

## CENTRAL ELECTRICITY REGULATORY COMMISSION

Ground Floor, Chanderlok Building,  
36, Janpath, New Delhi - 110 001

No. 1/7(15)/2016/Gen Adm/CERC

Dated, the 05 Apr 2016

**Sub: Invitation of bids for Comprehensive Maintenance of IT infrastructure, IT equipment, Network, Bandwidth and Rendering Facility Management services**

**Important dates**

<b>Last date of submission of bid</b>	Upto 15.00 hrs on 26 <sup>th</sup> April 2016
<b>Tender opening date</b>	16.00 hrs on 26 <sup>th</sup> April 2016

Central Electricity Regulatory Commission (CERC) invites sealed quotations for Comprehensive Maintenance of IT infrastructure, IT equipment, network and rendering Facility Management Services for the period of one year preferably from an authorised service provider of reputed companies like HP, INTEL, and IBM etc. Certificate to this effect shall be submitted in the bids.

**1. Eligibility Criteria of the bidder:**

1.1 The bidder desirous of participating in the tender should have its registered/ Branch office located in Delhi or NCR of Delhi.

1.2 The bidder must have a valid PAN/ TAN Number and Service Tax Registration Number and other statutory clearances.

1.3 The bidder must have at least five years experience of providing similar service to Central Government/ State Govts. / PSUs / Private Organizations of repute. The bidders must furnish certificates from such Organizations in support of their experience. Copies of the Terms of Reference of similar jobs done for other clients should be enclosed with the bid response. Bidder shall also provide information/ contact details of the Nodal officer of those organisations, who can be contacted for verification.

1.4 The bidder should have an annual turnover of Rs. 25 lakhs or above during the last three years from similar nature of work. Bidder must submit a copy of the last three years audited statement of accounts indicating the turnover of the Company from IT maintenance contracts.

1.5 The bidder shall submit an affidavit in support of the claim that he/she has not been blacklisted during the last five years by any organisation/ Government Departments.

1.6 The bidder must submit documentary evidence in support that he/she fulfils the eligibility criteria as mentioned above.

**2. Scope and description of work:-** Activities covered in the scope of this assignment are as follows:-

(i) The bidder shall be responsible for comprehensive maintenance of all the items such as Networks, Laptops, Personal Computers, Printers and UPS with no exception. The details of IT peripherals available in CERC is given in **Annexure-III**. Items in the list may change from time to time. Item wise break up cost shall be considered for necessary price adjustment.

(ii) The scope of work includes maintenance of software installed in the computers and peripherals including the maintenance and configuration of Networks and servers of the CERC.

(iii) The bidder shall provide Site Engineers to render the Facility Management services to CERC.

(iv) The bidder shall be responsible to maintain the Antivirus software and keep all the desktops, laptops, network etc. of CERC free from virus.

(v) The bidder shall be responsible for maintaining and configuring the Servers, Networks and also take regular backups of the data.

(vi) The bidder shall provide call log software which enables to collect the complaints from all workstations and maintains the log of all complaints received and resolved along with timestamp. The software should support the generation of certain basic reports like list of complaints during the month, pending un-resolved complaints including the statistics on different types of complaints etc.

(vii) The bidder shall maintain location-wise and user-wise inventory of all the IT assets of CERC.

3. **Deployment of manpower:-** The bidder will deploy three qualified Site Engineers. The actual number however may increase depending upon the requirement of CERC from time to time. The fee for Site Engineer shall be as per the rate quoted in financial bid as per **Annexure –II**. The minimum educational qualifications, experience of the candidate and other terms and conditions are as under:-

3.1 ***Qualification and experience:-*** The Site Engineer deployed under this contract should have minimum Degree/ Diploma/BCA in Computer/ Electronics/ Telecommunication Engineering or related certification course having three years experience in computer hardware/ IT facility management /software maintenance/ network management, hardware installation, maintenance, virus management, trouble shooting, coordination with OEM suppliers for maintenance etc.

3.2 On selection, bidder shall provide resume/ bio-data of competent Site Engineers and CERC shall conduct interview and suitable, competent Site Engineers shall be selected on the basis of performance in interview and the experience.

3.3 Once Site Engineer is deployed, the contractor should not normally change the Site Engineers without the prior permission of CERC. However, in extreme situation, bidder shall inform CERC at least 15 days in advance and submit resume/ bio-data of competent Site Engineers so that appropriate personnel can be interviewed, selected without delay.

3.4 **Duty hours**:- Normal working hours would be 9.30 A.M to 6.00 P.M. The Site Engineers may be, if required, called even on Saturdays, Sundays and other gazetted holidays, and may also be asked to stay beyond the normal working hours of CERC in case of exigency of work for which no extra payment shall be made.

3.5 The Site Engineers under this contract shall maintain proper office decorum.

3.6 CERC may require the service provider to replace any Site Engineer, employed by the bidder on the ground of misconduct/ unsatisfactory performance or incompetence.

3.7 The bidder shall provide suitable substitute in case the services of the Site Engineer are not found to be satisfactory or he/she remains absent for a period of more than two days.

3.8 The service provider shall conduct necessary verifications of antecedents of the Site Engineer to be deployed in CERC.

3.9 **Non disclosure**: The Site Engineers shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements, and administrative/organizational matters as the work involved is of confidential/secret nature. They shall not disclose/ share any secret official information or documents to any unauthorized persons/ third parties.

3.10. The Site Engineer shall be responsible for preventive maintenance of virus detection and appropriate corrective action in all IT peripherals covered under this contract.

#### 4. **General Terms and conditions of Maintenance of IT equipment**:-

(i) The bidder shall keep at least two latest configuration Desktop computers in CERC so that the same may be used for immediate replacement in case of breakdown of any computers of key officers.

(ii) It shall be the responsibility of the bidder to rectify/ maintain all the Laptops, computers and peripherals satisfactorily throughout the contract period and to hand over all the systems in proper working condition to the CERC on expiry of the contract. In case of any damage, except physical breakage, the bidder is liable to rectify the same even though the contract has expired.

(iii) The bidder shall be responsible for taking regular backup of all servers and for restoration of data as per deployed backup policy.

(iv) The bidder shall maintain the equipment as per manufacturer's guidelines and shall use standard and genuine components for replacement.

5. **Cleaning**:- The bidder shall also be responsible for deployment of necessary staff for cleaning of all hardware's using suitable cleaning material and equipment. Each IT equipments is to be cleaned at least once in three months regularly. A register shall be maintained indicating the date of cleaning of each equipments.

6. **Attending fault:-**

(i) Any reported fault would be taken up by the Site Engineers in the following manner :-

(ii) Either the complaint shall be logged by the end user or by the Site Engineer in the complaint management software.

(iii) Site Engineer shall promptly attend to all the complaints. All efforts shall be undertaken to close the complaint within one hour.

(iv) Any complaint requiring the replacement of parts covered in comprehensive AMC should be closed within eight hours or other-wise a stand by equipment should be provided.

(v) As far as possible, the repairs would be carried out on site itself. However, in case the equipment is to be taken to workshop for repair, the bidder shall take appropriate approval of CERC.

(vi) The bidder shall be responsible for taking backup data and programme available on PCs before attending the fault and shall also be responsible for reloading the same. The backup data are to be returned to the users, with acknowledgement.

(vii) All timelines shall be monitored with the reports generated by Call logging software. Bidder shall submit quarterly reports along with the bill for release of payments.

7. **Repair and replacement:-**

(i) The replacement of components shall be free of charge.

(ii) The replacement also involves all items of equipments including major parts such as monitor components, print heads of printers, HDD, DVD/CD Drive, SMPS, CPU, motherboards, RAM, Key board and Mouse but excluding, consumables such as printer cartridges etc.

(iii) The bidder shall provide inventory of fast moving items, low cost petty items like RJ45 Connectors, Patch Cable, Power Cables etc. on payment basis. The payment would be released on actual consumption basis and submission of bill.

(iv) The replacement of components shall be as per manufacturer's instructions.

(v) In case, the equipment is covered by warranty, the Site Engineer shall appropriately co-ordinate with the concerned agency to rectify the complaint. All such entries should also be included in call log software.

(vi) Register of replacement of spare parts is to be maintained.

(vii) In case, any component/ equipment is found to be beyond repair, the bidder shall submit a report specifying the reasons for the same before declaring the product obsolete or beyond economical repair.

(viii) If the equipment is required to be transported to service workshop for rectification of repairs, the same shall be undertaken at the risk and cost of the bidder (including transportation charges).

8. The bidder shall be responsible for compliance with the provision of the all applicable Labour laws including but not limited to the following:-

- (i) Contract Labour (Regulation & Abolition) Act, 1970.
- (ii) Minimum Wages Act.
- (iii) Workmen's Compensation Act.
- (iv) Any other rules, regulations and / or statutes as may be applicable to them from time to time.

9. The deployment of Site Engineer under this contract will be purely on contract basis. There will be no employee-employer relationship between the Site Engineer and CERC. The person so deployed shall have no claim for regular appointment in CERC due to his/her services under this contract. The Site Engineer shall not be entitled to any other remuneration or reimbursement or perquisites or facilities or other allowances what so ever.

10. **TOOLS and EQUIPMENTS**:-The bidder shall arrange at its own expense all necessary tools, equipments and parts which are required for proper execution of the work. All the Site Engineers shall be equipped with personal appropriate handy tool kits including LAN tester, Screw Driver etc.

11. **Earnest Money Deposit**:

(i) The bidder shall submit (along with the technical bid) an Earnest Money Deposit of Rs. 50,000/- (Rupees Fifty Thousands only) in the form of a demand draft/Bankers Cheque drawn in favour of Assistant Secretary, Central Electricity Regulatory Commission, New Delhi. Such DD/Bankers cheque shall be remain valid for a period of minimum three months.

(ii) If the bidder claims exemption from payment of EMD, necessary documentary proof needs to be submitted along with bid.

(iii) In case of failure to provide EMD in the form of DD/Bankers cheque or failing to provide the necessary documentary proof for exemption from EMD, the bid will not be considered valid.

(iv) EMD of unsuccessful bidder shall be returned to them at the earliest.

12. **SECURITY DEPOSIT**:-

(i) The successful bidder shall be required to deposit a security deposit equal to 5 % of the total value of the contract. The EMD paid by the successful bidder shall be converted into Security Deposit at the time of awarding the contract. The bidder has to pay the balance amount (if any) in the in the form of Demand Draft / Bankers Cheque drawn in favour of Assistant Secretary, Central Electricity Regulatory Commission payable at New Delhi within one month from the date of award of contract.

(ii) The amount of security deposit is liable to be refunded within one month of the termination of the contract.

(iii) No interest shall accrue on the said security deposit.

13. **TENURE OF CONTRACT:-**

(i) The tenure of the contract shall be one year. However, the competent authority of CERC, may in its discretion, allow extension of the contract, up to two spells of one year each, subject to satisfactory services of the bidder.

(ii) The competent authority however reserves the right to terminate the contract at any time before completion of the contract, in case the services of the bidder are found unsatisfactory or in violation of the terms of the contract.

(iii) CERC also reserves the right to cancel the contract without assigning any reasons what so ever.

14. **SATISFACTORY SERVICES:-**The decisions of Assistant Secretary (P&A), CERC or any other officer authorized by the Secretary, CERC, shall be final and binding on the firm / agency for the purpose of determining the standard of satisfactory services.

15. **PROHIBITION OF SUB CONTRACT:-**The bidder shall not appoint any sub contractor for this work under any circumstances.

16. **RESOLUTION OF DISPUTE:-**In case of disputes, the decision of Secretary, CERC shall be final.

17. **Penalty Clauses:-**

(i) **Deficiency in quality:-** In case of failure on the part of bidder to remove the defect/ provide maintenance within prescribed time as mentioned above, the CERC shall have the discretion to get it rectified from other sources at the risk and cost of the bidder.

(ii) Any delay in attending to the repair/ maintenance beyond prescribed time, shall render the bidder to a penalty of up to 5% of the total quarterly payment as deemed fit by competent authority of CERC.

18. **Payment of Bill:-**

(i) The contractor has to raise the bill towards comprehensive Facility Maintenance Service on quarterly basis (i.e. on completion of every 3 months from the date of assuming the work) along with the call log reports generated by the software and list of parts replaced.

(ii) **Deduction of Income Tax at Source:-**Since it is a "Works Job Order", Income Tax shall be deducted at source from all the accepted payments to be made, in accordance with the provision of Income Tax Act, 1961 as amended from time to time.

(iii) The payment shall be released through RTGS after adjusting TDS and penalty (if any). For enabling RTGS payment, the Contractor shall submit the details of bank account along with the bill.

19. **Force-majeure**:- All the terms and conditions of the contract shall apply except under force majeure conditions, such as riots, strikes, closure etc or for any such reasons which could not be foreseen.
20. **Information to Contractors**:-The interested bidders may inspect the site for assessment of exact quantum of work before quoting their tenders.
21. **SUBMISSION OF TENDER**: The tender must be submitted in the prescribed pro-forma provided in **Annexure- I** and **Annexure- II** along with documentary evidence for relevant experience. Tenders not in the prescribed pro-forma are liable to be rejected.
22. **TECHNICAL BID**: The Technical bid, in the pro-forma prescribed at **Annexure-I** may be kept in a sealed cover and super scribed as “Technical Bid”. The technical bid will be used for ascertaining the eligibility of the bidder. EMD should be kept separately.
23. **FINANCIAL BID**: The Financial bid may be furnished in separate cover in the prescribed pro-forma given in **Annexure –II** and shall be kept in a sealed cover super scribed as “Financial Bid”.
24. Three separate sealed covers containing the Technical Bid and the Financial Bid and EMD may be kept in another sealed cover and addressed to the Assistant Secretary, CERC. The cover should be super scribed as “**Tenders for Comprehensive Facility Maintenance Service of IT Infrastructure, Network and Peripherals.**”
25. **Last Date to receive bid**:- Quotations strictly as per the above specifications and terms and conditions may kindly be sent to the undersigned in sealed cover on or before Tuesday, the 26<sup>th</sup> April 2016 up to 15.00 hrs. Any clarification in this regard may kindly be addressed to the undersigned. After submission of bid, additional information, unless sought by Commission shall not be entertained.
26. **OPENING OF TENDER**: The Bids shall be opened at 4.00 P.M. on the last day of receipt of tender. All bidders are invited to attend the bid opening. The Financial Bids of those bidders whose technical bid is found valid shall only be opened on a date to be notified later. The result of successful bidder shall be placed on the website.
27. **Issue of LOI**: The successful bidder(s) shall be issued LOI. After the successful bidder(s) given his acceptance of LOI, he will be requested to enter into a contract for the subject work.
28. The Secretary, CERC reserves the right to accept or reject any or all the quotations without assigning any reasons what so ever.

( P. Ramamoorthy)  
Assistant Secretary  
Tel: 23753921

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**Technical Bid**

**Tender reference No:-** No. 1/7(15)/2016/Gen Adm/CERC dt. 05 Apr 2016

1. Name of the Firm \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Telephone No: \_\_\_\_\_ Fax No. \_\_\_\_\_
4. Date of Registration of the Firm: \_\_\_\_\_
5. PAN / TAN No.: \_\_\_\_\_
6. Labour Licence No. (if any): \_\_\_\_\_
7. Earnest Money Deposit of Rs.50,000/-  
(i) DD/Banker's cheque No. \_\_\_\_\_  
(ii) Issuing Bank and Branch \_\_\_\_\_
8. Contact person of the bidder: \_\_\_\_\_
9. List of clients (Additional sheet may be used if the space provided at below is insufficient) for last two years (enclose copies of experience certificate/ copy of contract):-

Sl. No.	Name of the Client Organization	Duration of service			Name of concerned person with Mob No.
		From	To	Total	

10. Turnover during last 3 years (Enclose Annual Reports & Auditor certificate) in this regard.

Year	Turnover ( in Rupees)	Turnover from maintenance of IT infrastructure, equipment, Network, Bandwidth etc.
2014-15		
2013-14		
2012-13		

11. **Undertaking:**We \_\_\_\_\_ (Name of the firm) hereby undertake that we accept the terms and conditions laid down in CERC's NIT.

Dated: \_\_\_\_\_ (Signature of the authorized signatory of the Firm)

Full Name  
Mobile No.  
Company Seal

**List of Enclosures:**

- (i) DD/Banker's cheque for EMD.
- (ii) Attested copy of TAN/PAN No.
- (iii) Attested copy of Registration No. of firm.
- (v) Experience certificate from client organizations.
- (vi) Other prescribed documents.



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**Financial Bid**

**Tender reference No:-**No. 1/7(15)/2016/Gen Adm/CERC dt. 05 Apr 2016

1. Name of the Firm \_\_\_\_\_
2. Address: \_\_\_\_\_  
\_\_\_\_\_

Sl. No.	Description	Rate quoted	Remarks (if any)
(a)	Annual Comprehensive Facility Management Service charges of IT infrastructure, network and peripherals (Items wise breakup of charges must be attached separately)		
(b)	Monthly charges of providing Site Engineer (per person)		

4. The rates quoted should be exclusive of taxes. The break up of applicable taxes as on the date should be specified. Statutory changes, if any, in the applicable taxes would be admissible for payment.

Dated: \_\_\_\_\_ (Signature of the authorized signatory of the Firm)

Full Name \_\_\_\_\_  
Mobile No. \_\_\_\_\_  
Company Seal \_\_\_\_\_

**ITEM WISE BREAK OF CHARGES**

Sl.No.	Description	Unit charges of AMC (per annum) for the items covered under warranty	Unit charges of AMC (per annum) for the items not covered under warranty
(i)	Desktop		
(ii)	Laptop		
(iii)	UPS		
(iv)	Printer & Scanner		
(v)	Switch		

### Asset List as on 05 Apr 2016

Sl. No.	Assets	Total	Out of Warranty	In Warranty	Date of Warranty (Ended)
1	Desktop	155	110	51	March 2016 -10 Items
					Oct 2016 - 5 Items
					Nov 2016 - 1 Items
2	Laptop	52	40	12	7 Items (Upto Feb-18 )
					5 Items (Upto Dec-18)
3	UPS	65	NA	2	NA
4	Printer & Scanners	70+3	NA	NA	NA
5	Switch	13	NA	NA	NA

**DESKTOP-**

Serial No.	Configuration	Qty.
1	Xeon	1
2	PD	14
3	P4	12
4	Core 2 Duo	30
5	Core 2 Quad	3
6	Dual Core	2
7	i3	9
8	i5	34
9	i7	56
<b>Total</b>		<b>161</b>

**PRINTER-**

List of printers held in CERC OFFICERS/STAFFS		
Srl. No.	Type of Printers	Total
1	HP Laser Jet- 400	4
2	HP Desktop 4500 & 4580	7
3	HP Laser Jet- 2320	3
4	HP Office Jet A/in One 3608	7
5	HP Laser Jet 1515N & 1312	2
6	HP Office Jet 5610 & 4355	2
7	Konica Minolta Pagepro - 1350	20
8	HP Laser Jet P -1108	5
9	HP Laser Jet P -1007	5
10	HP Laser Jet 1015	1
11	HP Laser Jet M-128 FN	2
12	HP Desk Jet 3545 & 465	3
13	HP Desk Jet 3845	1
14	HP office jet x551	1
15	HP Laser Jet 1505	2
16	HP Laser Jet 3015	1
17	HP Desk Jet 5568	2
18	HP Envy 110E	2
19	HP Office Jet 8600	2
20	HP Laser Jet 1606Dn	1
<b>Total</b>		<b>72</b>

**LIST OF DESKTOP**

SI. No.	CPU Model	CPU No.	Serial	Configuration	Warrant Status
1	HP Compaq Dc 7900	INA 9470 MPG		Core duo/3.0/2GB/240	
2	HP 8300 SFF	INA 436 RZLV		i7/3.4/2GB/500GB	21-Mar-16
3	HP Compaq 8000 Elite	INA02002WQ		C2D/3.0/2GB/250GB	
4	HP Compaq Dc 7700	INA7410MXH		Core duo/2.0/2GB/150	
5	HP Elite 800 G1	INA436RZMR		i7/3.4/4GB/500GB	07-Nov-17
6	HP Compaq Dc 7900	INA92606V4		Core duo/3/2GB/500	
7	Lenovo/IBM	L9T2026		P4/3.00/512 MB/80GB	
8	HP Compaq 8100 Elite	INA109VQXD		i5/3.00/512/80	
9	Lenovo/IBM	L9AF457		PD/2.8/2GB/160	
10	HP Elite 800 G1	INA436RZZY		i7/3.4/4GB/500GB	07-Nov-17
11	HP Elite 800 G1	INA436RZIN3		i7/3.4/4GB/500GB	07-Nov-17
12	HP Compaq 8200 Elite	SGH322TR1Q		i7/3.4/8GB/1TB	15-Oct-16
13	HP Compaq 8200 Elite	SGH322TR64		i7/3.4/8GB/1TB	15-Oct-16
14	HP Compaq 8100 Elite	INA109VRHF		i5/3.2/2GB/300	
15	HP Compaq 8100 Elite	INA050PYTk		i3/3.2/2GB/300	
16	HP Compaq Dc 7900	INA9260511		Core duo/ 3.00/2GB/240	
17	HP Compaq Dc 7900	SGH001R40Y		Core duo/ 3.00/2GB/240	
18	HP Compaq Dc 7900	SGH001R40R		Core duo/3.00/2GB/240	
19	HP Compaq 8100 Elite	INA 109VQWG		i5/32/2GB/300	
20	HP Compaq 7800	INA 84003L4		CD/3/3GB/160GB	
21	HP Compaq 8200 Elite	SGH 322TR3D		i7/3.4/8GB/1TB	15-Oct-16
22	HP Elite 800 G1	INA 436 RZS8		i7/3.4/4GB/500GB	07-Nov-17
23	HP Elite 800 G1	INA 436RZZ5		i7/3.4/4GB/500GB	07-Nov-17
24	HP Compaq 8100 Elite	INA 109VQS5		i5/3.2/2GB/300	
25	Lenovo/IBM	L9A6065		PD/2.8/1GB/150GB	
26	Lenovo/IBM	L9B3752		PD/2.8/2GB/150GB	
27	HP Elite 800 G1	INA436RZVY		i7/3.4/4GB/500GB	07-Nov-17
28	HP Compaq 8200 Elite	SGH 322TR47		i7/3.4/8GB/1TB	15-Oct-16
29	Lenovo/IBM	L9AF583		PD/2.8/2GB/150GB	
30	HP Elite 800 G1	INA449XZQR		i7/3.4/4GB/500GB	07-Nov-17
31	Lenovo/IBM	L92 4122		PD/2.8/2GB/150GB	
32	HP 8300 SFF	INA 251 TGR2		i7/3.4/2GB/500GB	21-Mar-16
33	HP Compaq 8100 Elite	INA 103 YQHY		i5/3.20/2GB/300	
34	HP 8300 SFF	INA 249 SS99		i7/3.4/2GB/500GB	21-Mar-16
35	HP Compaq 8100 Elite	INA 109 VQHP		i5/3.2/2GB/300	
36	HP 8300 SFF	INA214HR1		i7/3.4/2GB/500GB	21-Mar-16
37	Lenovo/IBM	L9B3218		PD/2.8/1GB/150GB	
38	HP Elite 800 G1	INA436RZSN		i7/3.4/4GB/500GB	07-Nov-17
39	HP Compaq 8100 Elite	INA 050 1YV1		i3/3.20/2GB/300	
40	HP Compaq 8100 Elite	INA 109 VQJF		i5/3.20/2GB/300	
41	HP Compaq 8100 Elite	INA 109 VQTS		i5/3.20GHZ/2/300	
42	HP Compaq 8100 Elite	INA 110 NBCB		i5/3.20/2/300	
43	Lenovo/IBM	L9B 3615		PD/2.8/2GB/150GB	
44	Lenovo/IBM	L9T 1485		P4/2.8/2GB/150GB	
45	HP Elite 800 G1	K3Q76PC#ACJ		i7/3.4/4GB/500GB	07-Nov-17
46	HP Compaq 8100 Elite	INA 052 RHIF		i5/3.20/2/500	
47	HP Compaq 8100 Elite	INA 050 PYWS		i3/3.20/2GB/500	
48	Lenovo/IBM	L9A F552		PD/2.8/2GB/150GB	
49	Lenovo/IBM	L9D L873		PD/2.8/2GB/150GB	
50	HP Elite 800 G1	INA436RZK7		i7/3.4/4GB/500GB	07-Nov-17
51	HP Elite 800 G1	INA436RZWG		i7/3.4/4GB/500GB	07-Nov-17
52	HP Elite 800 G1	INA436RZRH		i7/3.4/4GB/500GB	07-Nov-17
53	Dell Optilex 760	7 TNC3 BS		Core 2 Quad/8GB/2.3/600	
54	Lenovo/IBM	L9AF564		P4/2.8/2GB/150GB	
55	HP Compaq Dc 7900	SGH001R407		C2D/2GB/3.2/250	
56	Lenovo/IBM	L9B2067		P4/2.8/2GB/150GB	

57	HP Elite 800 G1	INA436RZVY	i7/3.4/4GB/500GB	07-Nov-17
58	HP Elite 800 G1	INA436RZFZ	i7/3.4/4GB/500GB	07-Nov-17
59	HP 8300 SFF	INA30VV42	i7/3.4/2GB/500GB	21-Mar-16
60	HP Compaq 8200 Elite	SGH322TR0G	i7/3.4/8GB/1TB	15-Oct-16
61	HP Compaq Dc 7900	INA 92604YWV	C2D/2/3.00/230	
62	HP Elite 800 G1	INA436RZNH	i7/3.4/4GB/500GB	07-Nov-17
63	HP Compaq 8100 Elite	INA 109 VQPN	i5/3.20/2/500	
64	HP Elite 800 G1	INA449XZ42	i7/3.4/4GB/500GB	07-Nov-17
65	HP Elite 800 G1	INA436RZRD	i7/3.4/4GB/500GB	07-Nov-17
66	Dell Optilex 760	8TNC3BS	Core 2 Quad/8GB/2.3/600	
67	HP Compaq 8100 Elite	INA109VQSZ	i5/3.2/2GB/320	
68	HP Compaq Dc 7900	INA9120BPR	C2D/3.0/2GB/250	
69	Lenovo/IBM	99C4191	Xeon/3/16GB/145*6	
70	HP Compaq 8100 Elite	INA 109 VQWN	i5/3.20/2/500	
71	Lenovo/IBM	L9B3257	PD/2.8/2GB/150GB	
72	HP Compaq Dc 7900	INA92604XF	C2D/3.0/2GB/250	
73	Lenovo/IBM	L9B3360	PD/2.8/2GB/150GB	
74	HP Compaq Dc 7900	INA92604YB	C2D/3.0/2GB/250	
75	HP Compaq Dc 7900	SGH001R43D	C2D/2GB/3.2/250	
76	HP Compaq Dc 7900	INA835040R	C2D/3.0/2GB/250	
77	HP Compaq Dc 7900	INA9330B4V2	C2D/3.0/2GB/250	
78	HP Compaq 8100 Elite	INA109VQJB	i5/2/3.2/300	
79	HP Elite 800 G1	INA436RZG4	i7/3.4/4GB/500GB	07-Nov-17
80	HP Compaq Dc 7900	INA 9260 70N	C2D/2/3.00/230	
81	HP Compaq 7800	INA 840 03MN	CD/3/3GB/160GB	
82	HP 8300 SFF	INA05WCGH	i7/3.4/2GB/500GB	21-Mar-16
83	Lenovo/IBM	L9b2840	P4/3.02/2GB/80GB	
84	HP Compaq Dc 7900	INA 92604W7	Core duo/300/2GB/240	
85	HP Compaq 8100 Elite	INA 109VQHT	i5/3.20/2GB/300	
86	HP Compaq 8100 Elite	INA 109VQH5	i7/3.4/2GB/300	
87	HP 8300 SFF	INA304VVLP	i7/3.4/2GB/500GB	21-Mar-16
88	HP Compaq Dc 7900	INA 92606 NV	i5/3.20/2GB/150	
89	HP Compaq 8100 Elite	INA 109VQWZ	i5/3.20/2GB/150	
90	HP Compaq 8100 Elite	INA 109 VQQ1	i5/3.20/2GB/300	
91	HP Compaq 8100 Elite	INA109VQS7	i5/3.20/2GB/300	
92	Lenovo/IBM	L9B3281	PD/2.8/2GB/150GB	
93	HP Elite 800 G1	INA436RZQ5	i7/3.4/4GB/500GB	07-Nov-17
94	HP Compaq Dc 7900	INA02003W1	Core duo/300/2GB/240	
95	HP DX2480	INA8430K5M	Dual Core/ 2.8/1GB/160GB	
96	Lenovo/IBM	L9B3395	PD/2.8/1GB/150GB	
97	HP all in one	H6M48AA	i5/4GB/1TB	
98	HP Compaq 8100 Elite	INA110WBCG	i5/3.20/2GB/300	
99	HP Compaq Dc 7900	SGH001R426	C2D/3.0/4GB/250GB	
100	HP Elite 800 G1	SGH440S2B7	i7/3.4/4GB/500GB	20-Nov-17
101	HP Compaq 8100 Elite	INA109VQX8	i5/3.20/2GB/300	
102	HP Compaq 8100 Elite	INA109VQWK	i5/3.20/2GB/300	
103	Dell Optilex 760	19206973144	Core 2 Quad/8GB/2.3/600	
104	HP Compaq Dc 7900	SGH001R43R	C2D/3.0/4GB/250GB	
105	HP Compaq 8100 Elite	INA110WBCD	i5/3.20/2GB/300	
106	HP Compaq Dc 7900	INA83503XR	C2D/3.0/4GB/250GB	
107	HP Elite 800 G1	INA449XZ33	i7/3.4/4GB/500GB	07-Nov-17
108	HP Compaq Dc 7900	SGH005PUPL	C2D/3.0/4GB/250GB	
109	HP Elite 800 G1	INA436 RZQY	i7/3.4/4GB/500GB	07-Nov-17
110	HP Compaq 8100 Elite	INA050PYV5	i3/3.20/2GB/300	
111	HP Compaq 8100 Elite	INA049PBDP	i3/3.20/2GB/300	
112	HP Compaq 8100 Elite	INA 436 RZLZ	i7/3.4/4GB/500	
113	HP Compaq Dc 7900	INA9120B7F	C2D/3.0/4GB/250GB	
114	HP Compaq 8100 Elite	INA109VQVC	i5/3.20/2GB/300	
115	HP 8300 SFF	INA305WCFT	i7/3.4/2GB/500GB	21-Mar-16
116	HP 8300 SFF	INA305WC42	i7/3.4/2GB/500GB	21-Mar-16
117	HP Compaq 8100 Elite	INA 109VQX6	i5/3.20/2GB/300	
118	HP Compaq 8100 Elite	INA109VQS7	i5/3.20/2GB/300	

119	HP Elite 800 G1	INA449XZ02	i7/3.4/4GB/500GB	07-Nov-17
120	HP Elite 800 G1	INA436RZQW	i7/3.4/4GB/500GB	07-Nov-17
121	HP Elite 800 G1	INA436RZLN	i7/3.4/4GB/500GB	07-Nov-17
122	HP Elite 800 G1	INA436RZNW	i7/3.4/4GB/500GB	07-Nov-17
123	HP Compaq Dc 7900	INA 9120BMQ	Core duo/300/2GB/240	
124	HP Compaq 8100 Elite	INA050PYTQ	i3/3.20/2GB/300	
125	HP Compaq 8100 Elite	INA109VQNH	i5/3.20/2GB/300	
126	HP Compaq 8100 Elite	INA050PYWM	i3/3.20/2GB/300	
127	Lenovo/IBM	L9AF574	P4/3.02/2GB/80GB	
128	Lenovo/IBM	L9AF572	PD/2.8/2GB/150GB	
129	Lenovo/IBM	L9AF481	P4/3.02/2GB/80GB	
130	Lenovo/IBM	L972254	P4/3.02/2GB/80GB	
131	HP Elite 800 G1	INA 436 RZRT	i7/3.4/4GB/500GB	07-Nov-17
132	HP 8300 SFF	INA305WCJ8	i7/3.4/2GB/500GB	21-Mar-16
133	HP Compaq 8100 Elite	INA 109VQOQO	i5/3.2/2GB/300GB	
134	HP Compaq 7800	INA 84003P3	CD/3/3GB/160GB	
135	Lenovo/IBM	LNAF44	Dual2.8/2GB/160GB	
136	HP Compaq 8100 Elite	INA 050 PYTD	i3/3.2/2GB/300GB	
137	HP 406G1	INA 538RC2Q	i7/3.4/4GB/500	12-Nov-18
138	HP Compaq 8100 Elite	INA052RH7G	i5/3.2/2GB/300GB	
139	HP Elite 800 G1	INA 436 RZ WX	i7/3.4/4GB/500GB	07-Nov-17
140	HP Compaq 8100 Elite	INA 304VVLB	i7/3.4/2GB/500	
141	Lenovo/IBM	L9B3003	P4/3.02/1GB/80GB	
142	HP Compaq Dc 7900	INA 91601RK	C2D/2/3.00/230	
143	HP Compaq 8100 Elite	INA 050PYR9	i3/3.2/2GB/300	
144	HP 406G1	INA 538RCCT	i7/3.4/4GB/500	12-Nov-18
145	HP 406G1	INA 538RC5Y	i7/3.4/4GB/500	12-Nov-18
146	HP Elite 800 G1	INA436RZVD	i7/3.4/4GB/500GB	07-Nov-17
147	HP Compaq 8100 Elite	INA049PPJW	i5/3.2/2GB/300GB	
148	HP Compaq 8100 Elite	INA052RHBF	i5/3.2/2GB/300GB	
149	HP Compaq 8100 Elite	INA109VQVK	i5/3.2/2GB/300GB	
150	Lenovo Think Center	3	P4/3.00/512 MB/80GB	
151	"	"	"	
152	"	"	"	
153	HP Elite 8000	1	C2D/3.0/2GB/250GB	
154	HP 8300	4	i7/3.4/2GB/500GB	
155	"	"	"	
156	"	"	"	
157	"	"	"	
158	HP DC 7800	1	CD/3/3GB/160GB	
159	HP Elite Desk 800 G1	2	i7/3.4/4GB/500GB	Nov-17
160	"	"	"	"
161	HP All in One AIO23	1	i5/4GB/1TB	Nov-16

<b>Total</b>		
<b>Serial No.</b>	<b>Model</b>	<b>NO.</b>
1	HP	1
2	HP 8300	1
3	HP All in One A1023	1
4	HP Compaq 8000 Elite	1
5	HP Compaq DC 7700	1
6	HP DC 7800	1
7	HP DX 2480	1
8	HP Elite 8000	1
9	HP Elite Desk 800 G1	1
10	Lenovo Think Center	1
11	Dell Optilex 760	3
12	HP 406 G1	3
13	HP Compaq 7800	3
14	HP Compaq 8200 Elite	5
15	HP 8300 SFF	10
16	HP Compaq DC 7900	24
17	Lenovo/IBM	25
18	HP Elite 8000 G1	29
19	HP Compaq 8100 Elite	43
<b>Total</b>		<b>155</b>

<b>* In warranty - 47</b>
<b>*Out of Warranty - 108</b>

## LIST OF LAPTOPS

<b>S.No</b>	<b>ITEM</b>	<b>Model</b>	<b>Nos.</b>	<b>Status</b>
1	Laptop	HP Notebook 430G2	2	
2	Laptop	HP Pavilion P-073TX	1	
3	Laptop	Apple Mac Book Air	2	
4	Laptop	Sony SVE14117GNB	3	
5	Laptop	HP Probook 440G1	7	<b>In Warranty Upto Feb 2018</b>
6	Laptop	Sony VPCEB3AGG	10	
7	Laptop	HP Pavilion DV6	1	
8	Laptop	Sony SVE1413YPNB	12	
9	Laptop	Sony VPCSB18GG	1	
10	Laptop	HP Probook 440G2	5	<b>In Warranty Upto Dec 2018</b>
11	Laptop	HP 2230S	5	
12	Laptop	HP 2210B	1	
13	Laptop	HP 8510P	1	
14	Laptop	Sony VPCS117GG	1	
<b>Total</b>			<b>16</b>	



**LIST OF UPS**

<b>SI No</b>	<b>UPS Model</b>	<b>Quantity</b>	<b>Power in VA</b>
1	APC	29	500/650
2	SUPRA	29	800
3	Luminous	2	800
4	Microtek	1	800
5	assorted	4	NA
	<b>Total</b>	<b>65</b>	

**LIST OF PRINTERS**

<b>Sl. No</b>	<b>Type of Printers</b>	<b>Total</b>
1	HP Laser Jet- 400	4
2	HP Desktop 4500 & 4580	6+1
3	HP Laser Jet- 2320	3
4	HP Office Jet A/in One 3608	7
5	HP Laser Jet 1515N & 1312	1+1
6	HP Office Jet 5610 & 4355	1+1
7	Konica Minolta Pagepro - 1350	20
8	HP Laser Jet P -1108	4+1
9	HP Laser Jet P -1007	5
10	HP Laser Jet 1015	1
11	HP Laser Jet M-128 FN	2
12	HP Desk Jet 3545 & 465	2+1
13	HP Desk Jet 3845	1
14	HP office jet x551	1
15	HP Laser Jet 1505	2
16	HP Laser Jet 3015	2
17	HP Desk Jet 5568	1
18	HP Envy 110E	2
19	HP Office Jet 8600	2
20	HP Laser Jet 1606Dn	1
	<b>Total</b>	<b>72</b>

**LIST OF SCANNER**

<b>Sl. NO.</b>	<b>Scanner</b>	<b>Qty.</b>
1	HP ScanJet N9120	2
2	HP ScanJet 5590	1
	Total	<b>3</b>

**LIST OF SWITCH**

<b>SI No.</b>	<b>Model</b>	<b>Qty.</b>
1	Cisco SF 300	6
2	Cisco Catalyst 2960 G	6
3	Netgear JFS516	1
<b>Total</b>		<b>13</b>