

# Annual Maintenance Contract

## Request for Proposal

### 1. Request for Proposal

Tenders are invited from eligible, reputed, qualified vendors for providing annual maintenance contract (AMC) and FMS of Server, Desktops, Laptops, Scanners, Printers, Projectors and UPS (online/offline) and Networking point for a period of one year. The estimated value of contract is approx 10 Lacs.

### 2. Background Information

#### 2.1. Basic Information

- a) DGHS invites responses ("Proposals") to this Request for Proposals ("RFP") from Companies/Agencies ("Bidders") for selection of "AMC Vendor".
- b) Proposals must be received not later than time, date and venue mentioned in the Fact Sheet. Proposals that are received after the deadline WILL NOT be considered in this tender process.
- c) Interested bidders are advised to study the RFP document carefully. Submission of response shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
- d) The bidders submitting an application through e-tender would be presumed to have considered and accepted all the terms and conditions. No inquiry, verbal or written, shall be entertained in respect of acceptance/rejection of the application. The application must be unconditional.

#### 2.2. Project Background

DGHS intends to select vendor for AMC (comprehensive maintenance services + Facility management services (FMS)) which includes preventive maintenance quarterly/regular services of the Server, Desktops, Laptops, Scanners, Printers, Projectors, UPS (online/offline) and network equipment etc. or replacement of any items necessary for keeping the Server, Desktops, Laptops, Scanners, Printers, Projectors, UPS (online/offline) and network equipment active.

### 3. STRUCTURE OF RFP

The RFP is divided into following three sections:

- A. Instruction to Bidders
- B. Scope of Work
- C. Templates & Annexure

# Annual Maintenance Contract Proposal For Computer Company

**E. de Land**



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## **Table of Contents Annual Maintenance Contract Proposal For Computer Company**

1. Understanding the eBook Annual Maintenance Contract Proposal For Computer Company
  - The Rise of Digital Reading Annual Maintenance Contract Proposal For Computer Company
  - Advantages of eBooks Over Traditional Books
2. Identifying Annual Maintenance Contract Proposal For Computer Company
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Annual Maintenance Contract Proposal For Computer Company
  - User-Friendly Interface
4. Exploring eBook Recommendations from Annual Maintenance Contract Proposal For Computer Company
  - Personalized Recommendations
  - Annual Maintenance Contract Proposal For Computer Company User Reviews and Ratings
  - Annual Maintenance Contract Proposal For Computer Company and Bestseller Lists

5. Accessing Annual Maintenance Contract Proposal For Computer Company Free and Paid eBooks
  - Annual Maintenance Contract Proposal For Computer Company Public Domain eBooks
  - Annual Maintenance Contract Proposal For Computer Company eBook Subscription Services
  - Annual Maintenance Contract Proposal For Computer Company Budget-Friendly Options
6. Navigating Annual Maintenance Contract Proposal For Computer Company eBook Formats
  - ePub, PDF, MOBI, and More
  - Annual Maintenance Contract Proposal For Computer Company Compatibility with Devices
  - Annual Maintenance Contract Proposal For Computer Company Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Annual Maintenance Contract Proposal For Computer Company
  - Highlighting and Note-Taking Annual Maintenance Contract Proposal For Computer Company
  - Interactive Elements Annual Maintenance Contract Proposal For Computer Company
8. Staying Engaged with Annual Maintenance Contract Proposal For Computer Company
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Annual Maintenance Contract Proposal For Computer Company
9. Balancing eBooks and Physical Books Annual Maintenance Contract Proposal For Computer Company
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Annual Maintenance Contract Proposal For Computer Company
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Annual Maintenance Contract Proposal For Computer Company
  - Setting Reading Goals Annual Maintenance Contract Proposal For Computer Company
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Annual Maintenance Contract Proposal For Computer Company
  - Fact-Checking eBook Content of Annual Maintenance Contract Proposal For Computer Company
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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