

Prasar Bharati  
(India's Public Service Broadcaster)  
All India Radio, Poonch -185101

No: PCH-6(1)/2019-20/METP

Date: 09.12.2019

M/s .....  
.....  
.....

**Subject: Repairing and Overhauling of 63 kVA Greaves make, model-4YDAXMK3 D/G sets at AIR, Poonch.**

Dear Sir,

Please furnish your quotation for the work/supply mentioned in the enclosed quotation form. Your quotation should fulfill the following conditions:

Quotation should be sent in an envelope sealed with wax. The cover should be super scribed with following details:-

1. Work and material for which the tenders are enclosed.
  2. Reference to the letter of enquiry.
  3. Opening date of quotation.
- A. The envelope should be addressed to the **undersigned** so as to reach him up to **1400 Hrs.** on or before **26-12-2019**. The quotation will be opened on same day at **1400 hrs.** in presence of those tenderers or their agents who may choose to attend. Quotation received without proper wax sealing is liable to be rejected. Any additional charges if claimed after opening the tender will not be admissible.
- B. **GST:** The tenderer should quote GST separately. They should furnish a copy of their GST Registration certificate & PAN card along with their quotation. Tenders simply mentioning "GST included" without giving details are liable to be rejected.
- C. **Prior Inspection:** To ascertain the scope of work interested tenderers are required to inspect the D/G sets at site i. e. at the premises of All India Radio, Poonch. For making inspection of equipment no visit/inspection charges will be paid.
- D. **Terms of Payment:** 80% payment term after the Completion of work/supply at site and remaining 20% payment will be done after three months on satisfactory working of D/G sets.
- E. **Validity:** Tender should remain open for acceptance for a period of three months from the date of opening.
- F. This office reserves the right to accept any quotation not necessarily the lowest. Further, this office reserves the right of increasing/decreasing the number/scope of work of tender depending on actual requirements. The unit rate quoted in tender shall be applicable to the quantity for which the order is placed.
- G. The complete details of repair and spares required for repair/overhaul is to be furnished separately for each D/G set along with the tender. Relevant drawings/photographs may also be sent, if required.
- H. The quotations not fulfilling condition under Para A, B, C, D & E will be summarily rejected without any further reference.
- I. Engineering Head, All India Radio, Poonch reserves the right to accept/reject any or all tenders without assigning any reason thereof.

**J. Liquidated Damages:**

If the tenderer /contractor is unable to complete the execution the work within the stipulated time limit, the indenter may at his own discretion allow such additional time as he may consider justified with or without liquidated damages and without altering any other terms and conditions of the order. In the event of the failure of the contractor to complete the execution of work/ supply of stores within the stipulated time or extended time, the Engineering Head, AIR Poonch shall have the right to impose a liquidated damages @ half percent (0.5%) per week or the part thereof of the order value. The contractor's liability for delay however shall not exceed 10% of the ordered/contract value.

K. The tenderer should produce the cost break up as prescribed in quotation form otherwise tender is liable to be rejected.

L. The tenders are being invited for repair and overhaul as mentioned in the Quotation form and order for part supply/execution of work by any tenderer shall not be considered. The technical and commercial evaluation shall be done accordingly.

**M. Arbitration:**

All disputes, differences or question including the subject matter of the contract on the rights and liabilities of the parties, hereunder of whatsoever arise between parties except those, the decision thereof is herein before otherwise expressly provided for shall be referred to the sole arbitration of the Engineering Head, AIR Poonch or any person nominated by him and his decision shall be final and binding on the parties.

**N. Eligibility:**

Bids should be from Authorised dealer/Sole service agent/Authorized contractors. Firms are required to accompany with necessary Supporting documents/authority letter from concerned actual manufacturers, who authorized them to sale and service their products, provided further, such an authority letter is valid at the time of bidding. The supplier/contactor/service agents shall ensure that the required warranty cover is provided by the original manufacturer on the work/product/spares.

O. Only genuine spare parts will be allowed to utilize. All the Guarantee certificates w r t spares and repair work will be handed over to AIR Poonch, the purchaser of service.

**P. Inspection & Inspection Authority:**

**a. Inspection:**

The work and spares to be utilized will be inspected by the indenter or his authorized representative at the work place before utilizing the spares in accordance with various standards/procedures specified in tender specifications or modification thereof that may be carried out by the indenter in consultation with supplier/agency/contractor. Supplier/agency/contractor shall intimate the indenter in advance about readiness of system for inspection at a date mutually agreed upon by the indenter and supplier.


  
(Ravindra Kishore)  
Assistant Engineer  
Engineering Head

### **Terms and Conditions for Works/supply**

1. The contractor/firm shall read the enquiry/scope of work/supply which is a one composite job, carefully. The rates shall be quoted on scope work/supply with signature & seal of the tenderer.
2. The scope of work/supply may be seen at site if felt necessary.
3. All the tools to accomplish repair work shall be arranged by the contractor.
4. If a firm fails to execute the work/supply in accordance with the specification & scope of work, Engineering Head, AIR Poonch reserves the right to cancel the order. Further necessary action shall be taken and work/supply shall be executed as per procedure.
5. No advance payment shall be made on any account.
6. In respect of electrical installation, IE rules amended up to date shall be applicable.

We hereby agree with the above Terms & Conditions

Signature with seal of the contractor

  
( Ravindra Kishore)  
Assistant Engineer  
Engineering Head  
09-12-19

Prasar Bharati  
(India's Public Service Broadcaster)  
All India Radio, Poonch-185101

No: PCH-6(1)/2019-20/METP

Dated: 09-12-2019

**Quotation Form**

Please read carefully the terms and condition in the enquiry form attached to the quotation form.

**Subject: Repairing and Overhaul of 63 kVA Greaves make, model-4YDAXMK3 D/G sets at AIR, Poonch.**

Last date of receipt of quotation in this office is **26.12.2019 up to 1400 hrs.**  
Quotation opening date and time-**26.12.2019 at 1400 hrs.**

The following supply/works are required to be carried out in the subject.

S.No.	Description of supply/works	Qty.	Unit Price	GST		Total Price
				CGST	SGST	
1.	Repairing and overhaul of 63 kVA Diesel Generator set Sr No.32340480061	1 Job				
2.	Repairing and overhaul of 63 kVA Diesel Generator set Sr No.32340480075	1 Job				

1. (a) GST No.: ..... (b) PAN No. ....  
(If GST is not mentioned, tender will be rejected)
2. Place of Work: **All India Radio, Poonch.**
6. Forwarding & Transportation Charges: No separate charges will be paid on this account.
7. Completion Period: One month from date of order.
8. Consignee: Assistant Engineer, All India Radio, Poonch.
9. Validity of Quotation: Three Months.
10. Guarantee: Guarantee provided by manufacturer of spares and parts used in repairing/servicing.
11. Terms of Payment: - 80% payment after completion of work and remaining 20% of payment after three months on satisfactory working of D/G set/sets.
12. **Declaration:** - We declare that all the conditions as given in the enquiry have been read and understood by us and are acceptable.

(Signature of tenderer with seal.)