

कालिन्दी कॉलेज  
(दिल्ली विश्वविद्यालय)

ईस्ट पटेल नगर, नई दिल्ली-110008  
फोन : ओफिस : 011-25787604 फैक्स : 25782505  
ई-मेल : kalindisampark.du@gmail.com  
वेबसाईट : www.kalindi.du.ac.in



**KALINDI COLLEGE**

(UNIVERSITY OF DELHI)  
EAST PATEL NAGAR  
NEW DELHI-110008  
PHONE : OFFICE : 011-25787604  
FAX : 25782505  
E-mail : kalindisampark.du@gmail.com  
Website : www.kalindi.du.ac.in

Ref. No. KC/.....623.....

Dated .....15.6.16.....

NOTICE INVITING TENDER

Date. 15.06.2016

Tender Notice No: KC/LIB/2016-2017/Polishing Works

Sealed quotations are hereby invited from the reputed experienced contractors for "polishing of the wooden furniture" in the Kalindi college library as per specification detailed hereunder. The terms and conditions of the 'Quotations' are annexed herewith. The last date of receiving the sealed quotations is 30.06.2016 up to 4.00 pm.

**Name of the work**

**Polish of wooden furniture**

Details of work

Enclosed

Estimated Cost

Rs. 98,000/-

Time Allowed for completing the work

15 days

Earnest Money

Rs. 3000/-

Last date for submission of the quotations

30.06.2016 up to 4:00 pm

  
Principal

## BID DOCUMENT

**"To be filled by the vendor on his letter head"**

### **TENDER FOR POLISHED THE WOODEN FURNITURE**

**Type of work : Lacquer polish on wooden furniture**

**Details of the wooden furniture items for lacquer polish**

<b>S. No.</b>	<b>Name of the items</b>	<b>Quantity</b>	<b>Total Cost (Figures)</b>	<b>Total Cost (Words)</b>
1.	Catalogue Cabinet	19 No.		
2.	Reading Room Chairs	65 Approx.		
3.	Reading Tables	14No.		
4.	Small Tables	02 No.		
5.	Circulation Counter	02 No.		
6.	Stools	10 Approx.		

The vendors are required to assess the work to be done by visiting the college library and then only quote the rates.

**Signature of the Vendors with Stamp**

## Terms and conditions of the Tender

Sealed quotations are hereby invited from the bonafied contractors for polishing the wooden furniture in the library at Kalindi College, East Patel Nagar, New Delhi - 110008. The quotations in prescribed format complete in all respect should reach the office of Kalindi College on or before 30.06.2016 till 4.00 p.m.

1. **Rates and Polishing :** The vendor is expected to personally visit and examine the size of the wooden furniture for polishing ( sample available in the college library on any working day) between 10.00 am to 04.00 pm) before quoting the rate.
2. **Validity of the Quote:** The vendor should quote the rate on the Bid document, that shall be valid for one year from the date of opening of the quotations. No increase in the rates shall be allowed before the period of validity (one year or so, as the case may be). However, in case the selected vendor desires to continue the same rate for further period, the same would be intimated to the college in advance. As per the need and requirement of the college, the accepted rate of the quotation may be continued up-to six months after approval.
3. **Eligibility Criteria:** Vendor must be registered company in India. Vendor should have experience of at least one year in the similar work.
4. **Documentation:** The vendor shall furnish, as part of its tender offer, documents establishing the vendor's eligibility to participate in the tender and its experience to perform the contract. The documentary evidence of the vendor's experience to perform the contract shall be on Kalindi College's satisfaction that the vendor is eligible as per the criteria outlined in the Eligibility Criteria mentioned above.
5. **Duration of work :** 15 days from award of work order.
6. **Earnest Money:** The demand draft in favour of "The Principal, Kalindi College" for Rs. 3000 /- towards earnest money may be submitted along with quoted rates in an envelope. Any offer received without earnest money will summarily be rejected.
7. **Cost:** Cost of the work should be inclusive of all taxes and statutory levies.
8. **Order cancellation :** Kalindi College also reserves the right to cancel the order in the event of one or more of the following circumstances:
  - \* Delay in initiation of the work beyond one week from the date of issue of the work order or non-completion of work before the desired time.
  - \* Serious discrepancy in the work being performed which is noticed during inspection by college authority.
  - \* Breach by the vendor of any of the terms and conditions of the tender.
  - \* Any action by the vendor which is in breach of law or un-accepted practices in the commercial transactions.
  - \* If the Vendor goes into liquidation voluntarily or otherwise.
9. **Payment Terms :** The vendor shall raise the bill after clearance report from the user department. The bill will be considered only after the vendor has successfully completed the work, and the same is reported by the user deptt.
10. **Income tax** may be deducted at source as per rules.
11. **Jurisdiction :** For any disputes, the jurisdiction of the courts shall be Delhi.