

The Oriental Insurance Company Limited- Regional Office Bangalore



29/01/2021

We wish to bring to your kind notice that we are floating Tender of AMC of PCs and other Hardware and Software on behalf of **Regional Office Hubli.**

Points to be noted:-

1. No need to submit Pre-qualification and Technical Bid Separately for RO Hubli, We may consider Pre-qualification Bid and Technical Bid for RO Bangalore for RO Hubli too. But in Pre-qualification Bid i.e Eligibility Criteria in point No. 3, separate document is required for RO Hubli stating the support location as per Office location mentioned for RO Hubli. Document to be kept in a separate sealed envelope super-scribed with “ Pre-qualification Bid for RO Hubli”
2. Submission of Commercial Bid for RO Hubli separately is compulsory.
3. Separate RFP(only Commercial Bid) For an amount of Rs.1000/- to be deposited separately for RO Hubli at Regional office Bangalore.
4. EMD to be produced in separate Sealed Cover superscribing as” EMD for Regional Office Hubli”
5. Annexure 5 and Office Location is separate for RO Hubli which has been provided in the document.
6. Commercial Bid should be submitted separately for RO Hubli.

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

- 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 RO Hubli
- Each of the sealed envelopes should also be marked as "Original", "First Copy" and "Second Copy" respectively.
- 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 RO Hubli
- The four envelopes of commercial bid should be placed in a single sealed envelope super-scribed: “Commercial Bid for RO Hubli”

7. Last Date of Submission is same as RO Bangalore - 22/02/2021, 3:00 PM

REGIONAL MANAGER

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 2021 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 theday 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 2021 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 theday of.....

Signature and Seal of Guarantors (Supplier's Bank)

.....
Date.....
Address.....
.....
.....

15.1 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.

i. Table.1 AMC and PM Activity

ii. (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
				A	C=A x B	D	E
1	Windows 8 PC - Wipro (Intel Core i3-3240/4 GB RAM/500 GB HDD)	2013		29			
2	Windows 10 PC - HP AMD RYZEN 3 PRO /8 GB RAM/500 GB HDD)	2019		203			
3	LJP – HP 202Dw	2019		67			
4	HP 1007,HP 1108 HP 1022 HP 1015 HP 1505 HP 1566, HP 1020, HP 1106, HP 1319, HP2014, HP 4350, HP 3319, HP 1101, HP1107	2011		35			
5	Network LJP – HP 403 DN	2019		1			
6	Network LJP – HP 501 DN	2019		6			
7	Network LJP – HP 82540 DN	2019		2			
8	Canon printer			26			
9	Deskjet ink adv Printer(colour)			1			
10	Samsung printer			1			
11	UPS 10 KVA – APC with isolation transformer and external charger	2005		6			
12	UPS 5 KVA – APC with isolation transformer and external charger	2005		12			
13	UPS 1 KVA – APC UPS 2 KVA – APC UPS 3 KVA - APC	2000 2000		1			
14	UPS 10 KVA – TECHSER	2000/2014/ 2018		1			
15	UPS 5 KVA-TECHSER & ELECTRONET	2014/2016 2018		5			
16	UPS 5 KVA- NUMERIC	2000/2016		1			
17	UPS – Other make- 1 KVA, 2 KVA ,3KVA	2000-2019		25			
18	Network Switch (Manageable) – Cisco 2960	2017		24			
19	Racks	2005		23			

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20	SCANNER CANON	2011/2016		2			
21	SCANNER SCANJET 200	2017		25			
22	SCANNER SCANJET 2000 S1	2017		65			
23	LAPTOP-DELL AND HP	2018-2020		8			
24	PROJECTOR-TOSHIBA	2011		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.

**Table.2 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		0			
2	Laser Jet Printers/Multifunction Printer		0			
3	Scanner		0			
4	UPS		0			
5	Switch		0			
Total Price						
Total Price for 1st +2nd + 3rd Year (C+D+E)						

**Table.3 Resident Engineer and Helpdesk Coordinator
Rs.)**

(Amount in

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)						

Total Price	
Table1	
Table 2	
Table 3	
Table 4	
Total Price	

Total Cost in figures:- _____

Total Cost in

Words: _____

ANNEXURE 5

INVENTORY OF REGIONAL OFFICE HUBLI

S. No.	Item Description	Year of Purchase	Qty
1	Windows 8 PC - Wipro (Intel Core i3-3240/4 GB RAM/500 GB HDD)	2013	29
2	Windows 10 PC - HP AMD RYZEN 3 PRO /8 GB RAM/500 GB HDD)	2019	203
3	LJP – HP 202Dw	2019	67
4	HP 1007,HP 1108 HP 1022 HP 1015 HP 1505 HP 1566, HP 1020, HP 1106, HP 1319, HP2014, HP 4350, HP 3319, HP 1101, HP1107	2011	35
5	Network LJP – HP 403 DN	2019	1
6	Network LJP – HP 501 DN	2019	6
7	Network LJP – HP 82540 DN	2019	2
8	Canon printer		26
9	Deskjet ink adv Printer(colour)		1
10	Samsung printer		1
11	UPS 10 KVA – APC with isolation transformer and external charger	2005	6
12	UPS 5 KVA – APC with isolation transformer and external charger	2005	12
13	UPS 1 KVA – APC UPS 2 KVA – APC UPS 3 KVA - APC	2000 2000	1
14	UPS 10 KVA – TECHSER	2000/2014/2018	1
15	UPS 5 KVA-TECHSER & ELECTRONET	2014/2016 2018	5
16	UPS 5 KVA- NUMERIC	2000/2016	1
17	UPS – Other make- 1 KVA, 2 KVA ,3KVA	2000-2019	25
18	Network Switch (Manageable) – Cisco 2960	2017	24
19	Racks	2005	23
20	SCANNER CANON	2011/2016	2
21	SCANNER SCANJET 200	2017	25
22	SCANNER SCANJET 2000 S1	2017	65
23	LAPTOP-DELL AND HP	2018-2020	8
24	PROJECTOR-TOSHIBA	2011	1

Office wise detailed asset list with complete serial no. will be produced at the time of contract.

OFFICE LOCATION:-

<u>OFFICE CODE</u>	<u>OFFICE NAME</u>	<u>ADDRESS</u>
470000	RO HUBLI	2 nd Floor, Sumangala Complex, Opp: HDMC, Lamington Road, Hubli-580020.
471100	DO HUBLI	2 nd Floor, Enkay Complex, Keshwapur, Hubli-580023.
470022	TP HUB HUBLI	2 nd Floor, Enkay Complex, Keshwapur, Hubli-580023.
471101	BO HUBLI	2 nd Floor, Vikas Complex, Station Road, Hubli-580020.
471107	BO KARWAR	Municipal No.1289,1 st Floor, Kittur Chambers, Main Road, Karwar-581301.
471191	BC HAVERI	1st floor, Bapugoudar Complex, Beside Taluka Panchayat Office, Pune-Bangalore Road, Haveri-581110
471192	BC SIRSI	1st floor, D.No. #954, Tasmin Towers, Court Road, Devikere, Sirsi-581401
471193	BC BANKAPURA	1st floor, Shop no.2, R N Pukale Building, Shaha Bazar, Near Bus stand, Bankapura-581202
472100	DO DAVANGERE	289/12, A M Arcade, C G Hospital Road, DAVANGERE 577002
472108	BO CHITRADURGA	1st floor, Sharada Complex, Opp: KSRTC bus stand, Davangere road, Chitradurga-577501
472190	BC CHALLAKERE	1st floor, Amareshwara Nilaya, Near Krishna Nursing Home, Bangalore Road, Challakere-577522
472200	DO DHARWAD	1 st Floor, Shree Avenue Complex, Hallikeri Chawl, Haliyal Road,, Old SP Circle, , Dharwad-580008.
472203	BO BAILAHONGAL	MM Sogal Building. Near Taluk Panchayat Office, Hosur Road, Bailhongal-591102
472290	BC GADAG	1 ST FLOOR, P.C.A.& R.D. BANK BUILDING, A.P.M.C. YARD, GADAG-582101.
472291	BC YARAGATTI	Gadag Building, Bagalkot Road, Yaragatti-591129
472300	DO BELLARY	2 nd Floor Block B, LBS Complex, Bellary-583101
472302	BO BELLARY	1 st Floor, N.R.Mansion, Krishnamachari Road, Bellary-583101.
472390	BC TORANAGAL	1st floor, First Shop Unit, Above Punjab National Bank, Next to Vitta Service Station, Bellary Hospet Road, Tornagallu-583123
472400	DO HOSPET	2 nd Floor, Yelamanchali Complex, Priyadarshini Compound, V Ward, Station Road, Hospet-583201
472491	BC SANDUR	D NO. 9-5, 1ST FLOOR, BESIDES CHANDRA GOWDA AGENCIES PETROL BUNK, BASAVESHWARA BAZAAR SANDUR (H B HALLI) – 583212
472500	DO BELGAUM	III rd Floor, Amar Empire, CTS 5697/A2, Near Goaves, Khanapur Road, Belgaum
472502	BO NIPANI	I st Floor, plot no.24, Shah Building, Ashok Nagar, Nippani-591237
472504	BO BELGAUM	II nd Floor, 4830/28B1, Dhamanekar Arcade, Opp: Civil Hospital, Dr.Ambedkar Road, BELGAUM-590001.
472590	BC GOKAK	1st FLOOR, SALIM BABASAB DANGE MOHISIN VEHICLE SERVICE CENTRE, APMC YARD, GOKAK-591307

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472591	BC MACHHE	1st floor, Parwati Nivas, 198 Kutre Building, Khanapur Road, Macche-590006
472593	BC SANKESHWAR	TMC No 3498, Trimurti Chambers, Old PB Road, Sankeshwar-591313
472594	BC HINDALGA	Plot no.5, H.No. 695/B, Janata colony, Near Sai Temple, Hindalga-591108
472595	BC KONNUR	1st floor, Jineshwar Krupa, Station Road, Vidya Nagar, Konnur-591231
472700	DO UDUPI	II nd Floor, "Vishnu Prakash", Court Road,UDUPI-576101.
470021	TP HUB UDUPI	III rd Floor, "Vishnu Prakash", Court Road,UDUPI-576101.
472705	BO KUNDAPURA	2ND Floor, Govindray complex, Near Shasthri circle, Kundapura.
472793	BC KARKALA	1st FLOOR, SRI KRISHNA TOWER, ABOVE M/S SIDDHI MOTORS, NEAR SBM, MAIN ROAD, Karkala-574104
472794	BC HEBRI	1st floor, D.No.7-115(3c) Suvarna Sahakara Soudha, VSSN Bank Building, Main Road Hebri-576112
472900	DO GULBARGA	I st Floor, CTS.No.992/993, NG COMPLEX, OPP:MINI VIDHANA SOUDHA,GULBARGA-585102.
470023	TP HUB GULBARGA	I st Floor, CTS.No.992/993, NG COMPLEX, OPP:MINI VIDHANA SOUDHA,GULBARGA-585102.
472901	BO RAICHUR	I st Floor, 11-9-5, Katkam Kristaiah Complex, City Talkies Road, Raichur-584101.
472990	BC BIDAR	1st FLOOR, KAMSHETTY COMPLEX, NEAR BUSTAND, Udgir Road, BIDAR-585401
472991	BC YADGIR	H.No. 5-1-273, MEGHA COMPLEX, CHITTAPUR ROAD, YADGIR-585202
473000	DO BIJAPUR	CTS 970/A/2, BIDARI COMPLEX, 1ST FLOOR, S.S.FRONTROAD, Near Kori Chowk, Bijapur- 586101
473001	BO MUDHOL	1ST FLOOR, Bhaghawandas Talathi Chambers, Sangolli Rayan circle, Jamkhandi Road, Mudhol-587313
473090	BC BAGALKOTE	I ST FLOOR, SECTOR 5, PLOT NO.A-4, BUDDAR COMPLEX, OPP:RTO NAVANAGAR, BAGALKOT-587103
473092	BC SINDAGI	1st floor, Plot No.2313/A, Shop No.1, Opp: Union Bank, Bijapur Road, Sindagi-586128
473095	BC ATHANI	1st floor, Plot No. 5-B, Survey No 1237/b, Halyal Road, Opp:Togarimatti Steels, Athani-591304
473100	DO SHIMOGA	1 st Floor, Vinayak Complex, 1 st Cross, Garden Area, Shimoga-577201.
473101	BO KOPPA	Ground Floor, Laxmi Shopping Complex, Subhash Road, Koppa-577126
473190	BC TEERTHAHALLI	1st Floor,Shettargadde Complex, Sri Babu Jagjeevan Ram Road(Court Road), Thirthahalli-577 432
473191	BC SAGAR	1st floor, AKS Complex building, Ashoka Road, Sagar-577401
473192	BC TARIKERE	1ST FLOOR, UMA NILAYA , B.H. ROAD, NEAR KSRTC BUS STAND, TARIKERE-577228