

**GOVERNMENT OF INDIA  
NATIONAL LIBRARY, KOLKATA**

National Library, Kolkata invites sealed quotations, in two separately sealed bids, one technical and second commercial, for “AMC of Desktop Computers, Printers, Network and other IT peripherals for a period of one year”.

**Tender No: NL/S&S/COMP/AMC/7237**

**Date: 28-02-2018**

**NOTICE**

1. The Bid Document for the above mentioned job containing all necessary details of terms of reference and other specifications can be downloaded from [http://nationallibrary.gov.in/nat\\_lib\\_stat/tender.html](http://nationallibrary.gov.in/nat_lib_stat/tender.html) and <http://eprocure.gov.in/epublish/app> from 01.03.2018 to 21.03.2018. A demand draft for Rs.500/- (Rupees five hundred only) drawn in favour of the Director General, National Library, Kolkata must be submitted along with the technical bid.
2. **Eligibility/Pre-Qualification Criteria:**
  1. Only those agencies/consortia who have experience in similar field not less than 5 (five) years may submit their bids addressed to the Director General, National Library, Kolkata-700 027 with Rs.50,000/- (Rupees fifty thousand only) as Earnest Money to be deposited as bank draft / pay order in favour of the Director General, National Library, Kolkata and all credentials regarding performance during the last five years so as to reach the **Superintendent (Stores & Supplies), Prashasan Bhavan (New Annexe), National Library, Belvedere, Alipore, Kolkata-700 027** latest by 2pm on 21.03.2018.
  2. Bidder must have experience of executing one single order worth **Rs.20 lakhs** or more in “maintenance for computer clients, servers, hardware, software, networking, laptops and other peripherals” in the last three years **(1.4.2014 to 31.3.2017)**
  3. The bidder must have minimum annual average turnover of at least **Rs.1 crore** during the last three years in “maintenance for computer clients, servers, hardware, software, networking, laptops and other peripherals” **for the last three (3) years. A separate sheet should be attached duly attested by any Chartered Accountant / Competent Authority.**
  4. The bidder must have executed for at least three clients in the last 3 years out of which 1 (one) must have been a Government organisation and should furnish work testimonials in support of the same.
  5. The bidder must have been in the area of system integration, managing and providing support for computer hardware, software, networking, laptops and other peripherals similar to the existing IT hardware in the National Library for the last 5 years.
  6. The bidder must be a profit making company (**Attested copies of balance sheet to be submitted**).
  7. The bidder must have a Local office/service centre in Kolkata
  8. All bidders must enclose service tax registration certificate along with the tender documents.
  9. The Bidder should have adequate financial resources to undertake the contract. The Bidder should have sufficient reserves as per the audited financial statement. In case, the Bidder wishes to use internal sources for funds, a declaration on bidder’s letterhead for the same shall be furnished along with sufficient proofs.
  10. The bid may be summarily rejected on not meeting any one or more criteria mentioned above.
  11. The Director General, National Library reserves the right to reject any or all bids without assigning any reason whatsoever at any stage of the tendering process or even after the same is completed. The Library also reserves the right to change or modify any specifications/conditions at a later date during the process of tendering.
  12. Any bid/s received after the submission deadline prescribed by the National Library shall be rejected and returned unopened to the bidder.
  13. The National Library may ask to produce original documents for verification as and when required.
  14. The rates quoted should be valid up to 30<sup>th</sup> June 2018.

**Director General  
National Library**