

No. Gen(037)/PRO/13/06/NCRB/2018
Government of India
Ministry of Home Affairs
National Crime Records Bureau

NH-8, Mahipalpur,
New Delhi-110037.

Dated:31.01.2019

Subject: Quotation for Repair and AMC of Photocopier machines regarding.

Sir,

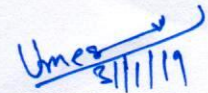
Scaled quotations are invited from reputed vendors having minimum 3 years experience in the field of Annual Maintenance Contract (AMC) for **AMC (both comprehensive and without spare parts & consumables)** of seven Photocopy machines for a period of one year. The equipments are installed at NH-8, Mahipalpur, New Delhi-11037 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. 26735450 Extn. 436. The rates quoted should clearly indicate applicable and taxes, other terms and conditions. The rates should be vailed for one year. The details of machines are given below:

Sl. No.	Name of Firm/ Make and Sl. No.	Location	Qty.	Date of Purchase	Remarks
1.	Konica Minolta Bizhub266 A8A3040000430	Accounts Section	1	29.12.2017	Working
2.	Konica Minolta Bizhub266 A8A3040000372	Admin.	1	29.12.2017	Working
3.	Konica Minolta Bizhub266 A8A3040000314	DG office	1	29.12.2017	Working
4.	Konica Minolta Bizhub266 A8A3040000174	Stat. Section	1	29.12.2017	working
5	Cannon 4245,RKZ00631	G. Branch	1	22.12.2014	Working
6	Toshiba e-207CSL958846	DCT Branch	1	30.03.2010	Working
7	Toshiba e282,CUD955694	CCTNS	1	11.09.2009	Wordking

- 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.10000/- in the form of bank draft drawn in favor 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, NH-8, Mahipalpur.
- 5 The quotation should reach NCRB on or before 20.02.2019 up to 5:00 PM.
- 6 Quotations must be superscribed '**Quotation for AMC of Photocopier and FAX machines**' clearly mentioned on the envelope.
- 7 Quotations received after due date will not be entertained
- 8 Vendor should have proper authorization from OEM respective machines.

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

Yours faithfully,


(UMESH KUMAR)
JT.ASSTT. DIRECTOR(G)

Copy to:-

1. JAD(DCT) fro uploading the quotation on NCRB web site & CPPP.
2. Accts. Section