

NGT/PB/44/GA/2016/464
National Green Tribunal
(Principal Bench)

Faridkot House,
Copernicus Marg
New Delhi-110001

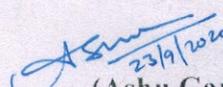
Dated: 23 September, 2020

CIRCULAR

Sub: Notice inviting Tender for Annual Comprehensive Service Maintenance contract of NEC key Telephone systems (KTS) installed in the National Green Tribunal, reg.

The undersigned is directed to forward a copy of notice inviting tender for Annual Comprehensive Service Maintenance contract of NEC key Telephone systems (KTS) installed in the National Green Tribunal, Principal Bench, New Delhi for giving wide publicity.

This issues with approval of the Competent Authority.

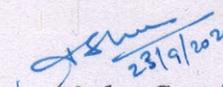

(Ashu Garg)
Registrar General

To

1. Director, (PL) MoEF&CC, Indra Parayavaran Bhawan, Ali Ganj New Delhi-110003 with the request to get the tender notice uploaded on Ministry's Website, on Central Public Procurement Portal at www.eprocure.gov.in, on G&M.
2. Computer In-charge, NGT to upload NIT on Website of NGT.
3. Notice Board of NGT.

Copy to:-

1. PPS to Hon'ble Chairperson
2. PA to Ld. Registrar General/NGT
3. Guard File


(Ashu Garg)
Registrar General

National Green Tribunal
Principal Bench
Faridkot House, Copernicus Marg,
New Delhi-110001

NGT/PB/44/2016/GA
National Green Tribunal
Principal Bench

Faridkot House
Copernicus Marg, NewDelhi
Dated **23** September, 2020

TENDER NOTICE

Sub: - Annual Comprehensive Service Maintenance contract of NEC key Telephone Systems (KTS) installed in the National Green Tribunal, Principal Bench, New Delhi,-reg.

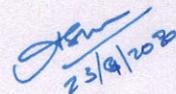
Date of publishing of tender: 23 /09/2020
Last Date and timing of submission of Tender: 19/10/2020 at 1500 Hrs.
Date and Time of opening of Tender: 19/10/2020 at 1600 Hrs. or any other date or time as may be decided by the Tender Committee.

Sealed tenders are invited from the authorized dealers/service providers of NEC Digital EPABX KEY telephone systems for Annual Comprehensive Service Maintenance Contract in respect of the following NEC-KTS systems installed in the National Green Tribunal, Principal Bench, Faridkot House, Copernicus Marg, New Delhi-110001:-

S. No	Description
1.	Comprehensive AMC for NEC digital EPABX/KTS system with 80 extensions, (approx)
2.	01 PRI line (approx)
3.	13 TRUNK lines (approx)
4.	12 Digital Phones (approx)
5.	45 Push Button Phones (approx)
6.	02 CVT (approx)
7.	02 set Battery back up & 6 MDFs (approx)

2. The sealed tenders may be submitted in **single Bid** system in Sealed Envelope super-scribed as "Bid for Comprehensive Annual Service Maintenance Contract for NEC-KTS".New Delhi on or before 19/10/2020 (1500 Hrs). Quotations received after the due date and time will not be accepted. The quotations will be opened at 1600 Hrs on the same day or any other day as may deem fit by the Tender Committee through online Video Conferencing (Google Meet). Separate meeting notice will be issued in this regard. Quotations may be addressed to the Registrar General, National Green Tribunal, Faridkot House. Copernicus Marg, New Delhi-110001. Bidding parties or their authorized representatives can also be present at the time of opening of bids. Only one representative on behalf of one tenderer shall be allowed to be present on the occasion.

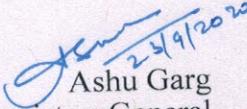
National Green Tribunal
Principal Bench
Faridkot House, Copernicus Marg,
New Delhi-110001


23/9/2020

3. The detailed terms and conditions of the contract are enclosed at Annexure-1. Tender Document can be downloaded from NGT Website www.greentribunal.gov.in.
4. The agency should submit company profile, authenticated documents to prove the eligibility of all conditions and any additional documents to show the competency of the firm. The firm should also enclose the copy of PAN and the bid should also, be accompanied with an Earnest Money Deposit of Rs 1,000/- in the form of Bank Draft/Pay Order/Banker's Cheque in favour of Registrar General, National Green Tribunal, New Delhi.
5. The contract shall be on a Comprehensive Maintenance Service Basis and **no extra** charges for any wear and tear/spare parts/cabling/batteries/instruments etc., shall be made by the National Green Tribunal. During the contract period, it will be the responsibility of the company to keep the equipments in perfect working condition.
6. The firms are required to furnish their standing and goodwill through a certificate/documentary proof of Ministry/Department with Complete Address and telephone numbers/ Income Tax/ST/CST Numbers, list of present Contracts having in Government Departments vis- a vis documents showing past experiences may also be enclosed with the quotation. The firm must have valid TIN/PAN/VAT/Service TAX Numbers.
7. The service provider should have a minimum 3 years experience in the operational area. Its financial position and standing should be reflected in its turnover.
8. The service provider is advised to visit the NGT premises for physical inspection of NEC Digital EPABX/KTS system & its condition on any working day between 10:30 a.m to 4.30 p.m except Saturday/Sunday and Gazetted Holiday.
9. The successful bidder/contractor will be required to furnish Performance Security @ 5% of the Tender value.
10. No bidder is allowed to withdraw the tender. In case of withdrawal, the EMD shall stand forfeited besides action being taken to black list the bidder.
11. The rates quoted will be valid for a period of **one year**. However, the Tribunal reserves the right to extend or curtail the period of contract. Any dispute and/ or difference arising out of or relating to this contract shall be referred for adjudication to the Ld. Registrar General, National Green Tribunal, Principal Bench, Faridkot House, New Delhi.

12. If the services rendered by the firm are not found satisfactory at any point of time during the period of the contract, the contract is liable to be cancelled without any notice.

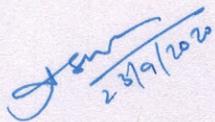
13. The competent Authority of NGT reserves the right to cancel the tender at any time or amend/withdraw any of the terms and conditions contained the Tender Document, without assigning any reasons, therefor.


23/9/2020
Ashu Garg
Registrar General
National Green Tribunal

National Green Tribunal
Principal Bench
Faridkot House, Copernicus Marg,
New Delhi-110001

Terms & conditions of Annual Comprehensive Maintenance Contract:

- (i) The Contractor will depute qualified & experienced service engineer (s), for upkeep and maintenance of the EPABX/NEC-KTS system. Calls should be attended promptly and within a reasonable time on all days, including Sundays and Holidays, in case of system dead complaints, calls shall be attended after office hours also.
- (ii) During the contract period the contractor will make periodic preventive checks of machines to minimize the breakdown.
- (iii) All the repair works will be carried out within the premises of NGT, Faridkot House. However, the works that cannot be carried out within the premises can be allowed to be done outside but not extra payment will be made for that.
- (iv) The payment of AMC charges will be made @ 25% on quarterly basis after completion of three months, subject to rendering of satisfactory service. No advance payment will be made in any case.
- (v) The rates quoted shall remain valid for the contract period. In case of satisfactory service, the contract may be extended for further periods as deemed fit as per the requirement.
- (vi) If the system is not repaired within two days, the contractor will provide a standby machine. Penalty @ 100/- per day will be imposed on failing in repair/providing standby by in assured time bound.
- (vii) The contract is non- transferable under any circumstances
- (viii) The contractor shall replace the faulty components/spare parts including cabling, batteries or faulty instruments without any extra charges during the period of contract. In cases of replacement of faulty parts, they shall be replaced only by new genuine spares of same or higher specifications. The old parts will be handed back to the NGT.
- (ix) The bidder, if his tender is accepted, shall be obliged to provide Comprehensive AMC for NEC digital EPABX/KTS system to the premises and is therefore advised to visit to acquaint himself with the area and operational system. The costs of visiting shall be borne by the bidder. It shall be deemed that the bidder has undertaken a visit to the premises and is aware of the operational conditions prior to the submission of the Bid.


28/9/2022

**National Green Tribunal
Principal Bench
Faridkot House, Copernicus Marg.
New Delhi-110001**

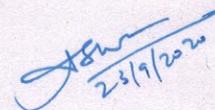
ANNUAL COMPREHENSIVE SERVICE MAINTENANCE CONTRACT IN
RESPECT OF THE NEC-KEY TELEPHONE SYSTEM INSTALLED IN THE
NATIOAL GREEN TRIBUNAL PRINCIPAL BENCH COPERNICUS MARG,
FARIDKOT HOUSE, NEW DELHI.

TECHNICAL DETAILS (TO BE FILED BY THE BIDDER)

1. Name of Firm/Contractor/Supplier:
2. Complete Address and Telephone No. Name
of Proprietor
3. Contact No. of Proprietor
4. Name and address of places/Offices in which the
contractor/Firm has maintenance contract
5. Registration No. of the firm (attach copy of certificate)
6. Whether the firm is authorized dealer/service provider of
NEC Yes/No (attach copy of authorization certificate).
7. PAN, No. (Enclose the attested copy of PAN Card)
8. Service Tax No. (Enclose the attested copy of Service Tax
certificate)
9. VAT No. (Enclose the attested copy of VAT
certificate)
10. Whether the firm has enclosed the Bank Draft/Pay
Order/Banker's Cheque of Rs 1,000/- as Earnest Money Deposit
11. Details of Experience in this field (The service provider
should have a minimum 3 years experience in the operational
area) attach copy of certificates.
12. Whether the Firm/Agency has signed each and every page of
Tender/NJT
13. Any other information, if any,

(Signature of the Bidder)
Name and Address with seal
Telephone No.

**National Green Tribunal
Principal Bench
Faridkot House, Copernicus Marg,
New Delhi-110001**

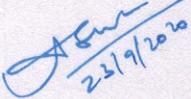

23/9/2020

ANNEXURE-III

COMPREHENSIVE SERVICE MAINTENANCE CONTRACT IN RESPECT OF THE
KEY TELEPHONE SYSTEM INSTALLED IN THE NATIONAL GREEN TRIBUNAL,
PRINCIPAL BENCH COPERNICUS MARG, FARIDKOT HOUSE, NEW DELHI.

FINANCIAL BID DETAILS (TO BE FILED BY THE BIDDER)

S. No	Description	Rate for CAMC for a period of One Year
1.	Comprehensive AMC for NEC digital EPABX/KTS 01 system with 80 extensions, (approx)	
2.	01 PRI line (approx)	
3.	13 TRUNK lines (approx)	
4.	12 Digital Phones (approx)	
5.	45 Push Button Phones (approx)	
6.	02 CVT (approx)	
7.	02 set Battery back up & 6 MDFs (approx)	


22/9/2020

National Green Tribunal
Principal Bench
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