

F.No.D., 13012/2/2018 Admn II (LA) Sec
Ministry of Law & Justice
Department of Legal Affair

Shastri Bhawan, New Delhi-1
Dated 14th March, 2018

QUOTATION NOTICE NO. D. 13012/2/2018-Admn II (LA) dt. 14th March 2018

Sub:- Annual Maintenance contract for the Servicing maintenance and upkeep of the repair furniture/fixture work of the Department of Legal Affairs during the financial year 2018-2019.

Sealed rate quotations are invited from interested firms/parties for maintenance furniture/fixture and other miscellaneous and allied jobs as mentioned in the enclosed Annexure during the year 2018-19(01.04.2018 to 31.03.2019) in the Department of Legal Affairs.

2. The supply of material will be governed by the following conditions:-

- (a) The rate quoted in response to this quotation will remain in force for a period one year from the date of acceptance of terms and conditions for the financial year 2018 -2019.
- (b) The material to be used for the above purpose should be branded standard quality.
- (c) The rates should be inclusive of delivery charges to this Department in Room No. 413 "A" Wing Shastri Bhawan, New Delhi.
- (d) The rates should be quoted according to the specification given in attached list the rates of sales tax , if chargeable should be mentioned clearly.
- (e) One representative of the firm will have to visit this Department daily i.e. Monday to Friday to enquire about the demand or to make delivery. Telephone number/mobile number of the firm should be indicated for urgent communication.
- (f) In case of short/late supply or/non-compliance of any order of this Department or in the event of unsatisfactory performance, the contract can be terminated at any time without assigning any reasons
- (g) This Department shall not be bound to accept the lowest rates and an order may be placed with any other firm considered suitable for the work to ensure quality of work. The decision of the competent Authority in this Department will be final in this regard.

3. The quotation should be sent (by name) to the undersigned in a sealed cover marked "QUOTATION FOR ANNUAL MAINTENANCE CONTRACT FOR THE SERVICE MAINTENANCE AND UPKKEP OF THE furniture/fixture WORK OF THE DEPARTMENT OF LEGAL AFFAIRS DURING THE FINANCEIAL YEAR 2018-19" in room No. 413 'A' Wing Shastri Bhawan, Dr Rajendra Prasad Road New Delhi latest by 4th April .2018 at 3.30 PM The quotation will be opened on the same day at 4.00 PM Further details, if any can be obtained from Section officer Admn II (LA) Room No.413,A Wing Shastri Bhawan , New Delhi (Telephone 23384837).

Yours faithfully


(Anil Kumar Joshi)

Deputy Secretary to the Govt. of India
Tele:- 011 23384109

Copy to:- 1. All Ministries and Department of Govt. of India with the request to bring this tender notice to the knowledge of the contractors engaged by them for this purpose.

2. Notice Board /NIC . Ministry of Law & Justice/Department of Legal affairs

Repair Almirah						
Providing & Fixing of lock						
Providing & faxing Shelves						
Providing & fixing steel handle						
Opening of steel Almiraha						
Providing & fixing Goodraj lock						
Providing & fixing ordinary lock						
				Revolving chairs		
Repair of chair ordinary						
Repair of Revolving chair						
Replacement of wheel						
Welding per point						
Replacement for spring set						
				Sofa Set		
Repair of sofa (per seat						
Replacement of leg						
Replacement of wheel						
Upholstery of Sofa seat simple cloth						
Dry clean sofa set per seat)						
Dry clean Rev .Chairs						
Dry clean visitor chair						
Dry clean vertical blinds						
				Table		
Repair of table						
Repair of drawer						

			Miscellaneous		
Fixing of maps .photos name					
Plates /wall lock etc					
Providing & fixing plywood (per -sq-ft.					
Providing & fixing lamination					
Board per sq-ft					
Providing & fixing molding tape sq-ft					
Providing & fixing Kabza with Katchar					
Providing & taxing security lock					
Opening of Mortice lock					
Repair of door closer					
Fixing duplicate key					
Providing & fixing sunmica board top per sq ft.					
Providing & fixing mortice double handle lock set					
Providing & fixing sun mica per sq.ft					
Providing & fixing glass window /rack girded per sq ft. 4m					
Table glass girded per sq .ft 10mm					
Providing & fixing haldrar					
Providing & fixing					

Providing & fixing multi purpose round lock						
Providing & fixing simple handle						
Providing & fixing door stopper						
Providing & fixing simple handle						
Providing & fixing door stopper						
Providing & fixing drawar sliding channel						
Providing door closer						
				Polishing work		
Executive table						
Officer table						
Assistant table						
Typist small/center table						
Chair wooden						
Wooden almiraha						
Book Shelves						
Bash basin wooden						
Side rack						
Side screen stand						
Foot rest						
Mirror frame stand						
Tray /stool						
Sofa (per seat)						
Writing table pad						
Polish /paint (sq-ft)						
Wooden flooring						
"Progo" flooring						
Room white wash per sq-						