

F. No. 11-10/2011-Gen.
Govt. of India
Ministry of Culture
Archaeological Survey of India
General Section

Dated: 18 NOV 2011

✓ To

Website ASI, Hqrs. Office New Delhi

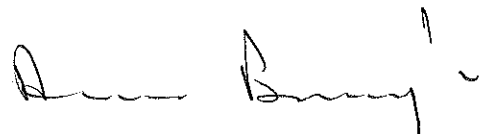
Subject: **Limited Tender for Award of Comprehensive Maintenance of one year contract for Big & Small size Hot and Cold R.O. System installed of ASI, Hqrs. Office-Reg**

Dear Sir,

Sealed quotations are hereby invited on behalf of Director General, Archaeological Survey of India, Janpath New Delhi for award of contract for comprehensive maintenance of 50 ltr., 12 ltr., 7 ltr., Big & Small size R.O. System at ASI, Hqrs. Office and CAC Section Puran Qila, New Delhi. for the period of one year. You are, accordingly requested to quote your rates in the enclosed Annexure in a sealed cover superscribing the envelope "**Quotation for Comprehensive Maintenance for Big & Small size Hot and cold R.O. System**" so as to reach the undersigned by **3.00 P.M on 7.12.2011**. The sealed quotation should be addressed to the Section Officer (General Section), Archaeological Survey of India (HQ), Janpath, New Delhi 110011 and should reach this office on or before **7.12.2011** by **Reged. Post /Speed Post only**. The award of contract will be governed by the following terms & conditions:-

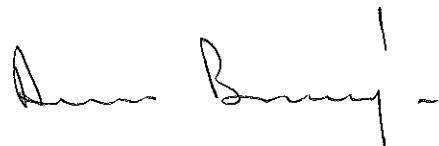
1. The firms participating in the tender should have valid VAT Registration. The documentary proof of registration must be attached.
2. The contract will be valid for a period of 1 year from the date of acceptance by the firm, but will be liable to be terminated even before the expiry of the contract period if the firm fails to provide satisfactory services or violates any of the conditions/terms of the contract.
3. All ROs and Aqua Guard are to be serviced monthly required on call basis during the during the period of contract in addition to servicing that may be required at any point of time for proper upkeep and functioning of the water purifier systems. The successful firm will have to ensure that Water purifier Systems continue to give uninterrupted and trouble-free service during the entire period of contract.
4. In case the contractor fails to maintain the RO system and Aqua guard in time and in attending the related complaints within 24 hours, the ASI, Hqrs. Office have the right to get the machine repaired in any way and the cost of repair will be deducted from the bills of the contractor. All machines with major fault will be set right within 48 hours, otherwise a penalty of 200/-per day will be levied.
5. The competent authority may also impose the penalty if the services are not found the mark. No claim from the contractor on this account shall be entertained.

Contd...2/-



6. During installation or taking out of the RO system and Aqua guards from ASI, Hqrs. Office, CAC Section Purana Qila , if any damage/loss is caused to the ASI, properties by any of the workers deputed by the contractor for the maintenance job, it will be the responsibility of the contractor.
7. Original copy of the replaced parts if any, would be given along with the challan with the company.
8. No additional amount will be paid to the contractor what has been specified in the terms and conditions of this contract.
9. The contractor shall not sublet full or any portion of the contract to any other agency/firm for maintenance of RO system and Aqua guards without the prior consent of the ASI. Hqrs. Office.
10. The repair work is to be carried out within the premises of the ASI, In the event of major repairs, if any of the machines required to be taken outside ASI, Hqrs. Office premises, the same will be allowed to be taken outside only with the written permission of the Council. No separate charges on account of labour and transportation would be paid by the Council for the purpose. The contractor shall have to provide one standby machine in working condition till such time the defective machine taken outside for repairs is fully repaired and installed back to the satisfaction of the user.
11. During the currency of contract, if any mishap occurs due to electrocution or faulty fittings, it will be the responsibility of the contractor to compensate the loss on account of injury to any person/property.
12. The payment shall be made on half yearly basis upon submission of bill by the contractor along with satisfactory reports from the office of Caretaker, Directorate General ASI, Hqrs. Office.
13. The Directorate office ASI, reserves the right to reject any or all the quotations in whole or in part thereof without assigning any reasons thereof.
14. Erasing or overwriting in the tender will render the same infalid.
15. Tax will be deducted at source as per rules.
16. The rates quoted should exclude taxes. All taxes livable/chargeable should be specifically indicated separately.

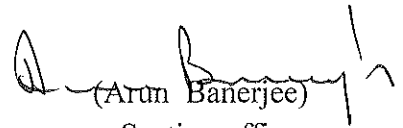
Contd...3/-



17. Document needed to be provided along with tender

- a) Experience of the firm in the field of providing such services in Central Govt. establishments/Autonomous bodies of Govt. of India/Corporations of Govt. of India/reputed public or private organizations.
- b) The tenderer should also submit the copy of Valid VAT registration of the firm under the contract act of Govt. of NCT of Delhi.
- c) A copy of Service Tax Registration.

Yours faithfully


(Arun Banerjee)

Section officer

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