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**CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI**

An Autonomous Organization under the Union Ministry of Human Resource Development
(Govt. of India)

PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092

CBSE/Admn/ROD/2016

Speed Post

Date: 16-12-2016

Sub:- Rates for hiring of furniture for Secrecy Centres

Sir,

The Central Board of Secondary Education intends to hire furniture(as per enclosed list) for the Nodal Centres during the Board Examination -2017.

You are requested to quote your rates (including taxes) as applicable and other charges for the supply of furniture in the enclosed format (Proforma A). The cost of the tender document is Rs. 200/- (Rupees Two Hundred only) which is non-refundable and non-adjustable. Tender fee and EMD of Rs. 30,000/- are to be deposited at the time of submission of bid document in the shape of demand draft only from any Nationalised Bank, payable at Delhi and drawn in favour of "Secretary, CBSE". Sealed Quotations may be sent by Registered post OR by hand in the Tender Box available on ground floor at Reception Counter of CBSE, Regional office, PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092, latest by 10/01/2017 upto 2.30 p.m. The quotation will be opened on the same day at 3.00 p.m in the presence of the tenderers who may like to be present. The Tender received incomplete or beyond the stipulated period shall not be entertained under any circumstances. The authority reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

Assistant Secretary [ROD]

Encl:-

1. Performa 'A'
2. Terms & Conditions

PROFORMA 'A'

S.No	Description of Goods	Rates may be mentioned inclusive of cartage/Tempo/Labour, all applicable taxes etc.	
		Rates (per day) (In Rs.)	Rates per month (In Rs.)
1.	Table 6"X3"		
2.	Table Cover		
3.	Daree 8"X10"		
4.	Kanat 18"X10"		
5.	Chair		
6.	Banquet chair		
7.	Pedestal Fan		
8.	Ceiling on Pipe Structure with Waterproof Tent with in/ Pandal/tripal (Per sq. ft)15"X45" OR 12"X12" OR 20"X20"		
9.	Water proof Curtain (per Sq. ft)5"X15"		
10.	Garden Chair		
11.	Office Table		
12.	Steel Almirah		
13.	Shaminas 15"X30"		
14.	Halogen Light		
15.	Curtain per Sq ft. 15"x15" OR 15"X12"		

1. Particulars of Demand Draft paid as Earnest money:

- i) Amount : Rs 30,000/-
ii) DD No. : _____
iii) Issuing Bank with date of issue : _____

2. Particulars of Demand Draft paid as Tender fee:

- i) Amount : Rs 200/-
ii) DD No. : _____
iii) Issuing Bank with date of issue : _____

NOTE: Service Tax not applicable vide Notification no.6/14, Date 11th July, 2014 Department of Revenue of Ministry of Finance Government of India.

The terms and Conditions and those appended with the tender form are acceptable to me/us. If any over writing/ cutting/ conditional tender found in my said tender, the same be rejected.

PAN No. _____

Dated: _____

SIGNATURE OF THE BIDDER

WITH OFFICAL SEAL & COMPLETE ADDRESS
WITH MOBILE NO.

**CENTRAL BOARD OF SECONDARY EDUCATION
REGIONAL OFFICE, DELHI**

TERMS & CONDITIONS

1. The furniture will be supplied by the contractor at Raj Niwas Marg Delhi or from the point decided by office to deliver the same to school/centres situated in Delhi/New Delhi as per requirement.
2. The payment will be made after completion of the satisfactory work on receipt of the bill in duplicate and TDS will be deducted as per rules of Govt. of India. **No advance payment will be made.**
3. Rates once quoted will not be changed/increased in any case for a period of one year from the date of issue of work order OR till the completion of work.
4. The allotment of work will be for one year from the date of issue of work order on approved rates, which may be extended upto three years subjects to satisfactory service.
5. Tender in sealed cover super-scribed "Tender for hire of furniture for secrecy centers should reach the Regional Officer upto 2.30 p.m. on or before 10.01.2017 alongwith tender fee of Rs. 200/- and the earnest money of Rs.30,000/-by bank draft in favour of Secretary, CBSE payable at Delhi. Tender will be opened on the same day at 03.00 pm.
6. Tempo/Truck charges /Labour charges will be borne by the agency as and when required.
7. If the ordered material is not received within the stipulated time, the CBSE shall be at its liberty to deduct the amount at its discretion.
8. The Chairman of the Board has the right to accept any quotations in whole or part or reject it entirely without assigning any reason thereof.
9. Conditional, incomplete, tender without EMD/ Tender fee shall be rejected outrightly. No correspondence shall be entertained in this regard.
10. In the event of any dispute, the decision of the Chairman of the Board shall be final and binding upto the tenderer.
11. There should not be any over writing or amendment in the rates offered by the bidder, to avoid outright rejection. . No correspondence shall be entertained in this regard.
12. Terms and conditions of the contract are to be duly signed by the Partner/Owner/ Managing Director of the Firm.
13. The jurisdiction for legal cases will be Delhi/New Delhi.
14. All decision of the competent Authority of the Board will be final and applied for all bidders.

I, M/s _____, have quoted my/our lowest rates including all kind of taxes and the above terms & conditions mentioned at S.No. 1 to 14 are also acceptable to me/us.

Signature of the Bidder

Name _____

Address _____

Mobile & Phone No. _____