



सहायक आयुक्त का कार्यालय  
OFFICE OF ASSISTANT COMMISSIONER  
केन्द्रीय वस्तु एवं सेवाकर – मण्डल- V (ओ.ड.व.)  
CENTRAL GST, DIVISION - V (ODAV)  
अहमदाबाद – दक्षिण आयुक्तालय  
AHMEDABAD -SOUTH COMMISSIONERATE



Email : [div7903@gmail.com](mailto:div7903@gmail.com) 1<sup>st</sup> FLOOR, Central GST Bhavan, Revenue Marg, Ambawadi, Ahmedabad-380015,  
PH: 079-2791 1304/ 2791 2649 (Fax)

**F.No. I/22-02/2017-18/Adm**

**DATE: 15.05.2018**

**TENDER NOTICE FOR ANNUAL MAINTENANCE CONTRACT FOR PHOTOCOPIER MACHINES**

Sealed quotations are invited from authorized, experienced and reputed service providers for Annual Maintenance contract for Photocopier Machines installed at Office of Assistant Commissioner, Division-V, Central GST, Ahmedabad South. The eligibility criteria, conditions governing the maintenance contract and the list of photocopiers are mentioned in Annexure-I, II, III, IV and V respectively.

2. Interested parties are requested to furnish the rates per Photocopier machines, with comprehensive AMC rates for a period of one year. Those firms who do not fulfill technical requirements shall not be considered.

Interested parties are requested to submit the tender in a sealed cover super scribed as "TENDER FOR ANNUAL MAINTENANCE CONTRACT FOR PHOTOCOPIER MACHINES" at the below mentioned address :  
Superintendent (Adm), 1<sup>st</sup> Floor, Central GST Bhavan, Revenue Marg, Ambawadi, Ahmedabad-380015 **Latest by 15.00 hrs, 23.05.2018.**

Details of tender can also be accessed on departmental website [www.cenexahmedabad.nic.in](http://www.cenexahmedabad.nic.in) and [www.cbec.gov.in](http://www.cbec.gov.in) No bid will be entertained received after the stipulated date. The tender document may also be downloaded from the website [cbec.gov.in](http://cbec.gov.in).

This office reserves the right to accept or reject any/all the said quotations without assigning any reason thereof.

(Anoop Singh)  
Assistant Commissioner  
Central GST, Division-V,  
Ahmedabad South

**Copy to:-**

1. Additional Commissioner in charge of Division -V, Ahmedabad South for information please
2. Assistant Commissioner (Adm), CGST, Ahmedabad South for information please
3. Superintendent (Systems), Central GST Ahmedabad South to upload the same on above mentioned websites.
4. Notice Board

## **ANENXURE-I**

### **Eligibility criteria for AMC of Photocopier machines**

1. The Company/firm/enterprise intending to submit the tender (hereinafter called the Company) shall be authorized organization in the field of maintenance of Photocopier machines.
2. The company should have undertaken AMC for at least one Central Government Department/Public sector Unit (PSU), in any of the previous three years in Ahmedabad and should provide the supporting documents.
3. The company's contract should not have been terminated before the expiry of the full term, in any of the previous years or current year.
4. The Company should have to submit list of the parts included in the Contract and list of the parts not included in the Contract.
5. The company must have expertise persons in the field of maintenance of Photocopier machines and its service engineer must be knowledgeable enough to troubleshoot any problem related to Photocopier machines.

Signature & Stamp of the Tenderer

**Terms & Conditions governing AMC**

1. This office does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason whatsoever. Tenders in which any of the particulars and prescribed information are inadequate or incomplete in any respect or the prescribed conditions are not fulfilled, are liable to be rejected.
2. The maintenance service by the company shall include quarterly preventive service and breakdown maintenance of all Photocopier machines of this office.
3. The charges regarding shifting of Photocopier machines for repairing will be covered in this Annual Maintenance Contract itself.
4. This contract will be effective for a period of one year. The payment of this contract will be made on quarterly basis subject to availability of the fund.
5. The Assistant Commissioner, Division-V, Central GST, Ahmedabad South reserves the right to terminate the contract any time if the services of AMC Vendor are not found to be satisfactory.

Signature & Stamp of the Tenderer

**List of the Photocopiers to be included in the Comprehensive Annual  
Maintenance Contract**

<b>SL. NO.</b>	<b>Model</b>	<b>MACHINE SL.NO.</b>	<b>SECTION.</b>
1.	Konica Minolata	biz hub206	Division Office
2.	Konica Minolata	biz hub206	Range Office

Signature & Stamp of the Tenderer

**[TECHNICAL REQUIREMENTS]**  
AMC OF PHOTOCOPIER Machines

Sr. No.	Particulars	
01	Name of Organization/ Firm.	
02	Name (s) of Proprietors / Directors	
03	Registered Address.	
04	Telephone No.	
05	Fax No.	
06	Mobile No.	
07	Email id. (if any)	
<b>Documents to be enclosed</b>		
08	Goods & Service Tax Registration	
09	PAN Card	

- If any of the above documents are not enclosed, same may not be considered.

Signature of  
Authorized Person:

Date:  
Seal:

**Quotation**

<b>SL. NO.</b>	<b>Model</b>	<b>MACHINE SL.NO.</b>	<b>Rate per annum including all taxes (Comprehensive)</b>
1.	Konica Minolta	Bizhub206	
2.	Konica Minolta	Bizhub206	
		<b>Total Amount</b>	

- Rates must be included with all taxes. No payment over and above quoted rate shall be done.

Signature of  
Authorized Person:

Date:

Seal: