



Endless energy. Infinite possibilities.

Rural Electrification Corporation Limited

A Government of India Enterprise

Core-4, SCOPE Complex, 7 Lodi Road, New Delhi-110 003,

Tel. : 24365161, Fax: 24360644, E-mail: reccorp@recl.nic.in. Website: www.recindia.nic.in

No. REC/Admn/NIT/Fax/

Dated: 09.03.2009

Sub: **NIT for supply of Panasonic FAX machine at REC Corporate Office, New Delhi**

Dear Sirs,

Bids are invited from authorised dealers of Panasonic for procurement of Model No. KXMB 772 CX Panasonic Fax Machine, as per tender document enclosed.

The Sealed bid shall be received upto 3.00 PM on 20.3.2009

Yours faithfully,

Sd/-

(A.K.ARORA)

Dy.General Manager(Admn)

Encl: **As above**



RURAL ELECTRIFICATION CORPORATION LIMITED
(A Government of India Enterprise)

**NOTICE INVITING TENDERS (NIT) FOR SUPPLY OF PANASONIC FAX
MACHINE AT OUR CORPORATE OFFICE, NEW DELHI**

Rural Electrification Corporation Limited (REC), a Government of India Enterprise invites **'Sealed Quotation'** for supply and installation of Model No. KXMB 772 CX Panasonic Fax Machines from authorized dealers. The bidder shall be required to quote for both for specifications as indicated in the Annexure –I. The requirement may be about 20 machines over the year and 5 machines immediately.

- 1.1 The sealed bid shall be signed by a person duly authorized on behalf of the bidder Organization and may be sent to :-

The DGM (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE Complex,
NEW DELHI – 110 003.

- 2.1 The sealed bids will be received by REC upto 3 PM on 20.03.2009. Any bid received after the prescribed time limit shall be rejected /over-looked irrespective of rates.

- 2.2 The bids will be opened in the presence of the representatives of the firms on 20.03.2009 at 3.30 PM.

3. Earnest Money (EMD) of Rs.5,000/- should accompany the bid document. The EMD shall be paid in the form of Demand Draft/Banker Cheque from a Nationalized bank/Scheduled commercial bank in favour of Rural Electrification Corporation Limited, New Delhi. Any bid not accompanied by valid EMD shall be deemed to be invalid and will be rejected.

- 3.1 The EMD shall be forfeited:

a) If the bidder withdraws his bid during the period of bid validity.

- 3.2 The EMD of successful bidder shall be retained towards making of the security for the performance of the contract and shall be discharged after validity period of the bid.

-/-

3.3 A certificate to the effect that the firm is authorized dealer of Panasonic should be attached with the NIT.

4.0 The bid shall remain valid supply of the item for a period of 12 months , i.e. 31.3.2010.

5.0 RATES AND PRICES

5.1 Bidders should quote prices for model KXMB 772 CX Panasonic Fax machine

5.2 The charges for maintaining the equipment/installation after the free warranty. Period of warranty must also clearly be indicated by the bidder in the item schedule (Annexure-I).

5.3 All statutory duties and taxes (including excise and customs) Sales Tax and other charges that may be payable by the bidder in connection with supply, installation and commissioning of machines shall be included in the price of equipment/material quoted.

5.4 Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall require forfeiture of the EMD.

No additional freight or any other charges, etc, would be payable for supply and commissioning of equipments.

5.5 Features/components not indicated for the item of equipment/accessory in the Annexure I & II, but are required as part of the equipment/accessory shall also be deemed to have been covered in the price(s) of the equipment/accessory quoted in the item schedule.

6.0, PENALTY FOR DELAYS IN SUPPLY/COMMISSIONING

To ensure that the supplier supply the material within the stipulated delivery period, Liquidated Damages (LD) clause is invariably given in the terms of purchase as under:

- (a) For the supply, as LD a sum equal to 2% of the price of any material/ store not delivered or total value in case where part delivery is of no use to the REC Ltd., for a week or part of week subject to maximum limit of 10% of the total order shall be recovered from the supplier. In such cases, Company also reserves the right to cancel the order and forfeit the EMD .
- (b) LD can be recovered from any dues of the party.

7.0 Annulment of bidding process and re-tendering

- a) REC reserves the right to annul the bidding process at any time prior to award of Contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the ground of REC's action.
- i) In case circumstances warrant annulment of bidding process, before the deadline for bid submission, a 'general notification' to this effect shall be issued through press advertisement (in case of open tender invited through press advertisement) and bidders, who have been issued the bidding documents, shall also be intimated separately and bids, if any, received by that time shall be returned.
- ii) In case circumstances warrant annulment of bidding process, after deadline for submission of bids but before opening of the bids, the bidders who have been issued the bidding documents shall be intimated accordingly, the recourse under the provision to reject all the bids and to go for re-tendering will be justified only as the last resort, recording adequate justification for such action.

8.0 Delivery and installation of the machines will be completed within the stipulated period from the date of receipt of order failing which conditions stipulated under Clause 6 will apply.

9.0 ARBITRATION

If any dispute or difference of opinion arises between parties concerning the terms of agreement or their respective rights, responsibilities, or liabilities, then the parties shall meet and try to settle these amicably. If the parties fail to reach an amicable settlement within a reasonable time, the dispute, doubt or difference of opinion shall be referred to arbitration of a sole arbitrator to be nominated by the CMD, REC. The decision of the arbitrator shall be conclusive, final and binding on both the parties. The jurisdiction of the court will be Delhi.

10.0 No alternative offer shall be considered.

11.0 REC reserves the right to cancel/withdraw this invitation for bids without assigning any reason for such decision. Such decision will not incur any liability whatsoever on the part of REC consequently

12.0 REC reserves the right to accept/reject any bid and to cancel the bidding process at any time and reject all bids, at any time prior to placement of order, without thereby incurring any liability.

13.0 Any clarification on the documents may be obtained from the Dy.General Manager (Admn.) at the address given below:-

DGM (Administration),
Rural Electrification Corporation Limited,
Core-4, SCOPE Complex,
NEW DELHI – 110 003.
Telephone No: 24366921

Asstt. Manager(Admn),
Rural Electrification Corporation Ltd.,
Core-4, SCOPE Complex,
New Delhi-110003
Telephone No. 24362056

Ref. No: REC/Admn/NIT/Fax

Dated : 09.03.3009

Sd/-
DGM (Administration)
Rural Electrification Corporation Limited

Encl: Annexure 1

RATES QUOTED FOR SUPPLY OF FAX MACHINES

Rates quoted for supply of Panasonic Fax machine(Model KXMB 772 CX)	I) Price_____
	II) Taxes
	a)_____
	b)_____
	III) Total_____

1. Period of warranty_____
2. Comprehensive Annual Maintenance Charges Rs._____p.a.
3. Non-comprehensive maintenance charges
After the period of warranty Rs._____p.a
4. Delivery period after the receipt of Work Order _____days

Signature of authorised person
With Rubber stamp