

# QUOTATION

(2018 – 19)

**OFFICE OF THE  
DIRECTOR OF PHYSICAL PLANTS,  
O.U.A.T., BHUBANESWAR – 751003**

## DETAILED QUOTATION CALL NOTICE

(TO BE FILLED UP BY THE QUOTATIONER)

SOLD TO Sri / Smt. M/s. : \_\_\_\_\_

Present Address : \_\_\_\_\_ Permanent Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Phone No. \_\_\_\_\_ / PAN NO. \_\_\_\_\_ GSTIN \_\_\_\_\_

Name of the work quotation for: **Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar (from dt. 01.04.2019 to dt. 31.03.2020)**

This Book let contains 04 (Four) pages only.

Sold on payment of Rs 600.00 in words ( Rupees Six hundred only) in shape of B.D. Vide Money

Receipt No. \_\_\_\_\_ / Dt. \_\_\_\_\_.

Director of Physical Plants.

- 1) Name of the division :- D.P.P, OUAT, Bhubaneswar
- 2) Name of the work :- Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar (from dt. 01.04.2019 to dt. 31.03.2020)
- 3) Value of EMD :- 1% of quoted amount
- 4) Stipulated time for completion :- 01 (One) Year.
- 5) Cost of quotation documents :- Rs. 600/-
- 6) Last date of sale of quotation documents :- Dt. 11.03.2019 upto 11.30 A.M.
- 7) Last date of Receipt of quotation documents :- Dt. 11.03.2019 upto 1.30 PM.
- 8) Date of opening of quotation documents :- Dt. 11.03.2019 at 3.30 PM.
- 9.) Agency : Registered Agency/farms

**Under taking by the Quotationer**

I do hereby undertake to abide the terms & conditions as stated in the terms and conditions of the contract.

Sign of Quotationer

**To be filled up by the Quotationer**

1) Name of the work :- \_\_\_\_\_

2) Total quotation amount :- Rs. \_\_\_\_\_ (In words) \_\_\_\_\_

3) EMD deposited in shape of : - \_\_\_\_\_ Rs. \_\_\_\_\_ (Pledge or non pledge)  
In words (Rupees \_\_\_\_\_)

4) Total no of Correction \_\_\_\_\_ / Over Writing \_\_\_\_\_ / Interpolation \_\_\_\_\_

Sign of Quotationer

Director of Physical Plants

Quotation Documents for the work	<b>Annual Maintenance of EPABX Installed at second floor of OUAT Main Building on rent mode basis and connected EPABX telephones and cables inside OUAT at Bhubaneswar (from dt. 01.04.2019 to dt. 31.03.2020)</b>
	<b>Time of completion:- 01 (One) Year</b>
	<b>Cost of tender paper:-Rs 600/-</b>

Sl. No.	Description of Item	Qty	Unit	Rate quoted by the quotationer (Basic rate + Percentage of GST)	
				In Figure	In Word
1.	Annual maintenance EPABX system on rent mode basis including digital phone, digital analog card as requirement for PBX system.( Digital EPABX for 10 P&T & 128 and above internal Extension including all requirement for digital EPABX Exchange unit)	1.00	Year		
2.	Annual maintenance of telephone cable and telephone system including replacement of telephone cable, wire & telephone, digital telephone set etc as when required . (MDF to Telephone )	1.00	Year		
	<b>Total = 02 (Two) Items only</b>				

Sign of Quotationer

Director of Physical Plants

1. **Time Period** : 01 (One) Year.
2. **Rates**: The rate should be quoted including GST%.
3. **Place of Work** : Second Floor at OUAT, Main Building Bhubaneswar .
4. **Payments** : No advance payment shall be made . The payment will be made on successful completion of work on quarterly basis. The firm shall submit bill in triplicate.

## **Document Required**

1. Experience Certificate 5 years from Govt. Sector/PSU
2. PAN and GST registration Certificate.
3. Bank Solvency Certificate
4. Certificate of resistered agency form OEM.
5. Installation work shall be carried out with rule No. 45 of Indian Electricity Rule No. 1956. A Joint venture agreement to executed with their electrical sub-contractor.

## **Terms and condition**

- 1) The AMC is inclusive of replacement of components and this is including service charges. The duration of the AMC is valid for 01 (one) year only effective from the date of signing of the agreement. If necessary extension may be allow for another one year subject to satisfactory performance.
- 2) The AMC applies to servicing and repairs and replacement of the telephones and system. Maintenance service shall consist of Compressive maintenance of the EPBAX system and its cables and will include supply and replacement of parts.
- 3) A technician shall be engaged by you exclusively for day-to-day maintenance under this AMC contract. The technician shall take the complaints from the complaint register maintained by AE (Elect) and his logbook shall be countersigned by AE (Elect.) on a day-to-day basis.
- 4) In case , the service are not found to be satisfactory , the DPP reserves the right to terminate the contract at any stage without any notice.
- 5) The agency shall be responsible for breakdown or any mischief done by their staff and any loss of OUAT. DPP shall be recover from the bill of the agency.
- 6) Penalty for non-performance: (a) In the event of non-attending complaint within 48 hours, penalty @ Rs. 100/- per day per complaint shall be imposed on you and recovered from the withheld amount. (b) In the event of non-performance of the contract for more than one week the contract shall be rescinded invoking the bank guarantee for performance and the agent shall be debarred from future contract in OUAT.
- 7) An Agreement in Court Paper shall be executed by the agency with in one month of issue this work order along with submission of the performance bank guarantee

**Sign of Quotationer**

**Director of Physical Plants**