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CHANDIGARH STATE AIDS CONTROL SOCIETY, UT, CHANDIGARH  
INTERNATIONAL HOSTEL, MADHYA MARG (NEAR PGIMER),  
SECTOR 15, CHANDIGARH  
PHONE NO. 2544563, 2783300, Fax No. 2700171

**INVITATION OF QUOTATIONS FOR COMPREHENSIVE AMC OF COMPUTERS AND PRINTERS  
INSTALLED AT STI CLINICS**

To

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\_\_\_\_\_

Memo no. CSACS/PO/2014/3004-30. Dated, Chandigarh the 29/11/2014.

Dear Sir/Madam,

**Sub: INVITATION OF QUOTATIONS FOR COMPREHENSIVE ANNUAL MAINTENANCE OF  
COMPUTERS AND PRINTERS INSTALLED AT STI CLINICS.**

1. You are invited to submit your most competitive quotation for the comprehensive Annual Maintenance Contract of Computers and printers as per detail placed below :-

S.No	Computer Model & Quantity	Printer Model & Quantity	Destination
1	HP DX 7000 with Intel core 2 Duo 1 No.	HP LJ 1007 1 No.	STI Clinic, Room No. 5012, 5 <sup>th</sup> level, C- Block, New OPD, PGI, PGIMER, Sec-12, Chandigarh.
2	HP DX 7000 with Intel core 2 Duo 1 No.	HP LJ 1007 1 No.	STI Clinic, Room No. 4301, 4 <sup>th</sup> level, B- Block, GMCH-32, Chandigarh.
3	HP DX 7000 with Intel core 2 Duo 1 No.	HP LJ 1007 1 No.	STI Clinic, Room No. 105, Police Hospital, Sector 26, Chandigarh
<b>Total</b>	<b>3 Computers</b>	<b>3 Printers</b>	

**2. BID PRICE**

b) The contract shall be as per lowest quoted rate. Corrections, if Any in the quotation, shall be made by crossing out, initialing, dating and rewriting.

**b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.**

c) The rates quoted by the bidder shall be fixed for the duration of the contract period of networking of computers.

d) The prices shall be quoted in Indian Rupees only.

3. Each bidder shall submit only one quotation.

**4. VALIDITY OF QUOTATION**

Quotation shall remain valid for a period of not less than 90 days after the deadline date specified for submission.

**5. EVALUATION OF QUOTATION**

The CSACS shall evaluate and compare the quotations determined to be substantially responsive i.e. which



- a) are properly signed; and
  - b) conform to the terms and conditions
  - c) The quotations would be evaluated for all the items together.
  - d) the vendor should have TIN/ Service tax registration number.
6. This CAMC shall be valid for one year from date of issuance of work order subject to further extension if any on the same terms and conditions as may be deemed fit by the competent authority depending upon the circumstances in the public interest.
7. The spare part(s) will be replaced containing same brand by the firm as its own cost and shall keep the parts readily available to reduce the downtime.
8. **AWARD OF CONTRACT**  
The CSACS will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 8.1 Notwithstanding the above, the CSACS reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
- 8.2 The bidder whose bid is accepted will be notified of the award of the contract by the CSACS prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
9. The payment shall be made on quarterly basis after satisfactory performance report at the end of each quarter.
10. The call should be attended and rectified within 24 hours the time of complaint.
11. Payment will be made on quarterly basis at the end of quarter on the basis of signed service reports by the concerned official/In charge STI Clinic- PGI, Sector 12, Chandigarh, GMCH-32, Chandigarh, Police Hospital, Sector 26, Chandigarh.
12. You are requested to provide your offer latest by 2.00 P.M hrs. on **13/05/2014 preferably by Registered Post superscribing "QUOTATION FOR CAMC OF COMPUTERS & PRINTERS FOR STI CLINIC DUE ON 13/05/2014" on the envelope. Unlabelled envelopes are likely to be rejected.**
13. Quotations will be opened in the presence of the Bidders or their representative who wishes to attend at 3.00 p.m on **13/05/2014** in the office of the CSACS, UT Chd. The representative of the firm who wish to witness the proceeding for Opening of quotations shall come with signed authorization and Identity proof.
14. The service provider may visit the office of Chandigarh AIDS Control Society for inspection of existing network set up before quoting the rates.
15. If provided personally, suppliers are requested to drop quotation in quotation box lying at the reception.
16. **Performance Security:-** Successful bidders will be required to furnish performance security equal to 10% the contract value in the form of Bank Guarantee or a Bank Draft in favour of Chandigarh State AIDS Control Society, DBS. The Performance security shall be valid till the expiry of the period of the contract. The performance security deposit may be forfeited in case of any terms & conditions of the contract are infringed or the bidder fails to provide satisfactory service during one year.
17. The courts at Chandigarh only shall have the jurisdiction for the purpose of this agreement.
18. We look forward to receiving your quotations and thank you for your interest in this project.

(Employer)

*Receipt*  
Name: **Project Director**  
Address: **Chandigarh State AIDS Control Society,**  
**International Hostel,**  
**Sector-15A, Chd.**  
Tel. No. **2544589, 2544563**  
Fax No. **2700171**