

F.No.D-13012/1/2016-Admn.CAS

Government of India
Ministry of Law & Justice
Department of Legal Affairs
Central Agency Section

New Delhi, dated 21/3 March 2016.

To,

Subject : Quotations for Annual Maintenance Contract for window/ split Air Conditioners and water dispenser.

Sealed tenders are invited for Annual Maintenance Contract for Air Conditioners and Water Dispensers in Central Agency Section.

2. The interested /reputed parties may send their quotations on proper letter head with complete address and marked with captions " Quotation for AMC for Air Conditioners and Water Dispensers" to the under signed latest by 28-3-2016, Room No. 76A, Central Agency Section, Supreme Court Compound, New Delhi.
3. The tender will be opened on 29-3-2016 at 3-30 P.M. in Chamber No.76A, Central Agency Section, Supreme Court Compound, New Delhi in the presence of applicant whosoever is present.
4. It shall also be the responsibility of the contractor to hand over back to this office all the equipment under contract in working condition at the end of this contract period.
5. 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 Section Officer, Central Agency Section and no extra payment would be made on this account.
6. The successful tendered will be required to furnish " Security Deposit" of Rs.10,000/- (Rupees Ten thousand only) before the commencement of the contract. The security deposit shall be in the form of Demand Draft in favor of the Pay & Account Officer (LA), Department of Legal Affairs, New Delhi. The security deposit will be refunded only after the expiry of the contract. The security deposit will be forfeited if during the period of contract, the services of the contractor are found unsatisfactory in any respect or if any of the condition of the contract is contravened towards any damage due to negligence on the part of the contractor, besides any action that may have to be taken against the contractor.

7. Payment of the work done and services rendered will be made to the contractor after submission of bill.
8. The undersigned reserves the right to accept or to reject any quotations in full or in part without assigning any reason therefore.



(B.V.BALRAM DAS)

Dy. Govt. Advocate/ HOO

Copy to:

1. All Ministries/ Departments of the Government of India, New Delhi/ Delhi.
2. Notice Board.
3. Website [http:// lawmin.nic.in](http://lawmin.nic.in) of Department of Legal Affairs , NIC Unit, Shastri Bhawan, New Delhi.