

**Annexure-B****I N D E X**

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## 1. INTRODUCTION

<b>Name of work</b>	<b>CAMC of Computer and Peripherals at NPIU</b>
<b>Performance Bank Guarantee</b>	10% of the total work value of the successful Vendor. PBG is required to be submitted within 15 days from the date of issue of Job order.
<b>Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)</b>	Computer Systems
<b>Vendee</b>	<b>NATIONAL PROJECT IMPLEMENTATION UNIT (NPIU)</b>
<b>Place of Services</b>	NPIU, EdCIL House, 4 <sup>th</sup> Floor, Plot No. 18-A, Sector 16-A, Noida-201301
<b>The Currency in which payment shall be made</b>	Indian Rupees (INR)
<b>Date of Invitation</b>	28-09-2017
<b>Document Download Start Date</b>	28-09-2017
<b>Document Download End Date</b>	11-10-2017 upto 15:00 Hrs
<b>Last Date and Time for receipts of quotation</b>	11-10-2017 upto 15:00 Hrs.
<b>Date and Time of Opening of quotation</b>	11-10-2017 at 16:00 Hrs.
<b>Quotation document Fee</b>	Not applicable
<b>No. of Envelops (1/2/3/4)</b>	01 (One Packet)
<b>Quotation Validity days (180/120/90/60/30)</b>	60 days (From last date of opening of quotation)
<b>Address for Communication</b>	Central Project Advisor National Project Implementation Unit (NPIU) Plot No.18-A, Sector-16-A, Noida – 201 301 (U.P)
<b>Contact No.</b>	0120- 2513921, 2513936, 2513946
<b>Email Address</b>	<a href="mailto:tender.npiu@gmail.com">tender.npiu@gmail.com</a> , <a href="mailto:npiuwb@hotmail.com">npiuwb@hotmail.com</a>

Quotation Invitation shall be downloaded from NPIU website (www.npiu.nic.in\quotation).

(Prof (Dr. P M Khodke)  
Central Project Advisor  
National Project Implementation Unit  
Plot No.18-A, Sector-16-A, Noida-201 301

## 2.SUBMISSION OF QUOTATION

The Vendor is requested to submit the following documents to the under mentioned address in a Sealed Envelope before the last date.

The envelopes shall bear the Quotation Invitation number and the words 'DO NOT OPEN BEFORE' (due date & time).

1. Covering letter duly signed by the authorised signatory [Annexure-B (I)]
2. Company Profile
3. Documentary evidences in respect of Eligibility Criteria [Annexure-B (II)]
4. Quality of Services to be offered [Annexure-B –(III)]
5. Arrangement proposed by the Vendor for ensuring replacement of parts with non-spurious items i.e. original equipment
6. Any deviation to the scope of work of terms and conditions
7. Self-declaration-non blacklisting [Annexure-B –(VI)]
8. Annual Cost breakup (Annexure-C)

### 3. TERM OF REFERENCE AND DEFINITIONS

Vendor	“Vendor” shall mean the person, firm or corporation whom the Job Order is issued for CAMC of Computer and Peripherals.
Authorized Signatory	The Vendor’s representative (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a quotation agreement. Also called signing officer/ authority having the Power of Attorney from the Competent authority of the respective Vendor.
Contract	“The Contract” means the agreement entered into between NPIU and the selected Vendor(s) in terms of clauses mentioned
Day	“Day” means a working day as per rules of NPIU
NPIU	<b>NATIONAL PROJECT IMPLEMENTATION UNIT</b> , Noida (A Unit of Ministry of HRD, New Delhi)
EC	Evaluation Committee
PBG	Performance Bank Guarantee
Services	“Services” means the services to be delivered by the successful vendor and as required to run the project successfully as per the Contract.
Order	“Order” shall mean the Job Order.
Vendee	“Vendee” shall mean National Project Implementation Unit.

#### 4. ASSISTANCE TO VENDORS

Any queries relating to the quotation document and the terms and conditions contained therein should be addressed to the Quotation Inviting Authority.

<b>HELP DESK</b>	
Telephone	Customer Support : +91-120-2513955  Emergency Mobile Number : +91-8130878838 <i>(Please contact in case of emergency during non-working hours)</i>
E-mail ID	<a href="mailto:tender.npiu@gmail.com">tender.npiu@gmail.com</a> CC to : <a href="mailto:npiuwb@hotmail.com">npiuwb@hotmail.com</a>

## 5. GENERAL INSTRUCTIONS

1. The quotation complete in all respect, in prescribed formats, should be submitted on or before the time and date fixed for the receipt of offers as set forth herewith in the quotation documents. Quotation received after stipulated time and date shall be summarily rejected.
2. Submission of Quotation:
  - a) All prices and other such information like discounts etc. having a bearing on the price shall be written both in figures and words in the prescribed form. All the papers submitted with the quotation, Terms and Conditions must be signed by the Vendor. The GST or any other Govt. duties etc. as applicable should be quoted separately, failing which, NPIU shall have no liability to pay these charges, and the liability shall be that of the Vendor.
  - b) Each page of the quotation document shall be numbered. It must bear the signature and seal of the Vendor at the bottom. All offers shall be either typewritten or written neatly in indelible ink. Any correction should be properly authenticated.
  - c) The quotation must be submitted in a report format containing the documents arranged and labelled as per the following index.
    - i. Covering letter duly signed by the authorized person [(Annexure–B (I))].
    - ii. Company Profile.
    - iii. Documentary evidences in respect of eligibility criteria [(Annexure-B (II))]. Each document should be labelled on the top right so as to indicate the eligibility criteria serial number.
    - iv. Quality of Service to be offered. [(Annexure-B (III))]
    - v. Arrangements proposed by the Vendor for ensuring replacements of parts with non-spurious items i.e. original equipment.
    - vi. Any deviation to the scope of work or terms and conditions.
    - vii. Details of the Resident Service Engineer proposed to be located at NPIU Office, EdCIL House, Noida for rendering respective CAMC services.
    - viii. Unit rate of maintenance charges on yearly basis against the equipment as indicated in Annexure-A.
    - ix. Total Quotation amount in terms of INR for a year covering all the machinery as indicated in the Annexure-C.
  - d. Failure of submission of any of the documents with Quotation will make the quotation rejected as non-responsive. NPIU will have the option to treat some documents as mandatory/optional in the benefit of the Organisation.
3. NPIU will select the vendor on the basis of overall lowest rate quoted by the vendor. The decision of the NPIU arrived at as above shall be final and representation of any kind shall not be entertained on the above. Any attempt by any vendor to bring pressure of any kind may disqualify the vendor for the present Quotation and the vendor may be liable to be debarred for invitation of quotation for the NPIU equipment in future for a period of three years.

4. NPIU shall have no obligation to convey reason for rejection of any quotation. It shall be opened for NPIU to reject even the lowest quotation, in the interest of the Organisation and no reason need to be given thereof.
5. No advance payment will be made for maintenance contract to successful Vendor. The successful Vendor shall be required to submit performance security @ 10% of annual contract value in the form of Demand Draft, Fixed Deposit Receipt or Bank Guarantee separately from any Nationalized Bank. This will be done within 15 days from the receipt of the acceptance of award of contract. The Performance Bank Guarantee shall remain with NPIU for a period of sixty (60) days beyond the date of completion of all contractual obligations of the supplier including warranty obligation. No interest shall be paid on the Performance Bank Guarantee amount.
6. NPIU reserves the right to award the contract to any of the Vendor irrespective of not being lowest; taking into consideration the interest of NPIU and in this respect, decision of NPIU shall be final.
7. After the award of the Contract, the Firm will be required to maintain month wise reports indicating equipment wise work undertaken.
8. The Resident Service Engineer should be in possession of mobile phone at their own cost and the detail of the same has to be intimated to NPIU.
9. To assist in the examination, evaluation and comparison of Quotation, the NPIU may, at its discretion, ask the Vendor (s) for clarification(s) of the Quotation. The request for clarification and the response shall be in writing via email/post/fax.
10. Effects and Validity Offer
  - a) The submission of any offer connected with these specifications and documents shall constitute an agreement that the Vendor shall have no cause of action or claim, against NPIU for rejection of his offer. NPIU reserves the right to reject or accept any offer or offers at its sole discretion and any such action will not be called into question and the Vendor shall have no claim in that regard against the maintenance service.
  - b) The offer shall be kept valid for acceptance for a minimum period of 60 calendar days from the date of opening of Quotation.
  - c) The offer shall be deemed to be under consideration immediately after they are opened and until such time the official intimation of award of contract is made by NPIU to the Vendor. While the offer is under consideration, if necessary, NPIU may obtain clarification on the offer by requesting for such information from any or all the Vendors either in writing or through personal contacts as may be considered necessary. Vendors shall not be permitted to change the substance of their offer, after the offer has been opened.

- d) NPIU shall not be responsible for any delay in submission of the quotation. The offer submitted by the Vendor through *telex/telegram/fax or e-mail would not be considered* as a valid offer. No further correspondence will be entertained in this matter
- e) In the event, the vendor's company or concerned division of the company is taken over by another company, all the obligation under the agreement with NPIU shall be passed on to the new company/division for compliance by the new company on the negotiations. The Registration number of the firm along with GST/CST/Service-Tax/VAT/TIN/PAN number allotted by the Tax authorities shall invariably be given in the Quotation.
- f) In case NPIU notices that the market rates have come down from the time when rates were finalized in the rate contract/order or there is a need for re-asking the offer based on market trends, NPIU, may ask the technically short-listed vendors to re-quote the maintenance cost and the vendor shall be selected on the basis of procedure given earlier. The time difference between such re-quotes shall be minimum 3 months except in case of the Union Government budget.
- g) NPIU reserves the right to award the contract to any of the Vendor irrespective of not being lowest; taking into consideration the interest of NPIU and in this respect, decision of NPIU shall be final.

#### 11. Selection of Firm or their Authorized Service Provider

- a) Short-listing of eligible vendors satisfying the technical qualification requirements laid in this Quotation document.
- b) Selection of Vendor as the Service Provider who offers the lowest price and meets the eligibility criteria.
- c) Vendors will be short listed by the duly constituted Evaluation Committee (EC). If considered necessary, EC will visit and inspect the infrastructure for service-providing-facilities of the vendor. The EC may examine strength of the service support in terms of qualified engineers, spare parts stock and repair facilities at vendor's place. The short-listed vendors may be called for detailed discussion at a specified date, time and venue if needed, by the EC.
- d. The contract will be for a period of one year from the date of award of contract on annual basis in the first instance. The performance of the vendor will be watched and if found satisfactory the contract may be extended for another year on the same terms & conditions.

#### 12. Acceptance of Offer

The quotation shall be processed as per standard procedure. NPIU, however, reserves the right to reject any quotation without disclosing any reason. NPIU would not be under obligation to give any clarifications to those vendors whose quotations have been rejected.



### **13. Signing of Agreement**

The successful vendor shall execute a CAMC Agreement as per the format prescribed by NPIU based on this Quotation Document and agreed Terms and Conditions. After the expiry of agreement, NPIU, based on the performance of the services offered and on its sole discretion, may offer the successful vendor to extend the CAMC contract for a period of another one year.

NPIU

## 6. ELIGIBILITY CRITERIA

Vendor shall have to enclose documentary evidence in support of the following mentioned Eligibility Criteria. In the absence of such supporting documents as mentioned against each criteria, the quotation will be rejected summarily.

### Eligibility Criteria

S. No.	Qualification	Documentary Evidence to be attached
1	The Vendor should be an Indian registered company/Limited Liability Partnership (LLP) engaged in the job of maintenance of computers & peripherals during last 3 years in India as on 31 <sup>st</sup> March 2017.	Certificate of incorporation or Certificate of Commencement or Certificate consequent to change of name, if applicable has to be submitted
2	The Vendor should have executed Satisfactorily minimum one Annual Maintenance Contract of more than <b>100 Computer and Peripherals of any Govt. Dept/PSU</b> for last three years as on 31.03.2017	Copy of work/service orders and Completion certificate.
3	The firm should be in existence for over <b>5 years</b> in the trade with Income from Annual Maintenance Contracts worth more than <b>Rs. 25 Lakhs</b> per annum during the last 3 years ending 31st March, 2017.	Copy of work/service orders and Completion certificate.
4	The Vendor should have Service Centre in Delhi/NCR	Copy and Proof of the Service Centre
5	Company should be an <b>ISO 9001:2008 &amp; ISO/IEC 20000-1: 2011/or the latest ISO REVISION</b> certified for servicing	Copy of valid Certificate
6	Firm should be <b>authorized Service Provider</b> to execute maintenance of at least any one of the companies like HP/Lenovo/ACER/Samsung/Sony/Dell, etc.	OEM Authorization Letter

7	The Vendor should neither have been Debarred and / or blacklisted by any Central / State Govt. Department / Universities / Educational Institutions/Organization etc. nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law.	Undertaking as per proforma  The Vendor shall furnish an undertaking duly attested by notary in a non-judicial stamp paper of value Rs. 100/-)
8	GST No., PAN No., TAN No., Service Tax No., ESIC No., EPF Registration No	Copy of valid certificates
9	The Company should have minimum 03 Service Engineers having qualification of MCA/BTech and at least one shall be certified by CISCO/MCSE on their payroll.	A self-attested certificate along with copy of CV of these employees duly signed by the authorized official of the Vendor firm.
10	<b>Resident Engineer</b> under the contract must have qualified as PG/UG/Diploma (IT/Electronics/Computer Science) with 2 years experience in maintenance of Hardware & Software.	Copy of self-attested Bio-data of Resident Service Engineer and Experience Certificate.

## **7. SCOPE OF WORK**

### **1. Scope of Work**

The successful Vendor shall maintain all the equipment in good working condition as listed in Annexure-A under "On site".

Comprehensive Annual Maintenance Agreement initially for a period of 1 (one) year. It may further be extendable for second year on mutual agreement without increase in CAMC Cost, if so desired. A formal letter from the NPIU to this effect and acceptance from the vendor will suffice.

### **2. Corrective Maintenance**

Any System failure shall be attended to promptly by the company's specialists within 24 hours depending upon the nature and complexity of the faulty machine. Failure shall be rectified with least possible delay. CAMC shall cover maintenance of all items in good condition.

The company has to provide for repairs/ replacement of defective parts of various machines (with OEM make only) with the maintenance charge including Plastic parts, printer belt, Teflon paper of printer, socket of printer, logic card, lamp of scanner, printer band, printer head, tray, daisy wheels, printer roller, tray and door, transparency film, magnetic media, plastic covers, knobs, tractor rods, Hard disk fuser assembly, printer knobs, Online buttons, Gears, CPU along with Mother Board, FDD, HDD, RAM, DVD, SMPS, Monitor, Picture Tube, Logic Card, Prism/Lamp, VGA Cable (Computer, Printer, Power) Panel, scanner, Project lens, VC Recorder, TV, VC Cameral, Laptop Screen, Networking Switches, Keyboard, CPU, Camera, Bluetooth, WI-FI etc. whichever applicable. Also replacement of defective parts at short notice irrespective of any cost should be done. This is a comprehensive maintenance contract excluding consumables such as floppies, CDs/DVDs Printer Ribbons, toner, ink cartridge, batteries etc.

Any other action required for keeping the equipment under good working condition.

The vendor will be required to maintain all the equipment (PCs, Servers, Laptops, Printers, Scanner, Switches, Router, etc. In good working order and will be required to perform preventive maintenance of these equipment once every three months.

## **8. CONDITIONS OF CONTRACT**

### **1. Performance Bank Guarantee**

- a) After an 'Acceptance of Job order' is issued by NPIU, the successful Vendor shall be required to submit a Performance Bank Guarantee of 10% of Annual Contract Value from a nationalized bank. This will be done within 15 days from the receipt of the acceptance of the award of contract. Performance Bank Guarantee [Annexure-B (V)] shall remain with NPIU for a period of sixty (60) days beyond the date of completion of all contractual obligations of the supplier including warranty obligation. No interest shall be paid on the Performance Bank Guarantee amount.
- b) If the vendor, having been called upon by NPIU to furnish Performance Bank Guarantee, fails to furnish the same, it shall be lawful for NPIU *to recover the amount of the Performance Bank Guarantee from the vendor and cancel the contract and award the contract to another vendor at the risk and cost of the vendor.*
- c) On performance and completion of the contract in all respects, the Performance Bank Guarantee will be returned to the vendor without any interest.

### **2. Deployment of Resident Service Engineer**

The Vendor shall depute qualified, well cultured resident-engineer at the **NPIU Office, NPIU, Noida**. In case of absence of an engineer, suitable substitute shall be provided by the successful Vendor on day-to-day basis. The successful Vendor shall furnish name, designation, qualifications, experience and mobile numbers of such engineer. Deputed engineers should be well experienced in maintenance of all types of PCs, peripherals, software such as Windows, Linux, Anti-Virus etc. The engineers must report every working day at 9:30 a.m to 6.00 p.m. to the **NPIU Office, NPIU, Noida** and mark attendance. The engineer shall be changed only with the prior approval of In-charge (IT Unit), NPIU during maintenance period. In case NPIU finds the Engineer inappropriate, agency shall change him accordingly. The engineer may be assigned duties depending on the requirements. The Vendor shall comply to all labour law.

### **3. Delivery of Services**

- a) The vendor shall deliver/provide the services at **NPIU Office, Noida** by deputing qualified resident service engineer.
- b) The vendor will have to do preventive maintenance of Computer/Printers etc. at least once in each quarter. Reports to this effect will be submitted by the vendor to the In-charge, IT Unit in each quarter.

- c) The deputed engineer provided by the vendor should be well qualified and expert in the area of Computer, Printers, Scanner, server, repairing/replacement of all parts of computer system. They will also be required to provide such services for events like conferences, presentation etc. organized by NPIU.
- d) The vendor will collect faulty equipment from the site and deliver/install the rectified equipment on site at their own cost.
- e) The deputed engineer will submit monthly report on his activities towards CAMC to In-charge IT Unit by 5<sup>th</sup> of every month. This will be mandatory for processing of bills.
- f) In case the equipment is down continuously for duration more than as given in Annexure-B(III) because of faulty parts in a system, vendor shall have to replace the faulty system by another working system having similar or higher configuration without any further cost to NPIU, Noida. If however, replacement is not done by the vendor then penalty will levied as per the Clause laid down in this Quotation document unless genuine and convincing reason is submitted to NPIU, Noida. In case the engineer does not attend complaints at site for more than 7 (seven) days continuously, the contract between NPIU and the vendor may be considered as breached and the CAMC may be considered by NPIU to be awarded to next lowest Vendor.

#### **4. Call attendance and Penalty**

The company has to rectify the call within 24 hours of call placement and provide the service/solution to keep the machine up. The company will provide replacement of machine of same or higher configuration when machine is not working after the period mentioned. User of the machines will have the sole authority to certify such cases whenever applicable. Penalty charges will be as described in clause 8 of Annexure-B (IV).

#### **5. Payment of CAMC Charges**

Payment for the contract will be processed on quarterly basis only after satisfactory performance report for the quarter given by In-charge, IT Unit, NPIU, Noida. Processing will be effective after the expiry of said period as per the rates quoted in commercial terms and (agreed mutually) on the basis of actual working machines. Review of such cases of addition/deletion of items/equipment listed in the quotation will be on the basis of mutual agreement and decision of NPIU will be final. The payment is subject to necessary deduction towards penalty for downtime of machines as per clause for 'Call Attendance and Penalty' in this Document. A pre-receipted bill shall be submitted in duplicate to the office of In-charge, IT Unit, NPIU, Noida. The Bill must accompany the 'Performance Report', as above.

NPIU reserves the right to increase/decrease the quantity of items as mentioned in this Quotation document at the time of award of work or at a later stage.

**6. Extension of CAMC Period**

The CAMC may be further extended yearly for a period of maximum two year subject to same terms and conditions & mutual consideration. Fresh Agreement may be entered into in case of extension.

**7. Termination of Agreement**

NPIU may terminate the agreement by giving a written one-month advance notice to the Service Provider, without compensation to the Service Provider and/or other suitable action, if :

- (a) The Service Provider becomes bankrupt or is otherwise declared insolvent.
- (b) The Service Provider being a company is wound up voluntarily or by the order of a court or a receiver, or manager is appointed on behalf of the debenture holders or circumstances occur entitling the court or debenture holders to appoint a receiver or a manager, provided that such termination will not prejudice or affect any right of action or remedy accrued or that might accrue thereafter to the Purchaser.
- (c) The quality of services rendered to NPIU gets degraded.
- (d) If at any stage, it is found that the parts supplied by the maintaining agency are duplicate or of inferior quality, the CAMC may be summarily terminated and the Bank Guarantee may be revoked and NPIU may take any other suitable action.
- (e) The Service Provider may request for termination of agreement by giving three-month Advance notice to NPIU.
- (f) NPIU reserves the right to terminate the agreement without giving any reason thereof, taking into consideration the interest of organisation.

**8. Travel Expense**

No travel expense will be borne by NPIU. The company is bound to provide these services at NPIU, Noida.

## **9. Other Terms and Conditions**

Overwriting in the quotation, if any, should be supported by signatures. Illegible writing may lead to rejection of quotation.

- a. The vendor must ensure that the conditions laid down for submission of offers detailed in the quotation document are completely and correctly fulfilled. Quotations, which are not complete in all respect as stipulated above, may be summarily rejected.
- b. It will be imperative on each quotation to fully acquaint himself of the entire local conditions and factors which would have effect on the performance of the contract and cost. NPIU shall not entertain any request for clarification from the quotation regarding local conditions. No request for the enhancement in price shall be entertained after the Vendor has accepted the offer.
- c. In the evaluation and comparison of quotation, NPIU reserves the right to reject any or all quotations.
- d. NPIU reserves the right to increase/decrease the quantity of items as mentioned in this Quotation document at the time of award of work or at a later stage. In case of decrease of the quantity the CAMC charges will be deducted accordingly.
- e. NPIU shall not be responsible for any delay, loss or non-receipt of documents sent by post.
- f. The maintenance shall be done in NPIU premises. However, if it becomes necessary to take out the faulty equipment to the workshop a Gate pass for shifting of equipment should be obtained from Representative, **NPIU Office, Noida as applicable.**
- g. In case the repair of equipment takes more than 24-hours standby equipment should be made available to the user concerned.
- h. In case, replacement of part become necessary, the part of the same make and at least the same configuration as in the original hardware shall be used. A document containing details of all such replacements is to be maintained separately.
- i. The vendor shall provide, at its own cost, complete required tool kit and accessories for maintaining hardware, software to deputed service engineer.

## **10. Safety Measures**

- a. The Vendor shall take all precautionary measures in order to ensure the safety of their personnel (his representatives, agent, workmen) working in the office while executing the work.
- b. The vendor shall ensure that unauthorized, careless or inadvertent operation of installed equipment, which may result in accident to their staff and /or damage to the equipment does not occur.



- c. The vendor shall assume all liability for and give to NPIU the complete indemnity against all actions, suits, claims, demands, cost charges or expenses arising out of and in connection with any accident, death or injury, sustained by any of their person or persons within the office premises and any loss or damage to NPIU's property sustained due to the act or omissions of the vendor irrespective of whether such liability arises under the workmen compensation act or any other statute in force from time to time.

#### **11. Settlement of Dispute and Jurisdiction**

Disputes if any, arising during the contract period shall be negotiated / discussed at once in order to resolve the same, failing which regular Courts at Delhi only will be have jurisdiction to adjudicate upon the matter.

12. The service provider shall also be required to ensure the functionality of the computers and peripherals which are under warranty.
13. The successful Vendor will sign a contract as per the Terms and Conditions given in Annexure-B (IV) after furnishing performance security.
14. NPIU reserves the right to reject the quotation and also terminate the contract at any stage without assigning any reason thereof.

**Annexure–B (I)**

**QUOTATION PROPOSAL**

Quotation Reference No. & Date:

Vendor's Name & Address:

Person to be contacted:

Designation:

Telephone No.:

Fax No.:

E-Mail Id:

To,

Central Project Advisor

NATIONAL PROJECT IMPLEMENTATION UNIT

Plot No.18-A, Sector 16-A

Noida – 201 301 (U.P)

**Subject: CAMC of Computer and Peripherals at various NPIU.**

Dear Sir,

We, the undersigned Vendor, having read and examined in detail the specifications and scope of the work as specified in the Quotation Invitation document and all other documents in respect of **CAMC of Computer and Peripherals at various NPIU** do hereby propose to provide the maintenance services as in the Quotation Invitation document.

**PRICE AND VALIDITY**

All the prices mentioned in our proposal are in accordance with the terms as specified in Quotation documents. All the prices and other terms and conditions of this proposal are valid for a period of 60 calendar days from the date of opening of Quotation.

**DEVIATIONS**

We hereby declare that all the services shall be performed strictly in accordance with the Technical specifications and terms mentioned in the Quotation document. No Technical deviation will be acceptable and any technical deviation is liable to the rejection of quotation.

**QUOTATION PRICING**

We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the quotation document. We further understand that the quantities as specified in this invitation letter may increase or decrease at the time of Award of Contract Order or at a later stage as per the requirements of NPIU, Noida.

**QUALIFYING DATA**

We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proofs. In case you require any further information/documentary proof in this regard during evaluation of our quotation, we agree to furnish the same in time to your satisfaction.

**CONTRACT PERFORMANCE SECURITY**

We hereby declare that in case the contract is awarded to us, we shall submit the Performance Bank Guarantee in the form of Bank Guarantee for the amount of 10% of the total order value of Annual Contract Value from a nationalized/commercial bank.

We hereby declare that our proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge & belief.

We understand that the NPIU is not bound to accept the lowest or any Quotation that it may receive.

Thanking you,

Yours faithfully,

(Authorized Signatory)

Date:

Name:

Place:

Designation:

Business Address:

Seal:

**Annexure-B (II)****CHECK-LIST**

S. No.	Qualification	Yes/No. with (Page No. of this RFP where the copy/certificate is attached)
1	The Vendor should be an Indian registered company/Limited Liability Partnership (LLP) engaged in the job of maintenance of computers & peripherals during last 3 years in India as on 31 <sup>st</sup> March 2017.	
2	The Vendor should have executed Satisfactorily minimum One Annual Maintenance Contract of more than <b>100 Computers of any Govt. Dept/PSU</b> for last three years as on 31.03.2017	
3	The firm should be in existence for over <b>5 years</b> in the trade with Income from Annual Maintenance Contracts worth more than <b>Rs. 25 Lakhs</b> per annum during the last 3 years ending 31st March, 2017.	
4	The Vendor should have Service Centre in Delhi/NCR	
5	Company should be an <b>ISO 9001:2008 &amp; ISO/IEC 20000-1: 2011/or the latest ISO REVISION</b> certified for servicing	
6	Firm should be <b>authorized Service Provider</b> to execute maintenance of any one of the companies like HP /Lenovo/ACER/Samsung/Sony/Dell, etc.	

7	The Vendor should neither have been Debarred and / or blacklisted by any Central / State Govt. Department / Universities / Educational Institutions/ Organization etc. nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law.	
8	PAN No., TAN No., GST No, ESIC No., EPF Registration No	
9	The Company should have minimum 03 Service Engineers having qualification of MCA/ B.Tech and at least one shall be certified by Cisco/MCSE on their payroll.	
10	<b>Resident Engineer</b> under the contract must have qualified as PG/UG/Diploma (IT/Electronics/Computer Science) with 2 years experience in maintenance of Hardware & Software.	

I/We hereby certify that the information furnished above is full and correct to the best of my/our knowledge.

I/We also undertake that the firm has not been barred or blacklisted by any of the central/state government/departments/organizations/central or state PSU and no such case are undergoing/pending upon the firm.

Date:  
Place:

Signature of the authorised signatory  
Name:  
Official Seal:

## Annexure-B (III)

**Quality of service to be offered, suggested in this Quotation document**

Item	Service time in which machine functionality restored (in Hours)		Time after which standby will be provided (in Hours)	
	Expected	Offered	Expected	Offered
PC	24 Hours		24 Hours	
Printer	24 Hours		24 Hours	
Laptop	24 Hours		24 Hours	
Work Station	24 Hours		24 Hours	
Server	8 Hours		2 Hours	
Online UPS	8 Hours		2 Hours	
Scanner	24 Hours		24 Hours	
Projector	24 Hours		24 Hours	
Video Conference System	24 Hours		24 Hours	
Switches	8 Hours		2 Hours	
UPS	24 Hours		24 Hours	

(Authorized Signatory of the firm)

**Annexure-B (IV)****CONTRACT AGREEMENT FORM**

AGREEMENT BETWEEN NPIU, NOIDA AND M/s-----  
 This agreement made on this day \_\_\_\_\_ between the NATIONAL PROJECT IMPLEMENTATION UNIT (A Unit of Ministry of HRD, New Delhi) and having its office at 'EdCIL House', Plot No.18-A, Sector 16-A, Noida-201 301 (U.P) (hereinafter referred to as the "NPIU") and represented by the CONSULTANT (IT), NPIU, Noida of one part and -----of the other part.

Whereas the M/s \_\_\_\_\_ engaged in the business of repair and maintenance of Computers, Printers, Server, Peripherals etc.

And Whereas the NPIU is desirous of availing the service of M/s \_\_\_\_\_ for **CAMC of Computer and Peripherals at NPIU.**

Now it is hereby agreed by and between the parties here to as follows.

M/s \_\_\_\_\_ shall maintain the equipment as specified in Annex-I which are part of this Agreement on terms and conditions hereafter mentioned.

**1. PERFORMANCE BANK GUARANTEE**

- (a) After an 'Acceptance of quotation' is issued by NPIU, the successful Vendor shall be required to submit a Performance Bank Guarantee of 10% of Annual Contract Value from a nationalized/commercial bank. This will be done within 15 days from the receipt of the acceptance of the award of contract. Performance Security shall remain with NPIU for a period of sixty days (60) beyond the date of completion of all contractual obligations of the supplier including warranty obligation. No interest shall be paid on the Security Deposit amount.
- (b) If the vendor having been called upon by NPIU to furnish Performance Bank Guarantee fails to furnish the same it shall be lawful for NPIU to cancel the contract and award the contract to another vendor at the risk and cost of the vendor.
- (c) On performance and completion of the contract in all respects, the Performance Bank Guarantee will be returned to the vendor without any interest.

**2. TERMS OF AGREEMENT**

The agreement shall remain in force initially for two years on annual basis starting from \_\_\_\_\_ for NPIU. It may be renewed for further period of one year on mutual consent. It shall be open to either of the party to terminate this agreement at any time by giving three months notice to the other party, in writing

except in the event of failure of the contractor to comply with the other terms and conditions in which event the agreement shall be terminated without giving any notice and the decision to the NPIU in this regard shall final and binding upon.

M/s \_\_\_\_\_ . At any time computer peripherals and network equipment may be added in / deleted from the CAMC, as already agreed to in quoted rate. For those not covered under CAMC, such additions any take place with mutual agreement between NPIU and Service provider (The vendor).

### **3. MAINTENANCE HOURS**

The vendor awarded the contract for CAMC, will have to provide maintenance service from 9.30 a.m. to 6.00 p.m. (Monday to Friday) and also on Saturday, Sunday and other holidays if required, to keep the machines in good working order. If required, the vendor shall give support beyond the office hours i.e. beyond 9.30 a.m. to 6.00 p.m. without any additional cost to NPIU. The service consists of preventive and corrective maintenance of computers, peripherals and functioning of all the systems associated and other equipment by carrying out of the necessary repairs, replacement and fitting of such parts.

### **4. PAYMENT FOR CAMC**

Payment for the contract will be made on quarterly basis and after the expiry of said period. The performance certificate from In-charge (IT Unit) and monthly report as submitted earlier (for the period) to office of In-Charge (IT Unit) of NPIU must be attached with the bill at the time of submission of the said bill.

### **5. TERMINATION OF AGREEMENT**

The NPIU may terminate the agreement by giving a written one-month advance notice to the Service Provider, without compensation to the Service Provider and/or other suitable action, if :

- (a) The Service Provider becomes bankrupt or is otherwise declared insolvent.
- (b) The Service Provider being a company is wound up voluntarily or by the order of a court or a receiver, or manager is appointed on behalf of the debenture holders or circumstances occur entitling the court or debenture holders to appoint a receiver or a manager, provided that such termination will not prejudice or affect any right of action or remedy accrued or that might accrue thereafter to the Purchaser.
- (c) The quality of services rendered to NPIU gets degraded.
- (d) If at any stage, it is found that the parts supplied by the maintaining agency are duplicate or of inferior quality, the CAMC may be summarily terminated and the Bank Guarantee may be revoked and NPIU may take any other suitable action.
- (e) The Service Provider may request for termination of agreement by giving three-month Advance notice to NPIU.
- (f) NPIU reserves the right to terminate the agreement without giving any reason thereof ,taking into consideration the interest of organisation



**6. TRAVEL EXPENSES**

No travel expenses will be borne by NPIU.

**7. COMPREHENSIVE MAINTENANCE**

Comprehensive Maintenance Service will cover:-

**a) Corrective Maintenance**

Any System failure shall be attended promptly by the company's specialists within 24 hrs depending upon the nature and complexity of the faulty machine. Failure shall be rectified with least possible delay by vendor as per ANNEXURE-B(III) (Quality of Service offered)

**b) Replacement of parts**

The company has to provide for repairs/ replacement of defective parts of various machines within the maintenance charge including Plastic Parts, Printer belt, Teflon Paper of Printer, Socket of Printer, Logic card, Lamp of Scanner, Printer Band, Printer head, Tray, Daisy Wheels, Printer roller, Tray & door, Transparency film, Magnetic media, Plastic covers, knobs, Tractor rods, Hard disk, Fuser Assembly, printer knobs, Online buttons, gears, CPU along with Mother Board, FDD, HDD, RAM, DVD, SMPS, Monitor Picture Tube, Logic Card, Prism/Lamp, VGA Cable (Projector, Computer, Printer, Power) Panel, Monitor, Laptop Screen, Scanner, Keyboard, CPU Mother Board, HDD, RAM, Camera, Bluetooth, Wi-Fi etc. whichever applicable. Also replacement of defective parts at short notice irrespective of any cost should be done. This is a maintenance contract excluding consumables such as floppies, CDs, Printer Ribbons, toner, ink cartridge, batteries etc.

- Removal of Viruses cleaning, and dusting will be responsibility of the company.
- The Company shall ensure providing software support service on all PCs. of the NPIU including those on warranty. The service will however remain limited to formatting of PCs, installation of OS and commonly used software including antivirus, loading of Windows Operating Systems, MS- office, configuration of network connectivity, Application software, e-mail etc.

**8. CALL ATTENDANCE AND PENALTY**

The company has to rectify the call within 24 hours of the call placement and provide the service solution to keep the systems up.

Machine will be considered as satisfactory operational if all parts of the machine are in working condition. The company will provide replacement of machine of same or higher configuration when machine is not working for duration as given in Annexure-B(III). If the machine has not been made functional for more than 1(one) continuous month then 100% of the CAMC charges for the machine for the quality would be deducted as penalty. User of the machines will have the sole authority to certify such cases wherever applicable. Penalty charges will be as follows:-

- a) Period & Penalty Charges for Computer, printer, laptop and peripherals after the expiry of maximum time as per Annexure-B(III).
- |                 |   |
|-----------------|---|
| Up to 7 Days    | 25% of the AMC cost of the equipment for the quarter  |
| 8-15 days       | 50% of the AMC cost of the equipment for the quarter  |
| 16-30 days      | 80% of the AMC cost of the equipment for the quarter  |
| Above One month | 100% of the AMC cost of the equipment for the quarter |
- b) Penalty @ of Rs. 1000/- per day will be deducted for non-maintenance of proper spare parts as given in clause 3(g) 'Delivery of Services' in (7) Condition of Contract.
- c) Period & Penalty Charges for Server and Active Networking Equipment
- |                     |   |
|---------------------|---|
| 9 Hours to 24 hours | 25% of the AMC cost of the equipment for the quarter  |
| 24 Hours to 3 days  | 80% of the AMC cost of the equipment for the quarter  |
| Above 3 Days        | 100% of the AMC cost of the equipment for the quarter |
- d) Penalty for absence of Resident Engineer @Rs. 500/- Per day will be deducted from the quarterly bill submitted by the vendor.

#### **9. ADDITIONAL CLAUSES**

- (a) An event of default shall mean and include service provider's failure to discharge any obligations undertaken in this agreement or a short-coming in the quality and or standard of the services in the opinion of NPIU officials.
- (b) That whenever an event of default occurs, NPIU shall serve a written notice on service provider or communicate through the Complaint register bringing to his notice the event of default discontinuance failure or shortcoming and service provider shall restore the services and in case services are not restored and /or the shortcoming is not removed within 30 days the NPIU apart from recovering the penalties shall also have a right to immediately terminate this agreement and forfeit the Bank Guarantee without prior written consent of the other parties. The obligations undertaken hereto shall not apply to any information obtained which is or becomes published or is otherwise generally available to the public other than in consequence of any willful or negligent act or omission of either of the parties hereto or any of their or its employees and such obligations shall survive the termination of this agreement.

#### **10. INDEMNITIES**

M/s \_\_\_\_\_ (service provider) has agreed to bear the responsibility for any claims, demands, persecution, or actions against the NPIU arising out of this agreement and as a result of any action or omission by M/s \_\_\_\_\_ or any of its employees or in case of any legal action by any person employed by M/s \_\_\_\_\_ under this agreement and has undertaken to keep the NPIU indemnified against all losses and damages suffered, including expenses incurred by the NPIU defending the claim (inclusive of legal expenses) as a result of any such claim, demands, proceedings, prosecutions or actions. The parties have agreed that this provision shall survive termination of this agreement and M/s \_\_\_\_\_ has agreed to clear the amounts claimed by the NPIU under this clause within 15 (fifteen) days the date when the demand is made.

**11. REPRESENTATIONS AND WARRANTIES**

The parties hereby present and warrant to each other that;

- (i) It has the power and authority to sign this agreement, perform and comply with its duties and obligation this agreement.
- (ii) This agreement constitutes legal, valid and binding obligations enforceable against it in accordance with the terms hereof.
- (iii) That the execution, delivery and performance of this agreement have been duly authorized by all requisite action and will not constitute avocation of
  - a) any statute, judgment, order, decree or regulation of any court, government instrumentality or arbitral tribunal applicable or relating to itself, its assets or its functions or
  - b) any other documents or the best of its knowledge any indenture, contract or agreement to which is a party or by which it may be bound
- (iv) There are no actions, suite or proceeding pending against it before any court governmental instrumentality or arbitral tribunal that restrain it from performing its duties and obligations under this agreement and
- (v) No representation or warranty made herein contain any untrue statement.

**12. CONFIDENTIALITY**

Parties undertake to treat this Agreement and each of terms as confidential. Neither party shall disclose to any third party the existence or the terms of this agreement without the prior written consent of the other parties. The obligations undertaken hereto shall not apply to any information obtained which is or becomes published or is otherwise generally available to the public other than in consequence of their or its employees and such obligations survive the termination of this Agreement.

**13. SEVERABILITY**

Any law restraining the validity and enforceability of any provision of this agreement shall not affect the validity or enforceability of the remaining provisions hereof and this Agreement shall be deemed as not containing the invalid provisions. The remaining provisions of this Agreement shall remain in full force and effect, unless the valid or unenforceable provision comprises an integral part of or otherwise is inseparable from the remaining Agreement. In such a case, the parties to this Agreement shall attempt to agree on a provision which is valid and enforceable and similar to the original provision.

**14. NOTICES**

If any notice, approval, consent and or other notification required or permitted to be given hereunder shall be in writing in English and shall be personally delivered, or transmitted by registered mail with postage full paid, or transmitted by facsimile (with postage prepaid) to the address specified below or to such other address as may, from time to time, be given by each party to the party in writing and in the manner herein before provided;

i) **CPA, NATIONAL PROJECT IMPLEMENTATION UNIT**, 18A, Sector 16A, Noida – 201 301 (U.P)

ii) M/s \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If any notice, approval, consent and or other notification required or permitted to be given hereunder shall be deemed to have been given on the date of receipt when personally delivered, on the date seven (7) days after having been posted when transmitted by registered mail or on the date of transmission with confirmed answer back when transmitted by facsimile.

#### **15. DISPUTE RESOLUTION and JURISDICTION**

If any dispute difference of any kind whatsoever shall arise between the parties in connection with or arising out of this Agreement or out of the breach, termination or invalidity of the Agreement hereof, the parties shall resolve them by resort to the following in the order so mentioned. Parties shall attempt for a period of 30 days after receipt of notice by the other party of the existence of a dispute to settle such dispute in the first instance by mutual discussions between the parties.

If the dispute cannot be settled by mutual discussions within 30 days as provided herein, the dispute shall be referred to the sole arbitration of an arbitrator appointed by the Central Project Advisor (CPA) of NPIU or his nominee. The party having a grievance shall serve a written notice by registered acknowledgement due post, on the other party intimating its intention of invoking the arbitration clause and shall simultaneously serve a notice in the similar mode on CPA, NPIU requesting him to appoint an arbitrator.

The arbitration proceedings shall be held in accordance with the provisions of Arbitration and conciliation Act, 1996 or any statutory modifications or re-enactment thereof venue of arbitration shall be Noida and both the parties to this agreement shall bear the cost of arbitration equally. Parties agree that neither party shall have a right to commence or maintain any suit or Legal proceeding concerning any dispute arising out of this Agreement or out of the breach, termination or in validity or the Agreement until the dispute has been determined in accordance with the arbitration procedure agreed herein. The parties further agree that the award shall be final and binding on the parties to this Agreement.

#### **16. MATTERS NOT PROVIDED IN THE AGREEMENT**

If any doubt arises as to the interpretation of the provisions of this Agreement or as to matters not provided therein, the parties to this Agreement shall consult with each other for each instance and resolve such doubts in good faith.

#### **17. ASSIGNMENT/ AMENDMENT**

M/s \_\_\_\_\_ shall have no right to assign its obligations under this Agreement without a written approval and permission from the NPIU to any other firm or company. Further no amendment or change hereof or addition hereto shall be effective or binding on either of the Parties hereto unless set forth in writing and executed by the respective dully authorized representatives of each of the parties hereto

**18. HEADINGS**

The headings used in this Agreement are inserted for convenience reference only and shall not affect the interpretation of the respective clauses and paragraphs of this Agreement.

**19. SURVIVAL OF RIGHT AND OBLIGATION**

Termination of this Agreement for any cause shall not release the Parties from any liabilities which at the time of termination already accrued to such party of which thereafter may accrue of any act or omission prior such termination.

**20. NO PARTNERSHIP**

Nothing in this Agreement shall be deemed to constitute a partnership between the parties nor constitute any party an agent of any other party for any purpose.

**21. THE AGREEMENT**

This document together with Annexure-A 'List of computers and its peripherals for CAMC' attached hereto signed by both parties shall constitute the entire binding agreement between ..... and the NPIU.

Signed on behalf of NPIU

Name.....

Designation.....

Place: Noida

Date:

Authorized Signature

Signed on behalf of

M/s.....

Name.....

Designation.....

Date

Authorized Signature

## Annexure-B (V)

**PERFORMANCE BANK GUARANTEE**  
**(For performance security)**

Date:

Name of the Bank: -----

To  
 NATIONAL PROJECT IMPLEMENTATION UNIT

**In consideration of the Central Project Advisor, NPIU** (hereinafter called "The NATIONAL PROJECT IMPLEMENTATION UNIT") having agreed under the terms and conditions of agreement/Contract Acceptance letter No.-----  
 -----dt..... Made between..... (Designation & address of contract signing Authority) and..... (here in after called "the said Service Provider" for the work .....  
 (here in after called "the said agreement") having agreed for submission of a irrevocable Bank Guarantee Bond for ₹.....  
 ₹..... only)) as a performance security Guarantee from the Service Provider for compliance of his obligations in accordance with the terms & conditions in the said agreement.

1. We,..... ( indicate the name of the Bank) hereinafter referred to as the Bank, undertake to pay to the NATIONAL PROJECT IMPLEMENTATION UNIT an amount not exceeding ₹.....  
 (₹.....only) on demand by the NATIONAL PROJECT IMPLEMENTATION UNIT.

2. We,..... ( indicate the name of the bank, further agree that ( and promise) to pay the amounts due and payable under this guarantee without any demur merely on a demand from the NATIONAL PROJECT IMPLEMENTATION UNIT through the Consultant, NATIONAL PROJECT IMPLEMENTATION UNIT, Noida or ---  
 -----(Designation & Address of contract signing authority), stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the NATIONAL PROJECT IMPLEMENTATION UNIT by reason of any breach by the said Service Provider of any of the terms of conditions contained in the said agreement or by reason of the Service Provider failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding ₹.....  
 (₹.....only)

3. (a) We, ..... (indicate the name of Bank) further undertake to pay to the NATIONAL PROJECT IMPLEMENTATION UNIT any money so demanded notwithstanding any dispute or dispute raised by the Service Provider in any suite or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

(b) The payment so made by us under this Performance Guarantee shall be a valid discharge of our liability for payment there under and the Service Provider shall have no claim against us for making such payment.

4. We,..... (indicate the name of bank) to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the NATIONAL PROJECT IMPLEMENTATION UNIT under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged by .....

(Designation & Address of contract signing authority) on behalf of the NATIONAL PROJECT IMPLEMENTATION UNIT, certify that the terms and conditions of the said agreement have been fully and properly carried out by the said Service provider and accordingly discharges this guarantee.

5 (a) Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the NATIONAL PROJECT IMPLEMENTATION UNIT or until (date of validity/ extended validity) whichever is earlier and no claim shall be valid under this guarantee unless notice in writing thereof is given by the NATIONAL PROJECT IMPLEMENTATION UNIT within validity/ extended period of validity of guarantee from the date aforesaid.

(b) Provided always that we..... (indicate the name of the Bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee form year to year before the expiry of the period or the extended period of the guarantee, as the case may be on being called upon to do so by the NATIONAL PROJECT IMPLEMENTATION UNIT. If the guarantee is not renewed or the period extended on demand, we,.....

(indicate the name of the Bank) shall pay the NATIONAL PROJECT IMPLEMENTATION UNIT the full amount of guarantee on demand and without demur.

6. We, ..... ( indicate the name of Bank ) further agree with the NATIONAL PROJECT IMPLEMENTATION UNIT that the NATIONAL PROJECT IMPLEMENTATION UNIT shall have the fullest liberty without our

consent and without effecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to the powers exercisable by the NATIONAL PROJECT IMPLEMENTATION UNIT against the said service provider and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said service provider for any bearance act or omission on the part of the NATIONAL PROJECT IMPLEMENTATION UNIT or any indulgence by the NATIONAL PROJECT IMPLEMENTATION UNIT to the said service provider for by any such matter or thing whatsoever under the law relating to sureties for the said reservation would relive us from the liability.

- 7. This guarantee will not be discharged by any change in the constitution of the Bank or the Service Provider.
- 8. We,-----(name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of NATIONAL PROJECT IMPLEMENTATION UNIT in writing.
- 9. This guarantee shall be valid up to (Date of Completion plus Handholding Period). Unless extended on demand by NATIONAL PROJECT IMPLEMENTATION UNIT. Notwithstanding anything to the contrary contained hereinbefore, our liability under this guarantee is restricted to Rs..... ( Rs.....only) unless a demand under this guarantee is made on us in writing on or before..... we shall be discharged from our liabilities under this guarantee thereafter.

Dated:            the            day of            for

(indicate the name of bank)

Signature of Banks Authorised official

Witness

(Name )-----

Designation with Code No. -----

1

Full Address-----

2.



**Annexure-B (VI)**

**SELF-DECLARATION – NON BLACKLISTING**

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,

Central Project Advisor  
**NATIONAL PROJECT IMPLEMENTATION UNIT**  
NPIU House, 18 A, Sector-16 A  
NOIDA – 201301 (U.P.), India

Sir,

In response to the Quotation Ref No. **NPIU/ 2017/CAMC/03 dated 28<sup>th</sup> Sept.,2017 for CAMC of Computer and Peripherals at NPIU**, I/We hereby declare that presently our Company/Service provider \_\_\_\_\_ is having unblemished record and is not declared ineligible or black listed for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body on the date of Quotation submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our PBG may be forfeited in full and the Quotation if any, to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Vendor: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place: