Sealed **Quotations** are invited by Manager(T)Civil West, 1st Floor, Shakti Deep Bldg., Link road, Jhandewalan Extn. New Delhi-110055. Tel. no. 23632036 from the experienced companies/contractors in the relevant business for the following works: Place from where Quotation can be obtained, submitted and opening of Technical & Financial Bids is mentioned below.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Quotation Enquiry No.</th>
<th>Name of work</th>
<th>Estimated cost (Rs)</th>
<th>Earnest Money Deposit (EMD)(Rs)</th>
<th>Quotation Fee (Rs)</th>
<th>Work Completion Period</th>
<th>Scheduled Date/Time</th>
</tr>
</thead>
</table>
| 1.     | C-05/16-17            | Sweeping and cleaning of office building Shakti Deep Jhandewalan and DTL colony Rewariline for one month. | 35577.00 | 800.00 | 150.00 | One month | Start Sale of Quotation From 24.11.16 11.30 AM  
End Sale of Quotation Upto 30.11.16 2.00 PM  
Start Bid Submission From 28.11.16 11.00 AM  
End Bid Submission Upto 30.11.16 2.30 PM  
Opening of Quotation On 30.11.16 3.00 PM |

- Place from where Quotation can be obtained, submitted and opening of Technical & Financial Bids is mentioned below.

- Complete Quotation documents can also be downloaded from the websites of DTL [http://www.delhitransco.gov.in](http://www.delhitransco.gov.in) (Unique No. ______________________).

- In the event of Tender being downloaded from the website, **bidder shall submit the tender in a Book Form**, each page must be numbered and signed by the Bidders. Offer submitted which is not in the bound Book Form shall be rejected summarily.

**Name** : Er. Arun Dewan  
**Designation** : Manager(T)Civil West  
**Address** : 1st Floor, Shakti Deep Bldg., Link road, Jhandewalan Extn. New Delhi-110055.
SHORT NOTICE INVITING QUOTATION

Dear Sir,

Separate sealed quotations on item rate basis are invited by the undersigned for the under noted work up to 2.00 PM on 30.11.2016 in the office of Manager(T)Civil-West. Quotation will be opened on 30.11.2016 at 3.00 PM in the presence of the contractors or their authorized representative, who would like to attend. The schedule of quantities and the copy of the general terms and conditions & specifications for the work can be received from the office of Manager (T) Civil-West on any working day till 30.11.2016 upto 2.00 PM on production of required amount of Qtn. fee & Earnest money through Bank Draft/ Pay Order drawn in favour of DELHI TRANSCO LTD. details as per below:-

<table>
<thead>
<tr>
<th>S. No</th>
<th>NIQ No.</th>
<th>Name of work</th>
<th>Estimated cost (in Rs.)</th>
<th>E.M.D. (in Rs.)</th>
<th>Qtn. Fee</th>
<th>Completion period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>C-05/16-17</td>
<td>Sweeping and cleaning of office building Shakti Deep Jhandewalan and DTL colony Rewari line for one month.</td>
<td>35577.00</td>
<td>800.00</td>
<td>150.00</td>
<td>01 months</td>
</tr>
</tbody>
</table>

The quoted rate will stand valid for 120 days.
Conditional quotations are liable to be rejected.
The competent authority reserved all the right to accept or reject any or all the quotations without assigning any reason.
You have to comply with the provisions of EPF Act and have to submit EPF Registration No., PAN No., & TIN No. and Bank A/c details etc. at the time of request/ application for issue of quotation.
The prescribed Amt. of EMD will be deposited through DD/PO in favour of DELHI TRANSCO LTD. Without which the Qtn. will be rejected.
The envelop should contain the following details on it, failing which, quotations will not be entertained :
Qtn. No. Name of work/supply, Name & Address of contractor/supplier, Date of opening of Qtn., details of EMD amount, DD/PO No. ,Date, Bank and validity of the offer etc.
The Contractor who have downloaded the schedule/NIT has to submit bid in three envelopes.
A Envelop – Quotation fees, EMD along with application no., TIN No.,EPF Registration, Latest EPF deposit challan copy, Bank detail.
B Envelop – Quotation/Bid
C Envelop – Envelop A+B to be put in envelop C. All duly sealed.

Yours faithfully,

(Er. Arun Dewan)
Manager (T) Civil West
GENERAL TERMS & CONDITIONS OF THE QUOTATIONS

1 The Earnest money as per covering note shall be either in the form of bank draft payable at New Delhi in favour of Delhi Transco Ltd. be deposited with the quotations. Quotation without the requisite amount of Earnest money is liable for rejection.

2 (a) In the event of failure of the bidder to start the work within a period as specified in the Letter of Intent issued to him, the entire E/Money deposited by him shall be forfeited and acceptance of his quotation withdrawn unless the period is extended by mutual agreement.

(b) The successful contractor will have to execute the work order agreement within a period of 7 days from the issue of Letter of Intent otherwise the entire E/Money deposited by him shall be forfeited and acceptance of his quotation withdrawn, unless the period is extended by mutual agreement.

(c) The terms and conditions, as specified in the quotation, shall be in force till such time it is replaced by a work order agreement.

3 Bidders are requested to quote their rates in figures as well as in words at the end of schedule of quotation attached with the quotations.

4 The quotations of the work shall remain open for acceptance for a period of 4 months from the date of opening of the quotations.

5 The relevant CPWD specifications with correction slips up to date for the works at Delhi in force/adopted unless otherwise stated by the Department. Wherever applicable, relevant B.I.S. Codes will also be referred to.

6 The work will have to be completed within the time schedule as given in the covering note, to be reckoned from the date as mentioned in the Letter of Intent, failing which the contractor shall be liable to pay as compensation an amount equal to 1% or such smaller amount as the Engineer-in-charge may decide on the said estimated cost of the whole work for every day's delay but not exceeding 10% on the value of the work estimated.

7 a) The successful tenderer shall have to deposit the security @5% of the total Ex-works price for the proper performance of the contract before signing the contract agreement in the office of Manager(T)Civil and material/work shall not be accepted without depositing security amount.

The security amount is to be deposited in the form of FDR/demand draft/pay order drawn in favour of Delhi Transco Limited upto date of guarantee period.

The security amount in whole or any part there is liable for forfeiture in case of un-satisfactory executive delay or bad supplies/work.

The security amount will be released after fulfillment of the conditions as mentioned above.

b) In the event of non submission of FDR/DD/Pay order towards security within the stipulated period, penalty @0.05% per week up to maximum of 1% of ex-works cost shall be levied after expiry of the period as stipulated in the clause 7(a). However, supply/work will not be accepted if SD is not deposited within period as mentioned above, after from the date of receipt of the order.

8 It would be preferable for the contractors to see the site of work before quoting their bid/offer.

9 (a) The competent authority reserves the right to reject any or all the quotations without assigning any reason thereof.

(b) Conditional quotations are liable to be rejected.
10 The theoretical consumption of cement shall be based on CPWD Schedule of rates, 2007. Over this theoretical quantity of cement a variation up to ± 3% shall be allowed. The contractor shall procure 43 grade (confirming to IS:8112) ordinary Portland cement as required in the work from reputed manufacturers of cement, having a production capacity on one million tones per annum or more such as A.C.C., L&T, J.K., Vikram, Shri Cement, Birla, Cement Corporation of India, Gujarat Ambuja Cement and Rajasthan Ambuja Cement etc. as approved by Ministry of Industry, Govt. of India, holding License to use ISI certification mark for their product whose name shall be got approved from Engineer-in-charge. Supply of cement shall be taken in 50 kg bags bearing manufacturer’s name and ISI marking. Sample of cement can be got tested if required by Engineer-in-charge at the cost of contractor and Engineer-in-charge can ask for manufacturer test certificates. If the quantity of cement actually used in the work is found to be more than the theoretical quantity of cement including authorised variation, nothing extra shall be payable to the contractor on this account. In the event of it being discovered that after completion of the work, the quantity of cement used is less than the quantity ascertained as herein before provided (allowing variation of minus side as stipulated above). The cost of quantity of cement not so used shall be recovered from the contractor @ Rs.5,000/- (Rupees Five thousand) only per metric ton not with standing further action for substandard work as per other relevant clauses of agreement. Decision of Engineer-in-charge in regard to theoretical quantity of cement which should have been actually used as per the schedule and recovered at the rate specified, shall be final and binding on the contractor. For non-schedule items, the decision of the Manager(T)Civil regarding theoretical quantity of cement which should have been actually used, shall be final and binding on the contractor.

11 In case of any alteration/addition or substitution in the work, the rates shall be derived from the 2007 CPWD schedule of rates for Delhi + percentage finally adopted by the owner and as quoted by the bidder on the quotation. In case however the rates are not available in the DSR or can't be derived from the similar items of DSR, the market rates will be taken with a profit & overheads margin of 15% only be considered for arriving at the final rates of items.

12 Electric facilities, if available at site, the deptt. May permit usage of it from the DTL. In that case ½ % of the value of work done shall be deducted from the bills as “Electricity Charges”.

13 Water required for the work shall be normally arranged by the contractor himself. If facilities are available at site, the deptt. May permit usage of water from its premises. In that case 1% of the value of the work shall be deducted from the bill as “Water Charges”.

14 If required, the work will have to be carried out during Sunday and other holidays with prior permission of Engineer-in-charge.

15 Contractor shall furnish all labour, materials, equipment and other accessories complete as required for the successful execution of work in accordance with drawings & specifications.

16 Any damage done by the contractor to any existing work during the course of execution of the work tendered for, shall be made good by him at his own cost.

17 The contractor shall maintain in good condition all works during execution till completion of entire work allotted to him.

18 The contractor shall cause the site to be cleared thoroughly of rubbish scaffolding materials etc. before the date of completion of work.

19 Payment of contractor's bill shall be paid within 30 days of the submission of bill.

20 The contractor shall fulfill all the requirement of notification of the State Government regarding Sales Tax etc.

21 The contractor will also abide by Employees Provided Fund rules as applicable in DTL from time to time.

22 The contractor shall required to execute all works as may be ordered upto maximum/minimum 20% of award value at the rates quoted in their quotation.

23 The contract can be close as and when required on the directions of the Engineer-in-charge and no claim shall be entertained by DTL on this account.

Signature of Contractor

Manager(T)Civil West
**DELHI TRANSCO LIMITED**

**(Schedule of Quantities)**

**(NIQ C-5/16-17)**

Issued to M/s. _________________

Estimated cost : Rs.35577.00  
Earnest Money : Rs. 800/-  
Completion period : 01 Month

**Name of work :** Sweeping and cleaning of office building Shakti Deep Jhandewalan and DTL colony Rewari line for one month.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>unit</th>
<th>Quantity</th>
<th>Rate (in Rs.)</th>
<th>Amount (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cleaning of covered area:- Mechanized/ Manual housekeeping services which includes effective Sweeping, Mechanized/ manual Sweeping, cleaning, mopping, scrubbing with scrubbing machines, with all necessary T&amp;P, consumable sanitation material, toiletries etc. and upkeep all building covered areas, staircase, toilets etc. cleaned including manual and mechanized cleaning of choked sewer lines, cleaning of septic tanks etc of complete building, covered area including door, windows, partitions, furniture, curtains etc. on daily basis. Disposal of garbage to MCD approved dumping ground, all complete in covered areas of sub stations, offices, workshops, schools, colonies etc. as per direction of Engineer In Charge. Including all machines, material, T&amp;P. Consumable material &amp; chemical, Manpower etc. Plinth area of building shall be measured for payment purposes. Rate shall be adjusted based on area cleaned by contractor on prorata basis for payment purposes.</td>
<td>sqm</td>
<td>3608</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Cleaning of open area i.e. Manual Sweeping, cleaning of pucca portion on ground, courtyard, roads, open drains, sewer lines, litter picking etc. by deploying required equipments, T&amp;P, manpower, consumables etc. and disposal of rubbish/garbage to MCD approved dumping ground on Daily basis as per direction of Engineer in Charge. All complete in open areas of sub stations, offices, workshops, schools, colonies etc. Including all machines, material, T&amp;P, Consumable material &amp; chemical, Manpower etc. Rate shall be adjusted based on area cleaned by contractor on prorata basis for payment purposes.</td>
<td>sqm</td>
<td>527</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**AM(T)Civil**  
**Manager(T)Civil West**

I/We have read the terms and conditions of contract and agree to execute the above said work on above quoted rates and deposit the amount of EMD vide DD No. _________________ dt. _________________ for Rs. _________________ drawn on _________________ Bank)

Name & Signature of the contractor with seal

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