

**D.21014/12/2010-C&G**  
**Government of India**  
**Office of the Director General of Civil Aviation**  
**Opposite Safdarjung Airport, New Delhi.**

**New Delhi, Dated: 12-5-2011**

**TENDER NOTICE**

**Sub: Quotation for Lease Line connectivity from NIC, CGO Complex, Lodhi Road, New Delhi To Central Examination Organisation, O/o the DGCA, East Block III, R.K. Puram, New Delhi.**

Quotations in sealed cover are invited for Lease Line connectivity from NIC, CGO Complex, Lodhi Road, New Delhi to Central Examination Organisation, East Block-III, Level-III, R.K. Puram, New Delhi office of D.G.C.A. for the period of one year. **The quotations should reach this office on or before 03.06.2011.**

**Terms and conditions of the contract :**

1. It should be 20 Mbps, ETHERNET CONNECTIVITY (OPTICAL FIBRE WIRE) and HIGH RELIABILITY, WITH ENHANCEMENT OF CAPACITY FROM THE EXISTING ONE.
2. The company should be ISO certified.
3. The Company should provide 24X7 Helpline.
4. The company should have authorized agency for maintenance of Lease Line.
5. The company should able to rectify or replace the items as and when required within the stipulated time.
6. The engineers should be fully confident about the operation and maintenance of this job.

7. During the Examination process it may require that engineers should able to stay full day at this office.
8. The contractor should have adequate at least five years work experience of maintaining Lease Line, preferable in 4-5 Govt. Offices experience of handling big companies and should submit the supporting documents including performance certificates given by the Govt./ other Organizations. The tenderer is also required to submit a certification from the O.E.M. that they are the “Authorised Service Provider” for the Job and the spare parts as well consumable will be made available through the tenderer and the O.E.M. will provide all back up support. He should also have a regular work place, technically qualified engineers and the needed resources and infrastructure to provide the requisite materials and services and he should have functional telephone/mobile phone facility for easy accessibility. Tenders without requisite documents would be summarily rejected.
9. The payment shall be made on quarterly basis after satisfactory completion of the job. The firm should submit the bills in three copies enclosing satisfactory performance certificate from the users.
10. Tenders have to be submitted duly filled in and signed by authorized person in ink pen or ball pen. Tenders written in pencil or erased/over-written will not be considered.
11. The bidders shall not be at liberty to offer his her terms and conditions with regard to the tendered work that means the bidder cannot deviate from the terms and conditions given herein. Otherwise, the tenders are liable to be summarily rejected.
12. The tenders have to be submitted in sealed covers with the following “Quotation for Lease Line from NIC, CGO Complex to CEO, DGCA, R.K.Puram, New Delhi super-scribed on the top of the sealed cover along with credentials and supporting documents.
13. Tenders are to be submitted along with refundable earnest money of Rs.20,000/- (Rupees twenty thousands only). The earnest money will have to be in form of a crossed demand draft/Pay order in favour of “PAO, DGCA, Ministry of Civil Aviation”, payable at New Delhi from a nationalized bank. The earnest money will be forfeited if the tenderer retracts from his offer for whatever reasons. Tenders received without earnest money will be

summarily rejected. The earnest money in respect of the unsuccessful bidders will be returned after award of the contract and the same in respect of the successful contractor will be retained by this office towards security deposit for due performance of the contract. No interest shall be payable on the amount of earnest money/security deposit. The security deposit will be refunded without any interest only after expiry of entire contract period on the production of satisfactory service certificate from the users of the Machines.

14. Sealed Tenders will be received up to **03-6-2011** at the Reception Counter of the office of the Director General of Civil Aviation, Opposite Safdarjung Airport, New Delhi-110003. The date of opening of the Bids will be intimated over telephone/by latter and tenderers or their authorized representatives may be present during the opening of the quotations.
15. Tenders not in the sealed cover or not accompanied by earnest money or received after the closing date and time will be rejected.
16. The vendors should have not been blacklisted by any organization/Govt. Department.
17. No extra payment will be made for change/replacement of any part of the Machines.
18. The rates quoted by the firm will not be enhanced during the period of contract in any case.
19. Payment shall be made on quarterly basis against submission of bill in triplicate along with the satisfactory reports received from the users and as per income tax act and the rules made there under. Tenderers shall attached a photocopy of their latest valid Income Tax Certificate along with their tender.
20. The contract can be terminated at any time during the currency of the contract by the competent authority in this office without assigning any reason or giving any notice if the work of the contractor is found to be unsatisfactory or deficient and it would be entrusted to any other party at the risk and expense of the defaulting contractor including forfeiture of the security deposit.

In addition, the contractor shall be liable to pay liquidated damages to the Government. In this connection the decision of the competent authority shall be final and binding upon the contractor.

21. Tenderer shall keep their tender valid for acceptance for a period of 30 days from the date of opening. Tenders with shorter validity period will not be considered.
22. Before submitting the quotations, the inspection can be done on any working day at Central Examination Organisation, East Block-III, Level-III, R.K. Puram, New Delhi office of D.G.C.A. For this purpose, Shri M.K. Bajpai, Senior Airworthiness Officer, Central Examination Organization, Office of the Director General of Civil Aviation, East Block-III, Level-III, R.K. Puram, New Delhi -110 066 (Phone No. 011-26193706) may be contacted before visiting the R.K. Puram office.
23. Quotations should be submitted in two separate envelopes, i.e. one for technical bid other financial bid. In technical bid the tenderer is required to submit all documents as required under this tender. Envelop should be super scribed as “Tenders for Lease Line from NIC, CGO Complex to CEO, DGCA, R.K.Puram, New Delhi”.
24. The quotation should be addressed in the name of Shri M.C. Pandey, Deputy Director of Administration, Office of the Director General of Civil Aviation, Opposite Safdarjung Airport, New Delhi – 110003.

**( M.C. Pandey )**

Deputy Director of Administration  
For Director General of Civil Aviation  
Ph- 24635773

To,

**NIC for uploading on DGCA website**