



## सी0एस0आइ0आर0-भारतीय पेट्रोलियम संस्थान

(वैज्ञानिक एवं औद्योगिक अनुसंधान परिशद )

पो. ऑ. आई. आई. पी., मोहकमपुर, देहरादून, भारत

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### निविदा आमंत्रित सूचना/NOTICE INVITING TENDER

निरीक्षण सं० / Enquiry No: IIP/PUR/5/19-20/527/AMC-Copier/TR/AKJ/PO

Dt. 11.11.2019

सेवा में/ To,

**M/s Reliable Reprographics  
Dehradun**

प्रिय महोदय/Dear Sirs,

#### विषय/sub: Annual Maintenance Contract of Ricoh Digital Copier

Director, CSIR-IIP, Dehradun is interested to award Annual Maintenance Contract (AMC) of Ricoh Digital Copier for a period of one year from the date of issue of award letter. Please send your Online bid/quotation through Central Public Procurement (CPP) Portal (<https://www.etenders.gov.in>) with complete terms and conditions within the stipulated time period as has been mentioned in the e-tender notice. Only online quotations will be entertained from the registered bidders of CPP Portal. While submitting quotation, please note the terms & conditions mentioned below:

SI No	Description	Qty
1	<b>Comprehensive Annual Maintenance Contract (AMC) of Ricoh Digital Copier Model: E335MA51005</b>	01

#### TERMS & CONDITIONS

- 1) Payment terms: On half yearly basis only after services are rendered, no advance will be given. Kindly arrange to provide your Bank details.
- 2) Kindly quote rates for the AMC with terms and conditions specifying the number of preventive visits, break down/emergency calls, etc.
- 3) Income Tax will be deducted at source as per prevailing rules.
- 4) Kindly mention the GST no. of IIP & Supplier on Invoice & fix the revenue stamp on the invoice

Yours faithfully,

Controller of Stores & Purchase