

## REQUEST FOR PROPOSAL



Army Institute of Management  
Plot No : III-B/11 , Action Area III , New  
Town, Kolkata – 700 160  
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14 Dec 2024

### RFP FOR AMC OF 1 X10KVA EMERSON , 1 X 10 KVA AVO ONLINE UPS AND 1 X 30 KVA POWER ON ONLINE UPS

1. Bids are requested for the AMC (with spare parts) for the above-mentioned UPS. Interested vendors are requested to submit their bids physically. Ink signed physical copy of bids shall be placed in sealed envelopes. On top of envelope, the following should be clearly written: "**Annual Maintenance Contract of 3 Nos Online UPS (2 x 10 KVA & 1 x 30KVA)**". The details of your Point of Contact (Name and Mob number) are to be entered on the bottom left corner of envelope

2. **Tender Fees:** – Nil.

3. **Placement of Order:** The purchase order will be placed on the successful conclusion of negotiations (if required) with the L1 firm.

4. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

5. **Process of Procurement:**

Quotation is invited for AMC with spare parts for 3 nos online UPS. (1 x10kva emerson 1 x 10 kva avo online ups and 1 x 30 kva power on online ups)

**Note.** No conditional bids will be accepted.

6. **Last date of bids is 10: 55 hrs on 30<sup>th</sup> Dec 2024**

7. Sealed envelope has to be submitted in Army Institute of Management Kolkata. IT LAB.

8. Bids shall be submitted as a Hard copy.

9. **Validity of Bids:** The Bids should remain valid till 30 days for acceptance of the Competent Authority from the last date of submission of the Bids and no request for any variation in quoted rates and withdrawal of tender on any ground by successful bidder (s) shall entertained.

10. **Scope of Work :**

AMC of 3 Nos Online UPS with spare parts.

11. **Documents to be Submitted.** Quotation will contain along with following documents which will be submitted physically in a sealed envelope.

- (a) Copy of trade license.
- (b) PAN No.
- (c) GST Registration Certificate.
- (d) Ink signed copy of RFP
- (e) Draft copy of AMC Contract.

Yours faithfully,

  
(Dr. Anindya Saha)  
Presiding Officer