

### Tender Notice

**Subject: Invitation to tenders for Annual Maintenance Contract of Max MR-37 Offset Printing machine (A-1 Size).**

The Officer-In-Charge, Government of India Press, Rashtrapati Bhavan, for and on behalf of the President of India invites Tenders for **Annual Maintenance Contract of Max MR-37 Offset Printing Machine** which is installed in the Press. The interested firms/companies willing to undertake the job may quote their rates in the enclosed performa at Annexure-A.

#### Scope of work:

Quotations are invited for **Annual Maintenance Contract for one year** without any spare parts & non-consumables for one Max MR-37 Offset Printing Machine of A-1 Size.

#### Technical Specifications:

#### Max MR-37 Offset Printing Machine of A-1 size

Type	Offset Printing Machine
Model	Max MR-37
Colors	Single Colour
Max. Machine speed	10,000 (IPH)
Plate Size	730 x 945 MM

**Terms and conditions:**

1. The quotation along with duly filled Performa (**Annexure-A**) shall be submitted to the Officer-In-Charge, Govt. of India Press, Rashtrapati Bhavan, New Delhi-110004 by 3.00 PM on or before **19-07-2023** in a sealed cover superscripted "**Quotation for AMC of Max MR-37 Machine**".
2. The firm/company shall have to deposit an EMD of **Rs.2,000/-** in the form of FDR/Bank Guarantee to be submitted in the favour of "**The Officer-In-Charge, Govt. of India Press Rashtrapati Bhavan, New Delhi-110004**" or a Demand Draft in favour of "**The Pay and Accounts Officer (Ptg), Ministry of Housing and Urban Affairs, New Delhi-110001**" along with the Proforma at (**Annex-A**) failing which the quotation will not be considered and will be out rightly rejected.
3. The firm will have to furnish PAN / GST number in their quotation.
4. The Bidders will have to submit their work profile in respect of other Government department in the past.
5. Rates of GST if payable in addition to the rate quoted should be mentioned separately otherwise rate will not be considered.
6. A **Performance Security Deposit** of **10%** of Annual Maintenance Contract cost in the shape of **Demand Draft** in favour of "**The Pay and Accounts Officer (Ptg), Ministry of Housing and Urban Affairs, New Delhi-110001**" will have to be deposited by the successful firm/company before undertaking the contract. The same shall be refunded after expiry of the contract. The Earnest Money of the successful firm will be refunded after the Performance Security money is deposited.
7. The successful firm/company will sign a contract agreement with the Press before undertaking the contract.
8. The offer should be kept valid for 90 (Ninety) days from the date of opening the tender.
9. Quotation having advance payment condition will not be entertained.
10. The Earnest Money Deposit of the firm/company whose quotations are not accepted will be refunded, after acceptance of AMC by the successful firm.

**General terms and condition of the contract:**

1. In case of any defect/fault in the machine, the firm will have to undertake the job immediately on receipt of complaint and ensure the machine in working order as early as possible.



2. The firm will undertake preventive and corrective maintenance once in every fortnightly besides attending to the complaints promptly on day to day basis and also beyond normal working hours and working day so that the work on that machine does not suffer and the urgent work should not hamper. All the visits of the service engineer will be recorded in the AMC register kept in the Press.
3. The contract will be awarded initially for a period of one year. The contract may be renewed on year to year basis for maximum period of three years subject to the conditions, if the services provided found to be satisfactory.
4. The contract will be exclusive of all spares required for the maintenance of Max MR-37 offset printing machine.
5. In case of acceptance of your offer, an Agreement letter will be placed on you and, you will have to submit a bill in triplicate duly pre-receipt with the words "Received Payments" and also with usual Revenue Stamp if the amount exceeds Rupees 5000/- and the payment thereof will be arranged through NEFT/R.T.G.S./P.F.M.S no other condition of advance payment or part payment shall be entertained under any circumstances.
6. The payment of the contract will be made quarterly after completion of AMC period for which the firm/company shall have to produce a bill in duplicate duly pre-receipted and bearing PAN / GST Number.
7. The Press will recover TDS and other applicable taxes, etc. as per rule from the payment made to the firm/company.
8. The quotations will be opened at **3.30 PM** on **19-07-2023** in the Chamber of Officer-In-Charge, Govt. of India Press Rashtrapati Bhavan, New Delhi-110004 by the tender Opening Committee, of the Press in the presence of representatives of the firms who wish to be present.
9. Quotations received after the due date/time as mentioned in this tender will be treated as Late Bids and will not be entertained.
10. **The Officer-In-Charge**, reserves the right of accepting or rejecting any or all the tenders without assigning any reasons whatsoever and does not bind himself to accept the lowest or any other tend

  
(Nishok Kumar Paria)  
Officer-In-Charge

**Annexure-A**

**Tender Performa & Acceptance for Annual Maintenance Contract**

Dated: /07/2023

To

The Officer-In-Charge  
Govt. of India Press,  
Rashtrapati Bhavan  
New Delhi-110004

**Subject: Acceptance of Terms and condition of the Tender**

**Ref. No. P-13011/1/RBP/2020-21/**

**Dated.....**

Sir,

I/We offer the rates of Annual Maintenance Contract for Max MR-37 Offset Printing Machine and hereby accept all the terms and conditions stipulated in the tender enquiry.

**Cost of Annual Maintenance Contract of Max MR-37 Offset Printing Machine (A-1) size without spare parts.**

Sl.No.	Particulars	AMC cost of repairs without spare parts (In Rupees)	GST	Grand Total
1.	Max MR-37 Offset Printing Machine (A-1 size)			

Rupees (in Words) .....

Earnest Money Deposit: Rs.2,000/- through D.D. No.....

dated.....drawn on .....

Signature: .....

Name of the Agency .....

Address & Phone No.....