

Government of India
Ministry of Mines

TENDER NOTICE NO. 14/10/2008 – Admn. dated 4th August, 2009

TENDER DOCUMENT NO. 14/10/2008 – Admn. dated 4th August, 2009

DESCRIPTION: RENOVATION/MODERNIZATION OF ONE ROOM.

Sealed quotations are invited from reputed/registered firms for renovation/modernization of one of its room No.101-D wing, Shastri Bhawan, New Delhi, in the prescribed form at Annexure – A. The interested parties may inspect the premises at any time between 2.00 P.M. to 5.00 PM on any working day between **06.08.2009** to **11.08.2009** to assess the job requirement/quantum of work involved. For this purpose, Section Officer (Admn.) may be contacted on telephone No.23381631 during office hours on any working day till **11.08.2009**. The renovation/modernization includes the Modular furniture i.e. work stations, Tables of Section Officers and side unit, Wooden storage racks, Chairs, electrical fittings, cabling etc. The prospective firms should have at least 5 years experience of this type of work in at least 5-6 Government Departments and should furnish a copy of the PAN, Service Tax Registration and “**Experience Certificate**” from their respective organizations, while submitting their quotations.

2. It is, therefore, requested to send the rates/quotation for the above mentioned items in a sealed cover so as to reach the undersigned in Room No. 312, D wing, Shastri Bhawan, New Delhi – 110001 by 11.00 A.M by **12.08.2009**. The quotation and its envelope must be super-scribed “**QUOTATIONS FOR RENOVATION/MODERNIZATION**”. Earnest Money of Rs.10,000/- (Rs. Ten thousand only) may please be attached with the quotation in the form of Demand Draft in favour of “**Pay & Accounts Officer, Ministry of Mines**”. The quotations should also indicate the response time and service commitment. The rates should be indicated in both FIGURES & WORDS including all charges like all taxes, loading-unloading, installation, charges etc. The rates quoted must be firm & final.

3. The Ministry reserves the right to reject any or all quotations without assigning any reasons thereof.

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4. The quotations received will be opened on the same day i.e. **12.08.2009** at 4.30 PM in the above cited Room. The tenderers or their representative may, if they so desire, be present at the time of opening of quotations.
5. The firm has to submit the draft sketch for the proposed plan for storage and sitting plan of staff along with their quotation.
6. The earnest money will be returned to all the tenderers after the finalization of quotations. The tenders received without earnest money shall summarily be rejected.
7. The earnest money of successful tenderer will be forfeited if he fails to commence the work within two days after acceptance of the tender.
8. Ministry of Mines reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.

Yours faithfully,

(Pramod Chand)
Under Secretary to the Government of India
Tele: 23384743

To

1. Director, NIC, Shastri Bhavan, with the request to place the aforesaid notice on the website of the Ministry for seven days for wider publicity.

ANNEXURE: A

PRESCRIBED PERFORMA

With Reference to Tender Document No. 14/10/2008 – Admn.
dated 04.08.2009.

1. **Name of the Firm** -----
2. **Item-wise Details as per requirement mentioned in the Tender Document:**

SN.	DESCRIPTION OF WORK	QTY.	Rates	Amount

Total -----

(Rates should be indicated both in FIGURES & in WORDS)

3. **Time Duration for the work (in days):**
4. **EARNEST MONEY DEPOSIT:** Draft Number:
Date of Issue:
Name of the Bank:

I agree to the terms and conditions as mentioned in the tender document no. 14/10/2008 – Admn. dated 04.08.2009 issued by the Ministry of Mines.

Signature.....

Name.....

Name of the Manufacturer.....

Stamp.....