



कृषि वैज्ञानिक चयन मंडल

(भारतीय कृषि अनुसंधान परिषद)

कृषि अनुसंधान भवन-I, पूसा, नई दिल्ली 110 012.

AGRICULTURAL SCIENTISTS RECRUITMENT BOARD

(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

Krishi Anusandhan Bhavan-I, Pusa, New Delhi-110012

Tele : 25841928, 25848172; Fax : 25846311



F.No. 3(3)/2018-GA

dated 25th September 2018

To,

As per list

Subject – Limited Tender for award of Comprehensive Annual Maintenance contract for EPABX System installed in the Board-reg.

Sir,

Sealed quotations are hereby invited on behalf of Secretary, ASRB for the award of Comprehensive Annual Maintenance Service Contract for EPABX System installed in the Premises of the Board, as per details given below:

1. Make of EPABX System	SV-8100-NEC
2. Trunk MTNL Line	12
3. Digital Line	16
4. Single Line Extensions	24
5. UPS (1KVA)	01

In case you are interested to undertake the work, quotation may be sent to Secretary, Agricultural Scientists Recruitment Board, Krishi Anusandhan Bhawan-I, Pusa, New Delhi-110012 through registered post or be dropped in the quotation box placed in front of Room no. 209 super scribing "Quotation for Comprehensive Maintenance of EPABX System", which should reach **by 03:00 PM on 11.10.2018**. The same shall be opened at 03:30 PM on the same day in the presence of the bidders or his/her representatives who may wish to be present.

A copy of the prescribed form showing specifications and tentative quantity of equipment along with Terms & conditions is enclosed.

Yours faithfully,

Ajantam
(Ajay Gautam)

Under Secretary, ASRB

TERMS AND CONDITIONS

1. The tenderer shall quote comprehensive rates, which will include the maintenance charges for maintaining the machines including accessories/parts in proper order throughout the contract period. Comprehensive AMC rates per machine should be quoted as per Annexure-I. Taxes, if any, should be indicated separately in Annexure-I.
2. The rates quoted should be in Indian Rupees only, in both words and figures. There should be no erasing or overwriting in the words or figures therein otherwise the quotation will be rejected / ignored.
3. Quotation should be completed in all respects and sent within specified date as mentioned in covering letter. The quotations received after the prescribed date shall not be considered.
4. The Board reserves the right to reject any or all the quotations, in full or part, without assigning any reason thereof.
5. Correction or over-writing in the tender documents is not permissible. Every sheet of the Tender document and the terms and conditions should be signed and stamped by the authorized signatory of the firm.
6. A demand draft of Rs. 2,000/- as Earnest Money in favour of Secretary, ASRB is to be enclosed along with the Bid. No Bid shall be considered without the earnest money deposit. Demand Draft drawn in favour of any officer other than "Secretary, ASRB" will not be accepted and the tender Bid will be rejected. The earnest money will be refunded only after the finalization of the contract and no interest will be paid on earnest money. However, exemption will be given to the firm for the firm having registration certificate issued by National and Small Industries Corporation (NSIC), MSME etc for the purpose under tender document.
7. The firm whom the contract will be awarded, will have to deposit the performance security equal to 10 % of the total contract amount till 60 days from the period of contract expires. If the services are not found to be satisfactory, the performance security is liable to be forfeited. No interest will be paid on performance security.
8. It shall be the responsibility of the firm(s) to make the EPABX System installed in the Board work satisfactorily throughout the contract period and also to hand over the systems to the Board in working condition on the expiry of the contract.
9. No advance payment in any case would be made. However payment will be made on quarterly basis after the submission of user satisfactory reports along with the bill of each quarter.
10. In case of violation of any terms and conditions on the part of the firm is noticed and/or the services are found unsatisfactory, performance security can be forfeited at the discretion of the Competent Authority in the Board. Further, in case the complaint is not attended to promptly and within the specified time, the work will be got done from other sources at the contractor's risk and cost. In this regard the decision of the Competent Authority in the Board shall be final and binding on the contractor.
11. Contract rates once finalized will not be enhanced during the currency of the contract.
12. The contract may be considered for extension by mutual consent and for two more years, one year at a time, as may be agreed upon subject to proper services provided by the firm and approval of the competent authority in the Board.
13. In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded, for whatsoever reason(s), to honour the contract, the earnest money/ performance security deposited would be forfeited.
14. The firm will provide genuine parts and in case of replacement of parts is needed; the parts shall be of the same make. In the event of their non-availability, good quality parts should be used under intimation to this office. Costs of all parts repaired / replaced will be borne by the

firm. The contract is **COMPREHENSIVE** and no extra charge whatsoever will be paid to the firm for replacement of any of the spare parts.

15. Any reported fault would be taken up by the firm's Engineer within 2-3 hours. As far as possible, the repairs would be carried out on-site itself. Penalty as deemed fit by the competent authority in the Board will be charged in case of any of the items is not repaired within 2-3 hours of reporting of fault.
16. After the contract is finalized, an agreement as per GFR, 2017 shall be entered into with the successful firm. The firm shall ensure that the machine when taken under the contract shall be maintained throughout the contract period properly and shall be handed back to the Board in proper running condition after the expiry of the contract or else Security money shall be forfeited apart from other penalties.
17. The EPABX system is installed in the premises of the Board at Krishi Anusandhan Bhawan-I, Pusa, New Delhi. The firm may inspect the equipment before quoting their rates, if considered necessary, during office hours (i.e. Monday to Friday during 9.00 A.M. to 5.30 P.M.)
18. The competent authority in the Board reserves the right to cancel the contract at any time during the currency of the contract without giving any reason.
19. The bidder shall provide a self-declaration, as per annexure III, that the firm is not debarred or backlisted by any Government department/agencies.
20. The firm will provide maintenance and repair service on holidays, in case of emergency.
21. If any dispute(s) arises between the Board and the firm with reference to the contract, the Board will decide it and its decision will be binding on the firms.

Terms & conditions are acceptable

Dated

(Authorized signatory)

ANNEXURE – I

QUOTATION FOR AWARD OF COMPREHENSIVE CONTRACT OF MAINTENANCE OF EPABX SYSTEM INSTALLED AT ASRB, NEW DELHI

Name of the firm -----

Address -----

Phone No./Mobile No. -----

DD No./Pay Order No. ----- dated -----

Sl.No.	Equipment	Quantity (nos.)	Comprehensive AMC Rate* (per machine) in Rs.	Total Comprehensive AMC amount* in Rs.
1.	EPABX System (SV-8100-NEC) comprised of: Trunk MTNL Line - 12 Digital Line - 16 Single Line Extension - 24 UPS (1 KVA) - 01	01		

*GST extra as applicable should be indicated separately

ANNEXURE – II

Name of the firm -----

Registered / Postal Address -----

1.	E- mail Address	
2.	PAN No.	
3.	VAT/TIN/GSTIN No., whichever applicable	
4.	Bank Details : 1. Bank Name 2. Brach Address 3. Account No. 4. Type of Account (Current/Savings)	

UNDERTAKING

I/We have read and understood Terms and Conditions contained in the ASRB's application form for contract. I/We do hereby declare that all the details provided in this application form are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by AGRICULTURAL SCIENTISTS RECRUITMENT BOARD.

I/We do hereby also accept ASRB have the right to accept or reject this application and not to issue invitation to tender to me/us.

I/We undertake to communicate promptly to ASRB any changes in the condition or working of the firm. It is certified that we have not been blacklisted by any organization of Government of India including Central Vigilance Commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ASRB to approach individuals, employees, firms and corporations to verify our competence and general reputation.

Signature: _____

Name: _____

Designation: _____

Address: _____

Place:

Date: