



सत्यमेव जयते

भारत सरकार/ GOVERNMENT OF INDIA

पोत परिवहन मंत्रालय/ MINISTRY OF SHIPPING

नौवहन महानिदेशालय/ DIRECTORATE GENERAL OF SHIPPING

टेलीफोन: 022-25752040/1/2/3

फैक्स: 022-25752029/35

ई-मेल: dgship-dgs@nic.in

वेब साइट: www.dgshipping.gov.in

बिटा बिल्डिंग, 9वीं मंजिल/ Beta Building, 9th floor

आई थिंक टेक्नो कैंपस/ I-Think Techno Campus

कांजूर मार्ग (पूर्व)/Kanjur Marg (East)

मुंबई / MUMBAI-400 042

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No.29-Admn(1)/2016

Dated : 09.06.2017

Subject:- Quotation for comprehensive annual maintenance contract for Canon fax machines and Cannon photocopier machines – reg.

This Directorate intends to place 31 nos. of Canon fax machines and 03 nos. Canon photocopier machines under comprehensive annual maintenance contract for a period of two years. The terms and conditions are attached as **Annexure-I**. The particulars of fax machines and photocopier machines are given below:-

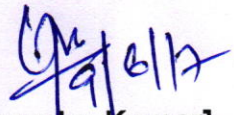
| Sr. No. | Serial No. of fax machine | Model No. of fax machine |
|---------|---------------------------|--------------------------|
| 1. | MF 4350D | ELD 48958 |
| 2. | NKR 05265 | MF 4890dw Image Classic |
| 3. | KVZ 12379 | MF 4150 |
| 4. | ELD 46434 | MF 4350D |
| 5. | KVZ 13322 | MF4150 |
| 6. | ELD 10450 | MF 4350D |
| 7. | ELD 56614 | MF 4350D |
| 8. | HCE 21416 | MF 4450 |
| 9. | NXK 08082 | MF 4750 |
| 10. | ELD 51318 | MF 4350D |
| 11. | ELD 23771 | MF 4350D |
| 12. | HCE 37235 | MF 4450 |
| 13. | KVZ 11236 | MF 4150 |
| 14. | ELD 60949 | MF 4350D |
| 15. | HCE 18813 | MF 4450 |
| 16. | KV 212556 | MF 4450 |
| 17. | KVZ 10342 | MF 4150 |
| 18. | CND 9841 G 20 | MF 2727 |
| 19. | MF 4350D | ELD 72382 |

| | | |
|-----|----------------------|----------------------|
| 20. | Image Class MF 4350D | ELD 60274 |
| 21. | MF 4450 | HCE 16570 |
| 22. | GRS13889 | Fax L-140 |
| 23. | GRV21118 | Fax L-140 |
| 24. | JKD3001 | Fax L-220 |
| 25. | GR512431 | Fax L-140 |
| 26. | CRV04492 | Fax L-140 |
| 27. | 2KBHA112048 | Panasonic KXFM 131DX |
| 28. | GRS03076 | Fax L-140 |
| 29. | GRS12051 | Fax L-140 |
| 30. | CNH8CBROIT | HP LJ Pro CM1415fn |
| 31. | QZB03994 | MF-4750 |

The details of canon photocopier machines are as under:-

| Sr. No. | Model No. | Machine No. |
|---------|-----------|-------------|
| 1. | IR2320L | EQM-03556 |
| 2. | IR2320L | EQM-03537 |
| 3. | IR2320L | EQM-03538 |

The interested firm may submit sealed quotations for "Technical Bid" and "Financial Bid" in a sealed cover super scribed **"Quotation for CAMC for Fax machines and Canon Photocopier machines"** addressed to Directorate General of Shipping, 9th floor, Beta Building, I-Think Techno Campus, Kanjur marg (East), Mumbai 400 042 on or before **20.06.2017 at 1300 hours**. The quotations received after the date shall not be accepted.


[Surendra Kumar]
Assistant Director General of Shipping

Encl: as above

Copy to:-

Computer cell for upload on DGS website.

Annexure - I

TERMS AND CONDITIONS

1. The AMC contract will be comprehensive and no extra payments will be made for undertaking services & repairs.
2. The AMC will include at least one regular servicing per month of 31 Canon Fax machines and 03 Canon photocopier machines.
3. The services will include cleaning and routine checks for functioning in respect of all the Canon fax machines and photocopier machines.
4. The company will provide a stand by fax machine and photocopier machines in case of defect of any machines.
5. The company should give an undertaking of the engineer/employees certifying his antecedents along with identity proofs.
6. The contract will be terminated at any point of time without assigning any reason. This Directorate reserves the right to modify/amend or delete any of the terms and conditions.
7. Payment will be made only on quarterly basis on completion of satisfactory service and on obtaining relevant certificates from the users whom the machines has been allotted.
8. The AMC of the equipment is to be taken up as on site.
9. AMC of machines require monthly servicing, replacement of consumables spares/ parts as required along with repairing on call, as required from time to time by the Directorate.
10. **The financial bid must be in a separate sealed envelope, failing which the bid stand disqualify.**
11. The Technical bid should be submitted with the following documents:-
 - a) A copy of Service tax registration number,
 - b) A copy of PAN number,
 - c) A copy of Authorized dealership of the company (canon),
 - d) The bidder may also submit the details of work experience during last three years.

12. The successful bidder will have to submit bank guarantee of 10% of the value of the contract as a performance security deposit in favour of Directorate General of Shipping, which will be refundable after completion of contract. The security deposit shall be arranged to be refunded to the contractor after three months on the successful completion of the contract period (including the extended period, if any). The Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the bidder
13. The successful bidder will have to enter into an agreement with DGS on a non- judicial stamp paper of Rs.100/-.
