

INDIAN COUNCIL FOR CULTURAL RELATIONS
AZAD BHAVAN, IP ESTATE, NEW DELHI-110002

TENDER NOTICE

Subject: Comprehensive Service Maintenance Contract (CSMC) for 16 photocopier machines installed in Indian Council for Cultural Relations at Azad Bhavan, IP Estate, New Delhi.

Sealed online tenders are invited from reputed and financially sound firms for the award of Comprehensive Service Maintenance Contract (CSMC) of 16 Photocopier Machines installed in Indian Council for Cultural Relations at Azad Bhavan, IP Estate, New Delhi on as is where is basis, for a period of one year from the date of award of contract, description of which are given below with terms & conditions enumerated in succeeding paragraphs. The tender has to be submitted following two bid system - Technical & Financial Bid. The tender document can be downloaded from ICCR's website www.iccr.gov.in, CPP Portal www.eprocure.gov.in and Tender Wizard www.tenderwizard.com/ICCREPROC. The schedule of receipt opening of bids is as under:

1.	Date of Publishing of Tender	01/11/2019
2.	Last date & Time for receipt of bids	15/11/2019 at 13.00hrs.
3.	Date & Time for opening of Technical bids	15/11/2019 at 16.00hrs.
4.	Date & Time for opening of Financial bids	Will be intimated let to be technically qualified bidders

The quotations received will be opened at scheduled date & time in ICCR, New Delhi in the presence of tenderers or their authorized representatives who would like to be present. The quotations received after the stipulated date & time will not be entertained. The successful tenderer will be required to sign a formal contract with ICCR.

The Technical Bid should include the following detail:

- a) Details of company in prescribed Performa Annexure-I
- b) Registration certification of firm
- c) Copy of registration (GST etc.)
- d) Minimum average turnover required of last three financial years Rs. 5 lakh