GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

HEAD OF OFFICE (S.RD.): SHANKAR ROAD FIRE STATION:

DELHI FIRE SERVICE: NEW DELHI-110 060.

NIT No.F.7(3)/DFS/Wireless/S.Rd./2019-20/88 Dated: 06/05/2019

**TENDER NOTICE**

 Separate item tenders for Annual Maintenance Contract of EPABX System, installed at Fire Safety Management Academy (FSMA), Near MadhuvanChowk, Rohini, are invited by the undersigned, on behalf of Director, Delhi Fire Service. The Tender documents with **Earnest Money of Rs.1500/-** will be received in the office of Head of Office (Shankar Road), Shankar Road Fire Station, New Delhi-110 060, upto 15:00hrs on **04/06/2019**. The tenders will be opened at 15:15 hrs. on same day in presence of the bidders/ Contractors, if any.

**Terms & Conditions:-**

1. Bidders are advised to study the tender documents carefully & thoroughly. The submission of tender shall be deemed to have been done after careful study and examination of the tender documents with full understanding of its implications.
2. Incomplete, conditional Tender and without Earnest Money will not be accepted.
3. The Contractor shall have to deposit the Earnest Money Rs.1500/- in the shape of Demand /B. Cheque in favour of DDO, Shankar Road, Delhi Fire Service, New Delhi.
4. All tenders documents, such as mentioned in **Annexure-A, B, Earnest Money, Tender Fees, Tax Certificates, as mentioned at S.No.12 are mandatory.** In absence of required tender documents, the bid will be declared disqualified/ cancelled straightway, without any further clarification.
5. The envelops are to be addressed to the Director, Delhi Fire Service, Head Quarters, Connaught Lane, New Delhi-110 001 and dropped in the tender box placed at the Office of Head of Office, Shanker Road Division, Shanker Road Fire Station, New Delhi-110 060. No tender will be accepted in person or otherwise after specified date & time. The response to Technical Proposal and Commercial Proposal should be submitted in separate envelop and price should not be indicated in the Technical Proposal but should only be indicated in the Commercial Proposal. All sealed each envelops clearly shown in the front side, Technical Bid (EMD & Required documents ) & Commercial (Price Bid).
6. Rate are quoted in**Annexure-B-** (Performa for Price bid).
7. Bidders are advised to visit the Site before quoting the AMC charges.
8. **AMC is involve, repair of EPABX System, Repair of all Telephone Instruments, job of Cabling and replacement of SMF Batteries, if required.**
9. The rates are valid for 24 months.
10. Work should be start within three days after receipt of Work Order.
11. Any use of sub standard materials in this work, may cause of non release of payment.
12. The photo copies of Income Tax Return (latest), GST Return (latest), PAN No., duly signed & stamped by Authorized person of Firm/ Company, should have to produced with tender documents.
13. The Purchase Committee have reserve the right to reject any tender or all tenders without assigning any reason thereof and all disputes are subject to the jurisdiction of the Courts in the NCT of Delhi.
14. The tender will be rejected straightway without assigning any reason if the firm involves in any criminal case, declared black listed by any Govt./Semi Govt. Department/ Agencies etc.
15. In case of violation of any clause of this work, the explanation of the firm can be called by issuing Show Cause Notice. If the reply is not found satisfactory, the Earnest Money can be forfeited as well as action for blacklist can also be taken prior to taking any legal action.
16. The payment ofAMC will be made Half yearly basis after successfully completion of each Half year.
17. Servicing/ repair of EPABX System etc. shall be attend within 24 hours of receipt of call.
18. Only authorized representatives will be allowed to attend the meeting of the Purchase Committee. They should also bring the letter from Head of Firm with an undertaking that any decision taken by them would be accepted by firms.
19. The aforesaid Terms & Conditions Sl. No.1 to 18 should be accepted in **Annexure-A**.

Sd/-

Head of Office (S.Rd.)

 For Director

Delhi Fire Service

**Annexure-“A”**

**ACCEPTANCE OF TERMS & CONDITIONS**

 The Terms and Conditions earmarked from point No.1 to 18 hereby accepted by me/ us. I/We bound myself/ ourselves them to toto in the event of my/ our tender being accepted.

(Signature and Seal of Bidder)

Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annexure-“B”**

**PERFORMA FOR PRICE BID/ COMMERCIAL BID**

**Annual Maintenance Contract of Accord ADX 400 Digital EPABX System.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Item/ work** | **Unit Price** | **GST** | **Total Amount** |
| 1. | **Charges for Annual Maintenance Contract of Accord ADX 400 Digital EPABX System, installed at Fire Safety Management Academy (FSMA), Near MadhuvanChowk, Rohini****(Involve Repair of EPABX System, Repair of Telephone Instruments, Job of Cabling& Replacement of SMF Batteries)** |  |  |  |

(Signature and Seal of Bidder)

Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_