Dear Sirs,

Please submit your sealed quotation, in the Tender Form enclosed here along with the descriptive catalogues/pamphlets/literature superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure (Form No: 2017-000115-01).

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description of Items with Specifications</th>
<th>Unit</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Annual Comprehensive Maintenance Service/Facility Maintenance Service of Computers, Servers, Peripherals &amp; Networking Jobs for two years</td>
<td>Year</td>
<td>2</td>
</tr>
</tbody>
</table>

General Terms & Conditions, Special Terms & Conditions and Scope of work as per Annexure

DELIVERY AT: IIRS DEHRADUN

MODE OF DESPATCH ON SITE

DUTY EXEMPTIONS

SPECIAL INSTRUCTIONS TWO PART TENDER

SPECIFIC TERMS

[Signature]

ASHA CHANDRAN L
PURS. & STORES OFFICER
For and on behalf of the President of India
The Purchaser
Specific terms and conditions to the tender:

1. Please submit the Technical Details/Catalogue/Make/Model/Data Sheets.
2. The offer should be valid for a period of 90 days from the date of opening of Tender.
3. Please send the quotations ONLY in "SEALED COVER" indicating our tender enquiry No. and due date by speed post so as to reach us on or before the due date & time. IIRS will not be responsible for any postal delays.
4. E-mail/fax quotations 'WILL NOT BE ACCEPTED'.
5. Please quote the percentage of GST applicable.
6. Our standard delivery term is FOR, IIRS. In case any vendor offers delivery term of Ex-works, Packing and Forwarding charges if any should be indicated separately either as a percentage of the quoted rate or as a Lump sum amount.
7. We are exempted from the payment of Customs Duty and necessary exemption certificate shall be issued upon request.
8. Payment Term: Payment will be made within 30 days from the date of receipt and acceptance of the item at our site for order value up to 2.00Lakhs. For order value above 2.0 Lakh, 90% payment will be made within 30 days and 10% against submission of Performance Bank Guarantee for the warranty period (wherever warranty is applicable). The Performance Bank Guarantee should be valid for a period of 2 months beyond the completion of the warranty period.
9. For foreign orders our Standard Payment Term is Sight Draft.
10. Liquidated Damages – The delivery period quoted should be realistic. The delivery period so quoted and mentioned in the order is the essence of the order/contract. In case of delay in delivery of material as per the delivery schedule, Liquidated Damage @ 0.5% per week or part thereof on the undelivered portion subject to a maximum of 10% of the contract value shall be levied. Wherever, installation and commissioning is also involved, the supply will be deemed to have been completed only when the entire Stores is supplied, installed and accepted.
11. Security Deposit: - Wherever the offer value is Rs. 5.00 Lakhs or above, the successful tenderer should submit Security Deposit @ 10% of the order value by way of Bank Guarantee / FD Receipt. The Bank Guarantee shall be obtained from any Scheduled Bank on Rs.200/- Non Judicial Stamp Paper and should be valid beyond 2 months from the completion of all contractual obligations.
12. In order to avail of the benefits extended to by Govt. of India to the Micro and Small Sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre / Udyog Adhar / NSIC Registration Certification along with your offer.
13. If any bidder submits forged/false document along with the tender, offer of such vendors will be summarily rejected and such bidders will be blacklisted for all future tenders.
14. Wherever samples are required to be submitted along with the quotation, offer without sample will not be considered.

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Purchase & Stores Officer
NO. GIER 2017000115-01

SPECIAL TERMS AND CONDITIONS FOR SUBMITTING TWO PART BID

1. This is a two part tender viz., Techno-Commercial Bid (consisting of Technical Specifications, Commercial terms & condition etc.) and Price Bid. Hence, quotation should be submitted in separate sealed covers super-scribing “Tender No. GIRS 2017000115-01/PT/17-18, Due on 20/10/2017 at 14.00 Hrs (Techno-Commercial Bid)” and “Tender No. GIRS 2017000115-01/PT/17-18, Due on 20/10/2017 at 14.00 Hrs (Price Bid)”

2. Both the sealed tenders (Techno commercial & Price bid) should be kept in one big cover super-scribing Tender for Annual Comprehensive Maintenance Service/Facility maintenance Service of Computers Servers, Peripherals & Networking Jobs etc. against Enquiry No. GIRS 2017000115-01/PT/17-18, Due on 20/10/2017 at 14.00Hrs and put in the Tender Box available in Purchase Division, IIRS or send by post or Courier within the due date and time prescribed.

3. The Techno-Commercial Bid should clearly indicate the technical details, scope of supply, payment terms, delivery terms, delivery period, taxes and duties, warranty, guarantee, security deposit, performance bank guarantee, etc. under separate heads. Please note that the price should NOT be indicated in the Techno-Commercial Bid.

4. Only Techno-Commercial bid will be opened on the date of tender opening. The price Bids of those tenderers whose Techno-Commercial Bids are found to be meeting our specifications/ requirements will be opened. The bidders are allowed to attend the tender opening on the date and time of opening.

5. Tender form can be purchased from Purchase & Stores Section, IIRS, Dehradun on all working days on payment of Rs. 573/- drawn in the form of Demand Draft in favor of Pay & Accounts Officer, IIRS payable at Dehradun through a request or Tenderer can download the tender documents from the website (www.iirs.gov.in). When tender form is downloaded, DD for Rs 573/- drawn in favor of Pay & Accounts Officer, IIRS payable at Dehradun shall be attached along with the technical bid.

6. Late and Delayed Tenders will not be considered. Therefore, please ensure that your tender is posted well in time to reach us before the due date and time.

7. Fax/Email offers shall not be considered.

8. All the pages of your offer should be signed/initialed by competent authority and affixed with your company’s Seal.

9. EMD of Rs. 2,00,000/- to be submitted along with the Technical Bid in the form of Crossed Demand Draft drawn on any Nationalized / scheduled bank in favor of Pay & Accounts Officer, IIRS, payable at Dehradun. Quotation received without EMD will not be considered. The EMD of unsuccessful bidder will be returned after finalization of order.

[Purchase & Stores Officer]
THE DETAILED TENDER DOCUMENTS SHALL BE COLLECTED IN PERSON FROM PURCHASE & STORES SECTION, INDIAN INSTITUTE OF REMOTE SENSING, 4-KALIDAS ROAD, DEHRADUN-248001 AGAINST SUBMISSION OF DEMAND DRAFT FOR RUPEES 573/-

Purchase & Stores Officer
IIRS, Dehradun