

No. GEN(037)/OMN/41/10/NCRB
Government of India
Ministry of Home Affairs
National Crime Records Bureau

East Block-VII, R.K. Puram,
New Delhi- 110 066.

Dated: 18.01.2013

To

As per ncrb website

Subject: tender for maintenance of FAX machines.-

Sir,

Sealed tenders are invited from reputed vendors having experience in the field of maintenance of Fax machines for award of maintenance contract for a period of two years for below mentioned FAX machines which can be inspected and details can be collected during any working day between 2 P.M. to 5 P.M. with prior appointment with JAD(G) telephone no. 26172324 Extn.208. Details are also available on *NCRB Website: <http://gov.nic.in>*.

Sl. No.	Location	STD facility	Make	Serial No.	Date of Purchase
1	Director General	STD	Canon MF-4370dn	EKQ10165	15.12.2010
2	Consultant to DG	STD	Panasonic MB-772x	8GBFE028748	24.08.2009
3	JD(CCTNS)	STD	Panasonic MB-772x	8JBFE028284	24.08.2009
4	DCT Polnet	Local	HP Office Jet K-80	MY294D60QF	Nov-2004
5	DCT	Local	Canon L-295	6365	22.11.2005
6	CSO	STD	Canon MF-5650	AZP05879	22.11.2005
7	G. Branch	-	Panasonic MB-772x	8JAFE060223	24.08.2009
8.	CCNTS	STD	Canon MF-4370dn	EK010211	15.12.2010
9.	Training	STD	Canon MF-4370dn	EK01	15.12.2010
10.	Store	-	Canon MF-4370dn	EK010016	15.12.2010

- 2 The vendors are at liberty to get the systems inspected before quoting their rates, with a view to ascertain condition of the systems. No such complaint would be entertained after taking over the machine by vendor.
- 3 The rates for comprehensive maintenance contract must be quoted separately. The rates quoted should include repair, replacement of parts, service and maintenance. The other taxes like Vat, service tax WC and education cess etc. should be clearly indicated.
4. The tender should be accompanied by an EMD for an amount of Rs. 3000/- in the form of bank draft drawn in favour of A.O. PAO, DCPW payable at New Delhi. Tender which is not accompanied by EMD will not be entertained.
- 5 Tender should reach the AD(A&G), East Block- VII, R.K. Puram, New Delhi- 110 066 on or before **05.02.2013** by 1700 Hrs. The envelope should be superscribed with ' **tender for CMC FAX machines**'. Director General, NCRB reserves the right to accept or reject any tender without assigning any reason.
- 6 tender received after due date and time will not be entertained.

Yours faithfully,

(N.K. SINGH)
Asstt. Director(A&G)