

No.13/1/2010-Admn.
GOVERNMENT OF INDIA
MINISTRY OF MINES

Shastri Bhavan, New Delhi.
Dated : the 28th April, 2010.

Subject: **Annual Contract for Maintenance/repairing, of various Electrical items, fittings & appliances, etc., belonging to Ministry of Mines.**

SEALED quotations are invited from reputed/registered firms for award of Annual Maintenance Contract for the maintenance/repairing of electrical items, fittings & appliances installed in the Shastri Bhawan & its office located at CGO Complex as per details mentioned at Annexure - I on the terms and conditions enumerated in the following paragraphs. Only reputed firms having adequate experience of 8 - 10 years in the field, in the Government Ministries/Departments/Semi-Government Organizations, including Public Sector Undertaking are requested to submit their rates in the attached proforma duly completed and signed. The prospective firms also furnish a copy of the PAN, Service Tax Registration and "Experience Certificate" from their respective organizations, while submitting their quotations.

The sealed cover containing the tenders and super-scribed as under and complete in all respect should be submitted so as to reach the undersigned in Room No.312, D wing, Shastri Bhawan, New Delhi-110001 by 12.00 P.M. by **07.05.2010**.

"Quotations for the maintenance/repairing of various electrical items, fittings & appliances, etc., belonging to Ministry of Mines"

2. The Quotations should be accompanied by earnest money of Rs.10,000/- (Rs. Ten thousand only) in the form of Demand Draft in favour of "Pay & Accounts Officer, Ministry of Mines, New Delhi", without which the quotations will not be considered. The earnest money will be returned to all the tenderers after the contract is finalized.

3. The quotations will be opened at 4.30 P.M. on the same day i.e. **07.05.2010**. The tenderers, if they so desire, may depute their representative to be present at the time of opening of tenders.

Contd.....2/-

4. The Terms & Conditions of the contract will be as follows:-
- (i) **Period:** The successful firm will be required to start working immediately after award of the contract. The Ministry shall, however, has the right to terminate the contract at any time without assigning any reason thereof.
 - (ii) The firm shall have to attend all complaints on receipt of information from the users directly with the prior approval of Administration Section. The services should be provided on regular basis during office hours and in case of emergency beyond office hours or holidays etc.
 - (iii) The firm will be required to undertake maintenance/repairs of Electrical equipments at Shastri Bhawan & office located at CGO Complex, New Delhi or any other location as decided by competent authority.
 - (iv) For payment purpose, the bills should be submitted month-wise on the prescribed format requisition-wise along with the work completion report/user certificate.
 - (v) No increase in amount shall be considered at all during the full period of AMC. No any other charges will be payable like transportation, fare etc. for providing the services.
 - (vi) Conditional tender will not be entertained. Similarly, quotations received after stipulated date and time will also not be considered under any circumstances.
 - (vii) The shop of the firm should be situated within 5 kms. radius of Shastri Bhawan, New Delhi.
 - (viii) The firms are also required to prove their competence for undertaking the jobs of providing required services and shall, therefor, furnish their standing and goodwill through attested certificate/documentary proof from atleast five [05] Ministries/Departments. The firm shall also indicate their registration number, Income -Tax number and PAN number. The firm should have atleast annual turnover of Rs.10/- lakhs.
 - (ix) The successful tenderer will be required to furnish the security deposit of Rs.20,000/- (Rs.Twenty thousand only) within ten days from the date of awarding the contract. The security deposit shall be in the form of Fixed Deposit with any of the scheduled Bank & pledged in favour of the undersigned, Ministry of Mines, New Delhi. The security deposit will be refunded only after the termination of the contract, subject to the satisfactory service/performance during the period of the contract. The security deposit will be forfeited if during the period of the contract, the services of the contracted agency are found to be unsatisfactory.

- (x) This Ministry can terminate the contract at any time without assigning any reason, if the work of the contractor is found unsatisfactory. In this respect the decision of the Ministry will be final and binding on the contractor. The Ministry reserves the right to reject any quotation in whole or in part without assigning any reason thereof.
- (xi) The firms must indicate their TIN number, address of the registered office, phone numbers, etc.
- (xii) The rates may be quoted as per Annexure-I, Taxes (VAT, Service Tax) if any, may be specifically and separately indicated in the quotation.

5. All the tenderers are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations, as no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by this Ministry.

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

Copy to:-

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

Annexure – I

Enclosure to Tender Notice No.13/1/2010 – Admn. Dated 28.04.2010

S.No.	Job detail Rates	Rates	Labour Charges
1	(i) Replacement of Bulbs		
	IOOW		
	60W		
	40W		
	0 W (Red + Green)		
	25 W (cone type)		
	(ii) Replacement of CFL		
	5W		
	8W		
	10 W		
	18W		
	20W		
2	Replacement of tube light		
3	Tube-light (2 feet)		
	Chock		
	Starter		
	Repair tube light		
4	Single tube light set with fitting		
5	Double tube light set with fitting		
6	Side holder for tube light		
	China clay Holder		
	Brass holder		
	Repair of fancy light		
7	Supply of ready made Extn. Board:		
	(i) 2 switch and 2 socket (5 AMP)		
	(ii) 2 switch and 2 socket (15 AMP)		
	(iii) 3 switch and 3 socket (5 AMP)		
	(iv) 3 switch and 3 socket (15 AMP)		
	(v) Repair of Extn. Board		
8	Electrical bell		
	(i) New Bell		
	(ii) Repair		
	(iii) Bell switch		
	(iv) Remote bell		
9	Conducting of loose wire in PVC baton per meter		
	(1) 1/2 inch		
	(ii) 1 inch		
	(iii) 1 1/2 inch		
	(iv) Fitting of PVC baton		

Contd.....2/-

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10	Repair of table lamp		
11	Change of MCB		
	(i) 5AMP		
	(ii) 12 AMP Havells		
	(iii) 25 AMP		
	(iv) 32 AMP		
	(v) Repair of MCB Box		
12	Minor repair of		
	i) Wall fans		
	ii) Pedestal fans		
13	Major repairs/overhauling of fan Motors		
14	Winding of motor of:		
	(a) Fan		
	(b)Cooler Exhaust fan		
	(c)Cooler pump		
15	Servicing/maintenance charge per		
	i) Pedestal fan		
	ii) Table fan		
	iii) Exhaust fan		
	iv) Wall fan		
16	Electric Motor: Replacement of		
	i) bearing		
	ii) bush		
17	Repair of voltage stabilizer		
18	Replacement of three pin plug (Power)		
19	Replacement of three pin plug (Light) 5 AMP		
20	Replacement of three point Socket(Power) 15 AMP		
21	Replacement of three point Socket(light)5 AMP		
22	Replacement of:		
	Switch 5 AMP		
	Switch 15 AMP		
23	Replacement of Multi Plug		
	05 AMP		
	15 AMP		
24	Replacement of three core flexible rubber wire (70 X 776) Per Mtr.		
25	Replacement of three core flexible rubber wire (40 X 76) Per Mtr.		
26	Replacement of three core flexible rubber wire (23 X 76) Per Mtr.		

Contd.....3/-

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27	Replacement of two core Electric rubber wire (23X76) Per Mtr.		
28	Sun-mica sheet for extension board		
29	i) Repair of emergency light		
	ii) Relay Switch for emergency light		
30	Replacement of new battery		
	6 Volt. Dry		
	9 Volt. Dry		
	12 Volt. Dry		
31	Replacement of tube light of emergency light		
32	Table lamp with halogen tube		
33	Halogen light		
34	Decorative tube light set		
35	Switch Anchor Roma		
36	Socket Anchor Roma		
37	Regulator		
	i) Electronic		
	ii) Anchor Roma		
38	MCB Box(complete Set) 32 AMP		
	Havells		
	Indo Kupp		
39	Energy Saver bulb/Tube		
	14 wt		
	18 wt		
40	Stabilizer:		
	Rewinding		
	Circuit plate		
	Condenser		
	Relay		
	Transistor		
41	Servicing + maintenance of Sun flow /Heater per unit		
42	Change of parts of Sun flow/heater		
	i. Element for sun flow		
	ii. Element for heater		
	iii. Reflector for heater		
	iv. Thermostat for Sun Flow		
	v. Rewinding of Motor for Sun Flow		
43	New meeting indicator light set		
44	Repair of indicator light		

Contd.....4/-

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45	Electric fuse set Fuse indicator light		
46	Repair of hot case		
	Element for hot case		
	Thermostat for hot case:		
47	Providing of Room Heater		
	a) single rod		
	b) double rod		
48	Providing of Heat converter/ Blower/Sun-flow (ISI)		
49	Providing of Heat converter/ Blower/Sun-flow (Branded)		
50	Providing of Hydraulic Oil Heater (ISI)		
51	Providing of Hydraulic Oil Heater(Branded)		
52	Providing of Hot case		
	a) Big size		
	b) Small size		
53	Providing of Water Heater [Electric Kettle]		
54	P/F of Exhaust Fan		
55	P/F of Wall Fan/Podester Fan		
56	Tube 26 W/36 W		
57.	Repairing of Desert Coolers (i) Pads (ii) Condensor (iii) rewinding of Motor (iv) New Pump (v) New Motor		
58.	Painting of Desert Coolers		
59.	Providing of Desert Cooler (Size: 18")		
a)	Iron Body		
b)	Plastic Body		

Name of Firm :-

Registered/Postal Address :-

Telephone No.:-

Particulars of EMD :-

(i) DD No.

(ii) Date

(iii) Amount

(iv) Bank (drawn on)

Signature with Seal