

# **The Oriental Insurance Company Limited**



## **Request for Proposal**

**for**

### **Procurement of IT Support Services (Annual Maintenance Contract & Facility Management Services).**

**(Tender No.: OIC/GRO/2K15/024 Dated 16.09.2015)**

**The Oriental Insurance Company Limited  
Information Technology Department  
Regional Office Guwahati  
Address: Ulubari, Guwahati-7**

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**Non-Refundable Tender Fee**

**Non-Transferable Receipt**

**To be filled by OICL Official**  
**OICL's Copy**

<b>Tender Ref. No.</b>	<b>OIC/GRO/2K15/024 Dated 16.09.2015</b>
<b>Copy No.</b>	
<b>Date of Issue</b>	
<b>Tender Issued to Bidder</b>	
<b>Cheque No./Draft No.</b>	
<b>Date</b>	
<b>Cheque/Draft Amount</b>	
<b>Bank Name</b>	
<b>Name of OICL Official</b>	
<b>Designation of OICL Official</b>	
<b>Signature</b>	
<b>OICL Official</b>	<b>Bidder's Representative with Contact No. and Date</b>



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<b>Designation of OICL Official</b>	
<b>Signature</b>	
<b>OICL Official</b>	<b>Bidder's Representative with Contact No. and Date</b>



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## Important Notice

### **This Tender Document is Non-Transferable**

Bidders are advised to study this tender document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

The response to this tender should be full and complete in all respects. Incomplete or partial bids shall be rejected. The bidder must quote for all the items asked for, in this tender.

The bidder shall bear all costs associated with the preparation and submission of the bid, including cost of presentation and demonstration for the purposes of clarification of the bid, if so desired by OICL. OICL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

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## **Notice Inviting Bids for Purchase of IT Support and Facility management Services.**

The Chief Regional Manager, (RO Guwahati), The Oriental Insurance Company Limited invites sealed bids from eligible companies / organisations / firms to provide 'IT Support Services' for 'IT Infrastructure' and 'Softwares' with effect from 12.10.2015.

**'IT Support Services'** shall mean onsite comprehensive maintenance support to all 'IT Infrastructure', onsite 'Facility Management' support and loading/reloading, configuration/reconfiguration 'Softwares' Services as per detailed scope of work defined.

**'IT Infrastructure'** shall mean Workstations, LaserJet (stand alone and Network) Printers, All-in-One Printers, High Speed Dot Matrix Printers, Line Matrix Printers, Scanners, Unix Servers, Windows Servers, LAN Switches, Online UPSs including External Chargers & Isolation Transformers, LAN Cabling, etc.

**'Facility Management'** shall mean soft call support (excluding part replacement) for the IT assets which are under OEM/Supplier's warranty, support for dealer counters where IT Asset not owned by OICL, and RO-Video Conferencing facility.

**'Softwares'** shall mean Default OS, Device drivers, Adobe Reader, Open Office, MSOffice (Licensed Version), Hindi Typing Software, Clients / Agents for Anti-virus, Enterprise Management Solution, Patch management, Email software, INLIAS configuration, and any other software required for OICL functioning.

### **Availability of tender document**

1. Non-transferable RFP document containing conditions of pre-qualification, detailed requirement specifications and also the terms and conditions can be obtained from the below address:

**The Oriental Insurance Company Limited  
Information Technology Department,  
RO Guwahati, Address: Godrej Building, Ulubari, Guwahati-7**

2. The RFP document will be available for sale at the above address between 11.00 Hours to 16.00 Hours on all working days from 17.09.2015 to 01.10.2015 on payment of non-refundable Tender Fee of Rs.1,000/- by crossed Demand Draft/ Banker's Pay Order in favour of **"The Oriental Insurance Company Limited"** payable at **Guwahati**.
3. Copy of Tender document will be available on our web portal [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in) under the link 'Tenders'. Bidders have to purchase Tender document in order to submit bids. Please note that the Company shall not accept any liability for non-receipt/non-delivery of bid document(s) in time.

### **Eligibility Criteria:-**

Bidders should meet the following Eligibility Criteria in order to bid for the RFP:

1. Bidder should be registered under C.S.T. and/or have the sales tax registration in the state where the company has a registered office. The bidder should submit Certificate of valid sales tax/VAT registration certificate and Service Tax registration certificate. **Provide the details as per Annexure-A.**
2. Bidder's annual sales turnover should be more than **Rupees 3 Crore and a positive Networth** (measured as paid-up capital plus free reserves) in the previous three financial years viz. FY 2012-13, 2013-14 & 2014-15. **Provide the details as per Annexure-A along with Certified audited documents / Balance Sheets.**
3. Bidder must provide list of support location matrix as part of the bid document **as per Table in Annexure-A.**



4. Bidder should have local presence and must have prior experience of successfully installing, configuring, manning and managing IT Support Services for at least three BFSI/PSU customers in last three years. Also, provide the name, designation, contact details and address of a contact person for each reference. **Provide the details as per Annexure-C along with documentary proofs.**
5. Bidder must provide minimum one reference of bidder's clients who have made purchase of IT Services (AMC / FM Services) in excess of Rupees Ten Lakhs (single order) for multi-locations in the state during the last year (2014-15). **Provide the details as per Annexure-C along with documentary proofs.**
6. Bid validity should be 180 days after the last date of submission of commercial bid prescribed by OICL.
7. Bid must be accompanied by a bid security in the form of a Bank Guarantee of Rupees Two Lakhs issued by a Nationalized / Scheduled Bank with validity of one year beyond the validity of the bid in the format as per **Annexure-D**.
8. The bid must be signed by a person with the proper authority to bind the company as a "Constituted attorney of the company".
9. During the technical evaluation stage, OICL representatives will verify the submitted client references to ascertain the similarity of the Services used to that offered to OICL.
- 10 The Bidder will have to make back-to-back arrangement with OEMs/OEM certified partner for APC make UPSs and HP make LaserJet Printers of OICL.
11. Declaration from the company secretary/authorised signatory regarding non-blacklisting for last 3 years from any Govt Organization/PSU. Letter from company secretary/authorised signatory as per **Annexure-G**.
12. It is mandatory for the bidder to quote for all the items mentioned in the tender.



### Time Schedule

The key events and dates for this RFP are as below:

Event	Target Date
Opening Date for Sale of RFP Document	17/09/2015 1000hrs
Last Date to send in request for Clarifications	21/09/2015 1600hrs
Pre-Bid Meeting	23/09/2015 1500hrs
Last Date for Sale of RFP Document and Submission of Bids	01/10/2015 1700hrs
Opening of Pre-Qualification Bids	05/10/2015 1500hrs
Declaration of Short-listing of bidders based on pre-qualification criteria	06/10/2015
Opening of Technical Bid	07/10/2015 1100hrs
Presentation on Technical Solution by Short-listed bidders	07/10/2015 1400hrs
Declaration of Short-listing of bidders for commercial bid	08/10/2015
Opening of commercial bids	09/10/2015 1200hrs
Declaration of L1 Bidder	09/10/2015
Notification of Award	09/10/15

- If any of the above dates is declared holiday for OICL, the next working date will be considered.
- OICL reserves the right to change the dates mentioned in the RFP.



## Introduction

### 5.1 About the Company

The Oriental Insurance Company Limited (OICL), a public sector undertaking dealing in non-life insurance, is ahead of its peers in the industry in adopting information technology. For more than a decade, OICL has leveraged Information Technology to serve its customers effectively. To bring uniformity, security and centralized access OICL has adopted Integrated Non-life Insurance Application Software (INLIAS). INLIAS is running successfully in all operating offices of company. The INLIAS application serves the entire business requirements of the OICL. Its scope covers underwriting, accounting, claims processing, report generation and reinsurance requirements. The Company has launched web portal for use of its customers, agents and other stakeholders [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in) with a provision for premium calculator, payment gateway and online issue/ renewal of policies. Apart from the Core-Insurance application and web-portal, OICL has various centralised applications like email, Desktop Management Suite, VC, HRMS etc hosted at its Data Centres at Mumbai and Bengaluru.

OICL has its head office at New Delhi, Primary Data Centre (PDC) at Bengaluru & Secondary Data Centre (SDC/DR) at Vashi (Mumbai), 30 Regional Offices (RO), Staff Training College (OSTC) at Faridabad & Chennai and 1500+ offices including Divisional Offices (DO), Branch Offices (BO), Regional Training Centres (RTC), Service Centres (SVC), TP Hubs and Extension Counters (EC)/Micro Offices (MO) geographically spread out across India. The company also has presence in Nepal, Dubai and Kuwait. More than 500 ECs are expected to be opened by the end of this financial year. It has over 16,000 employees.

All offices across the country are connected on MPLS using leased lines/Wireless dual active-active links with appropriate bandwidth while some extension counter/micro offices & Dealer location are connected through internet over secured Two Factor authentication.

The company has sold more than 10 million new policies in the year 2013-14. Company has more than 100 general insurance products to cater to the varied insurance needs of its customers. It also has a strong workforce of about 15000 employees and over 35,000 agents.

### 5.2 Scope of Work

The Scope of Work includes:

1. Onsite comprehensive maintenance Support for all IT Equipments as per list given in Annexure-I.
2. Onsite Facility Management Services (coordinate with OEM / Supplier for Warranty Support) as per list given in Annexure-I.
3. Soft call Support i.e. excluding parts replacement, for dealer counters and RO-Video Conferencing
4. Service Desk Management at RO.
5. Remote call maintenance facility at RO.
6. Support for installation/reinstallation/uninstallation of default Operating System, Device drivers, Adobe Reader, Open Office, MSOffice (Licensed Version), Hindi Typing Software, INLIAS configuration, and any other software required for OICL functioning.
7. Clients / Agents Management and patch update for centralised Anti-virus software
8. Clients / Agents Management for Enterprise Management Solution and Patch Management
9. Clients Management for Email software
10. Domain Joining of PCs
11. Preventive Maintenance Activity.
12. Networking Cable Redressing of Racks and Preparing Network Sketch Diagram for all Offices (one time activity).
13. Basic training for trouble shooting for DO/BO IT Nodal Officers (one time activity).



## Instructions to Bidders

### 6.1 Procedure for submission of Bids

The bidders will be required to submit following three documents in three separate envelopes:

1. Pre-qualification Bid with Bid Security in the form of Bank Guarantee.
2. Technical Bid consisting:-
  - a. Hard copy of the complete technical-bid document spirally bound with Technical Specification Compliance Sheet as per the format given under Technical Bid Documents.
  - b. Softcopy of the entire technical bid in a separate CD.
3. Commercial Bid consisting:-
  - c. Commercial Bid duly filled in with item wise prices.
  - d. Summary (Net Quote).
  - e. Softcopy of commercial bid in a separate CD.

Three sealed envelopes containing Pre-Qualification Bid, Technical Bid and Commercial Bid along with softcopy should be submitted in the following manner:

**Envelope I – Pre-Qualification Bid** comprising of three hard copies with information requested by OICL along with EMD in the form of Bank Guarantee.

- a) Each of the three hard copies of pre-qualification bid should be a complete document, bound as a volume and placed in separate sealed envelopes super-scribed Pre-qualification Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015
- b) Each of the sealed envelopes should also be marked as "Original", "First Copy" and "Second Copy" respectively.
- c) The three envelopes of pre-qualification bid should be placed in a single sealed envelope super-scribed: Pre-qualification Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015.

**Envelope II - Technical bid** comprising of three hard copies and one soft copy (word and/or excel) of the technical bid:

- a) Each of the three hard copies of technical bid should be a complete document, bound as a volume and placed in separate sealed envelopes super-scribed Technical Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015
- c) Each of the sealed envelopes should also be marked as "Original", "First Copy" and "Second Copy" respectively.
- d) The soft copy (word and/or excel) of the technical bid should be submitted on a CD sealed in an envelope marked as "Soft Copy of Technical Bid."
- e) The four envelopes of technical bid should be placed in a single sealed envelope super-scribed: Technical Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015.



**Envelope III** - Commercial bid comprising of three hard copies and one soft copy (word and/or excel) of:

- a) Each of the three hard copies of the commercial bid should be a complete document, bound as a volume and placed in separate sealed envelopes super-scribed Commercial Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015
- b) Each of the sealed envelopes should also be marked as "Original", "First Copy" and "Second Copy" respectively.
- c) The soft copy (word and/or excel) of the commercial bid should be submitted on a CD sealed in an envelope marked as "Soft Copy of Commercial Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015"
- d) The four envelopes of commercial bid should be placed in a single sealed envelope super-scribed: Commercial Bid for Tender No: OIC/GRO/2K15/024 Dated 16.09.2015

**Note:** The Bid shall be typed in English and signed by the Bidder or a person(s) duly authorized to bind the Bidder to the Contract. The person(s) signing the Bids shall initial all pages of the Bids.

## 6.2 Bid Security

EMD in the form of Bank Guarantee of Rs. 2,00,000/- (Rupees Two Lakhs Only) favouring 'The Oriental Insurance Company Ltd' valid for one year beyond the validity of the bid should be submitted.

1. BG should be drawn on Nationalized / Scheduled bank in favour of 'The Oriental Insurance Company Ltd'. Non-submission of BG along with Eligibility-Bid document will disqualify the Bidder.
2. BG will be returned to the qualified bidder after acceptance of Purchase Order and/ or Signing of the Contract(s) by the bidder and submission of required Performance Bank Guarantee (PBG).
3. For the bidders who do not qualify in this tender, BG will be returned after the selection of successful Bidder.
4. EMD submitted by bidder may be forfeited if:
  - i. Bidder backs out of bidding process after submitting the bids;
  - ii. Bidder backs out after qualifying;
  - iii. Bidder does not accept the Purchase Order / Sign the Contract within the time prescribed by OICL after qualifying.

## 6.3 Evaluation Criteria

The successful bidder will be determined based on L1 Bid.



## Bid Documents

### 7.1 Eligibility Bid Documents:

Eligibility bid Document should contain following:-

1. Application Form for Eligibility Bid as per **Annexure A**.
2. Sales Tax registration Certificate, Service Tax / VAT registration certificate.
3. Copy of certified audited documents/ balance sheets of previous three financial years i.e. 2012-13, 2013-14, 2014-15.
4. Declaration letter that the company is operating for last five financial years in India.
5. List of Service Centres in the Region as per **Annexure-A**.
6. EMD in the form of BG of Rs. 2,00,000/- (Rupees Two Lakhs Only) with validity of one year beyond the validity of the bid favouring 'The Oriental Insurance Company Limited' as in the format as per **Annexure-D**.
7. List mapping OICL offices with the corresponding nearest Bidder's support locations.
8. The power of attorney or authorisation, or any other document consisting of adequate proof of the ability of the signatory to bind the bidder.
9. Proof of experience for three similar projects in BFSI / PSU sector in the last three years. Provide client references as per **Annexure-C** along with Documentary proofs.
10. Projects Undertaken in the previous three financial years.
11. Copy of Letter of Non Blacklisting of Bidder by any Govt body/PSU as per **Annexure-G**.

Terms and conditions for Eligibility Bid:

1. The bidder should not quote in consortium with any other partner.
2. Participation in this tender will mean that the bidder has accepted all terms and conditions and clauses of this tender and subsequent modifications to this tender, if any.
3. The documentary evidence asked in respect of the eligibility criteria would be essential. Bids not accompanied by documentary evidence may be rejected. Clarification/ Additional documents, if any, sought by OICL from the bidder have to be submitted within the stipulated time. Otherwise, bid will be rejected and no further correspondence in the matter will be entertained by OICL.
4. Any alterations, erasures or discrepancies in figures etc. may render the bid invalid.

The bid may be rejected in case of non-adherence to any of the instructions given above.



## 7.2 Technical Bid Documents

The Bidder should submit Detailed Technical Response/Solution to all the below requirements as per the below format. All the Requirements are to be complied mandatorily.

S. No.	Mandatory Technical Requirements	Bidder's Detailed Response																
A	<p><b>Comprehensive Annual Maintenance Contract:</b></p> <p>The List of IT Assets to be included under AMC are given as per Annexure-I.</p> <p>The onsite AMC support will be for 3 years i.e. from 12.10.2015 to 11.10.2018. The normal support window would be applicable from 9:00 AM to 6:00 PM (Mon to Fri) as per Company's current working hours. In case, office working hours change, the support window will change accordingly.</p> <p><b>Resolution Time:</b></p> <p><b>Revised response and resolution time :</b></p> <table border="1" data-bbox="268 817 1139 1305"> <thead> <tr> <th data-bbox="272 824 355 880">Sl. No</th> <th data-bbox="360 824 826 880">City</th> <th data-bbox="831 824 986 880">Response</th> <th data-bbox="991 824 1134 880">Resolution time</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 887 355 943">1</td> <td data-bbox="360 887 826 943">Guwahati</td> <td data-bbox="831 887 986 943">6 Hrs</td> <td data-bbox="991 887 1134 943">2 Working Days</td> </tr> <tr> <td data-bbox="272 949 355 1211">2</td> <td data-bbox="360 949 826 1211">Nagaon, Tezpur, Dibrugarh, Jorhat, Sivsagar, Dimapur, Kohima, Diphu, Bongaigaon, Dhuburi, Barpeta Road, Shillong, Tinsukia, Digboi, Duliajan, Silchar, Karimganj, Aijwal, Imphal, Agartala, Udaipur, Itanagar, North Lakhimpur</td> <td data-bbox="831 949 986 1211">12 Hrs</td> <td data-bbox="991 949 1134 1211">3 Working Days</td> </tr> <tr> <td data-bbox="272 1218 355 1299">3</td> <td data-bbox="360 1218 826 1299">Other Location Except mentioned above.</td> <td data-bbox="831 1218 986 1299">24 Hrs</td> <td data-bbox="991 1218 1134 1299">5 Working Days.</td> </tr> </tbody> </table> <p>The Bidder shall make back-to-back arrangement with OEMs/OEM certified partner for APC make UPSs and HP make LaserJet Printers.</p> <p>In case problem persists or the equipment needs to be removed to workshop for repairs, a standby should be provided within 48 hours of receiving complaint. The standby equipment provided should be of equivalent or higher specifications, so that normal job of the purchaser may not hamper. In this case, the repaired original equipment is to be installed back/permanent replacement provided within 25 days of removal.</p> <p>The bidder shall provide '<b>IT Support Services</b>' as per detailed scope of work defined. List of IT equipment is as per Annexure-I.</p> <p>The support will survive even after change of location of the IT Equipment.</p> <p>All the parts of the machines will be covered under AMC except the consumables viz. Printer Cartridges, UPS batteries and externally visible broken components.</p> <p>AMC would also cover maintenance of patches/bug fixes (available from the original software vendor) for Operating System, Antivirus, and other softwares under use.</p>	Sl. No	City	Response	Resolution time	1	Guwahati	6 Hrs	2 Working Days	2	Nagaon, Tezpur, Dibrugarh, Jorhat, Sivsagar, Dimapur, Kohima, Diphu, Bongaigaon, Dhuburi, Barpeta Road, Shillong, Tinsukia, Digboi, Duliajan, Silchar, Karimganj, Aijwal, Imphal, Agartala, Udaipur, Itanagar, North Lakhimpur	12 Hrs	3 Working Days	3	Other Location Except mentioned above.	24 Hrs	5 Working Days.	
Sl. No	City	Response	Resolution time															
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3	Other Location Except mentioned above.	24 Hrs	5 Working Days.															



	<p>The Bidder shall ensure Proper Data Backup in consultation with user in case of OS reinstallation and restore the machine to the earlier state. The Bidder will have to carry external CD/DVD drive wherever OS installation is required.</p> <p>Any deletion of IT Asset will be done on the discretion of OICL. Billing for such excluded assets will stop on pro rata basis from next quarter.</p> <p>Any addition of IT Asset will be done on the discretion of OICL. Billing for such included assets will be on pro rata basis.</p> <p>The Bidder is also required to arrange resource to coordinate with OICL's WAN Service Provider and PC-NOC helpdesk teams enabling their network access through office router to the office networking equipments as and when required.</p>	
B	<p><b>Onsite Resources:</b></p> <p>The Bidder shall deploy minimum 1 Resident Engineer and 1 Helpdesk Coordinator at Regional Office for Onsite Facility Management and Support Services.</p> <p>In case of absence of Resident Engineer / Helpdesk Coordinator, the Bidder without any delay shall provide a backup Resource.</p> <p>OICL has its centralised helpdesk portal for which limited access will be provided to the Bidder for complaints lodging/monitoring/reporting and penalty calculation, etc.</p> <p>Bidder shall facilitate and coordinate with users for registering complaints through telephone call, email, web interface on centralised helpdesk portal.</p> <p>Call tracking reports from the help-desk will be made available online to OICL.</p> <p>The Bidder, on its own expenses will arrange all PCs and Phone lines to be used by Helpdesk coordinators and Resident Engineers.</p>	
C	<p><b>Antivirus Software Updates:</b></p> <p>The bidder shall implement /integrate/ maintain/manage/support (includes patches, updates and upgrade implementation) regularly with latest version as well as check and clean the system for Viruses.</p> <p>Though the Anti Virus client updation in PCs will be regularly done through centralised system but in case any PC is not able to take automatic update due to malfunctioning, auto update from Data Centre will be stopped to avoid choking of office band width and in such cases, the Bidder shall update Anti Virus client manually/Remote and verify in the Anti Virus Console.</p> <p>The daily/weekly reports giving information for non-updated Antivirus clients will be provided by the OICL. The Bidder will submit compliance analysis report to RO.</p> <p>Non-compliance of Anti Virus update will attract 5% penalty if compliance goes below 80% per quarter.</p>	
D	<p><b>Enterprise Asset Management Solution including Patch Management Software Updates:</b></p> <p>The Bidder shall install EMS (client) including Patch Management on all workstations across all OICL offices and keep it up to date through out the contract period.</p>	





E	<p><b>Preventive Maintenance Activity:</b></p> <p>The bidder shall perform quarterly preventive maintenance of all the equipment under AMC.</p> <p>The PM activity sheet will be provided by the OICL 15 days prior to the beginning of every quarter for each type of machine.</p> <p>The Bidder shall provide office wise PM activity schedule one week prior to the beginning of every quarter.</p> <p>The Bidder shall install necessary software, OS patches, Anti Virus patches etc. as per the requirement of OICL during PM activity.</p> <p>The Bidder shall ensure that all machines are in domain.</p> <p>The Bidder shall make any changes required in configuration and settings of OS or any other software during PM activity.</p> <p>PM activity for Network Switch and UPS will be carried out either after working hours or on weekends after finalizing the date in consultation with OICL.</p> <p>The Bidder shall check the earthing status for each office during PM activity and report the same in PM call sheet.</p> <p>The PM activity report signed by user is to be submitted to OICL quarterly along with quarterly bill/invoice.</p>	
F	<p><b>Monthly Meeting:</b></p> <p>The Bidder will have Monthly Review Meeting with RO-IT / RM-IT and submit Minutes of Meeting.</p>	
G	<p><b>Training:</b></p> <p>The Bidder shall provide the training documentation to cover the day-to-day maintenance, management, and operations related aspects of the equipments and for small troubleshooting which user can undertake to resolve the minor issues.</p>	
H	<p><b>LAN Cabling</b></p> <p>The Bidder shall provide one time network cable dressing in networking rack using pre-fabricated 0.5 metre (AMP/DLINK make) cables.</p> <p>The Bidder shall tag the above cables identifying I/O port number and mention the same in the sketch diagram.</p> <p>The Bidder shall provide sketch-networking diagram (hardcopy and softcopy).</p> <p>The Bidder shall paste a laminated copy of the networking diagram on the rack.</p>	

**7.2.1 Technical bid should contain the following:**

1. Covering letter giving reference of this tender and consent for acceptance of all the Terms and Conditions of this tender and listing out all the enclosures.
2. Technical requirements compliance sheet as given above in Point 7.2
3. The Bidder shall indicate if any Hardware/Software is end-of-life.
4. Hardcopy of the complete technical-bid document spirally bound in the format given in this tender.
5. Softcopy of the entire Technical bid in a separate CD.



### 7.2.2 Technical Evaluation

**Total Marks 100. Minimum Overall Qualifying marks to become eligible for opening the Commercial Bid 60 out of 100.**

<b>Criteria</b>	<b>Max. Marks</b>
Compliance to Technical Specifications	40
Merit of Support Infrastructure	30
Project Experience	20
Technical Presentation	10

### 7.3 Commercial Bid Documents

Commercial Bid should contain the following:-

1. Softcopy of the entire commercial bid on one CD.
2. Hardcopy of the Commercial-bid document.

**Note:**

1. Softcopy of the commercial details in CD along with the respective printouts of the same duly certified, signed and stamped are also to be submitted along with the Commercial bid respectively. Failure to submit the readable softcopy of the commercial bid will result in rejection of the bid. The contents of the soft copy submitted in the CD and the contents of the Hardcopies duly certified shall be exactly the same.
2. The quoted rates should be in Indian rupees only and same should be filled in both words and figures.

**7.3.1 Commercial Bid:**

OICL reserves the right to select few or all items quoted below during final contract sign-off. In such case the value of the contract will be the cost of selected items finally opted by OICL. The Prices are excluding all Taxes. Taxes extra will be paid on actual basis.

**Table.1****(Amount in Rs.)**

S.No	Item Description	Basic Unit Price	Quantity	Total Price Year 1	Total Price Year 2	Total Price Year 3
		A	B	C=A x B	D	E
<b>A. Price of AMC Support</b>						
1	HCL PC -Windows XP, Vista					
2	Wipro PC -Windows 7					
3	Wipro PC-Windows 8					
	All other make PCs					
4	LJP- HP 1566, HP 1022, HP 1015,HP 1007					
5	Network LJP – HP 1606					
6	Network LJP – HP 2055					
7	Network LJP – HP 3015					
8	Network LJP – HP 9040					
9	Network LJP – HP 4700					
10	All other Non HP LJPs					
11	Scanners					
12	LIPI Printers					
13	High Speed DMP					
14	UPS 10 KVA					
15	External Charger for 10 KVA UPS					
16	Isolation Transformer for 10 KVA UPS					
17	UPS 5 KVA					
18	External Charger for 5 KVA UPS					
19	Isolation Transformer for 5 KVA UPS					
20	UPS 1 KVA					
21	External Charger for 1 KVA UPS					
22	Isolation Transformer for 1 KVA UPS					
23	UPS Inverter					
24	Non APC UPS					
25	Network Switch (Manageable) – Cisco					
26	Network Switch (Un-Manageable) Cisco, Non Cisco					
27	Server Unix					
28	Server Windows					
29	Laptops					
30	Support Services for Domain Joining					
31	Support Services for Antivirus (Client)					
32	Support Services for Asset and Patch Management (Client)					
<b>Total Price</b>						
<b>Total Price for 1<sup>st</sup> +2<sup>nd</sup> + 3<sup>rd</sup> Year (C+D+E)</b>						

**Table.2 (Amount in Rs.)**

S.No	Item Description	Basic Unit Price	Quantity	Total Price Year 1	Total Price Year 2	Total Price Year 3
		A	B	C=A x B	D	E
1	Charges for Resident Engineer at RO					
2	Helpdesk Coordinator at RO					
<b>Total Price</b>						
<b>Total Price for 1<sup>st</sup> +2<sup>nd</sup> + 3<sup>rd</sup> Year (C+D+E)</b>						

**Table.3 (Amount in Rs.)**

S.No	Item Description	Basic Unit Price	Quantity	Total Price Year 1	Total Price Year 2	Total Price Year 3
		A	B	C=A x B	D	E
<b>A. Price of Preventive Maintenance Activity</b>						
1	HCL PC -Windows XP, Vista including 'Software' updates					
2	Wipro PC -Windows 7 including 'Software' updates					
3	Wipro PC-Windows 8 including 'Software' updates					
	All other make PCs					
4	LJP- HP 1566, HP 1022, HP 1015,HP 1007					
5	Network LJP – HP 1606					
6	Network LJP – HP 2055					
7	Network LJP – HP 3015					
8	Network LJP – HP 9040					
9	Network LJP – HP 4700					
10	All other Non HP LJPs					
11	Scanners					
12	LIPI Printers					
13	High Speed DMP					
14	UPS 10 KVA including external charger and isolation transformer					
17	UPS 5 KVA including external charger and isolation transformer					
20	UPS 1 KVA including external charger and isolation transformer					
23	UPS Inverter					
24	Non APC UPS					
25	Network Switch (Manageable) – Cisco					
26	Network Switch (Non-Manageable) Cisco, Non Cisco					
27	Server Unix					
28	Server Windows					
29	Laptops					
<b>Total Price</b>						
<b>Total Price for 1<sup>st</sup> +2<sup>nd</sup> + 3<sup>rd</sup> Year (C+D+E)</b>						



<b>Total Price</b>	
<b>Table 1</b>	
<b>Table 2</b>	
<b>Table 3</b>	
<b>Total Price</b>	

Total Cost in figures: \_\_\_\_\_

Total Cost in Words: \_\_\_\_\_



## **Conditions of Contract**

### **8.1 General Terms and Conditions**

**8.1.1 Definition: OICL/ PURCHASER:** Shall mean The Oriental Insurance Company Limited.

**8.1.2 Amendment to Bid Document:** At any time prior to the deadline for submission of Bids, OICL, for any reason, on its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Document, by amendment. All prospective Bidders that have received the Bidding Document will be notified of the amendment. The same will be binding on them. In order to allow prospective Bidders reasonable time in which to consider the amendment in preparing their Bids, OICL, at its discretion, may extend the deadline for a reasonable period as decided by OICL for the submission of Bids. Details will be communicated and published on our portal [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in)

**8.1.3 Submission of Bids:** The bidders shall seal the envelopes containing Eligibility Bid / Technical Bid / Commercial bid. Envelopes shall be addressed to OICL at the address given; and bear the Project Name "RFP – Procurement of IT Support Services (Annual Maintenance Contract & Facility Management Services) Eligibility Bid/ Technical Bid / Commercial Bid Tender No. OIC/GRO/2K15/024 Dated 16.09.2015". Envelopes should indicate on the cover the name and address of the Bidder. A bidder shall submit only one proposal.

**8.1.4 Performance Security:** Within 15 days after the receipt of notification of award from OICL, the bidder shall furnish performance security to OICL as per Annexure B, which shall be equal to 10 percent of the value of the contract – valid till date of expiry of contract in the form of a bank guarantee from a nationalized/ scheduled bank as per the norms laid by the RBI.

**8.1.5 Pre-Bid Conference:** A prospective bidder requiring any clarification of the tender document may notify OICL by writing to [prabhat.kumar@orientalinsurance.co.in](mailto:prabhat.kumar@orientalinsurance.co.in) and [kalita.d@orientalinsurance.co.in](mailto:kalita.d@orientalinsurance.co.in) ; OICL will respond to any request for clarification of the tender document in the pre-bid conference.

The Representatives of Bidders attending the pre-bid conference must have proper authority letter to attend pre-bid conference and must have purchased the Tender document. Bidders are advised to restrict number of representatives to not more than two during pre-bid conference. The bidder must produce the proof of purchase of tender document, during pre bid conference. Any modification to the Bidding Documents, which may become necessary as a result of the pre-bid meeting, shall be made by the Company exclusively through the issuance of an Addendum and not through the minutes of the pre-bid meeting. Non-attendance at the pre-bid conference shall not be a cause for disqualification of a bidder.

**8.1.6 Payment Schedule:** All the Amounts will be paid quarterly in arrears.

**8.1.7 Mode of Payment:** In all cases OICL shall make payments only through Electronic Payment mechanism (viz. ECS). Bidders should invariably provide the following particulars along with their offers:

1. Type of Bank account (Current / Savings/Cash Credit).
2. Bank Account Number
3. IFSC / NEFT Code (11 digit code) / MICR code, as applicable, along with a cancelled cheque leaf.
4. Permanent Account Number (PAN) under Income Tax Act; TIN/Sales Tax Registration Number (for supply of Goods) and Service Tax, Registration Number (for supply of Services), as applicable.
5. E-mail address of the vendor / authorized official (for receiving the updates on status of payments).

**8.1.8 Canvassing/Contacting:** Any effort by a Bidder to influence the Company in its decisions on Bid evaluation, Bid comparison or award of contract may result in the rejection of the Bidder's Bid. No



Bidder shall contact the Company on any matter relating to its Bid, from the time of opening of Commercial Bid to the time the Contract is awarded.

**8.1.9 Currency of Payments:** Payment shall be made in Indian Rupees (INR) only.

**8.1.10 Change Orders:** OICL may at any time, by a written order given to the bidder make changes within the general scope of the contract in any one or more of the following:

If any such change causes an increase or decrease in the cost of, or the time required for the bidders performance of any part of the work under the contract, whether changed or not changed by the order, an equitable adjustment shall be made in the contract price and / or delivery schedule and the contract shall accordingly be amended. Any claims by the bidder for adjustment under this clause must be asserted within thirty days from the date of bidder's receipt of OICL's change order.

**8.1.11 Delays in Bidder's performance:** Implementation of the Solution and performance of service shall be made by the bidder in accordance with the time schedule specified by OICL in the contract.

Any unexcused delay by the bidder in the performance of his implementation/service/other obligations shall render the bidder liable to any or all of the following sanctions: forfeiture of his performance security, imposition of liquidated damages, and/ or termination of the contract for default.

If at any time during performance of the contract, the bidder should encounter conditions impeding timely implementation of the Solution and/or performance of services, the bidder shall promptly notify OICL in writing of the fact of delay, its likely duration and cause(s). OICL shall evaluate the situation after receipt of the bidder's notice and may at their discretion extend the bidder's time for implementation, in which case the extension shall be ratified by the parties by amendment of the contract. If the bidder's request to delay the implementation of the Solution and performance of services is not found acceptable to OICL, the above mentioned clause would be invoked.

Performance of services shall be within the norms specified in the Service Level Agreement (SLA) forming a part of the contract. In case bidder fails to meet the above standards of maintenance, there will be a penalty as specified in the SLA.

**8.1.12 Termination for Default** OICL may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the bidder, terminate the contract in whole or in part: If the bidder fails to deliver any or all of the Solution and services within the time period(s) specified in the contract, or any extension thereof granted by OICL; OR

If the bidder fails to perform any other obligation(s) under the contract

In the event of OICL terminating the contract in whole or in part, pursuant to above mentioned clause, OICL may procure, upon such terms and in such manner, as it deems appropriate, goods and services similar to those undelivered and the bidder shall be liable to OICL for any excess costs incurred for procurement of such similar goods or services. However, the bidder shall continue performance of the contract to the extent not terminated.

**8.1.13 Force Majeure:** The bidder shall not be liable for forfeiture of his performance security, liquidated damages or termination for default, if and to the extent that, his delay in performance or other failure to perform his obligations under the contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the bidder and not involving the bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of OICL either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises, the bidder shall promptly notify OICL in writing of such conditions and the cause(s) thereof. Unless otherwise directed by OICL, the bidder shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.



**8.1.14 Termination for Insolvency:** OICL may, at any time, terminate the contract by giving written notice to the bidder, without any compensation to the bidder, whatsoever if:  
the bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to OICL.

The Supplier being a company is wound up voluntarily or by the order of a court or a receiver, or manager is appointed on behalf of the debenture/share holders or circumstances occur entitling the court or debenture/share holders to appoint a receiver or a manager, provided that such termination will not prejudice or affect any right of action or remedy accrued or that might accrue thereafter to the OICL.

**8.1.15 Termination for Convenience:** OICL may, by written notice sent to the bidder, terminate the contract, in whole or in part at any time of their convenience. The notice of termination shall specify the extent to which performance of work under the contract is terminated, and the date upon which such termination becomes effective.

The goods and services that are complete and ready for shipment within 30 days after the receipt of notice of termination by the bidder shall be purchased by OICL at the contracted terms and prices. For the remaining goods and services, OICL may elect:

To have any portion completed and delivered at the contracted terms and prices; and/ or

To cancel the remainder and pay to the bidder a mutually agreed amount for partially completed goods and services and for materials and parts previously procured by the bidder.

**8.1.16 Arbitration:** OICL and the bidder shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute, arising between them under or in connection with the contract. If, after thirty (30) days from the commencement of such informal negotiations, OICL and the bidder have been unable to resolve amicably a contract dispute, either party may require that the dispute be referred for resolution to the formal mechanism specified below.

In the case of a dispute or difference arising between OICL and the bidder relating to any matter arising out of or connected with this contract, such dispute or difference shall be referred to the award of two arbitrators, one arbitrator to be nominated by OICL and the other to be nominated by the bidder or in case of the said arbitrators not agreeing, then to the award of an umpire to be appointed by the arbitrators in writing before proceedings to the reference, and in case arbitrators cannot agree to the umpire, he may be nominated by the Arbitration Council of India. The award of the arbitrators, and in the event of their not agreeing, of the umpire appointed by them or by the Arbitration Council of India/ Institution of Engineers, India shall be final and binding on the parties.

The Indian Arbitration and Conciliation Act, 1996, the rules there under and any statutory modification or re-enactments thereof made till the date of signing of contract, shall apply to the arbitration proceedings. The venue of arbitration shall be the place from where the contract is issued i.e. Jurisdiction of Delhi High Court.

**8.1.17 Governing Language:** The contract shall be written in the language of the bid i.e. English. All correspondence and other documents pertaining to the contract, which are exchanged by the parties, shall be written in that same language. English Language version of the contract shall govern its implementation.

**8.1.18 Applicable Law:** The contract shall be interpreted in accordance with the Indian Laws for the time being in force and will be subject to the exclusive jurisdiction of Courts at Guwahati (with the exclusion of all other Courts).

**8.1.19 Price fall:** The prices charged for the solution/services supplied under the contract by the bidder shall in no event exceed the lowest price at which the bidder provides the services or offers to sell solution/services of identical description to any persons/organizations including OICL or any department





of the Central or State Government or any statutory undertaking of the Central or State government as the case may be during the currency of the contract:

If at any time during the said period the bidder reduces the sale price, sells or offers to sell such Solution/services to any person/ organization including OICL or any department of a state or central government or statutory undertaking of the state and central government as the case may be at a price lower than the price chargeable under the contract, he shall forthwith notify such reduction of sale or offer to sell to OICL and the price payable under the contract for the Solution/services supplied after the date of coming into force of such reduction or sale or offer to sell shall stand correspondingly reduced.

**8.1.20 Prices:** The prices quoted for the Solution and services shall be firm throughout the period of contract and shall not be subject to any escalation.

**8.1.21 Deduction:** Payments, shall be subject to deductions (such as TDS) of any amount, for which the bidder is liable under the agreement against this tender.

**8.1.22 No Claim Certificate:** The bidder shall not be entitled to make any claim whatsoever against OICL under or by virtue of or arising out of this contract, nor shall OICL entertain or consider any such claim, if made by the bidder after he shall have signed a "No Claim" certificate in favour of OICL in such forms as shall be required by OICL after the works are finally accepted.

**8.1.23 Confidentiality:** Bidder understands and agrees that all materials and information marked and identified by OICL as 'Confidential' are valuable assets of OICL and are to be considered OICL's proprietary information and property. Bidder will treat all confidential materials and information provided by OICL with the highest degree of care necessary to insure that unauthorized disclosure does not occur. Bidder will not use or disclose any materials or information provided by OICL without OICL's prior written approval. Bidder shall not be liable for disclosure or use of any materials or information provided by OICL or developed by Bidder, which is:

possessed by Bidder prior to receipt from OICL, other than through prior disclosure by OICL, as documented by Bidder's written records;

published or available to the general public otherwise than through a breach of Confidentiality; or  
Obtained by Bidder from a third party with a valid right to make such disclosure, provided that said third party is not under a confidentiality obligation to OICL; or Developed independently by the bidder

In the event that Bidder is required by judicial or administrative process to disclose any information or materials required to be held confidential hereunder, Bidder shall promptly notify OICL and allow OICL a reasonable time to oppose such process before making disclosure.

Bidder understands and agrees that any use or dissemination of information in violation of this Confidentiality Clause will cause OICL irreparable harm, may leave OICL with no adequate remedy at law and OICL is entitled to seek injunctive relief.

OICL does not wish to receive the Confidential Information of Bidder, and Bidder agrees that it will first provide or disclose information, which is not confidential. Only to the extent that OICL requests Confidential Information from Bidder, shall Bidder furnish or disclose Confidential Information. Nothing herein shall be construed as granting to either party any right or license under any copyrights, inventions, or patents now or hereafter owned or controlled by the other party. The requirements of use and confidentiality set forth herein shall survive the expiration, termination or cancellation of this tender. Confidential Information disclosed under this contract shall be subject to confidentiality obligations for a period of two years following the initial date of disclosure. Nothing contained in this contract shall limit the bidder from providing similar services to any third parties or reusing the skills, know-how, and experience gained by the employees in providing the services contemplated under this contract.

**8.1.24 Tools and Equipment:** The bidder shall provide all necessary tools and equipment required for the installation, maintenance and implementation of the supplied equipment & services.



**8.1.25 Supervision:** The bidder shall ensure that all activities are carried out under the direct on-site supervision of qualified / certified personnel.






**8.1.26 Cancellation of the contract & compensation:** OICL reserves the right to cancel the contract placed on the selected bidder and recover expenditure incurred by the Company in the following circumstances:






1. The selected bidder commits a breach of any of the terms and conditions of the bid.
2. The selected bidder goes in to liquidation voluntarily or otherwise.
3. The progress made by the selected bidder is found to be unsatisfactory
4. If deductions on account of liquidated Damages exceeds more than 10% of the total contract price.

OICL reserves the right to cancel the AMC placed on the selected bidder, if the service provided by them is not satisfactory.






**8.1.27 Rights reserved by OICL:**






1. Company reserves the right to accept or reject any or all Bids without assigning any reasons.
2. Company reserves the right to verify the validity of information given by the bidders. If at any future point of time, it is found that the bidder had made a statement, which is factually incorrect, OICL will reserve the right to debar the bidder from bidding prospectively for a period to be decided by OICL and take any other action as maybe deemed necessary.
3. OICL reserves the right to issue a fresh RFP for Procurement of IT Support Services (Annual Maintenance Contract & Facility Management Services) at any time during the validity of the contract period with the selected bidder.

     **Preliminary Scrutiny:** OICL will scrutinize the offer to determine whether it is complete, whether any errors have been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. OICL may, at its discretion, waive any minor non-conformity or any minor deficiency in an offer. This shall be binding on the Bidder and OICL reserves the right for such waivers and OICLs decision in the matter will be final.

     **Clarification of Offer:** To assist in the scrutiny, evaluation and comparison of offer, OICL may, at its discretion, ask the Bidder for clarification of their offer. OICL has the right to disqualify the Bidder whose clarification is found not suitable to the proposed project.

OICL reserves the right to make any changes in the terms and conditions of purchase. OICL will not be obliged to meet and have discussions with any Bidder, and / or to listen to any representations.

     **Erasures or Alterations:** The offer containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure / manual" is not acceptable. OICL may treat the offers not adhering to these guidelines as unacceptable.

     **Right to Alter Quantities:** OICL reserves the right to alter the requirements specified in the tender. OICL also reserves the right to delete or increase one or more items from the list of items specified in the tender. OICL will inform the Bidder about changes, if any. In the event of any alteration in the quantities the price quoted by the bidder against the item would be considered for such alteration. The bidder agrees that the prices quoted for each line item & component is valid for period of contract and can be used by OICL for alteration in quantities. Bidder agrees that there is no limit on the quantities that can be altered under this contract. During the contract period the



bidder agrees to pass on the benefit of reduction in pricing for any additional items to be procured by OICL in the event the market prices / rate offered by the bidder are lower than what has been quoted by the bidder as the part of commercial offer. Any price benefit in the products, licenses, software, services & equipment should be passed on to OICL within the contract period.


### **Service Level Agreement:**

The bidder is required to provide a draft SLA covering all the equipment and services supplied. The SLA must clearly mention how the commitments will be monitored and measured. The final SLA shall be drafted in consultation with OICL.

The SLA should ensure that the entire 'IT Infrastructure' is available for use during business hours (09:00 AM to 6:00 PM, Monday to Saturday) and any Complaint Booking: onsite engineers or OICL officials can book Complaint.

Telephone / Web / Fax / E-mail etc will intimate breakdown / failure calls to the bidder. The bidder should compulsorily allot a complaint ID for every complaint booked by any office by any medium. The downtime / breakdown period will be reckoned from the date and time of logging of the complaint by OICL.

Complaint Resolution: in case of Physical visit by the engineer, Company's authorized personnel will validate all the reports of complaint resolution / closure. Complaints will be deemed resolved if the customer call report is signed by both the service engineer and company's authorised personnel specifying that the complaint is satisfactorily resolved and giving the date and time of complaint booking and resolution.

 Conditions: The bidder has to ensure that all the complaints lodged by the company are attended to and rectified within the shortest possible time. Sufficient spares need to be maintained by the bidder at appropriate locations to address any equipment related problem within the stipulated resolution time-frame desired by OICL. There must be a provision of **Re-Opening** of closed calls within **48 Hrs.**

 Response time:

#### **Revised response and resolution time :**


<b>Sl. No</b>	<b>City</b>	<b>Response</b>	<b>Resolution time</b>
1	Guwahati	6 Hrs	2 Working Days
2	Nagaon, Tezpur, Dibrugarh, Jorhat, Sivsagar, Dimapur, Kohima, Diphu, Bongaigaon, Dhuburi, Barpeta Road, Shillong, Tinsukia, Digboi, Duliajan, Silchar, Karimganj, Aijwal, Imphal, Agartala, Udaipur, Itanagar, North Lakhimpur	12 Hrs	3 Working Days
3	Other Location Except mentioned above.	24 Hrs	5 Working Days.

If the breakdown call is not resolved within the resolution time or the bidder provides no standby equipment, penalty will be charged as per the rates below to the maximum of unit purchase price of that machine:



Table for Penalty charges: (update as per commercial table).

S. No	Items Description	Per Day Penalty Amount in Rs.	Max. Penalty to be Charged
1	HCL PC -Windows XP, Vista	500	
2	Wipro PC -Windows 7	500	
3	Wipro PC-Windows 8	500	
	All other make PCs	500	
4	LJP- HP 1566, HP 1022, HP 1015,HP 1007	500	
5	Network LJP – HP 1606	500	
6	Network LJP – HP 2055	1000	
7	Network LJP – HP 3015	1000	
8	Network LJP – HP 9040	2000	
9	Network LJP – HP 4700	1500	
10	All other Non HP LJPs	100	
11	Scanners	100	
12	LIPI Printers	1000	
13	High Speed DMP	1000	
14	UPS 10 KVA	1000	
15	Charger for 10 KVA UPS	200	
16	Isolation Transformer for 10 KVA UPS	200	
17	UPS 5 KVA	500	
18	Charger for 5 KVA UPS	200	
19	Isolation Transformer for 5 KVA UPS	200	
20	UPS 1 KVA	200	
21	Charger for 1 KVA UPS	100	
22	Isolation Transformer for 1 KVA UPS	100	
23	UPS Inverter	200	
24	Non APC UPS	100	
25	Network Switch (Manageable) – Cisco	500	
26	Network Switch (Un-Manageable) Cisco, Non Cisco	200	
27	Server Unix	1000	
28	Server Windows	1000	
29	Laptops	100	

 Exclusions from downtime calculations:

- Scheduled downtime approved by OICL for preventive maintenance, testing, system upgrades etc.
- Failures due to source power unavailability.
- Downtime because of LAN cabling faults or WAN link failures
- Force Majeure conditions not foreseen but mutually agreed by both parties.

**Consumable List:-**

Equipment	Consumable
LJP	<i>Toner/toner assembly/Ink Tank, Fuser Assembly(Teflon &amp; pressure roller), Power adapter</i>
UPS	UPS Batteries
Scanner	Scanner Lamp



## **Templates and Forms**



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## **Annexure-A**

### **Application form for Eligibility Bid.**

To  
The Regional Manager,  
Information Technology Department,  
Regional Office Guwahati  
The Oriental Insurance Co. Ltd.

#### **Application form for the Eligibility of the Bidder**

Tender Ref. No. OIC/GRO/2K15/024 Dated 16.09.2015

#### **Company Details**

1	Registered Name, Date and Address of The Bidder.	
2	Location of Corporate Headquarters.	
3	Sales Tax/ VAT Registration No. and Date of Registration	
4	Service Tax Registration No. and Date of Registration	
5	Address for Communication	
6	Contact Person 1 (Name, Designation, Phone, Email ID)	
7	Contact Person 2 (Name, Designation, Phone, Email ID)	

#### **Turnover and Network:**

Financial Year	Turnover (Rs. in Crores)	Network
2012-2013		
2013-2014		
2014-2015		

#### **Details of EMD (BG):-**

Description	Rs. 2,00,000/- BG towards EMD

#### **Format for providing list of Service Centres in the region:**

S. No	Name and Contact Details of Office Incharge	Address	No. of Field Engineers

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

(Company Seal)



## **Annexure-B**

### **Contract Form**

THIS AGREEMENT made on this \_\_\_\_\_ day of \_\_\_\_\_ between The Oriental Insurance Company Limited (hereinafter “the Purchaser”) of one part and “<Name of Vendor>” (hereinafter “the Vendor”) of the other part:

WHEREAS the Purchaser is desirous that services should be provided by the Vendor viz., \_\_\_\_\_ and has accepted a bid by the Vendor for the supply of those services in the sum of \_\_\_\_\_ (Contract Price in Words and Figures) (hereinafter “the Contract Price”).

#### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

In this Agreement, words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement viz,

- The Schedule of Requirements and the Requirement Specifications
- The Service Level Agreement
- The General Conditions of Contract
- The Purchaser’s Notification of Award

In consideration of the payments to be made by the Purchaser to the Vendor as hereinafter mentioned, the Vendor hereby covenants with the purchaser to provide the IT Support Services (Annual Maintenance Contract & Facility Management Services) and to remedy defects therein the conformity in all respects with the provisions of the contract.

The purchaser hereby covenants to pay the Vendor in consideration of the provision of the IT Support Services (Annual Maintenance Contract & Facility Management Services) and the remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

**Brief particulars of the goods and services, which shall be supplied/ provided by the Vendor, are as under:**

<b>S. No.</b>	<b>Description of the Item</b>	<b>Quantity</b>	<b>Price per unit (in Rs.)</b>	<b>Total Price (in Rs.)</b>

\* Break-up would be as per commercial bid format

**Total Value:** \_\_\_\_\_

**Delivery Schedule:** \_\_\_\_\_





IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and the year first above written.

<b>Signed, Sealed and Delivered by</b>	<b>for</b>	<b>Signed, Sealed and Delivered by</b>	<b>for</b>
<b>“The Oriental Insurance Co. Ltd.”</b>	<b>it’s</b>	<b>M/s _____</b>	<b>it’s</b>
<b>constituted Attorney</b>	<b>Attorney</b>		<b>constituted</b>
Signature _____	Signature _____		
Name _____	Name _____		
Designation _____	Designation _____		
Address _____	Address _____		
Company _____	Company _____		
Date _____	Date _____		

<b>Company Seal</b>	<b>Company Seal</b>
<b>Witness I</b>	<b>Witness II</b>
Signature _____	Signature _____
Name _____	Name _____
Designation _____	Designation _____
Address _____	Address _____
Company _____	Company _____
Date _____	Date _____



## **Annexure-C**

### **Details of Projects undertaken in last five years**

- Bidder should have local presence and must have prior experience of successfully installing, configuring, manning and managing IT Support Services for at least three BFSI/PSU customers in last three years. Also, provide the name, designation, contact details and address of a contact person for each reference.
- Bidder must provide minimum one reference of bidder's clients along with job completion certificates/citations who have made purchase of IT Services (AMC or FM Services or Both) in excess of Rupees Ten Lakhs (single order) for multi-locations in the state during the last year (2014-15).

<b>Financial Year / Accounting Year</b>	<b>Name of Client for whom project was undertaken</b>	<b>Contact Details of Senior Official representing the client for reference purpose</b>	<b>Approximate project cost.</b>	<b>Date of Award of Project</b>	<b>Current Status of Project</b>



**Annexure-D**

**Proforma for Bank Guarantee**

To: (Name of Purchaser)

**WHEREAS**..... (Name of Supplier) (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No..... dated ..... 2015 to supply..... (Description of Products and Services) (hereinafter called "the Contract").

**AND WHEREAS** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized Bank for the sum specified therein, as security for compliance with the Supplier's performance obligations in accordance with the Contract.

**AND WHEREAS** we have agreed to give the Supplier a Guarantee:

**THEREFORE, WE** hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of..... (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of ..... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the .....day of.....

Signature and Seal of Guarantors (Supplier's Bank)

.....

Date.....

Address.....

.....

.....



## **Annexure-E**

### **Proforma for Performance Security**

To: (Name of Purchaser)

**WHEREAS** ..... (Name of Supplier) (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No..... dated ..... 2015 to supply..... (Description of Products and Services) (hereinafter called "the Contract").

**AND WHEREAS** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized Bank for the sum specified therein, as security for compliance with the Supplier's performance obligations in accordance with the Contract.

**AND WHEREAS** we have agreed to give the Supplier a Guarantee:

**THEREFORE, WE** hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of ..... (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of ..... (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the .....day of.....

Signature and Seal of Guarantors (Supplier's Bank)

.....

Date.....

Address.....

.....

.....



## **Annexure-F**

### **Authorization Letter for attending Tender Opening.**

To

The Regional Manager  
Information Technology Department  
Regional Office Guwahati  
The Oriental Insurance Co. Ltd.

Sir,

**Reference:** Tender No. OIC/GRO/2K15/024 Dated 16.09.2015

Mr. /Ms..... has been authorized to be present at the time of opening of above tender due on ..... at ..... on my/our behalf.

Yours faithfully

Signature of Bidder

**Copy to:** Mr/Ms.....for information and for production before the Tender Opening Committee at the time of opening of bids.

<p><b>Note: Authorization should be on the letterhead of the concerned bidder and should be signed by Authorised Signatory to bind the bidder.</b></p>
--



## **Annexure-G**

### **Non-Blacklisting Declaration form**

To

The Regional Manager  
Information Technology Department  
Regional Office Guwahati  
The Oriental Insurance Co. Ltd.

**Reference: Tender No. OIC/GRO/2K15/024 Dated 16.09.2015**

Dear Sir /Madam,

With reference to your above referred tender regarding procurement of IT Support Services (Annual Maintenance Contract & Facility Management Services), we hereby confirm that we are not debarred / black listed in last three (3) years by any State Govt or Central Government in India or any of its agencies or any PSU/BFSI as on the date of RFP and there has been no occasion of disassociation with any of our customers in India on account of delayed / defaulted deliveries or services.

Authorized Signatory

Name:

(Stamp)

Date:

Place:



## Annexure-H

### Pre-Qualification Checklist

S. No.	Eligibility Criteria	Check List (Y/N)
1	Bidder should be registered under C.S.T. and/or have the sales tax registration in the state where the company has a registered office. The bidder should submit Certificate of valid sales tax/VAT registration certificate and Service Tax registration certificate. <b>Provide the details as per Annexure-A</b>	
2	Bidder's annual sales turnover should be more than <b>Rupees 3 Crore</b> and a <b>positive Networth</b> (measured as paid-up capital plus free reserves) in the previous three financial years viz. FY 2012-13, 2013-14 & 2014-15. <b>Provide the details as per Annexure-A along with Certified audited documents / Balance Sheets.</b>	
3	Bidder must provide list of support location matrix as part of the bid document <b>as per Table in Annexure-A.</b>	
4	Bidder should have local presence and must have prior experience of successfully installing, configuring, manning and managing IT Support Services for at least three BFSI/PSU customers in last three years. Also, provide the name, designation, contact details and address of a contact person for each reference. <b>Provide the details as per Annexure-C along with documentary proofs</b>	
5	Bidder must provide minimum one reference of bidder's clients who have made purchase of IT Services (AMC / FM Services) in excess of Rupees Ten Lakhs (single order) for multi-locations in the state during the last year (2014-15). <b>Provide the details as per Annexure-C along with documentary proofs.</b>	
6	Bid validity should be 180 days after the last date of submission of commercial bid prescribed by OICL.	
7	Bid must be accompanied by a bid security in the form of a Bank Guarantee of Rupees Three Lakhs issued by a Nationalized / Scheduled Bank with validity of one year beyond the validity of the bid in the format as per <b>Annexure-D.</b>	
8	The bid must be signed by a person with the proper authority to bind the company as a "Constituted attorney of the company".	
9	During the technical evaluation stage, OICL representatives will verify the submitted client references to ascertain the similarity of the Services used to that offered to OICL.	
10	The Bidder will have to make back-to-back arrangement with OEMs/OEM certified partner for APC make UPSs and HP make LaserJet Printers of OICL.	
11	Declaration from the company secretary/authorised signatory regarding non-blacklisting for last three (3) years from any Govt Organization/PSU. Letter from company secretary/authorised signatory as per <b>Annexure-G.</b>	
12	It is mandatory for the bidder to quote for all the items mentioned in the tender.	

**Annexure-I**

Hardware Item Type	Make	Model	No. of Items	Purchased in Year
PC	HCL	Infinity M6025	283	2007
	HCL	K 6040	6	2010
	HP	HP	3	2011
			10	2013
	Wipro	WSG59355W7	65	2011
	Wipro	WSG68105W8-0024	67	2013
	HCL	Salary Server	1	2010
<b>Total</b>			<b>435</b>	
Printer	HP	1022	42	2007
		1566	4	2011
		9040dn	1	2013
		4700dn	1	2007
		1108	19	2012 & 2014
		1007	43	2013
		1606dn	65	2013 & 2014
		2055dn	2	2013
		LIPi MT661	1	2007
		Officejet 100 L411A	1	2014
		3015	2	2013
<b>Total</b>			<b>181</b>	
UPS	APC	10 KVA	2	2007
		5 KVA	38	2007 & 1 in 2010
	ORION	1 KVA	5	2011 & 2014
	MAC	1 KVA	11	2014
	ELECTRONICS & CONTROL	1KVA	20	2012 & 2014
<b>Total</b>			<b>76</b>	
Switch	CISCO	CISCO	41	2007
<b>Total</b>			<b>41</b>	
Rack	HCL	HCL	40	2007
<b>Total</b>			<b>40</b>	
Scanner	HP	Scanjet	12	2007
<b>Total</b>			<b>12</b>	
Laptop	HP		2	2014
<b>Total</b>			<b>2</b>	
<b>Total Asset</b>			<b>787</b>	

N.B. : Serial No of Hardwares and distribution list will be shared on the finalization of contract.





### Annexure I – List of Hardware Items

#### List of Hardware Items:

S. No	Office Cod	Office Name	Hardware Item	Make	Model	Equipment Serial No.
1	320000	RO Guwahati	CLJ	HP	4700DN	JP37B55596
2	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4089187
3	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4077734
4	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4077659
5	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088683
6	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903545
7	320000	RO Guwahati	PC	HCL	Infinity M6025	6067A4089136
8	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4089083
9	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4089142
10	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088032
11	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4089093
12	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088611
13	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088240
14	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088995
15	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4089166
16	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088931
17	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4087997
18	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088701
19	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4077728
20	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4077638
21	320000	RO Guwahati	PC	HCL	K 6040	3103AA373489
22	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088617
23	320000	RO Guwahati	PC	HP	HP	INA303VCST
24	320000	RO Guwahati	PC	HP	HP	INA303VCX8
25	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903552
26	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903510
27	320000	RO Guwahati	PC	HP	HP	INA303VCRW
28	320000	RO Guwahati	PC	HCL	K 6040	3103AA373493
29	320000	RO Guwahati	PC	HCL	K 6040	3103AA373491
30	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903531
31	320000	RO Guwahati	PC	HCL	K 6040	3103AA373488
32	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903509
33	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903524
34	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903504
35	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903556
36	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20908563
37	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400075
38	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400003
39	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400074
40	320000	RO Guwahati	PC	WIPRO	WSG59355W7	11FFIT20903560
41	320000	RO Guwahati	PC	HP	HP	INA050Q6M2
42	320000	RO Guwahati	PC	HP	HP	INA050Q2ZH
43	320000	RO Guwahati	PC	HP	HP	INA303VDON
44	320000	RO Guwahati	PC	HP	HP	INA303VCSQ
45	320000	RO Guwahati	PC	HP	HP	INA303VD15
46	320000	RO Guwahati	PC	HP	HP	INA303VCZR
47	320000	RO Guwahati	PC	HP	HP	INA303VCR2
48	320000	RO Guwahati	PC	HP	HP	INA303VCSD
49	320000	RO Guwahati	PC	HP	HP	INA303VD1G
50	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400041
51	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400011
52	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400068
53	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400006
54	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400074
55	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400056
56	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400047
57	320000	RO Guwahati	PC	WIPRO	WSG68105W8-0024	13HGUG02400053
58	320000	RO Guwahati	LJP	HP	1022	VNRJ767063



59	320000	RO Guwahati	LJP	HP	1022	VNRJ76BOKS
60	320000	RO Guwahati	LJP	HP	1022	VNRJ76817M
61	320000	RO Guwahati	LJP	HP	9040DN	JPRXCDF00X
62	320000	RO Guwahati	LJP	HP	P1606DN	VNC3D22646
63	320000	RO Guwahati	LJP	HP	P1606DN	VNC3D22654
64	320000	RO Guwahati	LJP	HP	1022	VNRJ76B0RL
65	320000	RO Guwahati	LJP	HP	1022	VNRJ76706G
66	320000	RO Guwahati	LJP	HP	1022	CNBJ5C70V8
67	320000	RO Guwahati	LJP	HP	1566	VNC3Q05132
68	320000	RO Guwahati	LJP	HP	P1606DN	VNC3P13911
69	320000	RO Guwahati	LJP	HP	P1007	NA
70	320000	RO Guwahati	LJP	HP	P1007	VNFNP58471
71	320000	RO Guwahati	LJP	HP	LJP-1108	VNF5N01409
72	320000	RO Guwahati	LJP	HP	1022	VNRJ75Y018
73	320000	RO Guwahati	LJP	HP	LJP-1108	NA
74	320000	RO Guwahati	LJP	HP	LJP-1108	VNF5N03322
75	320000	RO Guwahati	LJP	HP	P1606DN	VNF3L29862
76	320000	RO Guwahati	LJP	HP	P1606DN	NA
77	320000	RO Guwahati	LJP	HP	P1606DN	VNF3C37867
78	320000	RO Guwahati	LJP	HP	P1606DN	VNF3L29318
79	320000	RO Guwahati	LJP	HP	P1606DN	VNF3L29777
80	320000	RO Guwahati	LMP	LIPI	MT661	MBKB02396
81	320000	RO Guwahati	LPT	HP	HP-14-E006TU	5DC32419VM
82	320000	RO Guwahati	LPT	HP	HP 15-P073TX	R41001813
83	320000	RO Guwahati	CLJ	HP	HP Mobile Printer 100 L411A	MY35DB1013
84	320000	RO Guwahati	NWS	CISCO	2960 SERIES	FOC1121Z3TJ
85	320000	RO Guwahati	NWS	CISCO	2960 SERIES	FOC112123UF
86	320000	RO Guwahati	NWS	CISCO	2960 SERIES	FOC1121Z3P9
87	320000	RO Guwahati	NWS	CISCO	500 SERIES	FOC1121U49E
88	320000	RO Guwahati	RCK	HCL	NA	77139
89	320000	RO Guwahati	RCK	HCL	NA	77150
90	320000	RO Guwahati	RCK	HCL	NA	77115
91	320000	RO Guwahati	SCN	HP	G4010	CN8AZA603R
92	320000	RO Guwahati	SCN	HP	G2410	CN9AAV213B
93	320000	RO Guwahati	SCN	HP	G4010	CN856A61YR
94	320000	RO Guwahati	SCN	HP	G2410	CN881S2144
95	320000	RO Guwahati	SCN	HP	G2410	CN9AAV2080
96	320000	RO Guwahati	SRV	HCL	INFINITI GLOBAL LINE 2700S0	A093AG160879
97	320000	RO Guwahati	UPS	APC	SURT10000UX1	IQ0749010438
98	320000	RO Guwahati	UPS	APC	SURT10000UX1	NS0709019146
99	320000	RO Guwahati	PC	HCL	K 6040	3103AA373492
100	320000	RO Guwahati	PC	HCL	Infinity M6025	6076A4088592
101	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903549
102	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903558
103	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903507
104	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903532
105	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903502
106	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903519
107	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903503
108	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903500
109	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903523
110	320000	RTC	PC	WIPRO	WSG59355W7	11FFIT20903506
111	320000	RTC	PC	HCL	Infinity M6025	6076A4088595
112	320000	RTC	PC	HCL	Infinity M6025	6076A4088860
113	320000	RTC	PC	HCL	Infinity M6025	6076A4089257
114	320000	RTC	PC	HCL	Infinity M6025	6076A4077673
115	320000	RTC	PC	HCL	Infinity M6025	6076A4087993
116	320000	RTC	LJP	HP	P1007	VNFNP62423
117	320000	RTC	UPS	APC	SURT5000UX1	NS0725020823
118	320011	SVC GUWAHATI	PC	HCL	K 6040	310344373490
119	320011	SVC GUWAHATI	SCN	HP	G2410	CN99GV2092
120	320011	SVC GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903557



121	320011	SVC GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903515
122	320011	SVC GUWAHATI	PC	HCL	Infinity M6025	6076A4089079
123	320011	SVC GUWAHATI	PC	HCL	Infinity M6025	6076A4077703
124	320011	SVC GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903505
125	320011	SVC GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903516
126	320011	SVC GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903501
127	320011	SVC GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400055
128	320011	SVC GUWAHATI	LJP	HP	P1606DN	VNC3Z09117
129	320011	SVC GUWAHATI	LJP	HP	1022	VNRJ767062
130	320011	SVC GUWAHATI	NWS	CISCO	2950 SERIES	FOC0848Y1B4
131	320011	SVC GUWAHATI	RCK	VALRACK	NA	NA
132	320011	SVC GUWAHATI	UPS	APC	SRC5000UX1	S6S1131Z00397
133	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088764
134	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088761
135	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088887
136	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088927
137	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088903
138	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088965
139	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088684
140	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4088616
141	321100	CDO 1 GUWAHATI	PC	HCL	Infinity M6025	607A6A4089289
142	321100	CDO 1 GUWAHATI	PC	WIPRO	WSG59355W7	11FT120903512
143	321100	CDO 1 GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400010
144	321100	CDO 1 GUWAHATI	LJP	HP	1022	VNRJ75Y02Q
145	321100	CDO 1 GUWAHATI	LJP	HP	P1007	VNFNS98408
146	321100	CDO 1 GUWAHATI	LJP	HP	P1606DN	VNC3D24426
147	321100	CDO 1 GUWAHATI	NWS	CISCO	2950 SERIES	FOC1112U1FP
148	321100	CDO 1 GUWAHATI	RCK	NA	NA	NA
149	321100	CDO 1 GUWAHATI	SCN	HP	G4010	CN8AZA6016
150	321100	CDO 1 GUWAHATI	UPS	APC	SURT5000UX1	NSO725017138
151	321101	CBO 1 GUWAHATI	PC	HCL	Infinity M6025	6076A4089148
152	321101	CBO 1 GUWAHATI	PC	HCL	Infinity M6025	6076A4088889
153	321101	CBO 1 GUWAHATI	PC	HCL	Infinity M6025	6076A4089037
154	321101	CBO 1 GUWAHATI	PC	HCL	Infinity M6025	6076A4088741
155	321101	CBO 1 GUWAHATI	PC	HCL	Infinity M6025	6076A4089301
156	321101	CBO 1 GUWAHATI	LJP	HP	1022	VNRJ76B0K1
157	321101	CBO 1 GUWAHATI	LJP	HP	P1007	VNFNB15368
158	321101	CBO 1 GUWAHATI	LJP	HP	P1606DN	VNC3AO7388
159	321101	CBO 1 GUWAHATI	NWS	CISCO	2950 SERIES	FOC1111ZARX
160	321101	CBO 1 GUWAHATI	RCK	NA	NA	NA
161	321101	CBO 1 GUWAHATI	UPS	APC	SURT5000UX1	JS0524029799
162	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4088030
163	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4089132
164	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4088899
165	321104	BO MALIGAON	PC	WIPRO	WSG59355W7	11FFIT20903551
166	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4088575
167	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4089210
168	321104	BO MALIGAON	PC	HCL	Infinity M6025	6076A4088988
169	321104	BO MALIGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400024
170	321104	BO MALIGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400043
171	321104	BO MALIGAON	LJP	HP	1022	VNRJ75Y026
172	321104	BO MALIGAON	LJP	HP	P1007	VNFNB4772
173	321104	BO MALIGAON	LJP	HP	P1606DN	VNC3D24427
174	321104	BO MALIGAON	NWS	CISCO	2950 SERIES	FOC1113Z14P
175	321104	BO MALIGAON	RCK	NA	NA	NA
176	321104	BO MALIGAON	UPS	APC	SURT5000UX1	BQ1209002512
177	321105	BO ATHGAON	PC	HCL	Infinity M6025	6076A4089052
178	321105	BO ATHGAON	PC	WIPRO	WSG59355W7	11FFIT20903547
179	321105	BO ATHGAON	PC	WIPRO	WSG59355W7	111FIT20003546
180	321105	BO ATHGAON	PC	HCL	Infinity M6025	6076A4088852



181	321105	BO ATHGAON	PC	HCL	Infinity M6025	6076A4089300
182	321105	BO ATHGAON	PC	HCL	Infinity M6025	6076A4088711
183	321105	BO ATHGAON	LJP	HP	P1606DN	VHC3D24428
184	321105	BO ATHGAON	LJP	HP	1022	VNRJ75Y0TC
185	321105	BO ATHGAON	LJP	HP	P1007	VNFNX84880
186	321105	BO ATHGAON	NWS	CISCO	2950 SERIES	FOC1128ZISE
187	321105	BO ATHGAON	RCK	NA	NA	NA
188	321105	BO ATHGAON	UPS	APC	SURT5000UXI	NA
189	321109	BO TURA	PC	HCL	Infinity M6025	6076A4077909
190	321109	BO TURA	PC	HCL	Infinity M6025	6076A4088581
191	321109	BO TURA	PC	HCL	Infinity M6025	6076A4088452
192	321109	BO TURA	PC	HCL	Infinity M6025	6076A4088397
193	321109	BO TURA	PC	HCL	Infinity M6025	6076A4088229
194	321109	BO TURA	LJP	HP	1022	VNRJ7670SV
195	321109	BO TURA	LJP	HP	P1606DN	VNC3Z07253
196	321109	BO TURA	LJP	HP	P1007	VNFNS82926
197	321109	BO TURA	NWS	CISCO	NA	FOC1113UGXH
198	321109	BO TURA	RCK	NA	NA	NA
199	321109	BO TURA	UPS	APC	SURT5000UXI	NS0725017151
200	321109	BO TURA	PC	WIPRO	WSG68105W8-0024	13HGUG02400038
201	321190	EC KHARUPETIA	PC	WIPRO	WSG59355W7	11FFIT20903561
202	321190	EC KHARUPETIA	LJP	HP	1566	VNC3Q12982
203	321190	EC KHARUPETIA	UPS	ELECTRONIC	ACCENTA	L010979212
204	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088844
205	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089095
206	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088936
207	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088698
208	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089017
209	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088811
210	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089088
211	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088946
212	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088461
213	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089128
214	321200	CDO 2 GUWAHATI	PC	WIPRO	WSG59355W7	11FFIT20903526
215	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088212
216	321200	CDO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089252
217	321200	CDO 2 GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400028
218	321200	CDO 2 GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400004
219	321200	CDO 2 GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400030
220	321200	CDO 2 GUWAHATI	LJP	HP	P1606DN	VNC3D24432
221	321200	CDO 2 GUWAHATI	LJP	HP	P1007	VNFN598417
222	321200	CDO 2 GUWAHATI	LJP	HP	1022	VNRJ76B0KL
223	321200	CDO 2 GUWAHATI	LJP	HP	P1606DN	VNC3P14001
224	321200	CDO 2 GUWAHATI	NWS	CISCO	2950 SERIES	FOC1113U11H
225	321200	CDO 2 GUWAHATI	RCK	NA	NA	NA
226	321200	CDO 2 GUWAHATI	UPS	APC	SURT5000UXI	NA
227	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4088822
228	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4089089
229	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4088920
230	321201	BO NAGAON	PC	WIPRO	WSG59355W7	11FFIT20903530
231	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4088566
232	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4088917
233	321201	BO NAGAON	PC	WIPRO	WSG59355W7	11FFIT20903529
234	321201	BO NAGAON	PC	HCL	Infinity M6025	6076A4089129
235	321201	BO NAGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400034
236	321201	BO NAGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400036
237	321201	BO NAGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400061
238	321201	BO NAGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400044
239	321201	BO NAGAON	LJP	HP	1022	VNRJ75Y028
240	321201	BO NAGAON	LJP	HP	P1606DN	VNC3D23886



241	321201	BO NAGAON	LJP	HP	P1606DN	VNC3D23872
242	321201	BO NAGAON	LJP	HP	P1007	VNFN159901
243	321201	BO NAGAON	NWS	CISCO	2950 SERIES	FOC1126U22H
244	321201	BO NAGAON	RCK	NA	NA	NA
245	321201	BO NAGAON	UPS	APC	SURT5000UX	NA
246	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088910
247	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088956
248	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088775
249	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088935
250	321202	BO TEZPUR	PC	WIPRO	WSG59355W7	11FFIT20903534
251	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088901
252	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4088803
253	321202	BO TEZPUR	PC	HCL	Infinity M6025	6076A4089315
254	321202	BO TEZPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400037
255	321202	BO TEZPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400016
256	321202	BO TEZPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400008
257	321202	BO TEZPUR	LJP	HP	1022	VNRJ75Y0W0
258	321202	BO TEZPUR	LJP	HP	P1606DN	VNC3D23890
259	321202	BO TEZPUR	LJP	HP	P1007	VNFN159916
260	321202	BO TEZPUR	NWS	CISCO	CE500	NA
261	321202	BO TEZPUR	RCK	NA	NA	NA
262	321202	BO TEZPUR	UPS	APC	SURT5000UX	NA
263	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089247
264	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088953
265	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089161
266	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089034
267	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088793
268	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4089171
269	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088712
270	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088469
271	321204	CBO 2 GUWAHATI	PC	HCL	Infinity M6025	6076A4088754
272	321204	CBO 2 GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400050
273	321204	CBO 2 GUWAHATI	LJP	HP	P1007	VNFNX84914
274	321204	CBO 2 GUWAHATI	LJP	HP	P1606DN	VNC3P15997
275	321204	CBO 2 GUWAHATI	LJP	HP	P1606DN	VNC3P15206
276	321204	CBO 2 GUWAHATI	NWS	CISCO	CE500	NA
277	321204	CBO 2 GUWAHATI	RCK	HCL	NA	NA
278	321204	CBO 2 GUWAHATI	UPS	APC	SURT5000UX	J00444051344
279	321206	BO BELTOLA	PC	HCL	Infinity M6025	6076A4088449
280	321206	BO BELTOLA	PC	Wipro	WSG59355W7	11FFTT20903518
281	321206	BO BELTOLA	PC	HCL	Infinity M6025	6076A4088831
282	321206	BO BELTOLA	PC	HCL	Infinity M6025	6076A4088800
283	321206	BO BELTOLA	PC	HCL	Infinity M6025	6076A4089293
284	321206	BO BELTOLA	PC	WIPRO	WSG68105W8-0024	13HGUG02400014
285	321206	BO BELTOLA	PC	WIPRO	WSG68105W8-0024	13HGUG02400027
286	321206	BO BELTOLA	LJP	HP	P1007	VNFNX84916
287	321206	BO BELTOLA	LJP	HP	P1606DN	VNC3P15999
288	321206	BO BELTOLA	LJP	HP	1022	VNRJ76C0C5
289	321206	BO BELTOLA	NWS	CISCO	2950 SERIES	NA
290	321206	BO BELTOLA	RCK	NA	NA	NA
291	321206	BO BELTOLA	UPS	APC	SURT5000UX	N00725014557
292	321290	EC BISWANATH CHARIALI	PC	HCL	Infinity M6025	6076A4089100
293	321290	EC BISWANATH CHARIALI	LJP	HP	LJP-1108	VNF5N01429
294	321290	EC BISWANATH CHARIALI	UPS	ELECTRONIC	ACCENTA	PFB011312914
295	321291	EC LANKA	PC	HCL	Infinity M6025	6076A4088594
296	321291	EC LANKA	LJP	HP	LJP-1108	VNF5N01437
297	321291	EC LANKA	UPS	ELECTRONIC	ACCENTA	PFB011313014
298	321300	CDO 2 GUWAHATI	SCN	HP	G4010	CN88HA60PZ
299	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088188
300	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088718



301	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088720
302	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4089311
303	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4089029
304	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088939
305	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088796
306	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088768
307	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088977
308	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4089094
309	321300	CDO -III GUWAHATI	PC	HCL	Infinity M6025	6076A4088888
310	321300	CDO -III GUWAHATI	PC	WIPRO	WSG68105W8-0024	13HGUG02400020
311	321300	CDO -III GUWAHATI	LJP	HP	1022	VNRJ76C095
312	321300	CDO -III GUWAHATI	LJP	HP	P1007	VNFN84918
313	321300	CDO -III GUWAHATI	LJP	HP	P1606DN	VNC3P16002
314	321300	CDO -III GUWAHATI	LJP	HP	P1606DN	VNC3P16012
315	321300	CDO -III GUWAHATI	NWS	CISCO	2950 SERIES	FOC1127U1PK
316	321300	CDO -III GUWAHATI	RCK	NA	NA	NA
317	321300	CDO -III GUWAHATI	SCN	HP	G4010	CN8AJA6075
318	321300	CDO -III GUWAHATI	UPS	APC	SURT5000UXI	NA
319	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4089274
320	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4088832
321	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4088914
322	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4088870
323	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4088983
324	321302	BO KHANAPARA	PC	HCL	Infinity M6025	6076A4088797
325	321302	BO KHANAPARA	PC	WIPRO	WSG68105W8-0024	13HGUG02400080
326	321302	BO KHANAPARA	LJP	HP	P1606DN	VNC3P16013
327	321302	BO KHANAPARA	LJP	HP	P1606DN	VNC3P16155
328	321302	BO KHANAPARA	LJP	HP	1022	VNRJ76COBK
329	321302	BO KHANAPARA	LJP	HP	P1007	VNFN84920
330	321302	BO KHANAPARA	NWS	CISCO	CE500	FOC1112U1E1
331	321302	BO KHANAPARA	RCK	HCL	NA	NA
332	321302	BO KHANAPARA	UPS	APC	SURT5000UXI	NS0725017181
333	321390	EC RANGIA	PC	HCL	Infinity M6025	6076A4088567
334	321390	EC RANGIA	LJP	HP	P1606DN	VNF3C37853
335	321390	EC RANGIA	UPS	ELECTRONICA	ACCENTA	PFB011310414
336	321391	EC CHAYGAON	PC	HCL	Infinity M6025	6076A4088740
337	321391	EC CHAYGAON	LJP	HP	LJP-1108	VNF5N01419
338	321391	EC CHAYGAON	UPS	ELECTRONICA	ACCENTA	PFB011312614
339	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4089122
340	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4089110
341	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4088644
342	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4088770
343	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4089190
344	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4088640
345	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4088962
346	322100	DO DIBRUGARH	PC	HCL	Infinity M6025	6076A4088389
347	322100	DO DIBRUGARH	PC	WIPRO	WSG59355W7	11FFIT20903539
348	322100	DO DIBRUGARH	PC	WIPRO	WSG59355W7	11FFIT20903540
349	322100	DO DIBRUGARH	PC	WIPRO	WSG68105W8-0024	13HGUG02400040
350	322100	DO DIBRUGARH	PC	WIPRO	WSG68105W8-0024	13HGUG02400025
351	322100	DO DIBRUGARH	PC	WIPRO	WSG68105W8-0024	13HGUG02400066
352	322100	DO DIBRUGARH	LJP	HP	P1606DN	VNC3P17176
353	322100	DO DIBRUGARH	LJP	HP	P1007	VNFNS98418
354	322100	DO DIBRUGARH	LJP	HP	1022	VNRJ76C0BL
355	322100	DO DIBRUGARH	NWS	CISCO	CISCO	NIL
356	322100	DO DIBRUGARH	RCK	NA	NA	NA
357	322100	DO DIBRUGARH	UPS	APC	SURT10000UXI	NIL
358	322102	BO JORHAT	PC	WIPRO	WSG59355W7	11F1T20903541
359	322102	BO JORHAT	PC	WIPRO	WSG59355W7	11F1T20903542
360	322102	BO JORHAT	PC	WIPRO	WSG59355W7	11F1T20903536



361	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4089011
362	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4088430
363	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4088717
364	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4088814
365	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4089115
366	322102	BO JORHAT	PC	HCL	Infinity M6025	6076A4089204
367	322102	BO JORHAT	PC	WIPRO		6076A4089121
368	322102	BO JORHAT	PC	WIPRO	WSG68105W8-0024	13HGUG02400054
369	322102	BO JORHAT	NWS	CISCO	2950 SERIES	
370	322102	BO JORHAT	RCK	NA	NA	NA
371	322102	BO JORHAT	UPS	APC	SURT5000UXI	NA
372	322102	BO JORHAT	LJP	HP	1022	VNRJ76COBV
373	322102	BO JORHAT	LJP	HP	P1606DN	VNC3D24244
374	322102	BO JORHAT	LJP	HP	1007	VXFNS98068
375	322102	BO JORHAT	LJP	HP	2055	VNC3100246
376	322104	BO SIBSAGAR	PC	HCL	Infinity M6025	6076A4089193
377	322104	BO SIBSAGAR	PC	HCL	Infinity M6025	6076A4088658
378	322104	BO SIBSAGAR	PC	WIPRO	WSG59355W7	11FFTT20903538
379	322104	BO SIBSAGAR	PC	WIPRO	WSG59355W7	11FFTT20903535
380	322104	BO SIBSAGAR	PC	HCL	Infinity M6025	6076A4088759
381	322104	BO SIBSAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400042
382	322104	BO SIBSAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400072
383	322104	BO SIBSAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400049
384	322104	BO SIBSAGAR	LJP	HP	1022	VNRJ76C087
385	322104	BO SIBSAGAR	LJP	HP	P1606DN	VNC3P17180
386	322104	BO SIBSAGAR	LJP	HP	P1007	VNFNX84925
387	322104	BO SIBSAGAR	NWS	CISCO	NA	NA
388	322104	BO SIBSAGAR	RCK	HCL	NA	NA
389	322104	BO SIBSAGAR	UPS	APC	SURT5000UXI	NQ0835017517
390	322190	EC Golaghat	PC	WIPRO	WSG59355W7	11FFIT20903527
391	322190	EC Golaghat	UPS	ORION	ORION CROMA	DP03100425
392	322190	EC Golaghat	LJP	HP	P1606DN	VNF3C38289
393	322191	MO DERGAON	PC	HCL	Infinity M6025	6076A4088817
394	322191	MO DERGAON	LJP	HP	P1606DN	VNF3L29614
395	322191	MO DERGAON	UPS	ELECTRONIC	ACCENTA	PFB011312814
396	322192	MO MORAN	PC	HCL	Infinity M6025	6076A4088719
397	322192	MO MORAN	LJP	HP	P1606DN	VNF3L29855
398	322192	MO MORAN	UPS	ELECTRONIC	ACCENTA	PFB011312114
399	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4088557
400	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4077929
401	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4088455
402	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4089140
403	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4088551
404	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4088522
405	322200	BO DIMAPUR	PC	HCL	Infinity M6025	6076A4088653
406	322200	BO DIMAPUR	PC	WIPRO	WSG59355W7	11FFIT20903537
407	322200	BO DIMAPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400081
408	322200	BO DIMAPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400032
409	322200	BO DIMAPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400051
410	322200	BO DIMAPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400024
411	322200	BO DIMAPUR	LJP	HP	P1606DN	VNC3P17151
412	322200	BO DIMAPUR	LJP	HP	P1007	VNFNS84933
413	322200	BO DIMAPUR	LJP	HP	1022	VNRJ77Z191
414	322200	BO DIMAPUR	NWS	CISCO	2950 SERIES	FOC1113U0YC
415	322200	BO DIMAPUR	RCK	NA	NA	NA
416	322200	BO DIMAPUR	UPS	APC	SURT5000UXI	NA
417	322202	BO KOHIMA	PC	HCL	Infinity M6025	6076A4077920
418	322202	BO KOHIMA	PC	HCL	Infinity M6025	6076A4088267
419	322202	BO KOHIMA	PC	HCL	Infinity M6025	6076A4088992
420	322202	BO KOHIMA	PC	HCL	Infinity M6025	6076A4088949



421	322202	BO KOHIMA	PC	HCL	Infinity M6025	6076A4089134
422	322202	BO KOHIMA	PC	WIPRO	WSG68105W8-0024	13HGUG02400023
423	322202	BO KOHIMA	LJP	HP	P1007	VNFX84938
424	322202	BO KOHIMA	LJP	HP	1022	VNRJ77Z195
425	322202	BO KOHIMA	LJP	HP	P1606DN	VNC3P17184
426	322202	BO KOHIMA	NWS	CISCO	NA	W8-CE500L24T
427	322202	BO KOHIMA	RCK	HCL	NA	NA
428	322202	BO KOHIMA	UPS	APC	SURT5000UXI	NA
429	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088562
430	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088408
431	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088639
432	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088504
433	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088845
434	322203	BO DIPHU	PC	HCL	Infinity M6025	6079A4088505
435	322203	BO DIPHU	LJP	HP	P1606DN	VNC3P17191
436	322203	BO DIPHU	LJP	HP	P1606DN	VNC3P17188
437	322203	BO DIPHU	LJP	HP	P1007	VNFPB14609
438	322203	BO DIPHU	LJP	HP	1022	VNRJ71L2YG
439	322203	BO DIPHU	NWS	CISCO	NA	SISCO SWITCH
440	322203	BO DIPHU	RCK	NA	NA	NA
441	322203	BO DIPHU	UPS	APC	SURT5000UXI	NA
442	322290	EC MOKOKCHUNG	PC	WIPRO	WSG59355W7	11FFIT20903550
443	322290	EC MOKOKCHUNG	LJP	HP	P1606DN	VNC3D20401
444	322290	EC MOKOKCHUNG	UPS	ELECTRONIC	ACCENTA	L010979312
445	322291	EC LUMDING	PC	HCL	Infinity M6025	6076A4088954
446	322291	EC LUMDING	LJP	HP	P1606DN	VNF3C37857
447	322291	EC LUMDING	UPS	ELECTRONIC	ACCENTA	PFB011313114
448	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4089279
449	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088494
450	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088749
451	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088714
452	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088708
453	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088675
454	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088029
455	322300	DO BONGAIGAON	PC	HCL	Infinity M6025	6076A4088248
456	322300	DO BONGAIGAON	PC	WIPRO	WSG59355W7	11FFIT20903543
457	322300	DO BONGAIGAON	PC	WIPRO	WSG59355W7	11FFIT20903544
458	322300	DO BONGAIGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400009
459	322300	DO BONGAIGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400046
460	322300	DO BONGAIGAON	PC	WIPRO	WSG68105W8-0024	13HGUG02400048
461	322300	DO BONGAIGAON	LJP	HP	1022	VNRJ76D0R9
462	322300	DO BONGAIGAON	LJP	HP	P1007	VNFPB14610
463	322300	DO BONGAIGAON	LJP	HP	P1606DN	VNC3P17192
464	322300	DO BONGAIGAON	LJP	HP	P2055DN	VNC3L03417
465	322300	DO BONGAIGAON	NWS	CISCO	CISCO	FHK113954C4
466	322300	DO BONGAIGAON	RCK	NA	NA	NA
467	322300	DO BONGAIGAON	SCN	HP	NA	CN8AYA60S9
468	322300	DO BONGAIGAON	UPS	APC	SURT5000UXI	NA
469	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4088384
470	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4088609
471	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4088632
472	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4089051
473	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4089250
474	322301	BO DHUBRI	PC	HCL	Infinity M6025	6076A4088668
475	322301	BO DHUBRI	LJP	HP	P1606DN	VNC3D24260
476	322301	BO DHUBRI	LJP	HP	P1007	VNFNS98070
477	322301	BO DHUBRI	LJP	HP	P1606DN	VNC3D24248
478	322301	BO DHUBRI	LJP	HP	1022	VNRJ76COBB
479	322301	BO DHUBRI	NWS	CISCO	NA	NA
480	322301	BO DHUBRI	RCK	NA	NA	NA





481	322301	BO DHUBRI	UPS	APC	SURT5000UXI	NS0754900407
482	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4088748
483	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4088223
484	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4088736
485	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4088031
486	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4088216
487	322302	BO BARPETA ROAD	PC	HCL	Infinity M6025	6076A4089181
488	322302	BO BARPETA ROAD	PC	WIPRO	WSG68105W8-0024	13HGUG02400071
489	322302	BO BARPETA ROAD	PC	WIPRO	WSG68105W8-0024	13HGUG02400029
490	322302	BO BARPETA ROAD	LJP	HP	1022	VNRJ76C098
491	322302	BO BARPETA ROAD	LJP	HP	P1606DN	VNC3P17193
492	322302	BO BARPETA ROAD	LJP	HP	P1007	VNF5N14619
493	322302	BO BARPETA ROAD	LJP	HP	P1606DN	VNC3P17195
494	322302	BO BARPETA ROAD	NWS	CISCO	CISCO	FHK112954FC
495	322302	BO BARPETA ROAD	RCK	NA	NA	NA
496	322302	BO BARPETA ROAD	UPS	APC	SURT5000UXI	NA
497	322390	EC GOALPARA	PC	HP	HP	INA050Q6LT
498	322390	EC GOALPARA	PC	WIPRO	WSG68105W8-0024	13HGUG02400017
499	322390	EC GOALPARA	UPS	ORION	ORION CROMA	DP03100424
500	322390	EC GOALPARA	NWS	CISCO	NA	NA
501	322390	EC GOALPARA	LJP	HP	LJP-1108	VNF5N02849
502	322391	EC KOKRAJHAR	PC	HCL	Infinity M6025	6076A4089294
503	322391	EC KOKRAJHAR	LJP	HP	P1606DN	VNC3P13864
504	322391	EC KOKRAJHAR	UPS	ELECTRONIC	ACCENTA	L010979412
505	322392	EC ABHYAPURI	LJP	HP	LJP-1108	VNF5N03332
506	322392	EC ABHYAPURI	PC	HCL	Infinity M6025	6076A4077704
507	322392	EC ABHYAPURI	UPS	ELECTRONIC	ACCENTA	PFB011310314
508	322393	MO BASUGAON	PC	WIPRO	WSG59355W7	11FFIT20903511
509	322393	MO BASUGAON	LJP	HP	LJP-1108	VNF5N01423
510	322393	MO BASUGAON	UPS	ELECTRONIC	ACCENTA	PFB011312014
511	322394	MO HOWLI	PC	HCL	Infinity M6025	6076A4088833
512	322394	MO HOWLI	LJP	HP	LJP-1108	VNF5N03221
513	322394	MO HOWLI	UPS	ELECTRONIC	ACCENTA	PFB011310514
514	322395	MO CHAPATGRAM	PC	HCL	Infinity M6025	6076A4088839
515	322395	MO CHAPATGRAM	LJP	HP	LJP-1108	VNF5N03335
516	322395	MO CHAPATGRAM	UPS	ELECTRONIC	ACCENTA	PFB011312314
517	322396	MO CHAPAR	PC	HCL	Infinity M6025	6076A4088022
518	322396	MO CHAPAR	LJP	HP	LJP-1108	VNF5N03348
519	322396	MO CHAPAR	UPS	ELECTRONIC	ACCENTA	PFB011312414
520	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4077841
521	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088190
522	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088221
523	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088458
524	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088554
525	322400	DO SHILLONG	PC	WIPRO	WSG59355W7	11FFIT20903525
526	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088214
527	322400	DO SHILLONG	PC	HCL	Infinity M6025	6076A4088270
528	322400	DO SHILLONG	PC	WIPRO	WSG68105W8-0024	13HGUG02400045
529	322400	DO SHILLONG	PC	WIPRO	WSG68105W8-0024	13HGUG02400060
530	322400	DO SHILLONG	LJP	HP	1022	VNR7CF1F0
531	322400	DO SHILLONG	LJP	HP	P1007	VNF5N14729
532	322400	DO SHILLONG	LJP	HP	P1606DN	VNC3P17196
533	322400	DO SHILLONG	NWS	CISCO	2950 SERIES	FCH11652JKC
534	322400	DO SHILLONG	RCK	NA	NA	NA
535	322400	DO SHILLONG	SCN	HP	G4010	CN88HA60PS
536	322400	DO SHILLONG	UPS	APC	SURT5000UXI	NA
537	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4088256
538	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4088262
539	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4088382
540	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4088552



541	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4088388
542	322406	BO SHILLONG	PC	HCL	Infinity M6025	6076A4077860
543	322406	BO SHILLONG	PC	WIPRO	WSG68105W8-0024	13HGUG02400052
544	322406	BO SHILLONG	PC	WIPRO	WSG68105W8-0024	13HGUG02400005
545	322406	BO SHILLONG	LJP	HP	P1007	VNFNS98094
546	322406	BO SHILLONG	LJP	HP	P1606DN	VNC3D24382
547	322406	BO SHILLONG	LJP	HP	1022	VNRJ77Z12W
548	322406	BO SHILLONG	NWS	CISCO	2950 SERIES	FOC1125Z1LF
549	322406	BO SHILLONG	RCK	NA	NA	NA
550	322406	BO SHILLONG	UPS	APC	SURT5000UXI	NA
551	322490	MO NONGSTAIN	PC	HCL	Infinity M6025	6076A4088739
552	322490	MO NONGSTAIN	LJP	HP	LJP-1108	VNF5N03255
553	322490	MO NONGSTAIN	UPS	ORION	ORION 1KVA ONLINE	NA
554	322491	MO Mawlai	PC	HCL	Infinity M6025	6076A4088689
555	322491	MO Mawlai	LJP	HP	LJP-1108	VNF5N01405
556	322491	MO Mawlai	UPS	ORION	ORION 1KVA ONLINE	NA
557	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4089254
558	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088716
559	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088185
560	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088948
561	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088750
562	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088755
563	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088582
564	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088767
565	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088570
566	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088598
567	322500	DO TINSUKIA	PC	HCL	Infinity M6025	6076A4088726
568	322500	DO TINSUKIA	LJP	HP	1022	WNRJ73TOJ2
569	322500	DO TINSUKIA	LJP	HP	P1007	VNF5N14732
570	322500	DO TINSUKIA	LJP	HP	P1606DN	VNC3P17199
571	322500	DO TINSUKIA	LJP	HP	P1606DN	VNC3P17197
572	322500	DO TINSUKIA	NWS	CISCO	2950 SERIES	NA
573	322500	DO TINSUKIA	RCK	NA	NA	NA
574	322500	DO TINSUKIA	UPS	APC	SURT5000UXI	NSO622015246
575	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4089280
576	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4088489
577	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4088723
578	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4089130
579	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4088699
580	322501	BO DIGBOI	PC	HCL	Infinity M6025	6076A4088671
581	322501	BO DIGBOI	PC	WIPRO	WSG68105W8-0024	13HGUG02400033
582	322501	BO DIGBOI	PC	WIPRO	WSG68105W8-0024	13HGUG02400035
583	322501	BO DIGBOI	LJP	HP	P1606DN	VNC3D24411
584	322501	BO DIGBOI	LJP	HP	P1007	VNFNS98110
585	322501	BO DIGBOI	LJP	HP	1022	VNRJ76BOLO
586	322501	BO DIGBOI	NWS	CISCO	CISCO	FNK113954ED
587	322501	BO DIGBOI	RCK	NA	NA	NA
588	322501	BO DIGBOI	UPS	APC	SURT5000UXI	NA
589	322502	BO DULIAJAN	PC	HCL	Infinity M6025	6076A4088578
590	322502	BO DULIAJAN	PC	HCL	Infinity M6025	6076A4088005
591	322502	BO DULIAJAN	PC	HCL	Infinity M6025	6076A4089298
592	322502	BO DULIAJAN	PC	HCL	Infinity M6025	6076A4088678
593	322502	BO DULIAJAN	PC	HCL	Infinity M6025	6076A4088722
594	322502	BO DULIAJAN	PC	WIPRO	WSG59355W7	11FFIT20903554
595	322502	BO DULIAJAN	PC	WIPRO	WSG68105W8-0024	13HGUG02400070
596	322502	BO DULIAJAN	PC	WIPRO	WSG68105W8-0024	13HGUG02400007
597	322502	BO DULIAJAN	LJP	HP	P1606DN	VNC3P17200
598	322502	BO DULIAJAN	LJP	HP	1022	VNRJ73TQHJ
599	322502	BO DULIAJAN	LJP	HP	P1007	VNFNS98427
600	322502	BO DULIAJAN	NWS	CISCO	CISCO	NA



601	322502	BO DULIAJAN	RCK	NA	NA	NA
602	322502	BO DULIAJAN	UPS	APC	SURT5000UXI	NQ0725014467SU
603	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088771
604	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4089266
605	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088579
606	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088691
607	322600	DO SILCHAR	PC	WIPRO	WSG59355W7	11FFIT20903555
608	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4089205
609	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088576
610	322600	DO SILCHAR	PC	HCL	Infinity M6025	7076A4005076
611	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088593
612	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4089169
613	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088642
614	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088742
615	322600	DO SILCHAR	PC	HCL	Infinity M6025	6076A4088429
616	322600	DO SILCHAR	LJP	HP	1022	VNRJ76C0BS
617	322600	DO SILCHAR	LJP	HP	P1606DN	VNC3Z07384
618	322600	DO SILCHAR	LJP	HP	P1007	VNFPB14733
619	322600	DO SILCHAR	LJP	HP	P1606DN	VNC3Z07391
620	322600	DO SILCHAR	NWS	CISCO	CE500	ES5OO-24TT
621	322600	DO SILCHAR	RCK	HCL	NA	77097
622	322600	DO SILCHAR	SCN	HP	G4010	CN88HA60QQ
623	322600	DO SILCHAR	UPS	APC	SURT5000UXI	NA
624	322601	BO KARIMGANJ	PC	HCL	Infinity M6025	6076A4088633
625	322601	BO KARIMGANJ	PC	HCL	Infinity M6025	6076A4088690
626	322601	BO KARIMGANJ	PC	HCL	Infinity M6025	6076A4089162
627	322601	BO KARIMGANJ	PC	HCL	Infinity M6025	6076A4088747
628	322601	BO KARIMGANJ	LJP	HP	P1007	VNFNS98112
629	322601	BO KARIMGANJ	LJP	HP	P1606DN	VNC3D24415
630	322601	BO KARIMGANJ	LJP	HP	1022	VNRJ76C0BX
631	322601	BO KARIMGANJ	PC	WIPRO	WSG68105W8-0024	13HGUG02400063
632	322601	BO KARIMGANJ	NWS	CISCO	2950 SERIES	FOC1127U1PM
633	322601	BO KARIMGANJ	RCK	NA	NA	NA
634	322601	BO KARIMGANJ	UPS	APC	SURT5000UXI	NA
635	322602	BO AIZWAL	PC	HCL	Infinity M6025	6074A2542137
636	322602	BO AIZWAL	PC	HCL	Infinity M6025	6076A4088431
637	322602	BO AIZWAL	PC	HCL	Infinity M6025	6076A2542143
638	322602	BO AIZWAL	PC	HCL	Infinity M6025	6074A2542161
639	322602	BO AIZWAL	PC	HCL	Infinity M6025	6076A4077925
640	322602	BO AIZWAL	LJP	HP	P1606DN	VNC3Z07395
641	322602	BO AIZWAL	LJP	HP	P1606DN	VNC3Z07541
642	322602	BO AIZWAL	LJP	HP	1022	VNRJ772197
643	322602	BO AIZWAL	LJP	HP	P1007	VNFPB14742
644	322602	BO AIZWAL	NWS	CISCO	NA	NA
645	322602	BO AIZWAL	RCK	NA	NA	NA
646	322602	BO AIZWAL	UPS	APC	SURT5000UXI	NA
647	322606	BO IMPHAL	PC	HCL	Infinity M6025	7076A4002598
648	322606	BO IMPHAL	PC	HCL	Infinity M6025	7076A4005039
649	322606	BO IMPHAL	PC	HCL	Infinity M6025	7076A4002967
650	322606	BO IMPHAL	PC	HCL	Infinity M6025	7076A4005686
651	322606	BO IMPHAL	PC	HCL	Infinity M6025	7076A4005035
652	322606	BO IMPHAL	PC	WIPRO	WSG68105W8-0024	13HGUG02400021
653	322606	BO IMPHAL	PC	WIPRO	WSG68105W8-0024	13HGUG02400026
654	322606	BO IMPHAL	PC	WIPRO	WSG68105W8-0024	13HGUG02400065
655	322606	BO IMPHAL	LJP	HP	1022	VNRJ77Z18P
656	322606	BO IMPHAL	LJP	HP	P1007	VNFNS98432
657	322606	BO IMPHAL	LJP	HP	P1606DN	VNC3Z07543
658	322606	BO IMPHAL	NWS	CISCO	CE500	F0C1112U49L
659	322606	BO IMPHAL	RCK	HCL	14 " wall Mount Rack with front Glass Door	NA
660	322606	BO IMPHAL	UPS	APC	SURT5000UXI	NS0725017175
661	322606	EC HAFLONG	RCK	HCL	14 " wall Mount Rack with front Glass Door	NA
662	322690	EC HAFLONG	PC	WIPRO	WSG59355W7	11FFIT20903564
663	322690	EC HAFLONG	PC	WIPRO	WSG68105W8-0024	13HGUG02400057
664	322690	EC HAFLONG	LJP	HP	LJP-1108	VNF5N13953



665	322690	EC HAFLONG	NWS	CISCO	2950 SERIES	SHK11395419
666	322690	EC HAFLONG	UPS	APC	SURT5000UXI	JS0411045723
667	322691	MO BISHNUPUR	PC	WIPRO	WSG59355W7	11FFIT20903521
668	322692	MO BISHNUPUR	LJP	HP	LJP-1108	VNF5N03323
669	322692	MO BISHNUPUR	UPS	MAC	MACONLINE 1000	1401
670	322692	MO LAKHIPUR	PC	HCL	Infinity M6025	6076A4077690
671	322692	MO LAKHIPUR	UPS	ELECTRONIC	ACCENTA	PFB011312514
672	322693	EC HAILAKANDI	PC	WIPRO	WSG59355W7	11FFIT20903529
673	322693	EC HAILAKANDI	UPS	ELECTRONIC	ACCENTA	PFB011318814
674	322694	MO NAMBOL	PC	WIPRO	WSG59355W7	11FFIT20903498
675	322695	MO NAMBOL	LJP	HP	LJP-1108	VNF5N03331
676	322695	MO NAMBOL	UPS	MAC	MACONLINE 1000	1407
677	322695	EC THOUBAL	PC	WIPRO	WSG59355W7	11FFIT20903548
678	322695	EC THOUBAL	LJP	HP	LJP-1108	VNF5N03243
679	322695	EC THOUBAL	UPS	MAC	MACONLINE 1000	1408
680	322696	MO CHAMPAI	PC	WIPRO	WSG59355W7	11FFIT20903522
681	322696	MO CHAMPAI	LJP	HP	LJP-1108	VNF5N01399
682	322696	MO CHAMPAI	UPS	MAC	MACONLINE 1000	1406
683	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4077902
684	322700	DO AGARTALA	PC	WIPRO	WSG59355W7	11FFIT20903513
685	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088530
686	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088392
687	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088385
688	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088433
689	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088804
690	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088407
691	322700	DO AGARTALA	PC	WIPRO	WSG59355W7	11FFIT20903514
692	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088402
693	322700	DO AGARTALA	PC	HCL	Infinity M6025	6076A4088215
694	322700	DO AGARTALA	PC	WIPRO	WSG59355W7	11FFIT20903562
695	322700	DO AGARTALA	PC	WIPRO	WSG68105W8-0024	13HGUG02400058
696	322700	DO AGARTALA	PC	WIPRO	WSG68105W8-0024	13HGUG02400039
697	322700	DO AGARTALA	LJP	HP	P3015	VNBXC2PS08
698	322700	DO AGARTALA	LJP	HP	P3015	VNBXC2NSKC
699	322700	DO AGARTALA	LJP	HP	P1007	VNFNS98438
700	322700	DO AGARTALA	LJP	HP	1022	VNRJ77203F
701	322700	DO AGARTALA	NWS	NA	24PORT	CCISC225
702	322700	DO AGARTALA	RCK	HCL	9U	NA
703	322700	DO AGARTALA	UPS	APC	SURT5000UXI	NS0725017099
704	322701	BO UDAIPUR	RCK	HCL	NA	NA
705	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4088548
706	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4088390
707	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4088200
708	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4088484
709	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4088536
710	322701	BO UDAIPUR	PC	HCL	Infinity M6025	6076A4077850
711	322701	BO UDAIPUR	LJP	HP	P1606DN	VNC3D24412
712	322701	BO UDAIPUR	LJP	HP	P1606DN	VNC3D24413
713	322701	BO UDAIPUR	LJP	HP	1022	VNRJ77Z124
714	322701	BO UDAIPUR	LJP	HP	P1007	VNFNX70945
715	322701	BO UDAIPUR	NWS	CISCO	CE500	EE011-05-4566(A)
716	322701	BO UDAIPUR	UPS	APC	SURT5000UXI	NA
717	322790	EC DHARMANAGAR	LJP	HP	P1606DN	VNC3Z08031
718	322790	EC DHARMANAGAR	PC	HCL	Infinity M6025	6076A4088555
719	322790	EC DHARMANAGAR	PC	HCL	Infinity M6025	6076A4088436
720	322790	EC DHARMANAGAR	PC	HCL	Infinity M6025	6076A4077853



721	322790	EC DHARMANAGAR	LJP	HP	1022	VNRJ73TOG6
722	322790	EC DHARMANAGAR	NWS	CISCO	2950 SERIES	FOC111321MF
723	322790	EC DHARMANAGAR	RCK	NA	NA	NA
724	322790	EC DHARMANAGAR	UPS	APC	SURT1000UXI	NA
725	322791	EC BISHALGARH	PC	WIPRO	WSG59355W7	11FFIT20903559
726	322791	EC BISHALGARH	LJP	HP	1566	VNC3Q05157
727	322791	EC BISHALGARH	UPS	ELECTRONIC	ACCENTA	L010975612
728	322792	EC BELONIA	PC	WIPRO	WSG59355W7	11FFIT20903520
729	322792	EC BELONIA	LJP	HP	1566	VNC3Q13033
730	322792	EC BELONIA	UPS	ELECTRONIC	ACCENTA	L010979112
731	322793	EC KHOWAI	PC	WIPRO	WSG59355W7	11FFIT20903553
732	322793	EC KHOWAI	LJP	HP	P1007	VNFNS59902
733	322793	EC KHOWAI	UPS	MAC	MACONLINE 1000	1410
734	322794	EC AMBASSA	PC	WIPRO	WSG59355W7	11FFIT20903533
735	322794	EC AMBASSA	LJP	HP	P1007	VNFN859938
736	322794	EC AMBASSA	UPS	MAC	MACONLINE 1000	1402
737	322795	MO BADARGHAT	LJP	HP	P1007	VNFN159893
738	322795	MO BADARGHAT	PC	HCL	Infinity M6025	6076A4088514
739	322795	MO BADARGHAT	UPS	MAC	MACONLINE 1000	1404
740	322796	EC KHAYERPUR	PC	HCL	Infinity M6025	6076A4089090
741	322796	EC KHAYERPUR	LJP	HP	P1007	VNFNP50457
742	322796	EC KHAYERPUR	UPS	MAC	MACONLINE 1000	1405
743	322797	MO GANDHIGRAM	PC	HCL	Infinity M6025	6076A4088476
744	322797	MO GANDHIGRAM	LJP	HP	P1007	VNFNS98867
745	322797	MO GANDHIGRAM	UPS	MAC	MACONLINE 1000	1403
746	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088417
747	322800	DO ITA NAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400079
748	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088478
749	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088587
750	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088274
751	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4089057
752	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088412
753	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088758
754	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088423
755	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4088210
756	322800	DO ITA NAGAR	PC	HCL	Infinity M6025	6076A4077872
757	322800	DO ITA NAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400064
758	322800	DO ITA NAGAR	PC	WIPRO	WSG68105W8-0024	13HGUG02400013
759	322800	DO ITA NAGAR	LJP	HP	P1606DN	VNC3Z08038
760	322800	DO ITA NAGAR	LJP	HP	P1007	VNFNP15348
761	322800	DO ITA NAGAR	LJP	HP	1022	VNRJ75Y015
762	322800	DO ITA NAGAR	NWS	CISCO	NA	FNK1140529
763	322800	DO ITA NAGAR	RCK	NA	NA	NA
764	322800	DO ITA NAGAR	UPS	MAC	MACONLINE 1000	1411
765	322800	DO ITA NAGAR	UPS	APC	SURT1000UXI	NA
766	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4089016
767	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4088606
768	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4088442
769	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4088753
770	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4089270
771	322801	BO NORTH LAKHIMPUR	PC	HCL	Infinity M6025	6076A4088620
772	322801	BO NORTH LAKHIMPUR	PC	WIPRO	WSG68105W8-0024	13HGUG02400059
773	322801	BO NORTH LAKHIMPUR	LJP	HP	P1606DN	VNC3D21513
774	322801	BO NORTH LAKHIMPUR	LJP	HP	P1007	VNFNS98443
775	322801	BO NORTH LAKHIMPUR	LJP	HP	1022	VNRJ76C029
776	322801	BO NORTH LAKHIMPUR	NWS	CISCO	CE500	FOC1112U1EA
777	322801	BO NORTH LAKHIMPUR	RCK	NA	NA	NA
778	322801	BO NORTH LAKHIMPUR	UPS	APC	SURT5000UXI	NS0607010186
779	322890	EC PASIGHAT	PC	HCL	Infinity M6025	6076A40776549
780	322890	EC PASIGHAT	UPS	ORION	ORION CROMA	DP03100426
781	322890	EC PASIGHAT	LJP	HP	P1606DN	VNF3C38382
782	322892	MO BIHPURIA	PC	HCL	Infinity M6025	6076A4088656
783	322892	MO BIHPURIA	LJP	HP	P1606DN	VNF3L29618
784	322892	MO BIHPURIA	UPS	ELECTRONIC	ACCENTA	PFB011312714
785	322893	MO ALONG	PC	HCL	Infinity M6025	6076A40877637
786	322893	MO ALONG	LJP	HP	P1007	VNFNS59922
787	322893	MO ALONG	UPS	MAC	MACONLINE 1000	1411



**Annexure- J**

Office Code	Office Name	Address	Address 2	Address 3	City	Contact Person	Contact Person Phone Number
320000	RO Guwahati	G S ROAD	ULUBARI	GUWAHATI – 781007	GUWAHATI	MR.A K Gorlosa	+91 8811032343 / 0361-2730523
320011	SVC GUWAHATI	Saswata Building	B.Baruah Road	Ulubari Chariali - 781007	GUWAHATI	Mr Diganta Hazarika	9435047095,0361-2130039, 2139338
320021	TP HUB GUWAHATI	G S ROAD	ULUBARI	GUWAHATI – 781007	GUWAHATI	MR.A K Gorlosa	0361-2730685 / 8471988209
321100	CDO 1 GUWAHATI	1ST FLOOR, GUHA LODGE	M.L NEHRU ROAD, PAN BAZAR	781001	GUWAHATI	Mr H K Choudhury	9864326457, 0361-2550567, 2550960
321101	CBO 1 GUWAHATI	1ST FLOOR,MOHS IN HOUSE	PAN BAZAR	GUWAHATI, 781001	GUWAHATI	Mr. P.K. Brahma	0361-2332210, 9435012531
321104	BO MALIGAON	1 ST FLOOR, MANI BHAWAN	RAILWAY GATE NO.1, MALIGAON	781001	GUWAHATI	Ms Ina das	0361-2570653 / 9207128958
321105	BO ATHGAON	PARAMESWARI BUILDING	CHATRIBARI ROAD, ATHGAON	GUWAHATI - 781001	GUWAHATI	Mr Subhas Chandra Boro	0361-2518761 / 9435190157
321109	BO TURA	BELDARPARA, TURA	WEST GARO HILLS	MEGHALAYA - 794001	Tura	Mr K.S. Goswami	03651-2222557 / 9435402673
321190	EC KHARUPETIA	N.T.ROAD	KHARUPETIA - 784115	DARRANG DISTRICT	KHARUPETIA	Mr.Suren Nath Das	0371-3255977 / 9706486742
321200	CDO 2 GUWAHATI	AMARAVATI PATH,	CHRISTIAN BASTI, G.S. ROAD,	GUWAHATI - 781005	GUWAHATI	Mr R Brahma	0361-2345277, 2341773 / 9436102840
321201	BO NAGAON	R.K.B. ROAD	CHRISTIAN PATTY	NAGAON, NOWGONG, ASSAM- 782001	NAGAON	Mr Anup Biswas	9435304865, 03672-232944
321202	BO TEZPUR	HIMATSingk A BUILDING	N.T.ROAD, TEZPUR	SONITPUR, ASSAM - 784001	TEZPUR	Mr Tapan Paul	03712-220568 / 9435490655
321204	CBO 2 GUWAHATI	BORA'S BUILDING, MANIRAM DEWAN ROAD	G S ROAD, ULUBARI, KAMRUP	GUWAHATI - 781007	GUWAHATI	Mr Tapash Choudhury	0361-2544658 / 9435046430
321206	BO BELTOLA	1ST FLOOR,HEML OTA MARKET ,	BASISTHA CHARIALI, BELTOLA	GUWAHATI ,ASSAM- 781028	GUWAHATI	Mr B.Basak	9435020440,03662-230955
321290	EC Biswanath Chariali	C/O- Mr. Baird Nath Paul, (Paul & Co), Pabhoi Road	Biswanath Chariali- 784176	Distt-Sonitpur	Biswanath Chariali	Mr. M Bhattarai	9436221563
321291	EC Lanka	Railway Station Road Lanka	Near Electricity Board-782446	Distt: Nagaon	Lanka	Mr. B.P. Goswami	9435147127
321300	CDO -III GUWAHATI	MANIRAM DEWAN ROAD	CHANDMARI	GUWAHATI- 781021	GUWAHATI	Mr M R Patowary	9864065098, 0361-2301946



321302	BO KHANAPARA	1ST FLOOR, SABITRI BUILDING	SIX MILE	GUWAHATI -781022	GUWAHATI	Mr. K. Kakati	0361-2332210, 9435012531
321390	EC Rangiya	C/O- Tariqual Islam, NT Road	Rangia- 781354	Distt: Kamrup	Rangia	Mr. B Chakraborty	9435198345
321391	EC Chaigaon	Chaigaon Bazar, NH-37-781124	NH-37- 781124		Chaigaon	Mr. Dandeswar Kalita	9706011455
322100	DO DIBRUGARH	COMMERCE HOUSE, II FLOOR	DIBRUGARH	786001	DIBRUGARH	Mr A K Das	9435115855, 0373-2321903, 2325326,
322102	BO JORHAT	GAR ALI ROAD	JORHAT - 785002		JORHAT	Mr G Sadullah	0376-2321576 / 9435031105
322104	BO SIBSAGAR	HOSPITAL ROAD	ASTC (Bus Terminus)Complex	Sibasagar - 785640	SIBASAGAR	Mr.Dibakar Sarma	03772 - 222760 / 222958 / 9435344081
322190	EC GOLAGHAT	BENGENAKHWA RAILWAY CROSSING	G.F.ROAD - 785702		GOLAGHAT	MR. S K DAS	03774-243042
322191	EC Dergaon	Dergaon Town	Distt: -Golaghat		Dergaon	Mr. Amrit Kumar Baruah	9706995193
322192	EC Moran	PO-Moran Hut	Distt-Sibsagar		Moran	Mr. Manajit Gogoi	9435392349
322200	DO DIMAPUR	CHURCH ROAD	DIMAPUR-797112	NAGALAND	DIMAPUR	Mr. S T Lotha	9436609149, 03862-228554, 232852, 220414
322202	BO KOHIMA	MAIN ROAD	KOHIMA	NAGALAND	KOHIMA	Mrs. Kesono Ritse	9436009847, 0370-2221356
322203	BO DIPHU	1ST FLOOR, LIC BUILDING	SHIV BARI ROAD	DIPHU-782460	DIPHU	Shri Chandan Dev	03671-272844, 9435072073
322290	EC MOKOKCHUNG	OPPOSITE IMKONGMERE SPORTS COMPLEX	ARKONG WARD	IMNAMEREN ROAD, MOKOKCHUNG - 798601	MOKOKCHUNG	Mr. S. Chang	0369 - 2225115 / 9436435373
322291	EC Lumding	Kalibari Road	Lumding		Lumding	Mr. N Acharjee	9435065723
322300	DO BONGAIGAON	CHAPAGURI ROAD	BONGAIGAON - 783380		BONGAIGAON	Mr A C Shome	03664-230543, 230410 / 9435144887
322301	BO DHUBRI	D.K. ROAD	P.O. DHUBRI	DIST. DHUBRI-722301	DHUBRI	Mr Rubul Pathak	9864065098, 0361-2301946
322302	BO BARPETA	MAIN ROAD	BARPETA	781315	BARPETA	Mr P K Acharjee	9435080556, 03666-260873
322390	EC GOALPARA	AGIA ROAD	GOALPARA, ASSAM	783101	GOALPARA	Mr P.C.KALITA	9864101459, 03663-240049
322391	EC KOKRAJHAR	Abhi Commercial Complex	2nd Floor, R N B Road,	Kokrajhar BTC, Pin Code:783370, Assam	KOKRAJHAR	Mr. Dipak Lahkar	03661- 271145 / 9954067762
322392	EC Abhyapuri	Abhyapuri	Distt- Bongaigaon		Abhyapuri	Mr K. Choudhury	9435121805
322393	EC Basugaon	Basugaon Main Road	Distt -Kokrajhar		Basugaon	MR. TAPAN KR. BARMAN	03661 - 281272 / 9854127138



322394	EC Howli	Howli	Distt- Barpeta		Howli	Mr. G.C Saha	9435124817
322395	EC Chapatgram	PO- Chapatgram	Distt – Dhubri		Chapatgram	Mr. N.D Saha	9775491405
322396	EC CHAPAR	Main Bazar PO- Chapar	Distt- Dhubri	Pin:-783371	Chapar	Mr. Akan Chandra Das	9957232418
322400	DO SHILLONG	2ND FLOOR, PULIN BHAWAN	KEATING ROAD , SHIILONG- 793001	MEGHALAY A	SHILLONG	Mr.B.K. Nandi	9435093561, 0364- 2227393
322406	BO SHILLONG	1ST FLOOR, PULIN BHAWAN	POLICE BAZAR, KEATING ROAD	SHIILONG - 793001	SHILLONG	Mr Gautam Deka	0364-2222906 / 9864122434
322490	EC Nongstain	Upper New Nongstain	Near Petrol Pump	Distt-Khasi Hills	Nongstain	MR. ROBERT LYNGDOH	03654 - 280974 / 9863452179
322500	DO TINSUKIA	THANA ROAD,TINSU KIA	ASSAM - 786125		TINSUKIA	Mr P K Bose	0374-2331464, 2331458 / 9864016831
322501	BO DIGBOI	JYOTSNA COMPLEX	2ND FLOOR	A.T. ROAD, DIGBOI - 786602	DIGBOI	Mr Gora Sarkar	03751-264481 / 9435389582
322502	BO DULIAJAN	TAMULI MANSION	1ST FLOOR, STATION ROAD	786602	DULIAJAN	Mr. Subhashish Ghosh	0374-2800471 / 9401574924
322600	DO SILCHAR	P.W.D ROAD	TOWN CLUB BUILDING	SILCHAR - 788001	SILCHAR	Mr S. Dasgupta	0361-2570653 / 9435035882
322601	BO KARIMGANJ	ROY PATTY, KARIMGANJ	ASSAM - 788710		KARIMGANJ	Mr Kishore Kumar Das	03843-262214 / 9435025729
322602	BO AIZWAL	1ST FLOOR, LALSAWIA BUILDING	ZARKAWT, AIZAWL	MIZORAM - 796001	AIZAWL	Mr R B Singh	9435072325, 0389- 2341124
322606	BO IMPHAL	THANGAL BAZAR	NEAR BANK OF BARODA	IMPHAL	IMPHAL	Mr T.P. Meetei	9435174432,0385- 2452100
322690	EC HAFLONG	NEAR CULTURAL INSTITUTE, MAIN ROAD DIMA HASAO DISTRICT	HAFLONG - 788819		HAFLONG	Mr Jatil Thaoson	03673-236999 / 9435078251
322691	EC Bishnupur	BishnuBazar- 795126	Distt- Bishnupur		Bishnupur	Mr. K. Tunglut	9577550533
322692	EC Lakhipur	Sachan Road, Lakhipur	Distt- Cachar		Lakhipur	Mr B K Choudhury	9854141188
322693	EC Hailakandi	Silchar Road,	Hailakandi		Hailakandi	Mr. P. Chakraborty	9435265084
322694	EC Nambol	Thongkha, Nambol- 795134	Distt- Imphal west		Nambol	Mr. A Deven Singh	9436297144
322695	EC Thoubal	Thoubal Bazar- 795138	Distt-Thoubal		Thoubal	Mr. RKB Singh	9862166414
322696	MO CHAMPAI	ROHMINTHA NGA BUILDING, KAHRAWT CHAMPHAI, NEAR- DISTRICT TRANSPORT OFFICE,	CHAMPAI - 796310		CHAMPAI	Mr. Lalbiakdika	03831 - 235542 / 9436155863





322700	DO AGARTALA	44/2, CENTRAL ROAD	AGARTALA	TRIPURA - 799001	AGARTALA	Mr. D K Das	03842-236362, 234422, 237507 / 9435344378
322701	BO UDAIPUR	JA HAR ROAD	RADHA KISHORE PUR	UDAIPUR, SOUTH TRIPURA - 799120	UDAIPUR	MR. R.K.K. SINHA	03821-238458 / 9402523880
322790	EC DHARMANAGAR	DHARMANAGAR, P.O.- RAJBARI	TRIPURA	PIN CODE -799253	DHARMANAGAR	MR. KALI SANKAR SARKAR	0382-2220540, 9436476421
322791	EC BISHALGARH	MADHYA LAXMI BILL	BISHALGARH BAZAR -799102	WEST TRIPURA	BISHALGARH	Md Ali Akbar	0381-2361373 / 9436121797
322792	EC BELONIA	DAKSHINAPAN BUILDING	ARYA COLONY, BELONIA - 799155	SOUTH TRIPURA	BELONIA	MR. AJOY KUMAR REANG	0382-3222042 / 9862989307
322793	EC KHOWAI	SUBHASH PARK, KHOWAI			KHOWAI	MS ARCHANA DUTTA	9856029963
322794	EC AMBASSA	TRTC STAND AMBASSA	Distt: - Dhalai		AMBASSA	MR. GOBINDA MALAKAR	9862618787
322795	EC BADARGHAT	Milan Chakra PO- A.D Nagar	Badarghat	Pin:-799003	Badarghat	Mr. P. Debroy	9436450655
322796	EC KHAYERPUR	Khayerpur Bazar PO- Khayerpur	Khayerpur	Pin:-799008	Khayerpur	Mr. Biplab Sen	0381 - 2395036 / 9862989307
322797	EC Gandhigram	GANDHIGRAM BAZAR., P.O.- GANDHIGRAM	Gandhigram	TRIPURA PIN-799012	Gandhigram	MR.RANJIT MODAK	9436129339
322800	DO ITA NAGAR	TAKKAR COMPLEX	NAHARLAGUN - 791111	ARUNACHAL PRADESH	NAHARLAGUN	Mr Nabin Chandra Das	0360 - 2244116, 2245090 / 9435082313
322801	BO NORTH LAKHIMPUR	OLD R.M.S. ROAD - 782001			NORTH LAKHIMPUR	Mr Amitabh Sanyal	03752—222652 / 9435335016
322890	EC PASIGHAT	PAHUDINO BUILDING	NEAR POLICE STATION PASIGHAT - 791102	DISTRICT: EAST SIANG	PASIGHAT	Mr Sanjit Nath	0368-2222417 / 9432337449
322891	EC Daporjio	Gandhi Market, Upper Subansiri	Daporjio		Daporjio	Mr. Nabam Kama	9436044492
322892	EC Bihpuria	Near Allahabad Bank	Distt-North Lakhimpur		Bihpuria	Mr. C R Mallick	9435186014
322893	EC Along	Near DC Court, Along	Distt-west Siang		Along	Mr. D. Riba	9402698352