



INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

PIT Building, Inside Govt. Polytechnic Campus;
Polytechnic Road; Chheharta, G.T. Road Amritsar, Punjab, India – 143105
Phone No- 0183- 2820034

Ref. No. IIMASR/NIQ/ 248 /2021

Date: - 22-07-2021

Sub: - Call for online quotations for the A.M.C of Brother Printers.

Sir,

E- Quotations are invited on IIM Amritsar e-Tender portal super scribed as “Quotation for the A.M.C of Brother Printer” addressed to the IIM Amritsar. The quotation should be uploaded on IIM Amritsar e-Tender portal (<https://iimamritsar.ac.in/post/tender.html>) on or **before 29.07.2021 by 12.00 PM**. The quotation shall be opened on the e-Tender portal on the same day, i.e. **29.07.2021 at 12.30 PM**. Quantity and specification of the items are mentioned in Annexure I.

General Terms & Conditions: -

1. Offer must be legible, clear and free from overwriting and cutting. Incomplete and conditional submissions are liable to be rejected.
2. AMC will cover one-year onsite service maintenance of Brother printers including quarterly preventive maintenance and Corrective maintenance, and repair/replacement as per the requirements.
3. The vendors are requested to seek clarification before participation. No changes in the quoted price/services shall be made after the AMC contract is awarded.
4. The vendor should attend to the reported problem or issue within 24 hours for its resolution. If the problem or issue remain unresolved after the prescribed communicated date/time, or the email/call is not responded within 24hours, the AMC contract may be terminated, the vendor may be blacklisted for three (03) years and the payment of the AMC period will not be paid. The institute will not be liable for the same.
5. The replacement of any equipment will happen on written confirmation from the OEM that equipment is not repairable and the institute will bear the cost of replacement of equipment. However, AMC will cover the repair charges of the equipment.
6. Any other charges, such as packing and forwarding, TA/DA, delivery charges, sales tax, etc. if any should be included in the quoted price.
7. AMC will first start with Preventive, and then Corrective Service should be pursued. The payment will be released quarterly only after receiving the service reports and bills duly certified by the authorized official of the institute.
8. Quotations received after the prescribed date and time will not be considered.
9. The vendor should have a minimum of three (03) years' experience in providing such service in the last three years.



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10. IIM Amritsar reserves the right:

- a. to accept or reject any or all tenders either in whole or in part or to invite revised price bids or to annul the bidding process or to postpone and/or extend the date of receipt/opening of tenders or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder. The Director, IIM Amritsar does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender and the Tenderer/Bidder shall be bound to perform the same at the rates quoted.
 - b. to postpone and/or extend the date of receipt/opening of tenders or to withdraw the same, without assigning any reason thereof.
 - c. to obtain feedback from the previous/ present clients of the tenderer by contacting them or by visiting their site to get first-hand information regarding the services (being) provided by the tenderer.
11. This office reserves the right not to accept the lowest quotation without assigning any reason for the rejection.
 12. The vendor should replace the equipment with an equivalent brand, in case of equipment is found non-repairable during the AMC period. The vendor should be fully responsible for the functioning of the Brother printers during the AMC period.
 13. The initial contract period will be for one year that could be extended subject to the approval by competent authority on yearly basis with the same terms & condition of the quotation as mutually agreed upon by both the parties (IIM Amritsar & Contractor) based on institutional needs, satisfactory performance and/or fulfilment of contractual terms& conditions by the contractor/agency. The contract shall be automatically expired at the end of contract period (12 months).

Sd/-

Dr Simrandeep Singh Thapar
Administrative Officer (A&A)



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Annexure I

Financial Bid for AMC

Sr. No.	Item Description	Brand	Quantity	Unit Price	Amount
1	Brother HL 5450DN	Brother	02 Nos		
2	Brother HL 8910DN	Brother	02 Nos		
3	Brother HL 1211	Brother	15 Nos		
			Total		
			GST @		
			Grand Total		

Date:

NAME, SIGNATURE & SEAL OF THE CONTRACTOR