

No. Gen(037)/PRO/13/06/NCRB  
Government of India  
Ministry of Home Affairs  
National Crime Records Bureau

East Block-VII, R.K. Puram,  
New Delhi- 110 066.

Dated: 10.02.2014

**Subject: Quotation for AMC of Photocopier machines.**

Sir,

Sealed quotations are invited from reputed vendors having minimum 5 years experience in the field of Annual Maintenance Contract (AMC) for **AMC ( both comprehensive and without spare parts & consumables )of Photocopy machines** for a period of one year. The equipments are installed at East Block- VII & IX, R. K. Puram, New Delhi which can be inspected and details can be collected during any working day between 2 P.M. to 5 P.M. with prior appointment with JAD(G) telephone no. 26172324 Extn. 208. The rates quoted should clearly indicate applicable taxes, other terms and conditions. The details of machines are given below:

SL. No.	Location	Make	Serial No.	Date of Purchase	Expiry of AMC
1.	CFPB	Canon IR2320L	EQM0053	01.02.2010	-
2.	Trg. Branch	Canon 3530	MTP01303	02.09.2009	-
3.	CCTNS	IR3245	DHN02463	10.01.2011	-
4.	AD.II,	Toshiba -e207	CSL098976	30.03.2010	-
5.	DCT	Toshiba -e207	CSL958846	30.03.2010	-
6.	CCTNS	Toshiba -e207	CSL958731	30.03.2010	-
7.	JD, CCTNS	Toshiba-e207	CLS958844	30.03.2010	-
8.	DG, Office	Panasonic	R-1128	31.12.2010	-
9.	Basement	Toshiba- e282	CUG732017	15.12.2008	-
10.	CSO	Toshiba-e282	CUD955690	11.09.2009	-
11.	CCTNS	Toshiba-e282	CUD955694	11.09.2009	-

- 2 The quotation details are also available on NCRB website <http://ncrb.gov.in>.
- 3 The quotation should be accompanied by an EMD for an amount of Rs.5000/- in the form of bank draft drawn in favour of A.O. PAO, DCPW, payable at New Delhi. Quotations which are not accompanied by EMD will not be entertained.
- 4 The quotation should be addressed to the Assistant Director (A&G), NCRB, East Block - VII, R. K. Puram, New Delhi - 110 066.
- 5 The quotation should reach NCRB on or before **07.03.2014** up to 5:00 PM.
- 6 Quotations must be superscribed '**Quotation for AMC of Photocopier machines**' clearly mentioned on the envelope.
- 7 Quotations received after due date will not be entertained.
8. Rates should be given separately for CAMC (Comprehensive Annual Maintenance Contract which includes spare parts & consumables i.e. toner & drum unit etc. AMC (Annual Maintenance Contracts without spare parts & consumables).

Director General, NCRB, reserves the right to accept or reject any or all of the quotations without assigning any reason.

Yours faithfully,

(N.K.SINGH)  
ASSTT. DIRECTOR(A&G)