

PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
NEWS SERVICES DIVISION: ALL INDIA RADIO: NEW DELHI

NSD/AIR/CT-Furniture Repair/2016/ 462

Dated: 9 JUN 2016

Subject: Annual Maintenance Contract for the work of Repair & Maintenance of Furniture in NSD, AIR, New Delhi.

NSD requires quotation for the work mentioned in Annexure - III. The quotations should be sent in a sealed cover addressed to the undersigned by name or dropped in the "Tender Box" located in Room No.224, 2nd Floor, News Services Division, All India Radio, New Broadcasting House, New Delhi - 110001, so as to reach on or before 3:00 PM on 30/06/2016 and the same would be opened at 4:00 PM in Room No. 224.

The quotation would be opened in the presence of such tenderers or their representative as may choose to attend. The quotation submitted should remain valid for a period of one year from the date of award. Any Cutting/Overwriting/Erasing in the rates will cause to disqualification of the bid /quotation.

The tender should be accompanied by an Earnest Money Deposit (EMD) of Rs. 5,000/- (Rupees Five Thousand only) in the form of Demand Draft/Pay Order from a scheduled Bank drawn in favour of Director General (News), News Services Division, All India Radio, New Delhi - 110001. In the absence of EMD the tender shall be rejected summarily. The earnest money shall be refunded to the unsuccessful tenderers after finalization of the Contract. The earnest money of the successful tenderer shall be returned after deposit of performance security. The tenderers is required to fill all the columns of the quotations as per Annexure - I, II and III.

Submission of tender will signify the acceptance of all terms and conditions of the contract implied in Annexure-I. It will not be obligatory for this Division to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any tenderer.

This Division reserves the right to reject/any/all tender (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

Deputy Director (Admn.)(I/C)
for Director General (News)

Copy to:-

- ✓ Website Cell, NSD, AIR, New Delhi for uploading on the website newsonair.com. The advertisement may also be uploaded on AIR website "tendersallindiaradio.gov.in" and on the Central Public Purchase Portal "eprocure.gov.in" immediately.
- PS to DG(News).
- ADG(A)/Director (A), NSD, AIR, New Delhi.
- Notice Board.

Please upload Kapil
10/6/16
Anuj/Agan

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NEWS SERVICES DIVISION: ALL INDIA RADIO: NEW DELHI

NSD/AIR/CT-Furniture Repair/2016/

Dated:

ANNEXURE-I

The Contract shall be governed by the following terms and conditions:-

- i) The successful tenderer will be required to do the work during the period of contract to the entire satisfaction of this Division. The Contract may be terminated by the Competent Authority at any time without assigning any reasons if the work of the successful bidder is found to be unsatisfactory.
- ii) The contractor/firm must have PAN/Service-tax nos.
- iii) The payment will be made by cheque on receipt of pre-receipt bill in duplicate.
- iv) In case any duties/Taxes have not been specified, it will be taken as inclusive.
- v) Successful tenderer will have to deposit Performance Security Money of Rs. 10,000/- (Rupees Ten thousand only) in the form of FDR for the period of contract within a fortnight of the issue of contract letter. Performance Security money will be forfeited, if the firm found violating any of the terms and conditions or the contractor's service is found unsatisfactory.

I hereby accept all the terms and conditions mentioned above.

Date: / /

Signature of the Tenderer
with seal

PRASAR BHARATI
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ANNEXURE-II

PARTICULARS TO BE FURNISHED BY THE AGENCY

1. Name of the Agency :
2. Address of the Agency:
3. Name of the proprietor of the Agency:
4. Telephone No. of Agency and Proprietor:
5. Details of Ministry/Department in which the Agency had worked earlier as mentioned in this Tender:-

S.No.	Name of the Ministry/Department (Attach copy of contract)	Year	Name/contact number of the officers of client Ministry/Department

6. PAN/TIN number of the agency:
7. EMD's Draft number, Date and name of the Bank:

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not black listed by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India.

It is certified that I/We have read and understood the terms and conditions and will abide by them till the completion of the contract period.

Dated:
Place:

(Signature of Proprietor/
Authorised Signatory)
Seal of the firm/Agency

ANNEXURE – III

S.No.	S.No.	DESCRIPTION OF ITEM
	1)	STEEL PIPE CHAIR
1	1	Replacement of wooden seat (canned and duly polished)
2	2	Replacement of wooden back (canned and duly polished)
3	3	Replacement of wooden arm duly polished (set of two)
4	4	Replacement of rubber shoe
5	5	Replacement of rubber cap
	2)	STEEL ALMIRAH
6	1	Replacement of lock and providing 2 keys
7	2	Replacement of handle
8	3	Repair of locking system
9	4	Providing of extra keys (2 keys)
	3)	STEEL REVOLVING CHAIR
10	1	Replacement of wheel (each)
11	2	Replacement of pressure system (hydraulic system)
12	3	Providing of steel base
13	4	Providing of PVC base
14	5	Providing of handles (set)
15	6	Replacement of seat/back cover (sample to be submitted)
	4)	STEEL TABLE
16	1	Replacement of lock and providing 2 keys
17	2	Adjustment of drawers
18	3	Providing of extra keys (2 keys)
19	4	Providing key board tray with channel
20	5	Replacement of drawer handle
21	6	Providing & fixing of new sun mica top (per sq ft.)
22	7	Providing & fixing of plywood (per sq ft.)
23	8	Providing & fixing of pre laminated board (19 mm/ 1 inch)
	5)	STEEL FILING CABINET
24	1	Replacement of lock and providing 2 keys
25	2	Replacement of handle
26	3	Repair of locking system
27	4	Providing of extra keys (2 keys)
28	5	Repairing of locking system
29	6	Opening of locked filing cabinet
30	7	Providing & fixing of push button of steel filing cabinet
31	8	Providing & fixing of new channel (per inch)
	6)	REPAIR OF WOODEN FURNITURE ETC.
32	1	Providing & fixing of ply of table drawer (per sq ft.)
33	2	Providing & fixing of sun mica on table (per sq ft.)
34	3	Providing & fixing of plywood on table (per sq ft.)
35	4	Providing & fixing of new lock with 2 keys
36	5	Repair of Side Rack
37	6	Providing & fixing of tower bolt (aluminium)
38	7	Providing & fixing of door handle (6")
39	8	Providing & fixing of curtain rod (per Ft.)
40	9	Providing & fixing of kunda chapka
41	10	Providing & fixing of vertical blind
42	11	Providing & fixing of chick blind
43	12	Providing & fixing of new door closure (ISI mark)
44	13	Providing & fixing of 19mm commercial board (per sq ft.)
45	14	Providing & fixing of new door stopper (ISI mark)
46	15	Fixing of name plate on door
47	16	Providing & fixing of rubber gasket for glass (per sq.ft.)
48	17	Providing & fixing of aluminum bidding (per ft)
49	18	Providing & fixing of multipurpose lock (ISI Marked)
50	19	Providing & fixing of aluminum channel (per ft)

Contd..

	7)	RENOVATION OF SOFA SET	
51	1	Repair of three seated sofa set (without cloth & cushion)	
52	2	Repair of one seated sofa set (without cloth & cushion)	
53	3	Supply of cushion	
54	4	Stitching of plain curtain	
55	5	Stitching of plain & lining cloth	
56	6	Providing of hooks (per dozen)	
57	7	Providing & fixing of rings (per dozen)	
58	8	Leather foam (per mtr) (sample to be submitted)	
59	9	Handloom cloth (per mtr) (sample to be submitted)	
60	10	Acrylic velvet (per mtr) (sample to be submitted)	
61	11	Fancy cloth (per mtr) (sample to be submitted)	
62	12	Stitching of head gear (per seat)	
63	13	Dry cleaning of sofa set (per seat)	
64	14	Dry cleaning of chair	
65	15	Dry cleaning of vertical blinds (per sq ft)	
	8)	SPIRIT POLISHING	
66	1	Spirit polishing of wooden furniture (per sq.ft.)	
	9)	OTHER ITEMS	
67	1	Providing & fixing of glass (6 mm)	
68	2	Providing of table glass (6 mm)	
69	3	Providing of table glass (8 mm)	
70	4	Providing of table glass (10 mm)	
71	5	Providing & fixing of looking glass (1-1/2' x 2') wooden frame	
72	6	Providing & fixing of looking glass (1-1/2' x 2') plastic frame	
73	7	Providing & fixing of wooden notice board (per sq ft)	
74	8	Providing wooden foot rest (1-1/2' x 2')	
75	9	Providing & fixing of wooden set-top-box stand (9" x 12")	
76	10	Providing of wooden curtain screen (foldable)	
77	11	Providing of key ring with embossed Room No.	

Note: - Oiling and greasing of chairs, wooden doors, aluminium doors, minor nails, screw tightening, hammering work will be done free of cost.

Dated:
Place:

(Signature of Proprietor/
Authorised Signatory)
Seal of the firm/Agency