

सं.डी.26016/15/2008-सा०प्र०।।

भारत सरकार
योजना आयोग
(स्टाफ कार सैल)

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योजना आयोग, योजना भवन, नई दिल्ली द्वारा वार्षिक आधार पर स्टाफ कारों के सहायक सामाग्री/साज सामान और वातानुकूलक आदि की मरम्मत / सर्विसिंग के संविदा हेतु मुहरबंद दरें आमंत्रित की जाती हैं । स्टाफ कारों के सहायक सामाग्री/साज सामान और वातानुकूलक आदि की मरम्मत / सर्विसिंग के संविदा के निबंधन व शर्तों का विवरण स्टाफ कार सैल, भूतल, योजना भवन, संसद मार्ग, नई दिल्ली से किसी भी कार्य दिवस को सायं 4-00 बजे से 5-00 बजे के बीच प्राप्त किए जा सकते हैं ।

2. बोली लगाने वाली फर्में वर्तमान में सरकारी मंत्रालयों/ विभागों / सार्वजनिक क्षेत्रों संस्थापित निगमित कार्यालय आदि को सेवाएं प्रदान कर रही हो।

3. निर्धारित प्रपत्र में अलग-अलग भरी हुई तकनीकी और वित्तीय बोलियों सहित मुहरबंद कोटेशनस 20,000/- रुपये (बीस हजार रुपये) के बयाना जमा राशि सहित अवर सचिव (सामान्य प्रशासन-II), योजना आयोग, योजना भवन, संसद मार्ग, नई दिल्ली को भेजी जानी चाहिए जो अधिकतम 01.02.2011 (मंगलवार) को अपराह्न 3.30 बजे तक पहुँच जानी चाहिए। कोटेशन निर्धारित तिथि और समय के भीतर उपरोक्त पते पर या तो डाक द्वारा भेजी जाए अथवा योजना भवन, नई दिल्ली के स्वागत द्वार पर रखे निविदा बाक्स में डाल दिए जाए ।

4. पूर्ण निविदा दस्तावेज योजना आयोग के वेबसाइट (<http://planning.commission.gov.in>) से डाउनलोड किए जा सकते हैं।

5. तकनीकी बोलियां इच्छुक निविदाकारों अथवा प्राधिकृत प्रतिनिधियों की उपस्थिति में कमरा सं० 344, योजना भवना, संसद मार्ग, नई दिल्ली में दिनांक 01.02.2011 (मंगलवार) को अपराह्न 4.00 बजे खोली जाएंगी। जिन निविदाकारों की तकनीकी बोलियां स्वीकार की जाएगी उन्हें वित्तीय बोलियों के खुलने की तिथि सूचित कर दी जाएगी ।

6. अंतिम तिथि और समय के पश्चात् प्राप्त होने वाली बोलियों पर विचार नहीं किया जाएगा।



(महेन्द्र चौधरी)


अवर सचिव, भारत सरकार

No.D.26016/15/2008-Genl.II
Government of India
Planning Commission
(Staff Car Cell)

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Planning Commission, Yojana Bhavan, New Delhi invites sealed quotations for the award of contract on yearly basis for Supply of Car Accessories/Uphostalary and supply/servicing of Airconditoners etc. of Staff Cars. The details of Jobs for Supply of Car Accessories/Uphostalary and supply/servicing of Airconditoners etc.of Staff Cars and term and conditions of the contract may be collected from Staff Car Cell, Ground Floor, Yojana Bhavan, Sansad Marg, New Delhi, between 4.00p.m. to 5.00p.m. on any working day.

2. The bidding firms should be presently in the business of providing the services to Govt. Departments / Ministries, PSUs, established corporate offices etc.
3. The Sealed quotations with separate Technical and Financial bids filled in the specified proforma, along with an Earnest Money Deposit of Rs.20,000/- (Rs. Twenty thousand only) and addressed to the Under Secretary (G-II), Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi should reach latest by **3.30 P.M. on 01.02.2011 (Tuesday)**. The quotations should either be sent by post at the above mentioned address or dropped in the Tender Box placed at reception area of Yojana Bhavan, New Delhi by the stipulated date and time.
4. Complete Tender Document may be downloaded from the website of Planning Commission (<http://planningcommission.gov.in>).
5. The Technical bids shall be opened at **4.00 PM on 01.02.2011 (Tuesday)**. in Room No. 344, Yojana Bhavan, Sansad Marg, New Delhi in the presence of such tenderers or their authorized representatives who may wish to be present. The tenderers whose Technical bids are accepted will be informed about the date of the opening financial bid.
6. Bids received after the closing date and time shall not be considered.


(Mahender Chaudhary)

Under Secretary to the Govt.Of India

Government of India
Planning Commission

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Sub:Supply of Car Accessories/Uphostalary and supply/servicing of
Airconditoners etc.

Terms & Conditons

1. Sealed Tenders in the prescribed form addressed to Under secretary(Genl.Admn.),Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi-11001 should reach latest by 3.30p.m. on Ist February, 2011. Tenders received after prescribed time and date will not be accepted.
2. The tenders/quotations can also be dropped in the Tender Box kept at the Reception of the Yojana Bhavan, New Delhi.
3. The quotations will be opened at 4.00p.m. on Ist February, 2011 in the room no. 344, in the presence of such tenderers who may wish to be present.
4. Correction or over-writing in the tender documents is not permissible. Every sheet of the Tender document and the terms and conditions should be signed and stamped by the Authorised Signatory of the firm.
5. The Competent Authority in the Planning Commission shall have the right to reject all or any of the offers, accept more than one offer.
6. The tenderer should have a registered and well-established agency/firm.
7. That the firm should have reasonable experience in the related work in Govt. offices.(Proof should be attached).
8. That the firm should have its own Telephone no.(both in office and workshop).
9. The tenderes should send the quotations in a sealed cover superscribed as "Supply of Car Accessories/ Uphostalary/Air Conditioner".
10. A demand draft of Rs. 20,000/- as Earnest Money in favour of Pay & Accounts Officer, Planning Commission, is to be enclosed alongwith the Technical Bid. No quotation shall be considered without the earnest money deposit. The earnest money will be refunded only after the finalisation of contract and no interest will be paid on earnest money.

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11. The contract so awarded shall commence from the date of consent of the firm to the rates and terms & conditions and the deposit of the security money.
12. The contract shall be initially for 3 months, extendable upto one year depending on satisfactory service.
13. The successful tenderer shall deposit a security money of Rs. 45,000/-by furnishing a Fixed Deposit Bank Account receipt hypothecated to the Planning Commission, Govt. of India, which shall be allowed to be withdrawn on satisfactory expiry of the contract.
14. The security deposit will be liable to be forfeited if during the period of the contract services are found to be unsatisfactory in any respect and the work would be got done from other sources at the contractor's risk and cost. In this regard, the decision of the Competent Authority of the Planning Commission shall be final and binding on the Contractor.
15. The Competent Authority in the Planning Commission shall have the right not to utilize the services or terminate the contract by giving one month notice .
16. In case condition of any of the accessories/A.C. is not found satisfactory it shall be returned for immediate replacement at the risk and cost of the firm.
17. Rates once accepted will not be enhanced during the currency of the contract.
18. No Advance payment will be made for any item of work.
19. In case of dispute of any kind and in any respect, the decision of the Competent Authority in the Planning Commission shall be final.
20. The contract may be considered for extension by mutual agreement and for such further period as may be agreed upon.
21. The contractor shall have to maintain such records for documenting the work and for preferring claims therefore for payment as may be required or prescribed by the Planning Commission.
22. Bills preferably typed(in triplicate) in connection with the service/supply of items shall be submitted to Planning Commission in the first week of each month.
23. Non fulfillment of conditions of executing a contract by the contractor or supplier would constitute sufficient ground for annulment of the award and forfeiture of earnest money deposit.
24. In case, the contracting firm is not able to accept the contract after it is awarded or if it is not able to do work after accepting the contract, the security deposit will be forfeited.

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25. The firm shall have valid tax registration/ service tax registration no. which should invariably be indicated in the bill and such no. should remain valid during the period of contract. It will be sole responsibility of the firm. Govt. tax as applicable will be payable by the Planning Commission.

(Signature of the tenderer
with seal in token of acceptance to the Terms & Conditions)

Details of Earnest Money	Name of the Firm
D.D. No.	
Date	Address
Bank	Tele No.
Place	Date
Amount	Seal of the firm

Financial Bid**Rates for car Accessories**

Sl. No.	Item	Ordinary Rate	Branded	
			Name of the Brand *	Rate
1.	Seat Cover Velvet			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
2.	Seat filling padding		Dunlop	
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
3.	Loose seat cover extra white			
	Teerycot per set			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
	Cotton			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
4.	Curtain per set Terry cot white			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
	Curtain per set Poliyester Net fabric			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			

5.	Woolen Carpet			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
6.	Rubber full matting			
7.	Foot mat set (four pcs)			
8.	Flag Road (with cover)			
9.	Door Lock			
10.	Dicky Lock			
11.	Mudguard Mirror (each set) Ordinary			
12.	Gear Lock			
13.	Reading light			
14.	Sunshade (with matching paint)			
15.	VIP Light Original (small)			
16.	Perfume bottle			
17.	Fog light			
	a) 185 mm			
	b) 142 mm			
18.	Steering Cover			
19.	Cushion Seat for driver			
20.	MMG velvet roof (complete with material and fixing)			
21.	VIP Light Bonnet steel frame			
22.	Solar film fixing			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
23.	Roof Light 2 pc			
24.	Engine Light			
25.	Petrol tank lock			
26.	Wheel cover			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			
27.	Horn Set			
	a) Ambassador			
	b) Maruti SX4			
	c) Hyundai Accent			
	d) Maruti Esteem			
	e) Tata Indigo			

28.	VIP Siren Ordinary			
29.	Mud flaps			
30.	Car fan			
31.	Ceiling light			
32.	Reading Tube light			
33.	Two-in-one (ordinary)			
34.	Speaker Set (ordinary)			
35.	Two-in-one 140 watt.		Sony original	
36.	Speaker Set only		Sony original	
37.	Antena			
38.	Steering Lock			
39.	Heater (with installation charges)			
40.	VIP Siren		Ahuja (Original)	
41.	VIP Light Big (Grand)			
40.	Towel Large (4pcs Set)			
41.	Towel Small (4pcs Set)			
42.	Door Hard Board (Full Set) With matching cloth			
42.	Number Plate			
43.	Tissue Paper Box			
44.	Mudguard fender			
45.	Consol Box			
46.	Extra Lock			
47.	Cease fire			
48.	Car inside dry-clean Complète			
49.	Bucket Seat (Set)			
50.	Hooter Grand		Grand (original)	
51.	Leg Guard Full set			
52.	Power Antena			
53.	Mudguard Steel Patti			

Signature
M/s Name & Address

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Tele. No.....

Rate for New AC and servicing etc.

Sl.	Item	Brand Name	Rate(in Rs.)
	Air conditioner set		
1.	Cost of New A/c with Installation (Amb./Indigo/Esteem/Accent and SX4)	Sandan
2.	A/C gas filling complete	
3.	Service of A/C	
4.	Cost of New A/C with Installation (Maruti Zen)	Sandan
5.	Removal Charges of A/C	
6.	Re-installation of A/c (with material)	
7.	New AC Compressor	
8.	AC Relay	
9.	AC Condensing Fan	
10.	AC Pipe	

Signature ----

M/s Name and Address.....

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Technical Bid

Eligibility Criteria

The tenderer should fulfil the following eligibility criteria and submit documentary proof thereof alongwith the Technical Bid:

- (1) The tenderer should have its Registered Office or one of its Branch Offices in Delhi / New Delhi.
- (2) The tenderer should be registered with the appropriate registration authorities, viz., Income Tax, Service Tax, PAN, TIN, etc.
- (3) A copy of the Terms & Conditions as given in the Tender Document, should be duly signed and sealed by the tenderer in all pages, thereby conveying his acceptance of the same, and submit it alongwith the Technical Bid.
- (4) The Technical Bid should be accompanied with the EMD of Rs.20,000/- (Rs. Twenty thousand only).
- (5) The declaration form as per prescribed format should be duly signed and sealed and submitted alongwith the Technical Bid.
- (6) The Technical and Financial Bids will be accepted, only if they filled neatly. Cutting / overwriting, etc. in the financial bids will not be accepted.

[Mahender Chaudhary]
Under Secretary to the Government of India

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DECLARATION

1. I, _____ Son / Daughter of
Shri _____ Proprietor/Partner/Director/
Authorized Signatory of _____ am competent to sign
this declaration and execute this tender document;

2. I have carefully read and understood all the terms and conditions of the tender
and hereby convey my acceptance of the same.

3. The information / documents furnished along with the above application are true
and authentic to the best of my knowledge and belief. I / we, am / are well aware of the
fact that furnishing of any vague / false information / fabricated document would lead to
rejection of my tender at any stage besides liabilities towards prosecution under
appropriate law.

Signature of Owner/Managing Partner/Director

Date:

Full Name:

Place:

Company's Seal :

**N.B.: The above declaration, duly signed and sealed by the authorized signatory of
the agency in token of their acceptance, should be enclosed with Technical bid.**

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For providing the services for repair/ maintenance of staff cars on rate contract basis to Planning Commission.

1.	Name of Tendering Company/Firm / Agency	
2.	Name of Owner / Partners/ Directors	
3.	Full Particulars of Office	
(a)	Address	
(b)	Telephone No.	
(c)	FAX No.	
(d)	E-Mail Address	
(a)	Name of the Bank(s) where the agency has account(s)	
(b)	Address of the Bank	
(c)	Telephone No.	
(d)	Fax No.	
4.	Number of Mechanics	
5.	Registration Details of the agency (copies to be enclosed) :	
	(a) PAN / GIR No.	
	(b) Service Tax/VAT Registration No.	
	(c) Tin Registration No.	
6.	Details of Earnest Money Deposit	
(a)	Amount(Rs.)	
(b)	D.D. / P.O. No. & Date	
(c)	Drawn on Bank	
(d)	Valid upto	

(If the space provided in any of the columns above is insufficient, a separate sheet on company letter head may be attached for giving information).

Signature of Owner/Managing Partner/Director

Date:
Place:

Name:
Seal :

Technical Bid

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7	Give details of the last 2 year's contracts, as on 16.11.2010, including details of present contracts awarded to the tenderer by Central Government Departments / Ministries / PSUs / Corporate Offices:			
	Name of the Department / Ministry along with name, designation, address, telephone and FAX numbers of the concerned Officer	Value of annual Contract (Rs.)	Duration of Contract	
			From dd/mm/yy	To dd/mm/yy
A				
B				
C				
8.	Additional information, if any			

(If the space provided in any of the columns above is insufficient, a separate sheet on company letter head may be attached for giving information).

Signature of Owner/Managing Partner/Director

Date:
Place:

Name:
Seal :