

NOTICE

Quotations from reputed vendors are invited for AMC of Digital EPABX in sealed envelope. The terms and conditions of bids are as follows:

1. The Bidder shall submit Rs. 1,950/- in the form of Demand Draft in favour of Secretary, Delhi Electricity Regulatory Commission towards EMD.
2. The Contractor shall provide services for necessary repairs and servicing of the machine installed at DERC request within 4-6 hours of receipt of communication. Such repairs shall be undertaken during the normal working hours as well as off working hours as per the requirement of the Commission.
3. Services under this agreement shall cover normal preventive & corrective maintenance.
4. The Contractor shall provide all spares/ parts required to be repaired/ replaced in the machine free of cost.
5. The Contractor shall provide training for operating the machine to customer's personnel for successful operation of the machine.
6. Complaints shall be attended as and when reported by DERC, however if the complaints not reported for more than one month the Contractor shall depute their engineer once in two months for preventive maintenance.
7. DERC will authorize service representative to enter customer's premises at all reasonable hours to inspect and service the machines.
8. The scope of AMC shall also cover shifting of intercom/ telephone lines and re-installation of the EPABX System.
9. Cable maintenance/replacement shall be covered within the scope of this AMC contract.
10. **The bidder has to quote price in the format enclosed at annexure 'I' in the typed form only on his letter head and also provide general information of the firm as per format enclosed at annexure 'II'.**
11. Price shall be inclusive of all cost such as material, all statutory taxes, duties, levies and all cartage charges, labour and installation. Bid price shall be firm and final. No escalation whatsoever shall be payable. The bidder/supplier will be entirely responsible for all taxes and levies payable by him to the respective authorities.
12. The rates quoted by the bidder shall be valid for **90 days** from the last date of submission of the bids.
13. The sealed Bid duly super scribed, "**Bid for AMC of Digital EPABX**", and shall be addressed to The Secretary, Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110017
14. No advance payment shall be made; payment shall be made quarterly on satisfactory rendering of services under AMC. Payment Shall be released through ECS/NEFT in favour of the Contractor/Firm only.
15. Last date for receiving the bid is **27.11.2017 by 1200 Hrs**. Bids received by the last date and time would be opened by Purchase and Works Committee at **1430 Hrs** on the same day i.e. **27.11.2017**.
16. No addition or deletion or modification of any Terms & Conditions by the vendor shall be allowed.

Secretary
DERC

(to be typed on the letter head of the firm)

Financial Bid for Comprehensive AMC of Digital EPABX

SI	Description	Qty (a)	Rate per unit (b)	GST (c)	Total amount =a X b + c
(a)	Panasonic EPABX System KX-NS 300 SX with 9U Rack	01			
(b)	Panasonic Digital Phone 6 Line LCD with 24 DSS Keys KX-DT546 SX	07			
(c)	Panasonic Digital Phone 3 Line LCD display with 24 DSS Keys KX - DT543 SX	12			
(d)	Panasonic Digital Phone KX-DT 543 SX with KX-DT 590 operator console	01			
(e)	Panasonic Cordless Phone KX-TG 3611 with caller ID	52			
(f)	MDF Box (100 pair Krone modules complete set)	01			
(g)	UPS (1kVA)	01			
	Grand Total				

I/We accept all the terms and conditions of the invitation of the bid, unconditionally and undertake to abide by all of them.

Date:

Signature _____

Name: _____

Company Seal _____

Annexure 'II'

General Information

1.	Full name of the Supplying Agency	
2.	Complete Address	
3.	Name of Proprietor / Partners / Directors	
4.	Contact Number.	Office : Residence
5.	Commercial Registration Number. (attach proof)	
6.	PAN Number of firm/Company/Proprietor etc. (attach copy of PAN Card)	
7.	GSTIN(attach copy of certificate)	
8.	Bank Account Details: (A/c No, IFSC Code, Bank Name and address)	

: Declaration:

I/We hereby declare the I/We have read & understood all the terms & conditions mentioned in the letter inviting bid and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true.

I further declare that my/our firm has never been blacklisted / debarred from any tendering process in the past.

(Signature of Bidder)

Name: