

HIGH COURT OF ANDHRA PRADESH AT AMARAVATHI

TENDER NOTIFICATION

ROC.No.155-B/2019-CPS

Sealed quotations are invited from reputed firms for On-site Annual Maintenance Contract for Ricoh SP 300DN Printers and for refilling of Ricoh SP300 DN Toner Cartridges for the High Court of Andhra Pradesh at Amaravati. The details are as under:

SL. NO.	DESCRIPTION	NAME & MODEL OF THE PRINTER/CARTRIDGE	TOTAL NOS.	YEAR OF PURCHASE
01	Printers	Ricoh SP 300 DN	170	2013
02	Refilling of Toner Cartridges	Ricoh SP 300 DN	Average 50 Nos. per month	-

Note: The interested bidders can inspect the aforesaid PRINTERS during the Office Hours 10.30A.M to 5.00 P.M in the High Court of Andhra Pradesh at Amaravati, on all working days up to **30-06-2019**.

TERMS AND CONDITIONS

1. The bidders should submit their quotations for Annual Maintenance Contract valid for one year from the date of agreement.
2. The bidder should have Registered Head Office/Branch Office in and around Vijayawada to collect the purchase order, supply the Cartridges and to attend the maintenance of the printers at the High Court, Amaravati at Nelapadu.
3. The scope of Annual Maintenance Contract is preventive as well as comprehensive one i.e., promptly attending, changing damaged parts like drum, chip, Mother board, Roller.
4. The amount will be paid to the successful bidder in four equal installments i.e., at the end of the each quarter.
5. The successful bidder shall provide one (01) qualified & experienced resident engineer in the High Court of Andhra Pradesh, Amaravati at Nelapadu on all working days for the maintenance of the above printers.
6. The prices quoted and accepted shall be valid for a period of one year from the date of agreement without any change.
7. The bidder has to re-fill the Toner Cartridges with original powder for the use in the High Court of Andhra Pradesh.

TENDER SUBMITTING ADDRESS: The Registrar (I.T.-cum-Central Project Coordinator), High Court of Andhra Pradesh, Amaravati at Nelapadu, Thullur Mandal, Guntur District.

The intending bidders shall submit their sealed quotations to the undersigned on or before 29-06-2019 (FRIDAY) during the office hours. The Registrar (IT-cum-Central Project Coordinator) reserves all the right to accept or reject any or all the quotations without assigning any reasons.

Note: Please write Firm Address with mobile number and contact person details on the sealed cover.

AMARAVATI
Dt:21.06.2019


REGISTRAR
(IT-cum-CENTRAL PROJECT COORDINATOR)