

No. D-19016/1/2005  
Government of India  
Ministry of Corporate Affairs

5<sup>th</sup> floor, 'A' Wing, Shastri Bhavan  
Dr. Rajendra Prasad Road

New Delhi, dated 3.5.2011

To

As per list enclosed

Subject:-Comprehensive Annual Maintenance Contract in respect of Fax machines in the  
Ministry- Regarding.

Sir,

I am directed to invite the quotations for Annual Maintenance Contract in respect of various types of Fax machines (in working condition) installed in this Ministry for a period of one year w. e. f 1.7.2011 to 30.6.2012, which is extendable on satisfactory performance. The details of fax machines is at Annexure-I.

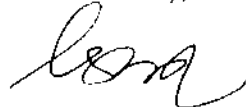
2. The quotations may be submitted in a sealed cover super-scribed "Quotations for comprehensive Maintenance of Fax Machine" and addressed to the Under Secretary (General Branch), Ministry of Corporate Affairs Room No. 526, 'A' Wing, Shastri Bhavan, New Delhi so as to reached the undersigned by 3.00 P.M. on or before 15.5.2011 . The quotations will be opened on the same day at 3.30 P.M. in Room No. 526, 'A' wing. Shastri Bhavan. Interested addressees who wish to be present at the time of opening of quotations may remain present. Your representative may also inspect the machines before submission of tender.

3. The contract shall be a comprehensive maintenance service basis i.e. no extra charges for replacement of any defective parts will be paid by this Ministry. During the currency of the contract period it will be the responsibility of the company to keep the equipment in perfect working order. The repair works will have to be carried out at the location of the equipment except in the exceptional circumstances where the equipment or any component may be required to be taken out for repairs in workshop.

4. The payment towards AMC charges would be made on quarterly basis.

5. AMC will be terminated any time during the pendency of contract, if the service is found un-satisfactory.

Yours faithfully,

  
(G.P. Sarkar) 26/5/11

Under Secretary too the Govt. of India

Copy to: - MCA-21, with the request to upload the same in the Ministry's website and remove it on 15.5.2011 at 3.00 P.M.

### List of the Addresses

1. M/s. Axis Automation  
25, DDA Flat, Aurobindo Apartment,  
Aurbindo Marg,  
New Delhi-110017
2. M/s. Advance Business Systems  
Flat No. 100, Aurobindo Apartment,  
Aurbindo Marg, New Delhi-110017.
3. M/s. Entire Services  
E 6 LGF, DDA Market  
New Rajender Nagar,  
New Delhi 110060
4. M/s. Indo Tech Enterprises  
2043/6, Chona Mandi, Ist Floor  
Pahar Ganj  
New Delhi- 110055.
5. M/s. Ideal Office Machines  
B-195, Hari Nagar,  
(Clock Tower)  
New Delhi -110064
6. M/s. R.M. Enterprises,  
4/104, Single Storey  
Ramesh Nagar,  
New Delhi-110015

**List of Fax Machines installed in the Ministry of Corporate Affairs.**

S.NO.	Make/Model of the Fax	Qty	Location/Room No.	Rate Rs.	Cost per annum
1	Samsung -SF-565PR	7	Ministers office,436 'C' wing, DII(DR)-R.No.539, Dir, (AK)-R.No. 528, Cost Audit Branch, R&A Division - (2Nos), Budget Sec.510-B, Wing		
2	Samsung -SF-5100	1	E.A. R.No. 533		
3	Canon-JX 201	1	DS(VKK), R.No. 531		
4	HP deskjet 725	1	DS(KG),R.No. 534		
5	Samsung-SF-330	3	Dir(JKS),Parliament Unit,-523 DII(ES)		
6	SCX-4521F	2	JS(A), Addl.Secy.509'A' Wing,		
<b>New Machines required to put under AMC after expiry of warranty period</b>					
	SCX-4521F	7	Minister's Residential office, Minister's parliament office, MOS(CA)'s office Secretary's office Dir., DGCA's office DS(BKM) DS(KKN)		