

F.No.38-3/2017-G.S.
Government of India,
National Archives of India,
Janpath, New Delhi-110 001, dated _____

Tender Notice

Subject: - Transportation of dismantled Iron Racks and Compacters material from National Archives of India (NAI), Janpath, New Delhi to Bhubneswar and Puducherry.

Sealed quotations are invited on behalf of Director General, National Archives of India for shifting of dismantled iron racks and compacters items on "As IS WHERE IS BASIS", from NAI, Janpath, New Delhi-110001 to the following destinations:

1. National Archives of India, Record Centre, Eastern Region, M-79, Madhusudan Nagar, Unit-4, Bhubaneswar-751001., and
2. National Archives of India, Records Centre, Jeevandapuram, Lawspet, Puducherry-606008.


Bidders should inspect the dismantled Iron Racks etc. physically at NAI, Janpath office, New Delhi-110001 on any working day from 2 pm. to 4 pm. for ascertaining the condition of the material and quote rates as per their assessment regarding the material. They should contact Superintendent, General Section, (Shri S.M. Abbas, Phone no. 011-23389741) for inspection of the rack and compacters.

The estimated value of tender is Rs. 04,00,000/- (Rupees Four Lakh Only).

Bidders should deposit the sealed quotation in the TENDER BOX, placed at the NAI Reception Office, Janpath, New Delhi-1, latest by **10 January 2018 up to 12.00 noon**. If the bidders are interested to submit their quotation by Regd. Post/ Speed Post then the same should be addressed to the Director General, NAI, Janpath, New Delhi "TRANSPORTATION OF DISMANTLED IRON RACKS AND COMPACTERS" ensuring that the same would reach to this office by the schedule time and date. The bidder will be responsible for delay in any delivery of material in question.

Quotations will be opened on 10 January 2018 at 03.00 pm in presence of bidders or their representatives who may like to be present at Annexe Building National Archives of India, Janpath, New Delhi-110001.

Details of material and their destination may be seen at Annexure-I.


Sd/-
(Dr. Sanjay Garg)
Deputy Director of Archives

Terms and Conditions

1. The bidder should be registered with the competent authority and copy of registration should be enclosed with the bid.
2. EMD: 02% of estimated value of the tender as EMD which shall be deposited by the tenderers along with their quotations in the form of a Demand Draft/ Pay Order/ Bankers Cheque/ Bank Guarantee of a scheduled bank drawn in favour of Drawing and Disbursing Officer, NAI, Janpath, New Delhi. Quotation received without EMD will not be entertained and will be rejected outrightly.
3. EMD of un-successful bidders will be refunded. No interest will be paid on EMDs kept with NAI, Janpath, New Delhi.
4. Bidders are requested to kindly quote their rates against each destination separately. The rates quoted should include Transportation, Insurance of the material, loading and unloading, labour and all taxes etc. which shall have to be borne by the bidder and no payment on this account shall be made by NAI, Janpath, New Delhi.
5. Director General, NAI, reserves the right to accept the whole or any part of any quotation or to reject any or all the quotations without assigning any reason thereof.
6. Each page of Tender Document and bids must be signed by the bidder. Un-signed bids will not be considered.
7. The payment shall be made after satisfactory completion and entire shifting work. The successful bidder shall complete the entire shifting within 15 days from the date of award of contract.
8. The Firms/ Agencies should also furnish a copy of the PAN, GST Registration along with Experience Certificate of at least 05 years in the relevant field in Government Departments/ PSUs/ Leading Corporate Offices while submitting their quotations.
9. The tender document should be sealed.
10. The firm/ agency shall indicate the lump sum rates inclusive of all insurances, taxes etc., for the said job for each destination (as per Annexure II). The rates should be filled up neatly (in both figures and in words). Firms are also advised not to erase or mutilate the figures, etc. otherwise the quotation will be rejected. Any overwriting will not be allowed.
11. Liability towards damage/ theft/ loss etc., of any of goods during shifting or physical injury to any labour in loading/unloading shall rest on the successful bidder.
12. Successful bidder shall have to deposit Rs.05% of estimated value of the Tender as performance security deposit in the form of a Bank Guarantee or FDR from a nationalized/ commercial Bank in favour of DDO, NAI, which shall be valid for a period of three months. No interest on Security Deposit will be paid by the NAI.

ANNEXURE-I

Details of dismantled Iron Racks etc., and their destinations

Destination:

(A) National Archives of India, Records Centre, Eastern Region, M-79, Madhusudan Nagar, Unit-4, Bhubaneswar.

No. of Racks with accessories: 560 approx. as per details given below:

#	Item	No. of Units x approx. weight
1.	Shelves	2800 x 5 kg.= 14,000 Kg.
2.	Pillar Base	345 x 10 kg.= 3,450 Kg.
3.	Bracket	3250 x 1.5 kg.= 4,875 Kg.
4.	Side Support	110 x 15 kg.= 1,650 Kg.
5.	Middle Support	300 x 2 kg.= 600 Kg.
6.	Nuts & Bolts	100 kg = 100Kg.
7	Compacters with material	50 x 20 kg = 1,000 Kg.
	Total	25,675 kg. (approx.)

Destination:

(B) National Archives of India, Records Centre, Jeevanandapuram, Lawspet, Puducherry-606008.

No. of Racks with accessories:- 100 approx, as per details given below:

#	Item	No. of Units x approx. weight
1	Shelves	500 x 5 kg. = 2500 kg.
2	Pillar Base	60 x 10 kg = 600 kg.
3	Bracket	600 x 1.5 kg. = 900 kg.
4.	Side Support	20 x 15 kg. = 300 kg.
5.	Middle Support	60 x 2 kg = 120 kg.
6	Nuts & Bolts	40 kg. = 40 kg. (approx.)
	Total	4,460 Kg. (approx.)

Note: In case of variance in the number of units, pro-rata rate would apply.

BID FORMAT

1. Name of the firm: _____
2. Registered/Postal Address: _____

3. Registration No.. _____
4. Telephone No.. _____
5. E-mail: _____
6. PAN No. _____
7. GST Regn No. _____
(A) Quoted amount from New Delhi to Bhubneswar: Rs. _____
(B) Quoted amount from New Delhi to Puducherry: Rs. _____
(C) Total Amount (A) + (B) Rs. _____ (in words)
8. EMD details:-Name of the Bank, DD/Pay order no., date, Amount.

SIGNATURE WITH SEAL