

**WASH YOUR HANDS    WEAR MASK MAINTAIN    SOCIAL DISTANCE**

**OFFICE OF THE ASSISTANT COMMISSIONER (GAB)  
DELHI JAL BOARD GOVT. OF NCT OF DELHI  
VARUNALAYA PHASE-II, JHANDEWALAN: NEW DELHI**

NO. DJB/AC(GAB)AMC FAX MACHINE/2021 D-443

DATED: 22/12/2021

**NOTICE**

**Subject: Annual Maintenance & Service Contract of FAX Machine installed at DJB (HQ).**

Dear Sir,

This office intends to award the work of Annual Maintenance & Service Contract of FAX Machine installed at DJB (HQ) for which your lowest rates are required.

The terms and conditions will be as under:-

1. The Firm/Company must be registered in any Govt. Department in any way/shape either by having Tin No. or GST No.
2. The AMC will be Comprehensive Maintenance Service Contract and no extra charges of any type of spare parts will be paid.
3. The payment will be released in two equal installment i.e. 50 % advance and 50% after six months.
4. The successful bidder/firms have to execute Contract agreement and deposit earnest money with the department @ 2.5 % of contract value.
5. The contract period will be of 1 year and no request for increase of rates will be entertained during the contract period.
6. The Competent Authority of DJB has full right for accepting or rejecting any or all the quotations as well as increasing/decreasing the number of Fax machines as well as to cancel the AMC without assigning any reason at any time.

The sealed quotations must reach in the office of undersigned up to 03.00 PM on 04.01.2022 and drop in the sealed box. The same will be opened at 03.30 PM on the same day in the presence of representatives of the firm/company, if any. Late received or opened rate/quotations will not be accepted.

**(NEELAM KAPOOR)  
ASSISTANT COMMISSIONER (GAB)**

To,

To whom so ever dealing in the field

Copy to -

1. Director (A&P) : for kind information pl.
2. EE(EDP) : to upload on DJB website
3. AAO(F&G) : with the request to be present as stated above.
4. Notice Board :

**ASSISTANT COMMISSIONER (GAB)**

Addl. Chief Engineer (Project)  
EDP Cell, Delhi Jal Board, GNCTD  
Dy. No. 2585 dt. 23-12-2021