OFFICE OF THE DISTRICT AND SESSIONS JUDGE, KULLU, H.P -175101

No.D&SJ/KLU/AP/AMC/2026-
Dated Kullu,the 19th August, 2026

"TENDER NOTICE"

Competitive item wise bids/tender(s)/quotation(s) {with spares}, are invited, in sealed covers for awarding Comprehensive Annual Maintenance Contract (CAMC), for a period of one year from the date of execution of agreement, in respect Computer Hardware and peripherals installed in this Civil and Sessions Division, subject to the following conditions:-

The bidders are required to submit the physical copy of the Technical bids and Financial bids along with the hard copy of the instrument submitted against earnest money in the sealed envelope by way of post or by hand to the District and Sessions Judge, Kullu, H.P. on or before **15.09.2026** up to 04:00 PM.

The bidder shall have to furnish at least two percent (2%) as earnest money deposit (EMD) of the total amount quoted including G.S.T. and applicable tax etc., which should be submitted in the form of bank draft in the name of District and Sessions Judge, Kullu, Himachal Pradesh. However, exemption in depositing EMD is applicable for MSME registered firms. The earnest money of unsuccessful bidder shall be returned within a reasonable time. No interest will be payable on the amount of the EMD. The EMD of successful bidder shall be returned after he furnishes requisite Performance Security.

The Bid Security (EMD) may be forfeited:-

If a bidder withdraws his bid or increases his quoted prices during the period of Bid validity or its extended period, if any; or In the case of a Successful Bidder, if the Bidder fails to sign the Contract or to furnish Performance Bank Guarantee within the specified duration.

The Bidders are expected to examine all instructions, forms, terms and specifications in the bidding Documents. Failure to furnish all the information required in the bidding Documents or submission of a Bid not substantially responsive to the bidding Documents in every respect, shall be at the Bidder's risk and may result in rejection of the Bid. The Bid is liable to be rejected outright without any intimation to the Bidder. if complete information as called for in the Tender Document is not given therein or if any particulars asked for in the Forms/ Performa in the Tender are not fully furnished.

The Bids shall contain no inter lineation's, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case, such corrections shall be initialed by the person or persons signing the Bid in original.

SCHEDULE OF EVENTS FOR SUBMISSION OF THE TENDER/BID

Sr. No.	Information	Details
1	Tender No.	No.D&SJ/KLU/AP/AMC/2026-
2	Tender Release Date	19.08.2026
3	Tender Document Fee	-NIL-
4	Bid Submission Start Date From	20.08.2026, 10.00 AM
5	Last date for submission of pre-bid queries for clarifications only through e-mail	24.08.2026, up to 02.00 PM email ID:- dsj-kul-hp@gov.in
6	Last date (deadline) for submission of bids	15.09.2026, 04:00 PM
7	Opening of Technical bids	22.09.2026, 04.00 PM
8	Contact details and email id for queries	Telephone:- 01902-224378 Email ID:- dsj-kul-hp@gov.in

1. INTENT OF THE CIVIL AND SESSIONS DIVISION, KULLU, H.P.

1.1 District Courts, Kullu, Himachal Pradesh intend to hire the services of a professional company / firm for the award of the Comprehensive Annual Maintenance Contract (CAMC) for proper functioning of all Computer Hardware and peripherals as per **Annexure-A** and providing Facility Management services including installation of software/ specialized software/ Printer Drivers/ Drivers, Windows/ Ubuntu/ Mac operating system on all the desktops and laptops and Ubuntu/ Windows Servers in the Tower/ Rack Servers and configuration of Managed Network Switch, Configuration of LAN Ports etc.

1.2 The bidder selected for award of Comprehensive AMC shall be required to replace all the defective parts of the equipment with only genuine/ original spare parts of respective OEM make i.e. replacement of the defective hardware shall only be "like to like items" Only.

1.3 Toner & Cartridge of the printers are excluded from the scope of CAMC whereas other consumables such as fuser units/ sleaves/ gears or any other part is included in the purview of CAMC. In the service report, the details regarding the part number,

serial number of the desktop/ printer and make must be mentioned clearly by the Resident Engineer.

1.4 The details of equipment's viz. make, model etc. and quantities of the equipment for which CAMC is to be awarded are indicated at **Annexure-A** of tender document. Bids received as per the prescribed instructions will be evaluated on the basis of documents, qualification/ eligibility criteria as indicated in the tender documents and over all quoted prices. However, District and Sessions Judge, Kullu, Himachal Pradesh, reserves the right to make variation in the quantities to be brought under CAMC at any given point of time.

1.5 The successful bidder shall have to execute a contract with this office on a Non-Judicial stamp paper incorporating the terms & conditions. The Stamp duty for the said contract will be paid by the bidder.

1.6 The successful bidder shall have to submit self attested copies of Degree/ Diploma certificates (in the field of IT) of the Resident Engineers (REs) to be deployed in the District Courts, Kullu. The REs must have at least 1 (one) year of relevant experience. The REs of the CAMC vendor will be solely responsible for resolution of Hardware as well software issues with Ubuntu, Windows, MAC OS so arises during the CAMC period, and the In-House Technical Team of the Civil and Sessions Division must not be held responsible for the same. If the REs are not able to resolve the issue in hand, the CAMC vendor must arrange the Engineer to resolve the same within stipulated time as mentioned hereunder in the tender.

1.7 The Resident Engineers of the CAMC Vendor must wear proper formal Uniform with Blazer, Tie and formal Trousers and Identity Card duly issued by the vendor.

2. SCOPE OF COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) AND ITS IMPLEMENTATION.

2.1 The CAMC services comprise preventive and corrective maintenance covering hardware as well as installation of Operating Systems, Software, Anti Viruses, MS Office/ LibreOffice/OpenOffice/CIS etc. along with trouble shooting to make operational all sort of OS/ windows updates/ driver updates/ system software installation like MS Office/LibreOffice/OpenOffice, Acrobat Reader etc Network and replacement of parts and fittings of hardware. CAMC is comprehensive in nature and includes all parts of the computers/ servers/ printer/ scanner/ laptop excluding toner & cartridges of the printers. Any defective part of the hardware has to be repaired/ replaced by the vendor at his own cost. Parts so replaced should be only new original parts of the OEM depending on the item under contract. All small accessories of computer/ printer/ scanner/ laptop which are essential for running the item are covered under CAMC. All type of adapters, amplified speakers, all power supplies of computers/ printers /laptop / scanner are to be repaired/ replaced by the vendor, irrespective of the cause of the fault development. The CAMC will also include providing the Facility Management System including software/specialized software

installation/OS installations ensuring/configuring network connectivity. The details of the Facility Management Services required are given below.

Details of the Facility Management System:

A. Desktop Management Service

(a) REs are responsible for installing OS, Software, Anti Viruses, MS Office/LibreOffice/OpenOffice/CIS etc. configuration of driver, update latest patches etc. on all the desktops/ laptops and computer hardware covered under this CAMC.

(b) REs are responsible for backups and restore for all desktop/ laptops/ server systems along with the user data when formatting is required.

B. Network Management Services

(a) REs are responsible for Networking Switches configuration & Management.

(b) REs are responsible for networking connectivity issue resolution.

2.2 Number of Resident Engineers to be deployed by the AMC Vendor:

The Resident Engineers (REs) deputed must have minimum 1 (one) year of experience in the relevant field. The successful bidder shall have to depute 1 (One) full time technically qualified Resident Engineer (RE) for the hardware mentioned in **Annexure-A**. The REs must be technically experienced in maintenance of all type of computer hardware mentioned in **Annexure-A** i.e. all type of computers/ printers/ scanners/ UPS/ Servers etc. The AMC Vendor shall have to do the configuration of SAN Storage/ HBA Card Configuration/ RAID with servers etc.

(a) The REs will be single point of contact for any complaint related to service who will further contact their company/ bidder. No separate correspondence shall be made with the vendor in this regard.

(b) The REs should inform about any planned leave and will ensure the alternate manpower.

(c) REs are responsible for the backup of user data in their own HDD/ Pen drive when formatting or updating is required. In case of data loss the vendor is liable for penalty.

(d) The REs will also help the Civil and Sessions Division, technical team in installation/ shifting of any Computer Hardware even not covered in the CAMC etc.

as and when required. Resident Engineers (REs) must have certified diploma/ degree and having minimum one years of working experience in computer hardware and different type of peripherals including laser printers/ scanners etc. as mentioned in **Annexure-A** of tender document & software related maintenance. REs should be equipped with their own desktop/ laptop with internet facility for providing the services in the District Judiciary along with their own OS/ Software packages required to be installed and own maintenance kit for each REs comprising of tool box, multimeter, crimpers, pliers, spanners, diagnostic software, device driver software, HDD/ Pen Drive and any other tools required for carrying out such services. If any equipment covered under the CAMC is taken out of the premises of the Civil and Sessions Division, Kullu, Himachal Pradesh for any repair, it shall be under full responsibility of the vendor, till the same is returned to the concerned branch in satisfactory working condition. Item may be taken out only with the written permission issued by the authority.

In case of emergency/ repairs during holiday and after working hours, the REs shall be made available in the District Judiciary at no extra charges. The REs shall not carry out any maintenance repair work of any IT Hardware which is not the property of this Judiciary in Civil and Sessions Division, Kullu, Himachal Pradesh premises.

If any hardware/part gives repeated problems i.e . 2 (twice) or more repairs in a period of one month time, then the bidder/vendor/REs must replace it immediately with an original new one without any additional cost. All the components required to be replaced will be only of original make. In the service report, the details of the part number and serial number of hardware must be brought out clearly.

2.3 The vendor shall also provide the regular preventive maintenance service minimum once in three months which is mandatory which is cleaning of desktops/ printers and other IT hardware from internally and externally only after office working hours and can be carried out on holidays also with the permission from authorities for which no extra charges shall be levied. The Vendor/Bidder/REs are supposed to submit signed preventive maintenance report to the District and Sessions Judge, Kullu, H.P. on quarterly basis. Under this activity, following jobs are to be done:-

(a) Cleaning of all the Desktops, Printers, Laptops and IT hardware equipments internally and externally using soft cloth, vacuum cleaner, carbon tetra chloride & appropriate polish etc. will be provided by the vendor within CAMC charges.

(b) Installation/ trouble shooting for operational problems related to software/ antivirus.

(c) Up-keeping of Desktops/ HDD/ Scanners/ Switches/ hardware components etc. as per Annexure-A to maintain satisfactory performance of the computer hardware.

(d) The vendor is responsible for providing standby Computer hardware, as and when the need so arises.

2.4 The breakdown maintenance call will have to be attended immediately and the computer hardware/ printers etc. will have to be made functional within twenty four hours of logging of the complaint by simultaneously providing alternate computer hardware /systems with identical configuration till the machine/ computer hardware is repaired. In case the vendor does not provide backup/ standby computer hardware or repair the faulty Computer Hardware, the penalty will start on the same day, once the complaint is logged with the Resident Engineer, whereas in case the backup computer hardware is provided the penalty will start after 3 working days for the delayed period upto maximum of 10 days after which a review of the CAMC may happen which may lead to termination of contract or further imposition of the penalty as per terms and conditions.

2.5 Complaint Registers maintained by REs will be kept in Computer / Server Room of Civil and Sessions Division, Kullu, Himachal Pradesh for registering the complaint. It will be the responsibility of the REs to attend to the call immediately in order to resolve the issue.

2.6 The Bidder/ REs shall always keep minimum five numbers of each (Keyboard/ Mouse (Branded ones) , 5/8 port unmanaged switches), CAT 6 cable minimum 100 meters along with the sufficient number of spares, such as CPUs, Monitors, Keyboards, Mouse, Printers, HDDs, Scanners Spare Parts, cables etc. in the premises of Civil and Sessions Division, Kullu, Himachal Pradesh, as standby so as to use the same whenever any Computer Hardware/ peripherals is taken for repairs. Any cost incurred towards transportation of the faulty/ repaired as well as standby equipment shall be borne by the bidder.

2.7 The Bidder shall not subcontract the maintenance job to any other agency and the bidder shall not take the Computer Hardware to any Third Party Vendor without prior approval and the entire responsibility to repair the Computer Hardware lies with the vendor/ bidder.

2.8 Civil and Sessions Division, Kullu Himachal Pradesh reserves the right to withdraw any number of equipment (computer/ printer/ scanner/ server/ laptop etc.) from the CAMC at any point of time during the contract.

2.9 REs should have their own vehicle and mobile with them for emergency contact on Sunday/ Holidays. Mobile numbers are to be submitted in advance before deputing any REs for duty at Civil and Sessions Division, Kullu, Himachal Pradesh.

2.10 Any faulty part so replaced by the bidder/ REs is to be submitted back to the Computer / Server Room of Civil and Sessions Division, Kullu, Himachal Pradesh. Bidder should be fully responsible for any damage to the man & machine that occurs due to faulty workmanship of the bidder/ REs of the bidder during the period of the contract.

2.11 Any damage caused to Civil and Sessions Division, Kullu, Himachal Pradesh property or personnel within Civil and Sessions Division, Kullu, Himachal Pradesh premises by the Vendor/Bidder/REs during the operation of the contract will be to his account and are recoverable.

3. TERMS OF PAYMENT

3.1 No advance payment will be made to the bidder. The performance of the bidder will be monitored/ assessed by the authorities of Civil and Sessions Division, Kullu, Himachal Pradesh, accordingly the payment will be made as per mandate of Rule 108 of H.P.F.R., 2009, subject to the condition that proper Invoice/ Bill is furnished by the bidder well in time. The payment will be released only after deduction of downtime penalty amount etc., if any. DEDUCTION: If Resident Engineer does not report for call duty, vendor should provide alternative REs of the same capacity on the same day. If vendor fails to provide alternate REs, then DEDUCTION @ ₹500.00 per engineer per day up to a maximum 10 days will be deducted from the bill of CAMC after that review of contract may happen which may further lead to termination of contract.

3.2 Civil and Sessions Division, Kullu, Himachal Pradesh shall have the right of addition/ deletion of the quantity of the items under the contract, either before the start of the CAMC or at the beginning of each month during the CAMC under intimation to the contractor and the payment will be made on pro-rata basis, after deducting penalty amount from payments as per terms and conditions of the contract.

3.3 TDS will be deducted from the contract price payable to the contractor/vendor for performing the service under the contract.

4 . PERIOD AND AWARD OF CONTRACT

4.1 The CAMC shall be awarded for a period of one year from the date of entering into contract.

4.2 Performance of the contract: In case the services of the vendor are not found satisfactory at any time during the period of the contract, District and Sessions Judge, Kullu, Himachal Pradesh reserves the right to terminate the contract along with forfeiture of the performance security by giving the one month notice to the vendor.

4.3 Bidder will not be entitled to claim any compensation of what so ever nature if the termination/ cancellation of CAMC is imposed by Civil and Sessions Division, Kullu, Himachal Pradesh for any reason.

5. HANDING OVER

5.1 The bidder shall provide services for minimum one month beyond the date of expiry of the contract without any extra cost so that all the equipments under maintenance contract are handed over to the next contractor.

5.2 Any equipment not made available in working condition on the last working day of the contract period shall be rectified/ repaired by the bidder within the next ten working days failing which the bidder/vendor need to supply the new IT hardware against the faulty hardware or the purchase cost thereof shall be deducted from the last/ final CAMC payment.

6. TECHNICAL CRITERIA

(The criteria for submission of technical bid is as under):-

6.1 The bidder shall have to furnish at least **2% amount as earnest money deposit (EMD)** of the total amount quoted including G.S.T. taxes etc., which should be sent in the form of bank draft or a bank guarantee in the name of District and Sessions Judge, Kullu, Himachal Pradesh. However, the earnest money of unsuccessful bidder shall be returned within a reasonable time.

6.2 The bidder must have its own office or must have a service agent stationed in Himachal Pradesh. The bidder is required to furnish certificate in this behalf.

6.3 The Certificate in Annexure-B from the Company Secretary or the Managing Director in respect of the Company and from the Managing Partner in respect of a firm and from the Proprietor in the case of a proprietorship concern to the effect that the bidder is not currently blacklisted or penalized in the past by any Government organization/ PSU/ autonomous body in India or abroad.

6.4 The bidder must have a turnover of Rupees Ten Lac consolidated for the last three financial years and a certificate to this effect duly issued by a Chartered Accountant must be annexed with the technical bid.

6.5 The bidder must be an income tax assesses for the last three financial years and copies of income tax returns for three financial years must be submitted with the technical bid.

6.6 The bidders who have been imposed penalty by any State/Central Govt. Department/PSU/ Autonomous body for non-satisfactory AMC Services in the past, shall be technically disqualified straightaway. The bidder must submit undertaking in this regard as per Annexure-B.

6.7 The Resident Engineers (REs) deputed must have at least 1 (one) year of experience in the relevant field.

6.8 Technical Bids consisting of all technical details along with commercial terms and conditions and financial bid indicating item-wise prices for the items mentioned in the technical bid be submitted separately by the bidder.

6.9 The financial bids of only technically qualified bidders shall be opened for financial evaluation and ranking before awarding the contract.

6.10 The bidder will have to produce the original documents at Sl. No. 6.2 to Sl. No. 6.5 and Sl. No. 6.7 (as above) as and when demanded.

6.11 No queries shall be entertained after the last date as mentioned for submission of written queries/ clarifications only through e-mail.

6.12 Any tender document received by Civil and Sessions Division, Kullu, Himachal Pradesh after the prescribed date and time of receipt, will be treated as late/ delayed tenders and the same will not be considered for any purpose.

6.13 Bidder has to participate for all the items mentioned in Annexure-A.

6.14 The bidder claiming any exemption from any of the conditions of this tender document/bid shall support his claim with documentary proof failing which the bid shall be rejected.

6.15 The bids shall be procured in the following manners, namely:-

(a) Technical bid consisting of all technical details of services to be provided by the contractor along with commercial terms and conditions and Financial bid indicating the cost of services mentioned in the technical bid should be submitted separately by the bidders;

(b) The Technical bid and the Financial bid should be sealed by the bidder(s) in separate covers duly super scribed. Both these sealed covers should be put in a bigger cover which shall also be sealed and duly super scribed.

(c) The bids received after the date and time specified for their receipt and as mentioned at serial b above will not be considered.

7. MONITORING OF THE CONTRACT

The performance of the contract will be continuously monitored by this office and in event of non performance of contract or not providing satisfactory services may leads to cancellation of contract.

8. PENALTY CLAUSE

Down-time penalty for delay in completing the calls after the stipulated period, as indicated in Service Assurance will be as follows:-

Type of Computer Hardware	Down – Time Penalty details
Computers/ Printers/ Network Switches etc.	₹ 400/- per day
UPS	₹ 200/- per day
Scanners/FAX Machines etc.	₹ 300/- per day
Servers	₹ 500/- per day
Delay in submission of Preventive Maintenance Reports on quarterly basis.	₹ 50/- per day

Note:- The bidder shall be responsible for the software as well as the hardware maintenance including server and network maintenance of the Digital Displays. The firm would also be responsible for providing necessary software for running the digital displays remotely.

The Resident Engineers shall also be responsible to do the maintenance/ installation/ technical support of the computer hardware in the offices at the Residences of the Judicial Officer.

The Resident Engineers shall also be responsible for troubleshooting of the products that are under the warranty with the technical support of the original manufacturer.

The Annual Maintenance Contract Provider should cover all spare parts of the Annual Maintenance Contract items like Keyboard / Mouse / Motherboards / Computer Accessories / HDD/ RAM/ WiFi card/ Switches / Fans / Circuit Boards / Power Supply / Transformers / CMOS Batteries, UPS Batteries, Fuser Assembly, Printer sleeve, Teflon, Laser Unit, Paper feeder, Duplex tray, Power Supply, Formatter Board, frame etc. and all other component of the computer hardware under Annual Maintenance Contract.

Quantity of Hardware can be increased or decreased at the discretion of District and Sessions Judge, Civil and Sessions Division, Kullu, Himachal Pradesh at any point of time.

Important Note :-

The aforesaid tender(s)/quotation(s) should reach in the Office of the undersigned on or before 15.09.2026 at 4:00 PM with clear terms and conditions, mentioning the rates for the A.M.C. with all spare parts. Technical bids will be opened on 22.09.2026 at 4:00 PM by the Technical and Financial Committee of this Civil and Sessions Division. The sealed quotation in the desired format as under Annexure-A to Annexure-D should be addressed to "The District and Sessions Judge, Kullu, H.P.-

175 101" clearly depicting on the top of the envelope in bold letters that "The quotations for the Annual Maintenance Contract of Computer Hardware and last date for receipt of quotations is 15.09.2026". Any quotations received after the aforesaid period shall not be entertained and as such, the same shall be liable to be rejected straightway. The successful bidder shall also have to furnish performance security to the extent of five (5) percent of the total consideration amount of the contract at the time of signing agreement. The terms and conditions for making the payment shall be regulated as per mandate of Rule 108 of the H.P.F.R., 2009.

This Office reserves all rights to alter the quantity / hardware at the time of agreement, select and reject any or all the quotations received, without assigning any reason whatsoever. However, the District and Sessions Judge, Kullu, may, in view of the facts and circumstances relax the technical criteria.

District and Sessions Judge,
Kullu, H.P.

Endst. No. D&SJ/KLU/AP/AMC/2026- 8187-95 Dated:- 19.08.2026

Copy forwarded to (by email):-

1. The Central Project Coordinator, Hon'ble High Court of H.P., *with request to upload the tender notice on the website of the Hon'ble High Court for wide publicity.*
2. All the Judicial Officers in this Division, *with the request to display the copies of the same on their respective Notice Board for wide publicity.*
3. The Assistant Programmer of this office, *with direction to get this notice uploaded forthwith on the official website of District Court, Kullu, for wide publicity.*
4. Notice Board of this office.

District and Sessions Judge,
Kullu, H.P.

Annexure-A: Computer Hardware Items installed in the Civil and Sessions Division, Kullu, Himachal Pradesh. The Bidders are required to quote the rate for all the items mentioned hereunder otherwise the bid shall be rejected.

"Annexure-A"

(Showing category-wise total number of IT H/W items)

Sr. No.	Type of IT H/W	Total No. of IT H/W
1	ACER CPU	2
2	Acer i3 Computer System	4
3	Acer i5 Computer system	2
4	ACER Monitor	6
5	Acer Veriton Intel Core i3 CPU	3
6	Acer Veriton Intel Core i5 CPU	1
7	Brother Duplex.Network printer HL-L2361DN	4
8	Brother MFC-L2701DW(FAX/printer/Scanner)	1
9	Brother MFD with fax MFC 2840	1
10	Brother Printer	3
11	Brother Printer HL-L2361 DN	6
12	Brother Printer laser HLB2000D	16
13	Canon Model No.LBP6030B	1
14	Canon F166400	1
15	CISCO 800 M Series Router	1
16	CISCO Catalyst 2960 Series 24 port Switch	1

17	CISCO Catalyst series 24 port switch	1
18	CISCO2800 series router	1
19	CPU	4
20	D Link DES -101D 16 port switch	1
21	D Link DGS 15028 24 port switch	2
22	Dell Intel Core i3 CPU(Optiplex 3060)	2
23	Dell Monitor	3
24	Dell Optiplex 3050 CPU	1
25	Dell Optiplex 5250 all in one PC	1
26	Dell Optiplex 5250 Monitor	1
27	Dell Poweredge R720Rack server Dell	1
28	Display Monitor Samsung 18.5" with Splitter	5
29	Emerson 2KVA UPS	1
30	Emerson 600 VA UPS	4
31	HL-B2000D Brother Printer	5
32	HL-L2361DN Duplex Printer	2
33	HP Laser 108W	1
34	HP Laser Jet PRO MFP M226dw	1
35	HP Intel Pentium CPU	1
36	HP Laser Jet 1566	1
37	HP Laser Jet Pro M202dw	2
38	HP laserjet monochrome printer 108a	4
39	HP laserjet printer pro M305DN	1
40	HP Laserjet Printer1008	1
41	HP monitor	3
42	HP Office jetpro 3610	1
43	HP Scan Jet 8270	2
44	HP Slim Client	1
45	KIOSK Machine	3
46	Logitech Mobile Speaker Phone P710E	1
47	Logitech VC Camera HD 1080P	1
48	Luminous PRO 600 UPS	2
49	MFC-L2701DW Printer	2
50	Micro phone cum speaker	1
51	Microtex HGE600AZ UPS	1
52	Monitor	2
53	Onfinifty LED TV	1
54	Onfinity V55Document Visualizer	1
55	PC DELL	4

56	Poly expansion microphone with cable	1
57	Poly Studio Camera X50 4K	1
58	Polycom eagle eye zoom camera	1
59	Portable Projector	1
60	Rack Mount Server	2
61	Remote control for Poly studio	1
62	Samsung 32" LED Screen	5
63	Samsung LED Display 43 Inch	2
64	Switch Air Box	1
65	Tracster Hard Disk 250 GB	1
66	Uniline 500VA UPS	1
67	UPS	1
68	UPS Eaton aurora 600VA	2
69	UPS Liebert itop CX1000	4
70	UPS Numeric 600VA	4
71	UPS Numeric Digital 600EX	1
72	UPS System-1KVA	1
73	UPS Vertive libert 1000VA	4
74	VT(F) Core i3 6100 T/4G/500/PC	6
75	VT(F) Core i5 6600/PC	2
76	WD 1TB Network attached storage	1
77	WD My Cloud Hard Disk Drive 2TB	1
78	Web camera	1
79	HP ProOne 400 AIO	3
80	HP ProOne 400 Adaptor	3
81	Dell Optiplex 5400 AIO	2
82	Dell Optiplex	3
83	Dell Power edge	1
84	Luminous UPS	4
85	E.T.N UPS	4
86	HP laser 108 W Printer	1
87	HP Laser Jet pro Printer	1
88	Canon 6030B Printer	3
	Total	196

Showing Court/location-wise details of above (IT H/W items)

Sr.	I.T. H/W detail	Serial Number of H/W	User
(I) O/o the District and Sessions Judge, Kullu			
1	HP Scanner 8270	GRLYB-0206	Judicial Service Centre
2	Brother MFD with fax MFC 2840	E71447D3J380056	English Clerk
3	HP Office jetpro 3610	A9U2380051	DJ court room
4	Brother Duplex Network printer HL-L2361DN	E73796F6N764711	Civil Nazir (A/Cs)
5	Brother Duplex Network Printer HL-L2361DN	E73796F6N760454	Sr. Scale stenographer
6	Brother Duplex Network Printer HL-L2361DN	E73796F6N760433	VWDC court
7	HP laserjet monochrome printer 108a	1NBFR5B0BV	C.A.O
8	HP laserjet monochrome printer 108a	1NBFR5B09T	Sr. Scale stenographer
9	HP laserjet monochrome printer 108a	1NBFR5C04Z	Record Keeper
10	HP laserjet monochrome printer 108a	1NBFR5C0036	English Clerk
11	Brother Printer laser HLB2000D	E78340J3N786909	Assistant Programmer
12	Brother Printer laser HLB2000D	E78340J3N786819	Pvt.Secy.
13	Brother Printer laser HLB2000D	E78340J3N786803	Reader Gr.-I
14	Brother Printer laser HLB2000D	E78340J3N786848	Court Manager
15	Brother Printer laser HLB2000D	E78340J3N786964	Protocol Officer
16	Brother Printer laser HLB2000D	E78340H3N769084	Translator
17	Brother Printer laser HLB2000D	E78340H3N786825	Criminal Ahlmad
18	Brother Printer laser HLB2000D	E78340J3N786609	Naib Nazir
19	Brother Printer laser HLB2000D	E78340J3N786838	Steno Dash
20	Brother Printer laser HLB2000D	E78340J3N786829	Translator VWDC
21	Brother Printer laser HLB2000D	E78340J3N786887	Copying agent
22	HP Laserjet Printer1008	VNFNN06269	Civil Ahlmad
23	HP laserjet printer pro M305DN	PHF3F06525	eSewa kendra
24	UPS System-1KVA	ULP 11B-08EE	VC room
25	UPS Numeric 600VA	12220601801	Dais

26	UPS Eaton aurora 600VA	ZR324B2128	Server room
27	UPS Eaton aurora 600VA	ZR324B2129	eSewa kendra
28	UPS Numeric 600VA	12221202156	English Clerk
29	UPS Numeric 600VA	12221202154	Personal Assistant
30	UPS Numeric 600VA	12221202155	System Assistant
31	UPS Vertive libert 1000VA	442402508480	Reader Gr.-I
32	UPS Vertive libert 1000VA	442402508498	Sr. Scale stenographer
33	UPS Vertive libert 1000VA	442402508621	Assistant Programmer
34	UPS Vertive libert 1000VA	442402508259	Personal Asstt.
35	ACER CPU	UXB1JSI071G1925776	Biomatric machine
36	ACER Monitor	61403889085	Biomatric machine
37	Poly Studio Camera X50 4K	8L22366AOBB6FB	VC room
38	Remote control for Poly studio	70B9504E201B	VC room
39	Poly expansion microphone with cabel	L1F3MP	VC room
40	Polycom eagle eye zoom camera	8H22240050B901	VC room
41	Onfinity V55Document Visualizer	DP 2021031000470	VC room
42	Onfinifty LED TV	ONF32S8W0523HP0015	VC room
43	Display Monitor 18.5 (4)	ZZLJH4TJ816358Z	Dash
44	Samsang 32" LED screen DB32E	OA7AHPBJ500011600104	Out side JMFC court
45	KIOSK	P/NCIN215AP3K1-BNA2	Ground floor
46	Monitor	707NTJJ09068	Ground floor
47	Rack Mount Server	CN71030L3Y,	Server Room
48	Rack Mount Server	CN71030L40	Server Room
49	CISCO Catalyst series 24 port switch	FOC1452W22P	Server Room
50	CISCO2800 series router	FHK1502F1NL	Server Room
51	D Link DES -101D 16 port switch	F306387007025	Server Room
52	Dell Poweredge R720Rack server Dell	CN0767MF-FCC00-3614-DVTX-A04 / MAC Address: FBBC12506E38	Server Room
53	WD 1TB Network attached storage	WCC4M7VPCXEX	Server Room

54	D Link DGS 15028 24 port switch	RZW31GA000303	First floor
55	D Link DGS 15028 24 port switch	789859444486	Library
56	CISCO Catalyst 2960 Series 24 port Switch	7898362230097	L&S Supdt. Room
57	CISCO 800 M Series Router	FGL2516LC31	VC Room
58	Portable Projector	H0JH05464	Computer brar ch
59	ACER CPU(i3processor)	UXB1JSI071G1925730	Family ahl.
60	ACER Monitor	61403980085	Family ahl.
61	ACER CPU(i5processor)	UXB1JSI071G1806508	Diary/Dispatch
62	HP Monitor	CNC045RK4W	Diary/Dispatch
63	ACER CPU	UXB1JSI071G1925693	Scanning
64	Monitor	61403937385	Scanning
65	HP ProOne 400 AIO	8CN31801P8	SA
66	HP ProOne 400 Adaptor	OA3UHUCN6	SA
67	HP ProOne 400 AIO	8CN31801PF	EC
68	HP ProOne 400 Adaptor	OA1RHSEHO	EC
69	HP ProOne 400 AIO	8CN31801QC	CAO
70	HP ProOne 400 Adaptor	OA3UHUBR7	CAO
71	Dell Optiplex 5400 AIO	68HLNW3	eSewa Kendra
72	Dell Optiplex 5400 AIO	F7HLNW3	AP
(II) O/o the Ld. Addl. District and Sessions Judge, Kullu			
1	Acer Monitor	MMYOSSO011614098 FC8520	In the Court Room
2	Display monitor Samsung (18.5") with Splitter	ZZJH4TJ816307D	-do-
3.	Samsung 32" LED Screen	OA7AHPVJ600132	Out side the Court Room
4	Acer monitor	MMLYOSSO11614099 FD8520	Naib Nazir
5	CPU	UXB1JSI071G1926818	-do-
6.	Brother Printer	E73796F6N760428	Reader
7	Brother Printer	E73796F6N760459	Steno
8	Acer monitor	ETLA708029812030C6 4200	-do-
9.	CPU	UXBIJSI072G1806512	-do-
10.	UPS	241711518636	-do-

11.	Acer monitor	MMLYOSSO11614097 C18520	Civil Ahlmad
12	CPU	UXBIJSI071G1925678	-do-
13.	HP monitor	CNC045RJMH	CCT
14	CPU	INA106TTLB	-do-
15.	Brother Printer	E73796G6N802765	Criminal Ahlmad
(III) O/o the Senior Civil Judge-cum-CJM, Kullu			
1	HP Slim Client	INA106TTKW	Dealing Hand 138 of Ni. Act
2	Acer i5 Computer system	UXB1JSI072G1806563	Criminal Ahlmad
3	Acer i3 Computer System	UXB1JSI071G1925791	Reader
4	Acer i3 Computer System	UXB1JSI071G1925801	Stenographer
5	Acer i3 Computer System	UXB1JSI071G1925761	Naib Nazir
6	Samsung 32'' LED Screen	0A7AHPBJ600017	Waiting Hall
7	Samsung 18.5" Display Monitor with Splitter	ZZJH4TJ8/16347D	Dais of the Court
8	HL-L2361DN Duplex Printer	E73796G6N802790	Stenographer
9	HL-L2361DN Duplex Printer	E7379F6N760490	Criminal Ahlmad
10	Brother MFC-L2701DW(FAX/printer/Scanner)		Civil Nazir
11	UPS Liebert iton CX1000	442402508174	Naib Nazir
12	UPS Liebert iton CX1000	442402508479	Reader
13	UPS Liebert iton CX1000	442402508262	Stenographer
14	UPS Liebert iton CX1000	442402508515	Civil Ahlmad
15	UPS Numeric Digital 600EX	12221202153	Superintendent
(IV) (a) O/o the Senior Civil Judge-cum-CJM, Lahaul-Spiti at Kullu			
1	VT(F) Core i3 6100 T/4G/500/PC		At Court room with reader
2	VT(F) Core i3 6100 T/4G/500/PC		Steno
3	VT(F) Core i3 6100 T/4G/500/PC		Steno
4	VT(F) Core i5 6600/2.4 GB/PC		Civil Nazir Room
5	Brother Printer HL-L2361 DN		Supdt/SS
6	Brother Printer HL-L2361 DN	E73796f6N7	Reader
7	Brother Printer HL-L2361 DN		Steno
8	MFC L2701DW		Civil Nazir

9	Samsung 32" LED Screen	OA7AHPBJ600104	Ground floor outside of court number 4 CJM L & S at Kullu
10	Display Monitor Samsung 18.5" with Splitter	ZZJH4TJ8/16325K	Attached with reader Court room System using splitter
11	VT(F) Core i3 6100T/4G/500PC		Staff room with steno
12	VT(F) Core i3 6100T/4G/500PC		Staff room with Ahlmad
13	VT(F) Core i5 6600/24GB/PC		Staff room with Supdt
(IV) (b) O/o the Senior Civil Judge-cum-CJM, Lahaul-Spiti at Keylong			
1	VT(F) Core i3 6100T/4G/500 PC		Staff room at keylong
2	Kiosk		Keylong
3	Brother Printer HL-L2361 DN		Staff room at keylong
4	Brother Printer HL-L2361 DN		Staff room at keylong
5	Brother Printer HL-L2361 DN		Staff room at keylong
6	Micro phone cum speaker	1750GG01CZV8	VC unit
7	Web camera	1804LZODM318	VC unit
8	Dell Optiplex 5250 all in one PC	CPTKGP2	VC unit
9	Samsung 43 inch LED	QACAHPCK100361	VC unit
(V) O/o the Civil Judge-cum-JMFC, Manali			
1	HP Intel Pentium CPU	INA-115Y22M	Server Room
2	HP Scan Jet 8270	CNORA0260	Server Room
3	HP Laser Jet 1566	VNC3Q5079	Criminal Ahlmad
4	Switch Air Box	FOC1513W2DC	Server Room
5	Tracster Hard Disk 250 GB	J9P6020376	Server Room
6	Uniline 500VA UPS	ULP11C295EE	Server Room
7	Microtex HGE600AZ UPS	8DUPN1325338	VC Room
8	Acer Veriton Intel Core i5 CPU	UXB1JSI072G1806585	Cr. Ahlmad
9	Acer Veriton Intel Core i3 CPU	UXB1JSI071G1925661	Naib Nazir
10	Acer Veriton Intel Core i3 CPU	UXB1JSI071G1925717	Civil Ahlmad
11	Acer Veriton Intel Core i3 CPU	UXB1JSI071G1925763	Record Room
12	MFC-L2701DW Printer	E73804J6N908039	Superintenden

13	Brother HL-L2361DN Printer	E73796G6N803084	Civil Ahlmad
14	Emerson 600 VA UPS	241711509465	Naib Nazir
15	Emerson 600 VA UPS	241711509466	Criminal Ahlmad
16	Emerson 600 VA UPS	241711509467	Superintendent
17	Emerson 600 VA UPS	241711509468	Civil Ahlmad
18	Emerson 2KVA UPS	832221710500110	Server Room
19	Information KIOSK Machine	FPS500S170903751	Court Complex
20	Samsung LED Display 32 Inch	0A7AHPBJ700100V	Outside Court Room
21	Samsung LED Display 43 Inch	OACAHPCK200362L	VC Room
22	Samsung LED Display 18.5 Inch	ZZJLH4TJ816334N	Court Complex
23	WD My Cloud Hard Disk Drive 2TB	WCC4M2NFKUJR	Server Room
24	Logitech Mobile Speaker Phone P710E	1760GG01U608	VC Room
25	Logitech VC Camera HD 1080P	1804LZODM328	VC Room
26	Dell Optiplex 5250 Monitor	DP/N06FY75	VC Room
27	Dell Optiplex 3050 CPU	23982629798	Superintendent
28	Brother HL-B2000D Printer	E78340H3N776506	Reader(Court)
29	Brother HL-B2000D Printer	E78340H3N764729	Record Room
30	Brother HL-B2000D Printer	E78340H3N770802	Civil Ahlmad
31	Brother HL-B2000D Printer	E78340G3N727107	Stenographer (Court)
32	Brother HL-B2000D Printer	E78340G3N727111	Stenographer Room
(VI) O/o the Civil Judge-cum-JMFC, Kullu			
1	Dell Monitor	33991426730	Naib Nazir
2	Dell Monitor	13567279538	Criminal Ahlmad
3	Dell Monitor	13323735218	Court Room
4	HP Monitor	CNC046RX8Q	Chamber
5	Dell Intel Core i3 CPU(Optiplex 3060)	1YR62S2	Naib Nazir
6	Dell Intel Core i3 CPU(Optiplex 3060)	FNY2CZ2	Criminal Ahlmad
7	Luminous PRO 600 UPS	241906508602	Criminal Ahlmad
8	Luminous PRO 600 UPS	241811551637	Naib Nazir
9	HP Laser Jet PRO MFP M226dw	CNBBNB75QK	Reader
10	HP Laser 108W	CNB3M81BJF	Naib Nazir

11	Canon F166400	NBKA135084	Summary Clerk
12	HP Laser Jet Pro M202dw	VNC4L26150	Court Room
13	HL-B2000D Brother Printer	E7840J3N786794	Criminal Ahlmad
14	HL-B2000D Brother Printer	E7840J3N786840	Stenographer
15	HL-B2000D Brother Printer	E7840J3N786937	Civil Ahlmad
16	HL-B2000D Brother Printer	E7840J3N786895	Superintendent
17	HL-B2000D Brother Printer	E7840J3N786892	Chamber
(VII) O/o the Civil Judge-cum-JMFC, Banjar			
1	PC DELL	9ZH0KN2	Shristedar/Supdt.
2	PC DELL	49BLW2	Reader
3	PC DELL	FFBLVW2	Criminal Ahlmad
4	PC DELL	C5BLVW2	Civil Ahlmad
5	Canon Model No.LBP6030B	NBKA135083	Shristedar
6	HP laser jet pro M202dw	VNC4L2656	Criminal Ahlmad
7	Dell Optiplex	53715L3 With Monitor	steno
8	Dell Optiplex	93715L3 with Monitor	Cl.Ahl
9	Dell Optiplex	33715L3 with Monitor	P.O.
10	Dell Power edge	8CQN6L3 with Monitor	Server Room
11	HP laser 108 W Printer	CNB3M81BQT	Cl. Ahl
12	HP Laser Jet pro Printer	CNBRN87529	
13	Canon 6030B Printer	NTNA511000	P.O.
14	Canon 6030B Printer	NTNA510997	Cl. Ahl.
15	Canon 162DW Printer	NMFA207310	Steno
16	Luminous UPS	LB600UNO	Sheristedar
17	Luminous UPS	LB600PRO	Cr. Ahl.
18	Luminous UPS	LB600PRO	Reader
19	Luminous UPS	LB600PRO	Steno
20	E.T.N UPS	ZQ411B2309	Reader
21	E.T.N UPS	ZQ411B2310	Cl.Ahl
22	E.T.N UPS	ZQ411B2311	Cr.Ahl
23	E.T.N. UPS	ZQ501D2135	Server Room

Annexure-B:

DECLARATION REGARDING CLEAN TRACK RECORD

Tender Reference No.: No.D&SJ/KLU/AP/AMC/2026-
Date.

To

The Ld. District and Sessions Judge,
Civil and Sessions Division, Kullu, H.P.

Subject: Declaration regarding clean track record of the firm/ company / proprietorship concern.

Sir,

I have carefully gone through the Terms and Conditions contained in the Tender Reference No.D&SJ/KLU/AP/AMC/2026- Dt.

I hereby declare that my company/ firm/ proprietorship concern has not been debarred/ black listed/ penalized by any Government/ Semi Government organization in India or abroad in the past. I further certify that the competent authority in my company/ firm/ proprietorship concern has authorized me to make this declaration.

Yours Sincerely,

Name:_____

Designation:_____

Company/firm:_____

Proprietorship concern_____

Address: _____

_____

(Stamp & Signature)

Annexure-C:

PERFORMANCE SECURITY FORM

Tender Reference No.: No.D&SJ/KLU/AP/AMC/2026
Date:

To

The Ld. District and Sessions Judge,
Civil and Sessions Division, Kullu and Lahaul Spiti,
at Kullu, H.P.

WHEREAS (Name of Bidder) has undertaken the Contract, as per Tender No. _____dated_____t o supply_____(Description of goods and Services) hereinafter called "the Contract". (Guarantee shall be restricted to an amount not exceeding ₹ _____ _____).

1. In consideration of the Civil and Sessions Division, Kullu, Himachal Pradesh (hereinafter called C&SD") having agreed to exempt M/S (hereinafter called "_____the said Contractor(s)" from the demand under the terms and conditions of Tender No. _____ issued by the C&SD for purchase of_____ for_____ from security deposit for the due fulfillment by the said contractor of the terms and conditions contained in the said Tender of a Bank Guarantee for on demand.

2. We (Bank Name) a company incorporated under the Companies Act, 1956 and a banking company within the meaning of Banking Regulation Act, 1949 and having Registered Office at and one of its branches at_____ do hereby undertake to pay ₹ _____, the amounts due and payable under this guarantee without any demur or delay, merely on a demand from the C&SD. Any such demand made on the Bank by the C&SD shall be conclusive as regards the amount due and payable by the Bank under this guarantee. The Bank Guarantee shall be completely at the disposal of the C&SD and we , bound ourselves with all the directions given by C&SD regarding this bank guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding_____.

3. We undertake to pay to the C&SD any money so demanded not withstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding before any court or Tribunal or Arbitrator etc. relating thereto, our liability under these presents being absolute, unequivocal and unconditional.

4. We, further agree that the performance guarantee herein contained shall remain in full force and effective _____and that it shall continue to be_____ enforceable for above specified period till all the dues of C&SD under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till the C&SD certifies that the terms and conditions of the said contract have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.

5. We , further agree with the C&SD that the C&SD shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercised by the C&SD against the said contractor(s) and to forbear or enforce any of the conditions of tender document for selection of the vendor for purchase of _____ for and we shall not be relieved from out liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part the C&SD or any indulgence by the C&SD to the said contractor(s) or by any such matter or thing whatsoever which would but for this provision, have effect of so relieving us.

6. The liability of us (Bank Name) under this guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

7. We, lastly undertake not to revoke this guarantee except with the prior consent of the C&SD in writing.

8. This performance guarantee shall remain in valid and in full effect until it is decided to be discharged by the C&SD. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to ₹.

9. It shall not be necessary for the C&SD to proceed against the contractor before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank notwithstanding any security which the C&SD may have obtained or obtain from the contractor.

10. We _____, verify that we have a branch at _____. We undertake that this Bank Guarantee shall be payable at_____. If the last day of expiry of Bank Guarantee happens to be a holiday of the Bank, the Bank Guarantee shall expire on the close of the next working day.

11. We hereby confirm that we have the power(s) to issue this guarantee in your favour under the memorandum and articles of Association/constitution of our bank and the undersigned is/ are the recipient of authority by express delegation of power(s) and has /have full power(s) to execute this guarantee for the management delegation issued by the bank.

Yours sincerely

Name.....
....

Signed.....
.....

In the capacity of
.....

Duly authorized to sign the Application for and on behalf of.....

Stamp /
Seal.....

Annexure-D:

COMMERCIAL PROPOSAL SUBMISSION FORM (ON BIDDER'S LETTER HEAD)

To

The Ld. District and Sessions Judge,
Civil and Sessions Division, Kullu and Lahaul Spiti,
at Kullu, H.P.

Sir,

We, the undersigned, offer to undertake the AMC of the computer hardware mentioned in Annexure A (please specify the services that your company is opting for). We have submitted the Financial/Commercial bid in the format of Bill of Quantity. Our Financial Proposal shall be binding upon us upto expiration of the validity period of the proposal i.e. six months. We also understand you are not bound to accept any proposal you receive either from us or from any other person.

Methodology –

1. Our Bid shall be valid for a period of 180 days i.e six months from the last date fixed for submission of the bids in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period and on acceptance it shall remain binding on us till the conclusion of the entire contract.

2. If our Bid is accepted, we commit to submit a performance bank guarantee to the extent of 5% of the total tendered amount in accordance with the Bidding Documents. .

3. We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal comprehensive contract is executed;

4. We also understand that you can reject any bid without assigning any reason.

5. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Yours Sincerely

Name.....

Signed.....

In the capacity of .....

Duly authorized to sign the Application for and on behalf of.....

Stamp Seal.....

Annexure-E:

LETTER OF ACCEPTANCE OF TERMS AND CONDITIONS

(on the Bidder's Letter Head.)

To

The Learned District and Sessions Judge,
Civil and Sessions Division, Kullu and Lahaul Spiti
at Kullu, H.P.

Sir,

Sub:- Out Bid for_____.

With reference to our Bid, having examined and understood the instruction, terms and conditions forming part of the Bid, We/I hereby enclose our offer for the AMC of the Computer Hardware as detailed in your above referred Tender Document.

We/I further confirm that the Offer is in conformity with the terms and conditions as mentioned in your above referred Tender Document and these shall also be the part of the Agreement at Annexure-F.

We/I also understand that the District and Sessions Judge, Civil and Sessions Division, Kullu, Himachal Pradesh, is not bound to accept the Offer either in part or in full and the District and Sessions Judge, Civil and Sessions Division, Kullu, Himachal Pradesh, has right to reject the Offer in full or in part without assigning any reasons whatsoever.

Yours Faithfully,

Authorized Signatories,

(Name & Designation, Seal of the Firm)

Date:_____

Annexure-F:

AMC HARDWARE AGREEMENT

This Agreement is made on the ____day of _____ , 2026, between the Civil and Sessions Division, Kullu, Himachal Pradesh, through its Ld. District and Sessions Judge (hereinafter referred to as First party) AND M/s_____ through its proprietor _____ , (hereinafter referred to as Second party), for maintenance of the Computer Hardware installed in the Civil and Sessions Division, Kullu, Himachal Pradesh, in the Agreement.

1. WHEREAS : The First party is desirous of entering into the Comprehensive Annual Maintenance Contract (C.A.M.C.) Agreement, with the Second party, for the maintenance of Computer Hardware, as per the detail given below, installed in the courts of Civil and Sessions Division, Kullu and Lahaul Spiti, for a period of one year w.e.f. _____, to_____, for a sum of ₹ _____

, inclusive of taxes.

Annexure-A: Computer Hardware Items: Computer Hardware Installed in the Civil and Sessions Division, Kullu and Lahaul Spiti, Himachal Pradesh. The Bidders are required to quote the rate for all the items mentioned hereunder otherwise the bid shall be rejected.

CAMC shall be Inclusive of Spares, consumables, RAM, HDD, Mother Board, CD/DVD Drive, CMOS Battery, BIOS Installation/ Update/ Repair, LCD/ TFT/ Monitor, Keyboard, Keypad, Mouse, LAN Card, SMPS, Software installation & data backup etc. as well as PCB / circuit board (Supply & main), pressure roller, gears, teflon sleeve, fuser unit, lamp etc. of the printers (Excluding toner and cartridges) and Replacement will be provided in case of non repairable items/ Hardware.

(Showing category-wise total number of IT H/W items)

Sr. No.	Type of IT H/W	Total No. of IT H/W
1	ACER CPU	2
2	Acer i3 Computer System	4
3	Acer i5 Computer system	2
4	ACER Monitor	6
5	Acer Veriton Intel Core i3 CPU	3
6	Acer Veriton Intel Core i5 CPU	1
7	Brother Duplex Network printer HL-L2361DN	4
8	Brother MFC-L2701DW(FAX/printer/Scanner)	1
9	Brother MFD with fax MFC 2840	1
10	Brother Printer	3
11	Brother Printer HL-L2361 DN	6
12	Brother Printer laser HLB2000D	16
13	Canon Model No.LBP6030B	1
14	Canon F166400	1
15	CISCO 800 M Series Router	1
16	CISCO Catalyst 2960 Series 24 port Switch	1
17	CISCO Catalyst series 24 port switch	1
18	CISCO2800 series router	1
19	CPU	4
20	D Link DES -101D 16 port switch	1

21	D Link DGS 15028 24 port switch	2
22	Dell Intel Core i3 CPU(Optiplex 3060)	2
23	Dell Monitor	3
24	Dell Optiplex 3050 CPU	1
25	Dell Optiplex 5250 all in one PC	1
26	Dell Optiplex 5250 Monitor	1
27	Dell Poweredge R720Rack server Dell	1
28	Display Monitor Samsung 18.5" with Splitter	5
29	Emerson 2KVA UPS	1
30	Emerson 600 VA UPS	4
31	HL-B2000D Brother Printer	5
32	HL-L2361DN Duplex Printer	2
33	HP Laser 108W	1
34	HP Laser Jet PRO MFP M226dw	1
35	HP Intel Pentium CPU	1
36	HP Laser Jet 1566	1
37	HP Laser Jet Pro M202dw	2
38	HP laserjet monochrome printer 108a	4
39	HP laserjet printer pro M305DN	1
40	HP Laserjet Printer1008	1
41	HP monitor	3
42	HP Office jetpro 3610	1
43	HP Scan Jet 8270	2

44	HP Slim Client	1
45	KIOSK Machine	3
46	Logitech Mobile Speaker Phone P710E	1
47	Logitech VC Camera HD 1080P	1
48	Luminous PRO 600 UPS	2
49	MFC-L2701DW Printer	2
50	Micro phone cum speaker	1
51	Microtex HGE600AZ UPS	1
52	Monitor	2
53	Onfinifty LED TV	1
54	Onfinity V55Document Visualizer	1
55	PC DELL	4
56	Poly expansion microphone with cable	1
57	Poly Studio Camera X50 4K	1
58	Polycom eagle eye zoom camera	1
59	Portable Projector	1
60	Rack Mount Server	2
61	Remote control for Poly studio	1
62	Samsung 32" LED Screen	5
63	Samsung LED Display 43 Inch	2
64	Switch Air Box	1
65	Tracster Hard Disk 250 GB	1
66	Uniline 500VA UPS	1

67	UPS	1
68	UPS Eaton aurora 600VA	2
69	UPS Liebert iton CX1000	4
70	UPS Numeric 600VA	4
71	UPS Numeric Digital 600EX	1
72	UPS System-1KVA	1
73	UPS Vertive libert 1000VA	4
74	VT(F) Core i3 6100 T/4G/500/PC	6
75	VT(F) Core i5 6600/PC	2
76	WD 1TB Network attached storage	1
77	WD My Cloud Hard Disk Drive 2TB	1
78	Web camera	1
79	HP ProOne 400 AIO	3
80	HP ProOne 400 Adaptor	3
81	Dell.Optiplex 5400 AIO	2
82	Dell Optiplex	3
83	Dell Power edge	1
84	Luminous UPS	4
85	E.T.N UPS	4
86	HP laser 108 W Printer	1
87	HP Laser Jet pro Printer	1
88	Canon 6030B Printer	3
	Total	196

Note:- Quantity can be increased or decreased at the discretion of Civil and Sessions Division, Kullu, Himachal Pradesh at any point of time.

2. CONTRACT : The Second party has agreed to maintain the aforesaid Computer Hardware for a sum of ₹ _____(in figures), inclusive of all taxes, in accordance with the provisions laid down in the contract.

3. SCOPE AND SERVICES:

The Second party has agreed to provide the following services under the contract to keep the Computer hardware, as mentioned here-in above, in good working condition:-

1) The CAMC services comprise preventive and corrective maintenance covering hardware as well as trouble shooting to make operational all sort of OS (Windows/ Linux/ Macintosh) / OS updates/ Printer Driver installation/ updates/ system software installation like MS Office/LibreOffice/OpenOffice, Acrobat Reader etc/ Network and replacement of parts and fittings. The CAMC vendor shall be responsible for providing the support of all the software/hardware issues irrespective of the fact that it is a paid support by the OEM or by any other firm.

2) CAMC is comprehensive in nature and includes all parts of the computers/ servers/ printer/ scanner/ laptop excluding toner & cartridges of the printers and lens of the scanner. Any defective part of the hardware has to be repaired/ replaced by the Second Party at his own cost. Parts so replaced should be new original parts of the OEM depending on the item under contract. All small accessories of computer/printer/scanner/laptop which are essential for running the item are covered under CAMC. All type of adapters, amplified speakers, all power supplies of computers/ printers/ laptop/ scanner are to be repaired/ replaced by the bidder, irrespective of the cause of the fault.

3) The CAMC will also include providing the Facility Management System including software/ specialized software installation/ OS installations ensuring/ configuring network connectivity as per details given hereinafter.

4) The bidder shall be responsible for the software as well as the hardware maintenance including server and network maintenance of the Digital Displays. The firm would also be responsible for providing necessary software for running the digital displays remotely.

5) The REs of the CAMC vendor will be solely responsible for resolution of Hardware issues as well software issues with Ubuntu, Windows, MAC OS so arises during the

CAMC period and the In-House Technical Team of the Civil and Sessions Division Kullu, must not be held responsible for the same. If the REs are not able to resolve the issue in hand, the CAMC vendor must arrange the Engineer to resolve the same within stipulated time as mentioned hereunder in the tender.

6) The vendor is responsible for providing standby items as per Annexure-A to the REs of the firm and the Civil and Sessions Division, Kullu will not provide any computer hardware to the REs. This Computer Hardware will be provided to the staff of Civil and Sessions Division as backup, as and when the need so occurs.

4. DETAILS OF THE FACILITY MANAGEMENT SYSTEM:

a) Desktop Management Service:

i. Installing operating systems, configuration of drivers, update latest patches etc.
ii. Backups/restore for all desktop/server systems along with the user data when formatting is required.

b) Network Management Services:-

i. Networking Switches configuration & Management.
ii. Networking connectivity issue resolution.

The Second Party should provide a printed status report at the end of each month, showing the status of all the complaints lodged in the month & their status, whether resolved, unresolved/pending.

5. THE RESIDENT ENGINEERS (REs) deputed must have minimum 1 (one) year of experience in the relevant field. The successful bidder shall have to depute 1 (One) full time technically qualified Resident Engineers (REs) for the hardware mentioned in Annexure-A . REs should be equipped with the maintenance kit comprising tool box, multimeter, spanner, diagnostic software, device driver software, external DVD drive, storage drive (HDD/ Pen Drive) and any other tools required for carrying out such services. The REs should be made available in Civil and Sessions Division, Kullu, Himachal Pradesh on all working days during office hours for maintenance/ repair of the systems/peripherals in Civil and Sessions Division, Kullu, Himachal Pradesh. If any equipment covered under the CAMC is taken out of the premises of the Civil and Sessions Division, Kullu, Himachal Pradesh for any repair, it shall be under full responsibility of the Second Party, till the same is returned to the concerned branch in satisfactory working condition. Item may be taken out only with the written permission of the authority. In case of emergency/ repairs during holiday and after working hours, the REs shall be made available at no extra charges. The REs shall not carry out any maintenance repair work of any other party in Civil and Sessions Division, Kullu, Himachal Pradesh premises. REs have also to provide IT Support during the events of Civil and Sessions Division, Kullu, Himachal Pradesh like high level meetings etc.

6. THE SECOND PARTY shall also provide the regular preventive maintenance service minimum once in three months which is mandatory. Under this activity, following jobs are to be done:

1. The REs will be single point of contact for any complaint related to service who will further contact their company/bidder and no separate correspondence shall be made with the vendor/second party in this regard.
2. The REs should inform about any planned leave and will ensure the alternate manpower.
3. Cleaning of all equipments externally using soft cloth, carbon tetra chloride & appropriate polish etc. will be provided by Second Party within CAMC charges.
4. Internal cleaning of the equipments (only which are under CAMC) using /other appropriate means like vacuum cleaner.
5. Troubleshooting for operational problems related to software/antivirus.
6. Up-keeping of Desktops/HDD/Scanners/Switches/hardware components etc. to maintain satisfactory performance of the computer hardware.
7. The REs will also help the Civil and Sessions Division, Kullu, Himachal Pradesh technical team in installation/ shifting of any Computer Hardware etc. as and when required.

7. COMPLAINT REGISTERS maintained by RE will be kept in Computer Branch/Server room for registering the complaint. It will be the responsibility of the REs to attend immediately in order to resolve the issue.

8. THE SECOND PARTY/REs shall keep sufficient number of spares, such as CPUs, Monitors, Keyboards, Mouse, Printers, HDDs, cables etc. in the premises of the Civil and Sessions Division, Kullu, Himachal Pradesh, as standby so that the same may be provided as backup in case of any issue /failure in Computer Hardware covered under CAMC/peripherals can be repaired urgently. Any cost incurred towards transportation of the faulty/repaired as well as standby equipment shall be borne by the bidder. The bidder agrees as follow:

1. The Second Party shall not subcontract the maintenance job to any other agency.
2. Civil and Sessions Division, Kullu, Himachal Pradesh reserves the right to withdraw any number of equipment (computer/ printer/ scanner/ server/ laptop etc.) from the CAMC at any point of time during the contract.
3. REs should have their own vehicle and mobile with them for emergency contact on Saturday/ Sunday/ Holiday. Mobile numbers are to be submitted in advance before deputing any REs for duty at Civil and Sessions Division, Kullu, Himachal Pradesh.
4. Any faulty part so replaced by the Second Party/REs needs to be submitted back to the Computer Branch, Civil and Sessions Division,

Kullu, Himachal Pradesh. Second Party should be fully responsible for any damage to the man & machine that occurs due to faulty workmanship during the period of the contract.

5. Any damage caused to Civil and Sessions Division, Kullu, Himachal Pradesh property or personnel within Civil and Sessions Division, Kullu, Himachal Pradesh & Subordinate Courts premises by the Second Party's Representative (REs) during the operation of the contract will be to his account and are recoverable.
6. The Resident Engineers of the CAMC Vendor must wear proper formal Uniform with Blazer, Tie and formal Trousers and Identity Card duly issued by the vendor. Penalty will be charged on the vendor for the REs without uniform and ID card, the penalty will be equal to the amount prescribed for absence of the RE.

9. TERMS :

1. This contract is for the period of one year w.e.f. __ /___/___ to ____/____/ ____ and either party can terminate the contract at any time by giving one month advance notice in writing.
2. System maintenance charges shall also not include the cost of consumables and supply items such as ribbons, computer stationery and re-filling of toners/cartridge etc.
3. This contract does not cover damage from manual breakage, rodents, cockroaches, fluids of all kind.
4. At each location, the record will be kept by the Second party about the machine failures including the nature of failure, date and time of the complaint and the duration of the total down time. This record will be signed by the REs/Service Engineer and countersigned by Proprietor of the Second party.
5. In case the services of the Second Party are found not satisfactory at any time during the period of the contract, Ld. District and Sessions Judge, Civil and Sessions Division, Kullu, Himachal Pradesh reserves the right to terminate the contract along with forfeiture of the performance security.
6. The Second Party will not be entitled to claim any compensation of what so ever nature if the termination /cancellation of CAMC is imposed by Civil and Sessions Division, Kullu, Himachal Pradesh for any reason.
7. The CAMC vendor shall be responsible for providing the support of all the software/hardware issues irrespective of the fact that it is a paid support by the OEM or by any other firm.

10. SERVICE ASSURANCE:

The breakdown maintenance call will have to be attended immediately and the computer hardware/ printers etc. will have to be made functional within twenty four hours of logging of the complaint by simultaneously providing alternate computer hardware/ systems with identical configuration till the machine/ computer hardware is repaired. In case the vendor does not provide backup/ standby computer hardware or repair the faulty Computer Hardware, the penalty will start on the same day once the complaint is logged with the Resident Engineer, whereas in case the backup computer hardware is provided the penalty will start after 4 working days for the delayed period upto maximum of 10 days after which a review of the CAMC may happen which may lead to termination of contract or further imposition of the penalty as per terms and conditions.

11. PENALTY : Down-time penalty for delay in completing the calls after the stipulated period, as indicated in Service Assurance will be as follows:-

Type of Computer Hardware	Down – Time Penalty details
Computers/ Printers/ Network Switches etc.	₹ 400/- per day
UPS	₹ 200/- per day
Scanners/FAX Machines etc.	₹ 300/- per day
Servers	₹ 500/- per day
Delay in submission of Preventive Maintenance Reports on quarterly basis.	₹ 50/- per day

Note:- Whenever any computer component(s) which is/are covered under the present AMC cannot be repaired on site within the specified time limits, the Second party will have the option to provide an alternate equipment(s) of matching specification which will be replaced within a period of maximum 3 days with the equipment of same make/model, failing which, the penalty clause will apply. Penalty will be charged on the vendor for the REs without uniform and ID card, the penalty will be equal to the amount prescribed for absence of the RE.

12. TAKING OVER : The Second Party shall provide services for minimum thirty working days or maximum sixty days beyond the date of expiry of the contract without any extra cost so that all the equipment under maintenance contract is handed over to the next contractor. The second party shall undertake to declare that it has taken over and inspected all the computer hardware covered under AMC as per Annexure-A. Any equipment not made available in working condition on the last working day of the contract period shall be rectified/ repaired by the Second Party within the next ten working days failing which the equipment shall be rectified from

alternative sources and the cost thereof shall be deducted from the last/ final CAMC payment.

13. PAYMENT : The payment will be released by the First party to the Second party, as per mandate of Rule 108 of H.P.F.R., 2009 subject to the condition that proper Invoice/Bill is furnished by the Second party to the First party well in time. The payment will be released only after the deduction of down-time penalty amount, so calculated, if any.

DEDUCTION: If Resident Engineer does not report for duty, Second Party shall have to provide alternative REs of the same capacity. If Second Party fails to provide alternate REs, then DEDUCTION @ ₹ 500.00 per engineer per day upto a maximum of 10 days will be deducted from the bill of CAMC after that review of contract may happen which may further lead to termination of contract. TDS will be deducted at source from the contract price payable to contractor for performing the service under the contract.

14. REVISION OF MAINTENANCE CHARGES:

Changes or enhancement in systems features may necessitate revision of the specified minimum maintenance charges and shall be covered by an addendum to this contract.

15. ADHERENCE TO OFFICE PROTOCOL:

Since the REs will also be required to attend the call for resolving technical issues in the Court Rooms, Chambers and office at Residences of the Judicial Officer, the Resident Engineers of the CAMC Vendor must wear proper formal Uniform with Blazer, Tie and formal Trousers and Identity Card duly issued by the vendor.

16. ARBITRATION CLAUSE :

In case of any dispute or difference having arisen under the contract, it shall be referred to the Arbitrator, as shall be nominated by Ld. District and Sessions Judge, in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules framed there under.

17. GENERAL PROVISION :

FOR AND ON BEHALF OF THE FIRST PARTY.	IN THE PRESENCE OF WITNESSES (First Party) :-
SIGNATURE NAME : DESIGNATION : District and Sessions	1. SIGNATURE NAME :

Judge, Kullu, H.P. DATE :	DESIGNATION: 2. SIGNATURE NAME : DESIGNATION:

All the terms and conditions mentioned in the tender document shall form part this agreement and same shall be complied and agreed by the second party.

FOR AND ON BEHALF OF THE SECOND PARTY.	IN THE PRESENCE OF WITNESSES (Second Party) :-
SIGNATURE *NAME :* *DESIGNATION :* *DATE :*	*1. SIGNATURE* *NAME :* *DESIGNATION/ address:* *2. SIGNATURE* *NAME :* *DESIGNATION/ address:*

Annexure-G

FINANCIAL / COMMERCIAL BID FORM

(On the Bidder's Letter Head.)

Annual Maintenance Contract (A.M.C.) rates for maintenance of Computer Hardware provided to Civil and Sessions Division, Kullu, H.P.

(Showing category-wise total number of IT H/W items)

Sr. No.	Type of IT H/W	Total No. of IT H/W	CAMC Cost per item (in ₹)	CAMC total cost (in ₹)
1	ACER CPU	2		
2	Acer i3 Computer System	4		
3	Acer i5 Computer system	2		
4	ACER Monitor	6		
5	Acer Veriton Intel Core i3 CPU	3		
6	Acer Veriton Intel Core i5 CPU	1		
7	Brother Duplex Network printer HL-L2361DN	4		
8	Brother MFC-L2701DW(FAX/printer/Scanner)	1		
9	Brother MFD with fax MFC 2840	1		
10	Brother Printer	3		
11	Brother Printer HL-L2361 DN	6		
12	Brother Printer laser HLB2000D	16		
13	Canon Model No.LBP6030B	1		
14	Canon F166400	1		

15	CISCO 800 M Series Router	1		
16	CISCO Catalyst 2960 Series 24 port Switch	1		
17	CISCO Catalyst series 24 port switch	1		
18	CISCO2800 series router	1		
19	CPU	4		
20	D Link DES -101D 16 port switch	1		
21	D Link DGS 15028 24 port switch	2		
22	Dell Intel Core i3 CPU(Optiplex 3060)	2		
23	Dell Monitor	3		
24	Dell Optiplex 3050 CPU	1		
25	Dell Optiplex 5250 all in one PC	1		
26	Dell Optiplex 5250 Monitor	1		
27	Dell Poweredge R720Rack server Dell	1		
28	Display Monitor Samsung 18.5" with Splitter	5		
29	Emerson 2KVA UPS	1		
30	Emerson 600 VA UPS	4		
31	HL-B2000D Brother Printer	5		
32	HL-L2361DN Duplex Printer	2		
33	HP Laser 108W	1		
34	HP Laser Jet PRO MFP M226dw	1		
35	HP Intel Pentium CPU	1		
36	HP Laser Jet 1566	1		

37	HP Laser Jet Pro M202dw	2		
38	HP laserjet monochrome printer 108a	4		
39	HP laserjet printer pro M305DN	1		
40	HP Laserjet Printer1008	1		
41	HP monitor	3		
42	HP Office jetpro 3610	1		
43	HP Scan Jet 8270	2		
44	HP Slim Client	1		
45	KIOSK Machine	3		
46	Logitech Mobile Speaker Phone P710E	1		
47	Logitech VC Camera HD 1080P	1		
48	Luminous PRO 600 UPS	2		
49	MFC-L2701DW Printer	2		
50	Micro phone cum speaker	1		
51	Microtex HGE600AZ UPS	1		
52	Monitor	2		
53	Onfinifty LED TV	1		
54	Onfinity V55Document Visualizer	1		
55	PC DELL	4		
56	Poly expansion microphone with cable	1		
57	Poly Studio Camera X50 4K	1		
58	Polycom eagle eye zoom camera	1		
59	Portable Projector	1		

60	Rack Mount Server	2		
61	Remote control for Poly studio	1		
62	Samsung 32" LED Screen	5		
63	Samsung LED Display 43 Inch	2		
64	Switch Air Box	1		
65	Tracster Hard Disk 250 GB	1		
66	Uniline 500VA UPS	1		
67	UPS	1		
68	UPS Eaton aurora 600VA	2		
69	UPS Liebert iton CX1000	4		
70	UPS Numeric 600VA	4		
71	UPS Numeric Digital 600EX	1		
72	UPS System-1KVA	1		
73	UPS Vertive libert 1000VA	4		
74	VT(F) Core i3 6100 T/4G/500/PC	6		
75	VT(F) Core i5 6600/PC	2		
76	WD 1TB Network attached storage	1		
77	WD My Cloud Hard Disk Drive 2TB	1		
78	Web camera	1		
79	HP ProOne 400 AIO	3		
80	HP ProOne 400 Adaptor	3		
81	Dell Optiplex 5400 AIO	2		
82	Dell Optiplex	3		

83	Dell Power edge	1		
84	Luminous UPS	4		
85	E.T.N UPS	4		
86	HP laser 108 W Printer	1		
87	HP Laser Jet pro Printer	1		
88	Canon 6030B Printer	3		
	Total	196		

Date:-

Signature with Stamp.