



Government of India
Ministry of Statistics & Programme Implementation
National Sample Survey Office
(Field Operations Division)

E & F Wing, 5th Floor
Kendriya Sadan, Koramangala
Bangalore-560034

Tender No. 12010/21/2019-20/KTK(S)
Dated: 29.04.2019

Notice Inviting Tender for Comprehensive AMC of Photocopier machines

This office proposes to give Comprehensive Annual Maintenance Contract (CAMC) for maintenance of 2 photocopiers. Sealed tenders are invited from the interested vendors for undertaking the above noted job of CAMC of Photocopiers in the office situated at NSSO (FOD), E & F wing, Kendriya sadan, Santhoshapuram, Koramangala 2nd block, Bangalore-560034 for a period of one year from the date of signing the agreement. Tenders for the same should reach this office on or before 15.05.2019 by 17:00 hrs. The tenders received after the stipulated time and date will not be entertained. The tender will be opened on 16.05.2019 at 11:00 hrs in the presence of representative of the firms who wish to attend.

2. The details of the photocopier for which tenders are invited for Comprehensive Annual Maintenance Contract and the format in which tenders are to be submitted is given below:

Sl. No	Photocopier model	Year of Purchase	Qty	Amount for Comprehensive AMC of photocopier for one year
1.	Toshiba e-studio 306	Mar, 2014	1	
2.	Toshiba e-studio 212	Mar, 2012	1	
3.	GST @.....%			
4.	Grand Total Amount			

3. i) A Bid security (EMD) of Rs. 2000/- in the form of Account Payee Demand Draft or bank guarantee form any of the Commercial banks in favour of 'Head of Office, NSSO (FOD), RO Bangalore' is to enclosed with the tender. The bid security should remain valid for a period of ninety days from closing date of the submission of tender.

ii) The tender submitted without EMD will be rejected summarily.

4. While submitting the tender, the following conditions should be followed.

1. The firm should have office in Bangalore and should provide documentary evidence of PAN and GST number if applicable etc.

G.P.A. 29/4/19

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- i) Tenders may addressed to 'Head of Office, NSSO (FOD), E & F wing, 5th floor, Kendriya sadan Santhoshpuram, Koramangala 2nd block, Bangalore 560034' superscribing "Tenders for CAMC of Photocopier" on the top of the sealed envelope, indicating the firm name and full address including Telephone/Mobile number at the bottom of the left hand side of the envelope.
- ii) The tender may be sent through registered post/speed post/by hand. However, this office will not be responsible for any postal delay.
- iii) Tenders should be submitted on the letter head of the firm in the format given at para 2 above. Besides, tenders should be duly signed by the competent authority/authorized person of the firm.
- iv) Tenders will be evaluated on the basis of Grand Total given at item Sr. No. 4 of format given in para 2 above.
- v) This office reserves the right to accept/reject any or all tenders without assigning any reason.

5. The terms and conditions of the contract will be as given below:

- I. The quoted rate should be valid for one year from the date of signing the agreement.
- II. The Comprehensive AMC also includes replacement of the parts, if required, without any extra cost and the same should be of standard quality.
- III. The equipment will not be moved out of our office premises without prior permission and valid gate Pass. All transportation costs involved for this purpose will be borne by the firm.
- IV. Normal service hours will be from 10:00 AM to 6:00 PM on all working days (Monday to Friday). In exceptional circumstances, services need to be provided outside of these hours or on Saturdays/ Sundays/Holidays at the discretion of and convenience of the office.
- V. Apart from break down/fault call, there will be preventive maintenance to check effective working of equipment at regular interval in each month.
- VI. Penalty Charges @ Rs. 200/- per day will be levied and deducted from payment in case of failure to attend the call/complaint within one working day of recording the same with the firm. In case, any of the equipment is to be taken to the workshop for repairing, standby equipment shall be provided, free of any cost to this office.
- VII. Government reserves the right to terminate the agreement by giving one month's prior notice in writing and accordingly recalculate CAMC charges on pro rata basis.
- VIII. Payment will be made on quarterly basis at the end of the each quarter on successful completion of the contractual obligations.

G.P.K. 29/4/19

(Gunji Prasanna Kumar)
Assistant Director & Head of Office

Copy to:

- i) The Deputy Director General, Computer Centre, MOS&PI, New Delhi with a request to upload this on the website of the Ministry and also on www.tenders.gov.in
- ii) Notice board, NSSO (FOD), RO, Bangalore.