

NIELIT Chandigarh
C-134, Industrial Area, Phase-VIII, Sector 71, Mohali-72.

No. NIELIT/PUR-SPL/2015/

Date: 3.6.2015

INVITATION TO QUOTE RATES

(Last Date for Submission 17th June, 2015 by 11.00 A.M.)

To

Subject: Maintenance of Line Printers

Dear Sir,

Please quote your lowest rates for providing annual maintenance of Line Matrix Printers. Comprehensive maintenance support will be required for Line Printers mentioned below:-

SNo.	Name of Equipment	Model No.	No. of Printers	Places of Installed Printers
1.	PRINTRONIX	P7 1500Q	2	Kurukshetra
2.	PRINTRONIX	P7 1500Q	2	Yamuna Nagar
3.	PRINTRONIX	P7 1500Q	2	Rohtak
4.	PRINTRONIX	P7 1500Q	1	Jhajjar
5.	PRINTRONIX	P7 1500Q	2	Jind
6.	PRINTRONIX	Proline 5 Series	1	Ludhiana
7.	PRINTRONIX	P7 1500Q	1	Ludhiana

TERMS AND CONDITIONS (FOR LIMITED TENDER)

1. The quotation should be addressed to Director, NIELIT Chandigarh.
2. The price quoted should be inclusive of all taxes.
3. The quotation/offer should be submitted on or before 17.6.2015 at 11.00 A.M. in the sealed envelope. The envelope should be superscripted as **“Quotation for Maintenance of Line Printers”** and should bear the enquiry number and due date on the top. Quotations received after

the due date will not be considered. It shall be opened at 11.30 A.M. on the same day in the presence of vendors, if any, who has submitted quotations.

4. Quotations will not be accepted by Fax, Email or any such electronic data transfer form.
5. You will be required to submit earnest money of Rs.7,000/- (Rupees seven thousand only) in the form of demand draft in favour of NIELIT payable at Chandigarh along with the quotation which will be returned to all except the vendor selected for supply immediately after the order is placed. The amount will remain with this Centre as Security Deposit during the period of empanelment. In case you fail to abide by the conditions of contract, adhere to the scheduled dates, the amount of EMD will be forfeited.
6. **QUOTATION WITHOUT EARNEST MONEY WILL NOT BE ENTERTAINED.**
7. Validity of the quotation should be mentioned. Normally quotations should be valid for at least 60 days from the date of opening of the quotation
8. Annual maintenance charges will be payable quarterly on proportionate basis. Payment will be released after successful completion of a quarter and on submission of bills by the vendor.
9. The maintenance contract shall consist of preventive and corrective maintenance of the printer and will include supply and replacement of all parts for printers installed at Sub Centres of NIELIT Chandigarh at Ludhiana, Rohtak, Yamana Nagar, Jind, Jhajjar, Kurukshetra.
10. You will be responsible for comprehensive maintenance of the Line Printers. For maintaining the printer, you will keep necessary spare parts. In case of default, this office will have the right to arrange maintenance at your risk and cost from any other source.
11. Comprehensive maintenance will cover repair and replacement of all parts.
12. You will maintain the printers for efficient running at all times 24x7 at Ludhiana, Rohtak, Yamana Nagar, Jind, Jhajjar, Kurukshetra. Service will be provided as and when desired by this Centre.
13. The response time for attending the faults will be within six hours after these are reported to you at Ludhiana, Rohtak, Yamana Nagar, Jind, Jhajjar, Kurukshetra. You will rectify the fault within eight hours. In case you fail to meet this requirement, penalty at the rate of Rs. 500/- per calendar day or part thereof will be imposed from the date of complaint. After the first week Director, NIELIT Chnadigarh will have the right to arrange repair/replacements from other vendor at your risk and cost.
14. The Faults can be reported any time on any days (including holidays / Saturdays / Sundays.). The vendor will provide the name of contact person and contact mobile no.
15. You will do preventative maintenance once in two months for all the Line Printers under annual maintenance contract. This schedule will have to adhered to strictly by you.
16. NIELIT Chandigarh does not bind itself to accept the lowest or any such quotation and has the right to accept or reject whole or any part of quotation without assigning any reasons. No correspondence in case of rejected quotations will be entertained. Incomplete quotations are liable to be rejected.
17. All questions, disputes or differences arising under and out of or in connection with the contract, if concluded, shall be referred to the sole arbitrator appointed by the Director, NIELIT Chandigarh.

Thanking you.

Yours Faithfully,

Surinder Singh
Joint Director(Technical)



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To be Returned by the vendor

SNo.	Name of Equipment	Model No.	No. of Printers	Places of Installed Printers	Rate per Unit/annum
1.	PRINTRONIX	P7 1500Q	2	Kurukshetra	
2.	PRINTRONIX	P7 1500Q	2	Yamuna Nagar	
3.	PRINTRONIX	P7 1500Q	2	Rohtak	
4.	PRINTRONIX	P7 1500Q	1	Jhajjar	
5.	PRINTRONIX	P7 1500Q	2	Jind	
6.	PRINTRONIX	Proline 5 Series	1	Ludhiana	
7.	PRINTRONIX	P7 1500Q	1	Ludhiana	

Authorised Signatory
And seal of the Company / Supplier