

NATIONAL INSTITUTE OF TECHNOLOGY: TRICHIRAPPALLI 620015.

DEAN(ACADEMIC) OFFICE

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# TENDER DOCUMENT

Tender Notification No.:NITI/DEAN(ACADEMIC)/LHCI Out sourcing of the annual maintenance Collar Mikes with power speakers and LCD projectors. Dated: 22/02/13

Name of the component/ Activity	Outsourcing of the annual maintenance and operational support of Collar Mikes with power speakers and LCD projectors installed in Lecture Hall Complex rooms as given in Annexure-II.
Quantity required	Not Applicable.
EMD Amount	NIL.
Last date of submission of Tender	11/03/13 (Monday) 3 PM
Address for submission of Tender	The Director National Institute of Technology Tiruchirappalli-620 015 Tamil Nadu, India.
For further enquiry	Dr. V. Pakkirisamy, Associate Dean(Academic) Lecture Hall Complex
Date of Opening of bid	11/03/13 (Monday) 4 pm



NATIONAL INSTITUTE OF TECHNOLOGY  
TIRUCHIRAPPALLI-15

DEAN(ACADEMIC)

Tender Notification No.: NITT/DEAN(ACADEMIC)/LHCI Out sourcing  
of the annual maintenance Collar Mikes with  
power speakers and LCD projectors

Dated 22/02/13

NOTICE INVITING TENDER

The National Institute of Technology, Tiruchirappalli (NITT) is an autonomous body under MHRD, GOI, imparting Technical Education and engaged in Research Activities. It is proposed to outsource the maintenance and operational support for the Collar mike and Speaker Equipments installed in Lecture Hall Complex class rooms.

Sealed Quotations are invited for the above mentioned work, subject to the terms and conditions given in Annexure-1 from the reputed firms familiar with the maintenance work of the AUDIO Equipments. The quotation should reach this office on or before the scheduled date and time. The quotations will be opened on the same day in the presence of bidders or their authorized agents who may choose to be present.

Name of the component Activity : Out sourcing of the annual maintenance and operational support of Collar Mikes with power speakers installed in Lecture Hall Complex rooms as given in Annexure - II.

EMD Amount NIL

Last date of submission of Tender 11/03/13 (Monday) 3 PM

Address for submission of Tender The Director  
National Institute of Technology  
Tiruchirappalli-620 015  
Tamil Nadu, India.

With kind attention to Dr. V. Pakkirisamy,  
Associate Dean(Academic)

Place, Date and Time of opening of bid Lecture Hall Complex  
11/03/13 (Monday) 4 PM

Note: The Institute shall not be responsible for any postal delay about non-receipt / non delivery of the bids or due to wrong addressee.

## ANNEXURE -1

### TERMS and CONDITIONS.

#### **Maintenance Support**

The scope of the work covers Comprehensive maintenance (including spare parts) of the audio equipments installed at Lecture Hall complex / rooms in **NIT**, Trichy-If (the list of Collar mikes with power speakers and LCD projectors installed are given in Annexure -II).

The Service Agency shall maintain the equipments as per the manufacturer's guide lines and shall use genuine original spare parts for replacement.

Replacement of any failed component or (replacement due to usage) shall be carried out free of charge by the Service Agency.

No extra charge will be paid to the Service Agency for any repair / replacement, after entering into the contract.

The Service Agency shall stock adequate spares at NIT to ensure the availability of the equipments.

The Service Agency shall carry out preventive maintenance regularly (Every fort night) and submit the report to National Institute of Technology, Tiruchy-15

If the equipment requires servicing at Service Agency's / Manufacturer's Work place, the Service Agency shall take the responsible for the transport and safe return of the equipment till it is deployed back in the original position and demonstrated for its proper functioning and till such time an alternate stand-by equipment shall be provided by the Service Agency.

On expiry of the contract, after a period of one year, the Service Agency shall demonstrate the **Perfect working condition** of all the equipments to National Institute of Technology, Trichirappalli - 620015.

#### **Audio equipment Operation Support**

The Service Agency shall set up the audio system in the respective halls / rooms and make them fit to operate the audio equipment from 8.00 am to 5.00pm and then keep the equipment back in the locker.

#### GENERAL TERMS AND CONDITIONS:

1. If the contract is assigned, the contract agreement should be signed by the contractor accepting the terms conditions of the Institute.
2. The contract is valid only a period of one year from the date of signing of the contract. On satisfactory performance the contract may be extended for one more year.
3. The contract amount will be paid to the contractor on monthly basis by way of cheque only, after getting the report from the concerned authorities of the Institute, in proper claim bill.
4. From Monday to Friday a technician should be available in the Lecture Hall Complex (5 days in a week).
5. The persons involved in the maintenance work, should wear the temporary identity card issued by the institute.
6. TDS will be made as per the IT act from the bills of the contractor.

#### Other Conditions

PAN and TIN numbers of the Service Agency shall be mentioned in the invoice ..

If any equipment is not available in proper working condition, deduction will be made from the monthly Service charges payable to the Service Agency at Pro-rata basis.

Besides, a penalty at the rate of Rs.100/- per day per location will be additionally deducted, if the repair of the equipment is not carried out within 7(seven) days of occurrence of failure.

The Service Agency shall provide minimum one experienced and skilled personnel to carry out comprehensive maintenance of the Audio equipment and to operate the Collar mike and speaker equipments as rooms mentioned inAnnexure I.

The persons deputed for the support service in NIT campus shall wear identity card of the Service Agency with the endorsement of NIT, TrichY-15.

If the contract is assigned to the Service Agency, the contract agreement shall be signed by the Service Agency accepting the terms and conditions of the Institute.

The contract is for a period of one year from the date of signing of the contract. On satisfactory performance the contract, NIT, TiruchY-15 may extend the contract for one more year.

The service agency is solely responsible for damages caused to equipments or for life of service personal in the event of misconduct etc.

Termination of the contract

The Annual Maintenance & Operation Contract will be terminated immediately in the event of anyone of the following lapses:-

If the periodic preventive maintenance is not carried out and the report is not submitted to National Institute of Technology, Trichy-15 within the stipulated time over a period of one month.

If any of the Audio equipment continues to be non available for a period more than one month.

If the Service personal does not turn up for operating the equipment beyond two occasions.

Any complaint received from the faculty, staff and students regarding the misbehavior of the Service personnel deputed by the Service Agency for the maintenance and for operating the audio equipments.

Any issue related to the safety of the equipments.

The Director, National Institute of Technology Trichy-15 have the right to terminate the contract without assigning any reason, what so ever to the Service Agency

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PLEASE QUOTE FOR THE FOLLOWING PROVIDED IF THE TERMS AND CONDITIONS MENTIONED ABOVE ARE AG REEABLE TO YOU.

Annual Maintenance charges inclusive of spares and service charges (if any) for maintenance of the Collar mikes with power speakers and LCD projectors equipments listed in Annexure -II.

**Annexure -II**

**NATIONAL INSTITUTE OF TECHNOLOGY: TIRUCHIRAPPALLI- 620015**

**LIST OF COLLER MIKES WITH POWER SPEAKERS AND LCD PROJECTORS EQUIPMENTS FIXED IN VARIOUS ROOMS**

**LCD Projectors purchased before 2010**

**First floor**

Room number: LH 111 to 116 - 6 nos.

**Ground floor**

Room number: LH 06 and 17 - 2 nos.

Total - 8nos

Collar mikes with power speakers purchased 3 years back and out sourced in the previous year 2012~13

**Note:**

In the Lecture Hall Complex except the following rooms all the other collar mikes of 30 nos. may please be considered for out sourcing:

LH 09, LH 10, LH 109, LH 117