

OFFICE OF THE ACCOUNTANT GENERAL (A&E), WEST BENGAL
TREASURY BUILDINGS:: KOLKATA- 700 001

NOTICE INVITING QUOTATION

No. Welfare/AMC/Cab &Ext//24-25/166

Dated: 04/06/2024

Sub: - Annual Maintenance Contract of 219 nos. Telephone extensions with Cabling of Siemens made EPABX System.

This office intends to engage a reputed firm/vendor for Annual Maintenance Contract for the purpose of well maintenance and in good running condition of all existing telephone extensions with Cabling of Siemens made EPABX System (219 nos.) situated in the sections and the chambers of the officers. Intended firm/vendor having experience in this field and adequate expertise may participate in the bidding subject to the following terms and conditions.


Terms & Conditions:-

1. The AMC rate for Cabling of Siemens made EPABX system along with the maintenance of analogue handsets (without repairing) will be effective for one year.
2. At present total number of telephone extensions with cabling of Siemens made EPABX System is 219. However, the number may be increased / decreased subsequently and payment will be made on prorata basis.
3. Participant bidders should possess valid Trade License from the competent authority and adequate experience of providing seasonal/annual maintenance contract service of at least 200 extensions in Government (Central/State/ PSU) offices. Proof should be attached.
4. The rates once furnished and accepted by this office cannot be changed by the firm during the contractual period. Any request in this regard will not be entertained.
5. For quoting the rates only the prescribed Bidding Sheet attached to the NIQ will be allowed. No other sheet will be entertained. The rate should be inclusive of GST.
6. This office reserves the right to accept or reject even the lowest bidder or any other bidder after assigning valid reason.
7. All breakdown calls in respect of the telephone extensions shall have to be attended within 24 hrs. and restored within 48 hrs on working days except holidays. Any unjustified and unacceptable delay in attending the affected telephone(s) beyond 24 hrs shall render the vendor liable for penalty @ 1% of the contract value per week subject to maximum of 5% of the contract value.

8. Necessary arrangement to depute your service engineer at least once in each week for providing preventive and remedial service maintenance support as well as to carry out through checking of each and every handset and intercom line under AMC is to be made during the entire contractual period.
9. Cost of replacement of faulty Cable, Rosette Boxes, Line Cords and handset etc. will be borne by this office.
10. The payment to the vendor will be made in two installment on **half-yearly** basis after completion of first 06 months of the contract and after the completion of this contract.
11. The vendor is required to produce a bill in triplicate so that payment can be arranged timely from this end.
12. The AMC rate and the "Terms & Conditions" will not change during the contractual period.
13. A prior intimation may be furnished well in advance in writing to this office for further renewal of AMC before the expiry of the existing/current AMC, if approved by the competent authority.
14. The vendor should also quote the rate of cable laying (without material) for new connection whenever required.

The sealed quotation superscripting the subject "**Annual Maintenance Contract of 219 nos. Telephone extensions with Cabling of Siemens made EPABX System.**" on the envelope in bold letters should be addressed to **Sr. Accounts Officer (Welfare), O/o the Accountant General (A&E), West Bengal** and sent to Welfare section at the Ground floor of Treasury Buildings, 2, Govt. Place, West Bengal, Kolkata- 700001 so as to reach this office by 12 noon on or before 19/06/2024 positively. The sealed quotations will be opened on the same day at 1 p.m. in the chamber of Sr. AO/Welfare in presence of quotationers, if any.

Encl: Bidding Sheet


Sr. Accounts Officer (Welfare)
ष. लेखा अधिकारी (कल्याण)
Sr. Accounts Officer (Welfare)
कार्यालय महालेखाकार (ले.ए.ह.), प.बं.
O/o the Accountant General (A&E), W.B.
ट्रेजरी बिल्डिंग, कोलकाता-७०० ००१
Treasury Buildings, Kolkata-700 001

BIDDING SHEET

Ref: No. Welfare/AMC/Cab & Ext//24-25/166

Dated: 04/06/2024

a) For 219 Telephone extensions with cabling

Sl No	Particulars of service	Monthly rate including GST*	Annual rate including GST*
1	Rate (including GST) for maintenance of 219 Telephone extensions with Cabling of Siemens made EPABX System (without material)		

b) Cable laying for new connection

Sl No	Particulars of service	Amount Rs. including GST *
1	Rate per metre for new cable laying (without material)	

Name of the Firm/Vendor

Contact No.:-

Address:-

Signature of the authorized person with stamp

* Rate is inclusive of all taxes, fitting charges, transportation cost and other allied charges, if any.

व. लेखा अधिकारी (कल्याण)
Sr. Accounts Officer (Welfare)
कार्यालय महालेखाकार (ले.ए.ह.), व.ब.
Of the Accountant General (A&E), W.B.
ट्रेजरी बिल्डिंग्स, कोलकाता-७०० ००१
Treasury Buildings, Kolkata-700 001