

F.No.70/01/NCSC/2020-Genl.Admn.  
Government of India  
National Commission for Scheduled Castes

5<sup>th</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi.  
Date: 14 October, 2021.

**TENDER NOTICE**

Sealed quotations are invited from the authorized service providers for annual maintenance contract for photocopiers of Delhi/NCR and from registered firms/vendors of the same for entering into annual maintenance contract for services & maintenance of twelve photocopier machines in National Commission for Scheduled Castes, 5<sup>th</sup> Floor, Lok Nayak Bhawan, Khan Market, New Delhi.

Authorized service providers and/or registered firms/vendors may send their tender quoting their rates/price including taxes etc. in sealed cover to Under Secretary, National Commission for Scheduled Castes, 5<sup>th</sup> Floor, Lok Nayak Bhawan, Khan Market, New Delhi up to 25.10.2021 by 3.00 PM duly signed by the concerned person of the firm/vendor. The service firm/vendor may visit the office to see the status of the photocopier on any working day between 11.00 AM to 5.00 PM till 22.10.2021. The tender will be opened on 26.10.2021 at 4.00 PM.

**Terms of Tender:**

- (1) Complete details of rates/prices including taxes etc. for twelve photocopiers for which the AMC will be provided for one year shall be mentioned in the tender. The total price including GST should be mentioned in the tender.
- (2) The tender may be cancelled / rejected by the National Commission for Scheduled Castes, New Delhi at any time without assigning any reason and the decision of NCSC, New Delhi will be final about the entire tender process. The tender notice may be downloaded from the website of NCSC [www.ncsc.nic.in/tenders].

  
14/10/2021

(Kishan Chand)  
Under Secretary to the Govt. of India  
Tele.: 011-24606845

**Through NCSC's Website.**