

To,

Sub: Invitation of sealed quotations for Comprehensive Annual Maintenance Contract for EPABX System installed at CPCB, Delhi.

Sir,

Sealed quotations are invited on the behalf of Central Pollution Control Board for Comprehensive Annual Maintenance Contract for 'NEC **Aspila Ex**' model EPABX System, installed at CPCB, Delhi. The details of the system are as follows:

S. No.	Description of items	Qty.
1	No. of Extensions (Analog)	300Nos
2	No. of Extensions (Digital)	16Nos
3	Operator Console Model: IP-1WW-24TXH-TEL(BK)	01No
4	Trunk Card (4Ports)	01No
5	No. of PRI Lines	02Nos
6	No. of Cabinets	04Nos.
7	Call billing software	01No
8	Other associated system/ accessories	

Terms & Conditions:

1. Quotation should be dropped in the Tender/Quotation Box kept at Reception near Security Guards (at Ground Floor), CPCB on or before 11/07/2012 upto 3:00 pm. The same will be opened by 3:30PM on the same day.
2. The quote/ bidder should be an authorized distributor for sales and service of NEC, Japan EPABX Systems.
3. The contract is initially for a period of one year and can be extended subject to satisfactory services provided by the firm during CAMC period and mutual consent of both the parties.
4. The rates quoted should be inclusive of all taxes. The rates should be quoted both in figure and words. Before quoting the rates, the firm may inspect the site of work to full acquaint himself.
5. The service centre of the firm or its authorised centre should be available within the NCR Region.

6. The payment will be made in four quarterly installments after submitting the Performa invoice in duplicate after completion of satisfactory services of that quarter.
7. All the precautionary measures should be adopted for safety purposes during the contract period for carrying out the work. If any accident/ mishap occur during the contract period at site, the firm shall be held responsible for the same.
8. The firm shall keep the EPABX System in functional all the time for trouble free communication in the office. The firm should keep one SMPS and one CPU Card all the time as spares to reduce break down time.
9. The AMC shall be Comprehensive nature and will include all the components of the EPABX System. The firm has to replace the defective parts with the same make. No other extra charges will be payable in this account.
10. After attending each call/ regular maintenance schedule, a duly filled service report should be submitted to the concerned person for its records and counter signature should be taken.
11. In addition to attending the breakdown as & when required, the firm has to make preventive maintenance of the system once in three months & submit the maintenance/ service report to the concerned official. The breakdown should be attended & rectify the fault, by the firm within 24 hours after receiving call from the department. The firm has to provide their contact numbers to the department for this purpose.
12. If any part/parts need to be taken out of CPCB premises for repair/ replacement, written permission (Gate Pass) should be taken from this office. No transportation charges will be paid on this account.
13. If the firm fails to attend the complaints or does not render satisfactory services, the contract awarded to him shall be cancelled by giving 15 days notice without assigning any reasons whatsoever and his security deposit and payment due to him, if any, shall be forfeited. In this connection, decision of Chairman, Central Pollution Control Board shall be final and binding both the parties.
14. Income tax, if any, shall be deducted at source.
15. Chairman, Central Pollution Control Board reserves the right to cancel any or all the quotations without assigning any reasons thereof. The quotation shall be valid for three months from the date of its opening.
16. Clerical and typographical mistakes are subject to correction.

Yours faithfully,

(PARITOSH KUMAR)
Sc. 'D' & In-charge, Bldg.