

.No.4-1/2010-Genl.
Government of India
Ministry of Women & Child Development

Shastri Bhawan, New Delhi-110 001
Dated: 19 .03.2010

To
As per list attached.

Subject:- Maintenance of Inverters & Batteries, etc. of the Ministry of Women and Child Development.

Sir,

The Ministry of Women & Child Development intends to award Annual Rate Contract (ARC) for purchase of new Inverters & Batteries, and for carrying out the repair works of existing Inverters/ Batteries of the Ministry as per details given below:-

S.No.	Items of work	Rates per piece
1.	Comprehensive Maintenance Contract of Inverters including water filling, replacement of Transistor, Relay, Condenser, Circuit Plate, Transformer(Heavy duty) (all minor and major repair including replacement)	
2.	Battery Branded exchange with buy back facility	
3.	Mouse fed	
4.	Wire 3/20	
5.	Installation of Inverter	
6.	New Inverter with single Battery(800VA) Branded/Luminous/sukam/Microtek	
7.	New Inverter with Double Battery(1200VA) Branded/Luminous/sukam/Microtek	

Interested firms are requested to submit their sealed quotation for above items of work to this Ministry by 4.00 P.M of 08.04.2010. The terms and conditions are enclosed as per annexure.

Yours faithfully

(A.P.Shrivastava)
Under Secretary to the Government of India
Tele: 23382743

Copy to:-

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

Annexure

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 General 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 the inverter/batteries etc at Shastri Bhawan & office located at Jeeven Deep, Krishi Bhawan, Hotel Janpath and residence office of MOS(WCD) or any other location as decided by the competent authority.
 - (iv) For payment purpose, the bills should be submitted month-wise on the prescribed format alongwith requisitions and the work completion report/user certificate, duly signed by SO/DO/US, concerned, with office, stamp and date. The requisitions/work completion certificate must be got signed from the concerned SO/DO/US, otherwise the bill in question will be ignored altogether.
 - (v) No increase in rate amount shall be considered during the full period of ARC. No other charge like transportation, fare etc. will be payable for providing the services.
- (VI) The firms are also required to prove their competence for undertaking the jobs of providing required services and shall, therefore, furnish their standing and goodwill through attested certificates/documentary proof from at least Five [05] Ministries/Departments, establishing their 5 years experience in the field.
- (vii) 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 shall 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.
 - (viii) The firms must indicate their TIN number, address of the registered office, mobile/phone numbers, Registration Number and PAN Number ,alongwith photocopies(self attested) of these documents,failing which the tender shall not be considered.
 - (IX) The firm must furnish Security Deposit amounting to Rs. 5,000/- (Rs. Five Thousand only) in the form of DD/Pay Order in favour of Pay & Accounts Officer, Ministry of Women & Child Development, New Delhi along with the quotations. The amount of the Security Deposit will be released to unsuccessful firms after the finalization of the ARC.the quotation without security deposit will be rejected outright.

(A.P.Shrivastava)
Under Secretary to the Government of India
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