



**Bhagini Nivedita College**  
(University of Delhi)  
Kair, (Near Najafgarh), New Delhi-110043

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Ref. No.: B.N.C./ADMN/593

Date:- 4/8/2017

**All Interested Parties**

**Sub: Quotation for Comprehensive Annual Maintenance Contract of the CCTV Cameras.**

Dear Sir/Madam,

Sealed quotation are invited from reputed Service Provider for providing maintenance services under **Comprehensive Annual Maintenance Contract** system for one year for the following items;

- |                |                                                     |
|----------------|-----------------------------------------------------|
| 1. CCTV Camera | - 15 Nos. (Indoor and Outdoor)<br>along with wires. |
| 2. PTZ Camera  | - 2 Nos.                                            |
| 3. DVR         | - 2 Nos.                                            |
| 4. Monitor     | - 3 Nos.                                            |

**Terms and Conditions:-**

1. Rate quoted be valid for 60 days from the date of opening of the tender.
2. Taxes, duties if any should be mentioned clearly.
3. The rates must be stated for each item separately both in words & figures.
4. The contract will be for "Comprehensive Maintenance Services" i.e. if any part is required to be replaced, the same will have to be replaced under the contract and no extra charges will be paid by the college for any spare part including wires.
5. Maintenance services will be provided on frequent basis without call form the college which will include:-
  - a) Checking and Servicing of each unit every month.
  - b) Attending to the unit when called upon by the college without any extra charge within four hours of the complaint call.
  - c) Changing and repairing the unit or parts thereof as also overhauling the unit, free of charge at the service station of the Service Provider, if required.
  - d) Supplying free of charge all spares and materials, which are needed for the unit.
  - e) Efficient and experienced technicians will be sent for attending the CCTV complaint.
  - f) No data should be taken without the permission of the college.
6. Contract can be terminated by the college immediately if the conduct of the Service Provider or any of higher employee(s) is found to be detrimental to the safety of the property, student and employees of the college or any such other action by the Service Provider or any of

his/her employee(s) which the College Authorities may deem fit, to be given in writing, for termination of the contract.

7. Strict confidentiality is to be maintained for the college data.
8. Safety of the employee(s), if any, of the Service Provider shall be the sole responsibility of the Service Provider.
9. The Competent Authority reserves the right to accept or reject any or all of the quotation/tenders without assigning any reason.
10. Contract shall be terminated by either party by giving one month's notice.
11. During the period of contract, the rates will not be revised on any pretext. The prospective contractor may quote the rates accordingly taking into consideration of this aspect.
12. Quotation must be superscribed 'Quotation of the CAMC of CCTV Cameras' clearly mentioned on envelop. Sender name & address should also be clearly mentioned on the envelope.

The quotation should reach the 'Principal, Bhagini Nivedita College, University of Delhi, New Delhi-110043' on or before 28.08.2017 up to 4:00 pm.

  
Principal