

THE ORIENTAL INSURANCE COMPANY LIMITED

REGIONAL OFFICE COIMBATORE

Dept : IT

07.06.2018

Sub: Addendum 1 – Reply to Vendor Queries – Pre Bid Meeting held on 06/07/2018

**Tender No.: OICL/ROCOIMBATORE/ITD/PC-AMC/2018/01 Dated 14.05.2018
(Annual Maintenance Contract & Facility Management Services)**

SNO	VENDOR QUERY	COMPANY EXPLANATION
1	Request to extend the bid submission date	All the vendors had requested to extend the bid submission date. Hence last date for submission of the bids is changed to 14.06.2018. Time : 4.00 P.M
2	Request to remove maintenance and replacement of I/O ports and LAN cabling.	I/O port and LAN cabling will be under our company discretion.
3	Removal of installation of earthing system including earthing pits.	Installation of earthing system and pits will be under company discretion. But Vendor responsible to cross check the Earthing values during PM activity and present to us. Failure on which the onus will be laid on the vendor.
4	Request to restrict the number of copies to 1+1+soft copy	Accepted one original + one First copy + one soft copy
5	Request to exclude bulbs in Scanner and Projector	Projector Bulb – Company discretion Scanner Bulb – Vendor discretion
6	Request to remove Back to Back arrangement for Numeric UPS	APC and Numeric 10 KVA/5KVA – Manufacturer (APC/Numeric) or OEM partner back to back support. PM to be taken care by the vendor. Authorized Service partner certificate to be produced. Other UPS – Issue to be inspected by APC/Numeric certified engineer. Vendor report will not be accepted. Vendor back to back will be carefully observed. TAT will be carefully monitored. In case of prolong delayed TAT vendor will be instructed to arrange for manufacturer back to back at no extra cost. PM to be taken care by the vendor.
7	Request to Exempt EMD on production of NSIC certificate.	Accepted subject to verification and validity of NSIC certificate.
8	Coverage	Everything is covered including burnt and short circuit cases except physical damage.
9	Nil Quantity Items	Quantity may be treated as 1 and rate should be quoted. The said rate will be taken into account in evaluating the commercial bid. Order will be based on asset list finally decided by the company.

REGIONAL MANAGER

Appendix 1: Bill of Material

Table.1 AMC and PM Activity

(Amount in Rs.)

S. No.	Item Description	Year of Purchase	Basic Unit Price	Qty	Total Price Year 1	Total Price Year 2	Total Price Year 3
			B	A	C=A x B	D	E
1.	Windows 10 PC Dell - (Pentium dual core G4400/4GB RAM/500GB HDD) Acer – (AMD A6 7400/4 GB RAM/1 TB HDD)	2017		24			
2.	Windows 8 PC - Wipro (Intel Core i3-3240/4 GB RAM/500 GB HDD)	2013		26			
3.	Windows 7 PC - Wipro Wipro (Intel Pentium G6950/4 GB RAM/320 GB HDD)	2011		190			
4.	PCs - other make *			1			
5.	LJP - HP M203d	2017		19			
6.	LJP- HP 1566, HP 1007,HP 1108	2011		79			
7.	Network LJP – HP 1606	2011		49			
8.	Network LJP – HP 2055	2011		3			
9.	Network LJP – HP 3015	2011		6			
10.	Network LJP – HP 9040	2011		2			
11.	Network LJP – HP 4700	2010		1			
12.	LJPs – Other make			19			
13.	Colour LJP CP-1525n*			1			
14.	Multifunction Printer			2			
15.	UPS 10 KVA - APC			14			
16.	UPS 10 KVA - NUMERIC *			1			
17.	External Charger for 10 KVA UPS*			1			
18.	Isolation Transformer for 10 KVA UPS*			1			
19.	UPS 5 KVA – APC			7			
20.	UPS 5 KVA - NUMERIC			4			
21.	External Charger for 5 KVA UPS*			1			
22.	Isolation Transformer for 5 KVA UPS*			1			
23.	UPS 1 KVA – APC			14			
24.	UPS 1 KVA - NUMERIC			8			
25.	External Charger for 1 KVA UPS*			1			
26.	Isolation Transformer for 1 KVA UPS*			1			
27.	UPS – Other make			6			
28.	Network Switch (Manageable) – Cisco 2960/1900 Series	2017		25			
29.	Racks			24			
30.	Server Unix			1			
31.	Server Windows*			1			
32.	Laptops			1			
33.	Scanner			3			
34.	Projector			1			
Total Price							
Total Price for 1st +2nd + 3rd Year (C+D+E)							

Note:- Total cost for each line item shall be sum of AMC and PM Activity. The percentage cost of PM activity should not be less than 20%of total quoted cost for AMC. Prices should be quoted for all the items in the Table. Prices are required for future requirement. Order will be based on the current asset present in our region.

* Conditional Operational Requirement. Said asset may be added based on necessity. Rate to be compulsorily quoted.

Table.2 Resident Engineer and Helpdesk Coordinator (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 Regional Office		1			
2	Charges for Helpdesk Coordinator at Regional Office		1			
Total Price						
Total Price for 1st +2nd + 3rd Year (C+D+E)						

ADDITIONAL SERVICE (UPCOMING REQUIREMENT)

Table.3 Facility Management Services for items under Warranty (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	Windows 10 PC		10			
2	Laser Jet Printers/Multifunction Printer		10			
3	Scanner		10			
4	UPS		10			
5	Laptop		10			
6	Switch		10			
Total Price						
Total Price for 1st +2nd + 3rd Year (C+D+E)						

** Please note that table 3 is an additional service and will be utilized only depending on our future requirement.

Total Price	
Table1	
Table 2	
Table 3	
Total Price	

Total Cost in figures:

Total Cost in Words:

Grand Total in Words – (Rupees.....)

Note:

1. Bidder should strictly follow the format given in Table.
2. OICL reserves the right to change the quantity of items quoted above at the time of placing order. In such case the value of the order will be the cost of items finally opted by OICL. Further, the items can be added / deleted/ changed from FM to AMC during the Contract period.
3. The Bidder is responsible for all the arithmetic computation and price flows. OICL is not responsible for any errors.
4. Prices quoted should be exclusive of taxes.
5. Incomplete bid is subject to rejection.