



# Govt. High School, Sector- 53, UT Chandigarh

Website : [www.ghs53.org](http://www.ghs53.org)

Email : [ghs53chandigarh@gmail.com](mailto:ghs53chandigarh@gmail.com)

## Tender

Memo No: - GHS-53/2018/ 68

Dated : 19/02/2018

**Limited Tender invited for Comprehensive AMC (Annual Maintenance Contract) for 30 Multimedia Projectors for the period of One year. Tender is open from 19/02/2018 to 03/03/2018**

Your quotation should reach this office i.e. **The HEADMASTER, Govt. High School, Sector-53 Chandigarh** on or before **3<sup>rd</sup> March 2018 by 2.00 P.M.** through speed post/ Registry/ By Hand and it will be opened **on the next working day i.e. 5<sup>th</sup> March, 2018 at 10 A.M.**, in the presence of the competent authority of the school. The representative of the firm may attend the opening proceedings.

  
Headmaster  
Govt. High School(Smart)  
Sector-53, Chandigarh

(HEADMASTER)



# Govt. High School, Sector- 53, UT Chandigarh

Website : [www.ghs53.org](http://www.ghs53.org)

Email : [ghs53chandigarh@gmail.com](mailto:ghs53chandigarh@gmail.com)

To

\_\_\_\_\_  
\_\_\_\_\_

Memo No: - GHS-53/2018/ 68

Dated : 19/02/2018

**Subject: - Limited Tender for AMC (Annual Maintenance Cost) for 30  
Multimedia Projectors for the period of One year.**

Reference to the subject cited above. You are requested to quote the rates as per detail given below:-

The school invites quotation for the AMC (Annual Maintenance Cost) for 30 Multimedia Projectors for the period of One year of this school. Please quote your lowest rate keeping in views the terms and conditions for Comprehensive AMC (Annual Maintenance Contract).

*The documents of tender/quotation should be submitted as under:-*

- a) First envelope super scribed titled as a **TECHNICAL BID** should contain following documents:-
1. Registration and GST No.
  2. PAN No.
  3. INCOME TAX LAST RETURN COPY (LATEST)
  4. Affidavit for having not blacklisted by Chandigarh Administration.

  
19.02.2018  
Headmaster  
Govt. High School(Smart)  
Sector-53, Chandigarh

b) Second envelope super scribed titled as a **FINANCIAL BID** should contain the financial rate on the prescribed Performa as shown above. The financial bid should contain rates only. Any change/overwriting in rate quoted by the venders afterwards will entail cancellation of tender document.

1. These two envelopes should be sealed and put it an outer envelope to be super scribed as **Comprehensive AMC for 30 MULTIMEDIA PROJECTORS.**

2. The Tender is opened from 19/02/2018 and closed on 03/03/2018 and the same will be opened on the next day i.e. 05/03/2018 at 10.00 AM. Tender/quotation must be sealed. Unsealed envelope will not be entertained and rejected out rightly.

3. The tender will be opened in two parts / stages i.e. firstly, Technical bid will be opened and if documents therein are found as per the terms and conditions of tender document, then qualified firms will be eligible for opening of the Financial Bid The rates shall be firm and no price variation is allowed and repair and replacement should be done at the site, if machines carry for repair at other location no freight charges will be paid by department and damage of machine will be the responsibility of the firm.

c) **Delivery Period:** - The AMC for projectors will be in effective for 1 year from the date of Order.

d) **PENALTY:** The competent authority reserves the right to impose penalties in the following exigencies:

In case the vendor fails to complete the supply within time period as given in supply order, then penalty @ 0.5% per week or part thereof subject to maximum limit of 10%, on the value of delayed portion of supply will be levied. However School Management Committee may relax the penalty clause if it is satisfied that reasons for the delay were largely due to circumstances beyond the control of vendor

e) As per directions of Income Tax Department, TDS will be deducted from the bill(s). Hence please quote your PAN No. on the body of each bill to get the amount of TDS incorporated in the quarterly statement of TDS of the institute.

f) The rate should be inclusive of all taxes otherwise detail of taxes should be clearly shown in the financial bid. Rates of all the taxes applicable must be quoted in the quotation and same will be required to mention in the bill/invoice without change.

g) This department has full authority to reject the tender without assigning any reason.

h) In case of any dispute, decision of the DSE, Education Dept. Chandigarh Administration will be final.

i) The quantity can be increased or decreased as per the actual requirement.

j) The repair/service should be as per the above said specifications strictly otherwise action will be taken as per rule.

- k) The Contract includes Maintenance and the cost of replacement of all parts of the system excluding CRT's/Lamps and Consumables like adapter, cables, etc. that is necessitated by normal wear and tear under prudent use of the customers
- l) In case of defected item, the competent authority will not be responsible in any manner for the loss or damage. The competent authority also reserves a right to impose any penalty as deemed fit in case the said goods are not lifted after the expiry of specified period.
- m) The contract however does not include replacement of any part in the event of misuse or excessively rough handling, burnt, physically damage, dents, non-supply of proper power, earthing, loose connection of wires, non-handling properly, shutting down machines directly, non compliance of the product guidelines etc.
- n) Consumables shall be replaced (Subject to availability considering the age of the equipments) on a Chargeable basis as and when required after obtaining necessary approvals from User department.
- o) New implementations are not covered in the scope of this contract but can be done on a Chargeable basis on request and required approval.
- p) PAYMENTS:-The payment will be made in the 4 parts i.e. quarterly after the satisfaction report of the competent authority (committee members).
- q) Bidder should also mention their E-mail address and Mobile numbers along with tender.
- r) The duly signed copy of this tender must submit along with the quotation i.e. acceptance of terms and conditions of the tender document.

The tender document can be downloaded from school website i.e.  
**[www.ghs53.org/download](http://www.ghs53.org/download)**



Headmaster  
Govt. High School(Smart)  
Sector-53, Chandigarh