

No: D-25011/7/97-Cash (LA)
GOVERNMENT OF INDIA
MINISTRY OF LAW & JUSTICE
DEPARTMENT OF LEGAL AFFAIRS
CASH SECTION

Shastri Bhawan, New Delhi
Dated the 2ND July, 2014.

Subject: Award of contract for Comprehensive annual maintenance of Intercom Exchange (C-DOT 256 port), intercom lines and 15 lines of Panasonic 1+1 sets in the Department of Legal Affairs, Legislative Department & OL Wing.

Sir,

Department of Legal Affairs intends to award annual contract for maintenance of Intercom Exchange C-DOT 256 port EPBAX of 200 lines (approx.) installed in Room No.435, 4th Floor, 'A' Wing, Shastri Bhawan, New Delhi-110001 and extensions connected at Ground Floor, Fourth Floor, Fifth Floor & Seventh Floor and 15 lines of Panasonic 1+1 sets also in the Department of Legal Affairs, Legislative Department, Official Languages Wing & ILI Building, Bhagwan Das Road, New Delhi. The Department is looking for reputed firms having adequate familiarity/experience in the field.

2. The tender must be sent in sealed cover prominently marked as **"ANNUAL CONTRACT FOR INTERCOM EXCHANGE"**. Sealed tenders are to be deposited at "FACILITATION CENTRE" Garage No.15, Ground Floor, Shastri Bhawan, New Delhi by 12:00 Noon of 11.7.2014. The tenders will be opened on 11.7.2014 at 4.30pm in Room No.410'D' Wing, Shastri Bhawan, New Delhi in the presence of the tenderers or their representative who may wish to be present at that time. The firms which fulfil the following minimum criteria may only apply:-

- c) The tender should be accompanied with the Earnest Money Deposit of Rs.2000/- in the form of DD/ Pay Order from any of the Nationalized Bank in favour of P&AO, Department of Legal Affairs, New Delhi.
- d) The firm should have an experience of 3 years in repairing of C-DOT Exchange. It should produce a certificate from Government Departments or Public Sector Undertakings to the effect that the Firm has given satisfactory service/ performance alongwith the bids, without which bid is liable to be rejected.

Terms and conditions of the tender & resultant contract shall be as under:

- 8) The successful bidder would have to deposit an amount of Rs.2000/- as security deposit in the form of Bank Guarantee drawn in favour of P&AO, Department of Legal Affairs, New Delhi.
- 9) The advance payment will not be made in any condition.
- 10) Repairing of FCBC and all Exchange control cards and line cards comes in the scope of AMC
- 11) During the period of contract the firm will have to depute a qualified person to Cash Section (LA) of the Department from **9AM to 5.30PM** every working day to rectify the problems of Intercom line.
- 12) The contract will be valid for one year.
- 13) The Prospective bidders are free to see the installed exchange and seek any clarifications and also understand the kind of requirements, the Department is looking for. Cash Officer (LA), R.No. 429 'A' Wing, Shastri Bhawan, New Delhi. (Tele. No.23389607) may be contacted with prior appointment on any working day before opening of the tender.
- 14) All matters/disputes pertaining to the tender and resultant contract shall be settled by the Head of the Department or any Officer nominated by him for the purpose. The contract terms are interpretable under the applicable Indian Law subject to the jurisdiction of NCT of Delhi.

Yours faithfully,



(ASHA SOTA)

Under Secretary to the Govt. of India
Tele. No.23389127(O)

Copy to NIC, for display on the website of the Department.



(ASHA SOTA)

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Tele. No.23389127(O)