

GOVERNMENT OF INDIA
PLANNING COMMISSION
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

TENDER DOCUMENT
No. D-24012/2/2013-UIDAI

Tender for awarding Rate Contract for petty carpenter materials and hiring of services of carpenter and helper

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|---|---|-----------------------------|
| Date of issue of Tender Document | : | 18.04.2013 |
| Last Date & time for submission of hoursTender Document | : | 06.05.2013 up to 1530 |
| Last date for pre –bid clarification | : | 03.05.2013 up to 1700 hours |
| Date & time for opening of Tender Document | : | 06.05.2013 at 1600 hours |

No. D-24012/2/2013-UIDAI
Government of India
Planning Commission
Unique Identification Authority of India

2nd Floor, Tower-I, Jeevan Bharti Building,
Connaught Circus, New Delhi-110001
Dated: 18th April'2013

Notice for inviting Tender for awarding Rate Contract for petty carpenter materials and hiring of services of carpenter and helper

Unique Identification Authority of India invites sealed Tender in prescribed proforma (Annexure-A) for awarding Rate Contract of petty carpenter materials and hiring of services of carpenter and helper for UIDAI HQ located at 2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi. Interested firms/agencies may visit the above premises to quote the rates for the said work, if so desire.

Description of work:

The contractor will depute one carpenter and one helper for six days in a week (i.e. Monday to Saturday) from 9.00 AM to 6.00 PM. The scope of work covers but not limited to:

- (a) Repairs of furniture/door/cabinet etc.
- (b) Preventive maintenance
- (c) Minor modifications
- (d) Extension/Alteration/Addition.
- (e) Removal
- (f) Restoration/Finishing in respect of all wood work including doors and windows and windows in the interior and furniture made of wood and metal/synthetic materials/glass/fabric etc and also all accessories and related attachments/fixtures.

Place of Work:

2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi.

Period of Contract: One year from the date of award of the contract.

Pre-requisite Experience: The contractor should have carried out similar work for last two years in govt./semi govt/Pvt. Ltd. and should have full command on his skill/job.

Earnest Money: Rs. 5000/- (Rupees five Thousand only) refundable by way of Bankers' Cheque/Demand Draft in favour of PAO, UIDAI, New Delhi. The quotation must be accompanied by the EMD.

Security Deposit: Successful bidder should have to deposit 10 % of the contract value within seven days from the date of issue of Letter of Acceptance.

Availability of Prescribed Proforma (Annexure-A): The prescribed proforma shall be available for a sum of Rs. 500/- (non-refundable) payable through Demand Draft/Banker's cheque in favour of PAO, UIDAI, New Delhi payable at New Delhi from 18.04.2013 onwards on all working days during office hours in the Admn Section, 2nd floor, tower-I, Jeevan Bharti Building, Connaught Circus, New Delhi. The same can also be downloaded from the UIDAI website <http://uidai.gov.in>. Such downloaded proforma shall be accompanied by a demand draft/Bankers' cheque of Rs. 500/- (non-refundable) in favour of PAO, UIDAI, New Delhi.

Date of Submission of Tender: The last date of submission of Tender shall be up to 1530 hours of 06.05.2013. Tender completed in all respect may be submitted in Admin Section.

Date of Opening of Tender: At 1600 hours on 06.05.2013 in the chamber of DD (Admin).

It must be noted that unsealed tenders and /or tenders not accompanied by EMD of Rs. 5000/- and Tender fee of Rs. 500/- shall be rejected. The tender should be submitted in a sealed envelope which shall clearly subscribed "**Tender for awarding Rate Contract for petty carpenter materials and hiring of services of carpenter and helper**" in bold capital letters in dark ink. The UIDAI reserves the right to reject or accept any tender or may cancel the entire tender process without assigning any reason and decision of UIDAI in all such matters shall be final and binding on all tenders.

Sd/-
(MANOJ KUMAR)
Dy. Director (Admin)

Techno-Commercial Bid

1. For awarding contract of petty civil carpenter work in UIDAI HQ located at 2nd & 9th floor, tower-I, and 3rd floor, tower-II, Jeevan Bharti Building, Connaught Circus, New Delhi.

2. Name of the Firm/Agency: _____

3. Name of proprietor: _____

4. Full Address of Reg. Office:
(with contact No.) _____

5. Banker of Firm with full address
(With contact No.) _____

6. Bank Ac/s No. of Firm for ECS payments _____

8. Details of EMD & Tender Fee: _____

9. Rate quoted (all inclusive): -

| SN | Particulars | Unit cost (in Rs.) – All inclusive |
|----|------------------------------|------------------------------------|
| 01 | Drawer Lock Set | |
| 02 | Door Lock Set | |
| 03 | Drawer Channel Set | |
| 04 | Door Closer | |
| 05 | Door Stopper | |
| 06 | Chair Wheel | |
| 07 | Chair Handle (Pair) | |
| 08 | Chair Hydraulic | |
| 09 | Door Handle | |
| 10 | Key board Tray Channel set | |
| 11 | Carpenter Services per month | |
| 12 | Helper Services per month | |

Date:
Place:

Signature of authorized person
Name:
Seal

CERTIFICATE

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director/authorized signatory of the agency/Firm, mentioned above, is 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 undertake to abide by them;
3. I, do hereby certified that the representative of the firm has seen and understood the tender document and the rates have been quoted accordingly.
4. 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.
5. I, do hereby certified that the our firm has neither been blacklisted to by any of the Govt., Ministries/Departments/PSUs/PSU Banks with which the firm had contracted for supply of stationery items etc. during the last five years nor has been penalized by such Offices/organizations for supply of poor/spurious stationers items etc.

Signature of authorized person

Date:

Full Name:

Place:

Seal :