

**GOVERNMENT OF RAJASTHAN
DEPARTMENT OF PERSONNEL (B-III)**

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F.4(4)DOP/B-III/2024

Jaipur, Dated: 11/09/2024


NOTICE INVITING e-BID

Department of Personnel (B-III), Secretariat, Government of Rajasthan invites bid from reputed service provider having ISO-9001 certification for providing house keeping, upkeeping, facility management and comprehensive maintenance services. The Bid shall only be submitted through online bidding system of www.eproc.rajasthan.gov.in. Particulars are as under:-

Sr. No.	Work Particulars	Details
1.	Work/Services to be outsourced	House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan. (Details to be given in the bid document)
2.	Approximate cost of the work	Rs. 260.00 lacs per annum (i.e. 520.00 lacs for two year)
3.	Bid security	Rs 10.40 lacs
4.	Cost of bid documents	Rs. 1000.00 + 180.00 GST (GST will be paid in form of banker's cheque/ bank draft)
5.	RISL Processing Fees	Rs. 2000.00
6.	Officer inviting the bid	Deputy Secretary, DOP(B) Government Secretariat, Jaipur,
7.	Date & Time of uploading of Bid Document	11-09-2024 at 5.00 PM
8.	Date, Time & place of Pre-bid meeting	23-09-2024 at 11.30 AM Committee Room No.-2, Ground Floor, Main Building, Secretariat Jaipur (Rajasthan)
9.	Date and time of uploading of addendum/ corrigendum in bid document (if any) (after pre-bid)	25-09-2024 at 5.00 PM
10.	Last Date & Time for Submission of Bid	07-10-2024 upto 12.00 Noon
11.	Date & Time for Submission of Hard copy of the challan of Bid Document Cost, RISL Processing Fees and Bid Security which is uplodod on e-grass and Origional banker's cheque/bank draft of GST of Tender Document Cost which shoud be uploaded online.	07-10-2024 up to 02.00 PM
12.	Date & Time of Opening of Technical Bid	07-10-2024 at 03.00 PM
13.	Date & time of opening of Financial bid	Will be intimated to technically qualified bidders
14.	Websites for downloading Bid Document, Corrigendum's Addendums etc.	www.eproc.rajasthan.gov.in
15.	Contract period	Original contract period for two years (Two years from the date of work order). The period may be extended for third year with mutual consent of both the parties.
16.	Performance security	5 percent of approved price of the successful bidder.
17.	Bid validity	90 days, May be extended by mutual consent of both parties. Validity of demand draft will be extend accordingly.

Note:-1. Detail of this bid notification and qualification criteria can also be seen on website www.dipr.rajasthan.gov.in and www.dop.rajasthan.gov.in & Rajasthan state public procurement portal <http://sppp.raj.nic.in>

2. The interested bidders shall have to be enrolled/registered with portal of www.eproc.rajasthan.gov.in for participating in the bidding process.
3. According to Finance (G&T) department circular no. 6(5) Finance/GF&AR/2018 dated 27.04.2020 Bid Security Amount, Tender Document Cost and RISL Processing fees will have to be deposited online on E-Grass and the amount of GST payable on Tender Document Cost will be deposit in form of banker's cheque/ bank draft in favour of Deputy Secretary DOP (B), Government Secretariat Jaipur and also upload it on site.
4. If for any reason, the date of opening of Technical Bid be a holiday, the same shall be opened at the same time on next working day.


Deputy Secretary
Department of Personnel(B)
Government Secretariat, Jaipur
Tel. No. 0141-2227700

**GOVERNMENT OF RAJASTHAN
DEPARTMENT OF PERSONNEL (B-III)**

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 - If for any reason, the date of opening of Technical Bid be a holiday, the same shall be opened at the same time on next working day.

**Deputy Secretary
Department of Personnel(B)
Government Secretariat, Jaipur
Tel. No. 0141-2227700**

Instruction to bidders

S.No.	Particulars of the Document(s) enclosed	Page Nos. (from – to)
1	Notice inviting e-bid	1
2	Instruction to bidders	2
3	Bid form	3-4
4	Schedule -A 'Technical Bid Form'	5-11
5	Schedule - B 'Terms and conditions of the Bid'	12-28
6	Format of agreement	29-30
7	Annexure - A'Compliance with the code of Integrity and No. of conflict of interest.'	31
8	Annexure - B 'Declaration by bidder regarding qualifications'.	32
9	Annexure - C 'Grievance Redressal During Procurement process '	33-35
10	Annexure - D ' Additional Conditions of Contract'	36-37
11	Annexure-1 'Bio-data of the Bidder'.	38-43
12	Annexure - 2 'House Keeping and Upkeeping services with service levels'.	44-48
13	Annexure-3 'Civil Services and Comprehensive Maintenance of civil installations with service level'.	49-51
14	Annexure - 4 'Electro - Mechanical Services and Comprehensive Maintenance of Electro - Mechanical Installations with service level'. (Electrical itmes, Intercom items, Electronic office equipments, IT equipments)	52-60
15	Annexure - 5 'Miscellaneous Service with service level'	61-64
16	Annexure - 6 'Deployment Plan'	65
17	Annexure - 7 'Action Plan'	66
18	Annexure - 8 'Self Appraisal (Competency Statement) to be submitted by the bidder.	67
19	Annexure(s) 09 to 13 'Inventory lists of various installations in the CMO buildings. {Civil installations & furniture, Electromechanical items(Electrical, Intercom, Electronic office equipment, IT equipments)}	68-108
20	Annexure - 14 Gate pass	109-110

BID FORM

To
Deputy Secretary
Department of personnel (B)
Rajasthan Government Secretariat,
Jaipur (Rajasthan)

Sub.:- Submission of Bid

Dear Sir,

With reference to your bid inviting notice No. F.4(4)DOP/B-III/2024 Jaipur dated 11.09.2024 after examining the Floor Drawings, Utility Drawings, Scope of Work (SOW) in the House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan and having visited/examined the said building and also having acquired the requisite information about the said building, I/We hereby offer to undertake the job specified in the Terms & Conditions of the Bid with its annexure(s) for the duration of 2 (two) years from the date to be decided while finalization of this bid process, at the rates mentioned in the financial Bid Form

1. Following documents are attached towards the proof of fees deposited.

S.No.	Particular	Number	Dated	Bank
1.	Bid Fees : Rs. 1000/-deposited online on e-grass. GST : 180/- DD/ Banker'sCheque (in favour of Deputy Secretary, DOP (B), Rajasthan Government Secretariat payable at Jaipur (Original DD/Banker Cheque to be deposite in office and also upload it on site).			
2.	RISL Processing Fees : Rs. 2000/- deposited online on e-grass.			
3.	Bid security : Rs. 10,40,000/- deposited online on e-grass.			

- The Contract Period commences from the date of issue of work order and period of contract will be for 2 (two) years from the effective date.
- I/We agree to abide by the process to be evolved by the DOP for evaluating the technical and financial bids.
- Should this bid be accepted, I/We hereby agree to abide by Terms and Conditions (Schedule-B) along with its annexure(s) attached hereto duly signed by me/us. I/We are not putting any additional condition from my/our side.
- All the schedules and documents necessary in this connection are enclosed hereto. All the documents/photocopies of the documents have been self-attested by me/us and the DOP is free to prosecute me/us in a competent court of law if any of the documents/photocopies of the documents is/are found to be false or forged.
- Other necessary details about us are given in the Technical Bid Form (Schedule-A) and Bio-data of the Bidder (Annexure-1) enclosed herewith.

7. List of the documents being submitted by me/us in support of my/our technical bid is as under :-

S.No.	Particulars of the Document(s) enclosed	Page Nos. (from – to)
1	Schedule -A 'Technical Bid Form'	
2	Schedule - B 'Terms and conditions of the Bid'	
3	Annexure - A'Compliance with the code of Integrity and No. of conflict of interest.'	
4	Annexure - B 'Declaration by bidder regarding qualifications'.	
5	Annexure - C 'Grievance Redressal During Procurement process'	
6	Annexure - D ' Additional Conditions of Contract'	
7	Annexure-1 'Bio-data of the Bidder'.	
8	Annexure - 2 'House Keeping and upkeeping services with service levels'.	
9	Annexure - 3 'Civil Services and Comprehensive Maintenance of civil installations with service level'.	
10	Annexure - 4 'Electro - Mechanical Services and Comprehensive Maintenance of Electro - Mechanical Installations with service level'.	
11	Annexure - 5 'Miscellaneous Service with service level'	
12	Annexure - 6 'Deployment Plan'	
13	Annexure - 7 'Action Plan'	
14	Annexure - 8 'Self Appraisal (Competency Statement) to be submitted by the bidder.	
15	Annexure(s) 09 to 13 'Inventory lists of various installations in the CMO buildings.(Inventory lists of various installations in the CMO buildings.	
16	Annexure - 14 Gate pass	
17	A self attested copy of the constitution of the Agency	
18	Other Document, which, bidder has annexed in its bid's support.	
	a	
	b	
	c	
	d	
Signature of the Bider		
Name of Signatory		
Status/Post of the Signatory		
Name of the Company/Agency		
Date		

Schedule-A 'Technical Bid Form'

House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan

Ref. NIB No. F.4(4)DOP/B-III/2024Jaipur, dated 11.09.2024

1	Department Inviting the Bid		Department of Personnel, Rajasthan Government Secretariat, Jaipur	
2	Reference of NIB		No.F.4(4)DOP/B-III/2024, Jaipur Dated : 11/09/2024	
3	Work or Services to be outsourced under Bid		House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan (Details to be given in the bid document)	
4	Estimated cost of the work		260.00 Lacs per annum (i.e. 520.00 lacs for two year)	
5	Officer invited the bid		Deputy Secretary, Department of Personnel(B)Government Secretariat, Jaipur	
6	Name of the Bidder with Particulars	Name		
		Address		
		Telephone Number with STD Code		
		Mobile No		
		Fax Nos.		
		E-mail Id		
		Website		
7A	Bid Form Cost Rs. 1000/- Deposit vide:-		GRN No. of online Challan deposited on e-grass _____ dated _____ for Rs. 1000/-	
7B	GST on Bid Form Cost Rs. 180/- Deposit vide:-		DD No. _____ dated _____ for Rs. 180/- (original DD/Banker's cheque enclosed herewith)	
8	RISL Processing Fees Rs. 2000/- Deposit vide:-		GRN No. of online Challan deposited on e-grass _____ dated _____ for Rs. 2000/-	
9	Bid security Rs.10.40 lacs (Rs. Ten Lac Forty Thousand only) deposited vide		GRN No. of online Challan deposit on e-grass _____ dated _____ for Rs. 10,40,000/-	
10	Registration Particulars of the Bidder	Status (Company/Institute/ Firm Corporate Body etc.)		
		Registration No. & Date with certificate		
		Office where Registered		
		Law under which registered		
		Validity Period of Registration, upto till date		
11	<u>Business Turnover</u> of the bidder during 3 preceding financial years.			
	Financial years	Annual Business Turnover (in Rs. Lacs)	Documentary Proof as annexure number	
	2020-21		Annexure _____ as page _____	

	2021-22		Annexure _____ as page _____
	2022-23		Annexure _____ as page _____
12	ESIC Regn. No. (Certificate enclosed herewith)		Annexure _____ as page _____
13	EPF Regn No. (Certificate enclosed herewith)		Annexure _____ as page _____
14	GST Regn. No. (Certificate enclosed herewith)		Annexure _____ as page _____
15	PAN No. (Certificate enclosed herewith)		Annexure _____ as page _____
16	Audited (by CA) Balance sheet of the bidder for 3 preceding financial years to be enclosed.		
	Financial Year	YES/NO	Annexure Number
	2020-21		Annexure _____ as page _____
	2021-22		Annexure _____ as page _____
	2022-23		Annexure _____ as page _____
17	Income Tax Return of 3 preceding Assessment Years		
	Assessment Year	Net Income Tax Amount Paid	Annexure. Number
	2021-22		Annexure _____ as page _____
	2022-23		Annexure _____ as page _____
	2023-24		Annexure _____ as page _____
18	Deployment Plan (Enclosed herewith as per annexure-6 of schedule-B)		Annexure _____ as page _____
19	Affidavit of No Pendency of ESI, PF, GST & No debar by any procurement entity on 100/- Rupees Non Judicial Stamp Paper		Annexure _____ as page _____
20	ISO-9001 Certificate		
	1		Annexure _____ as page _____
	2		Annexure _____ as page _____
	3		Annexure _____ as page _____
21	GST Return of 31/03/2024		
	1		Annexure _____ as page _____
22	Experience (2021-22, 2022-23& 2023-24)		
	S.No.	Year	Amount
	1		Annexure _____ as page _____
	2		Annexure _____ as page _____
	3		Annexure _____ as page _____
	4		Annexure _____ as page _____
	5		Annexure _____ as page _____
23	Bidders Bank detail are as under:-		
	1		
	2		
24	Name and Designation of Authorized Signatory		
	Name & Designation		
	Address		

25	Bio-Data of the Bidder (Annexure-01 of Schedule B - Terms and Conditions) duly filled is enclosed.	Annexure _____ as page _____
26	Detailed Action Plan for implementing the House Keeping , FMS and comprehensive maintenance services as required vide para 10 of Sechedule - B (Annexure-07) of Terms and Conditions, enclosed.	Annexure _____ as page _____
27	OEM authorization certificate of audio video conference system and lifts as required Vide Para 3 (S) of Schedule – B.	Annexure _____ as page _____
	Signature of the Bidder	
	Date	
	Name of the Bidder Company	
	Status or Post held by the person signing and submitting this bid	
	Contact phone number with STD code	
	Contact Mobile Number if any	

Important Instructions:-

1. Department of Personnel (B-III), Secretariat, Government of Rajasthan invites Technical & Financial Bids through e-bid from the eligible bidders for providing House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan. Bidders should submit the proposal on the website <http://www.eproc.rajasthan.gov.in>. The first part will consist of Technical Proposal and the second part will consist of Financial Proposal.
2. Bidders should go through the website <http://eproc.rajasthan.gov.in> for understanding the e-procurement process and refer to the link “Help For Contractors”, “Information About DSC (Digital Signature Certificate)”, “FAQ’s” and “Bidders Manual Kit” and clause number 32 to know the process for submitting the electronic bids at the website.
3. Bidders need to have a Class 3 category digital signature issued by a licensed Certifying Authority (CA) for e-Biding Portal.
Complete bid document has been published on the websites <http://dop.rajasthan.gov.in>, <http://dipr.rajasthan.gov.in>, Rajasthan state public portal <http://http://sppp.raj.nic.in> and <http://eproc.rajasthan.gov.in> for the purpose of downloading. The downloaded final bid document shall only be considered valid for participation in the bid process subject to submission of required Bid Security Amount, Tender Document Cost and RISL Processing fees will have to be deposited online on E-Grass and the amount of GST payable on Tender Document Cost will be deposited in form of banker's cheque/bank draft in favour of Deputy Secretary DOP (B), Government Secretariat Jaipur will be submitted physically to Department of personnel B-III and also upload it on site.
4. **Please note that a Pre-Bid meeting of prospective bidders will be held as given in NIB. The objective of this meeting is to address queries of the prospective bidders related to the Bid document.**
5. All the communication/ correspondence including the bid document (Technical and Financial Bid) should be signed digitally and stamped on each page by the designated authorized representative of the bidder.

6. The Technical Bid shall be opened on prescribed date in NIB in the presence of designated representatives of the bidder. The qualifying bids of the Technical evaluation process shall only be considered for further evaluation of Financial Bid. The Financial bid shall be opened in the presence of the technically qualified bidders/ designated representatives on separate date and time that will be intimated later to all the technically qualified bidders.
7. No contractual obligation whatsoever shall arise from the bidding process unless and until a formal contract is signed and executed between the bidding authority and the successful bidder.
8. RTPP Act-2012 & Rules-2013 alongwith GF&AR shall prevail.

General condition of Bid Form

9. Bids will not be considered without bid form cost + GST, Processing fees and bid security amount.
10. Rate shall be written both in words and figures. There should not be errors and over-writings/ corrections, If any, should be made clearly and initial with dates. If there is a discrepancy between words and figures in financial bid, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to the provisions of rule 64 in Rajasthan Transparency in Public Procurement Rule 2013
11. Amount of Bid quote is inclusive of all Statutory taxes, levies, charges, amount for contribution towards Employees PF, ESI & GST etc. and it also includes any other legal liabilities which may be in force at present or may arise in future. Nothing will be paid extra by the DOP in addition to the above quoted bid amount. If deduction at source is mandatory on account of any statutory tax, levy, cess, fee etc., it will be deducted from the amount of monthly bill submitted the service provider. The amount mentioned in schedule-B para {2(I(c))} will also be deducted if any floor of central library remains unoccupied.
12. **It is clarified that bidders are supposed to submit financial bids for 1st year. The amount will be increased by 5% for second year. Third year amount will increased by 5% on second year amount (Period may be extended for third year with mutual consent of both the parties).**
13. Bid Security Amount, Tender Document Cost and RISL Processing fees will have to be deposited online on E-Grass and the amount of GST payable on Tender Document Cost will be deposited in form of banker's cheque/bank draft in favour of Deputy Secretary DOP (B), Government Secretariat Jaipur will be submitted physically to Department of personnel B-III and also upload it on site.
14. Hard copy of only uploaded technical document shall also be submitted in sealed envelop to the committee at time of opening of technical bid for clarity of bid document.
15. Bid shall be valid for 90 days. Validity of bid may be extended as per Rajasthan transparency in public procurement Rules. On extension of time period of bid the time period of demand draft shall also be extended accordingly.
16. The bidder shall furnish the following documents at the time of execution of agreement:-
 - (i) Attested copy of Partnership Deed in case of Partnership Firms.
 - (ii) Registration Number and year of registration in case partnership firm is registered with Registrar of Firms.
 - (iii) Address of residence and office, telephone numbers in case of sole Proprietorship.
 - (iv) Registration issued by Registrar of Companies in case of Company.
17. Qualification of bidders.-
 - (a) the procuring entity shall disqualify a bidder if it finds at any time that,-
 - (i) the information submitted, concerning the qualifications of the bidder, was false or constituted a misrepresentation; or

(ii) the information submitted, concerning the qualifications of the bidder, was materially inaccurate or incomplete.

(b) the procuring entity may require a bidder, who was pre-qualified, to demonstrate its qualifications again in accordance with the same criteria used to prequalify such bidder. The procuring entity shall disqualify any bidder that fails to demonstrate its qualifications again, if requested to do so. The procuring entity shall promptly notify each bidder requested to demonstrate its qualifications again as to whether or not the bidder has done so to the satisfaction of the procuring entity.

(c) If bidder is a Joint Venture

(i) all parties to the Joint Venture shall sign the bid and they shall be jointly and severally liable; and

(ii) a Joint Venture shall nominate a representative who shall have the authority to conduct all business for and on behalf of any or all the parties of the Joint Venture during the bidding process. In the event the bid of Joint Venture is accepted, either they shall form a registered Joint Venture company/firm or otherwise all the parties to Joint Venture shall sign the Agreement.

(d) A bidder should not have a conflict of interest in the procurement in question as stated in rule 81 and the bidding documents. The procuring entity shall take appropriate actions against the bidder in accordance with section 11 and Chapter IV of the Act, if it determines that a conflict of interest has flawed the integrity of any procurement process. All bidders found to have a conflict of interest shall be disqualified.

(e) A bidder debarred under section 46 of RTPP Act- 2012 shall not be eligible to participate in any procurement process undertaken by,-

(i) any procuring entity, if debarred by the State Government; and

(ii) a procuring entity if debarred by such procuring entity.

18. Changes in the bidding documents.-

At any time prior to the deadline for presenting bids, the procuring entity may for any reason, whether on its own initiative or as a result of a request for clarification by a bidder, modify the bidding documents by issuing an addendum in accordance with provisions of section 23 of RTPP Act- 2012 .

19 Validity of bids.-

(a) The validity of bids would be 90 days, It may be extended by mutual consent of both parties. Validity of demand draft will be extend accordingly.

(b) Prior to the expiry of the period of validity of bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of bid but in such circumstances bid security shall not be forfeited.

(c) Bidders that agree to an extension of the period of validity of their bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its bid.

20. Clarification of bids.-

(1) To assist in the examination, evaluation, comparison and qualification of the bids, the bid evaluation committee may, at its discretion, ask any bidder for a clarification regarding its bid. The committee's request for clarification and the response of the bidder shall be in writing.

(2) Any clarification submitted by a bidder with regard to its bid that is not in response to a request by the committee shall not be considered.

(3) No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the committee in the evaluation of the financial bids.

(4) No substantive change to qualification information or to a submission, including changes aimed at making an unqualified bidder, qualified or an unresponsive submission, responsive shall be sought, offered or permitted.

(5) All communications generated under this rule shall be included in the record of the procurement proceedings.

21. Procuring entity right to accept or reject any or all bids

The Procuring entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the bidders. Reasons for doing so shall be recorded in writing.

22. (i) Any change in the constitution of the firm, etc., shall be notified forthwith by the contractor in writing to the purchase officer and such change shall not relive any former member of the firm, etc., from any liability under the contract.

(ii) No new partner/partners shall be accept in the firm by the contractor in respect of the contract unless he/they agree to avoid by all its terms, conditions and deposit with the purchase officer a written agreement to this effect. The contractors receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them and will be sufficient discharge for any of the purpose of the contract.

23. The approved supplier shall be deemed to have carefully examined the conditions, specifications, size, make and drawings, etc., of the goods to be supplied. If he has any doubts as to the meaning of any portion of these conditions or of the specification, drawing, etc., he shall, before signing the contract, refer the same to the Purchase Officer and get clarifications.

24. The contract for the supply, can be repudiated at any time by the Purchase Officer, if the supplies are not made to his satisfaction after giving an opportunity to the tenderer of being heard and recording of the reasons for repudiation.

25. Direct or indirect canvassing on the part of the tenderer or his representative will be a disqualification.

26. **Recoveries** : Recoveries of liquidated damages, short supply, breakage, rejected articles shall ordinary be made from bills. Amount may also be withheld to the extent of short supply, breakages, rejected articles and in case of failure in satisfactory replacement by the supplier alongwith amount of liquidated damages shall be recovered from his dues and security deposit available with the department. In case recovery is not possible recourse will be taken under Rajasthan PDR Act or any other law in force.

27. If a tenderer imposes conditions which are in addition to or in conflict with the conditions mentioned herein, his tender is liable to summary rejection. In any case none of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of tender issued by the Purchase Officer.

28. The Purchase Officer reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tenderer has been given or distribute items of stores to more than one firm/supplier.

29. All legal proceedings, if necessary arise to institute may by any of the parties (Government or Contractor) shall have to be lodged in courts situated in Rajasthan and not elsewhere.

30. Final evaluation shall be done on the basis of most advantageous bidder in order to secure prompt delivery of goods or services. However procuring entity, in any case shall not be abide to approve Lowest bid, If the quantity of the subject matter of procurement required is beyond the capacity of the lowest bidder.

31. Conditions relating to E-Procurement

- a) Bidder is advised to visit the <http://www.eproc.rajasthan.gov.in/> and follow the guidelines for registration and submission of e-bid for the bid.
- b) It is advised that bidders should submit their bids well in advance of the last date of bid submission. DOP shall not be liable for any problems faced by the bidder during submission at the last moment. Extension of deadline/ permission to include bids not submitted on the website because of above mentioned reasons will not be considered.
- c) Bidders should register on the site <http://www.eproc.rajasthan.gov.in/> and follow the process prescribed for e-bidding. Bid should be submitted online, Offline submitted bids will not be considered for evaluation and will be rejected.
- d) For financial bids, bidders should download **BoQ.XLS (Microsoft Excel File)** uploaded on the website as a part of the bid and fill details without any modification to the template.
- e) Any tampering/ change made in the downloaded **BoQ.XLS (Microsoft Excel File)** format will not be accepted by the website while uploading.
- f) Bidder needs to have a valid class 3 digital signature certificates to participate in the e-bidding process.
- g) Bidder needs to digitally sign all the documents submitted as a part of their bid.
- h) DOP will not be responsible for the rejection of bids in case of non compliance to e-bidding process
- i) Bidders need to upload all the required documents mentioned the bid document.
- j) Any corrigendum will be published on the website <http://eproc.rajasthan.gov.in> and <http://sppp.raj.nic.in> will be a part of this bid. Bidders should look on this website regularly for updates, details related to the bid.
- k) Bids shall be opened online however bidder may choose to attend the bid opening at the DOP office.
- l) Bidders should submit their EMD(Bid security), bid document fee, GST and e-bid processing fee as given in NIB.
- m) **Bidders should be careful while uploading the necessary documents on the website. Documents related to technical bid shall only be uploaded in the technical bid and related to financial bids shall be uploaded in the financial bid.**
- n) For filling the BoQ and financial bid refer to Instruction for filling Financial Bid in e-bidding portal given in the Financial bid format.
- o) Total space in Myspace is 10 MB with a maximum size of 2 MB per file
- p) Maximum permissible size for any bid is 20 MB-25 MB with a condition that the local client should have 2 GB or more RAM. Bidders are requested to scan the document in pdf format at minimum resolution for uploading the document on the e-procurement portal.
- q) The session time for e-procurement portal is 20 minutes.

Deputy Secretary
Department of personnel(B)
Government Secretariat, Jaipur

Schedule - B 'Terms and Conditions of the Bid'

HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

General condition of contract

1-Definitions and explanations:

Unless the context requires otherwise, with reference to this Bid and all other documents in pursuant to this process:-

- (A) **"Agency" or FMS Agency" or "Service Provider"** shall mean the Company/Agency/Firm/Institution, whose bid have been approved for House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan in pursuant to this bid process and it includes its legal heirs, representatives, administrators, successors and permitted assigns.
- (B) **"Agreement"** shall mean the Agreement to be signed by and between the Deputy Secretary, Department of personnel (B) Government Secretariat and the FMS Agency **"Service Provider"** for providing Services in pursuant to this bid process.
- (C) **"Bidder"** shall mean company/agency/firm/institution who submits its bids for House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan under this bid.
- (D) **"CMO"** shall mean and include the office of the Chief Minister of Rajasthan State Secretariat Jaipur.
- (E) **"CMO Building"** shall mean the building and its premises in the secretariat campus between North-South Block (SSO Building) and the Mantralaya Bhawan for Chief Minister's Office.
- (F) **"CMR"** shall mean the Chief Minister's Residence at 8 Civil Lines Jaipur, Sanganer Cell Jaipur & CM office in Rajasthan Assembly Jaipur.
- (G) **"DOP"** shall mean Department of Personnel, Government of Rajasthan, Jaipur and it include the Principal Secretary/Secretary to DOP, the Deputy Secretary/Deputy Secretary to DOP (B), and the Registrar Secretariat,
- (H) **"Effective Date"** shall mean the date from which the Agreement in pursuant to this bid process comes into force.
- (I) **"Party"** shall mean any party to the Agreement under this bid process and **"Parties"** shall mean both the parties to the Agreement.
- (J) **"PWD"** shall mean Public Works Department of Government of Rajasthan.
- (K) **"Secretariat"** shall mean the Rajasthan Government Secretariat, Jaipur (Rajasthan).
- (L) **"Principal Secretary/Secretary"** shall mean Principal Secretary/Secretary to Government of Rajasthan in Department of Personnel.
- (M) **"Service Provider Personnel"** shall mean and include all the employees, agents, sub-contractors etc., of Service Provider who may be engaged by the Service Provider (directly or indirectly) for providing the Services under the Agreement in pursuant to this bid process.
- (N) **"Services"** shall mean House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services, & Miscellaneous services (Meetings, Pantry services, Attendant Services, Hospitality Desk-Cum-Help Desk, Gard) in the House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance

Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan.

- (O) **"Service level(s)"** shall mean and include all the standards and Service levels as listed out in this bid document and annexure(s) enclosed hereto.
- (P) **"Interpretation of any term(s)"** shall mean If there is any dispute between the parties about interpretation of any term, any clause or any other issue regarding this bid or Agreement in pursuant to this bid process, the matter will be referred to the Principal Secretary/Secretary, DOP and the decision given by the Principal Secretary /Secretary would be binding on both the parties.
- (Q) **"procuring entity"** shall means an entity referred to in sub-section (2) of section 3 of RTPP Act-2012
- (R) **"bidding documents"** shall means documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid;
- (S) **"bid security"** means a security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
- (T) **"procurement contract"** shall means a contract entered into between the procuring entity and a successful bidder concerning the subject matter of procurement;
- (U) **Eligibility of bidders.**-shall means(1) A bidder may be a natural person, private entity, government-owned entity or, where permitted in the bidding documents, any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a Joint Venture.
- (V) **Rate contract.**- (1) A procuring entity may choose to engage in a rate contract procedure in accordance with the rules as may be made in this behalf,
- (W) **Language&Communication:** The language of communication shall be English & Hindi.
- (X) **"Rules"** shall mean Rajasthan Transparency in Public Procurement Rules- 2013 and General Finance & Accounts Rules.
- (Y) **"Act"** shall mean Rajasthan Transparency in Public Procurement Act 2012

2- Physical Area for which Services to be out sourced:

- (I) Area to be covered under House Keeping, Upkeeping ,Facility Management & Comprehensive Maintenance Services in the CMO premises is as under:-

"Entire building and campus of Chief Minister's Office including all the floors, rooms, corridors, basement, roof top surface, staircases, bathrooms/toilets (attached as well as independent), windows, doors, pantries, water-coolers, lifts, ventilators, land-scaping front as well surrounding open yards/pavements, and all fixed assets etc".

- (a) Total floor area of the CMO is as under:-

1	Basement Area	17680 Sq.ft.
2	Ground floor area	17680 Sq.ft
3	First Floor area	14300 Sq.ft
4	Second Floor area	14300 Sq.ft
5	Third Floor area	14300 Sq.ft
	Total Floor area	78260 Sq.ft
	Total Campus Area	75320 Sq.ft

- (b) Details of floor quality is as under:-

1	Marble Floor	56490 Sq.ft
2	Wooden Floor	4197 Sq.ft
3	Polished Kota Stone	6994 Sq.ft
4	Ceramic Tile Floor & Wall	13988 Sq.ft

Note :- Area as mentioned at Para (a) and (b) above is approximately, and it may vary 10% more or less.

- (c) Approximate area of I,II,III floor of central library building (Part of CMO) is about 24000 sq.ft.

Note:- (I) Housekeeping, office boy, pantry services & maintenance services only for intercom items, electronic office equipment & IT equipments under electrical and mechanical items are to be provided in the I, II, III floor of central library building (Part of CMO) (As per schedule B para-5)

II If area of I,II,III floor of central library building (part of CMO) remains unoccupied in terms of services mentioned in clause {(I(c)} an amount of Rs. 40000/- per floor per month shall be deducted from the respective monthly bill.

III Willing Bidders are advised to inspect the site, understand it after having discussion with DOP officers before submitting the bid.

3- Basic eligibility criteria for qualification of technical bid of the Bidder/FMS Agency:

- (A) (i) Bid documents Cost Rs. 1000.00 by online on E-Grass.
(ii) GST 180/- by Banker's cheque/ Demand draft in favour of Deputy Secretary DOP (B) Secretariat Jaipur.
- (B) Bid Processing Fees (RISL) Rs 2000/- by online on E-Grass.
(C) Bid security Rs 10.40 lacs by online on E-Grass.
(D) Self attested copy of GST registration certificate.
(E) Self attested copy of PAN Card.
(F) Self attested copy of ESIC registration certificate.
(G) Self attested copy of Employee provident fund registration certificate.
(H) Self attested Copy of ISO-9001 Certification for Service Sector
(I) Affidavit on 100/- Rupees non judicial stamp paper of No pendency of ESI, EPF, GST & Not to be debar/black listed in last three years by any procurement entity.
(J) Self attested copy of GST Return of March, 2024)
(K) Self attested copy of Registration of firm.
(L) Deployment Plan.
(M) Action Plan.
(N) Income tax return of 3 preceding assessment years (2021-22,2022-23& 2023-24)
(O) Balance sheet of 3 preceding financial years (2020-21, 2021-22& 2022-23)
(P) The Bidder (hereinafter referred to as the Agency or FMS Agency or Service Provider) submitting the bid for House Keeping, upkeeping, Facility Management & Comprehensive Maintenance services under this bid must be **having ISO-9001 Certification for Service Sector.**
(Q) The Service Provider should have average turn over Rs. 5.00 crore for 3 preceding financial years (2020-21, 2021-22 & 2022-23) along with CA certificate.
(R) A work of cost of Rs. 200.00 lacs. or two works must be at least costing not less than Rs. 100.00 lacs each per annum during in the last 3 financial years (2021-22, 2022-23, 2023-24) in Central / State Govt Deptt. / Ministry's / Organizations of the Govt of India / Semi Govt. Dept. / Autonomous bodies / PSU's. Work order and satisfactory work certificate should be attached. Relevant documents will be submitted with technical bid form.
(S) The OEM authorization certificate of audio video conference system and lifts shall be submitted with technical bid. Technical bid will not be accepted if bidder fails to provide the OEM authorization certificate. Bidder has to submit Authorization Certificate from the OEM of Digital Conference Mike System (at present Bosch make setup is installed in CMO), stating to support his system integrator specific for this Project. In this certificate, OEM will authorize his System Integrator mentioning tender details and OEM System Integrator will support the end used Back-to-Back. Similarly for the lifts (Kone at CMO & Thyssenkrup at Library Building) Without this OEM certificate, tender will not be considered.

4- Bio-Data of the Bidders:

Information required in *annexure-01*, attached with this document, under the title, "Bio-Data of the Bidder" and also basic qualifications as in para 3 (A to S) above, would serve as technical parameters for evaluation of technical bids. However, it is clarified that standards and particulars mentioned by the bidder in this *annexure-01* at the time of submitting the bid could only be

replaced, during the agreement period, with same standards and particulars and for it, prior consent of the DOP would be must.

5- Services to be outsourced:

- (A) The Government of Rajasthan in the DOP has planned to outsource the House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan Campus to a reputed and ISO-9001 Certified Facility Management Service Agency with requisite qualifications mentioned in the Para 3 (A to S) above.
- (B) The Agency is required to maintain and manage various Techno-administrative Services at the CMO and its premises & I,II,III floor of central library buildings as bellow :-

House keeping and upkeeping services:-

- Cleaning & Sweeping Services.
- Waste Management
- Interior decoration
- Dry Cleaning
- Signage, direction boards and guide maps.
- Office & Conference Meeting Management
- Lock & Key management
- All fixed assets management.

Operation & Comprehensive Maintenance of Civil Items:-

- Sanitary Repairs Plumbing
- Carpentry / Aluminum / furniture work
- False ceiling work
- Brasso polish, Pest Control and Termite Treatment Services.,
- All fixed assets management.

Operation & Comprehensive Maintenance of Electro-Mechanical Items (Including Complete Library Building) :-

(i) Electrical Items:-

- Electric Power Supply system including CMO LT Panel near 33 KV Sub station, transformer for CMO behind SSO building.
- Stand by power supply sources including D G & UPS
- Air conditioning and air circulation system.
- Fire Detection, Fire Hydrant, Water Sprinklers and Fire Extinguishers.
- Automatic Power Factor Correction Panels
- Local Area Networking
- CCTV
- Internal Wiring and Power Supply Distribution System including all light dimming equipments.
- Indoor Lighting
- Audio Conference, Video Conference, Projection System and Display Devices
- Lifts of CMO and one lift of central library building.
- Water Coolers and water purifiers / RO systems
- Other Electrical Items

(ii) Intercom item (excluding IP telephone):-

- EPABX and connected accessories and wiring.
- All associated communication systems like BSNL MTS with telephone wiring etc.

(iii) Electronic office equipments:-

- Shredder machine.

(iv) IT equipments installed at CMO/CMR

Laptop, Desktop Computers, Servers, Scanner, Photostat Machines, FAX Machine, Barcodes Reader, Barcode Printers, Laser Printer, Color Laser Printer, Multifunction Printer, ID Card printer, I Pad, Networking Equipments (Switches, Network Cables, Racks, Access Points, IO port, & Related Accessories) & other IT Related equipments. In case of Hard Disk Crash, bidder will replace the hard disk and recover the data without any additional cost. Removal of the viruses from the Computers. Formatting of the Systems Installation of the Software. Installation of original antivirus in all Computer/Laptop in CMO and CMR.

Miscellaneous Services:-

- Meeting/conference management etc.
- Pantry services (on payment basis)
- Attendant Services.
- Hospitality Desk-Cum-Help Desk.

6- Single Point Responsibility:

As Single Point responsibility, the FMS Agency shall employ modern systems and services of International Quality, integrating all functions necessary to support the daily operations ranging from Environmental Services, Safety Aspects of the Premises to Highly Technical Maintenance Management by deploying Competent, Highly Skilled and Experienced work force under a well structured system, using Modern Management Techniques and well established Quality Management System and Procedures.

7-The Concept of single point responsibility shall also cover:

- (A) The Service Provider will maintain the area to keep good appearance, hygiene of the property including Car-parking Zone, Landscaping, Pavements, Internal Roads and provide specialist in maintenance of same.
- (B) Environmental & Cleaning Service including cleaning of all the Common Areas, Toilets, Pantry and Cafeteria Blocks, all the utility rooms within the office area and utility areas, Lifts, cleaning of floors, roof top, visor (chhajjas), walls, column, furniture, special cleaning of furniture upholstery, litter bins, staircases, lobbies, passages, ramps basements etc. The services shall include cleaning of external surfaces, including open terraces, elevator machine rooms, service shafts, Overhead Water Tank, Main Holes, Water Tank and all types of fixed assets.
- (C) Waste Management: Devise and implement the Waste Management System for removal of waste from the Rajasthan Secretariat Premises. The FMS Agency is suggested to follow the local regulation for Waste Management including the Environmental guidelines of the local authorities or the International Standard Practices.
- (D) Liaison with all the statutory and public bodies, ensuring timely payment of all dues and taxes etc. payable to the concerned, keeping all the NOC's and necessary permits duly validated at all times and initiating prompt action for renewal of the same.
- (E) Liaison with all the Public Utility Authorities such as Electricity/Water Service Providers, Fire Prevention Authorities, Electrical Inspectorate etc.
- (F) Sanitation Services.
- (G) The bidder will decorate the Vase in the Officer(s) (OSD and Above) Rooms with fresh flowers and ornamental trees etc. and decorate flower pots (Corridors) on daily basis as an integral part of the bid cost.
- (H) Meeting/Conference Management includes :-

- prepare the name plates and place them at appropriate place
 - provide fresh flowers and decorate the meeting room with other decorations as per need of CMO.
 - pantry services (on payment basis) except convention hall and cabinet meeting.
 - Coordinate with all the relevant agencies involved to organize the meeting.
 - Prepare record of all the meetings held in CM Office.
 - Provide glass bottle in meetings held in meeting halls of CMO.
- (I) To manage and operate the pantry services in the CMO. These services will also be provided in the meetings to be held in CMO. The Service Provider will maintain sufficient stock of the crockery items.
- (J) To provide attendant services to all the Officers and Staff housed in the CMO from start of the office to end of the office and also in various meetings/conferences in CMO Building. Work to be done by attendant as per direction by CMO. Alternative arrangement/replacement of absent manpower will have to be ensured.
- (K) To manage and operate the reception counter-cum-help desk for the activities like reception of the visitors, managing the waiting room, accompany of visitors, keeping the online records of the visitors should be maintained in the existing visitors software to the CMO. The reception counter will also serve as suggestion/complaint desk, where suggestions and complaints from the occupants as well as visitors will be handled. Reception will be a single point helpdesk for all the complaints registration in the existing complaints software and informing to the Agency related to that complaint and a regular follow up of the complaint till the complaint is solved.
- (L) It is further clarified that marble flooring will be polished by the agency from time to time by Diamond polish to keep the marble floor in excellent condition. The wood flooring will be polished by the agency weekly by Wax.
- (M) It is further clarified that brass polish will be done by agency from time to time.
- (N) All the consumables for House Keeping and Facility Management Services are to be managed by the Service Provider as an integral part of this bid. No extra payment shall be made for it.
- (O) Toilet sensor, hand dryer & all sanitary fittings maintain & repair by bidder.
- (P) Operation Maintenance of Plumbing and Water Distribution System of the Premises.
- (Q) Electronic Security System of CCTV to be maintained in consultation with Rajasthan Secretariat Security Management since this area is highly sensible and has direct impact on the Business Criticality.
- (R) Effective Coordination with all the AMC contractors.
- (S) Internal and external Pest Control Services.
- (T) If any Services is being outsourced/sub let by the Service Provider then the vendor should be authorized dealer of the Item.
- (U) In case of any requirement for new purchases of new computers, fax machine, Civil item, electromechanical item Telephone, furniture etc. it will be made available by DOP/DoIT/Rajcomp/PWD the bidder should be responsible to provide the FMS of any items purchase during the agreement period.
- (V) Water and Electricity expenses in pantry(s) shall be borne by DOP.
- (W) Regular checking of all items monitoring & support all the time to ensure 100% up time round the clock for 24X365 operation with OEM for services
- (X) The Kitchen equipment used by the Service provider is of the Latest Technology to reduce electricity consumption.
- (Y) All the items in the CMO will be covered under AMC contract. If new items are purchased during the FMS period, the agency will be responsible for maintenance after the warranty of the items.
- (Z) Bidder will develop and maintain Fixed Assets online Inventory management software for all the fixed assets of CMO. Bidder will maintain the software on their server. After one year of successful running, bidder have to migrate the software to Doit & C data center after security audit full source code will be provided by the bidder. If bidder fails

to develop and maintain fixed asset inventory management software than after 3 months DOP will get it developed from Doit & C, the whole expense of which shall be borne by the bidder.

(Z1) Bidder should ensure face recognition attendance system of depolyed manpower.

8- Broadly House Keeping, upkeeping, facility management & comprehensive maintenance services divided in 4 categories with details of their consumable as under:-

(A) House Keeping and up keeping services (Detail attached here to *annexure-02*)

Consumable:-

All consumables for House Keeping and Facility Management Services are to be managed by the Service Provider as an integral part of this bid. No extra payment shall be made for it.

(B) Operation & Comprehensive Maintenance of Civil Items

(Detail attached here to *annexure-03*)

Consumable:-

All consumables for Operation & Maintenance of Civil Items to be managed by the Service Provider as an integral part of this bid. No extra payment shall be made for it.

(C) Operation & Comprehensive Maintenance of Electro-Mechanical Items

(Detail attached hereto *annexure-04*)

(i) Electrical Items

Consumable:-

All Batteries for UPS, DG set and POL(diesel etc.) of the DG will be in the scope of bidder.

All other consumables and spares replacement will be in the scope of bidder. No extra payment shall be made.

(ii) Intercom items :-

Consumable:-

All Consumable of intercom items are to be managed by the Service Provider as an integral part of this bid. No extra payment shall be made for it.

(iii) Electronic office equipments:-

Consumable Items:-

Fax rolls, Toners, Photo state machine toner, sharp fax machine film roll Xerox toner shall be arranged by DOP. All Other consumables and spares including their replacements for various uses of electrical / fire /AC/IT like HDMI cable/ convertors, OFC/Lan Patch Cords, various lane switches, Audio/Video VC related accessories will be in the scope of bidder. No extra payment shall be made.

(iv) IT equipments installed at CMO & CMR

Consumable Items:-

Printer Toners, Ink Cartridges, toner bottle, sharp AR toner shall be arranged by DOP.

All other consumables and spares replacement will be in the scope of bidder. No extra payment shall be made.

(D) Miscellaneous Services:-(Detail attached hereto *annexure-05*)

Pantry consumable

All pantry consumable items are to be managed by the Service Provider as an integral part of this bid.

Stationery consumable

All type of laser printer cartage/toner, fax cartage, photo state paper, type ribbon, short hand note book, pencil, stamp pad, scale, stapler machine, stapler pin, correction fluid, diluter, pen stand, paper wet, borer, paper cutter, pen ink, pointed riffle, jotter riffle, pilot/Uni ball/Gel/ball/holder pen, CD marker pen, sketch pen, ruled register, all pin packet, Gem clip, gloves plastic/ PVC container, pin cushion, office dustbin, transparent/brown tap, adhesive slip, Hi-lighter pen/pocket

pen, paper tray, pencil rubber/sharpener, punching machine, removal page marker, plastic folder, binder clip, spiral note book, correction pen, desk calendar, scissor, ring/strip/index/spring file, engagement stand, stadeler pencil with rubber, tumbler, clip board fiber sheet, transparent sheet desmet, tracing paper, duster, baste, fevi/glue stick, maps, address label for laser printer desmate CDR single pack/without cover/Pendrive, RW pack, DVD/CD, CD/DVD bag, file cover, file tags, file lace, envelopes, all type of printed stationery. Bidder will develop and maintain Inventory management software for all the consumable of CMO. Above stationery consumable items shall be provided by DOP.

Other consumable:-

All type of Towel, Napkin, bed sheets, dustbin, door mates, table glass, tumbler(Glass), replace by DOP

9- Inventory of Installations and Equipments:

- (A) Bidder will develop and Maintain fixed assets inventory management software for all the fixed assets of CMO of various installations in CMO like civil installations, Electro-mechanical installations, EPBX, IT hardware, painting, books, sculpture Computers, Photostat machines, 4 in one printer, fax machines, telephone etc. in CMO& its premises and I, II, III floor of Central library building Jaipur Rajasthan as per physical verification(annexure 09 to 13 annexed hereto.) Out of mentioned inventories if any one is left or not enclosed with document than updated inventory shall be provided at the time of agreement.
- (B) The inventories as listed out in the annexure(s) as mentioned in all inventories annexures, are purely tentative, and a variations is likely to be there according to the requirements of CMO & its premises and I, II, III floor of Central library building Jaipur Rajasthan.
- (C) The Shifting of the items will also be maintained by the firm. The tentative list will be provided by the DOP/PWD. The firm will do the physical verification of all the items and update the database of fixed assets. The responsibilities of the firm includes the regular updation of the inventories in the system.
- (D) If any emergency in CMO then service provider will arrange to procure new material with approval of Dy. Secy./Joint secy. (Admn.) CMO / Jt. Secy. DOP(B). Payment will made by DOP after satisfactory work report.

10- Deployment of FMS Terms and Action Plan:

- (A) The Agency, alongwith the technical bid, will submit a detailed deployment plan (*Annexure-06*) for dedicated team members on behalf of the Agency to be deployed to execute day-to-day scheduled operation and maintenance under House Keeping and Facility Management Services according to terms and conditions of this bid.
- (B) Like wise, the agency will also submit an action plan (*Annexure-07*) for day-to-day House Keeping, upkeeping, Facility Management & comprehensive maintenance Services at the CMO & its premises, I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan
- (C) This deployment plan of manpower and action plan for House Keeping, upkeeping, Facility Management & Comprehensive Maintenance Services will not be the parameters for evaluation of the technical bid. DOP has rights to change the plan during the contract period. The firm has to agree with the action plan of DOP.
- (D) It is clarified that “Manpower Deployment Plan” and Action Plan for day to day House Keeping and Facility Management Services to be submitted by the bidder, are supplementary to each other and neither of these plans would be evaluated in isolation while assessing for technical evaluation. Both these plans would be seen and assessed together. (Annexure 06 & 07).
- (E) If it is required bidder will give power point presentation of proposed action plan.

11- Bid Evaluation Process:

- (A) The bid form in application format from bidder to the Deputy Secretary, DOP (B), Rajasthan Government Secretariat regarding submission of bid for FMS Services.
- (B) Schedule-A "Technical Bid Form" duly filled in and signed by the bidder.
- (C) Scheduled-B "Terms and Conditions of the Bid" duly signed on each page by the bidder.
- (D) Bid security of Rs. 10.40 lacs (Rupees Ten Lac Forty Thousand only).
- (E) E-grass challan of Rs. 1000/- as cost of bid form & Rs. 2000/- as cost of RISL Processing fees and banker's cheque/ bank draft of GST Amount Rs. 180/-
No bid without Bid security would be considered for evaluation.
- (F) Self attested copies of ESI, EPF, GST Registration, PAN card & ISO-9001 certificate.
- (G) Annexure-01 - "Bio-Data of the Bidder" duly signed by the bidder.
- (H) Annexure-02 - containing the details of " House Keeping, service level" duly signed by the bidder.
- (I) Annexure-03 - containing the details of "Civil Services and Operation & Comprehensive Maintenance" of Civil Items with service level" duly signed by the bidder.
- (J) Annexure-04 -containing the details of "Operation &Comprehensive Maintenance of Electro-Mechanical Items" with service level" duly signed by the bidder.
- (K) Annexure-05 -containing the details of "Miscellaneous Services with service level" duly signed by the bidder.
- (L) Annexure-06 - "Deployment Plan" prepared by the bidder, required vide para 10 of this document.
- (M) Annexure-07 -"Proposed Action Plan" prepared by the bidder, as required vide para 10 of this document.
- (N) Annexure-08 - "Self-Appraisal (Competency Statement) by the bidder", as required vide para – 10(D) henceforth.
- (O) Annexure(s)9 to 13 containing inventory lists of various installations in the CMO(as mentioned at para 8 above).
- (P) Self attested copies of all the documents & Certificates required vide Bio-Data of the Bidder (Annexure-1).
- (Q) The bidder shall also submit a self-attested copy of its constitution.
- (R) Any other document, which the bidder wishes to enclose in support of its bid.

12-Criteria of Technical Evaluation

- 12-1 First of all eligibility qualifications of the bidders will be examined on the basis of basic qualifications as per para 3 and 4 of schedule B and technical bids of only those bidders will be evaluated who fulfill the requisite qualification criterion. Technical bids of the bidders who do not fulfill the requisite qualification as laid down in para 3 & 4 of schedule B will not be considered for evaluation within the provision of RTPP-Act-2012 & Rule-2013
- 12-2 Thereafter, technical bids of qualified bidders will be evaluated.
- 12-3 The financial bids of only those bidders will be opened who are found technically eligible in evaluation of technical bids.
- 12-4 The bidders will enclose a Self Appraisal (Competency Statement) in *annexure-08* in which reasons, in not more than 1 page, would be mentioned why the bidder considers itself suitable for the services under this bid process.
- 12-5 The financial bids would be opened only of those bidders who are successful in technical evaluation.
- 12-6 Date for opening of financial bids will be communicated to bidders separately.

13. Bid security : -

- (1) Bid security shall not be taken in case of petty procurement valuing up to rupees ten thousand and procurement by the methods of limited bidding under clause (b) and (c) of sub-section (1) of section 30, request for quotations, spot purchase, single source procurement and competitive negotiations.
- (2) In case of open competitive bidding, two-stage bidding, rate contract, electronic reverse auction, bid security shall be 2% or as specified by the State Government of the estimated value of subject matter of procurement put to bid. In case of Small Scale Industries of Rajasthan it shall be 0.5% of the quantity offered for supply and in case of sick industries, other than Small Scale Industries, whose cases are pending with Board of Industrial and Financial Reconstruction, it shall be 1% of the value of bid. Concessional bid security may be taken from registered bidders as specified by the State Government. Every bidder, if not exempted, participating in the procurement process shall be required to furnish the bid security as specified in the notice inviting bids.
- (3) In lieu of bid security, a bid securing declaration shall be taken from Departments' of the State Government and Undertakings, Corporations, Autonomous bodies, Registered Societies, Cooperative Societies which are owned or controlled or managed by the State Societies which are owned or controlled or managed by the State Government and Government Undertakings of the Central Government.
- (4) Bid security instrument of bid security or bid securing declaration shall necessarily accompany the bid.
- (5) Bid security of a bidder lying with the procuring entity in respect of other bids awaiting decision shall not be adjusted towards bid security for the fresh bids. The bid security originally deposited may, however, be taken into consideration in case bids are re-invited.
- (6) The bid security should be given deposit through eGRAS.
- (7) The bid security of unsuccessful bidders shall be refunded soon after final acceptance of successful bid and signing of Agreement and submitting performance security.
- (8) The Bid security taken from a bidder shall be forfeited in the following cases, namely:-
- when the bidder withdraws or modifies its bid after opening of bids;
 - when the bidder does not execute the agreement, if any, after placement of supply / work order within the specified period;
 - when the bidder fails to commence the supply of the goods or service or execute work as per supply / work order within the time specified;
 - when the bidder does not deposit the performance security within specified period after the supply / work order is placed; and
 - if the bidder breaches any provision of code of integrity prescribed for bidders specified in the Act and Chapter VI of these rules.
- (9) In case of the successful bidder the amount of bid security may be adjusted in arriving at the amount of the Performance Security, or refunded if the successful bidder furnishes the full amount of performance security.
- (10) The procuring entity shall promptly return the bid security after the earliest of the following events, namely:-
- the expiry of validity of bid security;
 - the execution of agreement for procurement and performance security is furnished by the successful bidder;
 - the cancellation of the procurement process; or
 - the withdrawal of bid prior to the deadline for presenting bids, unless the bidding documents stipulate that no such withdrawal is permitted.

14. Performance security.- (1) Performance security shall be solicited from all successful bidders except the department's of the State Government and undertakings, corporations, autonomous bodies, registered societies, co-operative societies which are owned or controlled or managed by the State Government and undertakings of the Central Government. However, a performance security declaration

shall be taken from them. The State Government may relax the provision of performance security in particular procurement or any class of procurement.

(2) The amount of performance security shall be 5 percent, or as may be specified in the bidding documents, of the amount of supply order in case of procurement of goods and services and 10 percent of the amount of work order in case of procurement of works. In case of Small Scale Industries of Rajasthan it shall be 1 percent of the amount of quantity ordered for supply of goods and in case of sick industries, other than Small Scale Industries, whose cases are pending before the Board of Industrial and Financial Reconstruction (BIFR), it shall be two percent of the amount of supply order.

(3) Performance security shall be furnished in any two of the following forms -

(a) deposit through eGRAS;

(b) Bank Draft or Banker's Cheque of a scheduled bank;

(c) National Savings Certificates and any other script/instrument under National Savings Schemes for promotion of small savings issued by a Post Office in Rajasthan, if the same can be pledged under the relevant rules. They shall be accepted at their surrender value at the time of bid and formally transferred in the name of

procuring entity with the approval of Head Post Master;

(d) Bank guarantee/e-Bank guarantee of a scheduled bank. It shall be got verified from the issuing bank. Other conditions regarding bank guarantee/e-Bank guarantee shall be same as mentioned in the rule 42 for bid security;

(e) Fixed Deposit Receipt (FDR) of a scheduled bank. It shall be in the name of procuring entity on account of bidder and discharged by the bidder in advance. The procuring entity shall ensure before accepting the Fixed Deposit Receipt that the bidder furnishes an undertaking from the bank to make payment/premature payment of the Fixed Deposit Receipt on demand to the procuring entity without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit.

(4) Performance security furnished in the form specified in clause (b) to (e) of sub-rule (3) shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the bidder, including warranty obligations and maintenance and defect liability period.

Additional performance security :- An additional performance security shall also be taken from successful bidder in case of unbalanced bid as per rule 75A.

15- Agreement between the Parties:

An agreement on non-judicial stamp paper for Rs.500/- is to be signed by and between the Deputy Secretary, Department of personnel (B) and the approved bidder (Service Provider) for the work under this bid process within 15 days. The draft of agreement is to be approved by the DOP.

16-Term of the Agreement:

The term of agreement under this bid process will be for two years from effective date. Which may be extended for third year subject to the satisfaction of DOP and mutual consent of both the parties.

17-Problem Management/Problem Response Time/Penalty clause

(A) All the problems and suggestions/complaints will be dealt with at the FMS Helpdesk in existing complaint software.

(B) Penalty clause Detail attached hereto *annexure-02 to 05*

18- Amount of Penalty will be decided by DOP as per annexure 02 to 05

19-Risk and Cost Clause:

1 In case the Service provider will not be able to rectify/repair any lodged complaint on time then after 10 days the department will repair the equipment from the market and the actual cost of repair including penalty will be deducted from the monthly bill of Service Provider or the same may be recovered from the service provider.

- 2 **It is clarified that satisfactory performance and maintenance of services would be the essence of the agreement to be signed by and between the parties in persuasion to this bid process. If the work of the contractor is not satisfactory then alongwith the penalty imposed a notice will be given for improvement in performance/work. If contractor does not show any improvement in work even after three notices then Principal Secretary, DoP/Deputy Secretary(B), DoP shall have the right to cancel the agreement and terminate the services within or after 2 months from the date of the last notice served along with this the performance security will also be forfeited.The DOP would be free to get the services or a part of the services from another source on the risk and cost of the Service Provider/Bidder.**

20-Force Majeure:

Delay in performance or non-performance of any obligation contained herein, shall be excused to the extent such failure or non-performance is caused by force majeure. For purpose of this bid and agreement to be signed in pursuant to this bid process, "force majeure" shall mean any cause of agency preventing performance of an obligation under this bid or Agreement under this bid, which is beyond the reasonable control of either party hereto, and which by the exercise of due diligence, could not have been avoided or overcome, including fire, flood, sabotage, shipwreck, embargo, explosion, terrorist attack, labour trouble, accident, riot, acts of governmental authority (including acts based on laws or regulations now in existence as well as those enacted in the future), acts of God. It is expressly agreed that Service Provider ability to provide Services to a third party at a more advantageous price or Service Provider's economic hardship shall not constitute a force majeure event.

21-Deliverable with monthly bill:

- 1- Bill in triplicate
 - 2- Salary payment sheet in single copy.
 - 3- ESI Contribution deposit Challan in triplicate
 - 4- EPF Contribution deposit Challan in triplicate
 - 5- GST deposit Challan in triplicate.
 - 6- No pendency certificate in triplicate of here to for payment received like Wages/salary, ESI & EPF contribution, GST and other statutory taxes related this bid.
 - 7- Monthly report of online lodged complaints in single copy.
 - 8- Preventive maintenance report of Electromechanical Items {Intercom items, Electronic office equipments & IT equipments (installed at CMO & CMR)} on quarterly basis in single copy.
 - 9- NEFT/ECS payment Proof of salary to employees through bank in single copy.
 - 10- Contribution history of ESI and ECR of EPF in single copy.
 - 11- Report of face recognition attendance system in single copy.
 - 12- Required service level reports as per annexure 02-05 of the tender document in single copy.
- Note :- Scanned PDF copy of all the above documents will also be submitted along with bill.

22-Payment Terms:

- 1- Though, the bid amount to be approved in pursuant to this bid process would be annually, however the agency will raise monthly bills on proportionate basis with all deliverables instructed by DOP. The Secretariat will pay these monthly bills as soon as possible, however, if it is required under law to deduct some statutory taxes at sources, they will be deducted before the bill will paid. Deduction mentioned in clause {(I(c)} will also be deducted from monthly bill. Penalties if any, will also be recovered from the bill before payment.
- 2- The Department is try to make the payment within fifteen days after submission all the required documents, bill duly verified by the concern officer and after proceeding of recovery & penalty.
- 3- If area of I,II,III floor of central library building (part of CMO) remains unoccupied in terms of services metioned in clasue {(I(c)} an amount of Rs. 40000/- per floor per month shall be deducted from the respective monthly bill.

23- Sub-letting of the Services:

The approved bidder/Service Provider shall not sub-let the services or a part thereof to any other party. However, AMC and operational services for various installations and equipments may be given on contract to authorised agencies, but with the intimation to the DOP. In case of such contract, the Service Provider would be responsible for the conduct and performance of the party whom such contract is given.

24- Statutory Obligations:

- (A) The Agency shall comply with all labour legislations applicable to its employee including but not limited to payment of minimum wages, ESI, PF, Payment of bonus, Workmen's compensation and terminal benefits as may be payable or become payable under any applicable laws. The Secretariat shall not, in anyway be responsible in this regard either in part or in full. The agency shall also pay to its employees nothing less than the minimum wages as may be notified by the appropriate Government from time to time.
- (B) If competent authority increases the minimum wages during the period of this bid being in force, the agency shall pay revised minimum wages to its workers/employees from the date on which such revision comes into force. Financial liabilities for enhanced payment on upward revision of minimum wages, is to be borne by the agency itself.
- (C) The agency shall issue letters of appointment indicating period of contract and nature of engagement to its employee. It shall also maintain full and complete attendance records and all other registers under various labour laws in force and applicable.
- (D) The Service Provider shall furnish to the DOP proof of payment of wages, PF, and ESI contributions in respect of its employees deployed to discharge its obligations under this Agreement along with relevant returns and proof of having filed relevant individual forms for employees deputed for the services.
- (E) If it appears to the DOP that the Service Provider has/have not made payment in respect of wages, PF, or ESI contribution, the DOP shall have the right to deduct an amount equal to the wages, PF and/or ESI contribution payable by Service Provider from the amounts payable to Service Providers
- (F) While submitting bill for a particular month, the agency shall also submit the details of PF, Insurance amount deposited for the previous month along with copies of challan and list of workers/employees for which such PF, ESI contributions amount has been deposited. Until such documents are submitted; the bill shall not be paid. **The service provider shall submit separate ECR of EPF and Contribution history of ESIC of employees deployed in Secretariat only.**
- (G) The Service Provider shall be responsible for implementation of provision of all statutory requirements relating to license under the Contract Labour (Regulation and Abolition) Act 1970, and shall also comply with all the requirements under said Act and the rules framed there under.
- (H) Ignorance of law would not be an excuse for non-compliance.
- (I) The Service Providers shall allow the DOP's officials to verify its books insofar as they relate to compliance with the enactments and provide on demand to the DOP, such documentary proofs as may be required by the DOP. It shall be the responsibility of the Service Providers to pay its employees for their services, at all times and comply with the requirements related to Income tax and other statutory laws, if any, as applicable.
- (J) Wages to the Service Provider's personnel are to be paid by the Service Provider by 7th day of the succeeding month. Payment will be made in employees bank account. Statement through bank payment to employees to be submitted with monthly bill.
- (K) If non-compliance of labour laws in force is found on behalf of the Service Provider, the contract may be terminated without prior information and without any liability or compensation to the Service Provider. In such case, the DOP would be free to get the services from another source on the risk and cost of the Service Provider.
- (L) The Service Provider will have to ensure that no worker/employee deputed on the services under this bid is below the age of 18 years. If any worker/employee is found to be below the age of 18 years, the Service Provider will be held responsible for it.

- (M) The DOP or the Government of Rajasthan will not be responsible for any accident with any personnel of the Service Provider while on work. The Service Provider itself would be responsible for such accident and also for any kind of compensation to any worker/employee for such accident. The Service Provider is advised to have its personnel insured under suitable insurance schemes, on its own cost.
- (N) It is clarified that Service Provider personnel engaged for the services under this bid will be employees of the Service Provider and there will be no relation between the Service Provider's personnel and the DOP. This point has to be clarified by the Service Provider to its personnel, and an undertaking will be given in written by the Service Provider to this effect.
- (O) A list of personnel engaged or to be engaged by the Service Provider for the services under this bid, will be provided by the Service Provider to the DOP along with their residential address and other details to enable the DOP after getting their credentials verified through the Police Department for security of secretariat and entry passes.
- (P) Any type of statutory taxes applicable on services under this bid process (either in force at present or may be applicable in future by a competent order/notification) will be borne by the Agency and the DOP or Government of Rajasthan would make no extra payment on account of it.
- (Q) Contractor/Institute must submit the No dues certificate on the letter head along with the bills of each month, for depositing the last month amount of ESI, EPF and GST to the respective department of the labour deployed on contract, as per agreement.
- (R) There shall not any dues regarding ESI, EPF & GST pending on the part of bidder against government department, public sector undertaking/autonomous institute in respect ESI, EPF GST against shall solicit the fact & Not to be debar/black listed in last three years (2021-22, 2022-23 & 2023-24) by any procurement entity on the non-judicial stamp of Rs, 100/- Rupees to be submitted with technical bid.
- (S) Payment of bill would be applicable to the contractor/Institution after the submission of receipt/challan copy of the deposited deductions related to ESI, EPF & GST and other necessary statutory deduction along with the list of Labour. Along with this contractor/Institute must enclose a certificate, that annexed challan/receipts for depositing the amount ESI & EPF includes the amount of working Labour (As per contract) and GST amount of the bill for secretariat.
- (T) After obtaining the letter of the successful bidder should submit the letter of approval for appointment of labours from labour department within seven days to the Department of personnel (B-III). This approval letter should be prescribed format (Format-5) issue by DOP to service provider. Bidder must ensure the group insurance for licensed labour.
- (U) Bidder should include the amount of tax, levies, fees ESI, EPF, GST or in the financial bid with the work that would be executed as per the agreement. The state Government shall not bear any additional payment beyond the approved amount. All type of taxes, levy, fee ESI, EPF and GST shall be borne by bidder/institution. As per rule if it is necessary to deduct any tax, levy, fee at source than state government shall have the sole authority.
- (V) Service provider/bidder shall be fully compliance of Finance (G&T) Department circular no. F 2(1)FD/SPFC/2017 dated 30/04/2018 circular no. 01/2018.

25-Other Important Terms & Conditions

- (A) The Service Provider will get Photo Identity Card-cum-Entry pass issued to its personnel to be deputed for discharging facility Management Services, issued from Security Wings of the DOP and no personnel would be allowed to enter in or/and stay in Secretariat Campus without such valid Photo Identity Card-Cum-Entry pass.
- (B) The Service Provider itself will provide the personnel of the Service Provider to be deputed for the services under this bid, uniform with nameplates. All the personnel would be putting on uniform with name plates while in Secretariat Campus.

- (C) The Service Provider would be responsible for the character & conduct of its personnel. Persons with doubtful character, or with a criminal record, or with a history of conviction by competent court of law, will not be deputed for the work under this bid.
- (D) It is clarified that the DOP shall be free to reject any bid or a part of it (including the lowest one) without assigning reasons for it.
- (E) Secretariat will not provide a office space to the agency to house its office there. However, all necessary office equipment likes laptop computers, telephone, fax, Xerox etc. will be managed by the agency itself on its own cost. It is clarified that electricity supply to the agency's office space in the CMO will be provided by the DOP and the electricity charges will not be recovered from the agency, however, prior permission of the CMO/DOP will be obtained by the agency before installing any electricity consuming equipment(s).
- (F) Any change in the constitution will be notified by the FMS agency in writing to the DOP and such changes shall not discharge former office bearer/member(s) of the agency from any liability under the agreement. No New partner(s)/member(s) will be accepted in the agency in respect of the agreement unless he/she/they agree to abide by all its terms and conditions and submit an agreement to this effect in writing to the Deputy Secretary, DOP(B).
- (G) The bid form(s) and annexure(s) to it must be filled in by ink/typed any they must be legible and dully signed by the bidder.
- (H) If some of the document/annexure(s) is/are missing, the DOP has the right to reject the bid as INVALID bid.
- (I) The Bid security of the successful/unsuccessful bidder(s) will be returned without interest, whenever it is due for return as per rule.
- (J) No additional condition(s) from the bidder would be accepted.
- (K) Condition(s) of Rajasthan Transparency in Public Procurement Act 2012, Rajasthan Transparency in Public Procurement Rule 2013 and GF & AR of the Rajasthan Government would be applicable.
- (L) Unconditional power of revocation or cancellation by Government/DOP at any time on the expiry of 3 moths notice to that effect.
- (M) GST TDS amount shall be deducted at source at the time of bill payment.
- (N) If there is such any pandemic like Covid-19 etc. during the contract period then service provider will have to follow the guidelines of the Government and necessary items for this pandemic like sanitizer, mask etc. will bemade available by the service provider firm as an integral part of this bid. No extra payment shall be made for it by Government.

26- Man power deployment :

Minimum manpower will be deployed as mentioned below :-

S.No	Category	Type of Staff	Nos.	Total Nos. of staff
1	High Skilled	Facility Manager	1	
		F&B Executive	2	
		Admin Executive	2	
		Help-Desk Executive	2	
		Facility Executive - Tech	1	
		Total		8
2	Skilled	Multi Skill Technician	1	
		Technical Supervisor	1	
		House Keeping Supervisor	2	
		Electrician	9	
		Office Boy	35	
		Plumber	1	
		Carpenter	2	
		HVAC Operator	1	
		Total		52
3	Semi Skilled	Pantry Staff	21	
		Lift Operator	4	
men		Total		25
4	Un Skilled	House Keeping Boy	28	
		Tech-Helper	2	
		Total		30
			Grand Total	115

1. The above strength is minimum required manpower. As per need of work in CMO additional manpower shall be deployed by the bidder as and when required. No extra payment will be made for it.
2. The list of personnel to be employed along with their experience will have to be submitted to the CMO/DOP. Changes in personnel will take place only with prior permission of the CMO/DOP
3. If any man power is absent on any day, alternate arrangement shall be done by firm. If Firm fails to do so, one and a half times of gross salary of concerned manpower shall be deducted from the firm's payment.

27-Bid security

Bid security of Rs 10.40 lac shall be deposited through Egrass according to Finance (G&T) Department Circular No. 6(5) Finance/GF&AR/2018 dated 27.04.2020.

28-Performance security

Performance security shall be solicited from the successful bidder, the amount of performance security shall be 5%. The successful bidder have to deposit remaining percentage (as the 2% amount of bid security shall be adjusted) on vide valid demand draft or banker's guarantee of any scheduled bank in favour of "Deputy Secretary, Department of personnel (B), Government Secretariat, Jaipur. Performance security deposit & return shall be according to Rule-75(3) of Rajasthan transparency in public procurement Rule-2013. No interest shall be liable on Performance security on the part of government. Department shall have the right to adjust the dues or penalty from the performance security, if any. The term of contract may be extended as per agreement & by mutual consent. In case aforesaid extent in the validity period of performance security shall also be enhanced and the difference of amount of Performance security must be deposited within 15 days in favour of "Deputy Secretary, Department of personnel, Secretariat, Jaipur.

29-Termination of the Agreement

- (A) In the event the DOP finds the Service Provider's service unsatisfactory, the DOP shall have the right to terminate the agreement without any liability or compensation to the Service Provider as per provision of RTPP Act-2012 & Rules-2013 alongwith GF&AR.
- (B) Upon termination of the agreement for any reason whatsoever, the Service Provider shall immediately remove its materials, equipments, implements and all the Service Provider's personnel.

30-Dispute/Litigation/ Arbitration /Jurisdiction

The courts at Jaipur shall have the exclusive jurisdiction over all matters arising out of this bid process or out of Agreement in pursuant to it or out of any arbitration hereunder.

Signature And Seal of Bider

FORMAT OF AGREEMENT

THIS AGREEMENT made at Jaipur this ____ day of _____ 2024 between Government of Rajasthan, in the Department of Personnel, having its office at the Rajasthan Secretariat, Jaipur, (hereinafter called and referred to as “the First Party”)

AND

_____, a Company incorporated under the provisions of the Companies Act, 1956 having its registered office at

_____ and _____ Regional/Branch

_____ (hereinafter referred to as “the Second Party”), which expression shall unless it be repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns) of the OTHER PART:

Whereas

The First Party has decided to outsource the House Keeping, Upkeeping, Facility Management and Comprehensive Maintenance Services in the CMO & its premises and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan (hereinafter called and referred to as “the Services”), and has invited open bids for it:

- a. AND the Second Party is one of the bidders, who has submitted its technical and financial bids for providing the services:
- b. AND after securitization and evaluation of such bids received, the bid submitted by the Second Party has been approved by the First Party:

AND the annual financial rate for the one year (as per the Financial Bid document proposal) as agreed upon by the PARTIES is Rs..... (Rs.....only). The term of agreement under this tender process will be for two years from effective date, which may be extended for another one year subject to the DOP's satisfaction and mutual consent of both the parties.

An agreement on non-judicial stamp paper for Rs. 500/- is to be signed by and between the Deputy Secretary, DOP(B) and the approved bidder (Service Provider) for the work under this tender process within.

All the terms & conditions of this bid document will be part of the agreement.

AGREEMENT SIGNED & DELIVERED BY:

(Signature & Seal)

Date : _____, 2024

Place : Jaipur

Deputy Secretary
Department of personnel(B)
Rajasthan Government Secretariat, Jaipur
For and on behalf of the FIRST PARTY:

AND WITNESSED BY:

1.

(Signature)
Name & Designation

2.

(Signature)
Name & Designation

(Signature & Seal) Date : _____, 2024 Place: Jaipur

For Approved bidder

Authorised Signatory

AND WITNESSED BY:

1.

(Signature)
Name & Designation

2.

(Signature)
Name & Designation

Annexure A : Compliance with the Code of Integrity and No Conflict of Interest

Any person participating in a procurement process shall -

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

Conflict of Interest:-

The Bidder participating in a bidding process must not have a Conflict of Interest. A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

- i. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:
 - a. have controlling partners/ shareholders in common; or
 - b. receive or have received any direct or indirect subsidy from any of them; or
 - c. have the same legal representative for purposes of the Bid; or
 - d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
 - e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
 - f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
 - g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/ consultant for the contract.

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Annexure B : Declaration by the Bidder regarding Qualifications

Declaration by the Bidder

In relation to my/our Bid submitted to for procurement of in response to their Notice Inviting Bids No..... Dated..... I/we hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that:

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date:
Place:

Signature of bidder
Name :
Designation:
Address:

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(c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.

(6) Fee for filing appeal

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
 - (i) hear all the parties to appeal present before him; and
 - (ii) peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

Doc1

Memorandum of Appeal under the Rajasthan Transparency in Public Procurement Act, 2012

Appeal Noof
Before the (First / Second Appellate Authority)

1. Particulars of appellant:

- (i) Name of the appellant:
- (ii) Official address, if any:
- (iii) Residential address:

2. Name and address of the respondent(s):

- (i)
- (ii)
- (iii)

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....
.....
..... (Supported by an affidavit)

7. Prayer:

.....
.....

Place

Date

Appellant's Signature

Doc1

Annexure D : Additional Conditions of Contract

1. Correction of arithmetical errors

Provided that a Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- i. if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
 - ii. if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - iii. if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.
- If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

2. Procuring Entity's Right to Vary Quantities

- (i) At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.
- (iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than ~~50%~~ of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

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3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)

As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.

Doc1

Annexure - 01 Bio-Data of the Bidder

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024Jaipur, dated 11.09.2024

BIO-DATA OF THE BIDDER

1	Name of the Company/Agency		
2	Registered Office	Address	
		Mobile No.	
		Telephone No.	
		Fax No.	
		E-mail Id	
		Website	
3	Name of the Promoters of the Company		
4	Is the Company/Agency is Registered (Yes/No)		
4.1	If Yes, Give details under what Act/Rules		
4.2	Registering Authority, with full address		
4.3	Registration Number		
4.4	Registration is valid up till date		

Annexure - 01 Bio-Data of the Bidder

5	Name and Address of the Directors/Office bearers of the Company/Agency					
	S.No.	Name	Qualification	Post	Address	Mobile Nos. &Telephone Nos.
	1					
	2					
	3					
	4					
	5					
	Note:- Annexure 'a' separate list if space provided is not sufficient.					
6	Authorized office bearers for dealing with the Government Secretariat, Jaipur in relation with this bid.					
	S.No.	Name	Qualification	Post	Address	Telephone Nos.
7	Local (JAIPUR) Address of the Company/Agency					
7.1	Contact Person(s) with full address and telephone numbers at JAIPUR					
	S.No.	Name	Qualification	Post	Address	Telephone Nos.

Annexure - 01 Bio-Data of the Bidder

8	Does a Chartered Accountant audit the Company for every Financial Year? (YES/NO)		
8.1	If Yes, enclose audited Balance sheets with Income tax return for the 3preceding years (Please enclose and mentioned the enclosure number)	as on 31-03-2021	Annexure No. _____ at page _____
		as on 31-03-2022	Annexure No. _____ at page _____
		as on 31-03-2023	Annexure No. _____ at page _____
9	Cash flow statement required for last 3 years. (Please enclose and mentioned the enclosure number)	2020-21	Annexure No. _____ at page _____
		2021-22	Annexure No. _____ at page _____
		2022-23	Annexure No. _____ at page _____
10	PAN/GST numbers of the Company		
11	Is the company/Agency Registered under ESIC, EPF and GST/ (YES/NO)		
11.1	If yes please give registration number.		
11.2	Please enclose the registration certificate (Please mentioned the enclosure number)		Annexure No. _____ at page _____
12	Is the company ISO-9001 seriescertified? (YES/NO)		
12.1	If yes, provide a copy of the Certification (Please mentioned the enclosure number)		Annexure No. _____ at page _____
13	Does the Company have records that prove that only qualified personnel are performing work in the Company (Yes/No)		
13.1	If yes, provide a copy of the records. (Please mention the enclosure number)		Annexure No. _____ at page _____
14	Does the company have all environment permits required to conduct operations like House Keeping, Services and Facility Management Services (YES/NO)		
14.1	If yes, provide a copy of the records. (Please mention the enclosure number).		Annexure No. _____ at page _____

Annexure - 01 Bio-Data of the Bidder

15	Do Insurance/Workers Compensation cover the Company's workers? (Yes/No)					
16	Is the Company capable of making payments to its staff, if the release of payment is delayed from the Secretariat for some reason? (Yes/No)					
17	Can the Company operate without depending on its customers for working capital needs? (e.g. for inventory, equipment financing etc.) (YES/NO)					
18	Do the Company is having modern machines for House Keeping/ up Keeping services. (YES/NO)					
18.1	If yes, List be given in the following format:					
	S.N.	Name/category the machines	Make/Company	Nos. of Machines	Whether operator is or not	Qualification of Operators(if operator is there)
	1					
	2					
	3					
	4					
	5					
	6					

Annexure - 01 Bio-Data of the Bidder

19	Is Company providing/has provided House Keeping and Facility Management Services to Private Sector Companies/corporate(s) in the Country during the last 3 years? (Yes/No)			
19.1	If yes, furnish information in the following format about <u>companies/Corporate(s), whom the bidder considers to organizations</u>			
S.N.	Name of the organization with Address & Contact Number	Period		Enclose documentary proof with marked annexure number
		From	To	
1				
2				
3				
4				
5				

Annexure - 01 Bio-Data of the Bidder

20	Financial Capacity of the bidder agency to handles projects at a time to time of cost (Rupees in caror)	Rs. _____ (In Words Rupees _____) _____)
20.1	Total amount of Projects presently in hand	Rs. _____ (In Words Rupees _____) _____)
20.2	Liabilities yet to be cleared under present projects in hand.	Rs. _____ (In Words Rupees _____) _____)
	Signature of the Bider	
	Name of Signatory	
	Status/ Post of the Signatory	
	Name of the Company/Agency	
	Date	

BID FORHOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024 Jaipur, dated **11.09.2024**

HOUSE KEEPING AND UPKEEPING SERVICES

1. The House Keeping & Upkeeping Services include the following services:-
 - (A) Cleaning & Sweeping Services.
 - (B) Waste Management
 - (C) Interior decoration
 - (D) Dry Cleaning
 - (E) Signage, direction boards and guide maps.
 - (F) Office & Conference Meeting Management
 - (G) Lock & Key management
 - (H) All fixed assets management.

The details of the services required to be provided by the agency under above mentioned services is as under:-

(A) Cleaning & Sweeping Services

- (1) The approach to housekeeping and up keeping services will be governed by international principals. The agency will use scientific methodologies for cleaning activities. High-powered cleaning machines (heavy duty and light duty, as per requirement) would be used to supplement the human efforts and it will ensure a perfect combination of men and machines.
- (2) Sweeping and washing of the area under house keeping services including Kachcha or Pucca area, constructed or un-constructed area, roads using medium duty scrubber-drier machines, Vacuum cleaners, Buffers, High Pressure Jet Machines, Walk behind manual/machined Sweepers etc.
- (3) Machines as mentioned to be used in the rooms will be light duty machines, so that the floor tiles/stone is not damaged.
- (4) Brushed in scrubbers and other machines to be used in sweeping and cleaning work will be of such quality that it does not damage or harm the floor of rooms and corridors.

Annexure - 02 House Keeping and Upkeeping Services

- (5) The staff to be deputed for housekeeping and up keeping services would be well trained in the job and they will also be trained for personal and site hygiene.
- (6) The agency will ensure that chemicals and cleaning agents of pleasant odour and biodegradable composition would be used in the CMOPremises.
- (7) The sweeping and cleaning services to be provided include, but not limited to:-
- Maintenance of floors (Carpeted and solid), walls, ceilings, partitions, screens, windows, doors etc.,
 - Maintenance of all features of the area such as artifacts statues and structures, painting, panelling, lamps, chandeliers etc.
 - Utilize special cleaning machines as and when required.
 - Work out strategy schedules which suits the peak time of visitors/staff/traffic movement and demands of the occupants.
- (8) The agency has to ensure the time table, frequency and service level for sweeping and cleaning services as under:-

S.No.	Services	Responsibility of the Service Provider/FMS Agency	Frequency of Service	Required Service Level	Penalty
1	Sweeping and cleaning activities in the CMO & its premises, &I,II,III floor of central library building in Government Secretariat Jaipur, Rajasthan	Total Sweeping and washing of all the rooms and attached toilets.	Every day between 6.00 am to 8.00am, and thereafter immediately on demand during the office hours.	Clean and dust free area all the time. Healthy working environment to the satisfaction level of the occupants and visitors. Daily checked by bidder and weekly checked by SO Security (CMO) DOP. Complaints to be reduced to almost ZERO level.	If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.
2	As above	Removal of un-wanted posters, papers etc from all the rooms and attached toilets.	Every day between 6.00 am to 8.00 am, and thereafter immediately on demand during the office hours.	As above	
3	As above	Total sweeping and washing of corridors, staircases, general toilets/bathrooms	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above	

4	As above	Removal of unwarranted posters, papers etc. from corridors, staircases, general toilets/ bathrooms, staircases, railings etc.	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above
5	As above	Placing fresh tablets/cakes of odonil, phenoil or any other fragrance regularly in all the attached and general toilets/bathrooms	Regularly and always.	As above
6	As above	Soap Cakes or liquid soap on all the wash-basins.	Regularly and always.	As above
7	As above	Cleaning and sweeping of all the lifts and stairs in the building.	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above
8	As above	Emptying and cleaning all the dustbins/ waste bins in the rooms of the building	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above
9	As above	Emptying and cleaning all the dustbins/ waste bins in corridors of the building	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above
10	As above	Sweeping washing and cleaning of all the water-huts and pantry in the buildings.	Every day between 6.00 am to 8.00 am, and thereafter continuously till the office is opened.	As above
11	As above	Main holes, sewerage lines, and drainage system in the building, toilets are to be kept operational.	Regularly and all the time.	As above
12	As above	Cleaning and sweeping of all the Chhajjas, balcony and rooftop-surface of the building.	First round between 6.00 am to 8.00 am and continuously thereafter till the office is opened.	As above
13	As above	Cleaning of all the windows, window glasses, doors, and ventilators with appropriate liquid/ chemicals.	Regularly and every day in the morning between 6.00 am to 8.00 am	As above

Anexure - 02 House Keeping and Upkeeping Services

(B) Waste Management

The nature of activities and official job in the building premises regenerate the waste of two categories, i.e. Non-Biodegradable waste and Biodegradable waste. The agency will manage the daily disposal of the waste material as follows:-

Service Required	Responsibility of the Agency	Frequency of Service	Required Level of Service	Penalty
Waste Management	Safely transportation the waste out of Secretariat Campus on daily basis by its own means and its disposal as per norms prescribed by the Government Act/Rules or/ and Nagar Nigam Jaipur bye-laws.	Daily	No waste is visible in the premises area. Healthy work environment to the satisfaction level of the occupants and the visitors.	If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

(C) Interior decoration

Interior decoration in the CMO premises like paintings, curtains, sofa covers, flowerpots including fresh flowers and maintain pots with ornamental trees etc. (the list is just illustrative) will be managed and maintained by the agency as part of Facility Management Services. No additional payment will be made for it. The agency has to manage and maintain them in their original form. If any new major item has to be changed, it will be done by PWD/DOP.

Required Level of Service:-

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

(D) Dry Cleaning

Dry cleaning of various clothes, curtains, linen, tapestry items, pillow cover, chairs cover, Towel, napkin, All type of sofa & all type of chairs etc. (the list is just illustrative) is the part of Facility Management Services under this bid and no additional charges will be paid for it.

Required Level for Service:

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

(E) Signages, direction boards and guide maps:

The agency will be responsible for installing and maintaining the signages, guide maps, directions-boards in the CMO and the campus.

Required Level for Service:

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

(F) **Office & Conference Meeting Management**

The agency will manage Office Meeting & Conference meeting & provide attended services as per requirement. prepare & provide the name plates and place them at appropriate place. Flower arrangements as per need of CMO will be done by bidder and no additional payment will be made for it. Coordinate with all the relevant agencies involved to organize the meeting.

Required Level for Service:

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified within 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint is rectified.

(G) **Lock & Key management**

After leaving the rooms by the officers/employees, it is the responsibility of the bidder to switch off all the lights and fans, lock the rooms and arrange the keys in a systematic manner on the key board.

Required Level for Service:

To the full satisfaction level of the occupants So security CMO

Penalty

If the complaint is not rectified within 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint is rectified.

(H) **All fixed assets management.**

Installed items in the room/building shall be in a systematic manner.

Required Level for Service:

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified within 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint is rectified.

Note : If bidder doesn't comply with the requisite conditions of tender as per checking report then penalty will be decided as per penalty provisions of this annexure.

Annexure - 03 Civil Services

BID FORHOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024Jaipur,dated **11.09.2024**

Civil nature Services and Comprehensive Maintenance of Civil Installations

Frequency of Services and Desired Service Level is as under:

S.No.	Service to be provided or items to be maintained	Responsibility of the Service Provider/FMS Agency	Frequency of Service	Required Service Level	Penalty
1.	Sanitary Repairs - Plumbing	(a) Maintenance of all type of valves, taps, floats, cistern, basin, commode, urinal etc. and other plumbing and sanitary fittings. (b) Ensure that the pressure of the water supply for the fire fighting system is maintained at the required level. (c) Supply and drainage to and from water cooler and water filter. (d) Assist the pest control vendors in their effort by opening the drainage chambers, to spray insecticides as and when required. (e) Test the drinking water every month for purity and corrective measures to be taken as and when necessary. It is clarified that the agency will get purity of drinking water, tested fortnightly, and will obtain certificate from PHED. (f) Major maintenance work will done by PWD	Round the clock monitoring of the system installed.	Daily Check by bidder and fortnightly checked by AEN(Civil) PWD	If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.
2.	Carpentry /Aluminum /Furniture Work	(a) To carry out all the minor repair work inside the building. (b) Will ensure all interior & exterior are maintained properly. (c) Follow checklist for doors, windows, all type of chairs/ all type of tables/stools/table glass stand, all type of chairs wheel/ compressor,	Daily monitoring required.	To be check daily at 6:00 PM by bidder and fortnightly checked by AEN(Civil) PWD	If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

		Door Knobs, Skirting, partitions, cupboards, workstation, curtains, blinds, fixtures etc., and attend to any repair works if required. (d) Will coordinate with the FM Executives for any repairs to be carried out. (e) Maintaining the furniture in its original shap. (f) All fixed assets management			
3.	False ceiling work	(a) Periodic checks for the system. (b) Need-based maintenance support. (c) Major maintenance work will done by PWD. (d) All fixed assets management	Weekly	To be checked every Saturday by bidder and monthly checked by AEN(Civil) PWD	If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

- Replacement and maintained of plants would be done by the PWD.

Brasso Polish & Pest Control and termite Treatment Services

The building of CMO house a number of services under its roof and many a services by the very nature of their purpose, often support other live forms and insects whose presence is undesirable within the premises and there presence may damage the valuable record, furniture, machines and cables etc. These live form and insects are hence termed as 'Pest/ Polish'.

Service Required	Responsibility of the Agency	Frequency of Service	Required Level of Service	Penalty
<u>Brasso Polish Pest Control and Termite Treatment Services</u>	<p>(1) The agency has to effective brasso polish on existence in the building premises</p> <p>(2) The agency has to run regular and effective pest control activities to ensure that no 'pests' come to existence in the building premises.</p> <p>(3) The 'pest' control measure shall be administered only through government approved 'pest control agencies'.</p>	<p>(1) Monthly</p> <p>(2) General disinfestations against mosquitoes, spiders etc - Once a fortnight.</p> <p>(3) General disinfestations against Rats, cockroaches, house flies and mosquito larvae- Once a fortnight.</p> <p>(4) Anti-malarial fumigation - Once a fortnight.</p> <p>(5) Rodent and reptile control-need based.</p>	<p>(1) To the full satisfaction level of the occupants and visitors</p> <p>(2) No 'pests' or termite is visible in the premises area.</p> <p>(3) Neat and clean as well as healthy work environment to the satisfaction level of the occupants and the visitors. Weekly Check by bidder and monthly checked by AEN(Civil) PWD.</p> <p>If bidder doesn't comply with the requisit conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.</p>	<p>If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.</p>

- Besides the above there are some areas, which are likely to be more infested, i.e. drain outlets in pantries and toilets. Spray of suitable insecticide will be required in such areas every week preferably on Sundays and Holidays.
- It is likely that termite may come in existence in the building premises, which may damage not only the records and furniture but also adversely effects the environmental conditions. The Agency has to run a regular termite treatment programs/activities.

All fixed assets management.**Required Level for Service:**

To the full satisfaction level of the occupants and visitors.

Penalty

If the complaint is not rectified with in 1 hour, then penalty of Rs.1000 per call per day will be imposed till complaint rectified.

**Annexure - 04 Electro-Mechanical Services
(Including Complete Central Library Building)**

BID FORHOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024Jaipur, dated **11.09.2024**

Electro-Mechanical services and comprehensive maintenance of Electro - Mechanical Installations

S. No.	Item Description	Responsibility of the Service Provider/FMS Agency	Required Service Level	Penalty
1	Electric Power Supply system	All in all comprehensive maintenance & operation of items installed for supplying electric power to the CMO and Central Library Building including spares , consumables, man power and T&P etc. Items in this category are like 750 KVA,11/.415 KV transformer, L.T. cabling, L.T. panels in the CMO & near 33 KV sub station etc. as per enclosed inventory & timely updated inventory .	Minimum down time, coordination with the power supplier for uninterrupted power supply round the clock. Job Responsibilities. Ensure proper functioning of the transformer, L.T.switchgear and cables. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of minor fault like fault in LT/HT Terminations etc.,the bidder has to rectify within an hour.After one hour,penalty of Rs.1000/-per complaint per day will be imposed. Incase failure of major components ,the bidder has to rectify within 48 hours and in that duration alternative arrangement for power supply continuation shall be done by the bidder at his own cost.After 48 hours,penalty of Rs.5000/-per complaint per day will be imposed.
2	Stand by power supply sources	All in all comprehensive maintenance & operation of items installed for supplying stand by electric power to the CMO and Central Library Building including spares , consumables, POL (Diesel etc.)man power and T&P etc.Items in this category are like 250 KVA D.G.set,L.T.cabling,A.M.F. & Bypass panels, 2X20 KVA,5X10 KVA,3X5 KVA,3X3 KVA on line UPS with battery banks etc.as per	Minimum down time,coordination with power supplier for uninterrupted power supply round the clock. DG operation/maintenance must be executed by the experienced firm. Log Electrical Meter Reading.Carry out NO LOAD test of D.G.set daily. Carry out ON LOAD test of D.G.set on weekly. Keep record of diesel consumption and ensure adequate diesel in the fuel tank at all times. UPS shall be tested timely and faults shall be attended immediately to ensure uninterrupted power supply. Ensure all batteries are healthy. .Servicing	Incase of minor fault like fault in wiring,discharge of batteries etc.,the bidder has to rectify within an hour.After one hour,penalty of Rs.1000/- per complaint per day will be imposed. Incase of major failure of components etc., the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost. After 48 hours,penalty of Rs. 5000/-per complaint per day will be imposed.

		enclosed inventory & timely updated inventory .	of D.G.set including replacement of engine oil, filters & coolant once in a year. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	
3	Air conditioning and air circulation system	All in all comprehensive maintenance & operation of items installed for air conditioning and air circulation to the CMO and Central Library Building including spares , consumables, man power and T&P etc. Items in this category are like 3X155 TR central air conditioning Unit with control panel and associated accessories, 2X1.5 TR split air conditioners, various type of fans etc. as per enclosed inventory & timely updated inventory ..	Maintenance of the cooling towers on the terrace and periodical physical verification of the temperature at the office spaces. Job Responsibilities includes: Ensure overall health of the all equipment. Ensure all critical parameters as per OEM requirement and as per operation manual are maintained. Ensure proper daily operation of system. Carry out routine maintenance of all equipment. Physical condition of the chiller plant and the surrounding is clean. Start at scheduled time Ensure proper running. Monitor the temperature at all locations (regular intervals.) Shut down at designated time Any request for operating of equipment other than normal time to be entertained as per approved and agreed guidelines. Maintain logbooks ,checklists and maintenance record. Complaints related to various type of fans shall be attended immediately. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of minor fault like fault in control wiring, valves, pipe line etc., the bidder has to rectify within an hour. After one hour, penalty of Rs.1000/- per complaint per day will be imposed. Incase failure of major components ,the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost. After 48 hours, penalty of Rs. 5000/- per complaint per day will be imposed.
4	Fire Detection, Fire Hydrant, Water Sprinklers and Fire Extinguishers	All in all comprehensive maintenance & operation of items installed for Fire Safety to the CMO and Central Library Building including spares, consumables, man power and T&P etc. Items in this category are like Fire Detection, Fire Hydrant, Water Sprinklers and Fire Extinguishers etc. as per enclosed inventory & timely updated inventory .	Minimum downtime, coordination with the power supplier for Uninterrupted power supply round the clock. Fire Alarm System Round the clock monitoring of the equipment & systems installed. Carry out the necessary scheduled operations, testing and maintenance of the system and it's various components as per OEM's recommendations and recording the same. Checking of all equipment as per schedules & Checklists. Cleaning of all	Incase of minor fault like fault in control wiring, detectors, MCP, Hydrant valves etc., the bidder has to rectify within an hour. After one hour, penalty of Rs. 1000/- per complaint per day will be imposed. Incase failure of major components ,the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost. After 48 hours, penalty of Rs.

			Equipment as per schedules & checklists. Attending to alarm calls and co-coordination with the relevant security/fire fighting team. Recommending necessary Changes/updates to the System as and when warranted regarding the property's insurance interests and value enhancement. Fire Estinguishers Regular checking of all the extinguishers. Refilling of the equipments as per the specification provided by OEM. Check availability of all the extinguishers in different location of the permises. Check visibility of the extinguishers. Coordinate to arrange for propersignage. Coordinaion for annual maintenance contract. Daily check list maintained by bidder and get it inspected by Engineer Incharge. FMS agency shall obtain fitness certficate of fire installations from fire officer, GOR annually.	5000/-per complaint per day will be imposed.
5	Automatic Power Factor Correction Panels	All in all comprehensive maintenance & operation of items installed for maintaining the power factor in the CMO and Central Library Building including spares, consumables,man power and T&P etc.Item in this category are APFC panel.as per enclosed inventory & timely updated inventory .	Check functioning of all components and monitoring of power factor daily.If any fault noticed,rectify immediately. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of minor fault like fault in control wiring etc.,the bidder has to rectify within an hour.After one hour,penalty of Rs.1000/-per complaint per day will be imposed. Incase failure of major components ,the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost.After 48 hours, penalty of Rs. 5000/-per complaint per day will be imposed.
6	Local Area Networking	All in all comprehensive maintenance & operation of items installed for local area networking including repair/replacement of LAN ports in the CMO and Central Library Building including spares ,	Check functioning of all components daily. If any fault noticed/intimated,rectify immediately. Daily check list maintained by bidder and get it inspected by Technical officer of DOIT.	Incase of minor fault like fault in wiring,I/O port etc.,the bidder has to rectify within an hour.After one hour, penalty of Rs. 1000/-per complaint per day will be imposed. Incase failure of major components ,the bidder has to rectify within 48 hours and in

		consumables, man power and T&P etc. Items in this category are cat 6 cable, I/O ports, communication racks & it's accessories, fibre cable, switches etc .as per enclosed inventory & timely updated inventory ..		that duration alternative arrangement for operation shall be done by the bidder at his own cost.After 48 hours,penalty of Rs.5000/-per complaint per day will be imposed.
7	CCTV System	All in all comprehensive maintenance & operation of close circuit television system in the CMO and Central Library Building including spares , consumables ,man power and T&P etc. Items in this category are cameras, DVRs ,PCs, network switches, UPS, cabling etc. as per enclosed inventory & timely updated inventory ..	Maintenance and Operation of the CCTV. Vigilant observation of the activities visible via the same and reporting of any suspicious/abnormal activities to the security control cabin.Operation and maintenance of the installed system,ensuring their reliable operation and availability at all times and reporting any defect to the engineer for action from AMC contractor.Reporting any alarm to security/engineer for investigation and making the relevant announcements over the PA system as directed by the security. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of minor fault like fault in wiring etc.,the bidder has to rectify within an hour.After one hour,penalty of Rs.1000/-per complaint per day will be imposed. Incase of major failure of components etc.,the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost.After 48 hours, penalty of Rs. 5000/-per complaint per day will be imposed.
8	Internal Wiring and Power Supply Distribution System	All in all comprehensive maintenance of Internal Wiring and Power Supply Distribution System in the CMO and Central Library Building including spares , consumables, an power and T&P etc. Items in this category are point wiring, circuit wiring, sub main wiring, busduct & accessories switch boards distribution boards etc. as per enclosed inventory.	Check terminations periodically and tighten them.Replacement of defective/burn out components timely. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of faults ,the bidder has to rectify within an hour.After one hour,penalty of Rs. 1000/-per complaint per day will be imposed.
9	Indoor Lighting	All in all comprehensive maintenance of various type of indoor lighting fixtures in the CMO and Central Library Building including spares ,	Ensure all the fused bulbs/tubes and defective components are replaced as and when required. Maintain proper inventory of all bulbs/tube lights/spares. Daily check list maintained by	Incase of faults ,the bidder has to rectify within an hour.After one hour,penalty of Rs. 1000/-per complaint per day will be imposed.

		consumables, man power and T&P etc. Items in this category are different type of lighting fixtures, controller for intelligent lighting etc. as per enclosed inventory.	bidder and get it inspected by Engineer Incharge.	
10	Audio Conference, Video Conference, Projection System and Display Devices	All in all comprehensive maintenance & operation of audio conference, video conference, projection and display devices installed at various locations of the CMO and Central Library Building including spares, consumables, man power and T&P etc. Items in this category are audio conferencing equipments, video conferencing equipments, Projectors, Plasma Screens & its cabling etc. as per enclosed inventory.	To provide support to ensure satisfactory performance of the system. Periodical checking of the system and the utilities etc. Availability of the equipment in working condition at all times. Daily check list maintained by bidder and get it inspected by Technical officer of DOIT. Before each Audio/Video meeting the system will be checked/inspected by Technical officer of DOIT.	Incase of minor fault like fault in wiring etc., the bidder has to rectify within an hour. After one hour, penalty of Rs.1000/- per complaint per day will be imposed. Incase of major failure of components etc., the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost. After 48 hours, penalty of Rs. 5000/- per complaint per day will be imposed.
11	Lifts	All in all comprehensive maintenance & operation of Lifts in the CMO and Central Library Building & Central Library Building including spares, consumables, man power and T&P etc. Items in this category are 1X10 passenger mono space and 2X13 passenger lift as per enclosed inventory.	Minimum down time, coordination with the original supplier for uninterrupted services round the clock. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of minor fault like fault in wiring etc., the bidder has to rectify within an hour. After one hour, penalty of Rs.1000/- per complaint per day will be imposed. Incase failure of of major components, the bidder has to rectify within 48 hours and in that duration alternative arrangement for operation shall be done by the bidder at his own cost. After 48 hours, penalty of Rs. 5000/- per complaint per day will be imposed.
12	Water Coolers and water purifiers/RO System	All in all comprehensive maintenance of water coolers and water purifiers in the CMO and Central Library Building including spares, consumables, man power and T&P etc. Items in this category are 2 X 40/80 ltr. 1 X 20/20 ltr. capacity water coolers, R.O's and Aquaguards as per enclosed inventory.	Checking of water coolers and water purifiers functionality. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of faults, the bidder has to rectify within an hour. After one hour, penalty of Rs.1000/- per complaint per day will be imposed.

13	Other Electrical Items	All in all comprehensive maintenance of portable electrical items which are installed at various places of CMO and Central Library Building including spares , consumables,man power and T&P etc.Items in this category are automatic hand dryers,electric extension boards,electric bells, switches, sockets, fan regulators, mud pumps etc.as per enclosed inventory.	Maintaining the accessories and if replacement is required,replace immediately.Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Incase of faults ,the bidder has to rectify within an hour.After one hour,penalty of Rs.1000/-per complaint per day will be imposed.
14	Solar Systems	All in all comprehensive maintenance and operations of Solar System including cleaning of solar system, its cables, invertors, panels etc. and all related spare parts will be maintained as per OEM guidelines.	Maintaining the accessories and if replacement is required, replace immediately. Daily check list maintained by bidder and get it inspected by Engineer Incharge.	Penalty of Rs.1000/- per day will be imposed for not cleaning the panels. Incase of faults ,the bidder has to rectify within four hour. After four hour, penalty of Rs.10000/- per complaint per day will be imposed.

Note :- 1.All Other consumables and spares including their replacements for various uses of electrical / mechanical / fire /AC/IT like HDMI cable / convertors, OFC/Lan Patch Cords, various lane switches, electrical wiring/switches/boards/electrical bells, Audio/Video VC related accessories will be in the scope of bidder. No extra payment shall be made.

2. Fire, Electrical/Mechanical, AC, IT/LAN, etc. Services of **Complete Central Library Building will be in scope of bidder.**

3. Spare items of Audio / Video Services, Lifts, LAN services Electrical Services etc AMC at cmo and complete central library building will be in scope of bidder and will be strictly maintained at site.

4. If bidder doesn't comply with the requisite conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.

5. If other Electro Mechanical addition / alteration will be carried out by the bidder. No extra payment shall be made.

6. Bidder must have OEM Authorization to maintain the Audio / Video Conferences System and Lifts.

7. In case of meetings like cabinet meeting with inter state dignitaries, central government dignitaries and video conference of CM, if any electro-mechanical facility/service fails, the penalty shall be ranging from minimum of Rs. 10000/- and maximum of Rs. 50000/- per occasion will be decided & imposed by committee.

Annexure - 04 Electro-Mechanical Services

COMPREHENSIVE MAINTENANCE OF INTERCOM ITMES

The DOP will provide a list of inventory to the agency regarding EPABX system with telephone instruments and accessories installed at CMO.

Item Description	Responsibility of the FMS Agency	Required Level of Service	Penalty
<p>EPABX and connected accessories and wiring.</p> <p>All associated communication systems like BSNL MTS with telephone wiring etc.</p>	<p>Ensure that the EPABX intercom system/Telephone/cable is operational all the time.</p>	<p>Preventive maintenance services are required to be taken up by the Bidder on quarterly basis 15 days before the end of each quarter. The Preventive maintenances service has to be done within fifteen (15) days' time since it is due. Preventive maintenance includes inspection, cleaning of the equipments from inside, testing, necessary repairing of the equipment etc.</p> <p>The Bidder has to carry out Corrective Maintenance Services as and when required upon receiving information of any fault in the equipments covered under the contract. The Bidder shall carry out troubleshooting & replacement of faulty equipments/ parts as and when required.</p> <p>The Bidder should rectify the complaints within 2 Hrs. from the time of lodging of any complaints. In case if the complaint is not rectify in 2 Hrs. and the bidder has to provide the standby equipment.</p> <p>The standby equipment / part is of similar configuration, in good condition. In this regard the Bidder is advised to keep sufficient stock of equipments at CMO.</p> <p>Daily checked by bidder and weekly checked by SO Security (CMO) DOP.</p> <p>If bidder doesn't comply with the requisit conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.</p>	<p>Delay in preventive maintenance: Rs. 500 per day per equipment will be imposed.</p> <p>If the complaint is not rectified with in 2 Hrs. and a standby is not provided then penalty of Rs. 1000 per day per call will be imposed till complaint rectified.</p> <p>If the standby not replaced by original equipment after repairing with in 10 days from the date of lodging the complaint then penalty of Rs.1000/- per day for each complaint will be imposed</p>

Annexure - 04 Electro-Mechanical Services

Comprehensive Maintenance of IT Equipments (CMO & CMR)

The DOP or the DoIT through DOP will provide lists of inventory to the agency, who shall ensure the receipts of lists of inventory regarding following items:-

- Computers and related accessories installed by DOP in the CMO/CMR building premises.
- Computers and related accessories installed by DoIT in the CMO/CMR under 'SEC LAN' project or otherwise.
- Others

Details of existing warranty/AMC coverage, existing warranty or AMC agreement and name of the firms responsible to carry out the warranty/AMC conditions, will also be provided to the agency by DOP or DoIT through DOP.

Item Description	Responsibility of the FMS Agency	Required Level of Service	Penalty
Laptop, Desktop Computers, Servers, Scanner, Barcodes Reader, Photostat Machines, FAX Machine, Barcode Printers, Laser Printer, Color Laser Printer, Multifunction Printer, ID Card Printer, IPad, Networking Equipments (Switches, Network Cables, Racks, Access Points, IO port, & Related Accessories) & other IT Related equipments & timely updated inventory.	The bidder shall provide Comprehensive Onsite Maintenance for all the specified hardware infrastructure installed at CMO/CMR. This involves comprehensive maintenance of all components covered under the contract, including repairing, replacement of parts to ensure that the system is operational as per required level of service. This will include preventive & corrective maintenance services. <ul style="list-style-type: none"> • Installation of Original antivirus in all Computer /Laptop in CMO/CMR. • In case of Hard Disk crash, the recovery of Data, • Removal of the Virus from the computers, • Formatting of the Computer System, • Installation of the Softwares The service provider has to keep the trained manpower for proper maintenance of the equipments in CMO/CMR.	Preventive maintenance services are required to be taken up by the Bidder on quarterly basis 15 days before the end of each quarter. Preventive maintenances report signed & sealed by Bidder and verified by OIC-IT, CMO Admin shall be submitted by the Bidder before the end of each quarter. Preventive maintenances service has to be done within fifteen (15) days' time since it is due. Preventive maintenance includes inspection, cleaning of the equipments from inside, testing, necessary repairing of the equipment etc.	Delay in preventive maintenance: Rs. 500 per day per equipment.
		The Bidder has to carry out Corrective Maintenance Services as and when required upon receiving information of any fault in the equipments covered under the contract. The Bidder shall carry out troubleshooting & replacement of faulty equipments/ parts as and when required in co-ordination with the OIC, Computer Cell, CMO. The Bidder should rectify the complaints within 2 Hrs. from the time of lodging of any complaints in the complaint software. In case if the complaint is not rectify in 2 Hrs. then the bidder has to provide the standby equipment at no extra cost. The standby equipment / part is of similar configuration, in good condition. In this regard the Bidder is advised to keep sufficient stock of equipments at CMO/CMR.	If the complaint is not rectified within 2 Hrs. and a standby is not provided then penalty of Rs. 1000 per day per call will be imposed till complaint rectified. If the standby not replaced by original equipment after repairing within 10 days from the date of lodging the complaint then penalty of Rs.1000/- per day for each complaint will be imposed

Note :- 1. All Other consumables and spares including their replacements for various uses of Laptop, Desktop Computers, Servers, Scanner, Photostat Machines, FAX Machine, Barcodes Reader, Barcode Printers, Laser Printer, Color Laser Printer, Multifunction Printer, ID Card printer, I Pad, HDMI cable, convertors, Switcher, Networking Equipments (Switches, Network Cables, Racks, Access Points, IO port, & Related Accessories) & other IT Related equipments will be in the scope of bidder. No extra payment shall be made.

2. If bidder doesn't comply with the requisit conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.

Annexure - 04 Electro-Mechanical Services

COMPREHENSIVE MAINTENANCE OF ELECTRONIC OFFICE EQUIPMENT

The DOP will provide a list of inventory to the agency photo copiers & fax machines, Shredder machine installed at CMO

Item Description	Responsibility of the FMS Agency	Required Level of Service	Penalty
Shredder machine timely updated inventory .	Shredder machine are operational all the time.	<p>Preventive maintenance services are required to be taken up by the Bidder on quarterly basis 15 days before the end of each quarter. The Preventive maintenance service has to be done within fifteen (15) days' time since it is due. Preventive maintenance includes inspection, cleaning of the equipments from inside, testing, necessary repairing of the equipment etc.</p>	Delay in preventive maintenance: Rs. 500 per day per equipment.
		<p>The Bidder has to carry out Corrective Maintenance Services as and when required upon receiving information of any fault in the equipments covered under the contract. The Bidder shall carry out troubleshooting & replacement of faulty equipments/ parts as and when required.</p> <p>The Bidder should rectify the complaints within 2 Hrs. from the time of lodging of any complaints. In case if the complaint is not rectify in 2 Hrs. and the bidder has to provide the standby equipment.</p> <p>The standby equipment / part is of similar configuration, in good condition. In this regard the Bidder is advised to keep sufficient stock of equipments at CMO.</p> <p>Daily checked by bidder and weekly checked by SO Security (CMO) DOP</p> <p>If bidder doesn't comply with the requisit conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.</p>	<p>If the complaint is not rectified with in 2 Hrs. and a standby is not provided then penalty of Rs. 1000 per day per call will be imposed till complaint rectified.</p> <p>If the standby not replaced by original equipment after repairing with in 10 days from the date of lodging the complaint then penalty of Rs.1000/- per day for each complaint will be imposed</p>

Annexure - 05 Miscellaneous Services

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024 Jaipur, dated **11.09.2024**

MISCELLANEOUS SERVICES

Miscellaneous Service under this bid includes the following services:-

- 1 Meetings, conference etc.
- 2 Pantry Services.
- 3 Attendant Services.
- 4 Hospitality Desk-Cum-Help Desk.

1. Meeting, Conference etc:-

- 1.1 The agency has to make all the arrangements for meetings, conferences etc. in the premises of CMO building. It includes operation of sound system, live recording, supply of flowerpots with fresh flowers and other decorations, pantry services, water services, name plates, stationary/folders/writing pads.
- 1.2 The agency will be responsible for smooth operations of LCD projectors/VC/Plasma and other audio-visual equipments in the meeting.
- 1.3 Stationary consumable for meetings/conference as well as for daily use of offices housed in the CMO will be procured by DOP and the agency will get sufficient stationary issued in its name well in advance or on monthly requirement assessment basis. A monthly account of stationary consumption will be submitted by the agency to DOP along with the next indent.
- 1.4 Consumables for pantry services in meetings as well as in CMO will be procured by the agency itself and a monthly bill will be submitted to Cabinet for payment on actual basis. This will be in addition to the lumpsum monthly bill for the FMS Services.
- 1.5 Some other services of office management nature are also included in the services.
- 1.6 The agency will provide packaged mineral water in meeting held in CMO in meeting room 101,104 & 205

1.7 Required Level of Services:-

Arrangements of meetings/conference are required to be satisfaction level of the participants.

1.8 Penalty

If the complaint is not rectified within 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

Annexure - 05 Miscellaneous Services

2. Pantry Services:

- 2.1 The agency will manage and operate the pantry in the CMO and provide pantry services in all the offices situated in the CMO premises & I,II,III floor central library building. These services will also be provided in the meeting and conference to be held in CMO premises.
- 2.2 Water and Electricity expenses shall be borne by DOP.
- 2.3 All Sufficient of Utensils, crockery, cooking equipments, will be managed and maintained by the agency itself
- 2.4 Pantry services provided to the following will be chargeable to Cabinet secretariat on actual consumption basis:-
 - (a) The Chief Minister.
 - (b) Pantry Services provided in meetings & conferences held in the CMO.
 - (c) Officers in CMO
 - (d) Officers seated in I, II, III floor in central library building.
- 2.5 A monthly bill, in addition to lump sum contract amount for Facility Management Services, will be raised by the agency. This bill after getting verified from the concerned office, will be sent to Cabinet Secretariat for payment.
- 2.6 The agency will install & operate vending machines (Triple Selector Machines) for tea, coffee, soup services on every floor of the CMO from where services can be availed off by any one on payment basis. The agency will evolve modalities for it.
- 2.7 The Kitchen equipment used by the Service provider is of the Latest Technology to reduce electricity consumption.
- 2.8 TDS amount shall be deducted as per rule.
- 2.9 Pantry services to be provided as per para 2.1 above. The Item-wise rates of pantry items will be as follows :-

Sr. No.	Pantry Items Name	Approved Rates (Per Item)
PREMIX BEVERAGES		
1.	Tea	10.00
2.	Coffee	12.00
3.	Tomato Soup	13.00
FRESH BEVERAGES		
4.	Tea	15.00
5.	Coffee	22.00
6.	PlainVeg. Sandwich	18.00
7.	Cheese Sandwich	27.00
8.	Apart from the above items, other pantry related materials for various meetings held from time to time in the Chief Minister's Office Building.	Payment will be made as per the maximum retail price mentioned on the packing or the actual purchase rate, whichever is lower.

Note :- It is clarified that the rates of the above pantry items for 1st year. The rates of pantry items will be same for second year. Third year rates will increased by 5% on second year amount (Period may be extended for third year with mutual consent of both the parties).

2.10 **Required Level of Services:-**

Arrangements of meetings/conference are required to be to the satisfaction level of the participants.

2.11 **Penalty**

Pantry items shall be supplied within the maximum time 20 minutes, otherwise after receiving complaints penalty of Rs. 1000/- per complaint per day will be imposed.

3. **Attendant Services:-**

3.1 The agency will provide attendant services to all the offices housed in the CMO premises & I,II, III floor in Central Liabrary building and also in various meetings/conference to be held in the CMO.

3.2 The Staff deployed for attendant services will be well trained, and well behaved and they will be wearing uniform with name plates.

3.3 The attendant service as mentioned above is the part of Facility Management Service, and no extra payment will be made to the Agency for it.

3.4 **Required Level of Services:-**

To the full satisfaction level of the occupants and visitors.

3.5 **Penalty**

If Attendant not provided, then penalty of Rs. 1000/ per attendant per day will be imposed.

4. **Hospitality Desk/Help Desk:-**

4.1 A reception counter cum help desk will be managed and operated by the agency for the following activities:-

- (a) Reception of the visitors.
- (b) Managing the waiting room.
- (c) Escorting of visitors.
- (d) Keeping the record of visitors to the CMO.

4.2 The reception counter will also serve as suggestion/complaint desk, where suggestions and complaints from the occupants as well as visitors will be handled. A register of complaints/suggestion and action taken there on will be maintained by the agency.

4.3 The complaints/suggestion lodged with the help-desk will be dealt and resolved on priority basis as per their gravity.

4.4 **Required Level of Services:-**

To the full satisfaction level of the occupants and visitors

4.5 **Penalty**

If the complaint is not rectified with in 1 hour, then penalty of Rs. 1000 per call per day will be imposed till complaint rectified.

Note :-If bidder doesn't comply with the requisit conditions of tender as per checking report than penalty will be decided as per penalty provisions of this annexure.

Annexure - 06 Deployment Plan

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

DEPLOYMENT PLAN TO BE SUBMITTED BY THE BIDDER

After examining the Floor Drawing Utility Drawings, Scope of Work (SOW), Schedule of Equipments/details of installations etc. in the CMO & its premises, and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan having acquired the requisite information about the said building, I/We _____ (name of the agency) hereby propose the following deployment of officers/executives/staff/manpower to execute day-to-day scheduled operation and maintenance under House Keeping and Facility Management Services according to terms and conditions of this bid:-

S. No.	Officers/Executive/Staff Particulars (Post Details)	Qualification	Minimum No. of Persons Required	Deployment plan of the bidder
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Signatory of the Authorized Person

Agency _____

Annexure - 07 Proposed Action Plan

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

REF. NIB NO. F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

PROPOSED ACTION PLAN TO BE SUBMITTED BY THE BIDDER

After examining the Floor Drawing, Utility Drawing, Scope of Work (SOW), Schedule of Equipments/details of installations etc. in the CMO & its premises, and I,II,III floor of central library building in Government Secretariat and CMR (8, Civil Line & Sanganer Cell & CM office in Rajasthan Assembly) (CMR only for IT Equipments) Jaipur, Rajasthan having visited/examined the said building and also having acquired the requisite information about the said building, I/We _____ (name of the Agency) hereby submit the proposed action plan for execution of day-to-day scheduled operation and maintenance under House Keeping and Facility Management Services according to terms and conditions of this bid:-

S.No.	Activities	Proposed Action Plan by the Bidder

Note: Extra paper sheets may be added by the bidder for preparing the detailed action plan.

Signatory of the Authorized Person

Agency _____

Annexure - 08 Self Competency Statement by the bidder.

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. NIB No. F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

Self Appraisal (Competency Statement) to be submitted by the bidder

Self Appraisal or Self Competency Statement submitted by the bidder in (not more than 1 page) in terms of Para 12.6 of Schedule-B 'Terms and Conditions'

Signatory of the Authorized Person

Agency _____

Annexure-09 Inventory of civil Installations

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. : NIB No.F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

Sanitary Items inventory CMO													
Basement													
Location	WC	SYSTEM TANK	JETSWER	Tap /mixer	WASHBISAN	URINAL	JALI	TOWEL HOLDER	WESTPIPE	WEST COPLING	ENGEL VALVE	SOP DISPENCER	TISU PEPER STAND
General Gents Toilet	2	2	2	5	3	4	9	2	3	3	11	2	2
General Ladies Toilet	2	2	2	5	3	0	5	2	3	3	7	2	2
Pantry	0	0	0	1	1	0	1	0	1	0	1	0	0
Total	4	4	4	11	7	4	15	4	7	6	19	4	4
Ground floor													
Location	WC	SYSTEM TANK	JETSWER	Tap /mixer	WASHBISAN	URINAL	JALI	TOWEL HOLDER	WESTPIPE	WEST COPLING	ENGEL VALVE	SOP DISPENCER	TISU PEPER STAND
General Gents Toilet	1	1	1	3	2	2	5	2	4	4	3	1	1
General Ladies Toilet	2	2	2	4	2	0	4	1	2	2	6	1	2
room no 01	1	1	1	2	1	0	2	1	1	1	2	1	1
room no 0 12	1	1	1	2	1	1	2	1	1	1	2	1	1
room no 0 12	1	1	1	2	1	0	2	2	1	1	4	1	1
Pantry	0	0	0	2	2	0	2	0	3	0	2	0	0
Total	6	6	6	15	9	3	17	7	12	9	19	5	6
1st floor													
Location	WC	SYSTEM TANK	JETSWER	Tap /mixer	WASHBISAN	URINAL	JALI	TOWEL HOLDER	WESTPIPE	WEST COPLING	ENGEL VALVE	SOP DISPENCER	TISU PEPER STAND
room no 101	1	1	1	3	1	0	3	1	1	1	4	1	1
room no 104	1	1	1	2	1	0	2	2	1	1	4	1	1
General Gents Toilet	1	1	1	3	2	2	5	3	4	4	4	2	1
General Ladies Toilet	1	1	1	2	1	0	2	2	1	1	3	1	1
room no 108	1	1	1	2	1	0	2	1	1	1	2	1	1
General Gents Toilet	2	2	2	4	2	2	7	3	4	4	6	2	2

General Ladies Toilet	2	2	2	3	1	0	3	2	1	1	5	1	2
room no 112	1	1	1	2	1	0	2	1	1	1	2	1	1
Pantry	0	0	0	1	0	0	1	0	1	0	2	0	0
Total	10	10	10	22	10	4	27	15	15	14	32	10	10
2nd floor													
Location	WC	SYSTEM TANK	JETSWER	Tap /mixer	WASHBISAN	URINAL	JALI	TOWEL HOLDER	WESTPIPE	WEST COPLING	ENGEL VALVE	SOP DISPENCER	TISU PEPER STAND
General Gents Toilet	2	2	2	4	2	2	6	0	4	4	6	1	2
General Ladies Toilet	2	2	2	4	2	0	4	0	2	2	6	1	2
room no 201	1	1	1	2	1	0	2	2	1	1	3	1	1
room no 210	1	1	1	2	1	0	2	2	1	1	3	1	1
General Gents Toilet	1	1	1	3	2	2	5	2	4	4	5	1	1
General Ladies Toilet	1	1	1	2	1	0	2	2	1	1	3	1	1
room no 215	1	1	1	1	1	0	2	1	1	1	2	1	1
room no 219	1	1	1	2	1	0	2	1	1	1	2	1	1
room no 220	1	1	1	2	1	0	2	1	1	1	2	1	1
Pantry	0	0	0	4	2	0	3	0	3	0	3	0	0
Total	11	11	11	26	14	4	30	11	19	16	35	9	11
3rd floor													
Location	WC	SYSTEM TANK	JETSWER	Tap /mixer	WASHBISAN	URINAL	JALI	TOWEL HOLDER	WESTPIPE	WEST COPLING	ENGEL VALVE	SOP DISPENCER	TISU PEPER STAND
General Gents Toilet	2	2	2	4	2	2	6	0	4	4	6	1	0
General Ladies Toilet	2	2	2	4	2	0	4	1	2	2	6	1	0
room no 308	1	1	1	2	1	0	2	1	1	1	3	1	1
General Gents Toilet	1	1	1	3	2	2	5	2	4	4	4	1	1
General Ladies Toilet	1	1	1	2	1	0	2	2	1	1	2	1	1
room no 315	1	1	1	2	1	0	2	2	1	1	2	1	1
room no 316	1	1	1	2	1	0	2	2	1	1	2	1	1
room no 318	1	1	1	2	1	0	2	1	1	1	2	1	1
Pantry	0	0	0	3	2	0	3	0	3	0	3	0	0
Total	10	10	10	24	13	4	28	11	18	15	30	8	6

Library Building Inventory									
3rd floor									
Location	3 seater sofa	5 Seater sofa	Table	Center table	Revolving chair	chair	3 seater iron chair	Almirah	Rek
Room 1	1	1	1	1	1	4			
Room 2	1	1	1	1	1	3			
Room 3	1	1	1	1	1	4			
Room 4	1	1	1	1	1	3			
Room 5	1	1	1	1	1	3			
Room 6	1	1	1	1	1	3			
staff room1			1		1	3			
staff room2			1		1	2			
staff room3			1		1	2			
staff room4			1		1	2			
staff room5			1		1	2			
staff room6			1		1	3			
corridor							6		
Total	6	6	12	6	12	34	6	0	0
1st floor									
Room1			5		4	1		1	2
Room 2	3	1	1	3	4				1
Room 3	2		1	1	3				1
Cabin 1			4	2	1	3			
Cabin 2	3		15	1	7	7		3	
Cabin 3			2		2	1		3	
Common area			1	2			5	3	1
Total	8	1	29	9	21	12	5	10	5

Furniture inventory CMO

Basement								
Location	Table	Rebelling chairs	Chairs	Elmira	sofa	bed	center table	Round table
AV ROOM	2	2	2	1		1		
CONVENTION HALL		6	157					1
COMMITTEE ROOM		1	37					1
PALUR ROOM					9		8	
CORRIDOR					14		4	
MAINTENANCE ROOM	2		5		3			
TOTAL	4	9	201	1	26	1	12	2
GROUND FLOOR								
1	1	2	4	1	2		1	
2	3	2	10	3			1	
4			38		4		13	5
5	1	1	2	1	3			
8	1	1	5	1	2		1	
9	6	4	4	1				
12	12	2	22				2	
TOTAL	24	12	85	7	11	2	18	5
1ST FLOOR								
Location	Table	Rebelling chairs	Chairs	Elmira	sofa	bed	center table	Round table
101		2	22		8	1	15	
102		1	18					1
103	1		6	2				
104	3	4	61					1
107	7	3	5					
108	2	1	9		3		2	
112	6	2	6	4	2		1	
113					5			5
114					4		1	
115	2		4		1		2	
116	1	1	8					
117					10		2	
118	3	1	4	1			2	
119	3	3	2					
120	3	4	2	1				
TOTAL	31	22	147	8	33	1	25	7
2ND FLOOR								
Location	Table	Rebelling chairs	Chairs	Elmira	sofa	bed	center table	Round table
201	2	1	6		2	1	2	
202	11	2	12	6				
203	4	4	8	12				
204	4	1	8	4				
205	2	1	77					1

206	2	1	4					
207	6	7	8					
208	7	7	13	5				1
209	3	1	3	1				
210	2	1	6	1	2	1		
211								
212								
213	2	2	3	2				
214	9	1	15	9				
215	1	1	8	2	4	1	1	
216	5	2	4	2				
217					5			
218	4	2	4					
219	1	1	6	1	4	1	1	
220	5	4	10	4	4	1	1	
221	1	1	4	2	1		1	
TOTAL	71	40	199	51	22	5	6	2
3RD FLOORL								
Location	Table	Rebelling chairs	Chairs	Elmira	sofa	bed	center table	Round table
301	4	2	13	8				
302	2	2	8	6				
303	5	2	15	6				
304	1	1	2	3	2			
305	16	7	25	17	1			
306	13	3	28	5	1			
307	3	2	5	2	7	1	4	
308	5	2	8	3	1		1	
309								
310								
311	3	2	3	1				
312	4	1	6	2				
313					4		1	
314	2	2	3	1				
315	2	1	8	1	3	1	4	
316	1	1	4		2	1	2	
317	4	4	2	2				
318	2	1	7	1	1		1	
TOTAL	67	33	137	58	22	3	13	

CMO Painting Inventory		
Floor	Name	Qty
Basement		
1	Shri Nath ji (Golden Painting)	12
2	Parlour Room (canvas painting)	3
3	Av Room	4
Ground Floor		
3	Shri Nath ji painting (large size)	1
4	Shri Nath ji painting (medium)	4
5	Room No. 004 Shri Nath Ji	14
6	vip corridor Shri Nath Ji	2
1st Floor		
8	Canvas painting Corridor	37
9	Room No 117	5
13	Room No 119	1
14	Room No 120 Shri Nath Ji	1
2nd Floor		
16	Canvas Painting (silver) corridor	27
17	Small paintings	57
18	Room No 201 Shri Nath Ji	1
20	Room No 210 Shri Nath Ji	1
22	Room No 215	1
23	Room No 219	3
24	Room No 220	2
3rd Floor		
26	Small paintings corridor	41
27	Shri nath ji paintings(embroidery)	39
29	Room No 315	2
35	Room No 307 Shri Nath Ji	1
Total		259

Paintings Inventory			
S.no.	Name	Century	Museum
1	Dikpal vayu	10th-11th	Govt Museum Jhalawar
2	Pushp Hasta	10th-11th	Govt Museum Jhalawar
3	Chanwar dharini	10th-11th	Govt Museum Jhalawar
4	Sur Sundari	10th-11th	Govt Museum Jhalawar
5	Dikpal	10th-11th	Govt Museum Jhalawar
6	Sur Sundari	10th-11th	Govt Museum Jhalawar
7	Pillar of door tamb	10th-11th	Govt Museum Jhalawar
8	-	10th-11th	Govt Museum Jhalawar
9	-	10th-11th	Govt Museum Jhalawar
10	Seated Lady	10th-11th	-
11	Lower part of Pillar	-	-
12	Darpan Dharini	10th-11th	Govt Museum kota
13	Sur Sundari	10th-11th	Govt Museum kota
14	Dev Purush	10th-11th	Govt Museum Jhalawar
15	Sadhu	10th-11th	Govt Museum Jhalawar
16	Padma Dharini	10th-11th	Govt Museum kota
17	Brahamani	10th-11th	Govt Museum kota
18	Putna Vadh	10th-11th	Govt Museum kota
19	Dikpal Nairtya	10th-11th	Govt Museum kota
20	Vaishnavi	10th-11th	Govt Museum Ajmer
21	Brhma with Dancer	10th-11th	Govt Museum kota
22	Dikpal Varuna	10th-11th	Govt Museum Jhalawar
23	Sur Sundari	10th-11th	Govt Museum kota
24	Sadhu and Sundari	10th-11th	Govt Museum kota
25	Goddess Yamuna	10th-11 th	Govt Museum Bharatpur
26	Pillar of Door	10th-11th	Govt Museum Jhalawar

Annexure-10 Inventory of Electro Mechanical Installations

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. : NIB No.F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

Lift/DG/Transformer/AC Plant/AHU/UPS/MIKE SYSTEM							
Sr no	Technical	Sr.No	Model No	Make No	Qty	Location	Other
1	AHU	NILL	ZDUB-80	ZECO	1	BASEMANT NEAR LIFT	3000 CFM
2	AHU	NILL	ZDUB-60	ZECO	1	BASEMANT NEAR LIFT	6000 CFM
3	AHU	NILL	ZDUB-50	ZECO	1	1st FLOOR NEAR LIFT	6000 CFM
4	Lift	27778	NILL	KONE	1	CMO	13 (PASSENGER)
5	Lift	27779	NILL	KONE	1	CMO	13 (PASSENGER)
6	Lift	27780	MONO SPACE	KONE	1	CMO	10
7	DG	NILL	NILL	GREAVES	1	OUT SIDE	250 KVA
8	Transformer	NILL	NILL	UTTAM BHARAT	1	OUT SIDE	750 KVA
9	AC	567/1	NILL	KIRLOSKER MAQWAY	1	BASEMENT	155 TR
10	AC	567/2	NILL	KIRLOSKER MAQWAY	1	BASEMENT	155 TR
11	AC	567/3	NILL	KIRLOSKER MAQWAY	1	BASEMENT	155 TR
12	AHU	5085/1A	ZECO	ZDS200	1	CMO	12000 CFM
13	AHU	5085/3A	ZDS-60	ZECO	1	CMO	6000 CFM
14	AHU	5085/5A	ZDUB-60	ZECO	1	CMO	6000 CFM
15	AHU	5085/6A	ZDUB-80	ZECO	1	CMO	8000 CFM
16	AHU	561125	ZDS200	ZECO	1	CMO	20000 CFM
17	AHU	56116	ZDUB80	ZECO	1	CMO	8000 CFM
18	AHU	NILL	NILL	BLUSTAR	1	CMO	10000 CFM
19	AHU	NILL	NILL	ZECO	1	CMO	5000 CFM
20	AHU	NILL	NILL	ZECO	1	CMO	4000 CFM
21	AHU	NILL	NILL	ZECO	1	CMO	4500 CFM
22	AHU	NILL	NILL	ZECO	1	CMO	5000 CFM
23	Cooling Tower	NILL	NILL	BELL	1	TRACE	180 TR
24	Cooling Tower	NILL	NILL	BELL	2	TRACE	180 TR
25	AC	NILL	NILL	EMERALD	1	BESAMANT	150KW (HOT WATER GENRATOR)
26	AC	NILL	NILL	NILL	7	CMO	2.5 TR (FCU)
27	AC	NILL	NILL	BLUSTAR	2	CMO	1.5 TR (SPLIT AC)
28	AC	NILL	NILL	BHART BIJLEE	3	BASEMENT	20HP (CONDESSOR PUMP)
29	AC	NIL	NILL	KIRLOSKER	3	BASEMENT	15 HP (CHILLER PUMP)
30	UPS	70101525	ONLINE	IPS	1	CMO	5KVA

31	UPS	70101533	ONLINE	IPS	1	CMO	3KVA
32	UPS	006700B, 3000000942B	ONLINE	DB	2	BASEMENT	20 KVA
33	UPS	UHAIRO1002101200-679214-1000000	NILL	EMERSSION	1	CMO	10 KVA
34	UPS	9127510	ONLINE	IPS	1	CMO	10 KVA
35	UPS	912735	ONLINE	IPS	1	CMO	5 KVA
36	UPS	12075	ONLINE	IPS	1	CMO	5 KVA
37	UPS	VII23121214654	ONLINE	Legrand	1	206	10kva
38	UPS	2K3605	ONLINE	IPS	1	CMO	3 KVA
39	Other	NILL	NILL	AQUWAGARD	3	CMO	50 LTER (RO)
40	Other	NILL	NILL	KENT	1	CMO	10 LTER (RO)
41	Other	NILL	NILL	SIDWAL	3	CMO	40 LTER (WATER COOLER)
42	Mike	NILL	GMB-6C	AHUJA	1	COMMETY ROOM	MIKE
43	Mike	NILL	CCS100 ALTRA	BOSCH	95	CONVENTION HALL	MIKE
44	Mike	NILL	CCS 800 ALTRA	BOSCH	28	CABINET ROOM	MIKE
45	Mike	NILL	CCS800 ALTRA	BOSCH	27	ROOM NO- 205	MIKE
46	Mike	NILL	NILL	AHUJA	2	ROOM NO-205	MIXER
47	Mike	NILL	NILL	BOSCH	1	ROOM NO -205	MIXER
48	Mike	NILL	NILL	BOSCH	1	COMMETY ROOM	AMPLIFIRE
49	Other	NILL	NILL	BOSCH	4	COMMETY ROOM	SPEEKER
50	Other	NILL	NILL	JBL	4	CONVENTION HALL	SPEEKER
51	Other	NILL	NILL	BOSCH	8	CONVENTION HALL	SPEEKER
52	Other	NILL	NILL	EXTRONE	2	COMMETY ROOM	POP
53	TV	NILL	TKKL52661	PANASONICE	1	COMMETY ROOM	LED
54	TV	NILL	NILL	PANASONICE	4	CONVENTION HALL	LED
55	TV	0UNHH3DG800002W	NILL	SUMSUNG	1	CABINET ROOM	LED
56	TV	D763H1FP200142E	NILL	SUMSUNG	1	CABINET ROOM	LED
57	TV	404KCVUR7503	NILL	LG	1	ROOM NO -205	LED
58	Other	A1AB73F00194	NILL	CISCO	1	ROOM NO- 205	VC CEMRA
59	Other	FTT1820024Y	NILL	NILL	2	ROOM NO -205	SWITCHER
60	Other	NILL	NILL	NILL	2	COMMETY ROOM	HDMI MULTY PORT
61	TV	TH-LS0EM5D	TBM4WC0291	Penasonic	1	ROOM NO 1	GROUND
62	TV	603KCTB43177	43SMSKB-B	LG	1	ROOM NO 008	GROUND
63	TV	603KCVU01311	43SMSKB-B	LG	1	ROOM NO 012	GROUND
64	TV	NILL	kdl49w620A	SONY	1	ROOM 101	1ST FLOOR
65	MUSICE SYSTEM	04309092235000TAL	N123/SL NO	BOSE	1	ROOM 101	1ST FLOOR
66	TV	606KCCV5K731	43SM5KB	LG	1	ROOM 101	1ST FLOOR
67	TV	NILL	LH55MDBPLGC/XL	SAMSUNG	1	102	1ST FLOOR
68	Mike	NIL	NILL	SHENNHEISER	15	102	1ST FLOOR
69	Mike	NIL	NIL	WORK	4	102	CEILING SPEAKERS
70	Mike	NIL	PA-1254	WORK	1	102	AMPLIFIRE
71	TV	NIL	PS-BN64-02769A-00	SAMSUNG	1	104	LED

72	TV	NIL	65UV340C-TB	LG	2	104	LED
73	Mike	NIL	ULTRA-800	BOSCH	1	104	CONFERENCE CENTER MIKE
74	Mike	NIL	XLS-202	CROWN	2	104	AMPLIFIRE
75	Mike	NIL	PS-400	AKG	14	104	HAND CORDLESS MIKES
76	Mike	NIL	AUTOMIX	AUTOMIX	2	104	CONTROLLER
77	Mike	NIL	NIL	BOSCH	4	104	SPEAKERS
78	TV	5EZC36TX200570Z	BVA55AU7600KXX1	SAMSUNG	1	108	LED
79	TV	4308946	KLV-46R452A	SONY	1	112	LED
80	TV	NIL	LA32C350DIMXL	SAMSUNG	1	118	LED
81	TV	NIL	TH-40F200DX/2018	PANASONIC	1	120	LED
82	TV	NILL	84WS70MS	LG	1	205	LED TV (FLATRON)
83	TV	NILL	65UV340C-TB	SAMSUNG	1	205	LED TV
84	Mike	NILL	CCS-800ULTRA	BOSCH	1	205	CONFERENCE MIKE
85	Mike	nil	CCS-800ULTRA	BOSCH	1	205	CENTER AMPLIFIRE
86	Mike	NIL	SSB-120	AHUJA	1	205	AMPLIFIRE
87	Mike	NIL	AMX-60	AHUJA	1	205	MIXER
88	Mike	NIL	ER-11/EM-11	STUDIOMASTER	2	205	HAND CORDLES MIKE
89	Mike	NIL	NIL	SONY	1	205	VOICE RECORDER
90	TV	NIL	KLV-50W662F	SONY	1	205	LED
91	TV	NIL	PSN6332B	SAMSUNG	1	201	LED
92	TV	NILL	PSN6332B	SAMSUNG	1	207	LED TV
93	TV	NILL	TH-42PW5	PANASONIC	1	207	LED TV
94	TV	NILL	LH55UDDPLBB/XL	SAMSUNG	1	208	PLASMA TV (4 TV IN 1 SET)
95	Mike	NILL	LBD-0606	BOSCH	4	208	CEILING SPEAKERS
96	Mike	NILL	UCR-60	AHUJA	1	208	AMPLIFIER
97	TV	NILL	HG43AJ57MXXL	SAMSUNG	1	ROOM NO-210	LED TV
98	TV	NILL	KLV-40R252F	SONY	1	ROOM NO -215	LED TV
99	TV	NILL	42PV8D-A	PANASONIC	1	ROOM NO-220	LED TV
100	TV	NILL	KLV32W622F	SONY	1	ROOM NO -306	LED TV
101	TV	NILL	LH46MDCPLG/XL	SAMSUNG	1	ROOM NO-307	LED TV
102	TV	NILL	TH-43G100DX	PANASONIC	1	ROOM NO -308	LED TV
103	TV	NILL	LH40MDCPG/XL	SAMSUNG	1	ROOM NO -315	LED TV
104	TV	NILL	FONTES	SANSUI	1	ROOM NO -316	LED TV
105	TV	NILL	TH-L50EM50	PANASONIC	1	ROOM NO -318	LED TV
106	TV	NILL	AV48	BOSE	1	ROOM NO - 315	SOUND SYSTEM (4 IN 1)
107	Mike	NILL	GMB6C+GM611	AHUJA	1	COMMITTEE ROOM	PODIUM MIKE
108	Mike	NILL	0606	BOSCH	4	COMMITTEE ROOM	CHILNG SPEAKERS
109	Mike	NILL	PLE-1ME120-IN	BOSCH	1	COMMITTEE ROOM	AMPLIFIER
110	TV	NILL	TN80LF50	PANASONIC	1	COMMITTEE	LED TV

						ROOM	
111	TV	NILL	TH-80LF50W	PANASONIC	04	CONVENTION HALL	LED TV
112	Mike	NILL	CCS-100	BOSCH	95	CONVENTION HALL	CONFERENCE MIKES
113	Mike	NILL	150WATTS U604018077B	JBL	04	CONVENTION HALL	WALL SPEAKERS
114	Mike	NILL	06 WATT	BOSE	06	CONVENTION HALL	CEILING SPEAKERS
115	Mike	NILL	50 WATTS	EV	06	CONVENTION HALL	WALL SPEAKERS
116	Mike	NILL	XLS-202	CROWN	03	A/V ROOM	AMPLIFIER
117	Other	NILL	AFS-224	DBX	1	A/V ROOM	CROSSOVER
118	Other	NILL	BOSCH-PLENA	BOSCH	04	A/V ROOM	AMPLIFIER
119	Other	NILL	50 WATT	EV	1	A/V ROOM	WALL SPEAKER
120	Other	NILL	SL240C	KRAMER	01	A/V ROOM	AWITCHER
121	Other	NILL	VP-778	KRAMER	01	A/V ROOM	AWITCHER
122	Other	NILL	VIACONNECTPRO	KRAMER	01	A/V ROOM	AWITCHER
123	Other	NILL	TP580R	KRAMER	01	A/V ROOM	AWITCHER
124	Other	NILL	4HDT	KRAMER	01	A/V ROOM	AWITCHER
125	Other	NILL	NILL	DELL	01	A/V ROOM	COMPUTER (TFT) WITH KEY BOARD MOUSE CPU
126	Mike	NILL	PM-502	DYNACORD	01	A/V ROOM	MIXER
127	Other	NILL	AT-06	AHUJA	01	A/V ROOM	VOLUMME CONTROLLER
128	Other	NIL	NIL	NIL	69	ALL FLOOR	TALL TYPE FAN
129	pump mod	sm1.1001.03/2100259	supermono-7	kirloskar	1	BASEMENT	3.7/5 kw/hp
	TV	0ARH3PBX101187	VA6SCU8000KLXL	SUMSUNG	1	116	
130	Tower ac	hp4-24hc5(DCINV))		Haier			
		AB92QTEOLOOX2K3N0034	INDOOR		1	102	
		ALOOH100PO15419G0036	OUT DOOR		1	102	
		AAAGIIEO100XOR3N0054	INDOOR		1	102	
		ALOOM200PO154L9A0054	OUT DOOR		1	102	
131	Split AC	SE210A12196 (INDOOR)	RMB524HBEAG	HITACHI	1	306	
132	Tower ac	HP24VH-GCW3A(INV)	RAC/SPLIT	Haier	1	307	
133	EPABX SYSTEM		SIEMENS UNIFY X8	SIEMENS	1		
134	Split AC	SE220G05737	RMB324HFEOGZ1	HITACHI	1	2	
135	Split AC	SE220G05750	RMB324HFEOGZ1	HITACHI	1	12	
136	Split AC	SE220G05855	RMB324HFEOGZ1	HITACHI	1	12	
137	Lift			Thyssenkrupp	1	LB	

Inventory List Of Electrical Item Basement floor -CMO														
Room No	Switch 16 A	Socket 16A	Switch 6A	Socket 6A	Exhaust fan	36wx1 tube fixture (4feet)	36wx2 (2x2)	18 w panel light	28wx4 t-5 4 feet	Fox Lamp	18w led mirror lamp	36w led tube light	2x2 panel	hand dryer
Ladies Toilet	2	2	6	1							12		1	1
Gents toilet	1	1	10		1						9		2	
AV Room	18	24	6										4	
Cammitty Room	4	4	8	2		8	3		17					
Poular Room	3	3	29	13		2							3	
Convention Hall	5	4	23	40			18			2				
Corridor	1	1	41	11		23							19	
CCTV room	18	20	79	48	2	12		11						
A/C Plant	1	1	20	1				2						
Corridor														
Total	53	60	222	116	3	45	21	13	17	2	21		29	1

Inventory List Of Electrical Item Ground floor -CMO

Room no	Switch 16 A	Soket 16A	Switch 6 A	Soket 6A	100W LED	400 W LIGHT	Pedestal fan	wall fan	Exhaust fan /ducting fan	36 w x2 tube fixture (4feet)	36 wx 2 (2x 2)	13w x2 cfl	40w lamp	9wx2 cfl fixture	50w lamp	18w led(panel light)	36 w 4pin	2x2 panel	22w led light	20w led fixture	se tu p b o x	han d drye r	25w cand le lamp	9w led fixture	
1	4	5	36	21			1			3		2									1	1		1	
2	9	9	19	31				2		4						6									
3																									
4	9	9	62	30							9		24		10									24	
5	4	4	22	17				2		3															
Reception	1	1	11	3						2															
Main porch																6									
Vip Porch			6	1												6									
Ladies toilet	1	1	12	2					1							5						1			
Gents toilet			4	1					2							4									
Panty	10	10	12	6				2	1	4						4				2					
corridor	6	6	115	30							46	5			36	2									
8	4	4	23	14			1			4									1		1				
9	4	4	22	12			1			6										1					
12	38	35	132	96			1	4	1	22	3					8				3					
back side porch			6	1												5									
tierce					5																				
Total	90	88	482	265	5		4	10	5	29	22	55	7	24		46	46			1	7	2	1	24	1

Inventory List Of Electrical Item 1ST floor - CMO

Room no	Fan											Lights												
	Switch 16 A	Socket1 6A	Switch 6 A	Socket 16A	Pedestal fan	wall fan	Exhaust fan	36wx2 tube fixture(4feet)	36wx1 tube fixture (4feet)	36 wx 2 (2x2)	26wx2cfl fixture	18wx2cfl fixture	11 wx 2 cfl fixture	13 wx 2 cfl	40 w lamp	50 w lamp	18w led(panel light)	22w led light	20w LED Tube fixture	20 w led fixture	se tup box	hand dryer	25 w candle lamp	36wx2 T - 5 tube light
Pantry100	7	9	6	1														2						
101	15	15	81	33			1				23	4	4		4	2					2	1	12	
102	13	12									9													3
103	10	10	40	19					2								2							
104	6	6	8	3			1										3					1		21
105			6	1													3							
106			10	1			1										3		1					
107	5	5	29	20	1			4	2								5				1			
108	5	5	52	19	1		1	4	3	8											1			
109			10	1					4										1					
110			12	2			1		2								1					1		
111			4	1			2		1															
112	7	7	32	22				4	3								6				1			
113	5	5	39	19						6				3										
114	2	2	7	2					1															
115																								
116	19	19	56	28			1			8							1	2			1			
117	5	5	34	15								8									1		12	
118	6	6	15	11				2											1		1			
119	5	5	16	10				2											2		1			
120	6	6	15	14					2					3					1		1			
121			8	4					3															
Corridor	2	2	96	23						7							11	34					24	
Total	118	119	576	249	2	0	8	16	21	31	32	12	4	3	4	2	21	34	6	0	8	3	48	24

Inventory List Of Electrical Item 2ND floor -CMO

Room no	Fan				Lights																				
	Switch 16 A	Socket 16A	Switch 6 A	Socket 6A	Regulator	Ceiling fan	Pedestal fan	wall fan	Exhaust fan	36w x2 tube fixture(4 feet)	36wx1 tube fixture (4feet)	36w x2 (2x2)	13w x2 cfl	40w lamp	50w lamp	9w cfl	18w	18w square	22w	36w	20w LED Tube fixture	setup box	hand dryer	25w candle lamp	
General toilet	3	3	10	1					2		1														
General toilet	1	1	10	1					1		1														
Pantry	3	3	6	3							1														
201	6	6	36	21	3	3			1	4	1		2		2	4						1		2	
202	4	4	26	12	3	3				4									3						
203	9	9	42	30	3	3		1		8															
204	4	4	18	13	2	2	1			4															
205	1	1	46	19								14		1	14										
206	10	10	26	17							3											1			
207	12	12	49	55				2		6							5					2			
208	7	7	45	21						8															
209	3	3	23	14							2		4									2			
210	6	6	33	22				2	1		6											1			
General toilet	1	1	6	1							3														
General toilet			5	1							1														
213	3	3	15	11						2															
214	6	6	31	21				1		6									2						
215	7	7	36	10				1	1	6	1											1			
216	3	3	16	9				1			3														
217			2	1							1														
218	2	2	9	4				1											5	1					
219	7	7	38	24	2	1			1													1			
220	8	8	52	27	5	4			1	2	3	4	2									2	1		
221	8	8	37	24	3	3				2	1	4	1									1	1		
Corridor	2	2	120	25											3		35	12	20						
Total	116	116	737	387	21	19	1	9	8	52	28	22	9	1	19	4	40	12	30	1	8	5	0		2

Inventory List Of Electrical Item 3RD floor -CMO

Room no	Fan										Lights										
	Switch 16 A	Socket 16A	Switch 6 A	Socket 6A	Regulator	Ceiling fan	Pedestal fan	wall fan	Exhaust fan	36w x2 tube fixture(4feet)	36wx1 tube fixture (4feet)	36w x2 (2x2)	36w tube rod	36w cfl fixcher	11w x2 cfl fixter	13 wx 2 cfl	50w lemp	18w led(panel light)	36w	20w LED Tube fixture	setup box
General toilet			11	2					1		1										
General toilet			11	2					1		1										
Pantry	4	4	6	5				1			1										
301	5	5	42	27	4	4		1		5						4				1	
302	4	4	26	13	4	4				5										1	
303	4	4	30	17	4	4		1		7											
304	7	7	27	22				1			4									1	
305	10	10	74	36			4					18					15				
306	12	12	57	39				1				12					4			2	1
307	9	9	41	27			1	1				8					4	1			1
308	9	9	49	34	3	2		1	1		7								3	4	
309	1	1	10	2					1		3									1	
General toilet			5	1					2												2
General toilet			5	1							0										
311	3	3	8	5				1			3										
312	4	4	9	6			1	2			3										
313			2	1							1										
314	4	4	19	13				1						3						3	
315	7	7	35	19			1		1	4			2								1
316	4	4	42	22	3	3			1	4	2			2						1	1
317	1	1	13	6	2	2					3		3								
318	6	6	33	21	3	3			1	6	1			1							1
Corridor	10	10	132	47								8			2		3	45			
Total	104	104	555	368	23	22	7	11	9	31	30	46	5	6	2	4	26	46	3	11	5

Inventory of fire fitting system

Location	Fire Extinguisher			Hose reel with dram	Hydrant Landing valve with hose(inner)	Hydrant Landing valve with hose(outer)	Water sprinkler	
	5kg	10kg	25kg					
Basement	8	2	2	1	1	0	50 (15 AC PLANT SIDE 35 CONVENTION HALL)	
Ground floor	4	0	0	1	1	0		
1ST FLOOR	6	0	0	1	1	0		
2ND FLOOR	4	0	0	1	1	0		
3RD FLOOR	4	0	0	1	1	0		
OUTSIDE OF CMO	0	0	0	0	0	6		
Total	26	2	2	5	5	6		
Location	FACP Panel	Detector			Hooters	MCP		
		Duct	Heat	Optical /Thermal				
Basement	ZX5SE MORLEY IAS4 LOOP PANEL	2	4	45	2	2		
Ground floor		0	0	48	2	2		
1ST FLOOR		4	0	82	2	2		
2ND FLOOR		0	0	81	2	2		
3RD FLOOR		0	0	75	2	2		
Total		2	4	331	10	10		

Details of Fire equipments at library building sect

Floor	Dectectors	Sprinklers	Fire Hydrants	Hose reel drum	Hose Pipe	MCP	Hooter	Fire	Air Valve
Ground	22	48	1	1	2	1	1	1	
First	33	25	1	1	2	1	1		
Second	33	25	1	1	2	1	1		
Third	25	22	1	1	2	1	1		
Fourth	25	73	1	1	2	1	1		
On Roof					2				1
	138	193	6	5	12	5	5	1	1

Library Building Ground Floor (Electrical Items)

GROUND FLOOR																
Location	Switch 6A	Socket 6 A	Switch 20A	Socket 20 A	Ceiling fan	Regulator	2x2 36 w	20wlight	Split/cassette ac	Exhaust fan	18 W led	20wled	28w t5	Fire Detector	DG	100W
Library hall 1	96	8	6	6	17	17	30	5	6		15			23		
Library hall 2	108	76	36	36	12	12	24		7	4				12		
Library Office	14	2	2	6					1	1	3	2	1			
Corridor	38	7	5	3	3	4	6				8	1		1		
Toilet										2	1	1				
Electrical room	5	1				1				1	2					
Out Side																
Terrace															3	6

Library Building 4th Floor (Electrical Items)

Location	Switch 6A	Socket 6 A	Switch 20A	Socket 20 A	Power Board	Ceiling fan	Well switch	Regulator	2x2 36 w	20wlight	Wall Fan	Split/cassette ac	20wled	Fire Detector
Room 1	5	4	6	6	1				4		2	1		1
Room 2	15	20	15	25	1					19	1		3	2
Room 3	10	5	3	3		2			4			1		2
Room 4	41	42	7	7		2			5		3	1		1
Room 5	11	3							8			3	1	2
Room 6	6	6				1		1	3			1		1
Room7	5	1	1	13				1	2					1
Room8	19	32				2			8			1		1
Room9	28	28				1		1	4		1	2	1	
Room10	3					1		1	4			1		
Room11	20	7		2			2		4			2		2
Room12	12	13					2		4			1		1
Corridor	20	4				1		1	21			1	5	1
pantry	6	3						1	2		1			1
Room13	10	13	2	2					4		1	1		
Room 14	18	37				2		2	6			1		
Room 15	32	37	17	17					20	20	8	6		
Room 16	12	2							9	4				5
Store room	6	1						1	1			1		1

Library building Inventory list

3rd floor																			
Location	Switch 6A	Socket 6 A	Switch 20A	Socket 20 A	Power switch	2way switch	Ceiling fan	Well switch	Regulator	Line point	2x2 36w	36w tube light	11w CFL	round light	Split ac	IP phone	well	Exhaust fan	TV
Room 1	22	9	4	5			2	3	2	6	4			6	2	2	1	1	
Room 2	21	7	4	4			2	3	2	4	4			6	2	1	1	1	
Room 3	20	7	4	4			2	3	2	4	4			6	2	1	1	1	
Room 4	20	7	4	4			2	3	2	4	4			6	2	1	1	1	
Room 5	21	7	4	4			2	3	2	4	4			6	2	1	1	1	
Room 6	21	7	4	4			2	3	2	5	4			6	2	2	1	1	
staff room1	10	6	2	2			1	2	1	3	2					2	1		
staff room2	9	5	2	2			1	1	1	3				4		1	1		
staff room3	10	5	2	2			1	2	1	3				4		1	1		
staff room4	10	5	2	2			1	2	1	3				4		1	1		
staff room5	10	5	2	2			1	2	1	3				4		1			
staff room6	10	2	1	1			1	1		2	2					1	1		
corridor	23	4					6		7		3			9					
out corridor	24	4					2		2		4		10						
pantry	10	2	6	6			1		1			1							
Total	241	82	41	42			27	28	27	44	35	1	10	61	12	15	11	6	
1st floor																			
Room1	5	4	3	2						2	7				1	4			
Room 2	8	9	4	10						4	8				3	3			
Room 3	6	4		1							4				1	1			
Corridor	24	4			1	4						2			2				
Common area	69	36	2	2						22	14			27	6	1			
Total	112	57	9	15	1	4				28	33	2		27	13	14			

Annexure- 11 Inventory of Electro Mechanical Installations

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. : NIB No.F.4(4)DOP/B-III/2024 Jaipur, dated **11.09.2024**

Inventory of EPBX Phone

CMO Building

Sr.No.	Room No.	Telephone Instruments
1	101	Open Stage 40T With 90Key Open Stage 40t with 90Key Open Stage 15T CORDLESS CORDLESS (BASEMENT Parlor Room)
2	107	Open Stage 15T Open Stage 40T Opti point 500 Entry- Buzzer
3	108	Open Stage 30T Open Stage 15T DSS DSS
4	112	Open Stage 15T Open Stage 15T DSS DSS
5	116	Open Stage 15T Open Stage 15 T Open Stage 15 T Opne Stage 15 T DSS Analog Telephone, Panasonic TS 500
6	118	Optiset Standard (Old) 15T Optiset Standard (Old) Analog Telephone Panasonic 500 Buzzer
7	119	Open Stage 15T Open Stage 15T DSS
8	120	Open Stage 15T Open Stage 15T Open Stage 15T DSS DSS Analog Telephone Panasonic 500 Buzzer Analog Telephone Panasonic 500 Buzzer
9	201	Open Stage 15T DSS
10	216	Open Stage 15T

11	203	Open Stage – 15T Open Stage 15T
13	215	Open Stage 15T
14	220	Open Stage 15T
15	221	Open Stage 15T
17	307	Open Stage 15T with key
18	312	Open Stage 15T with key
19	314	Open Stage 15T
20	315	Open Stage 15T
21	316	Open Stage 15T with key
22	317	Open Stage 15T with key
23	318	Open Stage 15T
24	Add SP 009	Siemens -805S -40T
25	DIG 001	Open Stage 15T
26	Anand Kumar Gupra	Open Stage 40T – CP400
27	Sohan Lal Sharma	Open Stage 40T – CP400

Main Building

Sr.No.	Room No	Telephone Instruments
1	D3002	Open Stage 15T
2	D3004	Open Stage 15T
	D4010	Open Stage 60T Open Stage 60T Analog Telephone , Panasonic 500
4	D4012	Optipoint Basic Optipoint Basic Panasonic Cordless Analog Telephone , Beetel B-25
5	FS	Analog Telephone , Panasonic 500
6	PFS	Analog Telephone, Panasonic 500 I

Annexure- 12 Inventory of Electro Mechanical Installations

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. : NIB No.F.4(4)DOP/B-III/2024 Jaipur, dated 11.09.2024

IT Equipment's Inventory in Chief Minister Office, Secretariat/Residence and other locations:

S.No.	Description	Units	Total
1.	<u>Desktop Computers:</u> A) CMO/Main building/ Vidhansabha	295	354
2.	B) CMR-8, Sanganer Cell	49	
3.	C) Library Building (Social Media Cell)	10	
4.	<u>Printers:</u> A) CMO/Main building/ Vidhansabha	186	218
5.	B) CMR-8, Sanganer Cell	32	
6.	<u>Laptops:</u> CMO/CMR-8 with CMO Officials	35	35
7.	<u>Scanners:</u> CMO/Main Building	13	13
8.	<u>Photo Copiers:</u> CMO/Main Building	8	8
9.	<u>TFT/Monitors:</u> CMR-8, Sanganer Cell	12	12

Desktop Computers in CMO/Main Building/Vidhansahba

S.No.	R-No.	SYSTEM MODEL	SERIAL NO.	MONITOR SERIAL NO.
1	001	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH8150JGT	
2	002	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10G92S2	
3	002	SIS	NA	YVGG1CC0004M3715A
4	002	SIS	U2P11121591	YVGG11C0004M3354A
5	002	SHARP AR 5620	330210065	
6	008	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJF5	
7	009	HP Compaq dx2480 Microtower PC	INA016008D	CN014P4LQ
8	009	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJHB	
9	009	ACER	UDVF7SI072E0643683	MMLXNSSOO235203E7B4200
10	009	ACER	VDVF7SI072E0866047	MMLXNSSOO240401A324200
11	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYGG9R2	
12	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY889R2	
13	012	HP 280 G3 Base Model PCI Microtower PC	INA826PTSR	6CM8191N35
14	012	HP ProDesk 400 G7 Base Model Microtower PC	1N11500695	3CQ1460J2P
15	012	HCL	3083A1379257	782080703194
16	012	HP ProDesk 400 G7 Base Model Microtower PC	4CE149B0FZ	3CQ2030NW8
17	012	HP ProDesk 400 G7 Base Model Microtower PC	4CE208B8F7	C3Q1460GJV
18	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PM99R2	
19	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WX99R2	
20	012	ACER VARITON 52690G	UXVW6SI438325185160700	MMTVGSI004317082D23W01
21	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X5H9R2	
22	012	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DXYF9R2	
23	012	SIS	NA	YVGG11C0004M1412A
24	012	ACER	UDVF7SI072E0969359	MMLYOSS001351071A88500
25	012	ACER	UDVF7SI072E0969388	MMLYOSS00135106CEB8500
26	012	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609X8	1N22380422
27	012	WIPRO	13CGST00500032	BNDTBD11A000609
28	012	KYOCERA TASKALFA 2201	17976226059	
29	103	SHARP AR 5620	NA	
30	107	APPLE iMAC 21 Inch	C02MFK9CF8J2	
31	107	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10D32S2	
32	107	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X7C9R2	
33	107	DELL OptiPlex 3070 Small Form Factor	GHM0033	6KKTV53
34	107	LENOVO	PG00R4MF	VK491230
35	107	SIS	U2P11121805	UUQG1170015J5017A
36	112	WIPRO	13CGSTQQ5QQQ32	BN0TBD11A000609
37	112	HP Pavilion All-in-One - 24-qa158in	8CC8311K4Z	
38	112	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY499R2	
39	112	SIS	U2P11121632	UUQG1170015J4502A
40	112	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PXBPR2	
41	112	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PXB9R2	
42	112	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10K72S2	

43	112	HP ProOne 440 23.8 inch G9 All-in-One Desktop PC RCTO Base Model	1N13160QMD	
44	112	ACER VARITON 52690G	UXVW6SI438325184F70700	MMTVGSI004317084A03W01
45	112	ACER	UDVF7SI072E0969205	MMLXNSS00240103D14200
46	112	SIS		UUQG1170015J58018
47	118	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJGV	
48	119	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYC89R2	
49	120	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYB99R2	
50	120	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYF89R2	
51	120	HP ProOne 440 23.8 inch G9 All-in-One Desktop PC RCTO Base Model	1N13160QKV	
52	201	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DX5B9R2	
53	202	HP ProDesk 400 G7 Small Form Factor PC RCTO Base Model	1N1150068F	3CQ1480KQY
54	202	HCL	3083A1379341	782080708105
55	202	HP ProDesk 400 G7 Base Model Microtower PC	4CE208B8DS	3CQ2030NW5
56	202	HP Compaq dx2480 Microtower PC	INA0160024	HP LE1711 CNC014P4J0
57	202	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PS89R2	
58	202	HP 280 G3 Base Model PCI Microtower PC	INA826PTSM	6CM8191N30
59	202	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJG4	
60	202	SIS	U2P11121636	YVGG11C3334M4487A
61	202	ACER	UDVF7S1072E0865966	MMLYOSS00Y3510CA758500
62	202	ACER	UDVF7S1072E0643646	MMLXNSS00235203E694200
63	202	ACER VARITON 52690G	UXVW6SI4383251841A0700	MMTVGSI004317086943W01
64	202	HP Compaq dx2480 Microtower PC	INA016001S	HP LE1711 CNC014P5BR
65	202	HP Compaq dx2480 Microtower PC	INA0160078	CNC014P5HL
66	202	HP		
67	203	WIPRO	13CG3T00500020	BNDTBD11A001426
68	203	WIPRO	13CGST00500108	CNC014P5BY
69	203	HP Compaq dx2480 Microtower PC	INA0160049	LE1711 CNC014P3NM
70	203	HP Compaq dx2480 Microtower PC	INA0160076	CNC014P4WN
71	203	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY489R2	
72	203	SIS	NA	YVGG11C0004M0455A
73	203	ACER	UDVF7S1072E0968845	MMLYOSS001351070548500
74	203	SIS	NA	BNDTB11A000734
75	203	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X3H9R2	
76	203	ACER	UXVW6SI438325184080700	MMTVGSI00431708BC43W01
77	203	KYOCERA TASKALFA 2201	LBL0125982	
78	204	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WSH9R2	
79	204	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10F62S2	
80	204	WIPRO	13CGST00500021	BNDTBD11A000741
81	204	WIPRO	13CGST00500086	BNDTBCB1A000360
82	204	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WZC9R2	
83	204	HCL	7820811002285	4083A1405546
84	204	HP		CNC014P5VT
85	206	DELL Precision Tower 5810	8YCCFN2	4Y7MVL2
86	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10K22S2	

87	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PXG9R2	
88	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WP89R2	
89	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WVG9R2	
90	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WWC9R2	
91	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	GC52RG2	GW7MVL2
92	207	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	I0J92S2	
93	207	ACER	UDVF7SI072E0866261	MMLY0SS00135106DCC8500
94	208	DELL Precision Tower 5810	8YF6FN2	CN-0G293H-74261-8AU-1RCS
95	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10L42S2	
96	208	APPLE iMAC 21 Inch	C02N6NZUF812	
97	208	WIPRO	13CGST00500065	HP L1711 CNC014P40V
98	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PNH9R2	
99	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PRF9R2	
100	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X0B9R2	
101	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY0H9R2	
102	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY4F9R2	
103	208	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	I0H82S2	
104	208	HP Compaq dx2480 Microtower PC	INA0160063	CNC014540V
105	208	HP Compaq dx2480 Microtower PC	INA0160083	
106	208	HP Compaq dx2480 Microtower PC	INA0160090	HCL 782081001593
107	208	HP Compaq 8000 Elite Convertible Minitower PC	INA01802JQ	
108	208	HP Compaq 8000 Elite Convertible Minitower PC	INA01802K9	SIS UVQG1170015J4544A
109	208	HP Compaq 8000 Elite Convertible Minitower PC	INA01802KG	AOCWWR92D4900157
110	208	HP Compaq 8000 Elite Convertible Minitower PC	INA01802KQ	CNC014P59W
111	208	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJF8	
112	208	LENOVO	SPG00PVJD	HCL3105BG250692
113	208	LENOVO THINK CENTRE	SPG00R7M1	HCL 782074205586
114	208	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJHF	
115	208	HP ALL IN ONE (HP ProOne 400 G9)	IN13160QKV	
116	208	HP ALL IN ONE (HP ProOne 400 G9)	IN13160QKW	
117	208	HP ALL IN ONE (HP ProOne 400 G9)	IN13160QK0	
118	208	DELL	FWW0MQ3	CN-0Y2PF1-FCC00-1AR-CP3X-A00
119	208	DELL	CWW0MQ3	CM8J6K3
120	209	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PMJ9R2	
121	209	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY799R2	
122	209	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY999R2	
123	209	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJFK	
124	210	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYGB9R2	
125	210	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJFD	
126	210	ACER	UUVF7SI072E0866049	MMLXNSS00240402B744200
127	213	HP 2480	INA160067	CNC014P4QB
128	214	WIPRO	13CGST00500098	BNDTBD11A001430
129	214	WIPRO	13CGST00500120	BNDTBD11A000605
130	214	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609X3	1N22361504
131	214	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609X4	IN22361489

132	214	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609XB	1N22361410
133	214	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609XR	1N22361249
134	214	DELL OptiPlex 3050 Tower	3TKD9R2	FXLZJK2
135	214	Dell OptiPlex 7050 Micro	CD989R2	72FYJK2
136	214	HP 280 G3 Base Model PCI Microtower PC	INA826PTS9	6CM8191N34
137	214	HP 280 G3 Base Model PCI Microtower PC	INA826PTSK	6CM8191N2F
138	214	HP 280 G3 Base Model PCI Microtower PC	INA826PTSV	6CM8191N2K
139	214	HP Compaq dx2480 Microtower PC	INAQ160069	SIS YVGG11C0004M3304A
140	214	SIS	NA	YVGG11C0C04M1412A
141	214	SIS	NA	UUQG1170015J5610A
142	214	SIS	U2P12033677	YVGG11C0004M5623A
143	214	ACER	UDVF781072E0868680	MMLY0SS00135106CD68500
144	214	SIS	U2P12033608	CNC014P5GV
145	214	SHARP AR 5620		
146	215	HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC	SGH815QJF7	
147	216	WIPRO	13CGT00500095	BNDTBD11A001420
148	216	DELL OptiPlex 3050 Tower	3TX89R2	JXLZJK2
149	216	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PZ79R2	
150	216	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJFQ	
151	216	ACER	UDVF7SI072E0643717	MMLXNSS00235203E2D4200
152	216	ACER	UDVF7SI072E0866147	MMLXNSS00240402B324200
153	218	WIPRO	13CGST00500009	BNDTBD11A000574
154	218	DELL OptiPlex 3070 Small Form Factor	4JM0033	7SJTV53
155	218	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYGH9R2	
156	218	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PXD9R2	
157	218	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJFZ	
158	219	HP ProOne 600 G6 22 All-in-One PC IDS Base Model	8CN053086Q	
159	220	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	8CN15017F8	
160	220	ACER	UDVF7SI072E0865856	MMLY0SS0013510CA578500
161	220	ACER	UDVF7SI072E0968979	MMLXNSS002401030F14200
162	220	ACER	UDVFFSI072E0866173	MMLY0SS001351070858500
163	220	HP ProDesk 400 G7 Small Form Factor PC RCTO Base Model	1N1150065S	3CQ1480B12
164	220	HP		
165	221	HP ProOne 440 23.8 inch G9 All-in-One Desktop PC RCTO Base Model	1N13160QKT	
166	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PQ89R2	
167	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PSG9R2	
168	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PWG9R2	
169	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PYF9R2	
170	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5VMB9R2	
171	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X799R2	
172	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X7J9R2	
173	301	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYGJ9R2	
174	301	ACER	UDVF7SI0S2E0865837	MMCY0SS0013510CC1F8500
175	302	WIPRO	13CGST00500056	BNDTBD11A000847

176	302	DELL OptiPlex 3050 Tower	CDMG9R2	2WLZJK2
177	302	WIPRO	13CGST00500153	BNDTBD11A000842
178	302	HP Compaq dx2480 Microtower PC	INA016004N	CNC014P3PP
179	302	SIS	NA	YVGG11C0004M4557A
180	302	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJGH	
181	302	SIS	U2P11121806	BENQ NA
182	302	ACER	UDVF7SI072E0968787	MMLXNSS002404019CB4200
183	302	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WRC9R2	
184	302	ACER	UDVF7SI072E0866164	MMLYOSS0013510CC138500
185	303	HCL	2103AA308296	HP LE 1711 CNC014P3W6
186	303	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PPB9R2	
187	303	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WVF9R2	
188	303	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X9D9R2	
189	303	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X999R2	
190	303	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYDG9R2	
191	303	HP Compaq dx2480 Microtower PC	INA016004G	CNC014P4W8
192	303	HP Compaq dx2480 Microtower PC	INA016004Y	CNC014P3RN
193	303	HP Compaq dx2480 Microtower PC	INA016008P	CNC014P52G
194	303	HP Compaq dx2480 Microtower PC	INA06003J	CNC014P4QK
195	303	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJFN	
196	303	SIS	U2P12033574	YVGG11C0004M4435A
197	303	SHARP AR5620		
198	304	ACER	NA	MMLYOSS00135106DAB8500
199	305	HP ProDesk 400 G7 Small Form Factor PC RCTO Base Model	1N11500692	3CQ14617X8
200	305	HP ProDesk 400 G7 Small Form Factor PC RCTO Base Model	1N1150069G	3CQ14611TZ
201	305	DELL OptiPlex 3050 Tower	CDMG9R2	BNGYJK2
202	305	DELL OptiPlex 3070 Small Form Factor	FJM0033	HTMTV53
203	305	WIPRO	13CGST00500052	BNDTBD00A000837
204	305	WIPRO	13CGST00500131	BNDTBD11A000626
205	305	ACER	UDVF7SI072E0969339	MMLYOSS00135106D0B8500
206	305	Acer	UXVW6SI438325184590700	MMTVGSIO043170869D30001
207	305	SHARP AR5618		
208	306	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJG1	
209	306	HP Pro SFF 400 G9 Desktop PC RCTO Base Model	1N124609X5	1N22361296
210	306	HP ProDesk 400 G7 Base Model Microtower PC	4CE208B8FC	3CQ2030NVY
211	306	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WZ89R2	
212	306	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X6D9R2	
213	306	HP 280 G3 Base Model PCI Microtower PC	INA826PTRY	6CM8191N3D
214	306	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJGG	
215	306	LENOVO	SPG00R4M4	VK491174
216	306	ACER	UDVF7SI072E0866149	MMLYOSS0013510CA418500
217	306	ACER	UDVF7SI072E0969079	MMLXNSS00240402B644200
218	306	ACER	UDVF7SI072E0969289	MMLYOSS0013510712C8500

219	306	ACER	UDVF7SI072E0969678	MMLY0SS0013SI071FA8500
220	306	ACER	UDVF7SI072E0969742	MMLY0SS00135106CD28500
221	306	ACER VARITON 52690G	UXVW6514383251849 70700	
222	307	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DY6B9R2	
223	308	DELL OptiPlex 3070 Small Form Factor	1KM0033	D3NTV53
224	308	DELL OptiPlex 3070 Small Form Factor	2KM0033	DHKTV53
225	308	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGH815QJHC	
226	308	Acer	UXVW6S1438325183F 60700	MMLTVGSI004317083073W01
227	311	HP Compaq dx2480 Microtower PC	INA0160030	CLC014P40R
228	311	ACER	UDVF7SI072E0643649	MMLXNSS00235203E7F4200
229	311	ACER	UDVF7SI072E0643644	MMLXNSS00235203E434200
230	311	ACER	UDVF7SI072E0865974	MMLY0SS002404021B34200
231	311	ACER	UDVF7SI072E0866270	MMLY0SS00135106DF28500
232	311	ACER	UDVF7SI072E0866321	MMLY0SS001351072298500
233	312	WIPRO	13CGST00500064	BNDTBD11A001418
234	312	WIPRO	13CGST00500130	BNDTBCB1A000423
235	312	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PNC9R2	
236	312	HP Compaq dx2480 Microtower PC	INA016004B	CNC014P3Q5
237	312	LENOVO	L908019	V1HD329
238	312	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	SPSF9R2	
239	312	ACER	UDVF7SI072E0643640	MMLXNSS00235203E194200
240	312	ACER	UDVF7SI072E0643654	MMLXNSS00235203E6C4200
241	312	ACER	UDVF7SI072E0865772	MMLY0SS0013510CA748500
242	314	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5X889R2	
243	314	DELL OptiPlex 3050 Tower	CDGH9R2	1YLZJK2
244	315	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10H42S2	
245	316	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYFC9R2	
246	317	SIS	NILL	YVGG11C0004M0526A
247	317	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10842S2	
248	317	ACER	UDVF7SI072E0969590	MMLY0SS0013510728138500
249	317	ACER	UDVF7SI072E0866016	MMLXNSS002404019F7420
250	318	HP ALL IN ONE (HP ProOne 600 G3 Base Model 21.5-inch Non-Touch All-in-One PC)	SGHB15QJGZ	
251	2005	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10552S2	
252	2005	WIPRO	13CGST00500023	BNDTBD11A000780
253	2005	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5WXD9R2	
254	2005	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DXVH9R2	
255	2005	HP 280 G3 Base Model PCI Microtower PC	INA826PTSH	6CM8191MSY
256	2005	LENOVO THINK CENTRE	SPG00R4EY	SVK488431
257	2005	LENOVO THINK CENTRE	SPG00R4LT	SVK458427
258	2005	SHARP AR 6020D		
259	2027	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5W1C9R2	
260	2027	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYBH9R2	
261	2027	ACER	UDVF7SI072E0865784	MMLXNSS00240402B3B4200
262	3002	ACER	UDVF7SI072E0643665	MMLXNSS00235203E5A4200
263	3002	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PNF9R2	
264	3003	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	5PZB9R2	

265	3004	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	10M12S2	
266	BM	HCL	NA	782081002285
267	CABIN-1	HP Compaq dx2480 Microtower PC	INA016004C	HCL 782081002213
268	CABIN-1	SIS	U2P11121797	UUQG1170015J5075A
269	CABIN-2	LENOVO ALL IN ONE	YJ0127EF	
270	CABIN-2	LENOVO ALL IN ONE	YJ0127DL	
271	CABIN-3	ACER	UDVF7SI072E0865889	MMLY0SS001351070558500
272	CABIN-3	LENOVO ALL IN ONE	YJ012NLK	
273	CMR	ACER	UDVF7SI072E0969620	MMLY0SS00135112B188500
274	MB	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	DYCG9R2	
275	MB	SIS	NA	UUQQ1170015J4530A
276	MB	SIS	NA	YVGG11C0004M4557A
277	MB	LENOVO THINK CENTRE	SPG00R4EX	HP LE1711 CNC014P5BW
278	MB	SIS	U2P12033582	AOCWT66D2961800
279	Vidhansabha	Dell All in one PC i5-8400 CPU	5PRB9R2	
280	Vidhansabha	Dell All in one PC i5-8400 CPU	5PTF9R2	
281	Vidhansabha	Dell All in one PC i5-8400 CPU	5WNG9R2	
282	Vidhansabha	Dell All in one PC i5-8400 CPU	5PXF9R2	
283	Vidhansabha	Dell All in one PC i5-8400 CPU	5PR89R2	
284	Vidhansabha	Dell All in one PC i5-8400 CPU	10412S2	
285	Vidhansabha	Dell All in one PC i5-8400 CPU	5X0J9R2	
286	Vidhansabha	SIS CPU	U2P11121678	T1910W
287	Vidhansabha	SIS CPU	U2P11121705	0280A
288	206	HP All In One	IN13160QM0	
289	206	HP All In One	IN13160QKM	
290	206	HP All In One	IN13160QJS	
291	206	HP All In One	IN13160QKT	
292	206	HP All In One	IN13160QKC	
293	206	HP All In One	IN13160QKY	
294	206	HP All In One	IN13160QM3	
295	206	HP All In One	IN13160QKX	

Desktop Computers at CMR-8, Sanganer Cell & Bharatpur Cell

Sno	Items Description	Make & Modal	Serial No. of Machine
1	ACER	Desktop Acer CPU-UDVF7S1072EO866261	TFT-MMLYOSS00135106DCC8500
2	ALL IN ONE DELL	DELL MODAL-OPTIPLEX 7460	DY3C9R2
3	ALL IN ONE DELL	DELL MODAL-OPTIPLEX 7460	DY199R2
4	ALL IN ONE DELL	DELL MODAL OPTIPLEX 7460	DXXD9R2
5	ALL IN ONE DELL	DELL MODAL OPTIPLEX 7460	5WQD9R2
6	ALL IN ONE DELL	DELL MODAL OPTIPLEX 7460	DYGF9R2
7	ALL IN ONE HP	HP PRO ONE 440 G9 I5	1N13160QK8
8	DELL AL IN ONE	DELL ALL IN ONE	5X389R2
9	DELL ALL IN ONE	DELL ALL IN ONE	10772S2
10	DELL ALL IN ONE	DELL ALL IN ONE	10D92S2
11	DELL ALL IN ONE	DELL ALL IN ONE	DXT99R2
12	DELL ALL IN ONE	DELL ALL IN ONE	10072S2
13	DELL ALL IN ONE	DELL ALL IN ONE	DXYF9R2
14	DELL ALL IN ONE	DELL ALL IN ONE	DYGG9R2
15	DELL ALL IN ONE	DELL ALL IN ONE	DYB99R2
16	DELL ALL IN ONE	DELL ALL IN ONE	DXSB9R2
17	DELL ALL IN ONE	DELL ALL IN ONE	DY889R2
18	DELL ALL IN ONE	DELL ALL IN ONE	DYGH9R2
19	DELL ALL IN ONE	DELL ALL IN ONE	DY6B9R2
20	DELL ALL IN ONE	DELL ALL IN ONE	5PSD9R2
21	DELL ALL IN ONE	DELL ALL IN ONE	DXZD9R2
22	DELL ALL IN ONE	OPTIPLEX 7460 AIO	DXZ89R2
23	DELL ALL IN ONE	OPTIPLEX 7460 AIO	5WSB9R2
24	DELL ALL IN ONE	DELL OPTIPLEX 3050	5X2J9R2
25	DELL ALL IN ONE	DELL OPTIPLEX 3050	5TPB9R2
26	DELL ALL IN ONE	DELL ALL IN ONE	DXSB9R2
27	DELL ALL IN ONE	DELL ALL IN ONE	4GFF9R2
28	DELL WORKSTATIO COMPUTER	DELL WORKSTATIO COMPUTER	8YCC6FN2, CNOGG8RYFCC0081PAFUB
29	DELL WORKSTATIO COMPUTER	DELL WORKSTATIO COMPUTER	8YKF6FN2, CNOGG8RYFCC0081PAGHB
30	DESKTOP ALL IN ONE (HP)	HP ALL IN ONE	SGH815QJH5
31	DESKTOP COMPUTER	LENOVO THINKCENTRE M700	CPU-SPG00R7L9,TFT-SVK485137
32	DESKTOP COMPUTER	LENOVO THINKCENTRE M700	CPU-SPG00R7KA,TFT-SVK484618
33	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	CPU- SPG00R4JN ,TFT-SVK491169
34	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	CPU-SPG00R4JQ,TFT-SVK486590
35	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	CPU-SPG00R7LE,TFT-SVK484604
36	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	CPU-SPG00R7L9 ,TFT-SVK491215
37	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	SPG00R7JQ, VK476579 ,VKT39963
38	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	SPG00R7M0, SVK491209,VKZ93214
39	DESKTOP COMPUTER LENOVO	LENOVO THINKCENTRE M700	SPG00R7K2, SVK486796
40	DESKTOP WITH CPU	LENOVO MODEL THINKCENTRE M700	SPG00R7K2, SVK486796
41	DESKTOP COMPUTER LENOVO	LENOVO WITH TFT ,	SPG00PVJD, SVK485120
42	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJF8
43	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJGV
44	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJGM
45	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJFF
46	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJH3
47	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJH5
48	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJGL
49	HP ALL IN ONE	HP All-in-one Business PC	SGH815QJFX

Desktop Computers in Library Building (Social Media Cell)

S.No.	R-No.	SYSTEM MODEL	SERIAL NO.
1	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCCG9R2
2	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CC7J9R2
3	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CBNJ9R2
4	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CBZD9R2
5	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCF99R2
6	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCKD9R2
7	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCFH9R2
8	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCB89R2
9	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCBZ9R2
10	L.Building	DELL ALL IN ONE(OptiPlex 7460 All-In-One)	CCD89R2

Printers in CMO/Main Building/Vidhansabha

S.No.	R-No.	SYSTEM MODEL	SERIAL NO.
1	001	KYOCERA TASKALFA 2321	LBL1XA2525
2	001	HP LASERJET PRO P 1606DN	VNF3C01287
3	002	HP LASERJET 1020 PLUS	CNCH912103
4	002	HP LASERJET PRO P 1606DN	VNC3212796
5	002	KYOCERA ECOSYS 2040 DN	VYB2805248
6	008	HP COLOR JASERJET CP2025NW	CNF5Q01021
7	009	HP COLOR LASERJET PRO M476DW	CNB7H9P5X7
8	009	CANON IMAGECLASS LBP151DW	NFKAO20180
9	009	HP LASERJET PRO P 1606DN	VNC3B42409
10	009	KYOCERA ECOSYS 2040 DN	VYV12591Q9
11	012	HP LASERJET PRO MFP M226DW	CNBRP1ZCVS
12	012	HP LASERJET 2420 DN	CHHKG56589
13	012	HP LASERJET P 202 DN	VNC4L61533
14	012	HP LASERJET PRO P 1606DN	VNF3C01272
15	012	KYOCERA ECOSYS 2040 DN	VYB120571
16	012	KYOCERA ECOSYS 2040 DN	VYB1260566
17	012	HP LASERJET PRO P 1606DN	VNC3D42714
18	107	HP LASERJET PRO MFP M429DW	BRDSQ4408Q
19	107	KYOCERA TASKALFA 2201	LBL09A0117
20	107	CANON IMAGECLASS MF 515X	UVQ02464
21	107	HP COLOR LASERJET PRO M454DW	VNC3S00315
22	107	HP LASERJET PRO P 1606DN	VNF3C01285
23	107	KYOCERA ECOSYS 2040 DN	VYV1258997
24	107	HP COLOR LASERJET PRO M 451 DN	CNFG402033
25	108	HP COLOR JASERJET PRO MFP M 479FDW	CNCRQ8939B
26	112	SHARP COLOR MX 2010U	5E007030
27	112	HP LASERJET MFP 3030	SGBSX98548
28	112	CANON IMAGECLASS MF 515X	UVQ02446
29	112	HP LASERJET PRO 400	VNH4F00262
30	112	HP Color LaserJet CP1215 Printer	CND9B9JR07
31	112	HP LASERJET PRO MFP M 226DW	CNBKMC5FD9
32	112	HP LaserJet Pro MFP M429fdw	CNDRPDB1B2
33	117	HP LASERJET PRO M 401DN	VNF500126
34	118	HP LASERJET PRO M 329DW	INDFR4V06B
35	119	HP COLOR LASERJET PRO M452	VNH3S00664
36	119	HP LASERJET PRO MFP M 329DW	INDFR4N05L

37	120	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8BBN3
38	120	HP LASERJET 1020	CNC2037723
39	120	CANON IMAGECLASS MF 151	NFKA018765
40	120	HP LASERJET PRO MFP M 226DW	CNBKN1B6YD
41	201	HP LASERJET PRO P 1606DN	VNF3L00542
42	201	HP COLOR LASERJET 451	CNFG306477
43	201	HP LASERJET PRO MFP M226DW	CNBRPBW5Z3
44	202	SAMSUNG SCX4521NS	4521NSS1X1P
45	202	HP LASERJET PRO MFP M226DN	CNB6K2N8QM
46	202	HP LASERJET 1020	CNC2R65546
47	202	HP LASERJET PRO MFP M 329DW	CNDRR3K175
48	202	HP LASERJET PRO P 1606DN	VNF3C00176
49	202	HP LASERJET PRO MFP M226DN	CNB6K2N7VN
50	202	HP LASERJET 1020	CNC2020206
51	202	HP LASERJET PRO MFPM 226DW	CNBRP1ZCSN
52	203	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8PBR2
53	203	HP LASERJET 1015	SGFBB63336
54	203	RICOH SP 310DN	T913Q730082
55	203	HP LASERJET 2055DN	VNC3D07019
56	203	KYOCERA ECOSYS M 2040	VYB1259009
57	203	KYOCERA ECOSYS 2024DW	VYB1260571
58	204	HP LASERJET 1020	CNC2D32500
59	204	HP LASERJET 1020	CNC2P04701
60	204	HP LASERJET 1020 PLUS	CNCFT71238
61	204	CANON IMAGECLASS MF 515X	UVQ02468
62	204	HP LASERJET 1020	CNC2Y09453
63	206	Laserjet Pro 400 Color	NFG407259
64	207	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8PBZK
65	207	HP LASERJET 5200N	CNFXK64786
66	207	HP LASERJET M507DN	PHCF000899
67	207	CANON IMAGECLASS MF 515X	UVQ02534
68	207	DATA CARD	
69	208	HP LASERJET MFP M226DN	CNB6K2N8LT
70	208	HP COLOR LASERJET CP1215	CNDJ9DX1C8
71	208	HP LASERJET 1020 PLUS	CNCH120574
72	208	HP LASERJET 1015	SGFB711429
73	208	HP LASERJET 1015	SGFBB62405
74	208	HP LASERJET PRO M 329DW	INDFR4V06H
75	208	HP LASERJET PRO M 329DW	INDFR4N05L
76	209	CANON IMAGECLASS MF 515X	UVQ02523
77	209	CANON IMAGECLASS LBP151DW	NFKA020034
78	210	HP LASERJET PRO 400 425	CNF8H64G5N
79	213	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8BBNM
80	213	HP COLOR LASERJET PRO	VNC3Q01816
81	214	HP LASERJET 1020	CNC2M11785
82	214	HP LASERJET PRO P 1606DN	VNC2P30451
83	214	HP LASERJET PRO P 1606DN	VNC3Z12794
84	214	HP LASERJET PRO P 1606DN	VNC3Z12813
85	214	HP LASERJET ENTERPRISES 507	PHCF900862
86	215	HP LASERJET M 1522NF	CND88BVG43
87	216	CANON IMAGECLASS LBP151DW	NFKA018776

88	216	KYOCERA 2040	VYB1260186
89	216	CANON IMAGECLASS MF 515X	UVQ02449
90	218	HP LASERJET MFP 3030	CNCK721881
91	218	HP COLOR LASERJET PRO M454DN	VNC3900642
92	218	HP LASERJET PRO 1606DN	VNF3C00156
93	218	HP LASERJET PRO P 1606DN	VNF3C01264
94	218	CANON LBP 151	NFKA020190
95	219	HP LASERJET 1020	CNCKM59431
96	219	HP LASERJET PRO MFP M 329DW	INDFR4N00Q
97	220	HP LASERJET 1020	CNC2L45116
98	220	CANON IMAGECLASS MF 515X	UVQ02456
99	220	HP LASERJET P202DW	VNC4L67083
100	220	KYOCERA ECOSYS M 2640 IDW	VY92405067
101	221	HP LASERJET PRO M 401DW	VNF5M00389
102	301	RICOH SP 310DN	T913QC30414
103	301	HP LASERJET PRO P 1606DN	VNC3P30467
104	301	HP LASERJET PRO P 1606DN	VNF3C01297
105	301	KYOCERA ECOSYS 2040 DN	VYB1259003
106	302	CANON IMAGECLASS MF 515X	UVQ02467
107	302	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8PBYB
108	302	HP LASERJET PRO MFP M226DN	CNB6GCWMJF
109	302	HP LASERJET 2420 DN	CNHKG59761
110	302	CANON IMAGECLASS LBP151DW	NFKA020113
111	302	HP LASERJET TANK MFP 2606SDW	VNF4806585
112	303	HP LASERJET PRO MFP M226DW	CNBRP1ZD2B
113	303	KYOCERA ECOSYS M 2040 DN	VYV1259116
114	303	HP LASERJET 1020	CNCK696599
115	303	CANON IMAGECLASS MF 515X	UVQ02454
116	303	HP LASERJET PRO 1606DN	VNC3Z13009
117	303	KYOCERA ECOSYS M 2040 DN	VYV1260555
118	304	CANON IMAGECLASS LBP151DW	NFKA020123
119	305	HP LASERJET 1020	CNC2F45523
120	305	CANON LBP 3460	LQTA103179
121	305	RING LABEL PRINTER	NIL
122	305	RICOH SP 310DN	T913QC30638
123	305	HP LASERJET PRO P 1606DN	VNC4L67071
124	305	HP LASERJET PRO P 1606DN	VNF3C00751
125	305	HP LASERJET PRO P 1606DN	VNF3C01396
126	305	HP LASERJET TANK MFP 2606SDW	VNF4806633
127	305	HP LASERJET TANK MFP 2606SDW	VNF4806664
128	306	HP LASERJET PRO MFP M226DW	CNBRP1ZD1V
129	306	HP LASERJET PRO MFP M226DW	CNBRPBW3Y4
130	306	HP LASERJET PRO MFP M226DW	CNBRPBW4FL
131	306	HP LASERJET 1020	CNC2P32209
132	306	HP COLOR LASERJET CP1215	CNDJB4400C
133	306	CANON IMAGECLASS MF 515X	UVQ02529
134	306	HP LASERJET TANK MFP 2606SDW	VNF4806650
135	307	HP LASERJET PRO 400 MFPM 425DN	CNF8H7NJ0S
136	308	CANON IMAGECLASS MF 515X	UVQ02541

137	308	HP LASERJET PRO M 203D	VNF3903053
138	308	HP LASERJET 1020	
139	308	HP LASERJET 1020	
140	311	HP LaserJet Pro M1536dnf Multifunction Printer	CNC9C8BBLM
141	311	HP LASERJET PRO MFPM 429FDW	CNDRPDB1B5
142	311	RICOH	T913QC30475
143	312	HP LASERJET PRO M226 DN	CNB6K2N7TB
144	312	CANON IMAGECLASS MF 515X	UVQ02452
145	312	HP LASERJET PRO P 1606DN	VNF3C01393
146	314	CANON IMAGECLASS MF 515X	UVQ02435
147	316	HP LASERJET PRO MFP M 226DW	CNB6K297TB
148	317	HP LASERJET PRO MFP M 226DW	CNBRPBW66H
149	317	HP LASERJET PRO M 1213NF	CNJ8F8W6NB
150	317	HP LASERJET P 1606	VNC3D41775
151	318	HP LASERJET PRO P 1606DN	VNC3042408
152	2005	HP LASERJET PRO M 226DW	CNBRPBW47K
153	2005	HP LASERJET 1020	CNC2R65537
154	2005	HP LASERJET 1020	CNCKK15255
155	2005	CANON IMAGECLASS LBP151DW	NFKA018767
156	2005	CANON IMAGECLASS MF 515X	UVQ02469
157	2005	HP LASERJET PRO M 202DN	VNC4L61645
158	2005	HP LASERJET PRO 1606DN	VNF3C01240
159	2005	HP LASERJET PRO 1606DN	VNF3C01302
160	2013	CANON IMAGECLASS LBP151DW	NFKA018759
161	2027	HP LASERJET 1020	CNCKS75847
162	2027	RICOH SP 310DN	T913QB30080
163	2027	HP LASERJET PRO P 1606DN	VNF3L00525
164	3002	HP LASERJET PRO P 1606DN	VNF3C00155
165	3002	KYOCERA ECOSYS 5526DW	VUJ1900365
166	3002	KYOCERA ECOSYS 2040DW	VYB1260541
167	BM	HP LaserJet Pro M1536dnf Multifunction Printer	CLC9C5ZFLK
168	BM	HP LASERJET 2420 DN	CNHKG60549
169	CABIN-1	HP LASERJET 1020	CNC2L66778
170	CABIN-2	HP LASERJET PRO M202DW	VNC4L13292
171	CABIN-3	HP LASERJET 2420 DN	CNHKG59765
172	CMR	HP LASERJET 1020 PLUS	VNC3924749
173	MB	HP LASERJET PRO 1606DN	VNC3Z13024
174	Vidhansabha	HP LASERJET TANK MFP 2606SDW	VNF6F05612
175	Vidhansabha	HP LASERJET 2420 DN	CNHKG59759
176	Vidhansabha	HP LASERJET P1007	VNFNX09705
177	Vidhansabha	HP LASERJET P1007	VNFNX00441
178	Vidhansabha	HP LASERJET 1606DN	VNC3Z12458
179	Vidhansabha	HP LASERJET PRO MFP M226DN	CNB6J3JJD7
180	Vidhansabha	HP LaserJet 1020	CNCFT70841
181	206	HP LASERJET PRO M 329DW	INDFR4R011
182	206	HP LASERJET PRO M 329DW	INDFR4V06D
183	206	HP LASER JET ENTERPRISES M507 DN	PHCF000895
184	206	HP LASER JET ENTERPRISES M507 DN	PHCF000859
185	206	HP LASER JET ENTERPRISES M507 DN	PHCF000654
186	214	HP LASER JET ENTERPRISES M507 DN	PHCF900862

Printers at CMR-8, Sanganer Cell

Sno	Items Description	Make & Modal	Serial No.
1	CANON PRINTER 515X	CANON MFP 515X	UVQ02524
2	CANON PRINTER 515X	CANON MFP 515X	UVQ02536
3	CANON PRINTER 515X	CANON MFP 515X	UVQ02462
4	CANON IMAGE CLASS LBP151dW	IMAGE CLASS LBP151dW	NFKA020033
5	CANON PRINTER LBP151DW	CANON IMAGE CLASS LBP151DW	NFKA020123
6	CANON PRINTER LBP151DW	CANON PRINTER 151DW	NFKA016636
7	CANON PRINTER 515X PRINTER	CANON MFP 515X PRINTER	UVQ02538
8	CANON PRINTER LBP151DW	CANON IMAGE CLASS LBP151DW	NFKA018765
9	CANON PRINTER LBP151DW	CANON IMAGE CLASS LBP151DW	NFKA020434
10	CANON PRINTER LBP151DW	CANON IMAGE CLASS LBP151DW	NFKA020685
11	CANON PRINTER LBP151DW	CANON PRINTER 151DW	NFKA020356
12	canon printer WIRELESS	CANON WIRELESS PROTABLE BUSINESS PRINTER	PIXMATR150
13	CANON WIRLESS PORTABLE BUSINESS	MODEL - PIXMATR150	AGAD00022
14	COLOR PRINTER HP	HP MODEL -451DN	CNFG406238
15	EPSON PRINTER	PRINTER EPSON	WF-C53790 , X44E000480
16	HP 329 DW MFP WITH ALL ACCESSORIES	HP 329 DW MFP WITH ALL ACCESSORIES	INDFR4V06T
17	HP COLOUR LASERJET PRINTER WHITE 454 DN	PRODUCT NUM - W1Y44A	VNC3900632
18	HP COLOUR PRINTER	HP 451 DN COLOUR PRINTER	CNFG407062
19	HP LASERJET MFP	MFP M436NDA PRINTER	CNB1LDKOWR
20	HP PRINTER	HP PRINTER M226DW	CNBKM4SC7D
21	HP PRINTER	HP PRINTER M226DW, PRODUCT NUM-C6N23A	CNBKMC62GT
22	HP PRINTER	HP PRINTER M226DW, PRODUCT NUM-C6N23A	CNBKMC60HR
23	MOBILE PRINTER ALL IN ONE PRINTER	HP MODAL OFFICEJET 258 WITH ALL ACCESSORIES	TH87P680Q5
24	MULTI FUNCTION PRINTER	MODEL NUM -329 DW LASERJET PRO PRINTER	INDFR4V06Z
25	MULTI FUNCTION PRINTER	MODEL NUM- 329 DW LASERJET PRO PRINTER	INDFR4N05P
26	PRINTER CANON LB151dW		NFKA020434
27	PRINTER CANON LBP151dW	CANON LBP151dW	NFKA020360
28	PRINTER HP	HP PRINTER LASER JETPRO MFP M226DW	CNBRPBW6B3
29	PRINTER HP LASER JET 1020M PLUS	PRINTER HP LASER JET 1020M PLUS	CNCH120572
30	PRINTER HP LASER JET MFPM226 DW	HP LASER JET MFPM226 DW	CNBRPBW6B3
31	PRINTER MFP HP MODAL - M226DW	HP PRINTER M226DW	CNBKN1B0W0
32	HP PRINTER	HP LASER JET PRO MFP M226DW	CNBKMC5FMS

Laptops in CMO/CMR-8 with CMO Officials

SNo.	Items Description	Make & Modal	Serial No. of Machine
1	Apple iPad	Apple iPad mini 4	F9FXF3TYGHMN
2	Apple iPad	Apple iPad Pro 11" 256GB	DMPC70QYKD86
3	TAB Lenovo	Lenovo TB-X705L	HA13EMVF
4	Tab Lenovo	Lenovo TB3-X70L	HGER4VT8
5	Tab Samsung	Samsung S7 FE	R52RA04BRJH
6	TAB Lenovo	Lenovo TAB P10	HA13E0EM (71)
7	Laptop	Apple MacBook Air MGn73HN/A	SC02G6791Q6L5
8	Laptop	Apple Mac Book Pro Retina A1502	C02NN5M2G3QK
9	Laptop	Apple MacBook Air	C1MSK4R0H3QF
10	Laptop	HP Modal - 240 G6 Note Book	5CD81541RS
11	Laptop	HP Modal - 240 G6 Note Book	5CD81541RK
12	Laptop	HP Modal - 240 G6 Note Book	5CD81541RL
13	Laptop	HP Modal - 240 G6 Note Book	5CD81541RW
14	Laptop	HP Modal - 240 G6 Note Book	5CD81541RZ
15	Laptop	HP Modal - 240 G6 Note Book	5CD81541RP
16	Laptop	HP Modal - 240 G6 Note Book	5CD81541RM
17	Laptop	HP Modal - 240 G6 Note Book	5CD81541S2
18	Laptop	Dell Latitude 3420	2ZTVVG3
19	Laptop	Dell Latitude 3420	1ZTVVG3
20	Laptop	Dell Latitude 3420	3ZTVVG3
21	Laptop	HP Modal - 240 G6 Note Book	5CD81541RO
22	Laptop	Dell Latitude 3470	C0S3YD2
23	Laptop	Dell Latitude 3420	JYTVVG3
24	Laptop	HP Modal - 240 G6 Note Book	5CG3162Y0K
25	Laptop	HP Modal - 240 G6 Note Book	5CG3162Y52
26	Laptop	HP ProBook 430 G6 (Silver Color)	5CD937CLWP
27	Laptop	HP Modal - 245 G6 Note Book	5CD8331H2J
28	Laptop	HP Modal - 245 G6 Note Book	5CD8330NJZ
29	Laptop	Dell Latitude 3420	1XD17S3
30	Laptop	Dell Latitude 3420	5XD17S3
31	Laptop	Dell Latitude 3420	8027NL3
32	Laptop	Dell Latitude 3420	9027NL3
33	Desktop	Dell Optiplex 7090 Tower XCTO	CWW0MQ3
34	Desktop	Dell Optiplex 7090 Tower XCTO	FWW0MQ3
35	Apple iPad Pro	Apple iPad Pro	SM9CQWF7L39

Scanners in CMO/Main Building

S.No.	R-No.	SYSTEM MODEL	SERIAL NO.
1	302	HP SCANJET 8270	CN31311444
2	311	HP SCANJET 8270	CN33111262
3	214	HP SCANJET 8270	CN33111275
4	311	HP SCANJET 8270	CN34D31287
5	305	HP SCANJET 8270	CN35431095
6	214	HP SCANJET 5590	CN5CMSR05X
7	216	HP SCANJET 5590	CN5CMSR0K3
8	303	HP SCANJET 5590	CN5CMSR082
9	204	HP SCANJET 5590	CN5CMSR09Z
10	3002	HP SCANJET 8270	CN33111201
11	012	HP SCANJET PRO 3000S4	TW1BPA8087
12	MB	HP SCAN JET 8270	CN2ABAQQ27
13	MB	BOSS	035423951030010AE

Photo Copiers in CMO/Main Building

S.No.	R-No.	SYSTEM MODEL	SERIAL NO.
1	002	SHARP AR 5620	330210065
2	012	KYOCERA TASKALFA 2201	17976226059
3	103	SHARP AR 5620	NA
4	203	KYOCERA TASKALFA 2201	LBL0125982
5	214	SHARP AR 5620	
6	303	SHARP AR5620	
7	305	SHARP AR5618	
8	2005	SHARP AR 6020D	

TFT/Monitors at CMR-8, Sanganer Cell

S.No.	Items Description	Make & Modal	Serial No. ofMachine
1	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	1L6MVL2
2	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	4Y7MVL2
3	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	5Y7MVL2
4	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	DW7MVL2
5	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	GW7MVL2
6	MONITOR MAKE- DELL	PROFESSIONAL P2217H 21.5 SEREEN LED LIT MONITORS	FX7MVL2
7	TFT MONITORS DELL	DELL (CHANGE TO MONITORS)	CN-OU417N-64180-12N-OGZS
8	TFT MONITORS DELL	DELL (CHANGE TO MONITORS)	CN-OU417N-64180-12N-1KWS
9	TFT MONITORS DELL	DELL (CHANGE TO MONITORS)	CN-OU417N-64180-12N-1LLS
10	TFT MONITORS SIS	SIS (CHANGE TO MONITORS)	UUQG1170015J5705A
11	TFT MONITORS SIS	SIS (CHANGE TO MONITORS)	YVGG11C0004M4531A
12	TFT MONITORS SIS	SIS (CHANGE TO MONITORS)	YVGG11C0004M3708A

Annexure- 13 Inventory of Electro Mechanical Installations

BID FOR HOUSE KEEPING, UPKEEPING, FACILITY MANAGEMENT AND COMPREHENSIVE MAINTENANCE SERVICES IN THE CMO & ITS PREMISES AND I,II,III FLOOR OF CENTRAL LIBRARY BUILDING IN GOVERNMENT SECRETARIAT AND CMR (8, CIVIL LINE & SANGANER CELL & CM OFFICE IN RAJASTHAN ASSEMBLY) (CMR ONLY FOR IT EQUIPMENTS) JAIPUR, RAJASTHAN

Ref. : NIB No.F.4(4)DOP/B-III/2024 Jaipur, dated **11.09.2024**

OFFICE EQUIPMENTS (Paper Shredder Machine Inventory)

SR.No.	Room No.	Qty
01	001	1
02	101	2
03	220	1
04	304	1
05	316	1
06	318	1
07	Basement	1

Total Paper Shredder Machine is – 8 nos

मैसर्स

मुख्यमंत्री कार्यालय गेट पास हेतु

Gate pass Issue- Original Copy

गेट पास संख्या.....

जयपुर, दिनांक:.....

प्रमाणित किया जाता है कि मुख्यमंत्री कार्यालय में स्थापित हार्डवेयर फॉल्टी के स्थान पर नया / Stand BY हार्डवेयर Replaced स्थापित कर दिया गया है-

क्र. सं.	उपयोगकर्ता का नाम एवं पदनाम	पदस्थापन का स्थान	कमरा नं. एवं भवन	उपयोगकर्ता के हस्ताक्षर सील सहित	प्रशासनिक अधिकारी के हस्ताक्षर
	खराबी का कारण	Faulty Item with Model& serial. no.		Replaced Item Model & serialno.	
1,					
2,					
3,					
उपयोगकर्ता की टिप्पणी					
फर्म की टिप्पणी					
DOP की टिप्पणी					

कृपया मैसर्स **M / s** ----- को उक्त खराब आईटम को मुख्यमंत्री कार्यालय से बाहर ले जाने हेतु अनुमति प्रदान करने का श्रम करावें।

Requested By: M /s----- -----	Checked & Approved By: DOP	SO, CMO
Name: Designation: Signature:	Name: Designation: Signature:	
Seal	Seal	
Authorised Signatory M / s	Concerned Officer. DOP (AEN ELectrical / Incharge	Section OFFicer, DOP Deputed in CMO

कृपया मैसर्स **M / s** -----को उक्त खराब आईटमों को मुख्यमंत्री कार्यालय से बाहर ले जाने हेतु अनुमति प्रदान करने का श्रम करावें।

Officer, CMO	Security OFFicr, CMO
Name: Designation: Signature:	Name: Designation: Signature:

अनुमति दिया जाना उचित होगा।

पंजीयक
सचिवालय, जयपुर

On receipt of item back to cm officeReceipt Date:

Checked & Approved By: DOP	USER OF cm OFFice
Name: Designation: Signature:	Name: Designation: Signature

मैसर्स

**मुख्यमंत्री कार्यालय गेट पास हेतु
Items Receipt Note – Original Copy**

गेट पास संख्या.....

जयुपर, दिनांक:.....

विभाग का नाम:	सप्लायर का नाम , पता एवं दूरभाष नं,
क्रय आदेश नम्बर एवं दिनांक:	चालान नं, एवं दिनांक
सम्बन्धित अधिकारी का नाम: पदनाम: हस्ताक्षर:	

मैसर्स..... को निम्न आईटमों को मुख्यमंत्री कार्यालय में लगाने की अनुमति प्रदान की जाती है।

सुरक्षा अधिकारी, मुख्यमंत्री कार्यालय

आईटम का विवरण:

क्र. सं.	आईटम का नाम	आईटम का क्रमांक	मैक एवं मांडल	उपयोगकर्ता का नाम एवं पदनाम	कमरा नं0 एवं भवन	उपयोगकर्ता के हस्ताक्षर सहित सील
1.						
2.						

उपयोगकर्ता की टिप्पणी.....

प्रमाणित किया जाता है कि मुख्यमंत्री कार्यालय में उपरोक्त हार्डवेयर / आईटम स्थापित कर दिया गया है।

प्राप्तकर्ता:	निरीक्षणकर्ता: DOP	अनुभागाधिकारी DOP
नाम:	नाम:	नाम:
पदनाम:	पदनाम:	पदनाम:
हस्ताक्षर:	हस्ताक्षर:	हस्ताक्षर:

Authorised Signatory
Of Firm

Concerned OFFcer, DOP
(AEn. E-lectrical / Incharge
SecLAN / AEn. Civil)

Section Officer, DOP
Deputed in CMO

फर्म द्वारा संधारित:

स्टाक रजिस्टार श्रेणी:
स्टाक रजिस्टार क्रमांक:

फर्म की टिप्पणी:.....

Authorised Signatory with Seal of Firm