



Telegraphic Address. STASELCOM, NEW DELHI

F.No D-31014/1/2014-G(Pt.)

भारत सरकार
कर्मचारी चयन आयोग
कार्मिक तथा प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
ब्लाक सं १२ केंद्रीय कार्यालय परिसर , लोधी
रोड
नई दिल्ली -११०००३

Government of India
Staff Selection Commission
Department of Personnel & Training
Ministry of Personnel, Public Grievances & Pensions
Block No.12
Kendriya Karyalay Parisar, Lodhi Road

Dated 16.05.2017

NOTICE INVITING QUOTATION

Subject:- Refilling, Repairing & Painting of Various Types of Fire Extinguisher-reg.

Sir,

It is proposed to award contract for Refilling, Repairing & Painting of Various Types Fire Extinguishers in Staff Selection Commission as detailed below as per the terms & conditions given an Annexure-I :-

S.No	Description	SIZE	Qty
01	Dry Chemical fire extinguisher	5 Kg	40
02	CO2	4.5 Kg	26
03	CO2	2 Kg	07
04	Water stored pressure type	9 ltrs	17

2. If your firm is interested in entering into contract, quotations quoting, rates, accompanied with the Earnest Money of Rs. 5000/- through a Demand Draft drawn in favour of DDO, Staff Selection Commission and may be sent to the undersigned by name either by post or through special messenger so as to reach to this office on or before 30.05.2017 by 3.00 PM. The quotation should be placed in a sealed cover duly super scribed as "**Quotation for Refilling, Repairing & Painting of Various Types of Fire Extinguisher**".

3. The quotations will be opened in the presence of representatives of the firms, if any, in the office of Dy. Secretary (G), Room No 714, SSC, Block No. 12, CGO Complex, New Delhi-110003 at 3.30 PM on 30.05.2017

Yours faithfully,

Encl:

- A) Annexure-I (Financial Quotes)
- B) Annexure-II (Copy of terms and conditions)

(Zoya C.B)
Under Secretary

Annexure-I**(Financial Quotes)**

S.No	Description of Work	SIZE	Qty	Rate/Unit	Amount(in Rupees)
01	Dry Chemical fire extinguisher	5 Kg	40		
02	CO2	4.5 Kg	26		
03	CO2	2 Kg	07		
04	Water stored pressure type	9 ltrs	17		
					Taxes
					Total(Rs.)

Amount in Words: _____

Signature of the contractor with rubber stamp

Terms & Conditions

1. The sealed quotation should reach in the office of the Dy. Secretary (G), Room No 714, SSC, Block No. 12, CGO Complex, New Delhi-110003 by 3.00 pm sharp on or before 30.05.2017 & the same shall be opened at 3.30 PM on 30.05.2017 in the office of Dy. Secretary (G), Room No 714, SSC, Block No. 12, CGO Complex, New Delhi-110003.
2. The sealed envelope of the quotation must have the following details on the envelop itself:-
a) Enquiry/Quotation No. & Date. b) Name of the work, c) Validity Period (120 days) d) Details of Earnest Money i.e. DD No., Name of the Bank, Amount, Date etc., e) Date of opening f) Registration No. if any. G) Name & address of the contractor.
3. Where the documents have been downloaded from DTL web-site the contractor is also required to record the full particulars of the DD/BC/PO being submitted on account of cost of the documents on the envelop itself.
4. The Staff Selection Commission reserves the right to reject the offer/offer without assigning any reason.
5. The rates should be as per the work annexure i.e. Unit Rate/Per No./Per Meter etc. and the applicable taxes be also quoted separately & the offer shall be valid for a period of minimum of 120 days.
6. The contractor shall use his labour, tools and plants required for the execution of work unless specified.
7. **SAFETY:** The contractor shall make all the arrangements for the safety his staff. The SSC shall not be responsible in any way for injury/disablement, accident to any workman on this account and will be free from any legal bindings in this regard. SSC will not be responsible to pay any damage to the workman of the contractor or any outside agencies.
8. Contractor shall take necessary steps to ensure the safety of SSC property & shall be responsible for all such damages and shall have to repair or replace as the case may be, failing which he has to pay the entire cost of damages.
9. Before carrying out the work, it shall be entire responsibility of the contractor to take all the safety precautions and shut downs, etc. if required during the execution of work. All shut downs will be taken by SSC supervisory staff but contractor's representative will give request in writing.
10. **RATES:** The rates quoted shall be firm and including of all taxes, duties, etc. The rates should be quoted based on the units specified in words as well as in figures without any cutting, in case of difference of values/rates in figures and words or any confusion it will be constituted to take the rates, which are lowest.
11. **Qualification Requirements:** Bidder should submit the satisfactory completion/performance report of similar Supply P.O's/Works executed in SSC or other State Transmission Utility. Similar works means: Supply/Services of similar materials/equipments in SSC/State Transmission Utilities during last 07 years. Offer submitted without satisfactory Completion/performance report and P.O copy is liable to be rejected.

Signature of the Contractor with Rubber Stamp

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12. **SCOPE OF WORK:** Contractor will satisfy himself with the details of the work to be executed and if considered necessary they should visit the site and get any other information required in this connection.
13. **GURANTEE:** The work executed shall be guaranteed for satisfactory operation for 12 months from the date of completion of work.
14. **PAYMENT:** Payment shall be made as per SSC norms through ECS after receipt and approval of materials & submission of bill by the party.
15. **ARBITRATION:** if any dispute/question of controversy arises between SSC and contractor relating to the contract/order or any clause or thing contained therein, the dispute shall be refereed at the arbitration of Chairman, SSC or his nominee and the decision of the Chairman, SSC or his nominee shall be final and binding on both the parties.
16. **QUANTITY VARIATION:** During the execution of the Contract, SSC reserves the right to increase or decrease the quantity of item under the contract but without any change in unit price and other terms & condition. However, such variation shall not be subject to any limitation for the individual items but the total variation in all such items under the contract shall be limited to plus twenty five or minus five percent (+25/-5%) of the Contract Price.
17. **INTEREST & REFUND OF EMD:** No interest is payable by SSC on the amount of Earnest Money deposited by the Tenderers/Contractor. Earnest Money is held by SSC till obligations are satisfactorily and completely discharged by the Tenderers/Contractor. The amount of the Earnest Money shall be refunded to the unsuccessful bidders immediately after decision taken by the authority competent to accept / reject the tenders.
18. **BLACK LISTING:** Any Party making post tender development directly or indirectly may be black listed for a period up to 3 years. In case tenderers amends/modifies/revise/withdraws the prices/price structure of the offer without the consent of SSC, after the tender opening and during the period of validity of their offer (i.e. 120 days), the Earnest Money in full or part deposited by them shall be liable to be forfeited or their offer liable to be rejected. They shall also be debarred from participating in future tenders of SSC for the period ranging from 1 to 5 years and shall be placed under Black List. If the party fails to complete the services in full or in part within stipulated period specified in the purchase order of material/services is found to be defective or failing of fulfill the Guaranteed Performance of the Contract as specified in the Purchase Order, they shall be debarred or black listed from participating in future tender of SSC for the period ranging from 3 to 5 years.
19. **PRICE BASIS:** All prices and price components of materials and services under the subject contract shall remain firm during execution of contract and no price variation whatsoever will be allowed on any of the components.

20. **RISK BASIS:** The Work/Services shall be completed satisfactorily and within the period specified in the order, failing which purchaser reserves the right to complete the project from other sources at the sole risk and cost of the supplier and the difference of rates will be recovered from the suppliers. If on checking, testing and using, the supplies/services proves to be defective or fails to fulfill the guarantee performance of the contract as specified by himself, the contractor shall have to remove the defects at his costs. If the contractor fails to do so the purchaser may arrange supplies/services at the cost of the contractor. Where supplies/services are not according to specifications and it is decided to retain the inferior suppliers/services at the discretion of the purchaser, supplier will be entitled to receive the payment at rates by the purchaser with due regard to quality of the supplies/services and not at the rates mentioned in the order. In case there is no improvement in the proper execution of the order as per terms and conditions or the contract the purchaser reserves the right to cancel the order after serving 15 days written notice to contractor and no claim or damages will be entertained.

21. **TAXES AND DUTIES:** All the statutory taxes and levies applicable on supplies and services are inclusive in the Contract Price. Relevant Confessional Central Sales Tax declaration forms, as admissible, would be issued to you by SSC as per the provisions of Bidding Document against the supplies on receipt of your written request for all the items identified in this Letter of Award. The above contract price is inclusive of applicable VAT, Service Tax and cess thereon. SSC shall not bear any liability whatsoever on this account. SSC shall make statutory deduction at source in accordance with the statutory provisions including income Tax Act, as applicable from time to time, for which necessary TDS certificate (s) shall be issued to you in due course. C Form will be issued to you if requested by you and bills also represent taxation as per FORM C.

22. **TERMINATION OF COPNTRACT :**SSC reserves the right to terminate the contract after giving 2 week notice in case of performance of the contractor is not found satisfactory or on account of non-compliance of any of the condition of the contract. In such case the security deposit shall also be forfeited by the SSC due to non-performance of the contract.

23. Staff Selection Commission reserves the right to cancel the order, if found unsatisfactory performance and will have the right to procure material from other party at the Risk and Cost of the contractor.

24. In case of opening day is holiday/closed day, opening date may be treated as the next working day or can be postponed by the officer opening authority.

25. The work has to be carried out according to the specifications given, where not according to the satisfaction of SSC representatives.

Signature of the contractor with Rubber Stamp