

भारत सरकार  
इस्पात मंत्रालय  
स 14014/1/2011-सा.प्र.

उद्योग भवन  
नई दिल्ली दिनांक 28 /3/2011

सेवा में,

संलग्न सूची के अनुसार,

विषय:- इस्पात मंत्रालय तथा माननीय मंत्रियों के निवासों पर टेबल, कुर्सी, कोटस्टैंड इत्यादि और स्टील नाम पट्ट, सैलफ इकिंग स्टैम्प, रबड स्टैम्प इटालीयन फोटो फ्रेम, बैनर, पार्किंग बोर्ड, इंगेजमेंट स्टैड और बरास सील बनवाने के लिए एक वर्ष के अनुबंध के संबंध में।

महोदय,

मुझे वर्ष 2011-12 के दौरान इस्पात मंत्रालय तथा माननीय मंत्रियों के निवासों पर टेबल, कुर्सी, कोटस्टैंड इत्यादि और स्टील नाम पट्ट, सैलफ इकिंग स्टैम्प, रबड स्टैम्प इटालीयन फोटो फ्रेम, बैनर, पार्किंग बोर्ड, इंगेजमेंट स्टैड और ब्रास सील बनवाने के लिए एक वर्ष के अनुबंध के संबंध में आपसे सील बंद निविदाएं आमंत्रित करने का निदेश हुआ है।

2. यदि आपकी फर्म अपेक्षित कार्य करने की इच्छुक हैं तो आप निर्धारित प्रोफार्मा (संलग्न) में अपनी निविदाएं अधोहस्ताक्षरी के नाम से सील बंद लिफाफे में भेज सकते हैं। निविदाओं को गेट नं.1, उद्योग भवन, में इस्पात मंत्रालय के स्वागत कार्यालय के बाहर लगे टेंडर बॉक्स में दिनांक 11 /04/2011 को प्रातः 11 बजे तक या इससे पहले डाल सकते हैं। सीलबंद लिफाफे के ऊपर स्पष्ट रूप से इस्पात मंत्रालय तथा माननीय मंत्रियों के निवासों पर टेबल, कुर्सी, कोटस्टैंड इत्यादि और स्टील नाम पट्ट, सैलफ इकिंग स्टैम्प, रबड स्टैम्प इटालीयन फोटो फ्रेम, बैनर, पार्किंग बोर्ड, इंगेजमेंट स्टैड और बरास सील बनवाने के लिए निविदाएं लिखा होना चाहिए। इस सीलबंद निविदाओं को, फर्मों के अधिकृत प्रतिनिधियों, जो उपस्थित होना चाहते हैं, की उपस्थिति में कमरा सं.74 उद्योग भवन में दिनांक 11 /04/2011 को प्रातः 11.30 बजे खोला जाएगा। निविदाएं के साथ रुपये 20,000/- का EMD देना जरूरी है।

3. भाग लेने वाली फर्मों को पिछले 5-7 वर्षों के दौरान भारत सरकार के कम से कम तीन मंत्रालयों में कार्य करने का तीन वर्ष का अनुभव होना चाहिए। भाग लेने वाली फर्मों को अपने TIN No. का उल्लेख अवश्य करना चाहिये।

4. प्रोफार्मा (अनुबंध) को इस्पात मंत्रालय की वेबसाइट (<http://steel.nic.in>) से भी डाउनलोड किया जा सकता है।

5. यह सुचित किया जाता है कि किये गये ठेके को इस्पात मंत्रालय द्वारा बिना कोई कारण बताए किसी भी समय समाप्त किया जा सकता है। इसलिए इस संबंध में इस मंत्रालय का निर्णय अंतिम होगा और ठेकेदार के लिए बाध्य होगा।

भवदीय,



(अतुल कुमार सिंह)

अनुभाग अधिकारी

दुरभाष : 23062537

अनुलग्नक : यथोपरि।

Items List for 2011-12		Rate
1.	Steel Name Plate (per Sq. inch)	
2.	Brass Name Plate (per sq. inch)	
3.	Self Inking Stamp (per Box)	
4.	Compact Stamp (per stamp)	
5.	Rubber Stamp (Per line)	
6.	Italian Photo Frame (per running feet)	
7.	Banner (per mtr.)	
8.	Parking Board (per sq. feet)	
9.	Engagement Stand (Wooden)	
10.	Seal (Brass)	
11.	Parking Line 5" (per sq. running feet)	
12.	Numbering on furniture item (15-22 letters)	
13.	Numbering i) 1-3 inch (per letter) ii) 4-6 inch (per letter)	
<b>14</b>	<b>STEEL ALMIRAH</b>	
1.	Opening/repairing of Steel Almirah	
2.	Repairing of Locking System	
3.	Replacement of 4" brass almirah lock/handle	
4.	Providing of key	
5.	Painting of Steel Almirah	
<b>15</b>	<b>Steel/Wooden Table</b>	
1.	Repairing/opening of drawer	
2.	Replacement of drawer brass lock	
3.	Painting of steel table	
4.	Supply of table top (p..s.f.)	
5.	Repairing of wooden table	
6.	Providing of key	
7.	Supply of table glass 12 mm (p.s.f.)	
8.	Supply of table glass 6 mm (p.s.f.)	
<b>16.</b>	<b>Executive/Revolving/Wooden Chair</b>	
1.	Repairing of executive/ revolving chair	
2.	Repairing of wooden chair	
3.	Canning of wooden chair (Plastic)	
4.	Canning of wooden chair (bamboo)	
5.	Supply of base for revolving chair	
6.	Supply of hydraulic of executive chair	
7.	Welding of chair (per point)	
8.	Replacement of wheel	
9.	Replacement of PU handle (ISI Mark)	
<b>17.</b>	<b>Door</b>	
1.	Repairing of door	
2.	Supply/fixing of mortise lock	
3.	Supply/fixing of mortise handle	
4.	Modernization of door with frame (new teak ply/moulding) (p.s.f.)	
5.	Scrapping/polishing of door (p.s.f.)	

6.	Supply/fixing of brass door handle	
7.	Supply/fixing of brass door closer (ISI Mark)	
8.	Supply/fixing of brass cylindrical Lock branded)	
9.	Supply/fixing of security lock (Godrej)	
10.	Supply/fixing of link lock (Steel rod)	
11.	Supply/fixing of super quality SS/brass mortise lock	
12.	Supply/ fixing of super quality SS/brass mortise handle	
<b>18.</b>	<b>Miscellaneous</b>	
1.	Supply/fixing of lamination /sunmica (p.s.f.)	
2.	Opening of security lock without key	
3.	Repairing of security lock	
4.	Supply of brass key for security lock	
5.	Opening of link Lock	
6.	Repairing of link lock	
7.	Supply of key for link lock	
8.	Repairing of door closer	
9.	Supply/fixing of door stopper (SS)	
10.	Supply/fixing of brass door stopper	
11.	A/C fitting with material (teak ply)	
12.	A/C fitting without material	
13.	Proving of glass window with aluminium channel (p.s.f.)	
14.	A/C fitting upper side window	
15.	Providing of vertical blind (branded)	
16.	Repairing of vertical blind	
17.	Re-fixing of vertical blind	
18.	Providing of fancy mirror teak wood 6" frame with brass accessory	
19.	Supply of cup-board brass lock	
20.	Supply/fixing of brass multipurpose lock	
21.	Providing of partition (comm.. board) (p.s.f.)	
22.	Providing of partition (teak broad) (p.s.f.)	
23.	Providing of aluminium partition (p.s.f.)	
24.	Fixing of partition (p.s.f.)	
25.	Supply of acrylic sheet (p.s.f.)	
26.	Supply of acrylic writing desk	
27.	Providing of kazaria ceramic tiles (p.s.f.)	
28.	Providing of branded vitrified tiles (p.s.f.)	
29.	Fixing of tiles with material (p.s.f.)	
30.	Providing and fixing of aluminium grill with frame (p.s.f.)	
31.	Modernisation of window frame with 5" teak moulding	
32.	Providing/fixing of teak wood window with Brass/SS accessory	
33.	Providing of notice board with aluminium frame (p.s.f.)	
34.	Providing of wooden coat stand (teak wood) with brass fitting	
35.	Orthopedic Back Rest	
<b>19.</b>	<b>Lacquer Polishing</b>	
1.	Officer Table	
2.	Committee room table (per piece)	
3.	Wooden Chair	
4.	Scrapping/ polishing	
5.	Polishing of wooden flooring (p.s.f.)	
6.	Distempering (p.s.f.)	
7.	POP (p.s.f.)	
8.	Partition Painting (p.s.f.)	
<b>20.</b>	<b>Upholstery Work</b>	

1.	Upholstery of sofa set	
a)	Executive Type (per seat)	
b)	Ordinary Type (per seat)	
2.	Upholstery of Chair	
a)	Executive /Revolving high back	
b)	Visitor Chair	
c)	Computer Chair	
3.	<b>Rubber cushion (ISI Mark)</b>	
a)	21"x22"x4" (for sofa)	
B	18"x18"x2" (for chairs)	
4.	<b>U foam</b>	
a)	Sleep well Density-40	
b)	Sheela High Density	
5.	<b>Stitching of Misc. Items including cloth</b>	
a)	Plain curtain per mtr.	
b)	Plated curtain with marking lining	
c)	Sofa covers (white terecot cloth)	
6.	<b>Cloth for reupholster of sofa set/chairs etc. at the level of following:</b>	
a)	Chamber of Steel Minister/MOS	
b)	Office of SM and MOS	
c)	Chamber of Secretary	
d)	O/o Secretary	
e)	Chamber of AS & FA, JS and equivalent	
f)	Dir./DS/US and equivalent	
g)	Sections	
<b>21.</b>	<b>Supply of furniture Items</b>	
1.	Supply of exclusively designed wooden tables made of teak broad and teak wood with different shades natural teak, rose wood rust and white cedar etc. duly lacquer polish with all necessary hardware fitting. (per sq. ft.)	
2.	Supply of exclusively designed wooden tables made of commercial board and lamination fitted with different shades natural teak, rose wood rust and white cedar etc. with all necessary hardware fittings/ (per sq. ft.)	
3.	Supply of executive chair with high back and soft PU arms and cushioned seat and back with Hydraulic system	
4.	Supply of Revolving chair/computer chair with low back and soft PU arms and cushioned seat and back with Hydraulic system	
5.	Supply of wooden visitor chair made of 1 <sup>st</sup> class teak wood with seat & n back cushioned with fine quality melamine lacquer polished	
6.	Supply of deluxe sofa made of wooden frame/fully covered with 4" pin core ISI cushion (seat and back) covered with superior quality fabric (per seat)	
7.	Supply of wooden cabinet/storage unit/book shelf made of teak board and teak wood with different shades natural teak, rose wood rust and white cedar etc. duly lacquer polish with all necessary hardware fittings.(per sq.ft.)	
8.	Supply of wooden cabinet/storage unit/book shelf made of commercial board and lamination fitted with different shades natural teak, rose wood rust and white cedar etc. with all necessary hardware fittings.(per sq.ft.)	
9.	Supply of wash basin with wooden stand made of 19m thick commercial board and teak wood with provision for bucket	
10.	Supply of central table/side table/stool made of teak wood and top glass fitted (per sq.ft.)	

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**Annexure to Ministry of Steel letter No. 14014/1/2011-Genl Admn.**

Technical and financial requirement for award of AMC for maintenance and repair of furniture item in Ministry of Steel and residence of Steel Minister are as follow:-

- (a) The firm must have been registered with Delhi Government for Work Contract. No sub-contracting of any item of AMC is allowed.
  - (b) The firm must have PAN and TIN number in its name or name of proprietor.
  - (c) Income Tax Clearance Certificate or income tax returns and / or sales tax returns for at least one of the last two year must be attached.
  - (d) The firm shall give detailed address of its workshop and showroom (if any) along with telephone numbers.
  - (e) The firm is required to deposit EMD of Rs .20,000/- in the form of either Bank draft or Banker Cheque etc. in the name of **Pay & Accounts Officer, Ministry of Steel. Quotation received without EMD shall be rejected.** EMD of unsuccessful bidders will be returned within one month of finalization of AMC.
2. Terms and condition for award of work are given below. AMC is liable to be cancelled for breach of any of these terms and condition.
- (i) the firm shall provide skilled workers on all working days from 9.00 AM onwards.
  - (ii) Complaints related to doors, drawers and any other item involving safety or security of government property shall be attended promptly even if made after office hours or on holidays.
  - (iii) The contract will be valid for a period of one year from the date of letter of award. No demand for revision of rates on any account shall be entertained during the period of contract. However, the government reserves the right to terminate the contract either after giving notice or grant past contract.
  - (iv) All the material to be used shall be ISI mark. Any substandard material shall be rejected and payment for any item of work in which such material is used shall not be made.

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