

F2(48)/JMRC/O&S/S&T/CAMCPhotocopy/2020-21/2547

Date: 18.11.2020

To,

(REQUEST FOR QUOTATION)

Subject:- Request for Quotation regarding Comprehensive Annual Maintenance Contract for two year of 02 Nos. RICOH Photocopier Machines.

Sealed offers are invited for Comprehensive Annual Maintenance Contract for one year of 02 Nos. RICOH Photocopier Machines installed at JMRC Depot Admin. Building. Mansarovar, Jaipur of Jaipur Metro Rail Corporation Limited.

Sealed offers should reach at the office of Manager(S&T), Room No 319, 3rd Floor, Admin Building Depot of Jaipur Metro, Near Ganga Jamuna Petrol Pump, Mansarovar. Jaipur-302020 by 15:00 Hrs on 02/12/2020. Offers received after due date and time will not be entertained. Sealed offer will be opened on due date mentioned above at 15:30 Hrs.

The scope of services includes the following machines can be inspected during Office Working Hours):

S.No. (A)	Description of Services (B)	Qty. Offered for Services (C)	Unit (D)	Rate		
				Base Price (Rs.) (E)	GST (%) (F)	GST Amt. (Rs.) (G)
1.	Comprehensive AMC Charge for above mentioned two RICOH photocopier machines for Copying A4 Size Paper (Single Side) for 02 year (Approximate-82000 copies for 02 years)	As per Actual Page Count	Per Page			
2.	Gross Amount for S.No. 1 item [82000X{(E) + (G)}](Rs.)					
3.	Gross Amount (in words)					
GSTIN of the Firm (if applicable)						

Note:

- The base rate should be filled in INR for per pages. Rate quoted should be all inclusive for carrying out all activities as detailed in the scope of work and will be deemed to include all incidental charges, remittance, supervision, transport, contractor's profit and establishment/overheads, all risks and other obligations set out or implied in the contract, complete as required excluding GST which is being considered in this RFQ separately.
- The payment will be done on actual usage bases calculated through meter reading of machines and duly verified by nominated officer of JMRC.

Terms and Conditions

- The contract shall be initially two year and shall be further extendable with mutual consent at the same rate for next six months.

Registered Office: Admin Building, Mansarovar Depot, Mansarovar, Jaipur-302020

CIN: U60221RJ2010SGC030630

Website: http:// www.transport.rajasthan.gov.in/jmrc

JAIPUR METRO RAIL CORPORATION LIMITED

Directorate of Operations & Systems

Room No. 319, 3rd Floor, Admin Building,

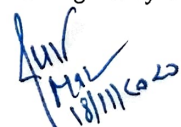
Mansarovar Depot, Bhrigu Path, Mansarovar, Jaipur-302020

Tel. No. 0141- 2822123, E-mail:- dgmsnt@jaipurmetrorail.in



2. Firm is required to quote the rates in this format only with signature and stamp of authorized signatory as a token of acceptance of terms and conditions.
3. The offers submitted in any other format shall be rejected by JMRC.
4. Quoted price for the services shall be inclusive of all charges and GST will be paid with rate applicable at the time of billing
5. Order will be given to only one firm based on overall quoted lowest rate under S.No.3 at Column (A) of the given table.
- (Note:- The value of 82,000 pages are taken only for evaluation purpose and actual Requirement may vary from 82,000 pages)
6. The firm should have minimum 01 year AMC/CAMC experience of RICOH photocopier machines in last five year. The Bidder shall submit the details of the same as purchase order/ work order.
7. Applicant should have valid PAN certificate/ card issued by the Income Tax Dept. of GOI and enclose PAN certificate.
8. Applicant should submit his bank details like account no., bank address with bank code, IFSC no. and MICR no.
9. Complaint will be attended within 24 working hours after reporting. In case of delayed visit, penalty Rs. 100 per day shall be imposed. This penalty will be recovered from invoice.
10. "Letter of Acceptance (LOA)+ will be given to successful bidder by JMRC and its copy should be returned back after duly signed & stamped by the successful bidder within 07(seven) days from the date of issuance of "Letter of Acceptance".
11. The letter of acceptance will be treated as contract agreement between successful bidder and JMRC. Comprehensive Annual Maintenance Contract (CAMC) will start from 01.01.2021.
12. Comprehensive Annual Maintenance Contract covers the scope of free service with spares parts & consumables i.e. Drum Developer, Toner etc, as and when required to maintain the photocopier machines bearing S Nos. E343M751286, E343M751794.
13. The defective parts must be replaced with original "RICOH" make & certification to be submitted regarding original "RICOH" make parts are used during replacements & maintenance.
14. Preventive Maintenance will be do at every quarter. Date will be fixed by mutually coordination.
15. Payment for Comprehensive Annual Maintenance Contract shall be made on quarterly basis, subject to production of bill with meter reading of machines duly verified by nominated officer of JMRC.
16. AMC Charges for A3 size paper will be double of A4 size.
17. The bill may be submitted in the name of "JMRC, Jaipur" in duplicate for payment.
18. Inspection Authority Manager(S&T)
19. Consignee: Jaipur Metro Rail Corporation Limited.
20. Validity of Offer: Bidder is required to keep their offer open at least for 30 days from the date of bid opening.
21. Bidder Name, Bid Number, Due Date and time should also be mentioned on the sealed offer.
22. JMRC reserve Right to Accept or Reject any offer in whole or part without assigning any reason thereof.
23. The offer shall be unconditional, duly signed and stamped being the authorized signatory of bidding firm. Conditional offer shall be summarily rejected.

Signature & Stamp of Bidder


(Pulkit Mathur)
GM(S&T)
JMRC, Jaipur

Registered Office: Admin Building, Mansarovar Depot, Mansarovar, Jaipur-302020

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