

Indian Council of World Affairs
Sapru House, New Delhi
Maintenance Section
No.:- ICWA/BLDG/872/77/2021
Tender Notice (30.12.2022)

Notice for inviting tenders for Wooden Door Repair & Polish Work

Indian Council of World Affairs invites tenders as per detailed specification with terms & conditions as under :

OPTION-A

Sr.No.	Description of Item	Unit	Rate	Amount (Rs.)
1	Dismantling of large wooden door shutter for repairs	3 pairs		
2	Repair of broken wooden members of the door with new pcs of teak wood duly finished to fine smooth finish	3 pairs		
3	Wooden molding on the door after removing the old broken one	210 ft.		
4	Complete scrapping of door polish with mirror cut pcs/sharp customized scrapper on both the sides of the door (both sides)	3 pairs		
5	Sand papering the wooden surface to give clear and even surface for polishing, job to include preparation of the base	3 pairs		
6	Complete polishing of both the shutter with sealer/laquor finish on both the sides	3 pairs		
7	Providing and fixing of large handle as per approved design	6 pairs		

	and shape			
8	L drop sliders of heavy duty for the locking arrangement on both the sides (both sides)	6 pair		
9	Ventilator removal scrapping and polishing thereafter	3 each		
10	Scrapping & polishing of door and ventilator frame	3 each		
11	Tower bolt large	6 each		
12	Ventilator shutter removal, scrapping and polish	3 each		
	Total			
	Tax (if any)			

(Signature with the authorized signatory's seal)

Dated: _____ Name: _____

OPTION-B

Sr.No.	Description of Item	Unit	Rate	Amount (Rs.)
1	Dismantling of large wooden door shutter for repairs	6 nos.		
2	Repair of broken wooden members of the door with new pcs of teak wood duly finished to fine smooth finish	3 shutter		
3	Repair of wooden molding on the door (6 shutters)	1 job		
4	Basic scrapping of door polish on both the sides of the door	6 shutter		
5	Complete polishing of both the shutter with Dark polish with sealer/liquor finish on both the sides	6 shutter		
6	Ventilator shutter repairs, scrapping and polishing	3 each		
7	Door frame polishing	3 each		
	Total			
	Tax (if any)			

(Signature with the authorized signatory's seal)

Dated: _____ Name: _____

Terms & Conditions:

1	Payment will be made after satisfactory removing / re-fixing of doors and completion of polishing 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 23.1.2023
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 "Misc. Carpentry/polish 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)

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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 2 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.: