

By Speed Post

F.No.3/6/2009-GS
Government of India
Press Information Bureau

New Delhi-1, dated : 15.05.2009

To,

M/s.....

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Subject : All inclusive contract for Service/Maintenance of EPABX Auto Telephone Exchange.

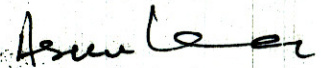
Sir,

I am directed to invite quotations for Annual Maintenance charges in respect of this Bureau's EPABX Auto Telephone Exchange. You are requested to indicate your rates for the above said works and submit the same to Shri Girish Chand, Deputy Director, PIB, Room No.716, A-Wing, Shastri Bhavan, New Delhi in a sealed cover upto 3.00 PM on 28.05.2009. The quotations will be opened on 3.30 PM on the same day in room No.716, A-Wing, Shastri Bhavan, New Delhi in the presence of the tenderers who wish to be present. Envelope should be superscribed-'Quotation for AMC of Auto Telephone Exchange.

1. The contractor will check, service and repair the exchange and replace all such parts thereof as may be necessary with new ones at his own cost.
2. It will be the responsibility of the firm to depute an experienced engineer in this field for attending complaints forthwith. Failure to depute person will invite penal action. In such a case, work will be get done by the Department by making alternative arrangements, cost of which shall be recovered from the contractor.
3. An earnest money of Rs.2000/- (Rupees two thousand only) is to be deposited in the form of bank draft in favor of S.O.(Cash), Press Information Bureau, Shastri Bhavan, New Delhi with the quotation. Cheque will not be acceptable. Quotations furnished without the earnest money and/or found incomplete will be rejected. The earnest money of the tenderers will be released after the finalization of the contract.

4. The contractor will ensure that system gives uninterrupted and trouble free service during the contract period.
5. Payment will be made quarterly basis i.e. after completion of each quarter subject to satisfactory service.
6. Security money: The successful tendered will have to deposit Rs.5000/- (Rupees five thousand only) as security money, and this amount will be returned only after the expiry of the contract period.
7. This Department reserves the right to terminate the contract at any time without assigning any reason therefore. In this connection the decision of this Department shall be final and binding on you.

Yours faithfully,



(Arun Kumar)
Section Officer
Ph.No.23382302