

No. BRA/CH/881/01/2020
भारत का राजदूतावास/Embassy of India
ब्रासीलिया/Brasilia

**NOTICE INVITING TENDER FOR SELECTION OF COMPANY FOR
MAINTENANCE OF COMPUTERS AND COMPUTER RELATED PERIPHERALS
IN THE EMBASSY OF INDIA, BRASILIA**

TERMS AND CONDITIONS OF THE CONTRACT

The terms and conditions for hiring the maintenance services for computers under the tender shall be as given below. The letter of 'Award of Work' shall be given to the successful bidder only after signing a contract with the Embassy with these terms and conditions:

Contract Conditions:

- (a) The contractor should be capable of providing the maintenance services as prescribed in the requirement of computers.
- (b) The scope of work is tentative, and number of computers and peripherals may increase or decrease in future.
- (c) Rates once presented should be final and will not be allowed to change without prior approval.
- (d) The price to be quoted shall be inclusive of taxes and any other charges; Embassy will not be liable to pay any other charges other than those quoted in the tender.
- (e) The tender process or the contract can be terminated at any time without any notice at the discretion of the Embassy of India, Brasilia.

Performance of Duty:

- (a) The Embassy will notify a nodal officer for maintenance of computers. It will be the responsibility of the contractor to obtain, from the concerned nodal officer, a certification regarding the services provided for a particular computer,
- (b) The Contractor will ascertain, from the concerned officer on each occasion about maintenance/services provided of the computer/computers.
- (c) After 'Award of Contract', the contractor should ensure the maintenance of computers installed at Chancery every month and or on calling from Office.
