

No. A-21014/4/2009-Genl./Admn.  
Government of India  
Ministry of Housing & Urban Poverty Alleviation  
(Genl./Admn. Section)

Nirman Bhawan, New Delhi  
Dated the 29<sup>th</sup> July, 2009

To

As per list attached

Subject:- Quotation for procurement, installation and commissioning of Key Telephone System (Siemens Hipath 3000) with 08X20 P&T lines in the **Office of Hon'ble Minister (HUPA)** in the Ministry of Housing & Urban Poverty Alleviation.

Sir,

I am directed to state that sealed quotation are invited from OEM/vender authorized by Principal Manufacturer (a copy of valid certificate to be enclosed) for supply, installation and commissioning of a Key Telephone System (Siemens Hipath 3000) with 08X20 P&T lines in the Office of Hon'ble Minister (HUPA) in the Ministry of Housing & Urban Poverty Alleviation, as per specifications detailed below:-

Sl. No.	Item description	Quantity	Rate (Rs.)
1.	Key Telephone System (Siemens Hipath 3000) with 08X20 P&T lines	01 Nos.	
2.	Digital Key Telephone display phone instrument (40T-Key phone)	02 Nos.	
3.	Digital Key Telephone display phone instrument (40T-Key module)	02 Nos.	
4.	Digital Key Telephone display phone instrument (opti point advance)	08 Nos.	
5.	Digital Key Telephone display phone instrument (opti point 500 STD with key modules)	04 Nos.	
6.	MDF (50-pars)	01 Nos.	
7.	Battery back-up of KTS (minimum backup 2 hrs) (UPS)	1 set	
8.	Installation charges	01 job	
9.	Cable 3 pair	Per meter	
10.	PVC channel with cable	Per meter	

2. Interested firms willing to supply the Key Telephone System (Siemens – Hipath 3000) on credit basis only may send their sealed tender/quotation addressed to the Under Secretary (Genl./Admn.) Ministry of Housing & Urban Poverty Alleviation latest by **3.00 PM on 10<sup>th</sup> August, 2009**, which will be opened at **4.00 PM on the same day i.e. 10<sup>th</sup> August, 2009** in the presence of interested bidders. A copy of the terms and conditions is enclosed.

Yours faithfully,

**(R K Kumania)**

Under Secretary to the Government of India  
Tel. 23062127

Copy to: NIC for publishing on web-site of this Ministry.

**Terms and conditions for tenders are as follows:-**

- i) Quotations with detailed features and price of equipment including installation/commissioning charges, in sealed envelope addressed to Under Secretary (Gen./Admn.) Ministry of Housing & Urban Poverty Alleviation, may be dropped in the Tender Box kept at Room no. 201-C, Nirman Bhawan, New Delhi 110108 by 3.00 PM on 10<sup>th</sup> August, 2009. The quotation will be opened in the same date i.e. 10<sup>th</sup> August, 2009 at 4.00 PM in Room No. 201-C, Nirman Bhawan, New Delhi in the presence of tenderers or their authorized representatives who may wish to be present at the time of tender opening.
- ii) Quotation received after the stipulated date and time due to any reason whatsoever including postal delay shall not be considered.
- iii) The sealed quotations may be accompanied with a demand draft for a sum of Rs. 5,000/- (Rs. Five thousand) only as EMD drawn in favour of Pay & Accounts Officer, M/o Urban Development, New Delhi. The quotation received without earnest money shall be summarily rejected. Payment of earnest money by cheque or cash will not be accepted. The earnest money shall be forfeited if the successful bidder resiles from the offer.
- iv) The earnest money of the firm whose quotations are not accepted shall be released without interest within a period of one month after decision on tender. The earnest money of successful bidder will be returned without interest after he submits a performance security for an amount of 5% to 10% of the value of the contract, which will be intimated to him separately.
- v) Ministry reserves the right to accept or reject any/all quotations without assigning any reason, whatsoever.
- vi) Cutting/overwriting, if any in the tender document shall be countersigned by the tenderers. The rates quoted should be firm and valid for a minimum period of six months from the date of opening of tender.
- vii) The tender is open to all OEM/registered/authorized suppliers (with valid certificate from principal manufacturer) who are having PAN/VAT/Service Tax registration in their name. Copies of PAN/VAT/Service Tax registration certificates should be enclosed with the tender documents. The firm should have minimum of two years experience in supplying of KTS etc. to Government Department/offices. Details of experience with Govt. agencies should be provided alongwith necessary letters/certificate to this effect.
- viii) The number of mechanics/service engineers to be deputed to attend to the maintenance of the system during the period of warranty alongwith their phone/mobile numbers may also be furnished.
- ix) Terms of payment & delivery, period should be mentioned clearly. Any manufacturing defect found during warranty period shall be replaced free of cost immediately. Maintenance charges (Comprehensive) after expiry of warranty period should also be mentioned separately.
- x) Ministry can opt for the agency who is L-1 for maximum number of items as per quoted price and will negotiate with him for left out items in which it is not L-1.

**PARTICULARS TO BE FURNISHED BY THE AGENCY**

1. Name of the Agency:
2. Address of the Agency:
3. Name of the Proprietor of the Agency:
4. Telephone No. of the Agency and Proprietor:
5. Details of the Ministries/Departments in which the Agency had maintained/servicing the EPABX as mentioned in this Tender:

Sl. No.	Name of the Ministry/Department (Proof to be attached)

6. Turnover of the Agency is last three Financial Years for supply of items: (balance sheet to be submitted:

Year	Turnover (in Rupees)
2005-06	
2006-07	
2007-08	

7. PAN/TIN number of the Agency:
8. EMD draft number/date and name of the Bank:

This is certify that the above facts are true complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department now any criminal case is registered/pending against the Agency/Firm or its owner/partners anywhere in India. It is certified that I/We have read and understood the terms and conditions of the Tender Notice No. No. A-21014/5/2009-Genl./Admn. dated 29<sup>th</sup> July 2009 and will abide by them till the completion of the contract period.

(Signature of Proprietor)

Dated:  
Place:

Seal of the Firm/Agency