

GOVERNMENT OF JAMMU AND KASHMIR
DIRECTORATE OF SCHOOL EDUCATION, JAMMU

NOTICE INVITING TENDER

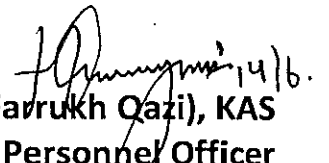
The Directorate of School Education, Jammu invites quotations from reputed and technically competent firms to consider award of contract for repair and maintenance of office Chairs and Steel Almirahs.

Application form with detailed information alongwith terms & conditions can be obtained from the Cashier, Directorate of School Education, Muthi, Jammu on payment of Rs. 100/- (Rupees One Hundred Only) on any working day.

The covers containing the quotation should be sealed and subscribed "Repair & Maintenance of Chairs and Almirahs" and should be addressed to The Director School Education, Jammu. The schedule of receipt and opening of Tender quotations is as under.

Last date & Time for receipt of quotations: 24.06.2016 (3.00 PM)
Date & Time for opening of quotations: 25.06.2016 (4.00 PM)

The quotations will be opened in the presence of the tenderers or their representatives who may like to be present.


(Farrukh Qazi), KAS
Personnel Officer
Directorate of School Education
Jammu

No. DSEJ/Acctts/ 16448 - 58

Dated: 14.06.16

Copy to the :-

1. Joint Director, Information Department, Jammu. He is requested to get the same published in the leading local dailies.
2. Chief Accounts Officer, DSE, Jammu.
3. Cashier, DSE, Jammu
4. Storekeeper, DSE, Jammu
5. Tender File.

DIRECTORATE OF SCHOOL EDUCATION, JAMMU

TENDER FORM

QUOTATION FOR REPAIR OF CHAIRS & STEEL ALMIRAH IN THE DIRECTORATE OF SCHOOL EDUCATION, MUTHI, JAMMU.

DSEJ/Tender Form No:.....

Name and Address of the firm _____

<u>S.No.</u>	<u>Item of Work</u>	<u>Rate (In Rs.)</u>
01.	ALMIRAH STEEL (Big/ Small) <ul style="list-style-type: none">➤ Supply of Duplicate Key➤ Supply & fixing of new handles➤ Supply & fixing of new locking system.➤ Repair / Adjustment of shelf.➤ Supply & fixing of new steel shelf (per sq. Ft.)➤ Repair with welding (per point)➤ Providing & fixing of new base.➤ Repairs of doors.➤ Painting of Steel Almirah (Big)➤ Painting of Steel Almirah (Small)	
02.	CHAIR STEEL (MULTIPURPOSE) <ul style="list-style-type: none">➤ Repair and fitting of hydraulic system➤ Supply & fixing of new arms➤ Repair with welding (per point)➤ Supply and fixing of new wheels➤ Supply and fixing of new cloth	

03.

CHAIRS STEEL

- Repair of Chair with Base, Back and Arms (Foam and Cloth)
- Replacement of arms
- Supply & fixing of new rubber shoes (per set)

04.

OFFICE TABLE

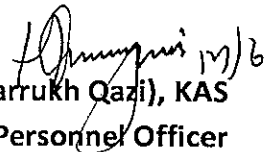
- Polishing of Office Tables
- Polishing of Sofa Set
- Supply and fixing of new cloth on sofa set (with foam)

05.

MISCELLANEOUS

- Supply and fixing of new sun-mica on specified items
- Supply and fixing of new glass pane on specified items/ doors
- Supply and fixing of new handles for drawers/ office tables/computer tables

The Tenderers are at liberty to inspect the items for repairs on any working day. For further details and queries, if any these may be clarified from Store Keeper, DSE. Jammu.

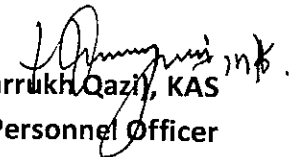

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Personnel Officer

**Directorate of School Education
Jammu**

Terms and Conditions

1. The invitation is open to all firms dealing in repair and maintenance of furniture items registered with Sale Tax Authorities.
2. Copies of valid Central/State Sale Tax registration certificate / PAN Card / TIN No. should be submitted with quotation.
3. The contract will remain valid for a period one year. However, the Department reserve the right to terminate the contract at any time without assigning any reason thereof.
4. The work is to be carried out in the office premises at Directorate of School Education, Muthi, Jammu and in case the work of the contractor is not found satisfactory , the contract would be terminated without assigning any reason.
5. It will be the responsibility of the contractor to report to the Store Keeper, DSE, Jammu on all working days for collecting orders for repair etc.
6. No advance payment will be made in any case.
7. The quotation must be accompanied by Earnest Money of Rs. 5000/- (Rupees Five Thousand only) in the form of Demand Draft / CDR on any Nationalized / Scheduled Bank and drawn in favour of Director School Education, Jammu.
8. The successful tenderer will have to execute an agreement in the prescribed form and deposit security amounting to Rs. 10,000/- (Rupees Ten Thousand Only) for the due performance of contract. The security money will be returned after two months from the date of completion of the agreed contract. The expenses of completing and stamping the agreement shall be paid by the successful tenderer.
9. The quotations, which are incomplete, unsigned or without Earnest Money will not be considered.
10. It is mandatory to quote rates in monetary terms only. Quotations with rates quoted in any other terms shall not be considered at all. Quoting hypothetical rates like 0.05 paisa, 0.25 paisa i.e less than a rupee by any tenderer in respect of any item may not be accepted as valid and will be ignored while evaluating tenders.
11. If any confusion / dispute over any matter relating to the contract arise during the period of contract, the decision of this Director School Education, Jammu will be final and binding upon the contractor.

12. The undersigned reserves the right to reject any quotation in full or in part without assigning any reason thereof.


(Farrukh Qazi), KAS
Personnel Officer

Directorate of School Education
Jammu