

अदिति महाविद्यालय

(दिल्ली विश्वविद्यालय)

औचंदी रोड, बवाना, दिल्ली-110039

दूरभाष : 27751317



Aditi Mahavidyalaya

(University of Delhi)

Auchandi Road, Bawana, Delhi-110039

Telephone : 27751317

Ref. No.

AM/2022/849

Dated.

02-5-22

To

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Sub: Annual Maintenance Contract (Comprehensive) for Printers

Sir/Madam,

Sealed quotations are invited from the competent and reputed firms/distributors/dealers for the AMC of Printers as per detail given below so as to reach the undersigned latest by **18.05.2022** along with terms and conditions, if any, and subject to the following conditions.

Specifications of the printer are given below:

- | | |
|--------------------------------------|--------|
| 1. HP M 433 Printer | 01 Nos |
| 2. HP laser jet color printer M181 | 01 Nos |
| 3. Evolis Card printer | 01 Nos |
| 4. HP Laser Jet 1216 mfh | 05 Nos |
| 5. HP laser Jet 1100,1105,1010,1007 | 15 Nos |
| 6. HP Laser Jet color printer CP1525 | 01 Nos |

Terms and Conditions:

- You should undertake the job/work within stipulated time period unless otherwise intimated.
- Your rates should be inclusive of Taxes, etc.
- Quotations envelope should be sealed and prescribed as quotations for "Quotation for AMC of Printers".
- Your quotation rates will be valid up to one year.
- Vendor should be from Delhi-NCR region only.
- Site Survey Report:** Vendors are requested to visit and do a detailed site survey before bidding to understand the exact requirements and change of parts involved. No request for any further addition/modification shall be entertained on a later date.

- vii. Any Complaint/breakdown call reported should be attended the same day within 8 hours by the contractor.
- viii. Service Provider should deploy one technically competent service engineer at college's premises Weekly basis ensure proper upkeep of equipment and quick resolution of fault during the AMC period
- ix. All the components and parts used should be of the brand as approved by the college's IT wing
- x. Vendor should have the work experience of working with Delhi university /Govt. department.

Eligibility Criteria

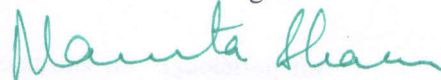
1. Name of the firm/company/proprietary concern registered (copy of details to be attached).
2. Legal status of the bidders sole proprietorship/firm/agency etc (copy to be attached).
3. PAN No. (Copy to be attached)
4. GST Reg. No. (Copy to be attached)
5. Average annual turnover must be at least Rs. 10 lacs. (Only Certificate by CA to be attached), Exemption shall be provided to startups registered with DIPP and MSME's

The quotations will be opened on 19.05.2022 at 11.30 a.m. You are, therefore, required to be present on the said date and time for the above purpose.

Please send your quotation letter by post or hand.

Right of acceptance of any quotation/tenderer rates is reserved with the undersigned.

With regards



**PROF. MAMTA SHARMA
PRINCIPAL**

