



कृषि वैज्ञानिक चयन मंडल
AGRICULTURAL SCIENTISTS RECRUITMENT BOARD
भारतीय कृषि अनुसंधान परिषद्
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)
कृषि अनुसंधान भवन-1, पूसा, नई दिल्ली-110 012
KRISHI ANUSANDHAN BHAVAN-I, PUSA, NEW DELHI-110 012
Telephone : 25840251, 25848172 Fax : 25846311



F.No.3(4)/2016-GA

Dated the 30th June, 2016

To,

As per list attached

Subject: Comprehensive AMC for Multimedia Projector at 2nd Floor in ASRB -reg:

Sir,

Sealed quotation is hereby invited on behalf of Secretary, ASRB for award of comprehensive annual maintenance contract for following Multimedia Projector at 2nd Floor in ASRB, KAB-I, Pusa, New Delhi.

Detail of Projector at 2nd Floor:

S.No.	Particulars	Qty.
1.	Sanyo PLC XU-76	01

In case you are interested to undertake the work, you are requested to send your Quotation in a sealed cover super scribed as "**Comprehensive AMC for Multimedia Projector at 2nd Floor in ASRB, NEW DELHI.**", accompanied by a Demand Draft of ₹3000/- as earnest money drawn in favour of Secretary, ASRB, which should reach the undersigned latest by 3.00 PM on 28.07.2016. The quotation may be dropped in the Tender Box kept outside Room No.109, ASRB, Krishi Anusandhan Bhawan-I, Pusa, New Delhi – 110012. The quotation will be opened on the same day at 3.30 PM in Room No. 101, ASRB, Krishi Anusandhan Bhawan-I, Pusa, New Delhi-110012, in the presence of tenderers who may wish to be present.

A copy of the prescribed form showing specifications and tentative quantity of equipments along with Terms & Conditions is enclosed.

Yours faithfully,

Daulat Ram

(Daulat Ram)
Section Officer (GA)

Terms and Conditions

1. The sealed quotations superscribed with name “**Comprehensive AMC for Multimedia Projector at 2nd Floor in ASRB**” KAB-I, Room No.101, Pusa, New Delhi-110012 which should reach in this office by 3.00 p.m. on **28.07.2016**. It will be opened on the same day at 3.30 p.m.
2. Quotation received after the stipulated date and time/ incomplete quotations/ unsigned quotations/quotation with over writing will not be entertained. The interested representatives of the tenderers may be present during the opening of the tender by the committee.
3. Before quoting the rates, projector/equipment can be inspected/ checked during the office hours in the premises of the Board.
4. An amount of ₹3,000/- towards earnest money in form of Demand Draft drawn in favour of Secretary, ASRB has to be sent alongwith the bid. The quotation received without earnest money shall be summarily rejected. The earnest money will be refunded to the tenderers only after contract has been awarded to the successful firm. No interest will be payable on earnest money.
5. The firm should quote the rates of AMC of Multimedia Projectors per annum. The contract shall be comprehensive in nature and include all parts except consumables.
6. The rates of AMC shall be quoted as per Annexure-I and details of the firm may be provided as per Annexure-II.
7. The successful bidder will be required to deposit 10% of the tendered amount in the form of Demand Draft in favour of Secretary, ASRB, payable at New Delhi as Performance Guarantee deposit after the award of work. It shall be refunded to the agency after satisfactory completion of contract.
8. No interest will be payable on security money. The security money will liable to be forfeited in case the contractor fails to comply with the terms and conditions of the contract.
9. The contract will be valid for a period of one year w.e.f. the date of award of contract.
10. The contract can further be extended for one year subject to the satisfactory service by the firm.
11. The contract shall be awarded to the firm whose rates are lowest and satisfy the terms & conditions.
12. The firm will service & maintain above mentioned equipments, the Firm’s representative will carry out maintenance of projectors/equipments whenever call is made to the Company’s office.
13. The firm shall check basic features and carry out necessary adjustments to the system for the proper functioning of the equipment at each such inspection
14. The firm should repair/replace the worn out parts at extra cost.
15. When in Firm’s opinion reconditioning is necessary because normal repair and parts replacement cannot keep the equipment in a satisfactory condition, the company will submit a cost estimate, such costs, if authorized by the Board, will be in addition to the charges of this agreement.
16. In case of Standby wherein repair is not possible at ASRB premises and can be done at Firm’s premises, the Standby of same/other make model also shall be provided by the firm immediately.
17. Taxes need to be indicated separately which arriving at total cost.

18. In case the contractor fails to maintain the projector/equipment in time and in attending the related complaints within 24 hours, the Board shall have the right to get the projectors/equipments repaired in any way and the cost of repair will be deducted from the bills of the contractor.
19. If the firm does not attend the complaint within 24 hours, a penalty @ ₹500/- per day or 10% of the contract value be charged.
20. The contractor shall not sublet any portion of the contract to any other agency/firm for maintenance of machines without prior consent of ASRB.
21. The service of Multimedia projector will be done four times after the completion of every 3 months during the period of contract in a year.
22. No charges will be payable like transportation etc. for providing the services for attending complaints covered under AMC.
23. Charges, if any, spent by the contractor during the period of contract, will be borne by the firm. All material required for repairs etc. shall be arranged by contractor at site himself and no extra amount will be payable on this account.
24. The payment of AMC shall be made half yearly. The bills should be submitted along with service and satisfactory working report.
25. Proper record of servicing and repair etc. of the breakdown/ maintenance should be kept with the firm.
26. The firm should also furnish a copy of PAN, EPF & ESDC registration number and service tax and VAT registration with the quotation/bid.
27. The contract can be terminated any time without assigning any reason.
28. If a tenderer doesn't accept to the offer within a period of fifteen days after the issue of award letter, the offer shall be deemed to be withdrawn without any notice and earnest money will be forfeited.
29. Bid shall remain valid for a period of 60 days after the date of bid opening.
30. The tenderer should check the systems properly before submitting their bids. If there is any shortcoming in the functioning of any system, the same need to be pointed out before quoting the rates. Once the rate is quoted/approved, all expenses on any defect shall have to be incurred by the firm awarded tender for the work.

Terms & conditions are acceptable

Dated

(Authorized signatory)

ANNESURE – I

**QUOTATION FOR COMPREHENSIVE MAINTENANCE SERVICE CONTRACT OF
MULTIMEDIA PROJECTORS AT 2ND FLOOR IN ASRB**

Name of the firm : _____

Address : _____

Phone No./Mobile No. : _____

DD No./Pay Order No. : _____

Projector at 2nd Floor:

S.N.	Equipment	Qty.(nos.)	Total Comprehensive AMC amount in (₹)
1.	Sanyo PLC XU-76	01	
2.	Service Tax as applicable=		
3.	Total =		

ANNEXURE – II

Name of the firm : _____

Registered / Postal Address : _____

1.	E-mail Address	
2.	PAN No.	
3.	VAT/TIN No., if applicable	
4.	Bank Detail: 1. Bank Name 2. Branch Address 3. Account No. With IFSc Code 4. Type of Account (Current/ Saving)	