



Prasar Bharati
Office of the Additional Director General (N. Z.)
Akashvani & Doordarshan , Jammagar House
New Delhi – 110011



संख्या : **No. Varanasi-2S/16/2016 –Inst (Repair of Console table)**

दिनांक **02/12/2016**

M/s. _____

Project: Refurbishing of studio at AIR Varanasi

Subject: Refurbishing of console table & Observation window of studios at AIR Varanasi.

Dear Sir,

Please furnish your quotation for the stores mentioned in the enclosed quotation form. Your quotation should fulfil the following conditions: -

Quotation should be sent in an envelope sealed with wax. The cover should be super scribed with following details:-

- 1. Material for which the tenders are enclosed.**
- 2. Reference to the letter of enquiry.**
- 3. Opening date of quotation.**
- 4. EMD of Rs. 4000/- (Rupees Four Thousand only) enclosed.**

The quotation will be in **two parts**:

Part I: One sealed envelope would be submitted which should contain only rates. The envelope cover should be clearly marked "**Price Bid**". Break up prices for all Items/Equipments should be provided in the **bid**.

Part II: Another sealed envelope should be submitted which should contain:

- A. EMD** in a separate envelope as per clause.
- B The Price Bid** will be opened on the same day or as decided on the date of opening of the tender. The envelope should be addressed to the **undersigned** so as to reach him up to **12.30 Hrs.** on or before 26/12/2016_. The quotation will be opened on same day at **1530 hrs** in presence of those tenderer or their agents who may choose to attend. Quotations received without proper wax sealing are liable to be rejected. Any additional charges if claimed after opening the tender will not be admissible.
- C Sales Tax/VAT:** The tenderer should quote Sales Tax/VAT separately. They should furnish a copy of their Sales Tax/VAT Registration certificate & PAN card along with their quotation. Tender simply mentioning "sales tax included" without giving details are liable to be rejected.
- D Excise duty:** The tenderer should furnish the excise duty charged by them separately in clear terms wherever applicable. Tenders with excise duty included without details are liable to be rejected.
- E Terms of Payment:** 100% payment term after completion of work at site.
- F. Validity:** Tender should remain open for acceptance for a period of six months from the date of opening.
- G.** This office reserves the right to accept any quotation not necessarily the lowest. Further, this office reserves the right of increasing/decreasing the quantity of tender depending on actual requirements. The unit rate quoted in tender shall be applicable to the quantity for which the order is placed.
- H.** The complete technical details required as per our specification should be furnished alongwith tender. Relevant drawing/photographs may also be sent, if required.
- I.** The quotations not fulfilling condition under para A, B,C, D,E & K will be summarily rejected without any further reference
- J** The **Earnest Money Deposit (EMD) Rs.4000/- (Rupees Four Thousand only)** should be submitted along with the tender in the form of FDR/Account Payee Demand Draft/Banker's Cheque payable at New Delhi in favour of Chief

Engineer (NZ), AIR & Doordarshan, New Delhi.

- K.** Chief Engineer (NZ), AIR & Doordarshan, Jamnagar House, New Delhi reserves the right to accept/reject any or all tenders without assigning any reason thereof.
- L. Liquidated Demurrage:** If the supplier/contractor is unable to complete the supply of stores/execution the work within the stipulated time limit, the indenter may at his own discretion allow such additional time as he may consider justified with or without liquidated demurrages and without altering any other terms and conditions of the order. In the event of the failure of the contractor to complete the supply of stores/work of the within the stipulated time or extended time, the CE (NZ), AIR & TV, Jamnagar House, New Delhi shall have the right to impose a liquidated demurrages @ **half percent (0.5%) per week or the part thereof** of the order value. The contractor's liability for delay however shall not exceed **10%** of the ordered/contract value.
- M.** The tenderer should produce the cost break up as prescribed in quotation form (Annexure I) otherwise tender liable to be rejected. BOM statement by Tenderer & compliance statements as per the Annexure II & III shall also be submitted along with the tender, failure to do so shall render the tender liable for rejection.
- N.** The tenders are being invited for supply of stores as per Annexure I and order for part supply by any tenderer shall not be considered. The technical and commercial evaluation shall be done accordingly.
- O. Arbitration:** All disputes, differences or question including the subject matter of the contract on the rights and liabilities of the parties, hereunder of whatsoever arise between parties except those, the decision thereof is herein before otherwise expressly provided for shall be referred to the sole arbitration of the Chief Engineer (NZ) AIR & DD, New Delhi or any person nominated by him and his decision shall be final and binding on the parties. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modifications or re-enactment thereof and the rules made there under for the time being in force shall apply to such arbitration. The arbitration proceedings shall be held in New Delhi.
- P. Eligibility:-**
Bids should be from actual manufacturers. Bids from sole selling agents/authorized distributors/Authorized dealers/Authorized contractors can also be considered provided such bids are accompanied with necessary supporting documents/authority letter from concerned actual manufacturers who authorized them to market their products, provided further, such an authority letter is valid at the time bidding. The supplier/contractor shall ensure that the required warranty cover is provided by the original manufacturer of the product.
In case of SITC/SETC and specialized work, the contractor should also have sufficient experience and shall submit the experience certificate of satisfactory completion of at least three similar works, each of value not less than 40% of the estimated cost put to tender or two similar works, each of value not less than 60 % of the estimated cost or one similar work of value not less than 80 % of the estimated cost, all amounts rounded off to a convenient full figure, in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited”.
- Q. Inspection & Inspection Authority:**
- a. **Inspection:** The equipment will be inspected by the indenter or his authorized representative at manufacturer's work place before dispatch in accordance with various standards/procedures specified in tender specifications Annexure-I or modification thereof that may be carried out by the indenter in consultation with supplier. Supplier shall intimate the indenter in advance about readiness of system for inspection at a date mutually agreed upon by the indenter and supplier.
 - b. The equipment will be accepted only after meeting the specifications/conditions stipulated in tender documents and as per annexure-I or modification that may be carried out by the indenter in the consultation with the contractor.

ASSISTANT ENGINEER
For Add. Director General (NZ)



Prasar Bharati
Office of the Additional Director General (N. Z.)
Akashvani & Doordarshan , Jamnagar House
New Delhi – 110011



संख्या : **No. Varanasi-25/16/2016 –Inst (Repair of Console table)**

दिनांक **02/12/2016**

Quotation Form

Please read carefully the terms and conditions given the enquiry form attached to the quotation form.

Project: Refurbishing of studio at AIR Varanasi

Subject: Refurbishing of console table & Observation window of studios at AIR Varanasi.

Last date of receipt of quotation in this office: 26/12/2016 up to **12.30 hrs.**

S.No	Description of stores	Qty.	Rate	Total
1.	Supply of material for modification, repairing & fabrication of wooden announcer console table (Size – 2310 x 1200mm) including replacement of mica sheets with side storage unit, drawer with 25mm commercial board of ISI Make Duro/Green/Kit Ply and both side mica lamination of approved colour with side rack & storage cabinets for wood beading. (Size – 2310 x 1200mm) as per drawing No. 10191 and fixing of 1 mm thick plain mica sheet as a final finish at both sides with the finishing of teak beadings at the edges all around including polishing.	5 Nos.		
2.	Supply of material for modification, repairing & fabrication of wooden switching console table (Size – 2000 x 1000mm) including replacement of mica sheets with side storage unit, drawer with 25mm commercial board of ISI Make Duro/Green/Kit Ply and both side mica lamination of approved colour with side rack & storage cabinets for wood beading. (Size Size – 2000 x 1000mm) as per drawing No. 10192 and fixing of 1 mm thick plain mica sheet as a final finish at both sides with the finishing of teak beadings at the edges all around including polishing.	1 No.		
3	Supply of material for modification, repairing & fabrication of wooden observation window. a) Dismantling the existing old frame carefully and all fitting (glass, woods, ply etc.) of observation windows. b) Civil repairing works as per requirement of site before fixing the new frame & painting, POP work complete in all respect. c) Providing, fabrication & fixing of frame of observation window (Teak wood) as per drawing using fasteners of 6 mm size and all other required hardware adhesive etc. d) Providing & fixing of glass as per drawing making proper elevation of 1:5 (thickness, 6 mm & 8mm) using proper insulation board 12mm, particle board and 3 mm thick compressed felt keeping proper air gap U shaped rubber as per drawing.	3 Nos.		

(i) Before submission of offer, detailed site visit is required to access the quantam of work and site specific requirements. Site visit my be carried out with consultation of I O/Engineering head AIR Varanasi and certificate shall be obtained for site visit and to be submitted with the offer.

(ii) Working hours shall be during the pause period of existing transmission with the consent of engineering head and I O. Normal Pause period are 11.15 PM to 05.00 AM.

(iii) All these works will be carried out by the experienced persons during off transmission hours at night with the consultation of local station authorities & installation Engineer.

(iv) This work is to be carried out to avoid any break-down of transmission as work is time bound.

(v) Proposed work to be reduced or increased as per the approval design, unit rates are required to be mentioned.

(vi) Sequence of the above works shall be decided at the site.

(vii) All the T & P shall be provided by the contractor.

(viii) Adequate labour shall be provided at the site for the smooth and timely execution.

(ix) AIR Varanasi (UP) is VIP Station and having time bound working because of

Security reasons, All the laborers must have identity proof from Govt Agencies.

(x) All the installed nearby equipments shall be covered with the dust protected PVC sheets during the repairing works and shall be removed after completion of the works in all respect.

1. Excise duty, Sales Tax / VAT etc (if any): -.....

2. (a) Sales Tax/VAT no.: -..... (b) PAN No.

(If sales tax no/VAT. is not mentioned tender will be rejected)

3. Terms of Delivery: - At AIR Varanasi.

4. Inspection: - Material is subject to pre-dispatch inspection.

5. Delivery/Completion Period: - Two months from date of order.

6. Consignee: - Installation Officer, AIR Varanasi.

7. Validity of Tender: - Six Months.

8. Guarantee/Warranty: - One year from the date of completion of works on all respects at site.

9. Terms of Payment:- 100% payment after completion of work at site

10. Declaration: - We declare that all the conditions as given in the enquiry have been read by us and are acceptable.

Date.

Name (in capital) _____
Seal: Signature of the Tenderer