

**OFFICE OF THE ASSISTANT COMMISSIONER GAB)  
DELHI BOARD; GOVT. OF NCT OF DELHI  
VARUNALAYA PHASE-II JHANDEWALAN: NEW DELHI**

NO. DJB/AC (GAB)/AMC/2018/D- 31 to 33

Dated:- 18/1/18

**Notice**

**Subject:-Full Service Contract for maintenance of Photocopiers installed at various office of Delhi Jal Board Head Quarter.**

Dear Sir,

This office intends to award full Service Contract for maintenance of SHARP make photocopiers of different models installed at various office of Delhi Jal Board at Varunalaya Office Complex for which lowest per copy rates are required. The terms and conditions are as under:

1. The firm must be authorized dealer/Channel partner of any manufacturing company
2. The AMC will be a comprehensive Maintenance Service contract and no extra charges of any type of spare parts will be paid.
3. The firm must be registered with GST/Sales Tax Department/PAN if GST/Service Tax is to be charged.
4. The successful bidder/firm has to execute Contract Agreement with the department and deposit the Earnest Money @ Rs. 25000/- on Lump sum basis with the department.
5. The Contract period will be of one year and no request for increase of rates will be entertained during the Contract period.
6. The payments will be released on the basis of per copy rate on bimonthly basis.
7. The competent Authority of DJB has full right for accepting or rejecting any or all the quotations as well as increasing/decreasing of Machines as well as cancellation of AMC without assigning any reason whatsoever.

The firms/Companies dealing in the field are requested to send their lowest possible rates along with terms and conditions, if any, in the office of u/s by 29.01.2018 at 3:00 pm by dak or by hand and will be opened at 3:30 pm in the presence of tender/participants or representatives of firm/company, if any. Late received or opened rates/quotations will not be accepted in any conditions.



**(A K SHARMA)  
ASSISTANT COMMISSIONER (GAB)**

To,

**'To whom so ever' dealing in the field.**

Copy to:-

1. EE(EDP) for website of DJB
2. Notice Borad
3. AAO(F&G)



**ASSISTANT COMMISSIONER (GAB)**



  
**AE(EDP) 19/1**  
**Sh. Sanjay (Prog-I)**