

TENDER DOCUMENT

FOR

AMC FOR PHOTOCOPIER MACHINES MAINTENANCE SERVICES AT
PEC LIMITED

F – BLOCK, 3RD FLOOR FLATTED FACTORY COMPLED, F & G BLOCK,
JHANDEWALAN JEWELRY COMPLEX, RANI JHANSI ROAD, NEW DELHI – 110055

Tender/PEC/PHOTOCOPIER_MACHINE – 1 /2023–24 Dated 15 Jan 2024

Tender Inviting Authority

Manager (Marketing), PEC Limited

E – Mail : pec@peclimited.com Visist us at www.peclimited.com

Bids Submission starts on: 16 Jan 2024 15:00 IST

Bids to be submitted by : 07 Feb 2024 15:00 IST

Bids to be opened on : 08 Feb 2024 12:00IST

Physical bids to be submitted by 07 Feb 2024 15:00 IST

or bids can be e-mailed to tender@peclimited.com, pec@peclimited.com

Tender for AMC of photocopier machines

Digital photocopier machine (Ricoh Aficio)

Model No. MP2000L2 - Two Machines

Model No. MP2001L - One Machine

SCOPE OF WORK:

1. The vendor will be responsible for keeping all the machines in working condition.
2. All consumables including tonner and spare parts will be provided by vendor.
3. PEC will only provide electricity and papers.
4. In case of break-down, PEC will inform the vendor by phone and the vendor has to attend the machines in next 3/4 working hours.

Price:

1. Rate to be quoted on per copy basis which will be calculated as per the meter reading of the machines. The meter reading will be final and binding.
2. Bills will be settled on monthly basis.