

Office of Executive Engineer
Master Planning Investigation and Project Preparation Division-2, Patna
5th Floor, Jal Sansadhan Bhawan, Anishabad, Block-A, Patna-800002
Email-Pippmpat@Gmail.com

Memo No-

Patna/Date:-...../03/2026

Short Notice Quotation Invitation No. (NIQ)- 03/2025-26.

Executive Engineer, Master Planning Investigation and Project Preparation Division-2, Patna invites sealed competitive quotation on behalf of Superintending Engineer, Master Planning Investigation and Project Preparation Circle, Patna from the intending reputed local Firm/Vendor/Service Provider for "Annual Maintenance Contract" (AMC) of Desktops, All-in-One, Printers, Air Conditioner & Water Purifier including replacement of defective spares and consumables for all hardware's covered under AMC. In case of software issue, vendor shall install/reinstall the required software and reconfigure the device. System security Anti-Virus shall also be updated/installed by the vendor for the AMC Period.

Technical Details of equipment's covered under AMC is listed below along with the quotation terms & conditions.

Last Date & Time of Quotation Submission : 23/03/2026 till 15:00 Hrs.
(Only through Physical delivery)
Date and Time of Opening of Technical Bid : 23/03/2026 Time 16:00 Hrs.
Date and Time of Opening of Financial Bid : 23/03/2026 Time 16:00 Hrs.
Place of Submission of Quotation Document : Room No. 502, 5th floor, Jal Sansadhan Bhawan,
Block-"A" Anishabad, Patna-800002.

1. Technical Details of Equipment's:-

S.No.	Equipment	Description	Status
1	Dell Desktop with HP LE1851w Monitor	Intel (R) Core (TM) i5-4590 CPU@3.30GHZ, 64 Bit, Windows 8.1, 6GB RAM	Working
2	UPS	Intex 600VA/360W	Working
3	Acer Desktop	Inter (R) Core (TM) i5-8400 CPU@2.80GHZ, 64 Bit, Windwos 11, 4GB RAM	Working
4	UPS	Intex 600VA/360W	Working
5	Lenovo All-in-One	Intel (R) Core (TM) i5-12450 CPU@2.0GHZ, 64Bit, Windows 11, 8GB RAM.	Working 2 in No.
6	UPS	Frontech 600VA/360W	Working 2 in No.
7	Consumables regarding Desktop/All-in-One	System Security Anti-Virus, Batteries, Motherboard Cell etc.	
8	Printer	Canon image runner 2004N with DADF	Working
		Canon MF 270 Lazer printer with DADF	Working
		Samsung Xpress M2876ND multifunction printer.	Working
9	Consumables regarding Printers	<ul style="list-style-type: none"> • Toner/Cartage as per requirement maximum upto 3 no. for each • A4 (21.0 cm x 29.7cm) 75 GSM Plain Copier Paper with color lock technology maximum upto 50 packets. • A3 (29.7 X 42 cm) 75 GSM Plain Copier Paper with color lock technology maximum upto 3 packets. 	
10	Split Air-Conditioners	Lloyd 1.5 Ton 3 Star Split AC with remote.	Working
11	Stabilizer	ZODIN 1.5 Ton Solid State Digital Stabilizer	Working
12	UPS and Battery	Microtek UPS JM1250 with Exide Tubular Battery.	Working
13	Water Purifier	Aquaguard Vector RO+UV+MTDC with Pre Filter.	Working

2. The AMC Quotation must be submitted in two parts: (A) Technical Bid & (B) Financial Bid. The two Bids must be submitted in two separate sealed envelopes marking the NIQ No. and Firm/Vendor/Service Provider Name and must be placed in the single outer cover envelop subscribing as "Annual Maintenance Contract NIQ No. 03/2025-26" and the Firm/Vendor/Service Provider Name.
3. The Bidder is advised to visit and examine the site of maintenance, including other necessities and its surroundings and obtain all information for the preparation of quotation and entering a contract for successful execution. The costs of visiting the site shall be at the Bidder's own expense.
4. The Bidder must unconditionally accept all terms and Conditions of this quotation document. The quotation must be filled and placed in complete and signed by the authorized signatory of the Bidder on all the pages as the entity.
5. General Technical Eligibility of the Bidder:-
 - Should have Valid Pan, GST Registration and Firm Registration for the business in required services.
 - Should provide a Notorized Affidavit on Stamp paper of adequate value that the agency/firm has not been blacklisted/debarred from participating in tender/bids by any Central Govt./State Govt. Organization or PSU in India.
 - Should have similar experience, the bidder shall support this by providing Work/Purchase orders.
 - The service provider should have an average annual turnover of at least 6 lakh rupees (Rupees Six lakhs only) during last three financial years (2022-23, 2023-24 and 2024-25). In this regard the bidder shall provide valid audited balance sheet or any supporting documents.
 - Should provide supporting evidence in the form of a certificate of incorporation mentioning the address/rent or lease agreements of the premises to have an office/a service base in Patna, Bihar.
 - Should provide the Banker details with A/C No.
6. Financial Bid: Cost for AMC of Desktop, All-in-One, Printers, Air Conditioner & Water Purifier in format as:-

Format of Quotation

S No	Name of Article	Unit	Unit Price	Total	GST%	Total Amount with GST
1	Desktop	2				
2	All-in-One	2				
3	UPS	4				
4	Printer	3				
5	Split AC	1				
6	Stabilizer	1				
7	Water Purifier	1				
8	Consumables	As per para 1				

* We agree to AMC accordance with the quotation documents including repairs/replacement of defective spares and consumables for a total contract price of Rs..... (Amount in figured) (Rs..... amount in words) within the period specified in the Invitation for Quotations.

7. Repairs/Replacement of defective Spares and Consumables of the equipment against the compliant lodged will be attended on-site within 8 hrs in case of minor faults (within 12 Hrs), where minor faults signifies no parts replacement/repair required.

The major fault shall be resolved within 24 hrs by replacement/repair of faulty equipment with available Original Equipment Manufacturer (OEM) spares or by providing standby to user.

8. No advance Payment will be made. Payment will be made on By-monthly basis after the submission of invoice at the end of each month.
9. TDS & GST at the prescribed rate from time to time would be deducted from the Bills in accordance with the prevailing law.
10. Any other deduction mandatory by the prevailing law applicable to this contract also be made.
11. General Conditions of Quotation:-

- On all matters relating to this quotation call document, the decision of Executive Engineer, Master Planning Investigation and Project Preparation Division-2, Patna shall be final and

binding as the same cannot be referred to the court of law. The Executive Engineer reserves the right to reject any or all of the quotation without assigning any reason whatsoever.

- The Executive Engineer will award the contract to the Bidder whose Quotation is substantially responsive and offer the lowest evaluated quotation price over all.
- Each Bidder shall submit only one Quotation.
- Quotation shall remain valid for not less than 180 days after the deadline date specified for submission.
- The information provided by the Bidder/Supplier/Firm/Vendor/Service Provider in response to the quotation document will become the property of Executive Engineer, Master Planning Investigation and Project Preparation Division-2, Patna and will not be returned.

Sd/-

(Er. Abhay Kumar Choudhary)

Executive Engineer.

Memo No-

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Patna/Date: 12/03/2026

Copy to:- Public Relation Officer, Water Resources Department, Sinchai Bhawan, Govt. of Bihar, Patna for information and publication in Department website and in daily local newspaper.

Enclosure:- EoI Soft Copy

AKC
12/3/26

Executive Engineer.