No.36/5/2015 – Adm
GOVERNMENT OF INDIA
MINISTRY OF MINES
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Shastri Bhavan, New Delhi.
Dated: the 8th February, 2016

To

M/s. Nucleus Business Systems,
19, 2nd Floor, Ch. Kishan Chand Shopping Complex,
Main Road, Jwala Heri Market, Opp. Haldiram,
Paschim Vihar,
New Delhi – 110 063.

Subject: Annual Maintenance Contract for service maintenance of Photocopiers in the Ministry of Mines.

Sir,

I am directed to refer to your quotation No. NIL dated 05.10.2015, on the above mentioned subject and to say that the Competent Authority in this Ministry has approved the award of Annual Maintenance Contract for service maintenance of Photocopiers in the Ministry of Mines for a period of one (1) year starting from 10.02.2016 to 09.02.2017 to your firm as per the rates mentioned below:

<table>
<thead>
<tr>
<th>Model (annual rate for each photocopier) + including taxes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toshiba 56SE</td>
</tr>
<tr>
<td>900</td>
</tr>
</tbody>
</table>

The approved rates for supply of toner cartridges, Drum Kit and Fuser Kit are as follows:

<table>
<thead>
<tr>
<th>Model/Make</th>
<th>Toner cartridge</th>
<th>Drum Kit</th>
<th>Fuser Kit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toshiba 456SE E Studio</td>
<td>3000</td>
<td>3000</td>
<td>3000</td>
</tr>
<tr>
<td>Toshiba 457SE E Studio</td>
<td>3000</td>
<td>3000</td>
<td>3000</td>
</tr>
<tr>
<td>Toshiba E Studio 452</td>
<td>3000</td>
<td>3000</td>
<td>3000</td>
</tr>
<tr>
<td>Sharp MX-M550U</td>
<td>3500</td>
<td>3500</td>
<td>3500</td>
</tr>
<tr>
<td>Sharp MXN 503</td>
<td>3500</td>
<td>3500</td>
<td>3500</td>
</tr>
<tr>
<td>Toshiba E Studio 356SE</td>
<td>3000</td>
<td>3000</td>
<td>3000</td>
</tr>
<tr>
<td>Toshiba E Studio 167</td>
<td>3000</td>
<td>3000</td>
<td>3000</td>
</tr>
<tr>
<td>Sharp AR 5015/5316</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
</tr>
</tbody>
</table>

(Including taxes)
It will be subject to the following conditions:

a) The firm will start working immediately after award of the contract.

b) All repairs and maintenance will be covered under the Terms & Conditions of the AMC. The replacement of drum kit, fuser kit and toners would be done after obtaining prior approval of the Ministry.

c) The firm will attend all complaints on receipt of information from the users directly with the prior approval of Administration Section. The services would be provided on regular basis during office hours and in case of emergency beyond office hours or holidays, etc.

d) No advance payment will be made. For payment purpose, the bills would be submitted on a quarterly basis along with the work completion report/user certificate duly signed by the users.

e) No increase in amount shall be considered at all during the entire period of AMC. No other charges like transportation, fare etc., will be payable for providing the services under this AMC.

f) The work which is not possible to carry out in the office premises will be allowed to be done outside and no extra charges would be paid for that.

g) This Ministry has the right to terminate this Annual Maintenance Contract at any time without assigning any reason what so ever, if the services are found to be unsatisfactory.

h) The period of this Annual Maintenance Contract shall be for a period one year w.e.f. 10.02.2016 to 09.02.2017 unless it is extended by this Ministry.

i) A fixed deposit receipt (FDR) for an amount of Rs. 30,000/- (Rupees thirty thousand only) pledged/hypothecated in favor of the Pay & Accounts Officer, Ministry of Mines, New Delhi may be deposited towards the performance security deposit.

Yours faithfully,

(Sanjay Singh)
Section Officer (Adm)

Section Officer (Adm)
Sanjay Singh
Government of India
Ministry of Mines
New Delhi