Sub: Quotation for whitewash/painting/polishing of the Commission Building.

Dear Sir/Madam,

1. This Commission intends to carry out whitewash/painting/polishing of the Commission Building.

2. Accordingly, quotations are invited in sealed cover for whitewash/painting/polishing of the Commission Building as per following specifications:

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Description</th>
<th>Approx area (in Sq. Ft.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Boundary wall Inner Wall and ceiling painting including gates with emulsion of reputed brand (Asian Paints, Nerolac or Berger) in existing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>colour with minimum two or more coats and a coat of compatible primer to give an even shade in entire office space. The work also includes</td>
<td></td>
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<tr>
<td></td>
<td>cleaning of surface (wall/ceiling) with sand paper, cleaning of all dirt/grease/loose pieces of scales, preparation of surface including</td>
<td></td>
</tr>
<tr>
<td></td>
<td>filling the pit holes, applying good quality putty (JK, Birla or equivalent) wherever required. The rates quoted shall include cost of all</td>
<td></td>
</tr>
<tr>
<td></td>
<td>materials, labour, tools and any other expenses related with painting of walls and ceiling (wherever ceiling of Gypsum or concrete).</td>
<td></td>
</tr>
<tr>
<td>(a)</td>
<td>Total Exterior Painting with weather coat smooth</td>
<td>33920</td>
</tr>
<tr>
<td>(b)</td>
<td>Total Interior Painting with Easy Clean Luxury Emulsion</td>
<td>26830</td>
</tr>
<tr>
<td>(c)</td>
<td>Total Enamel Painting with Hi-Gloss enamel</td>
<td>13570</td>
</tr>
<tr>
<td>(d)</td>
<td>Interior Melamine polishing on wooden furniture, doors and windows</td>
<td>3180</td>
</tr>
</tbody>
</table>

3. The format for providing financial bid, to be given in the letter head of your firm is enclosed at Annexure ‘A’.

4. The bidder has to provide general information about the firm in the format given at Annexure ‘B’.

5. The detailed terms and conditions is enclosed at Annexure ‘C’.

6. The last date and time of receipt of quotation is 16.05.2016 at 1600 Hrs.

7. Quotations received after stipulated date and time will not be considered under any circumstances. The quotations received by the stipulated date and time will be opened by the Purchase & Works Committee at 16.05.2016 on same day i.e. 1630 Hrs.

(Nalini Dubey)  
Personnel Officer
Annexure ‘A’.

(Quotation for whitewash/painting/polishing of the Commission Building)

To

The Secretary
DERC, New Delhi

Sir,

1. I/We have read and understood the contents of the Tender and agree to abide by the terms and conditions of this Tender.

2. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish applicable EMD as per para 7 of Annexure ‘C’ for obtaining the Supply Order.

3. I/We further undertake that none of the Proprietor/Partners/Directors of the firm was or has been banned / blacklisted / suspended business dealings neither by any Government Department, nor any criminal case registered against them / the firm. I/We further undertake to report to Secretary DERC, New Delhi immediately if any such action is taken in future against the firm / Proprietor / Partners / Directors during the currency of the Contract with you.

4. Description of Work: Boundary wall Inner Wall and ceiling painting including gates with emulsion of reputed brand (Asian Paints, Nerolac or Berger) in existing colour with minimum two or more coats and a coat of compatible primer to give an even shade in entire office space. The work also includes cleaning of surface (wall/ceiling) with sand paper, cleaning of all dirt/grease/loose pieces of scales, preparation of surface including filling the pit holes, applying putty wherever required.

5. Financial Bid - for whitewash/painting/polishing of the Commission Building, our lowest rates inclusive of all taxes are as given below:

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Description</th>
<th>Approx area (in Sq. Ft.)</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>Total Exterior Painting with weather coat smooth</td>
<td>33,920</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b)</td>
<td>Total Interior Painting with Easy Clean Luxury Emulsion</td>
<td>26,830</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c)</td>
<td>Total Enamel Painting with Hi-Gloss enamel</td>
<td>13,570</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(d)</td>
<td>Interior Melamine polishing on wooden furniture, doors and windows</td>
<td>3,180</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. The rates quoted at para 4 above are valid for 60 days from last date of submission of bids.

(Signature of Bidder)

Name
Designation

New Delhi
Date:
# Annexure ‘B’

## General Information

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Full name of the Supplying Agency</td>
</tr>
<tr>
<td>2.</td>
<td>Complete Address</td>
</tr>
<tr>
<td>3.</td>
<td>Name of Proprietor / Partners / Directors</td>
</tr>
</tbody>
</table>
| 4. | Contact Number.  
Office :  
Residence |
| 5. | Commercial Registration Number.  
(attach proof) |
| 6. | PAN Number  
(attach copy of PAN Card) |
| 7. | Service Tax Number |
| 8. | Bank Account Details |

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**Declaration:**

I/We hereby declare the I/We have read & understood all the terms & conditions mentioned in the Tender inviting letter and I/We undertake myself/ourselves to abide by them. I/We further, declare that all the information given above is true.

I further declare that my/our firm has never been blacklisted / debarred from any tendering process in the past.

(Signature of Bidder)

Name:
Annexure ‘C’

Terms and conditions for whitewash/painting/polishing of the Commission Building.

1. **Description of Work.** Boundary wall Inner Wall and ceiling painting including gates with emulsion of reputed brand (Asian Paints, Nerolac or Berger) in existing colour with minimum two or more coats and a coat of compatible primer to give an even shade in entire office space. The work also includes cleaning of surface (wall/ceiling) with sand paper, cleaning of all dirt/grease/loose pieces of scales, preparation of surface including filling the pit holes, applying putty wherever required.

2. **Manner of depositing the Bids.** The bidder has to submit complete proposal in the form annexed as Annexure ‘A’. Details of whitewash/painting/polishing of the Commission Building with specifications placed at Annexure ‘A’. No change in the amount of bid shall be permitted after submission of the bids. All the documents shall be duly signed and stamped by authorized person of supplier. Sealed Bids should be either dropped in the Tender Box placed at Commission’s Reception or sent by registered post at the address of Commission so as to reach on or before by 1600 Hrs on 16.05.2016. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/non-receipt of Bid documents. Unsealed bids sent by FAX or e-mail, will not be considered.

3. Bidders are advised to visit the O/o DERC to assess the required work and familiarize themselves with the local conditions. The Bidders may, accordingly, quote their rates for the required work for per sq. ft. area. The rates quoted should be inclusive of all applicable taxes. Bidders should also indicate the total area to be painted.

4. **Specifications.** whitewash/painting/polishing of the Commission Building shall strictly conform to the specifications as per annexure ‘A’.

5. **Time and date for opening of Bids.** The bids will be opened on 16.05.2016 at 1630 Hrs if due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of representative.

6. **Rejection of Bids.** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction, unsigned bids shall be summarily rejected and may lead to forfeiture of EMD. Conditional tenders will be rejected.

7. **Validity of Bids.** The prices quoted in the Bids should remain valid for 60 days from the last date of submission of the Bids.

8. **Earnest Money Deposit.** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs. 22,000/- along with their bids. However, firms registered with MSME/NSIC are exempted from depositing EMD as per the provisions of GFR 181. The EMD may be submitted in the form of an Account Payee Demand Draft in favour of The Secretary, Delhi Electricity Regulatory Commission payable at New Delhi from any of the public sector banks. EMD of the unsuccessful bidders will be returned to them at the earliest latest on or before the 30th day after the award of the contract. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after the successful whitewash/painting/polishing of the Commission Building. Quotation without earnest money will be rejected as non participative.

9. **Bid quotation amount, Taxes and Duties.** Price shall be inclusive of cost of product, all statutory taxes, duties, labour charges, levies and all cartage charges, Bid price shall be firm and final. No escalation whatsoever shall be payable. The bidder/supplier will be entirely responsible for all taxes and levies payable by him to the respective authorities.
10. **Warranty/Guarantee.** The period of Warranty/Guarantee of the painting work product shall be clearly specified. The Warranty/Guarantee will commence from the date of final handing over of building after successful completion of work to the satisfaction of Commission.

11. **Terms of Work Order.**

(a) The successful bidder will have to complete the painting work as indicated at annexure 'A' within 60 days from the date of conclusion of the contract or signing of Work order unless the period is extended by mutual agreement.

(b) The Materiel used in the painting work must be in brand new condition. Old Material or open seal materials will be returned and vendor has to replace such material on his own expenses.

(c) The Warranty/Guarantee will commence from the date of final handing over of building after successful completion of work to the satisfaction of Commission.

12. **Liquidated Damages.** The painting/polishing work of Commission building mentioned at annexure 'A' shall be completed within the time schedule as given at para 11(a) to be reckoned from the date of supply order/award letter failing which the contractor shall be liable to pay liquidated damages as compensation for an amount equal to 0.25% or such smaller amount as the commission may decide on the said bid price of the whole work for every day's delay but not exceeding 10% on the total value of the order..

13. **Payment terms.**

(a) No advance payment will be made.

(b) The invoice shall be raised in favor of The Secretary, Delhi Electricity Regulatory Commission.

(c) Payment will be released through cheque in the name of firm/contractor after successful completion of whitewash/painting/polishing work in the Commission Building.

(d) Payment shall not be more than the contracted value as given in the award letter.

14. **Termination of Contract.** The Commission shall have the right to terminate this Contract in part or in full in any of the following cases, if:-

(a) The work is delayed for causes not attributable to natural calamity for more than 15 days after the scheduled date of Work Order.

(b) The bidder is declared bankrupt or becomes insolvent.

(c) For any other reasons which is in the opinion of Commission warrants cancellation of contract award.

15. **Indemnity Bond.** The Contractor shall indemnify DERC from:

(a) Any third party claims, civil or criminal complaints/liabilities, site mishaps, fire hazards & other accidents including death of any person/s or dispute and/or damages occurring, or arising out of any mishaps at site due to his/his employee/representative fault or negligence.

(b) All claims, demands, actions, proceedings, losses, damages, liabilities, cost, charges, expenses or obligations that are occasioned to or may occasion to you as a result of nonpayment of any statutory dues levied/Taxes e.g. leviable on the Contractor or the Contractor committing breach of any of the rules, regulations, orders, directives, instructions that may be issued by any authority under the Central Government/State Govt. or any statute or law for the time being in force.
(c) Any damages, loss, death or expenses due to or resulting from any negligence or breach of duty on his/her employee/representative part.

16. The sealed proposal should be submitted to the following address:-
   The Secretary,
   Delhi Electricity Regulatory Commission
   Viniyamak Bhawan, C-Block, Shivalik
   Malviya Nagar, New Delhi-110017

17. DERCC Reserve the right to accept or reject any/all proposal without assigning any reason or incurring any liability whatsoever.

   (Nalini Dubey)
   Personnel Officer