

# CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

(Established by the State Legislature Act 9 of 2003)



CDLU/Gen./2021/..4032  
Dated: 17.11.2021

To

The Manager,  
City Livelihood Centre (CLC)  
13/15 Basement Bharat Sainik School Wali Gali,  
MC Colony, Sirsa

## Sub: Annual Maintenance Contract.

Reference instructions issued by the Chief Secretary, Govt of Haryana vide letter No. SUDA/NULM-CLC/351 dated 07.06.2019 vide Memo No. 1/37-2018 Coord (1) dated 20.01.2020 regarding availing the services of City Livelihood Centre (CLCs) established under National Urban Livelihood Mission (NULM) and approval accorded by the competent Authority.

You are hereby required to provide **Annual Maintenance Contract(AMC) (with parts)** for the below mentioned items as given in column No. 2 & 3 on the basis of rates given at column No. 04 & 05 and following terms & conditions as per requirement for a period of one year w.e.f. the date of issue of this letter:

Sr. No.	Name of the Item	Qty	Annual Rate per Unit (Excluding GST)	Total Annual Rate (Excluding GST)
1	2	3	4	5
1	Desktop (Total quantity is 430 as per the requirement submitted by various Deptts/offices/Branches, but as per the maximum quantity slab of list submitted by CLC is 300, hence only 300 quantities are taken )	300	850.00	255000.00
2	Laptop	19	1200.00	22800.00
3	MFP Printer & laser color	49	950.00	46550.00

4	Laser Jet Printer	153	1250.00	191250.00
5	600 VA UPS (Total quantity is 163 as per the requirement submitted by various Deptts/offices/Branches, but as per the maximum quantity slab of list submitted by CLC is 10, hence only 10 quantities are taken )	10	500.00	5000.00
6	On-Line 2KVA	1	1200.00	1200.00
7	On-Line 5KVA	9	2500.00	22500.00
8	Photo copier	32	2000.00	64000.00
9	Scanner	6	1300.00	7800.00
10	Projector (Total quantity is 38 as per the requirement submitted by various Deptts/offices/Branches, but as per the maximum quantity slab of list submitted by CLC is 10, hence only 10 quantities are taken )	10	2500.00	25000.00
11	Plotter	1	7500.00	7500.00
	Total			648600.00
	GST @18% Extra			116748.00
	<b>Grand Total</b>			<b>765348.00</b>
Total Amount of AMC for 01 year				765348.00
Monthly Amount of AMC including 18% GST				63779.00

## Rates of Air Conditioner Service

<u>S.No.</u>	<u>Service related parts/product list</u>	<u>Rate in Rs. (per service exclu. Taxes)</u>
1	OS(Windows) Installation	350
2	Software/Driver Installation	200
3	PC Service	200
4	Laptop Service	450
5	ALL -in-One Service	450
6	LaserJet Printer Service (SFP/MFP)	350
7	Cartridge Refilling for Canon/HP(12A 337A,88A,278A,925 etc.	200
8	Cartridge Drum for Canon/HP(12A 337A,88A,278A,925 etc.	200
9	Cartridge PCR for Canon/HP(12A 337A,88A,278A,925 etc.	150
10	Cartridge Magnet for Canon/HP(12A 337A,88A,278A,925 etc.	175
11	Cartridge D/Balade for Canon/HP(12A 337A,88A,278A,925 etc.	125
12	Cartridge Refilling for Samsung/HP/Brother(101,103,110,111,115,116/49A,30A,110A Brother)	300
13	Cartridge Drum for Samsung/HP/Brother(101,103,110,111,115,116/49A,30A,110A Brother)	300
14	Cartridge Wiper/Doctor Blade for Samsung/HP/Brother(101,103,110,111,115,116/49A,30A,110A Brother)	200
15	Cartridge PCR for Samsung/HP/Brother(101,103,110,111,115,116/49A,30A,110A)	250
16	Cartridge Magnet for Samsung/HP/Brother(101,103,110,111,115,116/49A,30A,110A Brother )	300
17	Brother Printer – Cartridge Drum	350
18	Inkjet Printer Service	350
19	Photocopier Installation	500
20	Photocopier Service(Except Murattec)	600
21	Photocopier Refilling (Normal)	1150
22	Photocopier Muratec Service	1000
23	Offline UPS 600VA Service Charge	150
24	Offline UPS 1KVA Service Charge	150
25	On Line UPS 3KVA Service Charge	1000

26	On Line UPS 5KVA Service Charge	1250
27	On Line UPS 7KVA Service Charge	1500
28	On Line UPS >7KVA Service Charge	2000
29	Networking Connection Charge	50

**Terms and Conditions:**

1. F.O.R. at CDLU, Sirsa.
2. Damage, if any in transit, will be your responsibility.
3. The bill is raised in duplicate in favour of the Registrar, CDLU, Sirsa.
4. The material is to be supplied strictly as per specification of the Work/Supply order.
5. In case, the supplier/contractor fails to execute the work order/contract on the rates, and terms and conditions as contained in the work order within the stipulated period, they shall be liable to such action as blacklisting, debarring from having any business with this University, forfeiture of earnest money/security, besides any other action as may be deemed proper by the University.
6. The item/material/goods/work, which are not found according to our specification/approved samples etc. and are thus not accepted, shall be lifted back by the Supplier at their own risk and cost.
7. The disputes, if any, shall be subject to jurisdiction of Sirsa Court. Any other jurisdiction mentioned in your quotations or invoices shall be invalid and shall have no legal sanctity.
8. The item/material/goods/work/repair shall be accepted subject to installation, wherever necessary, and satisfactory report of the respective Branch Head/Chairperson/Incharge etc.
9. The item/material/goods shall be supplied by the supplier within the time limit specified in the supply order. The delivery period can be extended by the Vice-Chancellor, only in exceptional cases on written request of the Supplier giving reason/ explaining circumstances due to which delivery period could not be adhered to. In case, the item/material/goods is not supplied within the delivery period, the supplier shall be liable to pay the University the compensation amount equivalent to 1% (one percent) of the cost of item/material per day or such other amount as the Vice-Chancellor may decide till the supply remains incomplete, provided that the total amount of compensation shall not exceed 10% (ten percent) of the total amount of the cost of item/material/work to be supplied. Appeal against these orders shall, however, lie with the Vice-Chancellor, CDLU, Sirsa whose decision shall be final.
10. The University has the right to accept or reject the agreement at any time on the fault in annual maintenance made by the agency without assigning any reason.
11. TDS/Taxes shall be deducted as per Govt. rules.

12. Terms and conditions printed on Quotation of the firm, if any, shall not be binding on the University and your acceptance of this order shall be construed as your agreement to all the terms and conditions contained in this order.
13. You shall be required to deposit Performance Security equivalent to 5% (five percent) of the cost of order. Performance Security shall be valid for 60 days after satisfactory completion of the work shall be denominated in the currency as mentioned in the supply order or in a freely convertible currency acceptable to this university and shall be in form of Bank Guarantee. The University has the right to accept or reject the agreement at any time on the fault in the work made by the agency without assigning any reason.
14. You shall sign an Agreement on the Stamp paper worth Rs. 100/-. No running/final payment will be made without signing of the Agreement.
15. Quantity of electronics peripherals can be increased or decreased.
16. The payment will be released to the contractor on monthly basis after satisfaction of the respective Branch Head/Chairperson/Incharge etc.
17. You have to deposit EMD @ 2 % of the total cost of material/work at the quoted rates in favour of the Registrar, CDLU, Sirsa, in the shape of Bank Draft which shall be refunded/released after satisfactory execution of supply order.
18. No enhancement in rates will be allowed during the contract period.
19. The contract period shall be completing after one year from the date of issue of Purchase Order/ Supply Order/Work Order.
20. Replacement of any defected item, if required, during the AMC period is concerned, the same part will be replaced as per rates + GST (as applicable).

**Note:** Further, the service provider whenever visit any office or branch for attending complaint regarding its servicing/rectifying the fault he shall get signature of branch/department Head for work done with parts charged mentioned in the challan and putup this record at the time of payment with bill.

  
Assistant Registrar (Gen)

CC:

1. P.A. to Registrar (for kind information of the Registrar) CDLU, Sirsa.
2. All Chairperson's/Branch Head through E-mails.

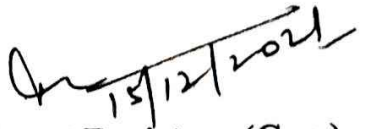
# CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

(Established by the State Legislature Act, 9 of 2003)  
B" Grade Accredited by NAAC



## NOTIFICATION

The Vice Chancellor has approved the recommendation of the Rate Contract Committee dated 10.11.2021 and Central Purchase Committee dated 17.11.2021 that Annual Rate Contract for the Purchase (upto Rupees One lakh) of Chemicals, Glass-wares, Minor equipment's, Display/ White-boards, Gas Cylinder & Gasses etc. for the period from 01.01.2021 to 31.12.2021 with the existing rate contract with the dealers, whoever wants to continue has been extended till 31.03.2022 at the same terms & conditions and with already approved rate list.


  
Assistant Registrar (Gen.)

Endst. No. CDLU/Gen./2021/ 4510-4584 Dated: 15/12/2021

Copy of the above is forwarded to the following for information:

1. All Deans/Chairpersons University Teaching Departments, CDLU, Sirsa.
2. Incharge, University Website (with the request to upload the notification on the University Website), CDLU, Sirsa.
3. PS to Vice Chancellor, (for kind information of the Vice Chancellor), CDLU, Sirsa.
4. P.A. to Registrar (for kind information of the Registrar), CDLU, Sirsa.
5. All the firms concerned.

  
Assistant Registrar (Gen.)

c/c   
15/12/21 15/12/21