

NGT/PB/44/2016/GA /946
National Green Tribunal
(Principal Bench)

Faridkot House,
Copernicus Marg
New Delhi-1 10001

Dated: 26 September, 2016

CIRCULAR

Sub: Notice inviting Tender for Comprehensive AMC for NEC digital EPABX/KTS system at National Green Tribunal (PB), New Delhi during 2016-17.

The undersigned is directed to forward a copy of notice inviting tender for Comprehensive AMC for NEC digital EPABX/KTS system at National Green Tribunal, Principal Bench, New Delhi for giving wide publicity.

This issues with the approval of Competent Authority.


(Mukesh Kumar Gupta)
Registrar General

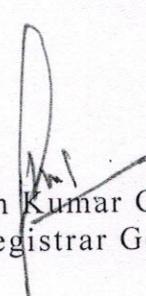
To

1. The Director, (PL) MoEF&CC, Indra Parayavaran Bhawan, Ali Ganj New Delhi-110003 with the request to get the tender notice uploaded on the Ministry's website.
2. Notice Board of NGT
3. Computer In-charge, NGT to upload NIT on Website of NGT

Copy to:-

1. Ld. DR-cum to PPS to Hon'ble Chairperson
2. PS/PA to Registrar General/NGT
3. PA to Ld. Deputy Registrar
4. Guard File




(Mukesh Kumar Gupta)
Registrar General

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

Faridkot House
Copernicus Marg, New Delhi
Dated 26 September, 2016

TENDER NOTICE

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

Date of publishing of tender: 26/09/2016
Last Date and timing of submission of Tender: 18/10/2016 at 1500 Hrs.
Date of Time of opening of Tender: 18/10/2016 at 1600 Hrs.

Sealed tenders are invited from the authorized dealers/service providers of NEC-KTS/EPABXX 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

SL. No.	Description	Quantity
01	Comprehensive AMC for NEC digital EPABX/KTS system with 64 extensions, 01 PR1 line 08 TRUNK lines 14 Digital Phones. 50 Push Button Phones 01 CVT 01 set Battery back up & MDFs	01

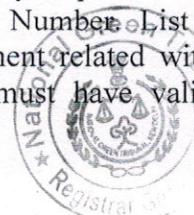
2. The sealed tenders may be submitted in **single Bid** system in Sealed Envelope super-scribed as "Bid for Comprehensive Annual Service Maintenance Contract for NEC-KTS". The Sealed envelope should be kept in a main envelope super-scribed as "Quotations for comprehensive Annual Service Maintenance contract for NEC-KTS" and may be dropped in the Tender Box Placed Near R&I Section, National Green Tribunal, Faridkot House, New Delhi on or before 18/10/2016 (1500 Hrs). Quotation received after the due date and time will not be accepted. The quotations will be opened at 1600 Hrs on the same day. Quotations may be addressed to 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.

3. The detailed terms and conditions of the contract are enclosed at Annexure-1. Tender Document can be downloaded from NGT **Web site** <http://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 ₹ 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 general wear and tear/spare parts, etc., shall be made by the National Green Tribunal. During the contract period it will be the responsibility of the company to keep the equipment 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 Number List of present contracts having in Government Departments vis-à-vis document related with past experiences may also be enclosed with the quotation. The firm must have valid TIN/PAN/VAT/ Service Tax Numbers.



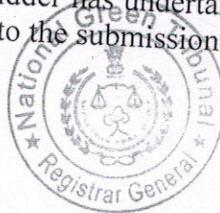
7. The service provider should have a minimum 3 years experience in the operational area. its financial position and standing should be reflected in its turnover.
8. The successful bidder/contractor will be required to furnish Performance Security @ 5% of the Tender value.
9. No bidder is allowed to withdraw the tender. In case of withdrawal the EMD shall stand forfeited besides action being taken to black list the bidder.
10. 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 Chairperson, National Green Tribunal, Principal Bench, Faridkot House, New Delhi.
11. 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.
12. The competent Authority in the Department reserves the right to cancel the tender at any time or amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, therefore.



(Mukesh Kumar Gupta)
Registrar General
National Green Tribunal
Tele; 23043508

Terms & conditions of Annual 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 the 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 not transferable. In the event the Ministry sells the system, the contract will become null and void without any further amount being payable for the unexpired period.
- (viii) **The contract covers listed systems only. Cabling charges or replacement of cables, telephone instruments and batteries may be charged extra by the contractor.**
- (ix) The contractor shall replace the components free of charge, which may be necessary as a result of normal wear and tear during the period of contract. In cases of replacement of faulty parts, they shall be replaced only by genuine spares. Genuine spares will be either new parts or equivalents in performance. The old parts will be handed back to the NGT.
- (x) In case of intermittent failures of repetitive problems due to improper diagnosis or repair, the system will be treated as continuous of the contract.
- (xi) 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 and 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.



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

TECHNICAL DETAILS (TO BE FILED BY THE BIDDER)

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

(Signature of the Bidder)

Name and Address with seal

Telephone No.



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.

TECHNICAL DETAILS (TO BE FILED BY THE BIDDER)

SL. No.	Description of system	Rate for CSMC for one year (in ₹) excluding Service Tax
01	Comprehensive AMC for NEC digital EPABX/KTS system with 64 extensions, 01 PR1 line 08 TRUNK lines 14 Digital Phones. 50 Push Button Phones 01 CVT 01 set Battery back up & MDFs .	(₹ in figures.....) (₹ in words.....))

(Signature of the Bidder)

Name and Address with Seal

Telephone No.



[Handwritten Signature]