

No.D-19016/5/2009-Gen.I

Government of India  
Planning Commission  
(General I Branch)

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Yojana Bhavan, Sansad Marg,  
New Delhi - 110 001, the 13<sup>th</sup> August 2009.

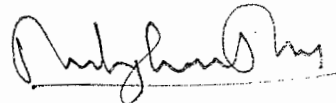
TENDER NOTICE

Sealed tenders are invited from reputed, experienced and financially sound Firms/Agencies for supply and Comprehensive Annual Maintenance Contract of different electrical items in the Planning Commission and at the residences of Senior Officers of Planning Commission.

2. The sealed quotations with separate Technical and Financial bids filled in the specified proforma and addressed to the Under Secretary (G-1), Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi should reach latest by 03:00 PM on 24th August 2009. The quotation 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.

3. Complete Tender Document may either be downloaded from the website of the Planning Commission ([www.planningcommission.gov.in](http://www.planningcommission.gov.in)) or collected from General - 1 Branch, Room No.443, Yojana Bhavan, New Delhi on any working day between 04:00 PM to 05:00 PM.

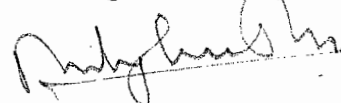
4. The technical bid shall be opened at 03:30 PM on 24th August 2009 in room No. 411 Yojana Bhavan, Sansad Marg, New Delhi in the presence of such tenderers or their authorized representatives who may wish to be present. The financial bid of only those tenderers, whose technical bids have been accepted, will be opened at 03:30 PM in Room No.411 on 26<sup>th</sup> August 2009 in the presence of such successful tenderers or their authorized representatives who may wish to be present.



(N.K. Raghunathan)

Under Secretary to Govt. of India

✓ Copy to:- Soochna Dwar, Planning Commission for publishing in tender part of Planning Commission's web site.



(N.K. Raghunathan)

Under Secretary to Govt. of India

TERMS & CONDITIONS

1. The tenders have been invited under Two-Bid System i.e., Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes super scribing "Technical bid for Supply / Service of Electric Items" and "Financial Bid for Supply / Service of Electrical Items". Both the the sealed envelopes should be kept in a third sealed envelope super scribing "Tender for Supply / Service of Electrical Items".
2. The contract will be initially for a period of one year, which may be extended for a further period of one year or extendable upto three years on receipt of a request from the contracting firm and subject to review of their performance.
3. Complete Tender Document may either be downloaded from the website of the Planning Commission ([www.planningcommission.gov.in](http://www.planningcommission.gov.in)) or collected from General - 1 Branch, Room No.443, Yojana Bhavan, New Delhi on any working day between 04:00 PM to 05:00 PM.
4. The sealed quotations with separate Technical and Financial bids filled in the specified proforma and addressed to the Under Secretary (G-1), Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi should reach latest by 03:00 Pm on 24th August 2009. The quotation should either be sent by post at the above-mentioned address or dropped in the Tender Box marked for this tender and placed at Reception Area of Yojana Bhavan, New Delhi by the stipulated date and time. The quotation dropped in any other box shall not be considered.
5. The Technical Bid shall be opened at 03:30 PM on 24th August 2009 in Room No.411, Yojana Bhavan, Sansad Marg, New Delhi in the presence of such tenderers or their authorized representatives who may wish to be present. The financial bid of only those tenderers whose technical bid have been accepted, will be opened at 03:30 PM in Room No.411 on 26<sup>th</sup> August 2009 in the presence of those tenderers or their authorized representatives who may wish to be present.
6. The Technical Bid should be necessarily accompanied with Earnest Money Deposit (EMD) of Rs.10,000 - 00 (Rupees Ten Thousand only), (refundable without interest) in the form of Demand Draft/Pay Order from a commercial bank drawn in favour of Pay and Accounts Officer, Planning Commission, New Delhi, failing which tender shall be rejected summarily.

7. The selected firm will have to deposit a Performance Security equivalent to 10% of contract value either in the form of Bank Guarantee or FDR from a Commercial Bank hypothecated to Planning Commission.
8. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, the cuttings, if any, in the Technical Bid Application must be authenticated by the person authorized to sign the tender bid.
9. The Competent Authority of Planning Commission reserves the right to annual all bids without assigning any reason.
10. Quotations are invited for Electrical Items having ISI mark. Bidders should specify the brand names and other details along with price.
11. Delivery of spare parts / electrical items shall be at Yojana Bhavan premises.
12. Terms and Conditions that any tenderer wishes to specify should be clearly stated.
13. Tenders incomplete in any form are liable to be rejected out right.
14. The Competent Authority will have full authority to reject any / all offer(s) without assigning any reason thereof. Any enquiry after submission of the quotation will not be entertained.
15. The Competent Authority reserves the right to conduct performance review of the contracting firm at any time during the contract period and deficiencies, if any, noticed will be required to be rectified and compliance reported. It further reserve the right to suo-moto terminate the contract by giving one month's notice at any point of time.
16. The firm should have PAN / TAN and Service Tax Registration Number.
17. The firm should have an experience of at least 5 years as on 24th August 2009 in supply of electrical items in Government Departments. A list of clients should be enclosed along with the proper documentary proof. The bidder must submit certificate from Government Departments of Public Sector Undertakings to the effect that the Firm has given satisfactory service / performance along with the bids without which bid is liable to be rejected.

(N.K. Raghunathan)

Under Secretary to the Govt of India

APPLICATION - TECHNICAL BID

1. Name of the Tendering Company / : \_\_\_\_\_  
Firm / Agency : \_\_\_\_\_
  
2. Status of the Firm : \_\_\_\_\_  
(Whether Proprietary/Partnership/Company)
  
3. Name of the owner/Partners/Directors : \_\_\_\_\_
  
4. Full address of Reg. Office : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone No. : \_\_\_\_\_  
FAX No. : \_\_\_\_\_  
e-mail address : \_\_\_\_\_
  
5. Full address of the Operative Branch : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone No. : \_\_\_\_\_  
FAX No. : \_\_\_\_\_  
e-mail address : \_\_\_\_\_
  
6. Banker of Company / Firm / Agency : \_\_\_\_\_  
With full address : \_\_\_\_\_  
\_\_\_\_\_  
Telephone No.of Banker : \_\_\_\_\_
  
7. Registration Details  
(self attested copies to be enclosed) :  
(a) PAN / TIN No. : \_\_\_\_\_  
(b) Service Tax Registration No. : \_\_\_\_\_  
(c) Proof of Income Tax Assessment: \_\_\_\_\_

-: 5 :-

8. Details of EMD :

- (a) Banker's Cheque / DD No. \_\_\_\_\_ Dated \_\_\_\_\_  
(b) Amount Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only)  
(c) Issuing Bank \_\_\_\_\_

9. Give details of the major similar contracts handled by the tendering Company / Firm / Agency during the last five years in the following format (copies of the contracts to be attached):-

Sl. No.	Details of client along with address, telephone and Fax numbers`	Amount of Contract Rs.	Duration of the Contract	
			From	To
1.				
2.				
3.				
4.				
5.				

(if the space provided is insufficient, a separate sheet may be attached)

10. Additional information if any :

(Attach separate sheet, if required)

Signature of the authorized person: \_\_\_\_\_

Name:- \_\_\_\_\_

Seal:- \_\_\_\_\_

Date:-

Place:-

DECLARATION

I, \_\_\_\_\_, Son /  
Daughter / Wife of Shri \_\_\_\_\_, Proprietor /  
Partner / Director / Authorized Signatory of the Agency / Firm,  
mentioned above am competent to sign this declaration and  
execute this Tender Document.

I have carefully read and understood all the terms and  
conditions of the tender and undertake to abide by them.

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 false information / fabricated document would lead  
to rejection of my tender at any stage besides liabilities towards  
prosecution under appropriate law.

Signature: \_\_\_\_\_

Name:- \_\_\_\_\_

Seal:- \_\_\_\_\_

Date:-

Place:-

APPLICATION – FINANCIAL BID

A.	<u>ROOM HEATER / CONVECTOR / HEAT RADIATOR</u>	<u>Rate (per unit)</u>	<u>Taxes Applicable</u>
1	Single Rod Heater		
2	Element 1000 Watt		
3	Element Rod – 9 inch		
4	Reflector of Heater		
5	Heat Convector		
6	Double Rod Heater		
7	Oil Heat Radiator		
8	Complete element of heat convector		
9	Rewinding of blower fan motor		
10	Rotary switch		
11	Thermostat switch		
12	Servicing of heat convector		
13	Servicing of heater		
14	Servicing of heat radiator		
15	Knob		
B.	<u>FANS</u>		
16	Pedestal Fan		
17	Table Fan		
18	Cotton tape		
19	PVC Tape		
20	Regulator		
21	Washer (fiber)		
22	Sand Paper		
23	Rewinding of Motor		
24	Fan Blade		
25	Black Cap		
26	Full Jail		
27	Nut bolt		
28	Shaft of pedestal / Table Fan/Wall Fan		
29	Servicing of Pedestal / Table Fan		
30	Exhaust Fan		
31	Wall Fan.		
32	Servicing of Exhaust Fan		
33	Servicing of Wall Fan		

C.	<u>HOT CASES</u>		
34	Element		
35	Thermostat		
36	Knob		
37	Servicing of Hot Case		
D.	<u>OTHER ELECTRICAL GOODS</u>		
38	Table lamp (bulb type)		
39	Table lamp (tube light type)		
40	Emergency light (tube light dry cell)		
41	2 core wire (PVC)		
42	2 core wire (cotton)		
43	Push button		
44	Bulb zero watt (Red & Green)		
45	Bulb 100 watt		
46	Bulb 60 watt		
47	Bulb 40 watt		
48	Bulb 100 watt milky		
49	Bulb 60 watt milky		
50	Bulb 40 watt milky		
51	Multiplugs 5 amp / 15 amps		
52	15 amp plug		
53	5 amp plug		
54	Indicator		
55	On - Off switch		
56	15 amp switch		
57	Florescent Tube light (40 watt)		
58	3 core wire (23/76)		
59	3 core wire (40/76)		
60	3 core wire (70/76)		
61	Call bell (musical) / (Sargem)		
62	One extension board (three 5 amp switches with socket, one 15 amps switch with socket, one indicator light) with plug & 5 mtr wire		
63	One Extension board with six Power Point Set, 5 mtr wire and one power plug		
64	Cordless call bell		
65	Halogen Bulb (300 watt)		
66	Table lamp light (9")		
67	Indicator light fittings		



68	T-5 double tubelight fittings		
69	T-5 tubelights		
70	36W tubelights		
71	11W CFL tubelights		
72	Modular power points		
73	Modular light points		
74	A.C. Box		
75	M.C.B.		
76	A.C. Socket		
77	Metal Plug		
78	Transformers for fancy light (220V)		
79	Channeling for wiring		

Signature of the authorized person: \_\_\_\_\_

Name:- \_\_\_\_\_

Seal:- \_\_\_\_\_

Date:-

Place:-

**Note:**The rates quoted by the tendering agency should be exclusive of all statutory / taxation liabilities in force at the time of entering into contract, which may be shown in the separate Colum.