

**No. 17016/1/2012-GA**  
Government of India  
Ministry of Heavy Industries & Public Enterprises  
Department of Heavy Industry  
GA Section

Room No. 15, Udyog Bhavan, New Delhi.  
Dated the 10<sup>th</sup> September, 2012.

**REVISED TENDER NOTICE**

**Subject : Comprehensive Annual Service Agreement/ Full Service Maintenance Agreement (FSMA) of Photocopiers of all brands installed in the Department of Heavy Industry – Retender reg.**

Department of Heavy Industry invites revised sealed quotations for Annual Maintenance Contract for comprehensive Full Service Agreement/ Full Service Maintenance Agreement (FSMA) of Photocopiers of all brands installed in the Department of Heavy Industry in Udyog Bhawan and at the residential offices of Ministers/higher officers of this Department.

The quotations in sealed covers should be dropped in a Box for the purpose kept in Room No. 15, Udyog Bhawan, New Delhi before 3.30 P.M. on **01.10.2012** along with earnest money deposit of Rs. 10,000/- (Rs. Ten Thousand only) in the form of a demand draft/ FDR in favour of DDO, Department of Heavy Industry. The tenders would be opened on the same day at 4.00 pm in the Room No. 15, Udyog Bhawan. The terms and conditions are as under :

**TERMS AND CONDITIONS :**

- 1) The total number of machines is around **30 (thirty)** and the machines are of different makes & sizes viz., Sharp, Canon, Ricoh, Toshiba, Panasonic etc. The number of machines may vary from time to time (List of copiers installed in various Sections/rooms is Annexed).
- 2) The FSMA will include all spares and consumables (except manpower, power and photocopy paper). The rates should be submitted on per copy basis-both for Digital and Analogue photocopiers separately. It will be the responsibility of the company / firm to provide genuine OEM spare parts/ toner for the machines and to keep them in proper working order.
- 3) The contract will be initially for one year extendable upto three years at the discretion of competent authority in this Department but can be terminated at any time without assigning any reason, if the services are not satisfactory.
- 4) The rates quoted will remain in force for the full period of contract. No demand for revision of rate on any account shall be entertained during the contract period.
- 5) Quotations only from the authorized service provider of photocopiers or suppliers of the same will be considered and for this effect a letter of authorization should be enclosed with the tender. The firm should produce a certificate from any of the original equipment manufacturer that they are authorized / capable to undertake such FSMA work.

