



NATIONAL INSTITUTE OF FASHION TECHNOLOGY

A Statutory Institute under the NIFT Act, 2006
Set up the Ministry of Textiles, Government of India

Terms and Conditions:

- 1) The total number of machines is one.
- 2) The FSMA will include all spares and consumables (except manpower, power and photocopy paper). The rates should be submitted on per copy basis. It will be the responsibility of the company/firm to provide genuine OEM spare parts/toner for the machine and to keep it in proper working order.
- 3) The contract will be initially for one year extendable upto three years at the discretion of competent authority in this institute but can be terminated at any time without assigning any reason, if the services are not satisfactory.
- 4) The rates quoted will remain in force for the full period of contract. No demand for revision of rate on any account shall be entertained during the contract period.
- 5) Quotations only from the authorized service provider of photocopiers or suppliers will be considered and for this effect a letter of authorization should be enclosed with the tender. The firm should produce a certificate from the original equipment manufacturer that it is authorized / capable to undertake such FSMA work.
- 6) The firm/company should have experience in maintenance of such equipment for at least 3 years in Government Deptt./Public Sector Undertakings in Delhi. Necessary documentary proof must be submitted along with the quotation.
- 7) The firm/ company have to be registered dealer and the firm should produce a certificate from the original equipment manufacturer that they are authorized / capable to undertake such FSMA work.
- 8) The company applying for the tender would produce certificates for the previous financial year from the concerned authorities relating to the payment of Service Tax, Income Tax, Work Contract Tax and any other tax applicable.
- 9) The firm should not have been blacklisted by any Government Department or Semi-Government Department in the past.

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- 10) The firm shall maintain the equipment as per manufacturers' guidelines and shall use standard components for replacement. Until and unless written order from Admin Deptt. is conveyed, the original specification/characteristics/ features shall not be change.
- 11) All the complaints should be attended at site within one hour from the time of complaint. In case machine is required to be taken to the workshop for any major repair, the machine would be taken with permission, repaired and returned to the user in the Department within 24 hours from the time of complaint. A penalty of Rs. 50/- would be imposed for each day of delaying in attending each machine for which complaint has been lodged to the vendor/firm and this amount would be deducted from the monthly bill of the firm.
- 12) Payment will be made on monthly basis on production of bills along with satisfactory performance report from the users of the machines.
- 13) The agency shall not engage any sub-contractor or transfer the contract to any other person in any manner. The contractor shall not be permitted to transfer their rights and obligations under the contract to any other organizations or other wise.
- 14) The stock of spares of old machine and its availability should be indicated before the machine is taken into FSMA. After taking into FSMA the firm should not give any excuse that spares are not available.
- 15) NIFT reserves the right to accept or reject any or all tenders without assigning any reason.

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