

## **NOTICE INVITING QUOTATION**

**Name of work: Comprehensive AMC for maintenance and repair of 04 Pro-line P-7 2000N series printers installed at ICD-Patparganj, Delhi.**

Sealed quotations are invited from the interested reputed service providers/vendors for Comprehensive AMC for maintenance and repair of 04 Pro-line P-7 2000N series printers installed at ICD-Patparganj, Delhi.

The Notice Inviting Quotation, schedule of quantity and terms and conditions will be issued free of cost from the Regional Office, Central Warehousing Corporation, Delhi to the interested parties upto 30/08/2019 by 3.00 PM. The parties shall submit their quotations superscribing the name of work on envelop, after filling up the quotation along with Earnest Money Deposit **(EMD) of Rs. 3,300/-** (Rs. Three Thousand Three Hundred only) in the form of Demand Draft/Banker's Cheque/Payorder **in favour of "Central Warehousing Corporation" payable at New Delhi** drawn on any nationalized/schedule bank in the Regional Office, Central Warehousing Corporation, Delhi upto 30/08/2019 at 3.00PM.

In case of claiming exemption for EMD, being the small scale industry, the Certificate of MSME shall be enclosed.

MSEs who interested in availing themselves of the benefit of EMD exemption, the MSEs will enclose with their offer the proof of their being MSEs registered with any of the agencies mentioned in the notification of Ministry of MSME indicated below along with the bid.

- i. District Industries Centre
- ii. Khadi and Vilage Industries Commission
- iii. Khadi and Vilage Industries Board.
- iv. Coir Board
- v. National Small Industries Corporation
- vi. Directorate of Handicraft and Handloom
- vii. Udyog Aadhar Memorandum
- viii. Any other body specified by Ministry of MSME

If it is found that neither EMD has been deposited nor an Certificate mentioned above is enclosed, then the bid will be rejected.

The benefit as stated above to MSE, shall be available only for goods and goods and services produced & provided by MSEs for which they are registered.

In case the MSE does not fulfill the criteria as given above, such offers will not be liable for consideration of benefits detailed in MSE notification of Government of India dated 10.05.2019 and any other notification issued thereafter.

**Tenderer/Bidder shall submit an Affidavit duly attested by the Notary as per Annexure-II**

***Corporation also reserves the right to ignore minor inconformity's in the bid document or seek clarification from any/all bidders.***

**Seeking clarifications & missing documents from the Bidder on the Technical & Commercial bid.**

- i. CWC may seek any specific clarifications to meet the tender requirement during the pre-qualification and technical evaluation stage of bid.
- ii. If there are conditions attached to any financial proposal/bid, which shall have bearing on the total cost, the Financial Evaluation Committee shall reject any such proposal(s) as non-responsive. However if the Committee feels it as necessary to seek clarification on any financial proposal(s) regarding taxes, duties or any such matter, CWC may invite response(s) in writing.
- iii. Following procedure shall be adopted to seek clarifications/missing document(s) on point(i) and (ii) above:
  - a). To avoid either unfairness to potential bidders or the impression of unfairness to any bidder, these clarifications to be obtained from all the bidders by calling clarifications from all the bidders at the same time, giving them reasonable time period i.e. not exceeding more than 15 days and opening the responses (clarifications) received from all the bidders at the same time.
  - b). The bidder has the option to respond or not to respond to these queries.
  - c). If the bidder fails to respond, within the stipulated time period or the clarification submitted is non-conforming to requirement of tender conditions, no further, time will be given for submitting the clarification and the bid will be summarily rejected.
  - d). The request for clarification shall be in writing and no change in quoted prices or substance of the bid shall be sought, offered or permitted. No post bid clarification at the initiative of the bidder shall be entertained.
  - e). All the responses to the clarifications will be part of the proposal of the respective bidders, and if the clarifications are in variance with the earlier information in the proposal, the information provided in later stages will be the part of the agreement.

The NIQ should be submit in two bids are containing the “**Technical qualification** with **EMD** and documentary evidence as listed in the Tender Documents, which shall be superscribed as “**TECHNICAL BID**”. The second bid containing the **Financial qualification** as per schedule given in NIQ should be superscribed as “**PRICE BID**”. Bids should superscribing “NIQ for Comprehensive AMC for maintenance and repair of 04 Pro-line P-7 2000N series printers installed at ICD-Patparganj, Delhi”.

***Regional Manager, CWC, Regional Office, Delhi reserve the right to accept or to reject any of the quotation without assigning any reason thereof and does not find itself to accept the lowest or any other quotation.***

The Notice Inviting Quotation can also be downloaded from our website [www.cewacor.nic.in](http://www.cewacor.nic.in) and [www.tenderhome.com](http://www.tenderhome.com).

The received sealed quotations (Technical Bid) will be opened in the Central Warehousing Corporation, Regional Office, Scope Minar, First Floor, Core-3, Laxmi Nagar Distt. Center, Delhi-110092 on the same day i.e. 30/08/2019 at 3.00PM in presence of parties who may wish to be present at their own expenditure. The date and time of opening of price bid will be informed to the technical qualified vendors separately.

Corporation also reserves the right to ignore minor inconformity's or seek clarification/document from any/all service provider/vendors and to accept or reject any or all the service providers/vendors without assigning any reason thereof.

The Service provider/Vendor should invariable mention their name, full address, preferably on their letter head.

**Encl.: Blank format of Schedule of quantity along with terms & conditions.**

**DGM(Admn)  
For Regional Manager**

**ANNEXURE-I**

**TERMS AND CONDITIONS**

**Sub: Sealed quotation for comprehensive AMC for maintenance and repair of 04 pro-line P-7 2000N series Printers installed at ICD Patparganj, Delhi.**

1. The Payment shall be made on post quarterly basis on furnishing the satisfactory certificate from the Manager, ICD Patparganj, Delhi.
2. Party shall ensure there is a smooth running of operations 24x7 including emergency services if any duly intimated by Manager ICD Patparganj, Delhi.
3. Party shall have to deposit **EMD of Rs.3,300/-** (Three Thousand Three Hundred only) along with the tender in the form of Demand Draft/Banker's Cheque/Pay Order in favour of "**Regional Manager, Central Warehousing Corporation**" payable at Delhi. **No interest shall be payable on the amount of EMD/SD in any case.**
4. Successful bidder should deposit Security Deposit (Interest Free) 5% of the Contract Value. The EMD of the successful bidder will be convert into the **Security Deposit (interest free)** on award of work and to be refundable after the settling all the accounts with the contractor and obtaining No Deus Certificates. If the successful tenderer had previously held any contract and furnish Security Deposit. The same shall not be adjusted against the tender and fresh Security Deposit will be required to be furnished.
5. The agreement will initially for the period of **Two years** and which can further extendable for a period of three months, unless specifically terminated by either party by giving minimum one month notice. The AMC extended will be on existing rates, terms & conditions as specified in the original agreement.
6. In case of providing unsatisfactory service by the party, EMD shall be forfeited by CWC and the AMC shall be terminated without assigning any reason thereof at sole discretion of CWC. The decision of Corporation shall be final and binding upon the party and no correspondence on this account will be entertained by CWC.
7. Contract doesn't cover consumable like Printer Head, ribbon body, broken items, burnt PCB's.

8. The party shall not directly or indirectly open, alter, try to temper within or in any act, which will result in intruding with the internal operation of machine and make any modifications to the configurations.
9. Parts will not be sent outside/taken out of the ICD-PPG in any case and will remain the property of Central Warehousing Corporation.
10. The maintenance service will be comprehensive and will include cost of labour, repair, replacement of faulty parts of equipment etc.
11. The printers in working conditions will be covered under comprehensive AMC.
12. CWC will not be responsible for any accident that may occur to the contractor/ contractor's employee/workers due to any reason, whatsoever.
13. RM, CWC, Delhi depending upon the requirement of equipments for AMC may increase/decrease the number of equipments at any time during the currency of the AMC period for which payment may be made on proportionate basis.
14. Accessories wherever required and provided, shall be supported by user's certificate indicating Name , Designation and Division alongwith the bills for the same.
15. The AMC service provider shall arrange cleaning of each printer and their accessories once in every quarter to have a cleaner look of the printer and their accessories upto the satisfaction of the users which shall be authenticated by each user.
16. In case of any dispute arising out of said AMC during the contract period, the decision of the Regional Manager, CWC, RO, Delhi which includes the reference to Arbitration will be final and binding on both the parties.
17. Tenderer willing to accept the payment through e-payment shall provide following statement:
  - a) Permanent Account Number (PAN No.)
  - b) Bank Account Number of the Firm/Company
  - c) Name & Address of the Bank & Branch
  - d) IFSC Code Number of the Branch.

18. The party must submit the bill within one month after completion of quarter. Any bill after one month of the Corporation of the contract shall not be entertained. However, the Competent Authority has discretionary power to condone the delay in submission of bill.
19. ***Corporation also reserves the right to ignore minor inconformity's in the bid document or seek clarification from any/all bidders.***
20. ***Corporation reserves the right to terminate the contract at any time by giving one month notice.***
21. ***In case breach of any Terms & Condition mentioned in the NIQ corporation reserve the right to terminate contract and get the balance work at their risk & cost. Central Warehousing Corporation also reserve the right to black list the agency permanently and/or forfeit the Security Deposit besides other remedies as per NIQ.***

Signature of the party with seal and complete address

**ANNEXURE-II**

**AFFIDAVIT**

To be submitted on a stamp paper (of Rs. 10/- minimum) duly attested by Notary Public (duly affixed with Notarial revenue stamp , with Notary Seal and Notary Registration number etc.)

I \_\_\_\_\_ S/o/ D/o/ W/o \_\_\_\_\_ Managing  
Director\*/ Director\*/ Proprietor\*/ Partner\* of M/s  
\_\_\_\_\_ located at  
\_\_\_\_\_

Do hereby solemnly affirm and declare as under:-

1. The company is a Micro/Small enterprise as per the Govt. of India definition: and has been functional at the time of bar code registration.
2. The company continues to be a Micro/Small Enterprise and functional as on date.
3. As per books of accounts, the total investment (original purchase value) in plant and Machinery in the company as on the date of submission of bids is Rs. \_\_\_\_\_ which is within the limit prescribed in MSME Act.
4. i) Udyog Aadhar Memorandum (UAM) numer of our company is \_\_\_\_\_  
ii) We hereby confirm that we have declared the UAM number on Central Public Procurement Portal (CPPP).  
iii) We are aware that non-declaration of UAM number on CPPP will make us ineligible to enjoy the benefits as per Public Procurement Policy for MSEs order, 2012.

Signed on \_\_\_\_\_

**DEPONENT**

**VERIFRICATION:**

Verified that the contents of the affidavit are true to the best of my knowledge and belief.

**DEPONENT**

**Place:**

**Date:**

**Note:** \*Strike out whichever is not applicable.