



भारतीय प्रबंध संस्थान अमृतसर

INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

पीआईटी बिल्डिंग, सरकारी पॉलिटेक्निक परिसर; पॉलिटेक्निक रोड; छेहरता, जी.टी. रोड अमृतसर- 143105
वेबसाइट : www.iimamritsar.ac.in, दूरभाष 0183-2820040
PIT Building, Inside Govt. Polytechnic Campus; Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105,
Website: www.iimamritsar.ac.in, Ph. No. 0183-2820040

Ref No. IIMASR/NIQ/ 260 /2021

Date: - 24.11.2021

Sub: - Notice for E-quotations for the AMC of Audio Visual Equipment of classroom (CR-B&C) at IIM Amritsar various locations.

Sir,

E-Quotations are invited on IIM Amritsar e-tender portal for “*Quotation for the AMC of Audio Visual Equipment of classroom (CR-B&C)*” addressed to the IIM Amritsar and uploaded on IIM Amritsar e-tender portal by 12.00PM of 02.12.2021 and quotation shall be opened on the e-tender portal on the same day, i.e. 02.12.2021 at 12.30 PM. Quantity and specification of the items are mentioned in **Annexure A**.

Terms & Conditions

1. Offer must be legible, clear and free from overwriting and cutting. Incomplete submissions are liable to be rejected.
2. The quantity of Audio Visual Equipment's may increase in small quantity during the AMC period, towards which no extra charges shall be paid and will be inclusive in this AMC.
3. **AMC will cover 14-month Onsite Service Maintenance of Audio Visual Equipment's including quarterly preventive maintenance and Corrective maintenance and repair as per the requirements.**
4. The replacement of any equipment should happen on written confirmation from the OEM that equipment is not repairable and the institute will bear the cost of replacement of equipment.
5. AMC will start first Preventive, and Corrective Service and payment will release quarterly after receiving the service reports and bills.
6. **The vendor should have three years of experience in the same kind of services provided at the national level of organization and the well trained and certified workforce to handle AMC. Supporting document should be attached.**
7. The vendor should replace the equipment with an equivalent brand in case of this found non-repairable during the AMC period. **The vendor should be fully responsible for the functioning of the AV equipment during the AMC period.**
8. Any other charges, such as packing and forwarding, delivery charges, TA/DA, sales tax, visit charges etc. if any should be included in AMC Contract.
9. **Contract period & Renewal:** The initial contract period will be for 14 months that could be extended further subject to the approval by competent authority with the same rate and terms & conditions of this NIQ based on institutional needs, satisfactory performance and/or fulfilment of contractual terms & conditions by the contractor/agency. The contract shall be automatically expired at the end of contract period.
10. **Penalty:** The AMC provider should attend to and resolve the reported issues/repairs at the earliest or within the prescribed deadline of maximum 24hrs. And, will have to provide alternative arrangements/backup until the problem is fully resolved.
 - a. The vendor should provide the service **on the same day if informed by 11.45 AM in the morning and latest** in 24 hours from the registration of the complaint and the problem should be resolved within 24 hrs., failing which the applicable penalty of Rs. 500/- per instance and per day shall be deducted from the bills submitted.
 - b. Failing to comply with this, a repair/service will be availed from the outside and the billed amount of which shall be deducted from quarterly bill of the AMC provider. Additionally, a penalty towards liquidated damages @10 % of the billed amount from the quarterly bill submitted by AMC provider shall also be deducted.



भारतीय प्रबंध संस्थान अमृतसर

INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

पीआईटी बिल्डिंग, सरकारी पॉलिटेक्निक परिसर; पॉलिटेक्निक रोड; छेहरता, जी.टी. रोड अमृतसर- 143105
वेबसाइट : www.iimamritsar.ac.in, दूरभाष 0183-2820040
PIT Building, Inside Govt. Polytechnic Campus; Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105,
Website: www.iimamritsar.ac.in, Ph. No. 0183-2820040

- c. On repeated non-compliance issues, the AMC contract may also be terminated, the vendor may be blacklisted for three (03) years and payment of the AMC period will not be paid. The institute will not be liable for the same.
11. IIM Amritsar reserves the right:
- to accept or reject any or all quotations either in whole or in part or to invite revised price bids or to annul the bidding process or to postpone and/or extend the date of receipt/opening of quotation or to withdraw the same at any time before finalization without incurring any liability to the affected Tenderer / Bidder. The Director, IIM Amritsar does not bind himself to accept the lowest or any quotation and reserves to himself the right of accepting the whole or any part of the quotation. And, the Tenderer/Bidder shall be bound to perform the same at the rates quoted.
 - to postpone and/or extend the date of receipt/opening of quotation or to withdraw the same, without assigning any reason thereof.
 - to obtain feedback from the previous/ present clients of the vendor by contacting them or by visiting their site to get first-hand information regarding the services (being) provided by the vendor.
 - This office reserves the right not to accept the lowest quotation without assigning any reason for the rejection.
12. If the date of opening of the quotation is declared a holiday, it will be opened on the next working day at the same time.
13. **Site visit:** Every vendor/Bidder is expected to inspect the site/locations between Monday to Friday from 10:00 am to 4:00 pm except Saturday & Sunday and Govt. holidays, to ascertain the exact requirement of the Institute, at his own cost before quoting the rates. He must also go through all the terms and conditions as stipulated in the document. It will be construed that the bidder has inspected the site and satisfied himself with the Institute's requirements, site conditions, and other relevant matters.
14. **Financial Evaluation:** The Financial Bid (Tender) should be submitted strictly in the prescribed 'Annexure A' and should remain valid for a minimum of three months.
- Financial bids, which are incomplete and are not submitted in the prescribed format, will be summarily rejected.
 - The Financial Bid should clearly contain the details (without erasers/overwriting etc.) as mentioned in the form.
15. **Security Deposit:** On selection of the successful bidder, the vendor will deposit 10% of the total cost of the AMC as a security deposit the same shall be refunded after successful completion of the period of AMC with deduction if any i.e. Statutory deduction, penalty etc.
16. **SUMMARY OF REJECTION OR DISQUALIFICATION OF BIDS**
- Applications received after the stipulated deadline
 - Any bid in which rates have not been quoted in accordance with the specified formats/ details as specified in the bid document.
 - If any bidder has filled more than one bid.
 - If unclear, poorly scanned copies are uploaded and received.
 - Conditional proposal/bid will not be accepted and will be rejected outright.
 - Canvassing in any form will make the quotation liable to rejection.
 - Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the qualification document.
 - If any additions/ alternations are made in tender forms.
 - Bids are submitted through any other mode other than the E-Tendering portal on IIM Amritsar's website (<https://iimamritsar.ac.in/>).
 - Missing any supporting document(s) with the Bids.
 - False or misleading information is submitted.
 - Unhealthy participation Record of poor performance such as, abandoning work, not properly completing the contract, or financial failures /weakness etc.



भारतीय प्रबंध संस्थान अमृतसर INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

पीआईटी बिल्डिंग, सरकारी पॉलिटेक्निक परिसर; पॉलिटेक्निक रोड; छेहरता, जी.टी. रोड अमृतसर- 143105
वेबसाइट : www.iimamritsar.ac.in, दूरभाष 0183-2820040
PIT Building, Inside Govt. Polytechnic Campus; Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105,
Website: www.iimamritsar.ac.in, Ph. No. 0183-2820040

17. QUERIES & RESPONSES

Queries related to the stated above should be submitted at purchase@iimamritsar.ac.in only till 29-11-2021, 05:00 pm. Queries submitted after due date and time, and on any other email id will not be entertained. The response to the queries will be given within 1-2 days by email after the last date of submission of queries.

Sd/-
Administrative Officer



भारतीय प्रबंध संस्थान अमृतसर

INDIAN INSTITUTE OF MANAGEMENT AMRITSAR

पीआईटी बिल्डिंग, सरकारी पॉलिटेक्निक परिसर; पॉलिटेक्निक रोड; छेहरता, जी.टी. रोड अमृतसर- 143105
वेबसाइट : www.iimamritsar.ac.in, दूरभाष 0183-2820040
PIT Building, Inside Govt. Polytechnic Campus; Polytechnic Road; Chheharta, G.T. Road Amritsar – 143105,
Website: www.iimamritsar.ac.in, Ph. No. 0183-2820040

Annexure A

Financial Bid

SL No	Description	Brand/Model	Qty	Unit Price	Amount
1	Projector Screen	Grandview Cyber Series CB100	2		
2	Podium	Univeso /UN72	2		
3	Eight Button Room Controller	Kramer/RC-78R	2		
4	HDMI	Kramer/VN-22H	2		
5	Speakers	JBL/Control 25AV	2		
6	Amplifier	Crown /XLS 1002	2		
7	Channel Amplifier	Yamaha/NG10XU	2		
8	Gooseneck Microphone	AKG/CGN99CL	2		
9	Handheld Microphone	AKG/Perception Wireless Vocal Set	2		
10	Lapel Microphone	AKG/Perception Wireless Presenter Set	2		
11	Cables and Connectors	Custom	2		
	GST (in % age)				
	Total Amount				
	Grand Total			In figures	
	In words _____			_____	

Seal and signature of the service provider

Date:

Name of the firm:

Mobile Number: