



☎: 011-23731887

📠: 011-23319346

**GOVERNMENT OF INDIA
MINISTRY OF LAW AND JUSTICE
DEPARTMENT OF LEGAL AFFAIRS
PAY AND ACCOUNTS OFFICE
'B' WING, IV FLOOR, JANPATH BHAWAN
JANPATH, NEW DELHI**

No. PAO/LA/AMC/2016-17/ 803

Dated the 25th May, 2016

NOTICE INVITING QUOTATION

Sealed Quotations/Tenders are invited from reputed and experienced Companies/Firms/Agencies having valid PAN and Service Tax registration number for Annual Maintenance Contract of various make of Computers, Printers, UPS and Servers installed in the Office of Pay and Accounts Office (Legal Affairs), Ministry of Law & Justice, 4th Floor, B-wing, Janpath Bhawan, Janpath, New Delhi for a period of 01 year. The quotations should reach this office latest by 22.06.2016 upto 3.00 P.M. and will be opened at 3.30 P.M. on the same day in the chamber of Sr. Accounts Officer, PAO(Legal Affairs). The **terms and conditions** are given below:-

1. The details of maintenance of hardware and software of computers, UPS, printers, servers and other devices are depicted in schedule-I enclosed. Number of equipments may increase or decrease any time at the discretion of the competent authority. The AMC will include maintenance of Software like Compact, PFMS and other Civil Accounts Software. The firm must have at least one year experience in maintenance of hardware and software of Computers in Pay and Accounts Office under Civil Accounts Organizations. A copy of experience/work award letter may be submitted.
2. The contract shall be for a period of one year, which will commence from the date of signing of the contract by the Parties concerned and the same can be extended for another one year at the same rates and terms and conditions at the sole discretion of this office subject to satisfactory service of the agency. This office shall, however, reserves the right to terminate the contract any time without assigning any reason.
3. The job will be entrusted on the basis of all inclusive rate contract on 'as is where is' and on competitive rate basis.
4. It shall be the responsibility of the firm to handover back to this office all the equipments under contract in working condition at the end of the contract period.
5. No extra payments, whatsoever, on account of natural calamities or otherwise will be made to the firm except the all-inclusive rates permitted under this contract. It shall be the firm's responsibility to perform the work of maintenance of Computers/Printers/UPS & LAN satisfactorily throughout the period of the contract.
6. The work is to be carried out in the office premises itself. However, only such work as cannot be done in the office premises will be allowed to be done outside with written permission of the competent authority and no extra payment would be made on this account. The agency would also be required to provide alternate equipment.