

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi – 110001.

No. 204/3/2008

Dated: 15th September, 2008

Tender Notice

Sealed tenders are invited on behalf of Election Commission of India for the work, "Renovation of Room No. 601 (Video Conferencing Room)" at 6th Floor of Nirvachan Sadan, New Delhi, from the experienced contractors who are working with government departments or has worked with Election Commission of India. All rates shall be quoted in prescribed bill of quantities in tender.

1. Sealed tenders shall be received by the undersigned on or before 15.00 hrs on 25th September, 2008 in Room No. 306, Nirvacahn Sadan, Ashoka Road, New Delhi and shall be opened by a Committee appointed for the purpose by the Commission at 16.00 hrs on the next day, i.e. 26th September, 2008, in the presence of tenderers who may choose to be present. The sealed tenders can be submitted in the R&I Section located at the ground floor of the Nirvachan Sadan building. Late/delayed tender shall not be accepted after due date and time of submission of tender. The Election Commission of India will not be responsible for the postal loss/delay.

2. Election Commission of India reserves the right to accept or reject in part or in full any or all the tenders without assigning any reason thereof. The whole work is required to be completed within 30 days from the date of issue of the work order. The tenderer can submit the bid either directly or through their authorized representative. In case, the tender is submitted by the authorized representative of the tenderer, then the tender shall be signed and submitted by authorized representative under legal power of attorney from the tenderer.

3. The detailed description and specification of the work relating to providing and fixing false ceiling, electric light fixtures and wooden paneling along with the specifications is also enclosed herewith or can be obtained from the Election Commission on all working days till 24th September, 2008 (16.00 hrs).

4. The cost of tender is NIL. The tender documents are not transferable.

5. The undersigned shall be the accepting officer and herein after referred to as such for the purpose of this contract.
6. The tenderer shall submit the following, in the bid :-
 - a. Copy of PAN.
 - b. Earnest Money Deposit of Amount Rs. 10,000.00 in the form of Pay Order/Demand Draft in favour of the PAO, Election Commission of India.
 - c. Copy of the latest Income tax return.
 - d. Copy of TIN No., Service Tax Registration No., VAT Registration No.
 - e. The firm should have annual turn over of not less than Rs. 1 crore (certificate duly attached).
 - f. The details of similar work experience of three years in supply of office furniture in central/state govt.
 - g. The firm should have one civil engineer/interior decorator working with the contractor, specially deputed for this project. The bio-data of the same should be enclosed.
 - h. One single work order of value worth Rs. 10 lac OR two work orders of value Rs. 5 lac. Each has to be submitted along with completion certificate.
 - i. The tendrer who fails to submit the documents mentioned above shall stand disqualified for the prize bid.
7. The material used for above work should be of very good quality preferably of ISI mark.
8. The competent authority of the Election Commission of India reserves the right to accept or reject part or whole of the quotation without assigning any reason whatsoever.
9. The work should be completed in all respect within 30 days of the receipt of the work order. If the contractor fails to complete the work within the prescribed time as per specification and rate approved, he would be liable to face the penalty as imposed by the competent authority.
10. If the contractor desires an extension of time of completion of the work on the grounds of having been unavoidable hindrances in its execution or any other

ground, he shall apply in writing to the officer-in-charge about the hindrance on account of which he desires an extension.

11. All payments to the contractor shall be released by Election Commission of India on the basis of work and amount certified by officer-in-charge. The rates quoted shall cover for all tools and plants and everything necessary for proper execution of the work to the entire satisfaction of the Commission and no escalation due to increase in price of material/labours shall be made.

Yours faithfully,

(Sita Ram)
UNDER SECRETARY