

BY REGD. POST/SPEED POST

No. D-21013/3/2007-Genl.  
Govt. of India  
Ministry of Statistics & P.I.

Sardar Patel Bhawan, Sansad Marg,  
New Delhi-110001, the 18-8-2007

To.

16. Computer Centre (For putting the  
Tender paper in Web-site),  
Ministry of Statistics and PI,  
East Block-10, RK Puram, New  
Delhi

SUB.

Sir,

I am directed to invite sealed quotations for the Collator Machine to this Ministry. **This Ministry has purchased one DUPLIO DC-10 Collator Machine in March, 1998, which is out of order due to non-availability of spares and proposed to be disposed off. This machine is presently kept in the Operator Room of this Ministry.**

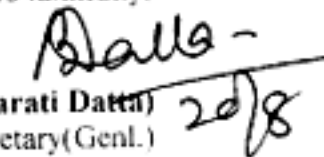
2. In case you are interested to quote your rates Collator Machine on buy-back basis (aforementioned machine) to this Ministry, you are requested to submit your rates separately for the Collator Machine and old machine to be taken back on buy-back basis by your firm in sealed quotation to the undersigned **latest by 3.00 P.M. on 3.9.2007**. The words "Quotation for supply of rates for Collator Machine" may be superscribed on the envelope. **The quotations received will be opened at 3.30 P.M. on same day in Room No.402, Sardar Patel Bhawan, New Delhi.** The tenderers may, if they so desire, send one representative to be present at the time of opening of quotations. **In case, any firm have already submitted their rates in the earlier tender letter dated 9.7.2007 and wants to revise their rates can again quote their revise their rates.**

3. The tender will be governed by the following terms and conditions:-

- (i) **The firm should provide the parts/items with five year on-site warranty.** In case of any defect noticed in the item during a warranty period from the date of installation, the items will be repaired immediately, without any extra cost. The firm/dealer should have proper infrastructure for the after-sales service.
- (ii) The payment will be made only after satisfactory installation of items after satisfactory installation report is received from the user.
- (iii) The machines are normally required to be repaired in the office premises within 24 hours from the date of receipt of complaint. In exceptional cases when the machine cannot be repaired in the office premises and required to be taken to the workshop, the Ministry will not make any payment towards cartage and the expense for the to and fro transportation of the machines should be borne by the firm;
- (v) The quotation should be accompanied by earnest money of Rs. 10,000/- (Rupees: ten thousand only) through a demand draft on any scheduled bank in Delhi/New Delhi drawn in favour of Pay and Account Officers, Ministry of Statistics and P.I., Govt. of India, New Delhi. The Earnest money received from the tenderers will be returned without interest immediately after the process of selecting the vendor is over.
- (vi) The successful tenderer will be required to furnish 'Security Deposit' amounting to Rs.20,000/- (Rupees twenty thousand only) within 7 days from the date of giving intimation to him to the acceptance of his tender. The security deposit shall be in the form of Demand Draft, Ministry of Statistics and P.I., New Delhi. The security deposit will be refundable, after the expiry of warranty period.

4. The Ministry reserves the right to reject the lowest or any other tender without assigning any reasons thereof.

Yours faithfully,

  
(Bharati Datta)  
Under Secretary(Genl.)  
Tele:23340139

**BHARATI DATTA**  
Under Secretary  
Ministry of Statistics & P. I.  
Government of India  
New Delhi