

No.F.07/01/2009-OAS
Government of India
Press Information Bureau

Room No. 716, 'A' Wing,
Shastri Bhawan, New Delhi,
Dated : 01.04.2009

To

NIC
All as per list enclosed.

Subject : Annual Maintenance Contract (AMC) **Canon Fax Machines** -
regarding

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Press Information Bureau invites the quotation for Annual Maintenance Contract in respect of **14 Canon Fax Machines** functioning at Press Information Bureau, Shastri Bhawan New Delhi. The details of machines may be seen at Annexure-I. The rates for the Annual Maintenance Contract include all spares and parts except consumables.

2. The sealed quotation may be submitted along with authorization letter/ certificate from M/s Canon India Pvt. Limited and terms and conditions enclosed duly signed in token of acceptance may please be sent to the undersigned in a sealed cover superscribed with the words "**Quotation for Annual Maintenance Contract for Canon fax machines**". Quotations should reach by 3.00 PM on 14.04.2009. Quotations will be opened at 3.30 PM on the same day in the presence of the representative of the firms who wish to be present.

3. Earnest money by means of a Demand Draft/Pay order of Rs.2,000/- may be enclosed with the quotation. It is also clarified that the quotations received without earnest money will be summarily rejected. The pay Order / DD may be prepared in the name of DDO, Press Information Bureau.

4. The payment towards Comprehensive Annual Maintenance Contract shall be made in two equal installments each at the end of six months on production of satisfactory report from the concerned users.

Annexure-I

S. No.	Machine model	Sr. No.	Installed at
1.	MPL-60	AEG-02179	Pr. DG's Office 102-A
2.	MPC-20	AXD-51190	124
3.	MPC-20	AWT-51338	123
4.	MPC-20	AXT-50044	125
5.	MPC-20	AWT-51038	114-A
6.	Canon B-820	ADL 10377	126
7.	Canon L-295	JPU 04658	122 News room
8.	Canon L-295	JPU 04804	122 News room
9.	Canon L-295	JPU 04514	131
10.	Canon L-220	JKD 24903	109
11.	Canon L-220	JKD24907	707-A
12.	Canon L-220	JKD 24909	108-B
13.	Canon L-220	JKD 24910	707
14.	Canon L-220	JKD 24912	ADG (South Block)

5. The firms are required to furnish documents in support of their standing and goodwill by certificates of Ministry / Department with complete address and telephone Nos. / Income Tax No./SC/CST No. List of present contracts in Govt. Departments may also be enclosed with the quotation.

6. The successful bidder has to submit the performance security as per Govt. rules.

7. The Press Information Bureau reserves the right to select or reject any or all quotations without assigning any reasons whatsoever.

Yours faithfully



[Girish Chand]
Deputy Director

Encl: as above

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