

NOTICE INVITING TENDER

1. Online e-tenders are invited by General Manager-Tech & HR, SCOPE on behalf of Constituents of SCOPE Complex, Lodi Road, New Delhi- 110003 for the following work:
 - 1.1 Name of the work : AMC of EPABX & Maintenance of Field Lines at SCOPE Complex, 7 Lodhi Road, New Delhi-110003.
 - 1.2 Estimated Cost : ₹ 8,25,371 per annum /- plus GST @ 18%.
 - 1.3 Earnest Money : ₹ 19,500/-
 - 1.4 Tender Processing fee : ₹ 730/-
 - 1.5 Time for completion : 24 Months from the date of issue of LOI.
 - 1.6 Cost of Tender : ₹ 560/-
 - 1.7 Commencement of downloading E-Bid : 12-04-2025 from 10:00 AM
 - 1.8 Last date of downloading of E-Bid : 21-04-2025 Up to 10:00 AM
 - 1.9 Last date of E-Bid submission : 21-04-2025 Up to 03:00 PM
 - 1.10 Last date of submission of hard copy of EMD : 21-04-2025 Up to 03:00 PM
 - 1.12 Tender opening date & time (technical) : 21-04-2025 at 03:30 PM
 - 1.13 Tender Opening date & time (Financial) : To be intimated later
2. Bidders have to download the Bid documents from the e-procurement portal i.e., <https://scope.ewizard.in/> after registering themselves on portal and submit e-bids after payment of bid processing fee & Bid document fee before last date & at time of downloading the e-bids online. Bidder can also view the NIT, SCOPE of work on www.SCOPE.online.in, **for E-tendering support: +91-9355030616, 011-49606060.**
3. Bids shall be submitted through e-bidding mode only. No other mode of bid submission shall be accepted.
4. Tender document shall be accepted only from the **OEM i.e., AVAYA** or their authorized system integrators / channel partners on production of authorization Letter/certificate. (The past experience in similar nature of work should be supported by certificate issued by



PWD/PWD/MES/Railways/PSUs/Autonomous Bodies/SCOPE) & showing the original document in this regard:

- 4.1 Proof of having successfully completed similar works during the last 7 years ending last day of the month previous to the one in which applications are invited:

Three similar completed works, each costing not less than the amount equal to 40% of estimated cost put to tender.

OR

Two similar completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender.

OR

One similar completed works of aggregate cost not less than the amount equal to 80% of the estimated cost.

“Similar works shall here mean “AMC of operation and maintenance of EPABX & SITC of EPABX system”

- 4.2 The tenderer must be registered under ESI, PF, GST & Income Tax act, PAN No. Copies of registration papers along with details need to be furnished. Latest ESI & PF deposit with challan authority is also needed.
- 4.3 Average annual financial turn over should not be less than 100% of the estimated cost during the immediate last 3 consecutive financial years
- 4.4 Balance sheet for previous three years with ITR.
- 4.5 Copies of similar works executed / in hand for multi-storied office building & industry during last three years along with work order & clients performance certificate.
5. The tender shall be submitted through only portal i.e., <https://scope.ewizard.in>
6. All the above certificate/documents shall be submitted by the firm duly signed & self-attested subject to verification with original documents.
7. **Hard Copy of “Form of Tender” duly signed & stamped must be submitted during submission of tender through e-portal along with tender cost & EMD.**
8. Tenders are invited to submit their offer strictly based on the layout, design, parameters, specific require condition and specification given in the tender document and instruction to bidder.
9. Cost of Tender & Earnest money mentioned above should be paid by crossed Demand Draft/Pay orders from any nationalized /Schedule Bank in favour of **“SCOPE COMPLEX MMO ACCOUNT”**. Tenders without Earnest Money Deposit will be summarily rejected and the representative of such tenderers will not be allowed to attend tender opening.
10. SCOPE reserves the right to reject any or all tenders without assigning any reasons.

Note: All the uploaded documents shall be readable, printable and legible form failing which the bids shall not be considered for evaluations. The documents submitted in hard coy should be indexed and dully page numbered.


General Manager - (Tech & HR)