

BEML LIMITED

(A Govt. of India Mini Ratna Company under Ministry of Defence)
BEML Limited, C/o Central Ordnance Depot, Dehu Road Pune – 412 101
Ph: +91 9403944744 email: bempune@beml.co.in

TENDER NOTICE

Ref. JD-1/Hiring/2019

Date:- 16/09/2019

Dear Sir,

Please let us have your lowest quotation in sealed envelope for the following item/s before **2-00 P.M.** on or before **25.09.2019**. Please note that quotation reaching this office after the specified time will be ignored

Sl. No.	DESCRIPTION	Quantity	Unit Rate in Rs. / Month	Amount in Rs. / Month
1.	Desktop Computer System on Rental Basis – Core i5 processor, 8GB RAM, 500GB hard disk, 17 inch LED monitor, USB, Keyboard & Mouse Model :- Dell Make	03 nos.		
2.	Renting of photo copier Machine on Comprehensive basis <u>(I) Photo Copier Functions</u> i. A3/A4 photocopying, Networking printing with black and white, Duplex Scanning & printing with two rays. ii. Reduction / Enlargement facility available <u>(II) Specifications</u> i. Copy / print speed – 30 copies per minute ii. Heavy duty branded xerox machines Model :- Ricoh Make Quote should be provided for minimum 1000 copies per month and Charges per page exceeding 1000 Copies to be indicated separately.	01 no.		
GST applicable				

Scope of Work :-

1). Supply of Desktops and Photo copier :

The vendor has to supply the Desktops and Photo copier on rental basis at the venue mentioned below:

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2). Supply of consumables:

The vendor has to replace the required consumables (toner, cartridges, ink, spares, consumable etc) from time to time as per requirement. The vendor should maintain a par stock of the consumables and replace the same as and when required. Onus of paper used for photocopy will be on BEML.

3). Installation of Desktops and other peripherals:

The vendor has to deliver the Desktops and Photo copier at the address mentioned above and ensure installation of the same along with related drivers.

4). Ensure working condition:

The vendor must ensure that all the Desktops and Photo copier provided on rentals must be in working condition at all times.

5). Maintenance of Desktops and Photo copier :

The vendor has to maintain all the Desktops and Photo copier supplied. Requisite technical support engineers have to be stationed to meet the required uptime. All calls for faults and repairs of the Photo copier has to be attended and resolved immediately as per uptime requirements mentioned at clause 19 of this document.

6) Replacement of Parts :

The vendor has to ensure rectification of the faulty Desktop and Photo copier or providing replacement for the same as per uptime requirements mentioned at clause 19 of this document.

Terms & Conditions :-

- 1) Contract will be for a period of 1 Year. BEML reserves the right to extend the contract for a spill over period OR 1 year extendable period at the same rates, terms and conditions. The finalized rates will be firm during the contract period.
- 2) Price to be quoted in Indian Rupees only
- 3) Payment Terms: 60 days credit
- 4) Delivery: The items are required to be delivered and installed within 07 days from the date of Issue of LOI.
- 5) FAX / Email quotations not accepted.

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- 6) Please note that the quotation reaching our office after the specified time will be ignored.
- 7) The quotation should be complete in all respects and free from ambiguity.
- 8) The price quoted should be F.O.R. destination and include installation charges, insurance and all other charges. No charges of whatsoever nature would be paid additional to the cost mentioned above.
- 9) The prices quoted should be valid at least for a period of 60 days from the date of closing.
- 10) Indicate all applicable taxes & duties separately.
- 11) All pages of Tender documents to be signed with company seal by the tenderer and to be submitted along with quotation.
- 12) BEML reserves the right to accept or reject and offer in full or part without assigning reason thereof.
- 13) Canvassing by tenderers in any form including unsolicited letters on tenders submitted or post tender Corrections shall render their tender/s liable for rejection.
- 14) The envelope containing your quotation should be sealed and super scribed as :
Tender No: JD-1/Hiring/2019 dtd. 16/09/2019 Closing at 2.00 P.M on 25/09/2019
- 15) The envelope containing the quotation should be sent at the below address.
- 16) Offers not confirming to the tender terms are liable for rejection.
- 17) The LOI / Contract will be placed on L1 bidder on landed cost basis for each item Separately. i.e. For Sl. No.1&2 separately. For Sl. No.2, L1 will be arrived considering rate for minimum 1000 copies per month.
- 18) If taxes are not mentioned separately in the quote, it will be considered as the price quoted is inclusive of all taxes.
- 19) If two or more bidders quote the same price, BEML reserves the right to seek revised offer from the same bidders and placing order in revised L1 offer.

20) Penalty :-

An uptime of 99.99% is expected from the vendor. BEML may make a complaint about the service through letter, fax, email, phone, SMS or any other means as the user thinks fit or convenient to the service center of vendor. Vendor shall provide contact numbers/ e-mail IDs clearly.

On receiving complaint the Vendor shall respond/ repair/ resolve or provide required services within the period as stated below.

Response Period	Resolution period	Penalty for Downtime
3 Hr	24 Hr	@2.5% of contract value of affected item for delay of every 24 hrs or part thereof subsequent to the permitted Resolution period.

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- 21) The person signing the tender form (or any other document forming part of the contract) on behalf of another, shall be deemed to warranty that he has the authority to sign such documents and if, on inquiry it appears that the person so signing had no authority to do so, the purchaser, may without prejudice to other civil and criminal remedies against the contract, holds the signatory liable for all costs and damages and forfeiture of the security deposit.
- 23) Any dispute, arising out of this contract will be under the jurisdiction of Courts in Mumbai.
- 24) A detailed contract will be signed with the successful bidder on issue of LOI(Letter Of Intent).
- 25) All items given on rent have to be less than one year old.

Yours faithfully

For BEML LIMITED

Sd/-

Asst. General Manager
BEML Limited,
C/o Central Ordnance Depot,
Dehu Road, Pune – 412 101