

HIGH COURT FOR THE STATE OF TELANGANA

TENDER NOTIFICATION

ROC.No.1523/2025-CPS

Sealed quotations are invited for Annual Maintenance of 90 Nos. (Ninety) **Monochrome Desktop LaserJet Printers (Model: Canon LBP162DW)** of the High Court for State of Telangana for a period of one year.

(Details of the Printer)

Sl. No.	Description of the Printer	Date of purchase	Qty
1.	CANON (Model No. LBP162 DW)	19-10-2020	90

TERMS AND CONDITIONS

1. Annual Maintenance so entered will be valid for a period of one year from the date of issue of the Work Order.
2. The printers are located in the High Court for the State of Telanagana, Hyderabad.
3. Bidder should have minimum three years experience in Maintenance of Monochrome Desktop LaserJet Printers in large private organisations and/or Departments/Ministries of the Government of India/PSUs (copies of two Work Orders received from the Private Organisations/ Govt /PSUs Depts during each of the last two years (2022-23, 2024-25) should be enclosed).
4. Bidders should enclose copies of registration of their Firms, PAN and GST.
5. Bidder should not have been blacklisted by any Depts / Ministries of the Govt. of India /State Govt./PSUs.
6. Bidder shall provide OEM support letter for providing printer spare-parts as and when required during AMC period.
7. Price indicated shall be inclusive of all taxes applicable and is final, without any escalation of price during AMC period.
8. A formal Agreement with terms & conditions will be signed at the time of awarding work order.

9. The successful bidder will have to furnish unconditional Bank Guarantee (10% of the Work Order) to the High Court for the State of Telangana valid for a period of one year within 10 working days after issuing work order towards satisfactory service.
10. The successful Bidder should depute one trained technician in the High Court during the office hours during the period of contract.
11. If any Monochrome Desktop LaserJet Printer under AMC remains defective and is not made operational within 48 hours, the successful bidder shall provide a stand-by printer of the same or higher configuration. Failure to provide the stand-by printer will attract a penalty of ₹200/- per day, calculated from the expiry of 48 hours until the defective printer is rectified and made fully functional
12. The Registrar (Protocol)-FAC-Registrar (I.T.)-cum-Central Project Coordinator, High Court for the State of Telangana may at his discretion ask the bidders for clarification of their bids including price.
13. The Registrar (Protocol)-FAC-Registrar (I.T.)-cum-Central Project Coordinator, High Court for State of Telangana reserves the right to accept or reject the offers without assigning any reasons.

Tender submitting address:

To,
The Registrar (Protocol)-FAC-
Registrar (I.T.)-cum-Central Project Coordinator,
3th Floor, Administrative Building,
High Court for the State of Telangana,
Near City College, Hyderabad-500066.

Note: Please superscribe Firm Address with cell phone number and contact person details on the sealed cover.

The intending bidders shall submit their sealed quotations to the undersigned on or before **10-12-2025 (Wednesday)** during the office hours.

HYDERABAD,
Date: 27 -11-2025


REGISTRAR (PROTOCOL) -FAC-
REGISTRAR (I.T.)-CUM-CPC