

TENDER DOCUMENT

SINGLE TENDER

For

Annual Maintenance Contract in respect of the Panasonic

Kx-DT543 EPABX System etc.

Tender No. SPPL/MGR/Adm/AMC/127/2016,

Date: 02/02/2016

TENDER OPEN FROM 03/02/2016 UP TO 17/02 2016.

Closing Due on 17/2/2016

Shivshahi Punarvasan Prakalp Ltd.(SPPL)

Grihnirman Bhavan, 5th Floor,
Bandra (East), Mumbai- 400 051.

Phone 26591087/ 26591989/26590588 Fax no. 26590586

Email: sppl_mumbai@rediffmail.com

SEALED/QUOTATIONS

SPPL invites Sealed Quotations for Annual Maintenance Contract in respect of Telephone-Panasonic KX-DT543 EP ABX System installed in 2014 for a period of one year from 1st March 2016 to 28th February 2017. The Annual Maintenance Contract may be extended upto a maximum of 3 year upto 28th February 2019, if the services provided are found to be satisfactory by SPPL during initial contract period upto February 2017.

Issue Date. 3rd February 2016

Closing Date and Time. 17th February 2016, upto 3 p.m.

Tender Details

Name of the Item(S)	Item Description	Qty	Unit	Cur. Est	Cost
Annual Maintenance Contract	Make : KX-DT543 Panasonic	1	Whole Job		
In the respect of the Panasonic KX-DT543 EPABX	<u>Nature & Scope of Works :</u> a) Contractor shall make Beakdown Visit within 3 hours, of intimation by SPPL. b) Contractor shall have to attend any number of Breakdown Visit, as may be required by SPPL. c) Spare Parts needed for replacement will be provided to Contractor by SPPL. d) Cables as required for shifting of lines will be provided to Contractor by SPPL.				

(P.T.O)

Terms & Conditions

Note: Annual Maintenance Contractor must submit the following primary Information/Documents along with his Sealed Quotations.

1. Bidders would be required to quote rate for any single Visit as may be required by the SPPL in case if any break down of system or part of system in the prescribed statement format enclosed for Financial Proposal.
2. Bidders should quote rate inclusive of all Taxes/Charges/Cess/Duties leviable by State and /or Central Government.
3. Bidder must specifically indicate in Remarks Column of Financial Proposal if their rate is inclusive of VAT/Sales Tax and/or Excise Duty.
4. Bidders will have to submit duly pre stamped receipt supported by the relevant delivery documents for audit. Generally, payments can be expected within one month and will be made against acceptance of jobs completed satisfactorily from the date of actual work done & pre-stamped receipt is received by SPPL.
5. Quotations must be submitted above stated required with documents, on or before Last Date in Sealed envelopes, superscribed with "Tender for 'AMC-Telephone System' 'NOT TO BE OPENED BEFORE 3.15 p.m. on 17th February 2016' Sealed Envelopers received after the closing date & time will not be entertained & opened. Any revision in the price will render the quotation invalid. Sealed Quotation should indicate clearly the period of validity, i.e. not less than 30 Working Days.
6. Sealed Envelopes will be opened at 03.15 p.m. on 17th February 2016 in the Conference Hall of SPPL.
7. Lowest Quotation for Visit of (a)&(b)of the Nature & Scope of work (i.e.in para 3 (a) of Financial Proposal statement will be condensed for selection by the SPPL.
8. SPPL however, is not bound to accept the Lowest Quotation offered as stated above, and the final acceptance of the offer is entirely at the discretion of the MD/ SPPL.

FINANCIAL PROPOSAL

To,
MD; SPPL
5th Floor, Grihnirman Bhavan,
Bandra (E),
Mumbai – 400 051.

Subject:- Financial Proposal for Annual Maintenance
Contract of Panasonic EPABX System in SPPL.

Sir,

1. I/We the Authorized Representatives of the M/s.....(mention here the name of the Agency/Office)

Sr. No.	Full Name, Postal Address ,Telephone numbers (Landline & Mobile) & e-mail ID	Designation
1.		
2.		
3.		

2. ● Trade License No /Company Registration No., :
(Attach Self Attested Copy)
- VAT and Service Tax Registration No.,
 - (Attach Self Attested Copy) :
 - IT PAN NO.(if any)
 - (Attach Self Attested Copy) :
 - Income Tax Last Return (if any)
 - (Attach Self Attested Copy) :
 - Bank (Account No. & Account Holders Name, :
Branch Name & Address IFS Code, MICR Code. :
 - (Attach Cancelled Cheques)

Desire and hereby submit Financial Proposal for Annual Maintenance Contract in respect of the Telephone – Panasonic KX – DT 543 EP ABX System in SPPL office abiding all Terms & Conditions as stated in this documents for Quotation.

3. I am/we are submitting herewith our /Quotation in Sealed Envelopes for Maintenance Contract in respect of Telephone - Panasonic KX – DT 543 EPABX System as per document for Quotation as stated in the following statement:

FINANCIAL PROPOSAL		
Nature of Scope of Works	Rupees	Remarks
a) Breakdown Visit for Repairs or/and Replacement of Spare Parts.	a) Rs.	
b) Service Charge for Replacement of Spare parts if required by SPPL.(Spare part/s will be provided by the SPPL) c)Service charge for shifting of any Telephone Line, if required by SPPL. (Cable required for any such shifting will be provided by the SPPL).	b) Rs. c) Rs.	

4. I/We fail to fulfill or comply will the conditions as stated in the Bid Documents, the agreement so concluded between us & SPPL shall stand rescinded by SPPL.
5. I/We shall keep this offer valid for a period of 30 working days effective from the date of opening of the offer and shall not revoke or vary it before the expiry of 30 working days from such date.
6. I/We hereby declare that I/We have read and understand the terms & conditions as stated in the said Bid Document and abide by the final decision of the SPPL.

Mumbai. :-

Date:-

Name & Signature of Authorized Person

(With Seal)