

**PRASAR BHARATI**  
(India's Public Service Broadcaster)  
Doordarshan Kendra  
24, Ashok Marg, Lucknow- 226001

File No. TV (LKO) 7(4)/2021-22/OE

Date: - 6/4/2022.....

**Sub: - Tender for Comprehensive AMC of Matrix make EPABX System and non comprehensive AMC of extension lines and basic phones.**

Sir/Madam,

On behalf of Prasar Bharati (India's Public Service Broadcaster), Doordarshan Kendra Lucknow invites sealed tenders from eligible bidders under single bid system for comprehensive Annual Maintenance Contract of EPABX SYSTEM at Doordarshan Kendra Lucknow.

01.	Tender Inviting Authority	Deputy Director General (E) Doordarshan Kendra Lucknow
02.	Tender Reference No.	File No. TV(LKO)7(4)/2021-22/OE
03.	Availability of Tender Documents	<a href="https://prasarbharati.gov.in">https://prasarbharati.gov.in</a> (Tenders)
04.	Description of Supply	Comprehensive AMC of EPABX System (Make- Matrix) and related accessories such as: Eternity ME, Float cum boost charger, line extension card for 16 ports and power supply etc. along with non comprehensive AMC of extension lines and basic phones. (Installed at Doordarshan Kendra Lucknow)
05.	Estimated Cost of Tender	Rs. 75000/- (Rupees Seventy Five Thousand Only)
06.	Earnest Money Deposit (EMD)	Exempted as per order No. PB/K1(011)(33)/2015-IFD(Pt. IV) Dated 25.11.2020..... of PB Secretariat subject to submission of duly Signed BID Securing Declaration Form.
07.	BID validity Date	180 Days from the date of opening of Bid.
08.	Last Date & Time for BID Submission	20.4.2022 at 1500 Hrs.
09.	Address of Submitting Quotation/BID	The Bid contained in sealed envelope is to submitted on following address <b>Deputy Director General (E)</b> <b>(Kind Attn. S. P. Kanchan, ADE)</b> <b>Room No. 104</b> <b>Doordarshan Kendra Lucknow</b> <b>Lucknow- 226001</b>
10.	Bid Opening Date	22.4.2022 at 1600 Hrs.

**Terms & Conditions:-**

1. The cover should be super scribed with following details:-
  - a) (Comprehensive AMC of Matrix make EPABX System with non comprehensive AMC of extension lines and basic phones for which tender is submitted.
  - b) Reference to letter of enquiry.
  - c) Due date of opening of quotation.

2. The items mentioned above will be given on AMC on as is where is basis and items can be inspected in the premises at Doordarshan Kendra Lucknow on any working day between 11:00 AM to 05:00 PM on prior confirmation.
3. The firm should mention the rate of AMC in the prescribed format as per annexure along with SAC code and GST rates.
4. Payment terms and conditions for the AMC should be clearly stated in quotation.
5. The quotation will be opened in the office of the undersigned on 22.4.2022 at 15:30 hours in the presence of such tenderers or their agent as they may choose to attend.
6. Quotation not following the instructions contained in inquiry letter or had not properly super scribed will not be considered.
7. The firm should submit duly filed with securing declaration form. The bid can be rejected in absence of such declaration.
8. Bidder information shall be filled in annexure.
9. Bid validity is for 180 days from the date of opening quotation.
10. The Head of Office reserves the right to reject the lowest quoted quotation or all the tenders without assigning any reason what so ever and also reserves the right to extend the date of quotation without assigning any reason.
11. The quotation should be submitted along with the copy of valid GST registration certificate, otherwise the quotation will not be considered.
12. The contract period will be for one year but after satisfactory completion. The contract will be renewed for maximum two terms the right to extend the contract lies solely on the discretion of DDG (E) Doordarshan Kendra Lucknow.

*S. P. Kanchan*  
06/4/2022

(S. P. Kanchan)  
Assistant Director (E)  
For HOE/HOO



**QUOTATION FORM**

Please read carefully the terms and condition given in the Enquiry form attached to the quotation form.

**Quotation No.** .....

**Dated:** - .....

**Sub:** Tender for Comprehensive AMC of Matrix make EPABX System and non comprehensive AMC of extension lines and basic phones at Doordarshan Kendra Lucknow.

Last date of receipt of quotation in this office is ..... at 1500hrs.

Sr. No.	Description of Material	Qty.	Rate	Amount
1.	Comprehensive AMC of EPABX System Make- Matrix and related accessories such as: Eternity ME, Float cum boost charger, line extension card for 16 ports and power supply etc. along with non comprehensive AMC of extension lines and basic phones.	01 Job		
		<b>Total</b>		

**Applicable GST:**

**Declaration:** We declare that all the conditions as given in the enquiry from have been read by us.

**(Signature of Tenderer with seal)**

**ANNEXURE- I**  
**BIDDERS**  
**INFORMATION**  
**PROFORMA**

01	Bidder's Name	
02	Address of Registered Office	
03	Bidder's address where order/contract is to be placed	
04	Address from where Goods are to be dispatched provided along with GST No. (If it differs with registered address of Bidders)	
05	Telephone No.	
06	E-mail Address	
07	Status of the Firm Proprietorship firm/Limited/Others (If others specify)	
08	PAN No.	
09	GST No.	

Place  
Date

Signature of Authorised Signatory of Tenderer

Name  
Seal of Firm

**ANNEXURE-II**  
**BID SECURING DECLARATION FORM**

Date:

Tender No.....

To

Dy Director General (E)

Doordarshan Kendra

24, Ashok Marg

Lucknow- 226001

We, the undersigned, declare that:

We understand that according to your conditions, Bids must be supported by a Bid-Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for the period of time that may determined by the Procurement Policy Office under Section 35 of the Public Procurement Act, if I am/we are in breach of any obligation under the bid conditions.

Because I/We

Have modified or withdrawn my/our Bid after the deadline for submission of bids during the period of bid validity specified by the Bidder in the Bid Submission Sheet:

Or

Have refused to accept a correction of an error appearing on the face of the Bid: or having been notified of the acceptance or Bid by the (insert name of public body) during the period of bid validity. (i) have failed or refused to execute the Contract if required. Or (ii) have failed or refused to furnish the Performance Security in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid (a) in case I/We am/are the successful bidder, upon our receipt of copies of the contract signed by you and the Performance Security issued to you by me/us: or

(b) If I am/we are not the successful Bidder. Upon the earlier of (i) the receipt of your notification of the name of the successful Bidder: or (ii) thirty days after the expiration of the validity of my/own Bid.

Date on.....day of .....

Signature of Tenderer

**ANNEXURE-III**

**PRICE BID**

Please read carefully the terms and condition given in the Enquiry form attached to the quotation form.

Quotation No.....

Dated.....

Sub: - Tender for Comprehensive AMC of Matrix make EPABX System and non comprehensive AMC of extension lines and basic phones at Doordarshan Kendra Lucknow.

Last date of receipt of quotation in this office is.....at 1500 hrs.

Sr. No.	Description of Material	Qty.	SAC Code	Price	Applicable GST	Total Amount
1.	Comprehensive AMC of EPABX System (Make-Matrix) and related accessories such as: Eternity ME, Float cum boost charger, line extension card for 16ports and power supply etc. along with non comprehensive AMC of extension lines and basic phones.					
Grand Total						

**Other charges if any:-**

**Declaration: We declare that all the conditions as given in the enquiry form have been read by us.**

**(Signature of Tenderer with seal)**