

TENDER NOTICE NO. 28 /2013

OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)
JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA,
TAL.: URAN, DIST.: RAIGAD, MAHARASHTRA – 400 707.

NOTICE INVITING QUOTATIONS FOR ANNUAL MAINTENANCE CONTRACT OF PHOTO-COPIER / FACSIMILE MACHINES

F.NO. S/43-187/2007 P JNCH Dated : 25.11.2013

TENDER NOTICE NO. 28 /2013

Quotations are invited in the sealed cover, in the name of Deputy Commissioner of Customs, CHS, JNCH for Annual Maintenance Contract for the 38 Photocopier machine and 15 Fax Machines of different brands, installed at various locations/sections in Jawaharlal Nehru Custom House, NhavaSheva.

The list of machines to be maintained and their specifications are as follows:

PHOTOCOPIER:

Sr.No.	Brand	Model No.	No. of Machine
1	PANASONIC	KXPLB802	01
2	SHARP	AM400	01
3	SHARP	AR5320	02
4	TOSHIBA	ESTUDIO 160	01
5	TOSHIBA	ESTUDIO 206	03
6	TOSHIBA	ESTUDIO 2820C04	
7	TOSHIBA	ESTUDIO 207	03
8	CANON	D680	17
9	CANON	2420L	01
10	RICOH	MP 5001	<u>05</u>
		TOTAL	38

FAX MACHINES:

Sr.No.	Brand	Model No.	No. of Machine
1	CANON	MFP 4550/4350	05
2	BROTHER	2820	06
3	PANASONIC	KXP 342	01
4	SAMSUNG	SF-341	01
5	HP	5510	01
6	CANON	PIXMA MX-3570	<u>1</u>
		TOTAL	15

1.The maintenance charges shall be payable on pro-rata quarterly basis. The bills shall be raised by the contractor on a quarterly basis upon successful completion of the contract during the preceding quarter.

2.The quotation should include all the maintenance charges to keep all machines in good working condition. The consumables i.e. Drum unit, Toner unit, Carriage unit, Fuser unit, Plastic cover and metal damage part will be provided by this office.

3.The charges for all other spare parts, if any, will be borne by the contractor. No transportation charges/cartage for removal of any component to the workshop for repair and back to office for installation shall be separately payable over and above the amount payable to the contractor under the contract.

4.Replacement of worn out, defective parts shall be undertaken only with the branded new ones.

5.The entire responsibility for smooth working of all the machines, under this contract shall rest with the contractor who would be required to provide trouble free and prompt service throughout the period of the contract. The services of at least one trained person shall be made available continuously by the contractor, by deploying it in the Jawaharlal Nehru Custom House in all the working days till the office closes.

6.The charges, fixed in the Agreement shall remain same for the entire contract period. No variation shall be entertained.

7.In case the contractor's services are found unsatisfactory, the contract shall be terminated after giving one week's notice. Wherever during the period of the contract the contractor does not rectify the faults/defects brought to his notice within a reasonable period of time, the office shall get the faults/defects rectified by engaging suitable professionals from the open market at the contractor's risk and cost and the amount paid shall be deducted from the amount payable to the contractor.

8.The contractor shall be responsible for the loss of any Government property owing to the negligence on his or his representative's part while maintaining the machines.

9.Earnest Money of @5% of the quoted value in Demand Draft in favour of the Commissioner of Customs (Export) JNCH, Sheva shall be submitted with the price (Commercial) bid and the contractor shall write clearly in the Techno Commercial Bid that EMD has been enclosed with the Price Bid. Price Bid received without EMD will be rejected.

10.Rates should be quoted per machine and shall include the cost of all manpower and material required, except the material mentioned at Sr.No.2 above, and also all prevalent taxes including Sales Tax or any other tax applicable on materials or finished work like Service Tax etc. with respect of the contract to be entered into.

11. Tender shall be valid for period of ninety (90) days from the date of opening of the quotations and the bidders shall not withdraw their bid prior to the expiry of the validity period. In case of withdrawal at any subsequent stage, the EMD shall be forfeited.

12. This office is not bound to accept the lowest tender and also reserves the right to reject/cancel any or all tenders received without assigning any reasons thereof.

13. The selected agency shall give performance security equal to 10% of the total bidding amount of the entire year, in the form of Bank Guarantee or Fixed Deposit.

14. (i) Inspection of machines and site, may be carried out from 10.00 AM to 03.00 PM in any working day.

(ii) Sealed quotation addressed to Deputy Commissioner of customs, Preventive General, 7th floor, Jawaharlal Nehru Custom House, Sheva, Navi Mumbai 400 707 may be submitted on or before 17/12/2013 upto 15.00 hrs in the office of Superintendent of CHS, 1st floor, JNCH, Uran, Raigad.

(iii) The sealed quotation will be opened on 19/12/2013 in the presence of Deputy Commissioner of Customs (Preventive General). The interested parties may remain present.

15. For any clarification/inspection of the photocopy / facsimile machines etc., the parties may contact the Superintendent of Customs (Preventive), C.H.S. office, 1st floor, "C" Wing of this Custom House on any working day between 10.00 AM to 5.00 PM, either personally or on Tel No.27243248.

**DEPUTY COMMISSIONER OF CUSTOMS,
PREVENTIVE GENERAL.**

Copy to:

1. Notice Board
2. AC/EDI, JNCH for placing on website.