



Government of India
Ministry of Finance,
Department of Expenditure
Office of Controller General of Accounts
Mahalekha Niyantarak Bhawan,
E-Block, GPOA Complex, INA,
New Delhi. 110023

No.D-11011/24/99/2000/MF.CGA/Admn./57

Dated 18.04.2018

To

As per list attached (Annexure -I)

Subject :- Limited Tender for Annual Comprehensive maintenance Contract of Fax Machines

Sir,

This office intends to award an Annual Maintenance Contract in respect of the following fax machines installed in various sections by way of calling limited tender. At present, 28 Fax machine of different models are to be covered under AMC as per the details given below :-

Fax Machines		
Sl. No.	Model	Quantity
1	Brother Br-2820	15
2	Brother Br-2840	5
3	Brother MFC-7360	4
4	HP-1522nf	1
5	Samsung SCX-4521F (MFC)	2
6	HP-MPF M226DN	1
7	HP-MFP 400	1
	Total	28

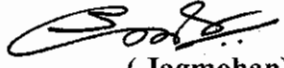
2 Interested parties may accordingly send sealed quotations in respect of a Comprehensive AMC for the fax machines mentioned above so as to reach to the undersigned latest by 02.05.2018 upto 3.00 PM. Quotations will be opened on the same day at 4.00 PM. Quotations received after the closing date and time will be summarily rejected. An authorized representative of your firm can remain present at the time of opening of quotations. This office reserve the right to reject any or all the quotations received without assigning any reasons thereto.

3 The firms quoting the rates have to enclose EMD of Rs.2500/- in the form of demand draft payable to PAO (CGA), Ministry of Finance. The quotation without EMD will be disqualified.

Award of AMC shall be subject to the following terms and conditions :-

1. Tendering parties should be authorized provider of Fax machines and have good experience of AMC of all type of Fax Machines as mentioned on prepage .
2. The selected party would ensure that material of standard and approved quality shall be used and shall be subject to approval of this office.
3. Tendering parties must submit an undertaking to the effect that they have not been blacklisted anywhere in India and has the capacity to work.
4. It shall be incumbent upon the service suppliers to ensure that servicing of the above mentioned equipment including the necessary preventive maintenance in this regard, is done in every three months. In addition, the service provider would be required to attend complaints in respect of the above mentioned items as and when required to do so by this office.
5. It shall be incumbent upon services supplier to ensure that all the machines are in good working conditions and worn out/defective parts are replaced immediately without fail.
6. It shall be incumbent upon services supplier to attend to all complaints within 24 hours of the same being lodged and failure to do so will result in covering of penalty @ Rs.50 per day for each day of default beyond the stipulated period.
7. AMC payment will be made on quarterly basis after completion of the quarter and satisfactory service.
8. In case of continued non-performance and inability to meet services requirements, this office shall reserve the right to terminate the contract after giving one month notice in writing. In such eventuality, the unexpired portion of the AMC for the quarter in which the contract is terminated will have to be refunded by the supplier to the Government.
9. The tenderer whose quotations are finally accepted shall have to furnish a Performance Security of 5% of the value of contract, in favour of PAO (CGA), Ministry of Finance by the means of Bank Guarantee/Fixed Deposit/Demand Draft from a commercial bank. Which will be refunded after satisfactory expiry of contract.

The renewal of AMC for the next years will be considered on the same terms & conditions only if the services provided are satisfactory.


(Jagmohan)
Accounts Officer (Admn.)

Copy to :-

Sh. K.V. Hamza, Sr.AO, ITD for uploading tender on CGA's website
(www.cga.nic.in)

List of companies :-

1. Netstar Technogies Pvt. Ltd.
27-M/1, Zamrudpur, New Delhi-110048
2. Pioneer Marketing System
H-5/16, Malviya Nagar,
New Delhi-110017
3. Mark Sales & Services
1145, Gali No.11,
Ist Floor, Main Road,
Govindpuri, Kalkaji,
New Delhi.
4. IT System
IInd Floor, Aggarwal Bhawan,
Nehru Place,
New Delhi-110019.
5. Alpha Technology,
42-A, Shahpurjat,
New Delhi-110049.
6. MV Infotech
K-128, IInd Floor, Ranjit Sadan,
Mohammad Pur, Bhikaji Cama Place
New Delhi-110017