

INDIAN COUNCIL OF PHILOSOPHICAL RESEARCH
36, TUGHLAKABAD INSTITUTIONAL AREA, DARSHAN BHWAN, NEAR
BATRA HOSPITAL, NEW DELHI – 110062

NOTICE INVITING QUOTATIONS FOR COMPREHENSIVE AMC FOR PHOTOCOPIER MACHINES
PERIOD FOR ONE YEAR

Indian Council of Philosophical Research is an Autonomous Body fully funded by the Ministry of Education, Government of India. The Council is seeking quotations for the AMC for Photocopier Machines installed ICPR office period for one year. The total number of photocopier machines are as under: -

S.No.	Location	Brand	Model
1.	Ground Floor	Canon	iR ADV6055
2.	1 st Floor	Canon	iR ADV4245
3.	3 rd Floor	Canon	iR ADV4245
4.	3 rd Floor	Canon	iR ADV4551

Quotations are invited for the above services in a sealed envelope super-scribing the "Quotation for the AMC for Photocopier Machines" may be forwarded to the Director (A&F), Indian Council of Philosophical Research, Darshan Bhawan, 36 Tughlakabad Institutional Area, Near Batra Hospital, M.B. Road, New Delhi-110062 by Registered post or deposit by hand in tender box placed at Security guard room at ICPR, New Delhi by 05.30 p.m on 20th December, 2021. The advertisement in this regard has also published in the website of the Council www.icpr.in.

The technical and financial bids should be sealed by the bidder in separate envelope duly super-scribed and both the sealed envelopes are to be put in a bigger envelope which should also be sealed and duly super-scribed. Commercial bids of only technically qualified bidder will be considered. Bidder are required to submit "Bid Security Declaration" as per latest O.M. No. F.9/4/2020-PPD, dated 12.11.2020 issued by Ministry of Finance, Department of Expenditure, Procurement Policy Division, Government of India.

The following documents should be enclosed with technical bid:

- a) Company profile and registration details with copy of relevant documents.
- b) Original Equipment Manufacturer (OEM) Authorization Certificate
- c) Copy of last three years' income tax returns and Pan Card.
- d) Copy of last three years' experience Certificate for similar work.


Performance Bank Guarantee (PBG):

The concerned firm will be required to submit a PBG for a value of 3% of order value on receipt of confirmed order as per the latest O.M. No. F.9/4/2020-PPD dated 12.11.2020 issued by Ministry of Finance, Department of Expenditure, Procurement Policy Division, Government of India, Delhi.

The interested bidders may visit this office for inspection and physical assessment on any working days between 11.00 – 1600 hours.

Payments Terms:

Payment will be made on half yearly basis on receipt of bill, service reports for the related period.


Director (A&F)
Date:07.12.2021