

Prasar Bharati
(India's Public Broadcaster Service)
Doordarshan Kendra : Hyderabad – 500 013.

No.TVH/34(1)/Comp/2017-18

Dt: 06.11.2017

SUB:- Inviting sealed quotations for Annual Maintenance Contract (AMC) – Non
Comprehensive for Computers along with accessories etc., for one year-REG.

Sir,

Kind reference is invited to this office's earlier letter of even number dated
16/10/2017 with regard to above subject.

In this regard, it is hereby informed that the last date for receipt of sealed
quotations may please be noted as 13/11/2017 (before 03.00 pm) instead of 11/11/2017,
which happens to be a holiday. The contents of the letter and terms and conditions will
remain same.

(P. CHAKRABORTY)
Sr. ADMINISTRATIVE OFFICER
FOR DY.DIRECTOR GENERAL (E)

Prasar Bharati
(India's Public Broadcaster Service)
Doordarshan Kendra : Hyderabad – 500 013.

No.TVH/34(1)/Comp/2017-18

Dt: 06.11.2017

SUB:- Inviting sealed quotations for Annual Maintenance Contract (AMC) – Non
Comprehensive for Computers along with accessories etc., for one year-REG.

Sir,

Please furnish your quotation for servicing and minor repairs and supply of Computer Peripherals, spare parts as per the Description of the items given in the below mentioned table. The sealed quotations addressed to the undersigned by name may be sent so as to reach on or before 13/11/2017 at 03.00 pm. The cover should be super scribed with the following details.

1. Work for which quotation is enclosed.
2. Reference to letter of enquiry and
3. Due date of opening of quotation.

The quotation will be opened by the undersigned in the presence of the Contractors or their representatives/agents as may be on 11/11/2017 at 04.00 pm. The quotations submitted should remain valid for acceptance for a period of three months from the date of opening and the lowest rates will be valid for period of one year with effect from 01/12/2017 or from the date of acceptance. Incase your quotation is accepted, it may please be noted that payment will be made after completion of works through A/c payee cheque or NEFT Transfer in favour of the name of the Firm only. You are required to submit the following along with the quotation:-

- 1) GST Vendor Registration Form duly signed with Rubber Stamp.
- 2) Bank Account details with a copy of the first page of the pass Book
- 3) Income Tax Assessment Certificate for the year 2016-2017 with copy of Pan Card.
- 4) Experience Certificate in the relevant field.

The Description of items are as under:-

S.No.	Description of Items	Rate per Month (Rs.)
1.	Computers AMC for 50 Systems along with Monitor, CPU, UPS, Printer and also Networking valid for one year.	
2.	<u>Computer Peripherals: (for Printer)</u> 1. Refilling of Cartridge (12 A, 88 A, 15 A, 35 A and FX9) 2. Drum unit of Cartridge 3. Magnet Rod 4. Wiper Blade 5. Doctor Blade 6. PCR 7. Refilling of NPG – 28 Canon Xerox Toner 8. Refilling of Samsung 709 Toner Cartridge	<u>Rate per Unit (Rs.)</u>

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S.No.	Description of Items/Spare Parts	Rate per Unit (Rs.)
9.	Hard Disk 80 GB Hard Disk 160 GB Hard Disk 500 GB Hard Disk 1 TB	
10.	Mother Board Repairs	
11.	Mother Board	
12.	Monitor Repairs CRT	
13.	Monitor 13" (LCD) Monitor 14" (LCD) Monitor 15" (LCD)	
14.	SMPS	
15.	CPU Power Cable	
16.	Printer Pressor Roller Replacement Teflon Sheet	
17.	Key Board	
18.	Mouse	
19.	RAM Upgradation 1 GB to DDR 2	
20.	DVD Writer	
21.	Networking Switch Replacement Port	
22.	LAN Cable D-Link (Per Meter)	
23.	New Cartridges: 12 A 88 A 15 A 35 A FX 9	
24.	NPG – 28 Canon Xerox Toner Cartridge	
25.	Samsung 709 Toner Cartridge	
26.	Dot Matrix Printer Head	

The terms and conditions are as follows:

1. Service Engineer has to visit this office from Monday to Wednesday and Friday invariably from 11.00 am to 06.00 pm and also should be available on call in emergency.
2. The AMC Contract is for inspection and servicing only. Any replacements of parts may be informed to the office and cost of spares in the service report. The spares will be borne by this office.
3. Contractor shall not subcontract the hardware maintenance jobs to any outside agency including their franchisee
4. The contract shall be for a period of one year from which the contract is signed/accepted.

5. The contract can be terminated, if work is found unsatisfactory without assigning any reason at any time and without any notice at the discretion of this office.
6. Payment shall be made monthly on providing satisfactory services duly certified by the competent authority. No advance payment will be made.
7. The number of PCs/peripherals under AMC mentioned can be increased or decreased at the discretion of this office. The monthly payment shall be made for actual number of hardware under contract. The item-wise rate given in the AMC will be applied to the peripheral added during the period of contract.
8. Spare parts supplied by the Contractor in lieu of irreparable components should be brand new/original/equivalent/advanced-make and from reputed manufacturers for giving satisfactory performance. Used/repaired spare parts will not be accepted.
9. The bills for AMC will have to be submitted in duplicate duly pre-receipted along with service reports (month-wise), which will be maintained by the Contractor. The service reports are to be signed by the user of PC .
10. All complaints / problems reported should be rectified to users satisfaction by the contractor. The Contractor shall ensure 95% machine and other equipment up time. If necessary, specialist/consultant would be called to rectify the problem.
11. If the contractor is not able to rectify the fault within the stipulated period of maximum 3 days, it would be open to this office to have the fault rectified through any other source and contractor shall have to bear the expenses so incurred on this account.
12. The user will maintain the system as per the guidelines given by the contractor. Proper instructions to operate the system/software will be given by the firm, if required to the user.
13. If systems/subsystems are required to be taken out of office for repairing, then a stand-by system/subsystem of the similar configuration and quality acceptable to this office will be provided on returnable basis. Contractor will be responsible for transportation and delivery of systems/subsystems. Such hardware under repair, should be returned, repaired upto the satisfaction of user and the competent authority.

Signature of the Authorized Person
Of the Firm with Seal.

(P. CHAKRABORTY)
Sr. ADMINISTRATIVE OFFICER
FOR DY.DIRECTOR GENERAL (E)

Prasar Bharati
(India's Public Broadcaster Service)
Doordarshan Kendra : Hyderabad – 500 013.

No. TVH/33(ID Cards/2017-18

Dt: 07.11.2017

SUB:- Supply of ID Cards for employees of Doordarshan Kendra, Hyderabad-REG.

Sir,

Please furnish your quotation for supply of Identity Cards (IDs) for employees of Doordarshan Kendra, Hyderabad as per the Description of the items given in the below mentioned table. The sealed quotations addressed to the undersigned by name may be sent so as to reach on or before 20/11/2017 at 03.00 pm. The cover should be super scribed with the following details.

- a. Work for which quotation is enclosed.
- b. Reference to letter of enquiry and
- c. Due date of opening of quotation.

The quotation will be opened by the undersigned in the presence of the Contractors or their representatives/agents as may be on 20/11/2017 at 04.00 pm. The quotations submitted should remain valid for acceptance for a period of three months from the date of opening and the lowest rates will be valid for period of three years with effect from 01/12/2017 or from the date of acceptance, whichever is earlier. In case your quotation is accepted, it may please be noted that payment will be made after completion of works through A/c payee cheque or NEFT Transfer in favour of the name of the Firm only. You are required to submit the following along with the quotation:-

1. GST Vendor Registration Form duly signed with Rubber Stamp.
2. Bank Account details with a copy of the first page of the pass Book
3. Income Tax Assessment Certificate for the year 2016-2017 with copy of PAN Card.
4. Experience Certificate in the relevant field.

The Description of items are as under:-

S.No.	Description of Items	Rate per Unit (Rs.)	Remarks
1.	Digital Printed Fused Card		
2.	Card Holder		
3.	Without Printed Lanyard with Hook		

The total employees will be around 270. However, the exact quantity may vary at the time of issuing Purchase Order (PO).

The terms and conditions are as follows:

1. A Photographer has to visit this office for 5 days (during the 1st/2nd week of December, 2017) invariably from 10.30 am to 06.00 pm for taking photographs of the employees and also to collect data sheet. The exact dates of photo session will be informed later.
2. The quotation should specifically mention delivery date, terms and conditions of supply/services. The prices should be firm and quoted with all inclusive of photography and additional charges.

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3. Goods and Service Tax (GST) should be shown separately in the Bill along with relevant Code Numbers.
4. The Bidder, who will be awarded the Contract will be required to agree to provide additional ID Cards on the same rates quoted in the tender, which will be issued additionally from time to time through additional PO by the office. The additional PO may be for making of single card or multiple cards.
5. The contract shall be for a period of three years from which the contract is signed/accepted.
6. The contract can be terminated, if work is found unsatisfactory without assigning any reason at any time and without any notice at the discretion of this office.
7. Payment shall be made after supply of ID Cards on providing satisfactory services duly certified by the competent authority on submission of proper bill in duplicate. No advance payment will be made.
8. **RIGHT OF ACCEPTANCE** : This office reserves the right to reject the lowest quotation or all the quotations without assigning any reasons whatsoever. Further, this office reserves the right for decreasing or increasing the quantity of items tendered depending upon the actual requirements. The Unit rate quoted on the tender shall be applicable for the quantity for which the order is placed and also applicable for the contract period.
9. Delivery period for supply/service should be within a week from the date of receipt of Purchase Order.

**ENCL : SPECIMEN COPY
(TO BE IMPROVISED/ MODIFIED)**

(P. CHAKRABORTY)
Sr. ADMINISTRATIVE OFFICER
FOR DY.DIRECTOR GENERAL (E)

Copy to : The Director (Engg.)
for uploading the same in DD-Yadagiri Website