

**TENDER DOCUMENT FOR FABRICATION & INSTALLATION OF TABLES,  
COMPUTER TABLES, CONFERENCE TABLE, LOW HEIGHT PARTITION, STORAGE,  
DOUBLE BED, SOFA, DRESSING TABLE & WARDROBE ETC.**

SURVEY OF INDIA  
(Department of Science & Technology)  
O/o. Director, East U.P.G.D.C, Survey of India  
'Manchitra Bhawan',  
5, Vibhuti Khand,  
Gomti Nagar, Lucknow. 226010

**TENDER NOTICE**

The Director, East UPGDC, Survey of India invites sealed tender up to 03-12-2014 (13:00 Hrs.) to be opened on 03-12-2014 (14:00 Hrs.) for the fabrication & installation of tables, computer tables, conference table, low height partition, storage, double bed, sofa, dressing table & wardrobe etc.

Tender document for the fabrication & installation of the items in office building of East U.P.G.D.C., Survey of India can be downloaded from the website **[www.surveyofindia.gov.in](http://www.surveyofindia.gov.in)**.

**SURVEY OF INDIA  
(Department of Science & Technology)**

**TENDER DOCUMENT  
FOR  
FABRICATION & INSTALLATION OF TABLES, COMPUTER TABLES, CONFERENCE  
TABLE, LOW HEIGHT PARTITION, STORAGE, DOUBLE BED, SOFA, DRESSING TABLE,  
WARDROBE ETC.**

Advertisement No. 5433(A) /11 – C, dated 14-11-2014

**ADDRESS FOR CORRESPONDENCE**

O/o. Director, East U.P.G.D.C, Survey of India  
'Manchitra Bhawan',  
5, Vibhuti Khand,  
Gomti Nagar, Lucknow- 226010

PRE BID CONFERENCE	-	24-11-2014 (14:00 Hrs)
LAST DATE OF SUBMISSION	-	03-12-2014 (13:00 Hrs) or on any preceding working days during 09:30 to 17:00 Hrs.
TECHNICAL BIDS TO BE OPENED ON	-	03-12-2014, 14:00 hrs
PRICE BIDS TO BE OPENED ON	-	05-12-2014, 14:00 hrs

**SURVEY OF INDIA**  
**(Department of Science & Technology)**

TENDER DOCUMENT FOR FABRICATION & INSTALLATION OF TABLES, COMPUTER TABLES, CONFERENCE TABLE, LOW HEIGHT PARTITION, STORAGE, DOUBLE BED, SOFA, DRESSING TABLE, WARDROBE ETC.

**1. PARTICULARS OF TENDER :**

1. **Item (i)** Tables, computer tables, low height partition, storage, double bed, sofa, almirah, centre/side table, book shelf, dressing table & wardrobe is to be fabricated & installed in various rooms & sections along with wiring & sockets (only for computer tables) on ground, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> floor of Survey of India office building at Lucknow. Please refer lay-out plans of office building enclosed as Annexure 'A' to 'F'.
  - (ii) Total quantity required (approximately)
    - (a) Table with side unit - 23 Nos.
    - (b) (i) Table without side unit – 06 Nos.
      - (ii) Table without side unit with low height partition – 04 Nos.
    - (c) High/medium/low height storage unit – As per lay-out plan
    - (d) Conference Table – 01 No.
    - (e) Low height partition – 04 Nos.
    - (f) Computer table with partition – 04 Nos.
    - (g) Sofa-set
      - (i) Three seater – 05 Nos. (one is sofa-cum bed)
      - (ii) Two seater – 08 Nos.
    - (h) Side-table – 17 Nos.
    - (i) Centre table – 3 Nos.
    - (j) Double bed with mattress (Box type) – 3 Nos.
    - (k) Wardrobe – 02 Nos.
    - (l) Almirah – 02 Nos.
    - (m) Dining table – 01 No.
    - (n) Wardrobe with Dressing table as composite unit – 02 Nos.
    - (o) Shoes rack – 02 Nos.
    - (p) Book Shelf – 02 Nos.
    - (q) Slant Book Display unit – 01 No.

**(r) Full Height Partition (MDF & Glass partition with Door) – 01 No.**

- (b)** Designation and address of the Officer to whom the tenders are to be submitted : Director,  
East UPGDC,  
Survey of India,  
'Manchitra Bhawan'  
5, Vibhuti Khand, Gomti Nagar,  
Lucknow-226010
- (c)** Tender No. : 5433(A)/ 11 – C
- (d)** Pre Bid conference : 24-11-2014 (14:00 Hrs.)
- (e)** Availability of tender document : To be downloaded from website  
**www.surveyofindia.gov.in.**
- (f)** Last date of receiving the tender : 03-12-2014 (13:00 Hrs.)
- (g)** Place of receiving the tender : Office of Director,  
East UPGDC,  
Survey of India,  
'Manchitra Bhawan'  
5, Vibhuti Khand, Gomti Nagar,  
Lucknow.
- (g)** Date & time of opening of Technical bids only : 03-12-2014 (14:00 Hrs.)
- (h)** Venue of Pre Bid conference:  
& opening the tender : Office of Director,  
East UPGDC,  
Survey of India,  
'Manchitra Bhawan'  
5, Vibhuti Khand, Gomti Nagar,  
Lucknow.
- (i)** Detailed description of stores : Please see Annexure 'A' to 'F'  
and Para 1 & 2.
- (j)** Total No. of pages in the tender : 23

**1. Scope of work :**

Technical specification of material used in fabrication of indented items and approximate sizes of items are as follows:-

<b>Sl. No.</b>	<b>Item</b>	<b>Size in mm</b>	<b>No. of units</b>	<b>Technical specification of the material used for fabrication of items</b>
1	Table with side unit	<p>(i) Table: 1800 L X 1050 W X 2 750 Ht. with Dia. 1350 mm &amp; Side unit: 1350 L X 450 W X 750 Ht.</p> <p>(ii) Table: 1800 L X 900 W X 2 750 Ht. with Dia. 1200 &amp; Side unit: 1200 L X 450 W X 750 Ht.</p> <p>(iii) Table: 1800 L X 900 W X 2 750 Ht. &amp; Side unit: 1200 L X 450 W X 750 Ht.</p> <p>(iii) Table: 1500 L X 750 W X 4 750 Ht. &amp; Side unit: 900 L X 450 W X 750 Ht.</p> <p>(iv) Table : 1500 L X 750 W X 13 750 Ht. &amp; Side unit : 1050 L X 450 W X 750 Ht.</p>	4+4=8	<p>(i) It should have 36 mm thick pre-laminated (both side) MDF tabletop with edge banding. Table supported with 25 mm thick pre-laminated (both side) MDF gable ends &amp; Modesty Panel. The round shape of table should have Top pre-laminated (both side) MDF gable ends &amp; edge banding Dia (1350 mm) supported by SS Lag.</p> <p>(ii) Side unit should made of 18 mm thick pre-laminated MDF board with edge Banding. Storage should have Double shutters, shelf &amp; lock.</p> <p>(i) It should have 25 mm thick pre-laminated MDF tabletop with edge banding. Table supported with 18 mm thick pre-laminated MDF gable ends &amp; Modesty Panel. The round shape of table should have Top pre-laminated (both side) MDF gable ends &amp; edge banding Dia (1200 mm) supported by SS Lag.</p> <p>(ii) 16 table should have Keyboard tray &amp; CPU tray.</p> <p>(iii) Side unit should made of 18 mm thick pre-laminated MDF board with edge banding &amp; it should have double shutters, shelf &amp; lock.</p>
2	Table with	-(i) Computer Table:		(i) It should have 25 mm thick pre-laminated MDF tabletop with edge banding. Table supported with

	out side unit	1500 L X 600 D X 750 Ht.		18 mm gable ends & Side panel. It should have Mobile Pedestal with three Drawers of size : 400W X 450 D X 700 Ht., Computer table It should have Keyboard tray & CPU tray.
		(ii) Table: 1500 L X 900 W X 750 Ht.		(ii) Aluminium section should be used of width 60 mm, thickness 1.2 – 1.5 mm & powder coated with 50 micron thickness having paint finish. The sections should be packed at bottom by metal plate to restrict the entry of rats, insects etc.
		(iii) Partition: Low ht. partition up to 1200 mm height.		(iii) Partition should be tile based partition panel. Two raceways cover at skirting level & below the table top. Partition panel should have on pinup & writing board above the table top.
		(Refer Annexure 'E' for layout & design)		(iv) MDF board of 9mm thickness should be used for front partition & 9mm toughened glass for side by side partition.
		(iv) Table: 1500 L X 900 D X 2 750 Ht.		(i) It should have 25 mm thick pre-laminated MDF tabletop with edge banding. Table supported with 18 mm thick pre-laminated MDF gable ends & Modesty Panel.
		(v) Table: 1800 L X 900 D X 1 750 Ht.		(ii) Please refer Annexure 'B' for design of table under sl. No. (vi) & (vii).
		(vi) Table: 1200 L X 600 D X 2 750 Ht.		
		(vii) Table: 1200 L X 450 D X 1 750 Ht		
3	Conference Table	Table: 6750 L X 1800 D X 7501 Ht.		(i) It should have 25 mm thick pre-laminated MDF tabletop with edge banding. Table supported with 18 mm thick pre-laminated MDF gable ends & Modesty Panel with 4 popup box.  (ii) It should have mike (audio system) and 3 socket (5 pin & 5/15 amp) per seat with necessary wiring.
4	Side Table	450 L X 450 W X 400 Ht.	17	Side Table should be made of Wooden and have 6mm thickness toughened glass on top.
5	Dining Table	3000 L X 900 W X 720 Ht.	1	It should have 25 mm thick pre-laminated MDF

tabletop with edge banding. The Base is of wood/MS of sufficient strength with polish.

- |    |   |  |  |
|----|---|--|--|
| 6  | Storage   | Please refer lay-out plans of 1 <sup>st</sup> and 2 <sup>nd</sup> floor for size & lay-out plan        | As per Storage should made of 18 mm thick pre-laminated MDF board with edge banding & it should have openable shelf with lock of reputed firm.   |
| 7  | Book Shelf  | 1600 L X 300 W X 1200 Ht.  | 2<br>(i) It should be made of 18 mm thick pre-laminated MDF board with edge banding. It should have glass door, magnetic stopper & lock.<br><br>(ii) Please refer Annexure 'D' for design.   |
| 8  | Almirah   | 1460L X 400 D X 2100 Ht.   | 2<br>It should be made of 18 mm thick pre-laminated MDF board with edge banding. It should have double shutters, shelf & lock.   |
| 9  | Double Bed (1800 L X 1950 D X 450 Ht. & 1 Box type) with mattress | Back Side 900 mm Ht.<br><br>1800 L X 1500 D X 450 Ht. & 2 Back Side 900 mm Ht.                         | (i) Head Rest should be of 30 mm thick MDF & Foot Rest should be of MDF Ply 18 mm thick post-laminated both side.<br><br>(ii) They should be box type & should have channel based opening.<br><br>(iii) Mattress should be coir based of reputed firm. |
| 10 | Wardrobe  | 1800 L X 600 W X 2100 Ht.  | 2<br>Wardrobe should be made of 18 mm thick pre-laminated MDF board with edge Banding. It should have double shutters, shelf & lock.   |
| 11 | Dressing table with wardrobe (Composite unit)                     | (i) 1630 L X 450 W X 1800 Ht.<br><br>(ii) 2370 L X 450 W X 1800 Ht.                                    | 1<br>Wardrobe should be made of 18 mm thick pre-laminated MDF board with edge banding. It should have double shutters, shelf & lock and dressing table should have mirror & drawer.  |
| 12 | Sofa-set  | (i) Three & Two seater<br><br>Please refer lay-out plans of 1 <sup>st</sup> and 3 <sup>rd</sup> floor. | 5+8<br>(i) Sofa should be made of Seasoned Wood with Latherite Upholstery.<br><br>(ii) One three seater sofa should be sofa-cum bed type. After opening its size should be 1550L X 1200  |

				W X 450 Ht.
13	Centre table	1200 L X 750 W X 450 Ht.	3	It should have Table top glass with SS Lag.
14	Shoes Rack	900 L X 450 D X 900 Ht.	2	Shoes Rack should be made of 18 mm thick pre-laminated MDF board.
15	Low Height Partition	Up to 1200 mm (Refer Annexure 'E' for size, lay-out & design)	4	(i) Aluminium/CRCA section should be used of width 60 mm, thickness 1.2 – 1.5 mm & powder coated with 50 micron thickness having paint finish. The sections should be packed at bottom by metal plate to restrict the entry of rats, insects etc.  (ii) Partition should be tile based partition panel. Two raceways cover at skirting level & below the table top. Partition panel should have on pinup & writing board above the table top.
16	Slant display unit	book 6055 L X 400 W X 1800 Ht.	1	Display unit should be made of 18 mm thick pre-laminated MDF board with edge banding & it should have slant panel to display/ place the book/magazine.
17	Full Height Partition with Door	2000 L X 2500 Ht. (Refer Annexure 'A')	1	Full height partition with MDF board of thickness 12 mm upto 750 mm & rest with frosted Glass Tuffened. Aluminium/CRCA section (if used) will have same specification of Low Height Partition under sl. No. 15.

**Note :**

1. Chairs shown in the lay-out plans of all the floors are not required. } These are shown only for under-
2. Storage units shown in lay-out plan of 3<sup>rd</sup> floor are not required. } standing available office space.
3. The approximate size/dimension & location of all the items are shown in the lay-out plans of Ground, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> floor of office building. Sizes may vary depending upon the site restrictions or due to feasibility of source material and variation less than 10% in dimension, subject to its acceptability by SOI.
4. MDF stands for medium density fiber board should be pre-laminated both side and of supreme quality with ISI mark.
5. All the table with side unit should have toughened glass top of 9 mm thickness of table size & two table's side unit of size 1350 L X 450 W X 750 Ht. should also have glass top of same quality.



## 2. Working Site :

The work site i.e. office building of East UPGDC, Survey of India is situated in between office of Commercial Tax Officers, Training centre & Ware Housing at 5, Vibhuti Khand, Gomti Nagar, Lucknow. For site visit, tendering firm may contact ASO, East UPGDC, Lucknow on 0522-2720634, 2720638. Firms are advised to visit site before submitting the bids.

## 3. Terms and conditions :

### 3.1 Pre- Bid Conference:

- (a) In Pre-Bid Conference interested bidder/tendering firm representative will come with colour design/layout of all the floors & all tendered items prepared at their end and samples of wooden materials used for fabrication of all the items, aluminium sections & toughened glass. However there is no limitation in using particular material. Firm's ideas for improved/better furniture shall be given due consideration.
- (b) Tendering firm may get clarify their doubts (if any) during the Pre-Bid Conference.
- (c) After Pre-Bid Conference design/layout of all the floors, specification of material used for fabrication & some terms & conditions may be altered or modified. The firm will submit their Technical & Financial Bid after Pre Bid Conference with detailed layout and coloured design.

### 3.2 Bid : The Tenders/Bids are to be submitted in two parts i.e. Technical & Price Bid :-

- (a) **Technical Bid** : titled as **TECHNICAL BID** shall contain the complete Technical qualifications (detailed layout, variation in size from Tender document etc.) and commercial Bid Package with terms & conditions of supply etc. (except Price Schedule). Specimen Sample of quoted items (with suitable ref. No. or mark for identification) should also be submitted to ASO, East UPGDC, SOI, Lko.
- (b) **Price Bid** : titled as **PRICE BID** shall contain the Price Schedule duly filled in the prescribed Performa as given in enclosed Annexure 'G'. No commercial conditions shall be written under the Price Bid. Part – (a) shall be marked on it in bold letters the words "**TECHNICAL BID**", while Part – (b) shall be marked on it in bold letters the words "**PRICE BID**".

### 3.3 Eligibility Criteria:

The firm should have satisfactorily completed civil works (at least one of them in central Government/central autonomous body/central PSU/central undertaking body/state Govt. Dept./Educational Institutes) each costing minimum Rs. 10 Lakhs. (List should be enclosed in technical bid).

- 3.4 The **TECHNICAL BID** and **PRICED BID** shall be placed in separate envelopes. Each of these two sealed Envelopes containing the respective Bids shall carry on the face of it

the Tender date, Name and Address of the Bidder / tendering firm. These two sealed envelopes / covers shall be put into an OUTER COVER and sealed. The OUTER COVER shall only indicate the tender No. and dates of closing / opening PROMINENTLY alongwith the Address of Purchaser i.e. O/o.

Un-priced Bid/Technical Bid will contain details of specifications of each parts / items used for fabrication of all the items and electrical parts.

- 3.5** The **PRICE BID** will consist of price with detailed break-up of price including all type of taxes. Any other information which will have impact on price quoted must be included in the tender for Price Bid.
- 3.6** Each clause of the tender document should be thoroughly studied and tender submitted with Earnest Money and complete information / documents etc. to avoid unwanted correspondence after opening the tenders.
- 3.7** The items should fulfill the technical requirements shown in **Para – 1** which may be modified after Pre-Bid Conference.
- 3.8** In case the Supplier is registered with **DGS&D, New Delhi or small scale industries**, a copy of latest valid certificate issued by DGS&D or Director, small Scale Industries is to be enclosed along with **TECHNICAL BID**.
- 3.9** Lay-out, top view & front view of the items clearly indicating the proposed installation must be enclosed with Technical Bid.
- 3.10** The tendering firm is advised to visit the site of work at his own cost and examine it and its surrounding to him, collect all information that he considers necessary for proper assessment of the prospective assignment.
- 3.11** The sample of minor items which were not approved during tendering process due to various reasons will be fitted during fabrication only after sample approved from Director, East UPGDC, Survey of India, Lucknow.
- 3.12** The bidder may furnish any additional information which they think necessary to establish his capabilities to successfully complete the envisaged work. They are, however, advised not to furnish superfluous information.
- 3.13** If any information furnished by the bidder/ tendering firm find incorrect immediately or later date, would render him liable to be debarred from tendering/taking up of the work in East UPGDC, Survey of India, Lucknow.
- 3.14** The application should be type-written; the applicant should sign each page of the application.
- 3.15** Overwriting should be avoided, correction, if any, should be neatly by crossing out, signed and re-writing. Use of fluid (whitener) is not allowed and such tender will be

rejected. Paper of the tender document is numbered. Additional sheet if added by the bidder, should also be numbered by him.

**3.16** Tendering firm must note that tender once submitted will not be altered for whatsoever reasons and should not have any scope of ambiguity, cutting or overwriting.

**4.0 Method of application:**

**4.1** If the applicant is an individual, the application shall be signed by him above his full type-written name and current address.

**4.2** If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full type written name and the full name of his firm with its current address.

**4.3** If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full type written names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney should accompany the application. In both cases, a certified copy of the partnership deed and current addresses of all the partners of the firm should accompany the application.

**4.4** If the applicant is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

**5.0 Validity of tender:**

The tender should remain valid upto **9 months** from the date of issue of Tender Notice.

**6.0 Opening of tender:**

The authorized representatives with proper authority letter from the Manufacturers will only attend the opening of the tenders for **TECHNICAL BIDS** on 03-12-2014 (14:00 Hrs.). **PRICE BIDS** shall be opened tentatively on 05-12-2014 (14:00 Hrs.) in the presence of firms qualified in Technical Bid process, intimated separately by Fax/e-mail. Those Firms whose technical bids were accepted or declared qualified by the designated board, only their price bids shall be opened.

**7.0 Earnest money:**

Earnest Money of Rs. 50,000 in the shape of Fixed Deposit Receipt/Bank Draft or Cash Deposit/Bank Guarantee of any Nationalized Bank in favour of CP&AO, Dehradun must be enclosed only with **TECHNICAL BID** except those who are registered with the DGS&D, New Delhi, National Small Scale industries Corporation

(NSIC) or the Ministry of Science & Technology of Survey of India. Tender without earnest money or with short fall in amount of Earnest Money will be rejected.

**8.0 Return of earnest money:**

The EMD of unsuccessful tendering firm will be returned with in **30 days** of the award of the contract.

**9.0 Security deposit:**

Earnest money deposited submitted by the selected / qualified tendering firm shall be treated as security deposit, which will be returned after the completion of work. An agreement as per **Annexure 'H'** of the Tender Document is also to be signed by the successful tendering firm at their cost on proper stamp paper. Performa for Bank Guarantee is enclosed as **Annexure – 'I'**.

**10.0** Samples submitted after opening the tenders for **TECHNICAL BID** will be treated as late samples and will not be accepted under any circumstances.

**11.0 Delivery:**

The installation of all the items should be completed at Consignee's site within 45 days from the date of issue of supply order.

**12.0 Insurance:**

The supplier shall provide the transit insurance coverage if applicable for all risks till the supply is received by the ultimate consignee.

**13.0 RATES & TAXES**

**13.1** The firm shall quote their rates in rupee for each & every item used for fabrication of tendered items which include all taxes, transportation, labour charges, installations and nothing extra shall be paid on any account. Service tax, VAT, if any should be mentioned clearly in rupees. (see para 3.5)

**13.2** The rates must be quoted in both word and figure.

**14.0 Inspection:**

The final inspection of items fabricated will be carried out at the ultimate consignee's site only.

**15.0 Guarantee:**

The material used for fabrication of tendered items should have functional guarantee at least for 1 year from the date of completion of work.

**16.0 Warranty:**

The supplier will replace the defective material free of cost, if noticed within the warranty period. The warranty period should be mentioned in the technical bid.

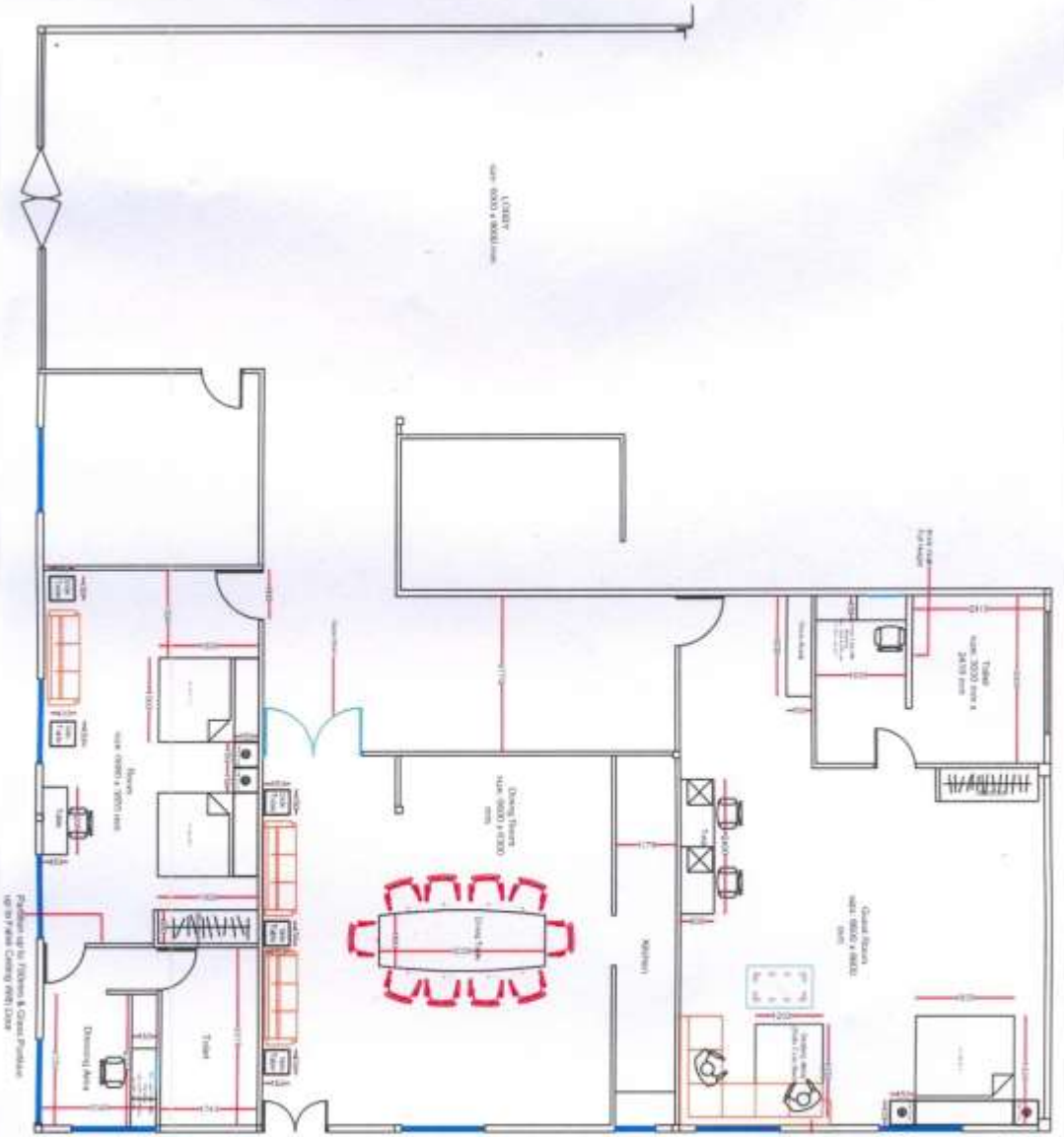
- 17.0** The O/o Director, East UPGDC, Survey of India, Lucknow will not be responsible for non-receipt of any tender due to **postal delay**. Late tender will not be accepted in any case.
- 18.0** Quantity quoted in tender notice is approximate.
- 19.0** **The survey of India reserves the right to reject / cancel all or any tender without assigning any reason thereof.**
- 20.0** The firm should have their office at Lucknow.

**CHECK LIST FOR TECHNICAL BID**

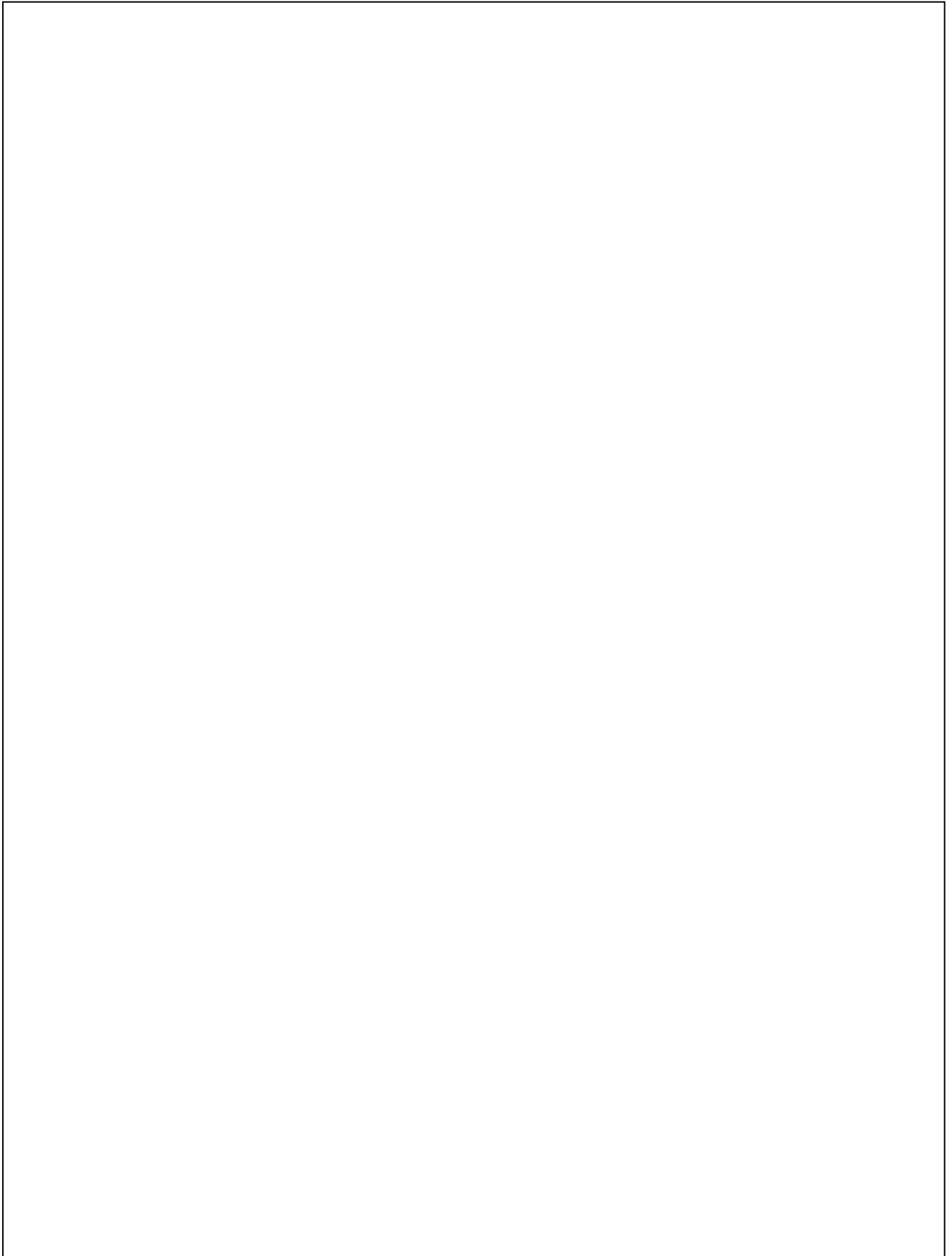
1. Design of tendered items (layout, top view, front view, side view etc.) clearly shows dimensions. Any variation in size from the dimensions quoted in Tender Notice must be specifically spell out.
2. Complete technical specifications along with brochure / photograph/ coloured picture.
3. Terms & conditions (including warranty and after sales service) of supply (except price schedule)
4. Specimen samples of item quoted (to be submitted to ASO, East UPGDC).
5. Proof in support of para 3.8 of Tender Notice.
6. FDR / Demand Draft / Bank Guarantee of Rs. 50,000 in favour of CP&AO, Dehradun as Earnest Money.
7. Analytical Report in support of technical specifications mentioned in Para - 1. Any specifications not confirming to Para – 1 should be clearly spelt out. Similarly additional features should also be emphasized.
8. Any other condition, which firm may like to furnish.



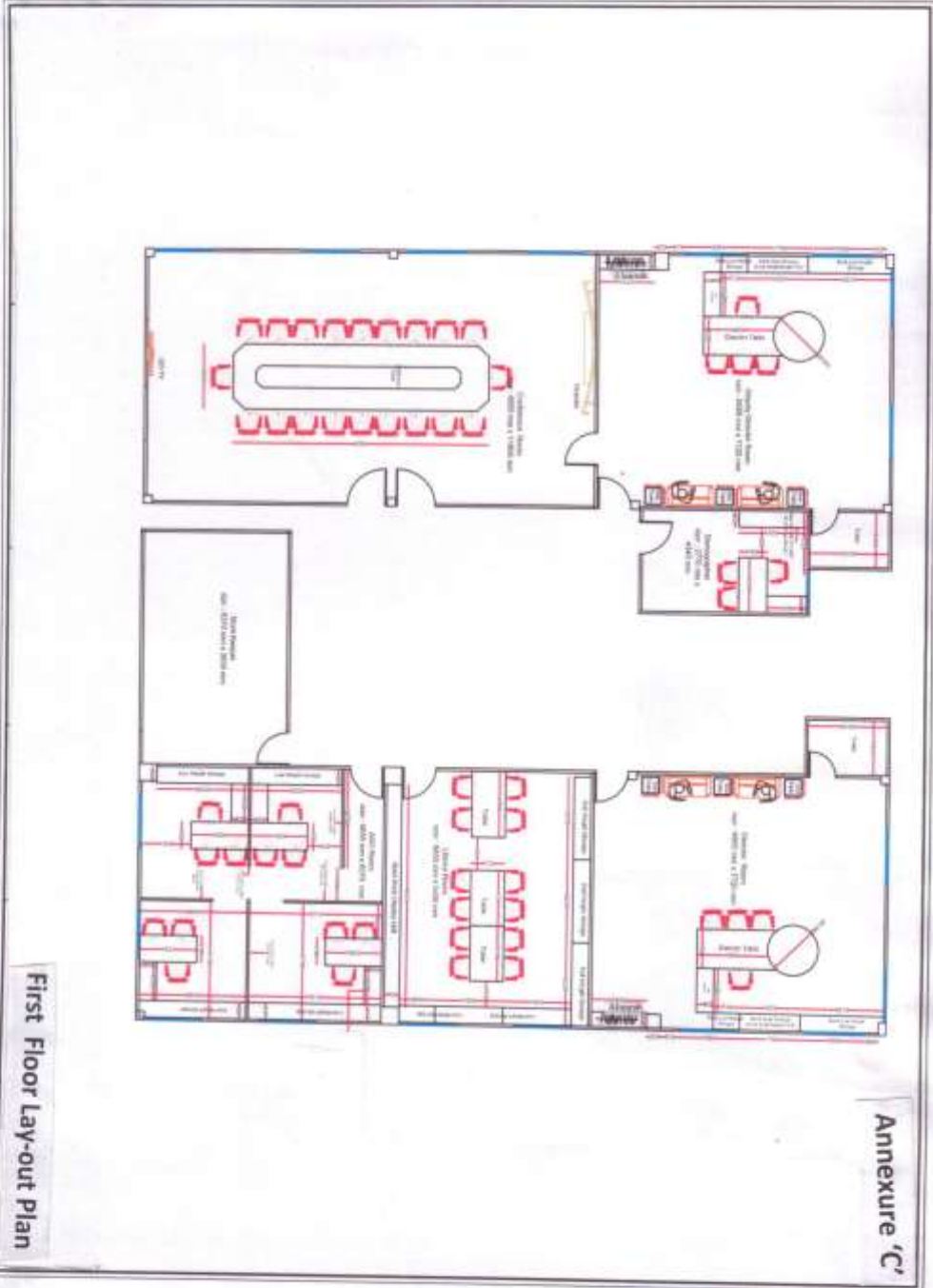
# Annexure 'A'



Ground Floor Lay-out Plan





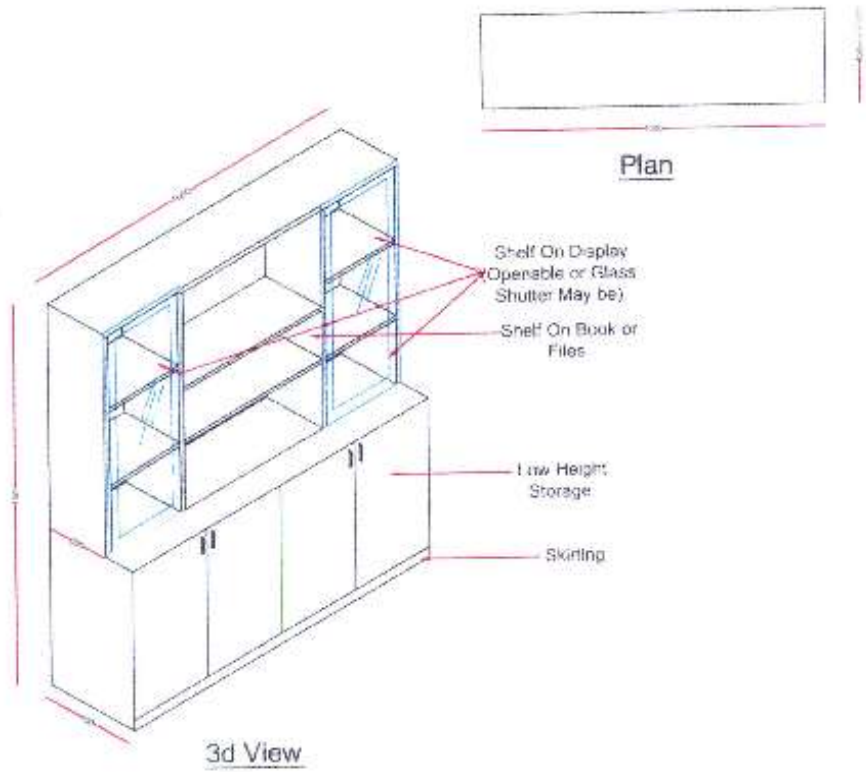


First Floor Lay-out Plan

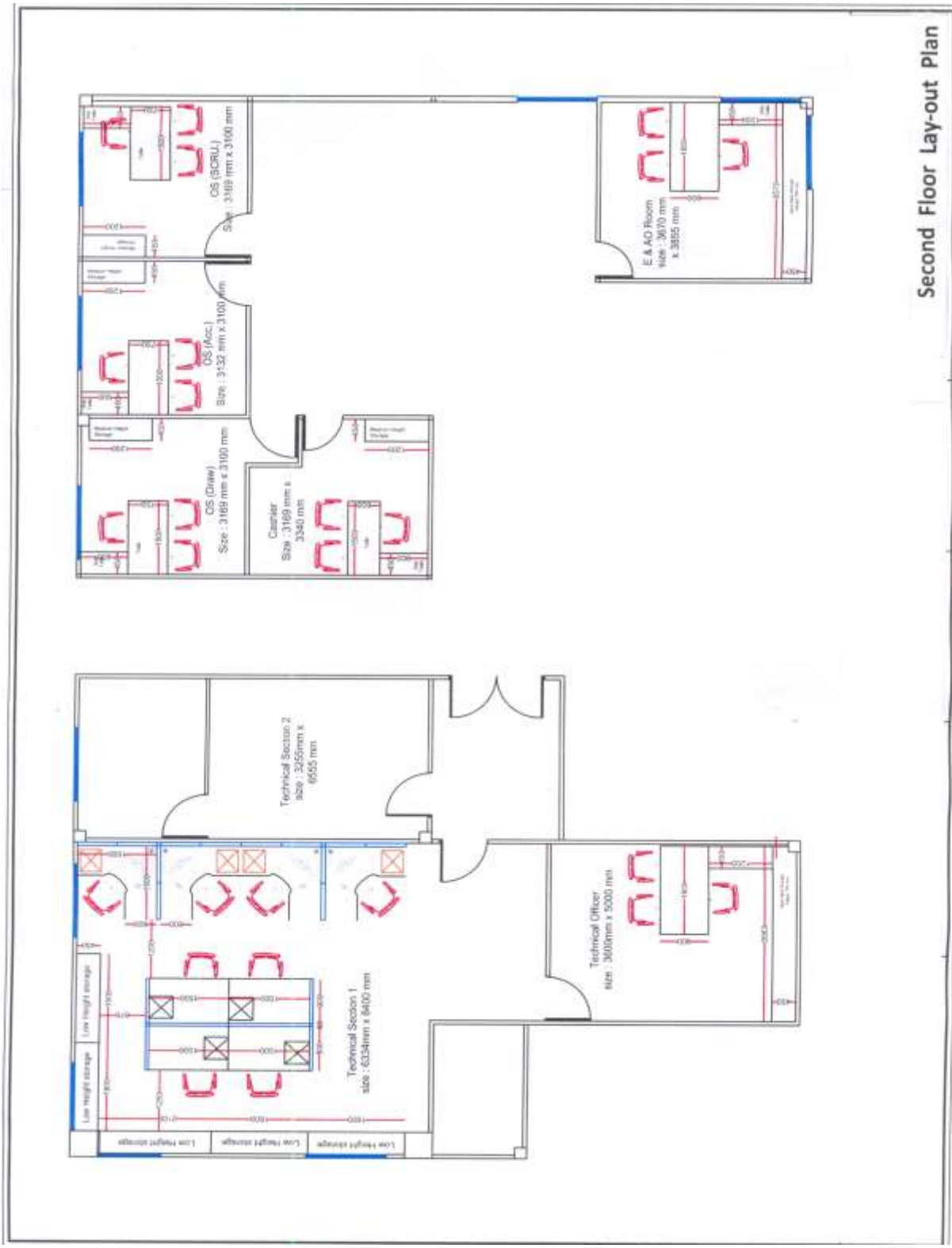
Annexure 'C'

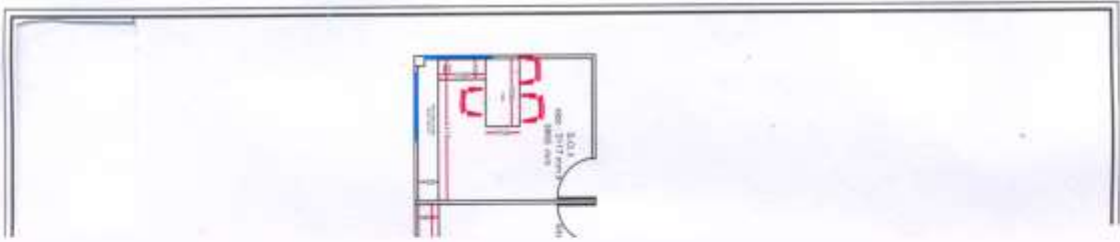
Book Shelf Storage  
Size: W1600 x D 450 X H 1800mm

Annexure 'D'



Second Floor Lay-out Plan





**BREAK-UP DETAILS OF PRICE FOR REQUIRED ITEMS**

<b>S. No.</b>	<b>Description</b>	<b>Rate Per Piece</b>
1	Basic Sale Price	₹
2	Central Sales Tax @ %	₹
3	VAT @ %	₹
4	Any other tax @ %	₹
5	Insurance charges	₹
6	Packing charges, if any	₹
7	Transportation	₹
<b>Total Price</b>		₹

**Name & Seal of Manufacturer/Supplier/Tendering Firm**

**Annexure – 'H'**

**AGREEMENT**

An agreement made this .....day .....  
BETWEEN.....  
.....

( hereinafter called the contractor which expression shall include his legal representatives) of the one part and the President of India ( hereinafter called the Government) of the other part and WHEREBY the contractor agrees to supply and install to the.....  
Survey of India (hereinafter called .....) the under mentioned articles at cost mentioned against them :-

Name of Articles	Rate	Total Cost

and on the terms and conditions hereinafter mentioned :-

1. That all stores shall be delivered free at..... by.....
2. that all stores supplied shall be new and of good quality and in exact accordance with the sample submitted.
3. that the inspection of the stores shall be carried out by the ..... himself or by a Gazetted Officer deputed by him at the place mentioned in para (a) above and that the stores rejected must be removed by the contractor within a week from the date of rejection. All stores not accepted shall lie at the risk of the contractor. It not removed within the period specified above the .....

shall have the right to dispose of such stores as he thinks fit at the risk of the contractor and on his account or if he prefers to charge him rent for the space occupied by same.

4. that the time of delivery stated above shall be of the essence of the contract and should the contractor fail to deliver the whole/ any part of the stores within the period specified in clause (a) and as per the sample the ..... shall have the right to forfeit the deposit mentioned in clause (f) and to purchase the stores elsewhere which the contractor has failed to deliver as aforesaid at the expenses of the contractor and the contractor will be liable to pay such further sum as will be sufficient to meet the difference of cost between the rates tendered and those at which the purchases are actually made should they be higher. This is without prejudice to action being taken under clause h) thereof.
5. that the ..... shall have full power to reject the whole or any part of the stores which to the true intent and meaning is not in exact accordance with the approved sample and that his decision shall be final.
6. that the contractor will deposit a sum of ..... as security for compliance with the terms and condition of this contract.
7. that the contractor will be entirely responsible for the execution of this contractor in all respect in accordance with the conditions of this contract and shall not assign or sublet the same.
8. If the contractor becomes insolvent or he or his Agent offers any bribe in connection with the contract or the contractor fails to observe or perform any condition of this contract, then notwithstanding any previous waiver of such default or action being taken under any other clause hereof the ..... may on behalf of the Government

terminate the contract and forfeit the said deposit and recover from the contractor any loss suffered by the Government on account of the contract being terminated.

9. If any dispute or difference shall arise including this contract the settlement of which is not hereinbefore provided for the same shall be referred to the arbitration of the Survey of General of India and if he is unable or unwilling to act as arbitrator to the arbitration, of any person nominated by him in writing and the decision of such arbitrator shall be final and binding on the parties to this contract.

In Witness whereof the parties have hereunto set their hands the day and year first above written.

Signed by the said contractor.....

In the presence of :-

1<sup>st</sup> Witness

Address

2<sup>nd</sup> Witness

Address

Signed by the said for and on behalf of the  
President of India

In the Presence of :-

1<sup>st</sup> Witness

Address

2<sup>nd</sup> Witness

Address

**Annexure – ‘I’**

**BANK GUARANTEE BOND**

In consideration of the President of India (hereinafter called “the Government”) having agreed to exempt..... (hereinafter called “the said contractor(s)”) from the demand, under the terms and conditions of an Agreement dated .....made between ..... and .....for fabrication & installation of tables, **computer table, conference table, low height partition, storage, beds, sofa, dressing table, wardrobe etc.** (hereinafter called “the said Agreement”). of security deposit for the due fulfillment by the said contractors) of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for



..... (Rupees.....only). We ,(candidate the name of the bank) ..... (hereinafter referred to as “the Bank”) at the request of .....Contractor(s) do hereby undertake to pay to the Government an amount not exceeding ..... against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said contractors) of any of the terms or conditions contained in the said Agreement .

2. We (indicate the name of the Bank) ..... do hereby to pay the amount due and payable under this Guarantee without any demur, merely on a demand form the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of breach by the said Contractor’s) failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability, under this Guarantee shall be restricted to an amount not exceeding..... .

3. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto: our liability under this Guarantee being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment there under and the contractors) shall have no claim against us for making such payment.

4. We,(indicate the name of the Bank)..... further, agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till ..... Officer/ Department / Ministry of..... certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharge this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the ..... we shall be discharged from all liability under this Guarantee thereafter.

5. We, (indicate the name of the Bank) ..... further agree with the Government that the Government shall have the fullest liberty without our consent and

without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for anytime or from time to time any of the powers exercisable by the Government against the said contractors ) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability be reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or commission on the part of the Government or any indulgency by the Government to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/ Supplier(s) .

7. We, (indicate the name of the Bank) ..... lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing .

Dated ..... day of ..... for .....  
(indicate the name of the Bank) .