



राष्ट्रीय आर्किड्स अनुसंधान केंद्र

(भारतीय कृषि अनुसंधान परिषद)

पाकयोंग- 737106,सिक्किम, भारत



दूरभास नंबर : 91-03592-257703(AF&AO)

टेलीफेक्स नंबर : 03592-257289

वेबसाइट : <http://www.nrcorchids.nic.in> ईमेल नंबर nrcorchids@rediffmail.com

फाइल संख्या : एन.आर.सी.(ओ)/माइनर वर्क्स /15-16/

दिनांक :

सेवामे ,

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विषय : सीमित निविदा सूचना द्वारा (1) निदेशक की कक्षमर्मती और नवीयन (2)मेहमान की कक्षमर्मती और नवीयनऔर (3)खिर्की बंद की तयारी तथा सौचलाया मर्मतीएवं निदेशककी कक्ष के साथ कार्य हेतु ।

महोदय,

राष्ट्रीय आर्किड्स अनुसंधान केंद्र,पाकयोंग के (1) निदेशक की कक्षमर्मती और नवीयन (2) मेहमान की कक्ष मर्मती और नवीयनऔर (3) खिर्की बंद की तयारी तथा सौचलाया मर्मती एवं निदेशककी कक्ष के साथ कार्यके लिए सभी प्रतिष्ठित फ़र्म,पंजीकृत ठेकेदार से मोहोरबंद कोटेशन आमंत्रित किया जाता है। आप से अनुरोध है कि **अनुलग्न-1** में वर्णित कार्य और **अनुलग्न-1**में वर्णित निबंधन एवं शर्त अनुसार आप का कोटेशन इस **कार्यालय में08/07/2015 2.30 बजे (अपरान्ह)** तक जमा करे।

भवदीय

(एन.साइलों)

सहायक प्रशासनिक अधिकारी प्रभारी

प्रतिलिपि :

1. निदेशक की निजी सहायक,आईसीएआर-एन.आर.सी(ओ),पाकयोंग,निदेशक महोदय को जानकारी के लिए।
2. अध्यक्ष (वर्क्स कमेटी), आईसीएआर -एन.आर.सी(ओ), पाकयोंग को सूचनार्थ ।
3. डॉ.द्विंजेन्द्र बर्मन, प्रदान वैज्ञानिक(बागवानी) एवं सतर्कता अधिकारी,आईसीएआर- एन.आर.सी(ओ), पाकयोंग को सूचनार्थ ।
4. डॉ.एन. साइलों, वैज्ञानिक (प्लांट फ्यसीओलोजी) एवं प्रभारी वैज्ञानिक(इस्टेट सेल),आईसीएआर - एन.आर.सी(ओ), पाकयोंग को सूचनार्थ ।
5. प्रभारी वैज्ञानिक (एरिस सेल), आईसीएआर -एन.आर.सी(ओ), पाकयोंग को यह निविदा सूचना को संस्था के वेबसाइट मे अपलोड करने के लिए निवेदन किया जाता है ।
6. नोटिस बोर्ड,आईसीएआर- एन.आर.सी.ओ, पाकयोंग।

(एन. साइलों)

सहायक प्रशासनिक अधिकारी प्रभारी



National Research Centre for Orchids
(Indian Council of Agricultural Research)
Pakyong – 737 106, Sikkim, India

Tel. No: 91-03592-257954(Director) Telefax 03595257289
Web Site: <http://www.nrcorchids.nic.in> Email: nrcorchids@rediffmail.com



F: No. NRC (O)/Minor Works/15-16/

Dated:

To,

Sub: Limited tender for**(1)Repair and Renovation of Director Chamber(2)Repair and Renovation of Visitor Room (ground floor) and (3) Providing Window blinds and repair of toilet and Director Chamber-reg**

Dear Sirs,

Sealed quotations are invited from reputed firms, registered Contractors for **“(1)Repair and Renovation of Director Chamber (2) Repair and Renovation of Visitor Room (3)Providing Window blinds and repair of toilet and Director chamber”, NRC for Orchids, Pakyong”** You are accordingly requested to furnish your quotations for works as per the details given in **ANNEXURE-I** and **Terms and Conditions given in ANNEXURE-II** so as to reach this office on or **before 08/07/2015at 2.30 P.M.**

Yours faithfully

(N.Sailo)

Asstt. Administrative Officer I/C

Copy to:

1. PA to Director, ICAR-NRC for Orchids, Pakyong for his kind information.
2. Chairman **(Works Committee)**,ICAR-NRC for Orchids, Pakyong for information.
3. Dr.D.Barman,Principal Scientist (Hort.),& Vigilance Officer, ICAR-NRC for Orchids, Pakyong for information
4. Dr.N.Sailo, Scientist (Plant Physiology) & Estate Officer, ICAR-NRC for orchids, Pakyong for information.
5. Scientist In- charge (ARIS Cell), ICAR-NRC for Orchids, Pakyong with the request to kindly upload the tender notice in the Website of the Institute.
6. Notice Board, ICAR-NRC for Orchids, Pakyong-737106

(N.Sailo)

Asstt. Administrative Officer I/C

Proforma for furnishing rates

Date of opening: **08-07-2015**

Time of Opening: **3.00 p.m.**

Place : **National Research Centre for Orchids, Pakyong, Sikkim.**

Sl. No.	Details of Works (Specification)	Qty./required (approx.)	Rate offered (Rs.)
1.	<u>Repair and Renovation of Director Chamber</u> 1.Dismantling and chipping of old surface 2.Fixing/fitting of Gypsum board false ceiling and the back unit 3.Providing top and bottom wooden on walls, pinup and shelf board		
2.	<u>Repair and Renovation of Visitor Room(Ground Floor)</u> 1.Dismantling, cleaning and fixing old surface 2.Fitting gypsum board false ceiling 3.Main partition wall with door 3. Window blind 4.Painting of walls and ceiling		
3.	<u>Providing window blinds and repair of toilet and Director chamber</u> 1.Dismantling of old tiles and chipping of old surface and fixing of wall tiles, vitrified tiles, wash basin, W/C, cistern, CP fitting, Pipe connection and window blinds. 2.Painting of wall and ceiling 3. Renovation of old door and filling the gap with bricks and plaster. 4. Fitting and fixing side and main door, floor carpet, Profile, granite on windows.		

Note: Interested firms should visit the site and assess the works before quoting the rate in consultation with Estate Officer, ICAR-NRC for Orchids, Pakyong.

Date.....
Place:
Particulars of EMD:
DD No.
Date:
Amount:
Bank (drawn on)

Signature with seal.....
Name of the Firm.....
Address of the Firm.....
Telephone No.....

Terms & Conditions:

1. The envelope containing the quotation should be **sealed and super scribed**(1) **Repair and Renovation of Director Chamber** (2) **Repair and Renovation of Visitor Room (ground floor)** and (3) **Providing Window blinds and repair of toilet and Director Chamber due on 08/07/2015** addressed to the Director of this Research Centre and should reach this office on or before **08/07/2015** **Quotation sent through FAX or e-mail will not be accepted.**
2. **Earnest money of Rs.3000.00 (Rupees Three thousand) only** must be attached with the quotation) tender by way of Bank Draft in favour of the Director, National Research Centre for Orchids (ICAR), payable at S.B.I., Pakyong Branch (9036) and no other mode of payment and any other bank will be accepted.
3. The amount quoted in the tenders should be **inclusive of all charges i.e. cost of materials and labour charges, transportations of materials at site with fitting charges.** No claim over and above the quoted amount will be admitted. The amount quoted should be **valid for 6 (six) months from the date of submission of the tenders.**
4. Sales Tax /VAT/TIN/PAN etc. should be indicated as per **ANNEXURE-III.** Copies of Sales Tax/Income Tax Clearance Certificate should also be attached with the Quotation. Income Tax as per the prevailing rates will be deducted at source from the Bills.
5. The Director of this Institute reserves the right to get the materials (to be used for construction) verified /inspected through any officer or a committee nominated for the purpose and can reject the same if found unsuitable or of substandard quality.
6. The Contractor concerned shall have to make his/their own arrangement for any type of equipments, tools required for the works.
7. This Research Centre will not be responsible for any damage or loss of any machinery tools or equipment of the contractor or injury to any person (s) engaged by him if occurred, during the course of works
8. In case of any further clarification regarding the details of work, Works committee or Estate Officer of this Centre may be consulted.
9. The Director of this Institute reserves the right either to reject any or all the Quotations/tender or accept any in part or full without assigning any reason whatsoever.
10. Disputes, if any, pertaining to this Contract will be subject to jurisdiction at Gangtok or as decided by this Research Centre.
11. Payment will be made only after completion of work as per requirement of Indentor. After completion of work, work committee of Institute will issue the certificate (regarding satisfactory completion of works) on the body of the bill. Only after issue of the certificate payment will be made.

ANNEXURE-III

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
NATIONAL RESEARCH CENTRE FOR ORCHIDS, PAKYONG-737106

Name of the Firm/ Contractor/ Entrepreneur _____

Registered/Postal Address: _____

1.	E-mail Address	
2.	PAN No.	
3.	VAT/TIN Number, if applicable	
4.	Sales Tax/Service Tax Registration No., if applicable	
5.	Bank details i) Bank Name ii) Branch Address iii) Account Number iv) IFSC Code	

Name of the Authorized Signatory
Stamp & Signature