

No.Y.11011/8/2008/NASA-Trg
GOVERNMENT OF INDIA
MINISTRY OF STATISTICS & PI
NATIONAL ACADEMY OF STATISTICAL ADMINISTRATION
CENTRAL STATISTICAL ORGANISATION

Dated 31/5/2006

NOTICE INVITING TENDER

SUB: Annual Maintenance & Operation of Audio Visual equipment National Academy of Statistical Administration.

Sealed bids are invited from reputed, experienced and financially sound Firms/Company for the Comprehensive Annual Maintenance Contract(CAMC) for the following Audio Visual equipments installed in National Academy of Statistical Administration (hereafter referred to as the 'Academy'), Plot: - 22, Knowledge Park -II, Greater Noida, UP. Company should maintain all the equipments and provide a comprehensive coverage on all equipments.

S. No	Equipment	Make/Modal	Qty	Rate per Year per Equipment	Total
1	DLP Projector	Vivitek	5		
2	15" LCD Interactive Monitor with pen	EL	3		
3	Gooseneck Microphone	AKG	12		
4	PODIUM	KSL	3		
5	INTERACTIVE White Board with 3 Marker pen	EL	6		
6	Computer with key Board and Mouse	HCL	7		
7	SPEAKER	JBL	49		
8.	AMPLIFIER	CR	9		
9.	Cordless Collar Microphone	AKG	5		
10.	Cordless Handheld Microphone	AKG	5		
11.	4 Channel Mixer	SOUNDCART	6		
12.	Equipment rack	WALL RACK	5		
13.	DLP Projector	Panasonic	2		
14.	Long Trow	Panasonic	1		
15.	projector lense	Panasonic	1		
16.	Motrised projection screen with White Matt fabric 16'(W0x 9'(H)	DRAPER	1		
17.	Motorised Projector Screen	Panasonic	1		
18.	Wired touch Control Panel of 17"and 6" Cordless Touch Panel with processor.	CRESTRON	1		
19.	Data -video switcher	Kramer	2		
20.	VGA Distribution Amplifier	Kramer	2		
21	Video Distribution Amplifier	Kramer	2		
22	DVD Recorder cum player	Panasonic	1		
23	50" Plasma Display Panel	HITACHI	7		
24	42" Plasma Display Panel	HITACHI	1		



25	Screen interface	Creative	2		
26	6" Cordless Touch Panel with processor	Crestorn	1		
27	Video Conferencing system with One camera and one Mike	AETHRA	1		
28	Table Microphone	AKG	11		
29	Cable Cubby	Crestron	5		
30	Automatic Mixer	AKG	2		
31	Feedback Suppressor	DBG	1		
32	Digital Sinage box	Rairak	1		

TERMS & CONDITIONS

1. The firm must be registered as a firm or as a company with the Registrar of companies.
2. The firm must have expertise in on-site maintenance and repair of the above equipments.
3. The firm shall maintain the equipment as per manufacturer's' guidelines and shall use standard components for replacement.
4. The firm will be required to depute one full time technically certified and trained personal with mobile phone facility at his own cost at the premises of the Academy on all working days for **preventive maintenance, operation and also to attend to complaints immediately**. The deputed personal will report to the Administration Section of the Academy. He would observe office timings applicable in the Academy and mark the attendance everyday.
5. In emergent cases he may be required to work beyond office hours and also on holidays for which no additional payment will be made.
6. If at any point of time, the services of the Engineer, being provided by the firm are noticed to be unsatisfactory or not of the expected level in any manner, the firm will be responsible to change the Engineer immediately soon after such inadequacies are brought to the notice of the firm verbally/in writing.
7. No equipment/items or parts thereof will be taken out by the Engineer to the workshop without prior approval of the Competent Authority of the NASA.
8. The firm will be responsible for compliance of all statutory provisions relating to Minimum Wages, Provident Fund, and Employees State Insurance etc. in respect of the person deployed by it in the Academy and the Academy will be having no liability in this regard.
9. During the period of contract, if any mishap occurs due to electrocution or faulty fittings, it will be the responsibility of the contractor to compensate the loss on account of injury to any person/property without any liability on part of the Academy.
10. The Competent Authority reserves the right to conduct performance review of the contracting firm at any time during the contract period and deficiencies, if any noticed will result in termination of the contract. It further reserves the right to suo-moto terminate the contract by giving one month notice at any point of time without assigning any reasons.
11. The firm applying for this tender would produce certificates for the previous financial year from the concerned authorities about the payment of service tax, income tax, works contract tax and any other tax applicable.
12. The firm should produce the self attested photocopies of documents related to allocation of Registration Number, PAN number, service tax number.



13. The contract will be valid for a period of one year. The period of AMC will be informed after finalization of the contract. The rates quoted will remain in force for the full period of contract. No demand for revision of rate on any account shall be entertained during the contract period.
14. An Earnest Money Deposit of Rs.50, 000/- (Rupees fifty thousand only) through a demand draft on any scheduled bank in Delhi drawn in favour of Pay and Accounts Officer, Ministry of Statistics and PI, New Delhi must accompany the quotation letter. Quotation received without earnest money will not be considered. Earnest money received from other unsuccessful tenders will be returned without interest on demand. Successful tenderer shall submit a performance guarantee or security deposit of Rs. 1,00,000/(Rupees one lakh only) in the form of Bank Guarantee(BG) in favour of **PAO, M/o Statistics & Programme Implementation**, which will be refundable after successful completion of the contract to the adjustment of dues against the contractors.
15. It may also be noted that in case the contractor back out in middle of the year his security deposit will be forfeited.
16. The above act of backing out would automatically debar the firm from any further dealing with this Academy and NASA may move for blacklisting of the company.
17. For any downtime Audio-Visual equipments for more than one hour per week, on an average, 5% of the total amount payable would be deducted on a proportionate basis and subsequently, every one hour additional 2% of the total amount would be deducted subject to maximum amount of RS. 3000/- in a month.
18. Immediately on award of the contract, the contractor would give a report taking over all equipment (giving their configuration) in working condition. It shall be the responsibility of the firm to keep all the equipments satisfactorily throughout the contract period and also to hand over the systems to the Academy in working condition on the expiry of the contract. In case any damage on the systems of the Academy is found, compensation, which would be determined by the Academy, will have to be paid by the firm.
19. The Firm shall not engage any sub-contractor or transfer the contract to any other person in any manner. The contractor shall not be permitted to transfer their rights and obligations under the contract to any other organizations or otherwise.
20. Payment will be made on quarterly basis (at the end of every quarter) on production of a bill after satisfying that the services provided have been of the desired level and that the preventive maintenance checks were fully performed.
21. The bill raised by the firm should have all Tax Registration numbers printed in the bill. Copy of PAN and Registration of Service Tax should be enclosed. Validity of the Tax Registration shall be the sole responsibility of the firm.
22. Corrections and over-writing in the tender document is not permissible. Every sheet of the tender document and the terms and conditions shall be signed and stamped by the authorized signatory of the firm.
23. In case, violation of any terms and conditions is noticed and if the services are found unsatisfactory, performance security is liable to be forfeited at the discretion of the Competent Authority and Service Contract may be terminated.



24. The bids may be deposited in a sealed cover super scribed with "Maintenance of Audio Visual equipment at National Academy of Statistical Administration" Plot – 22, Knowledge Park – II, Greater Noida latest by 3 PM. The tenders would be opened on 20th June, 2010 at National Academy of Statistical Administration" Plot – 22, Knowledge Park – II, Greater Noida.
25. The Academy reserves the right to accept or reject any or all tenders without assigning any reasons.
26. **A firm will be decided L-1 on the basis of total value for all Audio Visual items.**



(S.C.Malik)
Director (Administration)

Terms and Conditions are acceptable

Date:

(Authorized Signatory)
Signature of the tenderer with seal in token of
acceptance of terms and conditions
