

Government of Odisha
Law Department

No. 11-DE-4/15/10049 / L,

Bhubaneswar, Dated: 1.10.16

Sub:— Quotation Call Notice for on Call Contract of Computer and Peripherals repairing.

Sealed Quotation are invited for repairing of Computer Hardware and its Peripherals, Printers and Networking Hardware's and accessories installed in this Department and in the Offices of Govt. Advocates OSAT, Cuttack and Bhubaneswar and the Office of Govt. Advocate, Central Administrative Tribunal, Cuttack on Call Contract from the intending empanelled Service Agencies as contained in letter No.350 dated 15.02.2016 of the Odisha Computer Application Centre (OCAC) and other register Agencies empanelled by the other Admn. Deptt. of the Government and to offer their price at fixed rate towards on Call Contract for all types of repairing of such Computer Hard work and its peripherals, Printers and Networking Hard work. The quotation for document can be downloaded from the Law Deptt. Website- www.lawodisha.gov.in

General Instructions.

1. The quotation in sealed covers should be sent to this Office addressed to the Under Secretary to Government, Office Establishment Section-II, Law Department, Odisha Secretariat, Bhubaneswar – 751 001 along with required documents. The envelope contained quotation should be super scribed "Quotation for on Call Contract of repairing of Computer".
2. The quotation may be sent by register/speed post delivered to the Under Secretary at the above office address.
3. The quotation Firm must reach this Department on ~~31.03.2016~~ 2016 before 4.00 P.M. failing which the quotation shall not be entertained and the quotation received in complete shall also be summarily rejected. The quotation will be opened on the same. The quotationer or his authorize representative may remain present at the time of opening of ~~Quotation.~~
4. The accepted quotation shall remain valid upto 31st March, 2017 and the quoted rate cannot be revised during that period.
5. The authority reserves right to accept/reject any or all the quotation without assigning any reason thereof.

6. The intending quotationers may, if they so desires may depute an authorized representative for verifying the condition of Computer.
7. Where the intending quotationers are registered by the other Admn. Deptt. of the Govt., they shall enclose sufficient document in that regard and also certificate from the concerned Admn. Deptt.
8. The terms and conditions may be seen enclosed to this Notice.
9. The quotationer shall separately mention the repairing cost and service tax chargeable.

Terms and Conditions

1. The selected Firm shall carry out repair of the Computers and peripherals within twenty four hours from the date of call.
2. The Firm shall depute an qualified Engineer/Technician to attend the call and obtain service support from user.
3. The payment of repair charges payable as per job card shall be made by end of that month.
4. The Firm shall repair the equipment on site and in case it is not possible, it may take the out of order equipment outside to his Workshop but without charging any extra cost towards transportation or charges for removal of any component. The Workshop for repair and back to Office for installation.
5. The person in-charge of Computer (Computer Programmer of this Deptt. or Designated Caretaker of the Office of Govt. Advocate, Shubaneswar and Cutack and the Office of the Govt. Advocate of Central Administrative Tribunal, Cutack) will be the authorized person to lodge complaint to the Firm on Telephone Call/SMS or in written form and the Firm shall provide telephone (Landline, if any), Mobile Number and Email address for the purpose.
6. Payment shall be made after making statutory deduction, if any.
7. The Firms may, whenever required, advise of any part of the Computer/peripherals with genuine parts of same specification at reasonable price when this Deptt. is not in a position to supply the parts in case of repairing work.

By order of the Principal Secretary
 Under Secretary to Government

The person in-charge of Computer (Computer Programmer of this Deptt. or Designated Caretaker of the Office of Govt. Advocate, Shubaneswar and Cutack and the Office of the Govt. Advocate of Central Administrative Tribunal, Cutack) will be the authorized person to lodge complaint to the Firm on Telephone Call/SMS or in written form and the Firm shall provide telephone (Landline, if any), Mobile Number and Email address for the purpose.

Payment shall be made after making statutory deduction, if any.

Memo No. 10050 /L., Bhubaneswar, dated, the 1.10.16
Copy forwarded to all Firms empanelled by the OCAC in their letter No.250
dtd.15.02.2016.

Adew
11/10/16

Under Secretary to Government

Memo No. 10051 /L., Bhubaneswar, dated, the 1.10.16
Copy forwarded to the Head State Portal Group, NIC, Secretariat Building,
Bhubaneswar for bringing out the above Quotation Call Notice in Government of Odisha
Website.

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11/10/16

Under Secretary to Government

Memo No. 10052 /L., Bhubaneswar, dated, the 1.10.16
Copy forwarded to all Departments of Government with a request to display the
notice in their Notice Board for wide publicity and further requested to communicate their
Register-Firm carrying out repair/maintenance of Computer etc.

Adew
11/10/16

Under Secretary to Government

Memo No. 10053 /L., Bhubaneswar, dated, the 1.10.16
Copy forwarded to General Manager (Administration), OCAC, Bhubaneswar for
information and necessary.

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11/10/16

Under Secretary to Government

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