

**LEGISLATIVE ASSEMBLY SECRETARIAT
NATIONAL CAPITAL TERRITORY OF DELHI
OLD SECTT., DELHI**

F.No.16(64)/2015-16/LAS/CTB/5333

Dated : 18.7.16

To

IT Department Delhi Vidhan Sabha Delhi 110054 with the request to upload the quotation on the Department Website.

Sir,

Subject: Regarding invitation of quotations for AMC of FAX/Photocopiers in Delhi Vidhan Sabha.

The Delhi Legislative Assembly Secretariat intends to award the Annual Maintenance Contract of Photocopiers/Fax machines whose details are given in the enclosed sheet as Annexure "A". The equipments mentioned in Annexure A are located at various branches of Delhi Vidhan Sabha. Therefore, you are requested to provide/submit the rates in form of sealed quotation for Annual Maintenance Contract. The approved rates of L-1 Bidder shall be with this Sectt. for the period of One year operative from the acceptance of the rates by the Assembly Secretariat.

The rates of quoted items in sealed quotations in favour of "Head of the Office/Dy. Secretary, Delhi Legislative Assembly Secretariat" should reach to the undersigned on or before 9th August 2016 at 3:00 PM positively and the quotations will be opened on the same date i.e. 9th August 2016 at 3:30 PM by the Purchase Committee in presence of bidder (s) if any.

All papers to be submitted and terms & conditions in token of having accepted them should be signed by the Proprietor of the firms.

Yours faithfully,

Encl: Terms & Conditions


(MANJEET SINGH)
Deputy Secretary (CT)

(On letter head of the firm)

Annexure-A

Rates for AMC of Fax/Photocopiers

S. No.	Name of the Fax/Photocopier Machines	Modal/year	Qty.	AMC Rate Inclusive all Taxes in Rs. (Digit)	AMC Rate Inclusive all Taxes in Rs. (Words)
1	Samsung Fax	SF 565P 2008	01		
2	Samsung Fax	SF 565PR 2007	01		
3	Samsung Fax (MULTIFUNCTIONAL)	SCX4521 2011	03		
4.	Toshipa Photocopier	E-studio 205/2007 200/2006	03		
6.	Sharp Photocopier	AR 5602 N	03		
7.	Sharp Photocopier	MXM - 310N	01		

Details of DD furnished towards Bid Security_____

Signature of the authorized signatory with seal