

SUPREME COURT OF INDIA
ADMN. MATERIALS (P&S)

Last Date for submission of
Tender: 28.03.2019 upto 03 : 00 PM

No. 1153/EPABX/AMC/2019/SCI(AM)
Dated : 06.03.2019

NOTICE INVITING TENDER FOR

**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT IN RESPECT OF
TELEPHONE SYSTEMS INSTALLED IN THE OLD BUILDING & NEW ANNEXE
BUILDING OF THE REGISTRY (EXCEPT SIEMNENS EPABX) I.E. FOR REPAIR OF
TELEPHONE INSTRUMENTS, WIRES, MDF BOXES INCLUDING LAYING/
REPLACEMENT OF WIRE AND MAINTENANCE OF ALL INTERCOMS OF THE
REGISTRY FOR ONE YEAR.**

Sealed tenders as per the enclosed Proforma (Annexure 'A') are invited for entering into Comprehensive Annual Maintenance Contract (CAMC) in respect of TELEPHONE SYSTEMS INSTALLED IN THE OLD BUILDING & NEW ANNEXE BUILDING OF THE REGISTRY I.E. FOR REPAIR OF TELEPHONE INSTRUMENTS, WIRES, MDF BOXES INCLUDING LAYING OF WIRE AND MAINTENANCE OF ALL INTERCOMS OF THE REGISTRY.

Interested parties, if they so desire, may contact Ms. Padma Sundar, Branch Officer, Admn. Materials Branch (Tel. No. 23112235 & 23111483) and can personally visit Reception Counter No. 42 near PRO Office on any working day between 10:30 AM to 04:30 PM except Saturday/Sunday for any clarification, before quoting the rates.

A. TENDER

1. Two separate sealed envelopes should be used for submitting : (i) Earnest Money and (ii) Tender Documents superscribing (a) "Earnest Money for CAMC in respect of Telephone Systems" (b) "Tender for CAMC in respect of Telephone Systems".
2. The tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered to the undersigned. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he could show the same along with his own identity proof to the Reception Counter No. 42 for issuance of Entry Pass.

3. The tenderers are expected to examine all the instructions, Proforma's terms & conditions and specifications in the tender documents, failing to furnish all information required by the tender document in every respect will be at the tenderers risk and may result in rejection of the tender.

4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender will be declared as holiday by the Govt. of India then next working day will be treated as due date of the tender.

B. TERMS AND CONDITIONS

5. The tenderers are required to send their tenders along with a **Demand Draft of Rs. 6,000/- (Rupees Six Thousand only) drawn in favour of 'The Registrar (Admn. M), Supreme Court of India' payable at New Delhi as Earnest Money**, which will be refunded to the unsuccessful tenderers on their written request after awarding of the contract. **Name of the firm, telephone number and name of the item** may be written on the reverse side of the Demand Draft.

6. The rates should be valid for a period of one year from the date of awarding of the contract.

7. Hypothetical or conditional tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by any tenderer at any time after it is submitted, appropriate action as deemed fit may be taken against that Tenderer.

8. The Registry will deal with the tenderers directly and no middlemen/agent/commission agents etc. should be asked by the tenderers to represent their cause and they will not be entertained by the Registry. The Tender form is not transferable and agency shall not be permitted to transfer their rights and obligations to any other person/organisation or otherwise.

9. Over-writing/overtyping or erasing of the figures are not allowed and shall render the tender invalid.

10. The Registry, in its discretion, reserves the right to reject or accept any or all the tenders, wholly or partly, without assigning any reason thereof.

11. The tenderer shall quote rates both in figures and words.

12. All the pages of quotations including the documents submitted therein must be duly signed and stamped failing which the offer shall be liable for rejection.

C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER

13. The successful tenderer shall have to deposit the Security Deposit of Rs. 30,000/- after adjusting earnest money of Rs. 6000/- within one week from the date of receipt of intimation for approval of rates, which will be refunded on written request after 60 days only after successful completion of the CAMC and payment of their last bill whichever is later.

14. The successful tenderer shall have to depute a regular qualified and competent resident engineer in the Registry to attend to any breakdown and/or complaints from 9.00 AM to 6:00 PM on Mondays to Fridays and from 9.30 AM to 2.00 PM on Saturdays. The EPABX systems and intercoms connected to the said systems should be functional all the time. The services of the engineer may also be required occasionally on Sunday/holiday or odd hours in case any important Conference/meeting etc. of Hon'ble Judges/Officers is held in the Supreme Court. In case of necessity services of more engineers will have to be provided by the successful tenderer.

15. The tenderer shall comply with all relevant and existing Labour Legislation and Acts such as Minimum Wages Act, Contract Labour (Regulation & Abolition) Act, Workmen's Compensation Act, Payment of Wages Act, Provident Fund, ESI Act etc. as applicable or framed by the Government of NCT of Delhi or Government of India, or any other Statutory Authority. For any breach or lapse on the part of tenderer in respect of non compliance of any labour legislation in force during the validity of the Contract, the tenderer would be fully responsible and would indemnify the Registry, in case the Registry is held liable for the lapse on the part of the tenderer. The tenderer must submit an Undertaking towards compliance of all Labour Laws (Annexure 'C').

16. The wire if required to be replaced, will be supplied by the Registry and lay down by the AMC holder. No payment will be made for the laying of wire, to the AMC holder.

17. The payment will be made on half yearly basis on the basis of satisfactory maintenance. The Comprehensive AMC will also include providing of more new intercom numbers, dismantling and/or reinstallation of any Intercom telephone from one room to another for which any wire etc. required will be provided by the Registry.

18. The tenderer should have sufficient infrastructure, experience and qualified engineers to ensure that no problem is caused to the users of EPABX systems.

19. The successful tenderer shall have to execute an agreement with the Registry immediately after awarding of CAMC.

20. The successful tenderer shall take over both the EPABX systems alongwith all other associated equipments from the outgoing CAMC provider and shall hand over these in good working condition in all respects to the next successful tender after completion of their maintenance contract.

21. Even after granting of CAMC, Registry reserves the right to terminate the services at any time, if the same are not found satisfactory and in that case, the security deposit may be forfeited and/or other penalty as deem fit may be imposed.

22. The tenderer shall give an undertaking (as per Annexure 'B') that the firm/ Partners/ Director/Proprietor has not been blacklisted and its business dealings with Central/ State Government/ Public Sector units/ Autonomous bodies have not been banned/ terminated on the account of poor performance.

D. PENALTIES

23. If the complaints are not attended to and set right immediately within two hours then penalty as deemed fit by the Registry will be imposed and deducted from the pending dues in addition to forfeiture of Security Deposit.

24. The successful tenderer will have to abide by terms and conditions as may be fixed time to time by the Learned Registrar (AM), Supreme Court Of India.

25. The Registry, in its discretion, reserves the right to reject or accept any or all the tenders, partly or completely, at any time without assigning any reason therefor.

E. INVITATION OF TENDER

Interested parties may send their tenders in two sealed envelopes (i) one containing (i) Earnest Money and (ii) Tender Documents superscribing (a) "Earnest Money for CAMC in respect of Telephone Systems" (b) "Tender Documents for CAMC in respect of Telephone Systems" respectively addressed by name to the undersigned, or may be handed over personally to Registry's Reception Counter No. 42 near PRO office on or before **28.03.2019 upto 3.00 P.M.**, which will be opened at 3.30 P.M. on the same day in Supreme Court premises by a Committee of Officers constituted for the purpose before the tenderers or their authorized representatives who may wish to remain present. The tenders received after due date/time and/or without earnest money will not be entertained. In the first instance, envelopes containing Earnest Money will be opened and thereafter, the envelopes containing tender documents will be opened.

Sd/-
(BASU DEV SHARMA)
ADDITIONAL REGISTRAR(AM)
TEL. NO. 23381512

Encl. : Proforma (Annexures 'A', 'B' & 'C')

Note: Registry will remain closed during Holi Holidays w.e.f 18.03.2019 to 24.03.2019.

**SUPREME COURT OF INDIA
Admn. Material (P & S)**

Last Date for submission of

No. 1153/EPABX/AMC/2019/SCI(AM)

Tender : 28.03.2019 upto 03 : 00 PM

Dated: 06.03.2019

PROFORMA

TO BE FILLED BY THE TENDERERS WITH REFERENCE TO NOTICE INVITING TENDER FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT IN RESPECT OF TELEPHONE SYSTEMS INSTALLED IN THE OLD BUILDING & NEW ANNEXE BUILDING OF THE REGISTRY (EXCEPT SIEMENS' EPABX) I.E. FOR REPAIR/REPLACEMENT OF TELEPHONE INSTRUMENTS, WIRES, MDF BOXES INCLUDING LAYING/REPLACEMENT OF WIRE AND MAINTENANCE OF ALL INTERCOMS OF THE REGISTRY.

1. Name of the Tenderer :
with address
2. GST Number :
3. Name of the Contact Person :
with Telephone/Mobile No./
Fax number/E-mail ID
4. Details of rates mentioning :
taxes etc.

S. No.	Particulars	Rates to be quoted for	Rates + GST
1.	FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT IN RESPECT OF TELEPHONE SYSTEMS INSTALLED IN THE OLD BUILDING & NEW ANNEXE BUILDING OF THE THE REGISTRY (EXCEPT SIEMENS' EPABX) I.E. FOR REPAIR/ REPLACEMENT OF TELEPHONE INSTRUMENTS, WIRES, MDF BOXES INCLUDING LAYING OF WIRE AND MAINTENANCE OF ALL INTERCOMS OF THE REGISTRY.	Annual charges	
2.	Charges for laying and supply of 2 Pair wire Plaza make (ISI mark), or other ISI mark wire per meter including labour charges (mention make of wire also).	Per metre	
3.	Charges for laying and supply of 4 Pair wire Plaza make (ISI mark), or other ISI mark wire per meter including labour charges (mention make of wire also).	Per metre	
4.	Charges for laying and supply of 10 Pair wire Plaza make (ISI mark), or other ISI mark wire per meter including labour charges (mention make of wire also).	Per metre	

5.	Charges for laying and supply of 20 Pair wire Plaza make (ISI mark), or other ISI mark wire per meter including labour charges (mention make of wire also).	Per metre	
6.	Charges for laying and supply of 50 Pair wire Plaza make (ISI mark), or other ISI mark wire per meter including labour charges (mention make of wire also).	Per metre	
7.	Charges for supply and installation of 10 pair MDF box per unit including labour charges.	Each	
8.	Charges for supply and installation of 20 pair MDF box per unit including labour charges.	Each	
9.	Charges for supply and installation of 50 pair MDF box per unit including labour charges.	Each	
10.	Beetel C-11 Basic Telephone Instrument	Each	
11.	Misc parts/items i.e. Line cords, receiver cord, Rosset/ line box, betton, flexible pipe etc.	Each/Per metre	

5. Items/Parts which will not be included in the Comprehensive AMC along with their rates :
6. Details about infrastructure, experience, name and qualification of staff members :
7. Name, address, telephone number of the deputed service engineer. :
8. Details of prominent clients/customer :

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Dated :

Signature with Stamp

UNDERTAKING

I/We undertake that (name of the company) has not been blacklisted/banned by any Government/Public Sector undertaking/Autonomous Body.

Signature of the authorised/
Signatory of the firm/company
organization/official stamp/seal

Dated:

Place:

UNDERTAKING

I/We undertake that (name of the company) comply with all the Labour Laws.

I/We further undertake that (name of the company) comply with Minimum Wages Act, PF/ESI Act/Statutory obligations etc.

Signature of the authorised/
Signatory of the firm/company
organization/official stamp/seal

Dated:

Place: