

Subject:-Quotations of repairing of furniture items.

Sir,

Kindly send your competitive rates for the following repairing of furniture items for the year 2010-2011.

S. No.	Items	Rates
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STEEL ALMIRAH

1	Replacement of Locks alongwith 2 Keys	
2	Replacement of Handle	
3	Repair of Locking System	
4	Adjustment of Shelves	
5	Providing of Keys	
6	Opening of Almirah	
7	Repair of Locks	
8	Providing and Fixing of Steel Shelves	
9	Repair of Door	
10	Repair of Base	
11	Providing of New Bush	

STEEL REVOLVING CHAIR

1	Repair of Revolving Chair	
2	Overhauling & Greasing	
3	Replacement of Wheels	
4	Replacement of Axle	
5	Replacement of Spring	
6	Replacement of Steel Base	
7	Welding Per Point	

STEEL TABLES

1	Replacement of Handle	
2	Providing and Fixing of Complete Box with 3 Drawer	
3	Adjustment of Drawer	
4	Minor Repair of Table	
5	Providing of Keys	
6	Opening of Drawer	
7	Repair of Locks	
8	Replacement of Locks	
9	Providing and Fixing of New Drawer	

STEEL FILLING CABINET

1	Replacement of Locks	
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2	Replacement of Handle	
3	Repair of Cabinet	
4	Overhauling & Greasing	
5	Steel Bolt	
6	Repairing of Filling Cabinet	
7	Repair of Locks	
8	Adjustment of Drawer	
9	Providing and Fixing of Bush Botton	
10	Providing and Fixing of New Channel	

SPRIT POLISHING OF WOODEN FURNITURE

1	Office Table / Steel Table	
2	Clerk Table	
3	Asstt. Table	
4	Officer Chair	
5	Easy Chair	
6	Partition Screen	
7	Side Rack	
8	Central Table	
9	Almirah (Big)	
10	Almirah (Small)	
11	Mirror Stand	
12	Stool	
13	Conference Table (per sq.ft.)	
14	Notice Board	
15	Book Shelf	
16	Partition etc. (Per sq. ft.)	
17	Polishing of Palmet (Per sq. ft.)	
18	Painting of Partitions (Per sq. ft.)	

REPAIR OF WOODEN FURNITURE

1	P/f of arm to chair	
2	P/f of leg to chair	
3	P/f of leg to table	
4	P/f sunmica of table	
5	P/f of new drawer	
6	Repair of rack	
7	P/f of ply (per sft.)	
8	P/f of kunda Chapka	
9	Major repair of table	
10	Major repair of almirah	
11	Major repair of racks	
12	Major repair of screen	
13	Repair of wooden table drawer	
14	P/f of knobs	
15	Providing & fixing of ¾" board	
16	Replacement of lock	
17	Replacement of Handel	
18	Repairing of shelves	
19	Minor Repair of Wooden Table	
20	Opening of Drawer	
21	Providing of Key	
22	Repair of Lock	

WOODEN RACK

1	Repair of lock	
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2	P/f of knob	
3	Replacement of lock (GODREJ)	
4	Adjustment of door	
5	Polishing of rack	

WOODEN CUPBOARD

1	Repair of Lock	
2	P/f of handle	
3	Replacement of new lock (GODREJ)	
4	Providing of key	
5	Repairing of cup-board	
6	Providing / fixing of Godrej night latch lock	
7	Foot rarest	
8	Supply of table glass (per sq. ft.)	
9	Supply of sofa per set	
10	Repair of key board	
11	Replacement of key board can lee	

The sealed quotations addressed to Director (P), O/o the C.A.G of India, 9 Deen Dayal Upadhyaya Marg, New Delhi-110124 should reach latest by 06-08-2010. as per terms and conditions enclosed herewith.

Yours faithfully,

-sd-

(ASHOK KUMAR VATTA)
SR. ADMISSTRATIVE OFFICER (GSS)

Terms & Condition

1. The envelope must be marked Annual Contract for repair of furniture items.
2. Proof of Registration with the Delhi Sales Tax/Delhi Value Added Tax (DVAT) act 2004 & its no dues Certificates. (Latest Receipt & Challan)
3. Proof of ESI/PF Registration No.
4. Photocopy of VAT registration Certificate/ Tin No.
5. Proof of Service Tax Registration Certificates and its no dues Certificates. (latest Receipt & Challan).
6. Proof of Income Tax Assessment /return for the last three years (upto 2008-2009).
7. Proof of Registration of firm with any Govt. Depts. /PSU Organization duly attested by gazetted officer.
8. Bidder should have its own manufacturing facility / commercial establishment for the furniture.
9. Proof of their clients (letter issued by them).
10. The firm should have sufficient experience for the similar type of work and working in this field since last 7 years with documents proof.
11. In case of any damage to any furniture items during the maintenance by the contractor, the contractor will be fully responsible for the same and will require to pay full cost of be item to the Department.
12. **Validity of the contract:**

In normal circumstances, the period of contract shall be for a period of one year.
13. O/o the Comptroller And Auditor General of India reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.