

Indian Council of World Affairs
Sapru House, New Delhi
Maintenance Section
No.:- ICWA/BLDG/872/54/2015
Tender Notice (16.11.2022)

Tender notice for inviting quotations for Upholstery work

Indian Council of World Affairs is inviting quotations for the above mentioned work on the subject. The detailed specification with terms & conditions are as under :

Sr. No.	Particulars	Qty	Rates	Amount
1	Re-upholstery/repair of Conference room chairs, Research Conference room chairs, including change of seat/back foam etc. As per fabric approved Jute finish (625 G.S.M.)	98 approx.		
2	Change of old/Broken handles wherever necessary including minor repairs etc. As per fabric approved in jute finish (625 G.S.M.)			
	Total			
	Tax (if any)			
	Grand total			

(Signature with the authorized signatory's seal)

Dated: _____ Name: _____

Terms & Conditions:

1	Payment will be made after satisfactory installation and completion of work.
2	It is mandatory to attach cover page of the quotation with the company's letter head
3	Undertaking form should be signed properly and also should be attached with the quotation
4	Only the contents of the company written in the sealed quotation will be accepted.
5	Copy of the PAN card is necessary to be attached with the letter head of the Firm
6	Last date to submit the quotations is 09.12.2022 at 3 p.m.
7	Quoted rates should be inclusive of taxes
8	The department reserves the right to reject or accept any application without assigning any reason.
9	Information about approval of the sealed bids / tender as per the requirement of ICWA will be conveyed to the approved one.
10	For any information regarding above, Under Secretary, Indian Council of World Affairs, Sapru House, Barakhamba Road, New Delhi could be contacted on any working day i.e. Monday to Friday, 9.00 am to 5.30 pm.
11	It is mandatory to write the deadline for completion of the work in sealed enclosures.
12	Quotations should be sealed properly and super-scribed as "Upholstery Work 2022" . The name of firm should be mentioned on the envelope bids should be addressed to: Deputy Director General, Indian Council of World Affairs, Sapru House, Barakhamba Road, New Delhi.

Signature with the authorized signatory's seal)

Annexure - A

Undertaking

I / We declare that: -

- 1) I / We offer to do the above work at the proposed cost
- 2) I / We agree to do the above work at its proposed price for a period of 6 months from the date of opening the sealed quote.
- 3) I agree with all the terms of payment and other tender terms
- 4) I / we have carefully read all the rules and terms of technical specifications of the tender. We will follow them
- 5) I / We also confirm that we have not been blacklisted by any organization / government / semi-government / autonomous institution

(Signature with the authorized signatory's seal)

Date:

Name:

Tel. No.: