

Office of the Sr.Dy.Director(EDP)
5th Floor, Administrative Building,
Willington Island, Cochin 682009

NO. FIN/EDP/FMS/2023

Dated:08/11/2023

NOTICE INVITING BUDGETRY QUOTE

Cochin Port Authority is intending to invite Tenders from eligible bidders for providing FMS & AMC for PCs, Peripherals and IT Infrastructure including Network and Data Centre equipments/systems for two years for the facilities available in Willington Island, Cochin.

Budgetary Quote for providing FMS & AMC for PCs, Peripherals and IT Infrastructure including Network and Data Centre equipments/systems for two years from prospective firms having direct office & support centre established in Cochin are invited from prospective bidders satisfying the following eligibility criteria:

- i. The prospective bidder should have provided warranty/facility management/annual maintenance support for the PCs, Peripherals and Network Infrastructure.
- ii. The prospective bidder should have provided onsite facility management services/annual maintenance contract/warranty support to Corporates / Institutions / Government / Public Sector Units in India covering at least PCs, Peripherals and Network equipments.
- iii. The prospective bidder should have maintained at least 450 number of PCs onsite as part of a single contract.
- iv. The prospective bidder should have installed/configured and maintained core switch, router, firewall.
- v. The prospective bidder should have provided/is providing 24x7 manned Data centre facility management (manned First level) having UPS, Precision & Comfort A/c.
- vi. The contractor is required to have a back to back maintenance support arrangement with the OEMs/Authorised Service Providers for 30KVA UPSs, Comfort A/Cs & Precision ACs, Fire detection & suppression system.

The list of items/equipments/systems/services (Annexure I) that are to be covered along with the relevant details for the proposed AMC is given in Annexure-II.

In order to provide the AMC and FM Cochin Port requires onsite exclusive Facility Management Head (1 No), Sr. Service Engineer (2 No) & Service Engineer (5 Nos) for round the clock operation. The onsite engineers should be direct employees and the remuneration should be at par with the Industry standard and capable enough to retain them for the entire contract period. The minimum



monthly gross emoluments for the onsite service engineer will be prescribed by CoPA in the Tender.

The payment towards the employees posted as onsite support personnel for CoPA has to be made by the contractor. The contractor has to quote for the item taking into consideration of the CTC and the administrative/statutory expenses in this regard. However the monthly gross emoluments paid to the employee as per payslip including all allowances should not be less than Rs.40000/- for FMS Head, Rs.35000/- for Sr.Service Engineers, Rs.25000/- for Service Engineers. The qualification and experience requirements of the onsite personnel's are given in as Annexure-III.

All prospective bidders are requested to submit the budgetary quote in the BQ format (pdf & Excel) (attached herewith) by way of mail on or before 15.11.2023

Sd/-
Sr.Dy.Director(EDP)

