



Ref. No. NSD/Estate/2016-17/

18<sup>th</sup> January, 2017

Name, Address & Contact No. of the Firm/Agency  
(To be filled in the BLOCK Letters)

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### NOTICE INVITING TENDERS

On behalf of the Director NSD, sealed tenders are invited from the reputed Delhi-based working Contractors for the work of "Annual Comprehensive Maintenance Contract for Kent R.O. machines installed at NSD". Sealed tender may be addressed to the Registrar, National School of Drama, Bahawalpur House, 1, Bhagwandas Road, New Delhi – 110001 and should reach this office on or before 24.01.2017 at 03:00 p.m. which will be opened on the same day at 03:30 p.m. in the presence of such Contractors and their representatives who wish to be present.

A. Rates for Annual Comprehensive Maintenance Contract for maintenance & repairing of Kent R.O. machines.

Sr. No.	Description of Item	Quantity	Rate	Amount
1	Comprehensive maintenance & repairing of R.O. machines (50 Litre per hour)	Six		
2	Comprehensive maintenance & repairing of R.O. machines (25 Litre per hour)	Three		
	TOTAL (inclusive all taxes)			

### C. GENERAL CONDITIONS OF THE CONTRACT:-


1. Service visit in every week regularly during the contract period, when the Kent RO machines will be thoroughly checked, cleaned and adjusted. Nothing extra to be paid for the additional visit during the contract period, as and when required in the event of any break down of the equipment.
2. This is a annual comprehensive maintenance contract and the rates should be included of all the parts i.e. candle, carbon block, membrane, post carbon filter, pre carbon filter, sediment filter, pre filter, U.V., pipes and all body parts etc. Nothing extra will be paid.
3. The rates should be strictly quoted keeping in view of that the repairing of R.O. Machine will have to be attended within 04 hours after lodging of the complaint. You should have adequate manpower & spares for repair, to avoid any type of delay and there will be penalty of Rs. 2,000/- for every delay per visit. In case, the services are not found satisfactory, the contract may be terminated without assigning any reason at any stage.

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4. You have to ensure that all the R.O. machines are working satisfactorily. You have to get the water tested any time on demand. The testing equipment will be arranged by you in case of failure of water test report action necessary action will be initiate against you.
5. Payment will be made as under : -
  - a) 50 % completion of half period of contract after six months in satisfactory manner.
  - b) 50 % after completion of the contract after one year in satisfactory manners.
6. Any damage made to the building of R.O. machine shall be rectified free of cost. Contractor will hold the full responsibility for their labours in case of any accident.
7. National School of Drama does not bind itself to accept the lowest or any other tender and reserves the right to reject any or all the tenders. The decision of the Tender Evaluation Committee arrived at as above shall be final and representation of any kind shall not be entertained on the above. Any attempt by any tenderer to bring pressure of any kind may disqualify the tenderer for the present tender and the tenderer may be liable to be debarred from bidding for tenders in future for a period of three years.
8. The tenderer should sign and stamp each page of tender document as a token of acceptance of the terms & conditions contained therein and submit the same along with the bid without which tender will be not be considered.

  
( O. P. Sagar )  
Dy. Registrar

