



केन्द्रीय विद्यालय, पिकेट, सिकन्दराबाद

KENDRIYA VIDYALAYA, PICKET, SECUNDERABAD. PINCODE – 500 009

दूरभाषा : 040-29804096 ; 040-29804092

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No.F.VVN /KVP/2016-17

Dated :06.02.17

TERMS AND CONDITIONS FOR ANNUAL MAINTENANCE CONTRACT OF COMPUTERS AND PERIPHERALS (WITHOUT SPARES)

1. Sealed quotation for the services shown in the attached statement is invited by the undersigned by 21.02.17 (last date). Quotation should be sent under strong sealed cover marked as Quotation for the services of as above and not by name. **The quotation should be accompanied by Trade License, Service tax registration, PAN of the firm without which the quotation is liable to be rejected.** The quotation will be opened at the office of the undersigned at 13.30 hrs by 22.02.17.

2. The quotation should be submitted according to the terms and conditions specified in paragraph 3 to 17 unless specified otherwise in the quotation. It shall be construed that the terms and conditions stipulated hereunder have been agreed to.

3. There should not be any overwriting or corrections in the quotation. If a figure is to be amended, it should be neatly scored out and the revised figure written above and the same attested with full signature and date. In the absence of attested signature the quotation is liable to be rejected. Rates (per machine annually) must be mentioned in the attached proforma only.

4. The undersigned does not bind himself to accept the lowest quotation and reserves the right to accept the quotation in whole or in part ie. With respect to all articles mentioned in the attached statement as he may decide.

5. On acceptance of the quotation it will become a contract and shall be bound by the terms and conditions of the quotation.

6. The contractor has to pay visit to the vidyalaya at least once a week. Any fault reported to the contractor is to be attended within 24 hours and recitification to be done with 48 hours.

7. Duties of AMC provider includes:

- (a) Installation of Software including Operating Systems, Antivirus etc.
- (b) Formatting of computers, if needed.
- (c) Internal cleaning of CPU (removal of dust etc)
- (d) To rectify the minor nature problems.
- (e) To repair/change the battery of UPS if needed (Battery will be provided by the Vidyalaya).
- (f) Maintenance of the LAN networks.
- (g) Back up of the important data before formatting.
- (h) Crippling of network cable.
- (i) Any other problem related to softwares and hardwares.

If the contractor fails to provide the services within the time stipulated in the later or acceptance by the undersigned, the undersigned shall be at liberty to take the services of other available firms in the locality and the difference of price, if any, shall be borne by the contractor.

8. The AMC provider will bear up to Rs. 500/- (Rs. Five Hundred Only) if a system or any part of it malfunctions (this excludes the Hard Disk, Mother Board, RAM & Battery etc., which will be borne by the vidyalaya)

9. The rates quoted by the contractor shall hold up to one year of agreement date.

10. The contractor shall execute the services under his direct personal supervision and in the best workman like manner and shall not on any account whatsoever, employ a sub-contractor except with the prior written consent of the vidyalaya, which the vidyalaya may in its absolute discretion withhold without assigning any reason.

11. The vidyalaya shall not be liable to pay any sum of money to the contractor or anyone else claiming under this contract over and above what is payable under this contract to the contractor.

12. The vidyalaya shall be entitled to determine this agreement/contract and discharge the contractor without prejudice to other rights and remedies available to it, if the contractor shall become insolvent or fails and/or neglects to carry out instruction on its behalf or to complete the services or suspend the same or delay the progress thereof without reasonable cause. It is made clear that the essence of this contract is the satisfaction of the vidyalaya regarding the performance and proper execution of the services.

13. This contract extendable for one year with the consent of both parties and outstanding performance of the work done during last year by the contractor.

14. The Kendriya Vidyalaya shall pay the agreed amount to the contractor on quarterly basis after completion of the quarter and submission of a certificate by the Principal of the Vidyalaya or a committee nominated by him that "The work has been done satisfactorily". In case the work is found unsatisfactory, 50% payment will be withheld and it will be released only when the work is found as of quality and to the satisfaction of the Kendriya Vidyalaya.

15. The contract can be terminated without assigning any reasons by giving one months' notice in writing by either side.

16. Quotations which do not comply with the above conditions are liable to be rejected.

17. T.D.S of Income Tax @ 2.06% of bill amount will be deducted from the contractor.

18. These instructions to tenders are to be signed by the contractors and returned with the tender.

List of computer systems and peripherals for which AMC to be given is enclosed.

PRINCIPAL

ANNUAL MAINTENANCE CONTRACT OF COMPUTERS AND PERIPHERALS(ON LETTER)

S.NO	ITEMS FOR AMC	<u>QUANTITY</u>	<u>RATE PER MACHINE PER ANNUM INCLUDING ALL TAXES</u>	
01	COMPUTER SYSTEMS AND PHERIPHERALS	60		
02	PRINTERS	10		
03	PROJECTORS	10		
04	UNILINE ONLINE UPS	02		
05	MAINTENANCE OF COMPUTERS IN LOCAL AREA NETWORKS	MENTIONED ABOVE		

*NOTE: ONE MACHINE MEANS (1 MONITOR+ 1CPU+ 1 KEYBOARD+1 MOUSE+1 SET OF SPEAKERS)

SIGNATURE OF THE TENDERED WITH SEAL OF THE FIRM

ON LETTER HEAD

DETAILS OF THE FIRM FOR REGISTRATION(ON LETTER)

1. Full Name of the firm:
2. Nature of business wholesale/retail :
3. Year of establishment:
4. Details of specific goods/services dealt with:
5. Whether registered or not if so, proof registration ie. IT/TAN/VAT No.:
6. Whether post sales service undertaken free of cost during warranty period:
7. Whether proof of having paid Income tax as on date to be enclosed(Compulsorily);

SIGNATURE OF THE PROPRIETOR WITH SEAL

DATE:

