

F.No.D.19015/1/2008-Admn.II(LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

Shastri Bhawan, New Delhi.
Dated; 3rd December 2008.

To,
M/s Data Gram Services,
108, R.B.House,
Nizammudin (W)
New Delhi- 110 013.

Subject:- Renewal of contract for Comprehensive Maintenance of Computers,
printers, UPS etc, regarding.

Sir,

I am directed to refer to your letter No.DGS/2008-09/092 dated 16.9.2008 and this Department's letter of even no. dated 12.9.2008 on the above mentioned subject and to inform that the previous contract awarded to your firm w.e.f.12.3.2006 to 11.3.2009 is treated as cancelled w.e.f.10.11.2008. It is further informed that the competent authority in this Department is pleased to renew the contract awarded to your firm for a further period of three years w.e.f.10.11.2008 to 9.11.2011, on the same rates and subject to the following terms and conditions:-

1. This Department shall reserve the right to terminate the contract at any time without assigning any reason.
2. It shall be the responsibility of the firm to maintain all the equipments in working condition during the contract period.
3. The firm will be required to depute a whole time service engineer on duty exclusively for this Department on all working days to ensure proper functioning of the computers/printers/UPSs.
4. The work is to be carried out in the office premises only. 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, Admn.II (LD) Section and no extra payment would be made on this account. They would also be required to provide alternate equipment.
5. **Penalty clause:** The calls may be attended on the same day of the complaint. The non compliance/non attendance of the complaints after one working day will entail penalty, as under:-

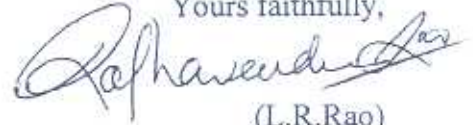
i. (i)	Systems	Rs.100/- per day for each system
ii. (ii)	Printers	Rs.75/- per day for each printer
iii. (iii)	UPS	Rs.50/- per day for each UPS

- iv. Maximum penalty per day will be limited to penalty of system/printer/UPS, whichever is more.

6. Failure to repair/servicing of the equipments outside the office within a maximum time of one week will entail penalties as stated in penalty clause.
7. The contract can be terminated summarily by this Department at any time if the work of the firm is not found satisfactory. In this connection, the decision of the Department shall be final and binding on the firm.

In this connection, M/s Data Gram Services, is requested to furnish their willingness in this regard.

Yours faithfully,



(L.R.Rao)

Deputy Secretary to the Govt. of India
Tel.No.23389014

Recd
C.A. Kumar
05/11/08

No.D-13012/1/2003-Admn.II (LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

New Delhi, the 16th April, 2008

To,

M/s Technico (Regd.)
40, DLF, Industrial Area,
Kriti Nagar,
New Delhi-110015.

Subject: - Annual Maintenance Contract of Air conditioners installed in the
Legislative Department.

Sir,

I am directed to refer to your letter No.TC/2/5811/09 dated 23.2.2009 on the above mentioned subject and to convey the approval of the competent authority for awarding you the AMC in respect of 30 (thirty) window Air Conditioners and 3 (three) Split Air Conditioners installed in the premises of this Department for a period of one year w.e.f. 01.04.2009 at the rate of Rs.1475/- per window AC and Rs.2625/-per split AC on the following terms and conditions:-

1. The work which is not possible to be carried out in the office premises will be allowed to be done outside the office premises but no extra charges would be paid for that.
2. Rates mentioned in the quotations, if accepted, will not be allowed to be enhanced during the currency of the contact.
3. No advance payment will be made in any case.
4. It will be the responsibility off the successful tendered to report daily to the Section officer of Admn.II Section of this Department and collect order for repair/maintenance of Air Conditioner.
5. The contract can be terminated at any time without assigning any reason. In this connection the decision of the undersigned shall be final and binding upon the contractor. The undersigned reserves the right to reject any or all quotations without assigning any reason therefore.

Yours faithfully,

Bijender Singh
(Bijender Singh)

Under Secretary to the Govt. of India
Tel No.23384603

Sanjay
20/4/09

[Handwritten signature]

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F.No.D-25015/1/96-Admn.II (LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

Shastri Bhawan, New Delhi
Dated 5th October, 2009

To

M/s Fair Deal Marketing & Services,
87, Zamrudpur, Greater Kailash-I
New Delhi-48

Subject - AMC in respect of Panasonic Key Telephone System installed in
the office of Secretary.

Sir,

I am directed to refer to your letter Ref :- AMC/KTS/MS&I/13/FDMS/2009 dated 30th June, 2009 on the subject above and to inform that this Department has decided to award Annual Maintenance Contract to your firm in respect of Panasonic Key Telephone System installed in the Office of Secretary, for a further period of one year w.e.f. 26.6.2009 to 25.6.2010 on the following terms and conditions.

- 1 The Annual Maintenance charges is Rs, 12,000/- (Plus taxes) and is to be paid in advance.
- 2 The complaints should be attended within one hour on the same day.
- 3 The contract shall be of comprehensive Maintenance service type and shall include providing of all spare parts, labour and no extra payment will be made further on this account.
- 4 In case of replacement of faulty parts, they shall be replaced only by genuine spares. Genuine spares will be new parts. The old parts will be handed over to the Department.
- 5 The contract is liable to be cancelled without any notice, if the service rendered by your company are not found satisfactory at any time during the period of contract and the company shall refund the amount on prorata basis.

Yours faithfully,

Bijender Singh

(Bijender Singh)

UNDER SECRETARY TO THE GOVT OF INDIA

Neeraj Kumar

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(7)

No.D-19015/3/2000-Admn.II(LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

New Delhi, the ~~May, 2009~~ 1st June, 2009

To

M/s. HCL Infosystems Ltd.
261, Okla Industrial Estate,
Phase-III
New Delhi-110010.

Subject: - Full Service Maintenance Award (FSMA) of three Duplo Machines installed in the Legislative Department for a further period of one year -regarding.

Sir,

I am directed to refer to your letter No.HCL/DU/AMC/2804 dated 28.4.2009 on the subject mentioned above and to say that the competent Authority in the Legislative Department has agreed to award Maintenance contract for 03 (three) Duplo Malchines for a period of one year w.e.f. 1st May, 2009 to 30th April, 2010 on the following terms and conditions:-

(i) The AMC charges for three Duplo Digital Machines will be Rs.38000/- Per Machine (excluding taxes).

✓ (ii) The complaints should be attended within one hour on the same date.

✓ (iii) The contract shall be of Comprehensive Maintenance service type shall include providing of all spare parts, labour and no extra payment will be made further on this account.

(iv) All repair works will be carried out within the premises of the Department. However, in case the machine is required to be carried out of the building for repair, it should only be done with prior permission of the undersigned or S.O. (Admn.II).

✓ (v) In case of replacement of faulty parts, they shall be replaced only by genuine spares. Genuine spares will be new parts. The old parts will be handed over to the Department.

- (vi) 50% of the AMC charges will be paid in advance and the remaining 50% after six months.
- (vii) If any machine is not repaired within a day, the contractor will provide a standby machine. Penalty @ Rs.100/- per day will be imposed in case of failure to repair/providing standby machine within assured time period.
- ~~(vii)~~ If the machine is repaired from any other source due to non-attendance of complaint, the expenditure rendered shall be deducted from the next amount payable to M/s HCL Infosystems Ltd.
- (ix) The rates quoted shall remain valid for the contract period.
- ~~(x)~~ The Contract is liable to be cancelled without any notice, if the service rendered by your company are not found satisfactory at any time during the period of contract and the company shall be liable to refund the amount on prorata basis.

M/s HCL Infosystem Ltd. Is requested to convey its acceptance or otherwise to the offer of FSMA on the above stated terms and conditions.

Yours faithfully,


(Bijender Singh)

Under Secretary to the Govt. of India

Received
15/08/09
(Ajay Singh)

No.D-16016/2/2003-Admn.II(LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

New Delhi, the ~~15th July, 2009~~ ^{15th July, 2009}

To

M/s Perfect Copier Services
370A/2, Chirag Delhi
(Basement), Near Bhagat Singh College,
New Delhi-110017.

Subject: - Full Service Maintenance Award (FSMA) of four Photocopiers
Machines (Xerox Model 5821) installed in the Legislative Department
For a period of one year regarding.

Sir,

I am directed to refer to your letter No. PCS/RE-153/09 dated 28.4.09 on the subject mentioned above and to say that the competent Authority in the Legislative Department has agreed to award Maintenance contract for 04 Photocopier Machines (Model 5821) for a period of one year w.e.f. 1st May, 2009 to 30 April, 2010 at the rate of Rs.0.28 per copy.

2. The proposal for maintenance contract has been accepted by the Competent Authority on the following terms and conditions:-

- (i) The complaints should be attended with one hour on the same date.
- (ii) The contract shall be of Comprehensive Maintenance service type and shall include providing of cons. all spare parts, toner, labour and no extra payment will be further on this account.
- (iii) All repair works will be carried out within the premises of the Department. However, in case the machine is require to be carried out of the building for repair, it should only be done with prior permission of the undersigned or S.O. (Admn.II).
- (iv) In case of replacement of faulty parts, they shall be replaced only by genuine spares. Genuine spares will be new parts. The old parts will be handed over to the Department.
- (v) The payment will be made on the monthly basis after producing the satisfactory report from the user. No. advance payment will be made in any case.

- (vi) If any machine is not repaired within a day, the Contractor will provide a standby machine. Penalty @ Rs.100/- per day will be imposed in case of failure to repair/providing standby machine within assured time period.
- (vii) If the machine is repaired from any other source due to non-attendance to complaint, the expenditure rendered shall be deducted from the next amount payable to M/s Perfect Copier Services.
- (viii) The rates quoted shall remain valid for the contract period.
- (ix) The Contract is liable to be cancelled without any notice, if the services rendered by your company are not found satisfactory at any time during the period of contract.

3. M/s Perfect Copier Services is requested to convey its acceptance or otherwise to the offer of FSMA on the above stated terms and conditions.

Recd.
[Signature]
17/7/09

Yours faithfully
[Signature]
(Bijender Singh)
Under Secretary to the Govt. of India
Tel : 23384603

F.No.D-16016/2/2003-Admn.II (LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

New Delhi the 27.1.2010

To

M/s Perfect Copier Services,
370A/2 Chirag Delhi (Basement),
Near Bhagat Singh College,
New Delhi-110017.

Subject: - Full Services Maintenance Award (FSMA) of 02 (two) Photocopier Machines (Modi Xerox Model DC 230) installed in the Legislative Department for a period of one year-regarding.

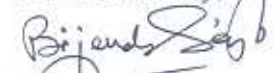
Sir,

I am directed to refer to your letter No. PCS/RE-157/09 dt. 31.10.09 on the subject mentioned above and to say that the competent authority in the Legislative Department has agreed to award to you a contract for full service Maintenance of 02(two) Photocopier Machine (Model DC 230) for the period from 01.11.2009 to 31.3.2010 at the rate of 28 paisa per copy.

2. The proposal for maintenance contract has been accepted by the competent authority on the following terms and conditions:-

- (i) The contract shall be of comprehensive maintenance service type and shall include providing of cons, all spare parts, toner, labour and no extra payment will be made further on this account.
- (ii) All repair work will be carried out within the premises of the Department. However, in case the Machine is required to be carried out of the building for repair, it should only be done with prior permission of the US (A)/S.O (Admn.II).
- (iii) In case of replacement of faulty parts, they shall be replaced only by genuine new spare parts. The old parts will be handed over to this Department.
- (iv) If any machine is not repaired within a day, the contractor will provide a standby machine.
- (v) The contract shall be liable to be cancelled without any notice, if the service rendered by the firm is not found satisfactory at any time during the period of the contract.

Yours faithfully,


(Bijender Singh)

Under Secretary to the Govt. of India

No.D-16016/2/2008-Admn.II(LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

New Delhi, the 29th May, 2009
1st June, 2009

To

M/s HCL Infosystems Ltd.
261, Okla Industrial Estate,
Phase-II
New Delhi-110020.

Subject:- Full Service Maintenance Award (FSMA) of three Photocopier Machine (2-Toshiba 280 and 1- Toshiba 160) installed in the Legislative Department for a further period of one year- regarding.

Sir,

I am directed to refer to your letter No.Nil dated 30.4.2009 on the subject mentioned above and to say that the competent Authority in the Legislative Department has agreed to award Maintenance contract for three Photocopier Machine (2-Toshiba 280 & 1-Toshiba 160) installed in the Legislative Department for a further period of one year w.e.f. 1.5.2009 to 30.4.2010 on the following terms and conditions:-

- (i) The AMC charges for one E-Studio 280 and one E-Studio Toshiba 160 will be Rs.16,000/- and Rs.10,000/- respectively excluding taxes.
- (ii) The complaints should be attended within one hour on the same date.
- (iii) The contract shall be of Comprehensive Maintenance Service type and shall include providing of all spare parts, labour and no extra payment will be made further on this account.
- (iv) All repair works will be carried out within the premises of the Department. However, in case the machine is required to be carried out of the building for repair, it should only be done with prior permission of the undersigned or S.O. (Admn.II).
- (v) In case of replacement of faulty parts, they shall be replaced only by genuine spares. Genuine spares will be new parts. The old parts will be handed over to the Department.
- (xi) 50% of the AMC charges will be paid in advance and the remaining 50% after completion of six months.
- (vii) If any machine is not repaired within a day, the contractor will provide a standby machine. Penalty @ Rs.100/- per day will be imposed in case of failure of repair/providing standby machine within assured time period.

- (viii) If the machine is repaired from any other source due to non-attendance of complaint, the expenditure rendered shall be deducted from the next amount payable to M/s HCL Infosystems Ltd.
- (ix) The rates quoted shall remain valid for the contract period.
- (x) The Contract is liable to be cancelled without any notice, if the services rendered by your company are not found satisfactory at any time during the period of contract and the company shall be liable to refund the amount on prorata basis.

M/s HCL Infosystem Ltd is requested to convey its acceptance or otherwise to the offer of FSMA on the above stated terms and conditions.

Yours faithfully,

Bijender Singh
(Bijender Singh)

Under Secretary to the Govt. of India

Received
AMM
05/01/09
(Ajay Tomar)

F.No.D.29016 /1/2001-Admn.II(LD)
Government of India
Ministry of Law and Justice
(Legislative Department)

Shastri Bhawan, New Delhi.
Dated 2nd February, 2010

To,

M/s Surender Book Binder,
Quarter No. 16,
Behind of 21 A Janpath,
Near Le-Maridian Hotel Janpath,
New Delhi - 110001.

Subject: Annual Maintenance Contract for book binding etc. in the Legislative Department.

S r,

I am directed to refer to your letter No.295/09 dated 16.12.2009 on the above mentioned subject and to inform that the Competent Authority in this Department is pleased to award the contract in respect of book binding etc. to your Firm for a further period of one year w.e.f. 1st December, 2009 on the same rates, terms and conditions. The rates of binding work are as follows:-

S. No.	Description of work	Small 9"X5" Size	Royal 11"X6.5" Size	Gazette Full- Size Size
1	Half Leather with Gold Printing	Rs. 55.00	Rs. 65.00	Rs. 95.00
2	Full Rexene with Gold Printing	Rs. 50.00	Rs. 55.00	Rs. 90.00
3	Half Cloth with ink Printing	Rs. 45.00	Rs. 51.00	Rs. 70.00

4 Service Book (a) Ordinary : Rs. 45.00, (b) Rexine : Rs. 65.00, (c) Leather : Rs. 95.00

5. Spiral Binding (a) Up to 50 pages : Rs. 25.00 (b) 51 pages to 100 pages : Rs. 28.00
(c) 101 pages to 150 pages : Rs. 35.00 (d) 151 pages to 200 pages: Rs. 40.00
(e) 200 pages and above : Rs. 50.00

Yours faithfully,

Bijender Singh

(Bijender Singh)

Under Secretary to the Govt. of India

(BIJENDER SINGH)
Under Secretary (Admn.-II)
Ministry of Law & Justice
(Legislative Deptt.)
New Delhi

*Received
Bijender Singh
2nd Feb 2010*