



**Balmer Lawrie & Co. Ltd.
(A Govt. of India Enterprise)**

**Logistics Service
#342 Konena Agrahara, Old Airport Exit Road,
Bangalore-560 017
Phone: 080 25227221
Website: www.balmerlawrie.com**

**TENDER FOR PROVIDING PHOTOCOPIER MACHINE
ON MONTHLY HIRE BASIS**

**TENDER NO. BL/BLR/XEROX/19-20/007
DATED: 06/06/2019**

**DUE DATE FOR SUBMISSION
17/06/2019 - BY 5.00 PM**

TENDER FOR PROVIDING PHOTOCOPIER MACHINE ON MONTHLY HIRE BASIS

TENDER NO : **BL/BLR/XEROX/19-20/007**
DUE ON : 17/06/2019 BEFORE 17 00 HRS.

DT. 06.06.2019

For participating in this tender please visit our website
www.balmerlawrie.com

We would like to hire 2 No photocopier machine on monthly hire basis for our Office at Old Airport Exit Road ,Bangalore. Kindly send us your most competitive_ offer for providing photocopier machine on monthly hire basis on the following terms and conditions

General Terms and Conditions :

1. The model and make of the machine should be either:
Canon/Modi/Ricoh
2. The rate / should be quoted as per attached annexure
3. The photocopier should have facility for duplex, printing, network printing, scanning and fax.
4. The approx. Copies that would be taken by us per month would be 8000 -10000
5. Spare parts including Drum and other mechanical spares and consumables like toner ,etc shall be replaced by the party as and when required.
6. Monthly servicing to be carried out .
7. Complaints should be attended immediately, but not later than 24 hours of complaint.
8. The party would be required to replace the machine if the same is facing frequent failures.
9. The contract will be initially for a period of 2 years from the date of award of contract.
10. The rates quoted should be valid for 60 days from the due date of offer.
11. Payment will be made within 30 days from the date of submission of bill.
12. Any dispute or difference whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope operation or effect of this contract or the validity of the breach thereof, shall be settled by arbitration in accordance with the rules of Arbitration of the "SCOPE Forum of Conciliation and Arbitration" and the award made in pursuance thereof shall be binding on the parties.

The award of the Arbitrator so appointed shall be final and conclusive and binding on all parties to the agreement subject to the Provisions of the Indian Arbitration Act 1940 and the rules there under and any statutory modifications or re-enactments thereof deemed to apply to the Arbitration proceeding under this clause.

13. Tenders are to be sealed and the envelope containing the tenders should be super scribed as under:

BL/BLR/XEROX/19-20/007 dated 06.06.2019

**TENDER FOR PROVIDING PHOTOCOPIER MACHINE ON
MONTHLY HIRE BASIS**

The tender is to be couriered / hand delivered to the below mentioned address

**Balmer Lawrie & Co. Limited
342 Konena Agrahara,
Old Airport Exit Road,
Bangalore-560 017**

You are requested to provide your best rates for the above.
Thanking you,

Yours faithfully,
For **BALMER LAWRIE & CO. LTD.,**

**(V.Thivagar)
Asst.Manager
Mob : 7022904949**

Ref : BL/BLR/XEROX/19-20/007

PRICE BID – ANNEXURE -1

**RATE FOR PROVIDING PHOTOCOPIER MACHTNE ON MONTHLY HIRE
BASIS.**

Name of Company :

Address :

Contact Person Name :

Phone No :

Mobile No :

Particulars	Rate
Model / Make of Photocopier	
Hire Charges per Month inclusive of 5000 copies per Machine	
Per copy charges beyond 5000 copies per month	
GST	%