

F. No. 19-18/2014-General  
Government of India  
Ministry of Women & Child Development  
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Shastri Bhavan, New Delhi.  
Dated : September, 2014.

To

As per the list attached.

Subject : Tender for Renovation/ Furnishing works at 3<sup>rd</sup> floor, Jeevan Vihar Building, Sansad Marg, New Delhi.

Ministry of Women & Child Development invites sealed quotations for Renovation/ Furnishing works in a hall at 3<sup>rd</sup> Floor, Jeevan Vihar Building, Sansad Marg, New Delhi in possession/ occupied by Ministry of Women & Child Development. The details of works to be carried out and items to be supplied are enclosed at **Annexure I**. Detailed terms and conditions are enclosed at **Annexure II**.

2. The properly sealed quotations as super scribed as "Renovation/ Furnishing works at 3<sup>rd</sup> Floor, Jeevan Vihar Building, Sansad Marg, New Delhi" addressed to Under Secretary (General), Ministry of Women & Child Development, Shastri Bhavan, New Delhi should reach the Ministry by 3.00 P.M. on or before 26<sup>th</sup> September, 2014. The sealed quotations should be dropped in the Tender Box mounted on the wall of Room No. 629-A, Shastri Bhavan, New Delhi.

3. The bids shall be opened at 3.30 P.M. on the same day, i.e. 26<sup>th</sup> September, 2014 in Room No. 746-A, Shastri Bhavan, New Delhi in the presence of such bidders or their representatives, who may wish to be present. Hypothetical conditions/ incomplete bid will not be entertained. Late bids received after the specified date and time shall not be entertained.

4. The bidders may inspect the site of works to be done on any working day between 4.00 P.M. to 5.00 P.M. with prior consultation of Section Officer (General), Ministry of Women & Child Development, Room No. 629, 6<sup>th</sup> Floor, Shastri Bhavan, New Delhi. Telephone No. 23382972.

5. The tender documents can be downloaded from the website of the Ministry i.e. <http://www.wcd.nic.in> For any clarification/ information, Section Officer (General) of the Ministry can be contacted on telephone No. 23382972 or in person after prior appointment.

6. The Competent Authority in the Ministry reserves the right to amend/withdraw/relax/modify any of the terms and conditions contained in the Tender Documents in the public interest or reject any or all applications (offers) without giving

*Shastri Bhavan*

any notice or assigning any reason thereof. The decision of the Competent Authority will be final and binding.

Yours faithfully,

*Shailendra Kureel*

( Shailendra Kureel )

Under Secretary to the Government of India

Tele : 23382676

Copy to :

1. Senior Technical Director (NIC), with a request to upload the tender notice on the Ministry's website.
2. All Ministries/Departments of the Government of India, New Delhi with a request that copy of the tender notice may kindly be provided to the vendors, who have been awarded the contract for such kind of works.

*Shailendra Kureel*

( Shailendra Kureel )

Under Secretary to the Government of India

Tele : 23382676

## Detail of works to be carried out in Jeevan Vihar Building as per lay out plan

Sn	Items	Qty.	Rates (Rs.)	Amount (Rs.)
1.	<b>Officer Tables :</b>			
	Wooden Officer Tables with tea tray, side drawer box, or one drawer on telescopic channel with one shutters doors for filling storage, made up of 19 mm, 12, mm, 6 mm thick commercial ply board with external surface pasted with 1 mm thick laminate or 4 mm thick teak ply, all hidden/ unexposed part of tables enamel painted / completed with approved shade lacquer polish, moulding cornice, hardware fittings etc. Size:- 72"x36"x30" 60"x30"x30" 48"x24"x30" 60"x24"x30" 36"x21"x30"	1No. 8Nos. 5Nos. 4Nos. 1No.		
2.	<b>Side tables/ computer tables:</b>			
	Wooden Side / computer tables with drawer , and door with key board tray on telescopic channel etc, made up of 19mm 12mm, 6mm, thick commercial ply board with external surface pasted with 1mm thick laminate or 4mm thick teak ply, all hidden parts will be completed with enamel paint, lacquer polish and completed with all hardware fittings, cornice/mouldings etc. Size:-42"x21"x30" 36"x18"x30"	3Nos. 10Nos.		
3.	<b>Sofa Sets:</b>			
	Sofa set with black colour Leatherette Upholstery or approved shade upholstery cloth on Front Seating and on back side of seating, wooden frame & base with back supporting, Form Seating etc. Two seater Single seater	1No. 1No.		
4.	<b>Centre Table:</b>			
	Center table with 3"x3" teak wood frame with 12mm glass top completed with approved shade of lacquer polish and moulding cornice etc. Size:48"x24"x18"	1No.		
5.	<b>Chairs:</b>			
	a. High back chairs in black colour Leatherette upholstery with chrome framing, Revolving and Tilting mechanism, Back tilt locking mechanism, Pneumatic height adjustment, Tilt-tension adjustment, Fixed arm rest with leather padding, Chrome base with castors	13Nos.		
	b. Medium back chairs in black colour Leatherette upholstery with chrome framing, Revolving and	6Nos.		

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	<p>Tilting mechanism, Back tilt locking mechanism, Pneumatic height adjustment, Tilt-tension adjustment, Fixed arm rest with leather padding, Chrome base with castors</p> <p>c. Medium back chairs in black colour Leatherette upholstery with chrome framing, Fixed arm rest with leather padding, fixed Chrome base</p> <p>d. Low back chairs in black colour Leatherette upholstery with chrome framing, Fixed arm rest with leather padding, fixed Chrome base</p>	7Nos.		
		8Nos.		
6.	<b>Wooden partitions</b>			
	<p>a. Erection of 8 feet height wooden partition with the provision of one sliding door with outer frame, made up with 2"x2" kail wood frame with 3'x2' center to center, covered with 12 mm thick commercial ply of reputed brand/ company i.e. kit ply, Century, Durian, Durik etc. on both Sides, and also fixing 1 mm thick laminate of same reputed brand/ Company on both side with 12" panel shape, 3"x3" teak wood corner on top of partition and 3/4"x 3/4" corner on skirting, completed with lacquer polish of approved shade. Size &amp; area-192"x96" + 140"x96"x2=314.67 sq. ft.</p> <p>b. Erection of low height Glazed wooden partition up to 3' height &amp; frosted glass partition 1'6" made up with 2"x2" kail wood frame with 3'x2' centre to centre, covered with 12 mm thick commercial ply of reputed brand/ company i.e. kit ply, Century, Durian, Durik etc. on both Sides, and also fixing 1 mm thick laminate of same reputed brand/ Company on both side, completed with lacquer polish and with required teak moulding, margin, cornice etc.</p> <p>Sizes- 123"x54"x2+45"x54"x4=159.75 sq. ft.</p>	314.67 sq. ft.		
		159.75 sq. ft.		
7.	<b>Storages: (6 Nos.)</b>			
	<p>Wooden Filling cabinets, storages with openable, lockable doors, made up of 19 mm, 12mm, 6 mm thick commercial ply board with external surface pasted with 1 mm thick laminate or 4 mm thick teak ply, all hidden part of storages enamel painted / lacquer polished complete with all hardware fittings, cornice/ moulding etc with 18" depth.</p> <p>Size: 84"x96"x18"x1=56.00 sq. ft.  96"x96"x18"x1=64.00 sq. ft.  30"x96"x18"x4=80.00 sq. ft.</p>	200.00 sq. ft.		
8.	<b>Aluminium Windows: (16Nos.)</b>			
	Charges for fixing of new powder coated aluminium section of 14 gauge framed shutter doors with see through glass, windows complete with all required	190.50 sq. ft.		

Should be



Terms and conditions for undertaking renovation/furnishing works at 3<sup>rd</sup> Floor, Jeevan Vihar Building, Sansad Marg, New Delhi.

1. The rates quoted, should clearly specify whether sales tax, central sales tax and service tax and VAT are applicable and, if so, at what rate. In case, this information is not indicated in the quotation, it would be presumed that the rates quoted are inclusive of all type of taxes.
2. Any modification in offer after the opening date will not be considered. No request for escalation in rate shall be entertained on account of any reason during the period of the contract.
3. The Ministry reserves the right to seek clarification or verification of any information supplied by the bidder.
4. Payment shall be made by electronic transfer to the account of the supplier after completion of the entire work on submission of pre-receipt bill in triplicate.
5. EMD of Rs. 10,000/- (Rupees Ten Thousand only) must accompany by way of DD/ Pay order in favour of Pay and Accounts Officer, Ministry of Women & Child Development payable at New Delhi. A quotation not accompanied by EMD will be summarily rejected.
6. EMD of successful bidder will be returned after they submit the performance security of Rs. 40,000/- which will be refunded on satisfactory completion of the contract. No interest will be paid on Security Deposit.
7. The EMD of unsuccessful bidder will be returned on finalization of the contract. No interest will be paid on EMD amount.
8. The Ministry reserves the right to reject any or all quotations without assigning any reason thereof.
9. In case, there is any lapse found in the service provided, the Ministry reserves the right to terminate the contract without any notice / reason.

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### TECHNICAL DETAILS

Sl No.	Particulars	To be filled by the Tenderer
1.	(a) Name of the Firm/Agency	
	(b) Address	
	(c) Name of proprietor	
	(d) Telephone No.	
	(e) Mobile No.	
	(f) E-mail Address	
	(g) Name of business partner, if any	
2.	PAN Number (copies to be enclosed)	
3.	TIN Number (copies to be enclosed)	
4.	Service Tax Registration No. (copy to be enclosed), if any	
5.	Details of EMD	
	(i) Amount	
	(ii) Draft No.	
	(iii) Date	
	(iv) Issuing Bank	
6.	Whether terms and conditions of the Tender is acceptable or not [please attach copy of terms & conditions (Annexure-II) duly signed as token of acceptance of the same]	
7.	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India (If no, an <u>undertaking to this effect is to be attached in this regard</u> ).	

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