GOVERNMENT OF NAGALAND
DEPARTMENT OF INFORMATION TECHNOLOGY & COMMUNICATION
NAGALAND: KOHIMA

Dated Kohima, the 31st March 2016

NOTIFICATION

No. IT&C/1-8/09 :: In pursuance to the Notice Inviting Tender No. DITC/ITFirms-1/2013, Dated 18.03.2015 regarding empanelment of IT Firms for procurement of IT related items (i.e. computers, peripherals etc), all Government Departments are hereby directed to adhere to the following guidelines with immediate effect.

1. Total of 18 (eighteen) IT firms are empanelled as per attached in Annexure-A. The list can also be downloaded from the State Portal - http://www.nagaland.gov.in.
2. This empanelment is valid for a period of 2(two) years w.e.f 1st April 2016.
3. The empanelment of a firm does not guarantee the award of any work / supply order.
4. In exceptional case, for highly specialized IT items, consortium partner with Original Equipment Manufacturers (OEM) will be allowed.
5. All Departments will procure IT related items from IT empanelled firms only.
6. In pursuance of GFR-Rule 146, any IT related equipments upto a value of ₹ 1,00,000/- (rupees one lac only) may be purchased from IT empanelled firms only with a minimum of 3 (three) quotations on recommendation of local Purchase Committee.
7. For any value above ₹ 1,00,000/- (rupees one lac only), e-Tendering / Procurement System must be done and only IT empanelled firms should be invited to participate. In all such cases, the evaluation should be done through appropriate Committees.
8. Recommended Guidelines on Terms and Conditions for supply / work order for reference are placed in Annexure – B.
9. On expiry of warranty of items procured, all user Departments may enter into an appropriate Annual Maintenance Contract (AMC) with any of the empanelled firms.

Sample Annual Maintenance Contract (AMC) for reference are placed at Annexure – C.

Sd/- Pankaj Kumar, IAS
Chief Secretary to the Government of Nagaland

No. IT&C/1-8/09

Dated Kohima, the 31st March 2016

Copy to:
1. The OSD to Chief Secretary, Government of Nagaland for kind information, please.
2. All Administrative Heads of Departments.
3. All Heads of Departments.
4. The Director, IPR with a request for publicity in all local dailies.
5. All Deputy Commissioners.
6. All IT Empanelled Firms.
7. Office copy.

(K. D. Vizo), I.T.S
Commissioner & Secretary to the Govt. of Nagaland
<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of the Firm</th>
<th>Contact Details</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>M/s Smart Techies Service</td>
<td>9862575751</td>
<td>C.K Arcade Kohima</td>
</tr>
<tr>
<td>2</td>
<td>M/s Infinity Informatic Pvt.Ltd</td>
<td>9862080123</td>
<td>Sri K.L Senti Market complex G.S. road, Dimapur/Nagaland Near plaza police point, Nayamo Lotha road.</td>
</tr>
<tr>
<td>3</td>
<td>M/s Kith &amp; kin Enterprise</td>
<td>9436607861</td>
<td>Daklane Road, PO BOX-360, Near Charity school, Kohima, Nagaland.</td>
</tr>
<tr>
<td>4</td>
<td>Prism Technosystems</td>
<td>9436001269</td>
<td>KRN building(1st Floor), D.Block Kohima, Nagaland.</td>
</tr>
<tr>
<td>5</td>
<td>M/s Nettec computers</td>
<td>9436052225</td>
<td>Keditsu Building, P.R. Hill Kohima</td>
</tr>
<tr>
<td>6</td>
<td>M/s Computer Villa</td>
<td>9436003568</td>
<td>Odyuo's Complex near Union Bank Nyamo Lotha road Dimapur</td>
</tr>
<tr>
<td>7</td>
<td>Xplore Computer shoppe</td>
<td>9436032248</td>
<td>Nyamo Lotha road Dimapur</td>
</tr>
<tr>
<td>8</td>
<td>Ramiotech Solutions</td>
<td>9402993282</td>
<td>P.R. Hill Kohima</td>
</tr>
<tr>
<td>9</td>
<td>M/s Impact</td>
<td>0370 2292183</td>
<td>centre point complex opp. Old MLA Hostel Kohima Nagaland</td>
</tr>
<tr>
<td>10</td>
<td>M/s Eastern Computer Agencies</td>
<td>9208315805</td>
<td>Opp. Bank of Baroda 1st floor R.S. building old taxi stand Kohima</td>
</tr>
<tr>
<td>11</td>
<td>M/s Future Infosystem</td>
<td>9774027676</td>
<td>Yehovi complex N.L. road Dhobinala Dimapur</td>
</tr>
<tr>
<td>12</td>
<td>M/s NK Square</td>
<td>9856645559</td>
<td>High school junction Kohima</td>
</tr>
<tr>
<td>13</td>
<td>Symbios Creations Pvt. Ltd</td>
<td>9208315805</td>
<td>C-22. 2nd floor Old minister hill junction above jail colony</td>
</tr>
<tr>
<td>14</td>
<td>M/s Syscom Technologies</td>
<td>8014975468</td>
<td>Belho complex, below Axis Bank P.R. hill Kohima</td>
</tr>
<tr>
<td>15</td>
<td>M/s Kohima Computer Centre</td>
<td>9862035698</td>
<td>Ground floor room no.1 Khedi market Kohima</td>
</tr>
<tr>
<td>16</td>
<td>Rayns Computer</td>
<td>9436600142</td>
<td>Opp. NSF Martyrs Park Kohima</td>
</tr>
<tr>
<td>17</td>
<td>M/s Linnill Solutions</td>
<td>9402679023</td>
<td>Centre Point Market Bata Chariali Dimapur</td>
</tr>
<tr>
<td>18</td>
<td>M/s Modern Builders</td>
<td>9436283162</td>
<td>High School Road Kohima</td>
</tr>
</tbody>
</table>
Annexure-B

GUIDELINES ON TERMS & CONDITIONS FOR SUPPLY / WORK ORDER

The user departments may stipulate the following terms & Conditions on award of Supply/Work Orders:

1. Taxes: VAT/CST extra as applicable
2. Full payment will be made in producing POD (Proof of Delivery) and production of documents on satisfactory delivery and installation certificate signed by the receiving Officer of the installation location / site.
3. Terms of warranty: The warranty period on all components and items will be for a minimum duration of 1 year w.e.f. from the date of supply, installation & commissioning.
4. Warranty period: After sales service
   - within 48 hrs (forty eight hours) in Dist Hqs.
   - within 72 hrs (seventy two hours) in other locations.
5. Delivery Period: The user department may specify.
6. Penalty for delay: A penalty of 1% of the total amount will be levied for a delay of every 15 days and the supply order will be treated as cancelled automatically after a delay of 45 days.
7. The inspection committee of IT&C Department reserves the right to inspect the premises of the empanelled firms at any point of time to ensure that sufficient facilities are maintained to service the equipment and other IT related works/supply orders executed by them.
8. Sub-letting of supply order or work order to another firm is not permitted.
9. Any items found in non-working condition or not conforming to the specifications will be rejected and the replacement will be done by the vendor / supplier concerned at his own cost.
10. All firms should be prepared to provide maintenance service for the equipment they have sold/supplied with or without AMC for a minimum period of 3 years.
11. In the event of any dispute arising out of the work/supply order, the proceedings shall be subject to the jurisdiction of any appropriate courts in the State of Nagaland.
12. On expiry of warranty, all user departments may execute a MoU on Annual Maintenance with the vendors.
Annexure-C

ANNUAL MAINTENANCE CONTRACT (AMC)

1. The AMC period shall be for 1 (one) calendar year w.e.f. the date of signing the MOU.
2. The AMC does not include Software maintenance. Service Calls which are software related may be billed extra.
3. AMC service call is attended within 48 hrs (forty eight hours) in District Headquarters and 72 hrs (seventy two hours) in other locations.
4. AMC service within 72 hours will be subject to provision of standby machines/equipment or replacement of machine / equipment with similar or better specifications.
5. Penalty of Rs. 500/- (Rupees five Hundred) per day will be realized from the maintenance party for inability to fulfill conditions at Sl. 4 till the problem is rectified.
6. Printer components such as print heads, transfer drums, Ink / toner cartridges, ribbons, ribbons cartridges which are consumable items are not covered under the AMC.
7. AMC within 72 hours will not include scheduled holidays, unless provisions are made to keep the premises open for repair / restoration works.
8. Machines may be taken out of premises for repair / restoration works with due permission from competent authority.

On behalf of the Department

On behalf of the Firm/Supplier

Name & Signature

Name & Signature

Designation & Address

Designation & Address

Note:

1. *Time specification at Sl. 3 is suggestive and subject to negotiable between the parties.*
2. *Penalty payment at Sl. 5 is suggestive only and the concerned departments may decide*