

F. No. GA-24/11/2016-GENERAL (14990)  
Government of India  
Ministry of Women and Child Development  
General Section

...

Shastri Bhawan, New Delhi  
Dated: 08.11.2019

**Sub: Tender for Annual Contract of Maintenance and Repair of various electrical items, fittings & appliances etc. belonging to the Ministry of Women and Child Development – regarding.**

The Ministry of Women and Child Development intends to award annual contract for maintenance and repair of various electrical items, fittings and appliances etc. for a period of one year from the date of award of contract to the firm having adequate experience in maintenance of electric items in Ministries/Departments/Organizations with qualified electricians/mechanics on their roll.

2. The tenders should be submitted in two sealed covers.
  - a) The first sealed cover super-scribed as "Technical Bid" should contain the following items:
    - i. The proforma at Annexure-II duly filled in, along with copies of the relevant documents/information.
    - ii. Acceptance of terms and conditions at Annexure-I.
    - iii. Earnest Money Deposit (EMD)
  - b) The Second Sealed envelope super-scribed "Financial Bid" as at Annexure -III should contain only rates for AMC for repair and maintenance of various electrical items.
  - c) Both the sealed covers should be placed in the main sealed envelope super-scribed "Quotation for Annual Maintenance Contract for maintenance/repair of various electrical items". Tender should be addressed to the Under Secretary (General), Ministry of Women and Child Development, Shastri Bhawan, A-Wing, NEw Delhi-110001 and dropped in the **Tender Box mounted at Garage No. 17, A-Wing, Shastri Bhawan, New Delhi** so as to reach latest by 03:00 PM on or before 27.11.2019.
3. The Technical Bids will be opened by the Tender/Purchase Committee on the same day at 04:00 PM on 27.11.2019 in room no. 629, A-Wing, Shastri Bhawan, New Delhi in presence of the participating bidders who may wish to be present. Quotation received after stipulated time and date will be rejected forthwith.
4. The competent authority in the Ministry reserves the right to amend any of the terms and conditions contained in the Tender Documents or rejects any or all application (offers) without giving any notice or assigning any reason thereof. The decision of the Competenet Authority in this regard will be final and binding.
5. All the tenderers are requested to read and understant the terms and conditions of the contract as detailed in the Annexure-I before submitting their quotations, as no



change of violation of the aforesaid terms and conditions are permissible once the quotation is accepted by the Ministry.

Yours faithfully,



(B.B. Baseshankar)

Under Secretary to the Government of India

To:-

1. NIC Cell, MWCD with the request to upload the tender on the website of the Ministry.

(बी. बी. बसेशंकर)  
(B. B. BASESHANKAR)  
अवर सचिव/Under Secretary  
महिला एवं बाल विकास मन्त्रालय  
Ministry of Women & Child Dev.  
नारी सशक्तिकरण विभाग  
नई दिल्ली/New Delhi