



Government of India

OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX, GST NORTH
C.R. BUILDING, I.P. ESTATE, NEW DELHI

F. No. I-22(35)Admn/Repair&Maintenance/2022

Dated: .10.2022

e- TENDER NOTICE

SUBJECT :-E-TENDER FOR REPAIR & MAINTAINANCE OF FURNITURE ITEMS & OFFICE ROOMS IN THE OFFICE OF THE PRINCIPAL COMMISSIONER, CENTRAL TAX, GST NORTH COMMISSIONERATE, NEW DELHI

Online tender is invited from reputed experienced and financially sound Firms/Agencies/Companies for carrying out the repair and maintenance of furniture items in Office of the Principal Commissioner of Central Tax, GST North, Delhi on the terms and conditions given below, for a period of one year from the date of award of contract or until the finalization of next tender.

2. Interested firms are required to submit their Bids **online** through e-procurement portal <http://eprocure.gov.in/eprocure/app>. Tenders sent by any other mode will not be considered and the same will be rejected outrightly. All the documents in support of eligibility criteria etc. are also required to be scanned and upload along with the Tender documents. No Tender Documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances whatsoever. The Last date of submitting the online Bid as prescribed in the 25.11.2022
3. The Technical Bid will be opened on 28.11.2022. The Financial Bid of only those firms will be opened who will qualify the Terms & Conditions as prescribed in Annexure 'A'
4. The rates are to be quoted in the format given at Annexure - B.

Encl: Annexure- A & B

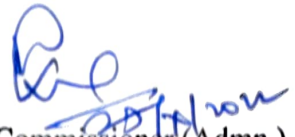
Assistant Commissioner (Admn.)
GST North, Delhi

Note : The complete tender documents can be accessed & downloaded from Portal <http://eprocure.gov.in/eprocure/app> Please check regularly the website for any changes/modification/amendment in the Tender Enquiry. This TE is being issued with no financial commitment and department reserves the right to change or vary any part thereof at any stage. The department also reserves the right to withdraw the TE, should it become necessary at any stage.

1. The period of the contract shall be effective from the date it would be awarded and formalities complete and shall normally remain in force for a period of one year or until the finalization of next tender. The contract can be extended solely at the discretion of the Office of the Principal Commissioner of Central Tax, GST North, Delhi.
2. The quotation without these documents will be rejected out rightly.
 - a) Proof of Registration with the Goods and Service Tax (GST).
 - b) Proof of 10 years continuous experience for Repair & Maintenance of Furniture & Fixtures
 - c) Proof of Income Tax Assessment / Return for the Last Three Years.
 - d) Proof of Annual Turn Over which should not less than 2 crore for the Last Three Years.
 - e) Proof of 3 Completion Certificates worth rupees 15 lakh from Govt. Department for the similar works.
 - f) Proof of Quality in the form of appreciation letter may be enclosed from 2 Government Departments
 - g) Proof of Firm should be ISO 90001:2015,14001:2015,45001:2018, BIFMA & GREENGUARD Certificate.
 - h) Submission of samples of material to be used for the work/item required as per Annexure-II should be submitted by the bidding firms in room No. 264 on or before 23.11.2022 . The decision in this regard would be final of the undersigned in accordance with the quality.
 - i) Earnest money of Rs 1,25,000/- and Performance Security of Rs. 2,50,000/-
3. The Firm participating in the tender will be required to deposit a bank draft/pay order of Rs1,25,000/- (refundable) being earnest money, in the name of Pay & Accounts Officer, Office of the Principal Commissioner of Central Tax, GST North, Delhi along with the quotation in the prescribed form. Earnest money in any other form shall not be accepted and quotation would be rejected outrightly. The Earnest money of unsuccessful bidders will be returned without interest.
4. The successful bidder has to deposit a performance security of Rs 2,50,000/- in the form of FDR valid up-to 14 months from the date of commencement of contract in the name of Pay & Accounts Officer, Office of the Principal Commissioner of Central Tax, GST North, Delhi
5. Earnest money of the successful bidder will be refunded on receipt of performance security.
6. The successful contractor will be required to do the work at approved rates during the year and as such extended period as may be mutually agreed upon if considered necessary. In case, the successful bidder shows its inability at any stage after the contract is finalized for whatsoever reasons(s), for taking up the contract, their performance security would be forfeited.
7. The Financial Bid will be opened of only those firms who will qualify the Technical Bid.
8. It will be the responsibility of the contractor to depute a good skilled carpenter & key maker for doing day – to – day repairing job (Child Labour Strictly Prohibited).
9. Mere quoting lowest rates will not amount to commitment for award of contract. However, the contract will be awarded on merit basis and overall examination of tender bids of the firm.

Overwriting/Corrections/ incomplete (blank)/NIL charges/consideration/ or unrealistic quoting of rates would result in rejection of quotation and shall be not considered under any circumstances.

10. At any stage if the firm is found not adhering to the terms & conditions governing the contract, the same would be terminated without any notice and loss, if any, which may occur on this account, will be recoverable from security money deposited by the firm.
11. No advance payment will be made. The approved contractor should submit the bill in triplicate including GST.
12. In case of any dispute, the decision of the Office of the Principal Commissioner of Central Tax, GST Delhi North, shall be final.
13. Office of the Principal Commissioner of Central Tax, GST North, Delhi reserves the right to accept or reject any or all quotation (s) without assigning any reasons (s) therefore.



Assistant Commissioner (Admn.)
GST North, Delhi

Annexure-B

| Sr. No. | Description | Rate | Unit |
|----------------|--|-------------|-------------|
| A. | STEEL ALMIRAH | | |
| 1 | Replacement of Lock | | Each |
| 2 | Replacement of Handle | | Each |
| 3 | Repair of Locking System | | Each |
| 4 | Minor Repair | | Each |
| 5 | Adjustment of Shelves | | Each |
| 6 | Providing of Key | | Each |
| 7 | Opening of Almirah | | Each |
| 8 | Repair of Door | | Each |
| 9 | Repair of Lock | | Each |
| 10 | P/F of New Bush | | Each |
| 11 | P/F of New Shelves | | Each |
| 12 | P/F New of Locking System | | Each |
| | | | |
| B) | STEEL TABLE | | |
| 1 | Replacement of Lock | | Each |
| 2 | Replacement of Handle | | Each |
| 3 | Adjustment of Drawer | | Each |
| 4 | Minor Repair of Table | | Each |
| 5 | Providing of Key | | Each |
| 6 | Opening of Drawer | | Each |
| 7 | Repair of Lock | | Each |
| 8 | Repair of Locking System | | Each |
| 9 | Major Repair Including Systems | | Each |
| 10 | P/F of Complete Drawer Box | | Each |
| 11 | P/F of New Drawer | | Each |
| 12 | P/F of Sunmica Top | | PSF |
| 13 | P/F of New Locking System | | Each |
| | | | |
| C) | STEEL CHAIR | | |
| 1 | Replacement of Wooden Seat | | Each |
| 2 | Replacement of Wooden Back | | Each |
| 3 | Replacement of Wooden Arms | | Each |
| 4 | Replacement of Rubber Shoes | | Each |
| 5 | Replacement of Rubber Caps | | Each |
| 6 | Minor Repair | | Each |
| 7 | Painting of Steel Frame | | Each |
| 8 | P/F of Steel Strips for Support with welding | | Each |
| 9 | P/F of Nut & Bolt | | Each |
| | | | |
| D) | STEEL FILLING CABINET | | |
| 1 | Replacement of Lock | | Each |
| 2 | Replacement of Handle | | Each |
| 3 | Adjustment of Drawer | | Each |
| 4 | Providing of Steel Boll | | Each |
| 5 | Providing of Key | | Each |
| 6 | Overhauling & Greasing | | Each |
| 7 | Repair of Lock | | Each |
| 8 | Repair of Locking System | | Each |

| | | | |
|-----------|--|--|------|
| 9 | Repair of Cabinet | | Each |
| 10 | Opening of Cabinet | | Each |
| | P/F of New Channel | | Each |
| 12 | P/F of Push Button | | Each |
| | | | |
| E) | STEEL REVOLVING CHAIR | | |
| 1 | Repair of Chair | | Each |
| 2 | Overhauling & Greasing | | Each |
| 3 | Replacement of Wheel | | Each |
| 4 | Replacement of Axle | | Each |
| 5 | Replacement of Spring | | Each |
| 6 | Painting of Chair | | Each |
| 7 | Welding (Per Point) | | Each |
| 8 | P/F of Hydraulic System | | Each |
| 9 | P/F of New Base | | Each |
| | | | |
| F) | STEEL BOOK CASE | | |
| 1 | Replacement of Lock | | Each |
| 2 | Replacement of Handle | | Each |
| 3 | Replacement of Glass Panes | | PSF |
| 4 | P/F of Key | | Each |
| 5 | Opening of Book Case | | Each |
| 6 | Repair of Lock | | Each |
| 7 | Repair of Locking System | | Each |
| | | | |
| G) | DOOR LOCKS | | |
| 1 | Replacement of Lock | | Each |
| 2 | Replacement of Handle | | Each |
| 3 | Opening of Lock | | Each |
| 4 | Repair of Lock | | Each |
| 5 | P/F of Keys | | Each |
| 6 | P/F of Godrej Night Latch (Yale Lock) Per Piece. | | Each |
| 7 | P/F of New Door Closer | | Each |
| 8 | Oiling & Greasing of door | | Each |
| 9 | Replacement of Aluminum Door Lock | | Each |
| 10 | Providing of Chatkani | | Each |
| 11 | Repair of Door Lock | | Each |
| | | | |
| H) | PAINTING | | |
| 1 | Steel Almirah (big Size) (outer Portion only) | | Each |
| 2 | Steel Almirah (small Size) (outer Portion only) | | Each |
| 3 | Steel Table (Officer) | | Each |
| 4 | Steel Table (Clerk) | | Each |
| 5 | Steel Filling Cabinet | | Each |
| 6 | Side Rack (big) | | Each |
| 7 | Side Rack (small) | | Each |
| 8 | Steel Book Case | | Each |
| 9 | Oil-Bound Distempering | | PSF |
| 10 | Oil-Bound Distempering (2 Coats with Asian Paints) | | PSF |
| 11 | Plastic Emulsion | | PSF |
| 12 | Luxury Emulsion (Asian Paint with putty) | | PSF |
| 13 | Enamel Paint | | PSF |

| | | | |
|-----------|---|--|---------|
| 14 | Enamel Paint (2 Coats with Asian Paints) | | PSF |
| | REPAIR / FABRICATION OF WOODEN FUNITURE /MISCALLENOUES WORKS | | |
| 1) | Repair of Chair (Minor w/o any replacement | | Each |
| 2) | Repair of Table (do) | | Each |
| 3) | Repair of Almirah (do) | | Each |
| 4) | Repair of Screen | | |
| 5) | Fabrication of False Ceiling | | PSF |
| 6) | Fabrication of Wooden Flooring | | PSF |
| 7) | Fabrication of Wooden Paneling | | PSF |
| 8) | Fabrication of Wooden Storage | | PSF |
| 9) | P/F of rings to curtains (per 100) | | Per 100 |
| 10) | Providing of curtain cloth (per mtr) | | P. Mtr |
| 11) | Providing of Best Quality velvet/Fabric for officer sofa set (per mtr) | | P. Mtr |
| 12) | Replacement of looking mirror | | |
| | a)Ordinary b) Wooden c) Wooden with towel rod/stand | | Each |
| 13) | Replacement of curtain rod (fancy) (per feet) | | PRF |
| 14) | Fabrication of Wooden Partition | | PSF |
| 15) | Aluminium Partition | | PSF |
| 16) | Table Top Glass (8mm with beveling) | | PSF |
| 17) | Footrest (Wooden) | | Each |
| 18) | Writing Desk | | Each |
| 19) | Amaron Back Rest | | Each |
| 20) | Modular Work Station | | PSF |
| 21) | Modular Partition | | PSF |
| 22) | Modular Storage | | PSF |
| 23) | Wooden Blinds | | PSF |
| | | | |
| J) | POLISH OF FURNITURE | | |
| 1 | Officer Table | | Each |
| 2 | Clerk Table | | Each |
| 3 | Assistant Table | | Each |
| 4 | Officer Chair | | Each |
| 5 | Partition Screen | | Each |
| 6 | Side Rack | | Each |
| 7 | Centre Table | | Each |
| 8 | Almirah | | Each |
| 9 | Mirror Stand | | Each |
| 10 | Stool | | Each |
| 11 | Conference Table | | PSF |
| 12 | Book Shelf | | Each |
| 13 | Notice Board | | Each |
| 14 | Partition etc. | | PSF |
| 15 | Sofa (per seat) | | P. Seat |
| 16 | Lacquer Polish on any surface (per sq. feet) | | PSF |
| 17 | Deco polish with wax finish (per sq. feet) | | PSF |
| | | | |
| K) | Complete Renovation including tapestry cloth (ranging between Rs. 180-200/- per mtr), Cotton, markken, dori, spring, jute, tat, canvas, U-Foam | | |

| | | | |
|-----------|---|--|-----------|
| | labour etc. (Labour + Material) | | |
| a) | Sofa seat | | P. Seat |
| | Revolving Chair | | Each |
| c) | Visitor Chair | | Each |
| d) | Computer Chair | | Each |
| e) | Arm of Chair | | Each |
| | | | |
| L) | Providing & Fixing of HD Foam-40 Density the seat of sofa seats and chairs. | | |
| a) | 21"x22"x4" (sofa seat) | | Each |
| b) | 18"x18"x2" (chair) | | Each |
| | | | |
| M) | Providing & fixing of loose covers along with material i.e. cloth (Bombay Dyeing), along with threads, labour charges. | | |
| a) | Sofa seat | | P. Seat |
| b) | Revolving Chair | | Each |
| c) | Visitor Chair | | Each |
| d) | Computer Chair | | Each |
| | | | |
| N) | Signage's (Name plate etc.) | | |
| a) | P/F of New Acrylic Name plate Base | | PSI |
| b) | P/F of New Wooden Sheet Base | | PSI |
| c) | P/F of 1" Hindi Brass Letter | | Each Word |
| d) | P/F of 1.5" Hindi Brass Letter | | Each Word |
| e) | P/F of 1" English Brass Letter | | Each Word |
| f) | P/F of 1.5" English Brass Letter | | Each Word |
| g) | P/F of S.S. Plate with engraved letter | | PSI |
| h) | P/F of Brass Plate with engraved letter | | PSI |
| i) | P/F of Acrylic Plate with engraved letter | | PSI |
| | | | |
| O) | Dry-Cleaning | | PSF |
| a) | Carpet | | P. Seat |
| b) | Sofa Set | | PSF |
| c) | Vertical blind/Chick Blind | | Each |
| d) | Chair | | |
| | | | |
| | Taxes Extra | | |

Firm Seal & Sign