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**OFFICE OF THE REGISTRAR COOPERATIVE SOCIETIES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OLD COURT BUILDING, PARLIAMENT STREET, NEW DELHI**

No. F.50/ RCS/CTB/ 2015-16/ 856 + 861

Dated: 2/6/15

Estimated Cost:- 45,000/-

EMD : Rs.2250/-

To,

1. M/s Star Technocare, 1/38, Lalita Park, Shakarpur, Delhi-110092.
2. M/s I.M Enterprises, F/C-5, Ground Floor, Saheen Bagh, Okhla, New Delhi.
3. M/s Galaxy Enterprises, 155, 1st Floor, Sarai Julaina, New Delhi.
4. M/s Microwork Engg. 1121 Hemkunt Chamber, Nehru Place, New Delhi.
5. M/s Super Sales Corporation, 88/4, Street No. 1 C/o Uday Singh Shakarpur, Delhi-110092.

Sub: - Comprehensive AMC of Intercom (39 in nos.) i.e. EPABX Mode 848 Copper connection, 1+1 telephone Plans (Eight in nos.) in the O/o Registrar Cooperative Societies, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001 during the year 2014-15.

Sealed quotations are invited from the prospective bidders which can be a sole proprietor firm, partnership firm or a company registered under Companies Act, 1956 for the AMC Services of EPABX System and 1+1 telephone Plans installed in the office of RCS, Govt. of NCT of Delhi on following terms and conditions:


- 1) The form complete in all respect should reach to Assistant Registrar (Caretaking) **Office of RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001** by 01.00 PM on 22.06.2015 in a sealed cover having reference no. of this letter written on the envelope, along with the item for which the quotation is submitted. The form must be duly signed by Prop/Partner/Director of the firm with rubber stamp. The quotation will be opened at 15.30 pm on the same day in the office of Chairman Purchase Committee, Room No. 40, Office of RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001.
- 2) That the service is to be provided at Office of **RCS, Govt. of NCT of Delhi, Old Court Building, Parliament Street, New Delhi-110001.**
- 3) The Tender/ Quotation form must accompany with the Earnest Money Deposit @ 5% of the estimated cost i.e. 45,000/-. The earnest money should be deposited along with quotation by way of FDR/DD only in favour of **DDO, Registrar Cooperative Societies**, Govt. of NCT of Delhi. Any quotation without requisite

820/CC
03/6/15
Quotation letter

Earnest Money Deposit (EMD) will be rejected out-rightly. Bid security of the successful bidder shall be returned on receipt of Performance Security by the Department and after signing the agreement.

- 4) The Registrar Co-operative Societies reserves the right to reject any or all tenders without assigning any reasons thereof.
- 5) The successful bidder shall be required to furnish a Performance Security within one week of receipt of "Letter of Offer". The Performance Security will be 10% of the tendered amount quoted by the successful bidder in the form of Fixed Deposit Receipt from a commercial bank in favour of **D.D.O O/o Registrar Cooperative Societies, Old Court Building, Parliament Street, Connaught Place, Delhi-110001.** The Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations. In case the contract period is extended, the validity of Performance Security shall also be extended by the contractor accordingly. In the event of breach/violation or contravention of any terms and conditions by the firm/agency, the said Performance Security shall be forfeited. In addition, the contract can also be terminated and firm may be blacklisted.
- 6) The firm will have to execute an agreement with the department within fifteen days of issue of work order. Work offered shall be made at the same rate as quoted in the price bid or any other rate agreed upon after negotiation if conducted.
- 7) The bidder is required to attach self attested photocopy of VAT registration, Service Tax registration, PAN card and ITR for last three years. Failure in submitting any of these documents will lead to rejection of tender document.
- 8) The firm should quote rates inclusive of all taxes /duties.
- 9) The rates should be valid for One year from the date of granting contract and would be extendable on mutual agreement for another one year.
- 10) Under AMC Company will have to supply services, spares and necessary repair of the machine without any additional charges.
- 11) The firm has to ensure that all machine and instruments remain in operational condition all the time. However, if the machine remain idle for more than 24 hours after lodging the complaint, a sum of Rs. 500/- per day will be charged as penalty.

- 12) The firm will ensure that its Service Engineer inspects the machines every week. However, in case of emergency, his services may be requisitioned any time including Saturday, Sunday and any other holiday.
- 13) No extra payment will be made on account of transportation if machine requires to be taken to the workshop of the firm.
- 14) The firm will submit the bills, in triplicate, along with satisfaction service report from all branches.
- 15) The payment would be made quarterly after observing the satisfactory performance.
- 16) In case of dispute, matter will be initially referred to arbitration for settlement. The arbitrator will be appointed by the Registrar Cooperative Societies and his decision will be final and acceptable to both parties. The fee of the arbitrator will be share by both the parties equally.
- 17) In case of any dispute in the contract/Agreement, the jurisdiction of the court will be at NCT of Delhi



(BIPAN KUMAR)
DEPUTY REGISTRAR (CTB)

1. Asstt. Programmer, RCS Department for web based publicity on department website.
2. Notice Board of the Department.

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I/We submit Rates of **AMC of Intercom i.e. EPABX system & Plans phones repair/replacement** as per the terms and conditions of the O/o Registrar Cooperative Societies, GNCT of Delhi, which are acceptable to me/us.

Rate quoted (net. Inclusive of all taxes F.O.R.)

S.No.	Description of work /Name of the items		Rate per unit including Vat Taxes and Service Tax and all other levies/ duties like fixing of wire etc.	
1	Yearly Service Comprehensive AMC of Intercom (39 in nos.) i.e. EPABX Model-848 Copper connection, 1+1 Plans (8 in nos.). (Replacement and repairs inclusive)			
2	New Plan Phone 1+1 (Beetel or equivalent)		Per Pcs.	Basic With CL (I)
	a. Basic	b. With CL (I)		
3	New Push Button telephone Instrument with caller ID Beetel or equivalent. Same as above		Per Pcs.	Basic With CL (I)
	a. Basic	b. With CL (I)		
4	Adapter for new connection	Plan 1+1 of reputed company		
				Rate per meter including Vat Taxes and Service Tax and all other levies/ duties like fixing of wire etc.
5	Cabling charges 0.51 MM for new connections	2 Pair taped copper wire (per Mtr.)	(Per Mtr.)	
		3 Pair taped copper wire (Per Mtr.)	(Per Mtr.)	
		4 Pair taped copper wire (Per Mtr.)	(Per Mtr.)	
		10 Pair taped copper wire (Per Mtr.)	(Per Mtr.)	
		20 Pair taped copper wire (Per Mtr.)	(Per Mtr.)	
		20 Pair Armored Cable copper wire (Per Mtr.)	(Per Mtr.)	
6	Channel	PVC pipe	(Per Mtr.)	

***Note: -** Rates should be mentioned both in figures as well as in words.

Signature of the Tenderer

Name: -

Designation: -

Address: -

Phone: -

..... (Seal)