Pouch/bottle Tonner Make	Nos	1
96	Printer	88A Tonner Drum	Nos	1
97	Printer	88A Tonner wiper Blade	Nos	1
98	Printer	88A Tonner PCR roller	Nos	1
99	Printer	88A Tonner Dr Blade	Nos	1
100	Printer	88A Tonner Magnet Rod	Nos	1
101	Printer	88A Tonner Magnet Bush	Nos	1
102	Printer	Toner Powder HP1025 Cyan Powder	Nos	1
103	Printer	Toner Powder HP1025 Magenta Powder	Nos	1
104	Printer	Toner Powder HP1025 Yellow Powder	Nos	1
105	Printer	Toner Powder HP1025 Black Powder	Nos	1
106	Printer	HP cp1025 Reset Chip (CMYK)	Nos	1
107	Printer	HP LASER JET 1020/3050/3015/1018/3392 Q2612 A, 78A, 88A, 16A, 36A Toner Refilling And Reconditioning with 140 gram powder in Q2612A and 80 Gram in 88A/36A. Empty Tonner will be provided by Trust.	Nos	1
108	Network	Cat 6 Cable Box 305 meter D-link Original	Nos	1
109	Network	D-link Switch 5 Port	Nos	1
110	Network	D-link Switch 8 Port	Nos	1
111	Network	D-link network Switch 24 Port	Nos	1
112	Network	D-link network Switch 48 Port	Nos	1
113	Network	OFC Joint encloser 4 holes for 32 cores	Nos	1
114	Network	Krone tool :- for Cat6 and Telephone	Nos	1
115	Network	Rack 6U fully loaded	Nos	1
116	Network	Rack 9U fully loaded	Nos	1
117	Network	Rack 12U fully loaded	Nos	1
118	Network	RJ 45 D-link Original 1 box = 100 Units	Nos	1
119	Network	LIU 16 Port Fully Loaded	Nos	1
120	Network	LIU 24 Port Fully Loaded	Nos	1
121	Network	I/o box with faceplate and back box	Nos	1
122	Network	USB LAN card iball/Baton	Nos	1
123	Network	Crimping tool (Hydraulic) for RJ45 and RJ11	Nos	1

SrNo	Kind	Description of Spare Part	Unit	Qty
124	Network	LAN tester iball, Baton	Nos	1
125	Network	Laprite 58 in 1 Aluminium Alloy Precision Magnetic Toolkit With 30 bits electronics repair Toolkit	Nos	1
126	Network	ISO propyl Alcohol (1000ml)	Nos	1
127	Network	Three hole Fibre Optic Stripper with 6" Handle	Nos	1
128	Network	Optic Fibre protective Sleeve for Splicing 70 mm	Nos	1
129	Network	Media converter for fast Ethernet over single mode with SC connector (Dual fibre, Gb Speed, Support up to 20 km range) With 1 year warranty Dlink, TPlink	Nos	1
130	Network	Media Converter with SFP Slot Gigabit Ethernet 1x 10/100/1000Base-T RJ45 to 1x 1000Base-X With 1 year warranty Dlink, TPlink	Nos	1
131	Network	Media converter for single mode with SC connector (Single fibre core, Gb Speed, Support up to 20 km range) With 1 year warranty Dlink, TPlink	Nos	1
132	Other	Casing and Caping 20MM 2 meter Make Pressfit/MODIs	Nos	1
133	Other	Casing and Caping 25MM 2 meter Make Pressfit/MODIs	Nos	1
134	Other	Casing and Caping 30MM 2 meter Make Pressfit/MODIs	Nos	1
135	Other	Screw Box 1 inch of 100 units	Nos	1
136	Other	Screw Box 1.5 inch of 100 units	Nos	1
137	Other	Screw Box 2 inch of 100 units	Nos	1
138	Other	Rawal Plug Box of 100 units	Nos	1
139	Other	Wiring of Cat6/Power cable. Raw material like Casing Capping, screw, rawal plug, cable will be provided by Sansthan. Labour work rate should be per running feet.	Nos	1
140	Battery	12 Volt 7 AH battery	Nos	1
141	Battery	12 Volt 18 AH battery	Nos	1
142	Battery	12 Volt 26 AH battery	Nos	1
143	Battery	12 Volt 42 AH battery	Nos	1
144	Battery	12 Volt 65 AH battery	Nos	1

Information Technology Department,
Shri Saibaba Sansthan Trust, Shirdi
Date:



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1. For any queries, bidder can call 02423-258953 or mail to it.office@sai.org.in before given time in above schedule.
2. The details of Technical documents to be submitted online mentioned in the Tender documents. All such documents should be scanned and uploaded along with the e-tender.
3. Shri Saibaba Sansthan Trust, Shirdi reserves the right to reject any or all Tenders without assigning any reason thereof.

Chief Executive Officer,
Shri Saibaba Sansthan Trust, Shirdi