

Tender Cost Rs. 1000/-  
Received above amount

Sale Counter

**ALLAHABAD MUSEUM, ALLAHABAD**  
**Purchase of Equipments**  
**Fixing of U.V. Films on Glass Pans & Windows**  
**2013-14**

Country Code+91 & STD Code 0532  
Telephone no. 0532-2407409  
Email : allahabadmuseum@rediff.com  
Website: The allahabadmuseum.com

**Tender Selling date & time**  
**10 a.m.; 23.02.2014 on wards**

**Tender Opening date & time**  
**12 noon; 07.03.2014**

Allahabad Museum, Allahabad

Tender Notice

The sealed separate tenders for each of the items listed below are invited from reputed dealers/firms/agencies having experience in the field with sufficient turn over as shown below in the table by 6<sup>th</sup> March, 2014 upto 5 p.m. The tender will be opened on 07.03.2014 at 12 noon in the Committee Room of the Allahabad Museum by the constituted committee in the presence of Tenderers or their authorized representatives. The tenderers should apply separately for each of the item/work/supply with earnest money mentioned in the table given below. Tender documents can be obtained by the above agencies from the Reception Counter of the Museum on any working day from 23<sup>rd</sup> February, 2014 to 6<sup>th</sup> March, 2014 between 10.00 a.m. & 5.00 p.m.

Tenders must be accompanied by earnest money of the amount shown in the following table in the form of a Bank Draft of any nationalized bank in favour of Director, Allahabad Museum, Allahabad other wise the tender document will not be accepted. Undersigned shall have full authority to reject one or all of the tenders with proper reasons.

Sl. No.	Description of the Work	Approximate cost of the machine	Earnest Money	Cost of the Tender
1	Fixing of U.V. Films on Glass Pans & Windows	80,000.00	2000.00	1000.00

**Terms and Conditions:**

1. The tendered rates shall be valid for 180 days from the date of submission which should be clearly mentioned on the tender. Tender once submitted can not be withdrawn, if doing so the earnest money will be forfeited.
2. The tender is available on website Government's website <http://tender.gov.in> or Museum's website <http://allahabadmuseum@rediffmail.com> & can be downloaded from the above site if desired but its cost in the form of demand draft from any nationalized bank in favour of Director, Allahabad Museum, Allahabad should be submitted along with the tender documents & other proformas/documents of the concerned firms such as Address Proof, Turn Over Certificate, Photocopy of PAN Card and last ITR failing which tender will be liable to be rejected.
3. Any tenderer who has been black listed by Govt. of U.P./Central Govt. will not be entitled/eligible for tendering process.
4. Any tenderer/council registered in state/central bar is not eligible to participate in the tender process. If any such fact comes to the knowledge even after the finalization, the work order will be cancelled by specifying the reason of the same.
5. One tenderer is entitled for single tender only.
6. If any tenderer is found in influencing the competent without for award of the above work to him, the tender will be cancelled even if the tender rate by the tenderer is minimum.

7. If any fact comes into notice to the authorities against any tenderer even after the award of work order that tenderer has stopped the influenced or intimidate any tenderer for participating in the tendering process, the tender will be liable for rejection.
8. Tenderer interested in buying tenders through post can obtain tender forms by sending tender cost Rs. 1000/- + Rs.100/- for postage charge in form of Demand Draft in favour of Director, Allahabad Museum, Allahabad from 23.02.2014 to 06.03.2014 only. The Allahabad Museum will not be responsible for any kind of postal delay or not receipt of the post.
9. Any change in address of submitting/opening of the tender will be displayed on the notice board of the Museum within 3 days prior to the submission of the tenders.
10. If any certificate, stated above at. sl. no. 2, attached with the tender document is found false or fabricated then the tender will be rejected & the tenderer will be black listed.
11. Received tender forms shall be examined in terms of the documents mentioned at sl. no. 2. required such as address proof, PAN No., photocopy of I.T.R., Experience certificate, annual turn over certificate etc. of the concerned firm & prescribed fee i.e. EMD. If any kind of discrepancy/forgery is noticed in the tender or the documents attached with the tender form, the tender will be rejected.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer

## **1. Tender Price**

- a. The tender shall be for the full supply of the equipment as stated on prepage. Corrections, if any, shall be made by crossing out, initiating dating & rewriting.
- b. All duties, taxes & other charges paid by the tenderer shall be included in the total price.
- c. The rates quoted by the tenderer shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d. The prices should be quoted in Indian Rupees.
- e. Each tenderer shall submit only one quotation.

## **2. Validity of Tender**

Tender shall remain valid for a period of 180 days after the dead line date specified for submission.

## **3. Evaluation of Tenders**

The Allahabad Museum, Allahabad will evaluate and compare the tenders determined to be substantially responsive i.e.

- (a) properly signed
- (b) conform to the terms & conditions

## **4. Issue of the Supply Order**

The Director, Allahabad Museum, Allahabad will award the work of supply that tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

a. Notwithstanding the above, the Director reserves the right to accept or reject any tender at any time prior to the issue of supply order.

b. The tenderer whose tender is accepted will be notified for the issue of supply order by the Director prior to the expiry of the validity of the expiry period of the tender. The terms of accepted offer shall also be incorporated in the supply order as per Govt. Financial Rules-2005.

## **5. Formats & signing of the Tender**

The tender shall be typed or written in indelible ink and signed by the tenderer. All the pages of the tender shall be initiated by the tenderer.

Any interlineations, erasers or over writing shall be valid only if they are initiated by the tenderer.

The tenderer shall furnish information as described in the form of the tender.

**6.** 100% of the payment shall be made only after the completion of the supply of the equipment within the stipulated period.

**7.** Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in

the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**8.** Further each tenderer must submit the certificate of 5 yrs. work experience & also attach photocopies of PAN Card, photocopies of I.T.R. of last 3 years, cliental details, annual turn over & other details of their concerned firm with the tender form.

**9.** You are requested to provide your offer latest by 06.03.2014 at 5 p.m.

**10.** We are looking forward to receive your quotations & thank you for your kind interest in this tender process.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer  
Telephone no. 0532- 2407409

## Format of Tender

Brief Description of the items	Rate	Quantity	Amount
1. Supply & fixing of ultra violet film on the glass pans and windows of the galleries of the museum as per sample of the museum.		4000 sqm.	

We agree to supply the above machine in accordance with the specifications for a total tendered price of ..... with in the period specified in the tender.

Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**Note:**1. Preference will be given to reputed dealers.

2. Tenderers should provide copies of original memorandum & articles of Association, defining the constitution of legal status, place of registration & place of business of the company.

1.	Opening date for sale of Tender	23.02.2014; 10 a.m.
2.	Closing date/time for sale/submission of Tenders	06.03.2014; 5 p.m.
3.	Opening date/time for Tenders	07.03.2014 at 12 noon.
4.	Tenders to be submitted at	Assistant Administrative Officer, Allahabad Museum, Allahabad
5.	Place of opening of Tenders	Committee Room, Allahabad Museum, Allahabad

( **Raghuvansh Tiwari** )  
Assistant Administrative Officer

## **Instructions/Guide Lines to Tenderers**

1. Tenderers who had done the work in Govt. departments in the last 5 years should only apply.
2. The tenderers must have been registered/reputed.
3. The tenderers should enclose the client list with contact address along with the phone/fax for reference/E.mail/ web site address etc. of their concerned firm.
4. The tenderers are requested to submit their quotation with E.M.D. mentioned on page no. 1 and that too in the form of Bank Draft from State Bank of India, in favour of Director, Allahabad Museum, Allahabad. Tender without EMD will be summarily rejected. E.M.D.'s of all the tenderers shall be returned back after the supply order is issued to the successful tenderer.
5. (a) a 10% deduction as security deposit will be made from the bill of tenderer to whom the supply order will be issued and this amount will be retained till one year.  
(b) 2% Income Tax deduction will have to be made at source from the bill of successful tenderers.
6. The tenderers should enclose relevant documents where ever necessary to substantiate his eligibility.
7. The Director, Allahabad Museum, Allahabad reserves the right to reject/accept any or whole or part of any of the tender with proper reasons.
8. If the successful tenderer is not able to supply the item concerned with in the specified period, the supply order will be treated as cancelled after expiry of the specified period. The tenderer will have to submit an undertaking in this regard that this condition is acceptable to him. In case of extra ordinary circumstances the tenderer may submit a request for extension of validity of the supply order with proper justification prior to the expiry of the specified date in the tender.
9. 100% payment will be made only after completing the supply. No advance prior to the supply will be given to the tenderer.
10. The tenders must be accompanied by the documents mentioned at page no. 1 of the Tender Document.
11. Where ever applicable the tenderers must quote the materials of branded/reputed factories and the same should be shown physically to the person concerned in the museum.
12. If during the course of supply of the item concerned by the tenderer any damage to any object, antiquity, building or any untoward incident does occur, the tenderer will be solely responsible and accordingly the compensation will be charged from him.

**Signature of A.A.O.**

**Signature of Tenderer**

## **Manufacture's Authorization Form**

To,

.....  
.....  
.....

Dear Sir,

We ..... who are established and reputable manufacturers (name of equipment ..... ) having factories at ..... (address of factory) do here by authorize his tender and contract with you for the equipment being used by the tenderer.

We extend our full guarantee/warranty as per clause of the contract & special condition for the contract and services offered by the tenderer for the use of our equipment in the Museum.

Yours faithfully

(Name)

(Name of the manufacturers)

**Note:** This letter of authority should be on the letter head of the manufacturer and should be signed by a person having the power to legally bind the manufacturer. It should be included by the tenderer in his tender form.



Tender Cost Rs. 1000/-  
Received above amount

Sale Counter

**ALLAHABAD MUSEUM, ALLAHABAD**  
**Purchase of Equipments**  
**Framing of Paintings**  
**2013-14**

Country Code+91 & STD Code 0532  
Telephone no. 0532-2407409  
Email : allahabadmuseum@rediff.com  
Website: The allahabadmuseum.com

**Tender Selling date & time**  
**10 a.m.; 23.02.2014 on wards**

**Tender Opening date & time**  
**12 noon; 07.03.2014**

Allahabad Museum, Allahabad

Ref. No. AM/T.N./2013-14/

Dated February ... , 2014

Tender Notice

The sealed separate tenders for each of the items listed below are invited from reputed dealers/firms/agencies having experience in the field with sufficient turn over as shown below in the table by 6<sup>th</sup> March, 2014 upto 5 p.m. The tender will be opened on 07.03.2014 at 12 noon in the Committee Room of the Allahabad Museum by the constituted committee in the presence of Tenderers or their authorized representatives. The tenderers should apply separately for each of the item/work/supply with earnest money mentioned in the table given below. Tender documents can be obtained by the above agencies from the Reception Counter of the Museum on any working day from 23<sup>rd</sup> February, 2014 to 6<sup>th</sup> March, 2014 between 10.00 a.m. & 5.00 p.m.

Tenders must be accompanied by earnest money of the amount shown in the following table in the form of a Bank Draft of any nationalized bank in favour of Director, Allahabad Museum, Allahabad other wise the tender document will not be accepted. Undersigned shall have full authority to reject one or all of the tenders with proper reasons.

Sl. No.	Description of the Work	Approximate cost of the machine	Earnest Money	Cost of the Tender
1	Fixing of U.V. Films on Glass Pans & Windows	06 lakh	15000.00	1000.00

**Terms and Conditions:**

1. The tendered rates shall be valid for 180 days from the date of submission which should be clearly mentioned on the tender. Tender once submitted can not be withdrawn, if doing so the earnest money will be forfeited.
2. The tender is available on website Government's website <http://tender.gov.in> or Museum's website <http://allahabadmuseum@rediffmail.com> & can be downloaded from the above site if desired but its cost in the form of demand draft from any nationalized bank in favour of Director, Allahabad Museum, Allahabad should be submitted along with the tender documents & other proformas/documents of the concerned firms such as Address Proof, Turn Over Certificate, Photocopy of PAN Card and last ITR failing which tender will be liable to be rejected.
3. Any tenderer who has been black listed by Govt. of U.P./Central Govt. will not be entitled/eligible for tendering process.
4. Any tenderer/council registered in state/central bar is not eligible to participate in the tender process. If any such fact comes to the knowledge even after the finalization, the work order will be cancelled by specifying the reason of the same.
5. One tenderer is entitled for single tender only.

6. If any tenderer is found in influencing the competent without for award of the above work to him, the tender will be cancelled even if the tender rate by the tenderer is minimum.
7. If any fact comes into notice to the authorities against any tenderer even after the award of work order that tenderer has stopped the influenced or intimidate any tenderer for participating in the tendering process, the tender will be liable for rejection.
8. Tenderer interested in buying tenders through post can obtain tender forms by sending tender cost Rs. 1000/- + Rs.100/- for postage charge in form of Demand Draft in favour of Director, Allahabad Museum, Allahabad from 23.02.2014 to 06.03.2014 only. The Allahabad Museum will not be responsible for any kind of postal delay or not receipt of the post.
9. Any change in address of submitting/opening of the tender will be displayed on the notice board of the Museum within 3 days prior to the submission of the tenders.
10. If any certificate, stated above at sl. no. 2, attached with the tender document is found false or fabricated then the tender will be rejected & the tenderer will be black listed.
11. Received tender forms shall be examined in terms of the documents mentioned at sl. no. 2. required such as address proof, PAN No., photocopy of I.T.R., Experience certificate, annual turn over certificate etc. of the concerned firm & prescribed fee i.e. EMD. If any kind of discrepancy/forgery is noticed in the tender or the documents attached with the tender form, the tender will be rejected.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer

## **1. Tender Price**

a. The tender shall be for the full supply of the equipment as stated on prepage. Corrections, if any, shall be made by crossing out, initiating dating & rewriting.

b. All duties, taxes & other charges paid by the tenderer shall be included in the total price.

c. The rates quoted by the tenderer shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

d. The prices should be quoted in Indian Rupees.

e. Each tenderer shall submit only one quotation.

## **2. Validity of Tender**

Tender shall remain valid for a period of 180 days after the dead line date specified for submission.

## **3. Evaluation of Tenders**

The Allahabad Museum, Allahabad will evaluate and compare the tenders determined to be substantially responsive i.e.

(a) properly signed

(b) conform to the terms & conditions

## **4. Issue of the Supply Order**

The Director, Allahabad Museum, Allahabad will award the work of supply that tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

a. Notwithstanding the above, the Director reserves the right to accept or reject any tender at any time prior to the issue of supply order.

b. The tenderer whose tender is accepted will be notified for the issue of supply order by the Director prior to the expiry of the validity of the expiry period of the tender. The terms of accepted offer shall also be incorporated in the supply order as per Govt. Financial Rules-2005.

## **5. Formats & signing of the Tender**

The tender shall be typed or written in indelible ink and signed by the tenderer. All the pages of the tender shall be initiated by the tenderer.

Any interlineations, erasers or over writing shall be valid only if they are initiated by the tenderer.

The tenderer shall furnish information as described in the form of the tender.

**6.** 100% of the payment shall be made only after the completion of the supply of the equipment within the stipulated period.

**7.** Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in

the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**8.** Further each tenderer must submit the certificate of 5 yrs. work experience & also attach photocopies of PAN Card, photocopies of I.T.R. of last 3 years, cliental details, annual turn over & other details of their concerned firm with the tender form.

**9.** You are requested to provide your offer latest by 06.03.2014 at 5 p.m.

**10.** We are looking forward to receive your quotations & thank you for your kind interest in this tender process.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer  
Telephone no. 0532- 2407409

## Format of Tender

Brief Description of the items	Rate	Quantity	Amount
Framing of paintings of galleries and the Reserve Collection of Museum as per sample available in the gallery of the Museum.			

We agree to supply the above machine in accordance with the specifications for a total tendered price of ..... with in the period specified in the tender.

Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**Note:**1. Preference will be given to reputed dealers.

2. Tenderers should provide copies of original memorandum & articles of Association, defining the constitution of legal status, place of registration & place of business of the company.

1.	Opening date for sale of Tender	23.02.2014; 10 a.m.
2.	Closing date/time for sale/submission of Tenders	06.03.2014; 5 p.m.
3.	Opening date/time for Tenders	07.03.2014 at 12 noon.
4.	Tenders to be submitted at	Assistant Administrative Officer, Allahabad Museum, Allahabad
5.	Place of opening of Tenders	Committee Room, Allahabad Museum, Allahabad

( **Raghuvansh Tiwari** )  
Assistant Administrative Officer

## **Instructions/Guide Lines to Tenderers**

1. Tenderers who had done the work in Govt. departments in the last 5 years should only apply.
2. The tenderers must have been registered/reputed.
3. The tenderers should enclose the client list with contact address along with the phone/fax for reference/E.mail/ web site address etc. of their concerned firm.
4. The tenderers are requested to submit their quotation with E.M.D. mentioned on page no. 1 and that too in the form of Bank Draft from State Bank of India, in favour of Director, Allahabad Museum, Allahabad. Tender without EMD will be summarily rejected. E.M.D.'s of all the tenderers shall be returned back after the supply order is issued to the successful tenderer.
5. (a) a 10% deduction as security deposit will be made from the bill of tenderer to whom the supply order will be issued and this amount will be retained till one year.  
(b) 2% Income Tax deduction will have to be made at source from the bill of successful tenderers.
6. The tenderers should enclose relevant documents where ever necessary to substantiate his eligibility.
7. The Director, Allahabad Museum, Allahabad reserves the right to reject/accept any or whole or part of any of the tender with proper reasons.
8. If the successful tenderer is not able to supply the item concerned with in the specified period, the supply order will be treated as cancelled after expiry of the specified period. The tenderer will have to submit an undertaking in this regard that this condition is acceptable to him. In case of extra ordinary circumstances the tenderer may submit a request for extension of validity of the supply order with proper justification prior to the expiry of the specified date in the tender.
9. 100% payment will be made only after completing the supply. No advance prior to the supply will be given to the tenderer.
10. The tenders must be accompanied by the documents mentioned at page no. 1 of the Tender Document.
11. Where ever applicable the tenderers must quote the materials of branded/reputed factories and the same should be shown physically to the person concerned in the museum.
12. If during the course of supply of the item concerned by the tenderer any damage to any object, antiquity, building or any untoward incident does occur, the tenderer will be solely responsible and accordingly the compensation will be charged from him.

**Signature of A.A.O.**

**Signature of Tenderer**

## **Manufacture's Authorization Form**

To,

.....  
.....  
.....

Dear Sir,

We ..... who are established and reputable manufacturers (name of equipment ..... ) having factories at ..... (address of factory) do here by authorize his tender and contract with you for the equipment being used by the tenderer.

We extend our full guarantee/warranty as per clause of the contract & special condition for the contract and services offered by the tenderer for the use of our equipment in the Museum.

Yours faithfully

(Name)

(Name of the manufacturers)

**Note:** This letter of authority should be on the letter head of the manufacturer and should be signed by a person having the power to legally bind the manufacturer. It should be included by the tenderer in his tender form.



Tender Cost Rs. 1000/-  
Received above amount

Sale Counter

**ALLAHABAD MUSEUM, ALLAHABAD**  
**Purchase of Materials**  
**Teak Wood**  
**2013-14**

Country Code+91 & STD Code 0532  
Telephone no. 0532-2407409  
Email : allahabadmuseum@rediff.com  
Website: The allahabadmuseum.com

**Tender Selling date & time**  
**10 a.m.; 23.02.2014 on wards**

**Tender Opening date & time**  
**12 noon; 07.03.2014**

Allahabad Museum, Allahabad

Ref. No. AM/T.N./2013-14/

Dated February ... , 2014

Tender Notice

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Tenders must be accompanied by earnest money of the amount shown in the following table in the form of a Bank Draft of any nationalized bank in favour of Director, Allahabad Museum, Allahabad other wise the tender document will not be accepted. Undersigned shall have full authority to reject one or all of the tenders with proper reasons.

Sl. No.	Description of the Work	Approximate cost of the wood	Earnest Money	Cost of the Tender
1	Teak wood well seasoned 3"x1 1/2"	0.93 lakh	15000.00	1000.00

**Terms and Conditions:**

1. The tendered rates shall be valid for 180 days from the date of submission which should be clearly mentioned on the tender. Tender once submitted can not be withdrawn, if doing so the earnest money will be forfeited.
2. The tender is available on website Government's website <http://tender.gov.in> or Museum's website <http://allahabadmuseum@rediffmail.com> & can be downloaded from the above site if desired but its cost in the form of demand draft from any nationalized bank in favour of Director, Allahabad Museum, Allahabad should be submitted along with the tender documents & other proformas/documents of the concerned firms such as Address Proof, Turn Over Certificate, Photocopy of PAN Card and last ITR failing which tender will be liable to be rejected.
3. Any tenderer who has been black listed by Govt. of U.P./Central Govt. will not be entitled/eligible for tendering process.
4. Any tenderer/council registered in state/central bar is not eligible to participate in the tender process. If any such fact comes to the knowledge even after the finalization, the work order will be cancelled by specifying the reason of the same.
5. One tenderer is entitled for single tender only.

6. If any tenderer is found in influencing the competent without for award of the above work to him, the tender will be cancelled even if the tender rate by the tenderer is minimum.
7. If any fact comes into notice to the authorities against any tenderer even after the award of work order that tenderer has stopped the influenced or intimidate any tenderer for participating in the tendering process, the tender will be liable for rejection.
8. Tenderer interested in buying tenders through post can obtain tender forms by sending tender cost Rs. 1000/- + Rs.100/- for postage charge in form of Demand Draft in favour of Director, Allahabad Museum, Allahabad from 23.02.2014 to 06.03.2014 only. The Allahabad Museum will not be responsible for any kind of postal delay or not receipt of the post.
9. Any change in address of submitting/opening of the tender will be displayed on the notice board of the Museum within 3 days prior to the submission of the tenders.
10. If any certificate, stated above at. sl. no. 2, attached with the tender document is found false or fabricated then the tender will be rejected & the tenderer will be black listed.
11. Received tender forms shall be examined in terms of the documents mentioned at sl. no. 2. required such as address proof, PAN No., photocopy of I.T.R., Experience certificate, annual turn over certificate etc. of the concerned firm & prescribed fee i.e. EMD. If any kind of discrepancy/forgery is noticed in the tender or the documents attached with the tender form, the tender will be rejected.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer

## **1. Tender Price**

- a. The tender shall be for the full supply of the equipment as stated on prepage. Corrections, if any, shall be made by crossing out, initiating dating & rewriting.
- b. All duties, taxes & other charges paid by the tenderer shall be included in the total price.
- c. The rates quoted by the tenderer shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d. The prices should be quoted in Indian Rupees.
- e. Each tenderer shall submit only one quotation.

## **2. Validity of Tender**

Tender shall remain valid for a period of 180 days after the dead line date specified for submission.

## **3. Evaluation of Tenders**

The Allahabad Museum, Allahabad will evaluate and compare the tenders determined to be substantially responsive i.e.

- (a) properly signed
- (b) conform to the terms & conditions

## **4. Issue of the Supply Order**

The Director, Allahabad Museum, Allahabad will award the work of supply that tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

a. Notwithstanding the above, the Director reserves the right to accept or reject any tender at any time prior to the issue of supply order.

b. The tenderer whose tender is accepted will be notified for the issue of supply order by the Director prior to the expiry of the validity of the expiry period of the tender. The terms of accepted offer shall also be incorporated in the supply order as per Govt. Financial Rules-2005.

## **5. Formats & signing of the Tender**

The tender shall be typed or written in indelible ink and signed by the tenderer. All the pages of the tender shall be initiated by the tenderer.

Any interlineations, erasers or over writing shall be valid only if they are initiated by the tenderer.

The tenderer shall furnish information as described in the form of the tender.

**6.** 100% of the payment shall be made only after the completion of the supply of the equipment within the stipulated period.

**7.** Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in

the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**8.** Further each tenderer must submit the certificate of 5 yrs. work experience & also attach photocopies of PAN Card, photocopies of I.T.R. of last 3 years, cliental details, annual turn over & other details of their concerned firm with the tender form.

**9.** You are requested to provide your offer latest by 06.03.2014 at 5 p.m.

**10.** We are looking forward to receive your quotations & thank you for your kind interest in this tender process.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer  
Telephone no. 0532- 2407409

## Format of Tender

Brief Description of the items	Rate	Quantity	Amount
1. Teak wood finished well seasoned Size 3"x1 ½"x8' 3"x1 ½"x4'		360 ft.	
2. Teak wood beeding 60 mmx12mm		675 ft.	

We agree to supply the above machine in accordance with the specifications for a total tendered price of ..... with in the period specified in the tender.

Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**Note:**1. Preference will be given to reputed dealers.

2. Tenderers should provide copies of original memorandum & articles of Association, defining the constitution of legal status, place of registration & place of business of the company.

1.	Opening date for sale of Tender	23.02.2014; 10 a.m.
2.	Closing date/time for sale/submission of Tenders	06.03.2014; 5 p.m.
3.	Opening date/time for Tenders	07.03.2014 at 12 noon.
4.	Tenders to be submitted at	Assistant Administrative Officer, Allahabad Museum, Allahabad
5.	Place of opening of Tenders	Committee Room, Allahabad Museum, Allahabad

( **Raghuvansh Tiwari** )  
Assistant Administrative Officer

## **Instructions/Guide Lines to Tenderers**

1. Tenderers who had done the work in Govt. departments in the last 5 years should only apply.
2. The tenderers must have been registered/reputed.
3. The tenderers should enclose the client list with contact address along with the phone/fax for reference/E.mail/ web site address etc. of their concerned firm.
4. The tenderers are requested to submit their quotation with E.M.D. mentioned on page no. 1 and that too in the form of Bank Draft from State Bank of India, in favour of Director, Allahabad Museum, Allahabad. Tender without EMD will be summarily rejected. E.M.D.'s of all the tenderers shall be returned back after the supply order is issued to the successful tenderer.
5. (a) a 10% deduction as security deposit will be made from the bill of tenderer to whom the supply order will be issued and this amount will be retained till one year.  
(b) 2% Income Tax deduction will have to be made at source from the bill of successful tenderers.
6. The tenderers should enclose relevant documents where ever necessary to substantiate his eligibility.
7. The Director, Allahabad Museum, Allahabad reserves the right to reject/accept any or whole or part of any of the tender with proper reasons.
8. If the successful tenderer is not able to supply the item concerned with in the specified period, the supply order will be treated as cancelled after expiry of the specified period. The tenderer will have to submit an undertaking in this regard that this condition is acceptable to him. In case of extra ordinary circumstances the tenderer may submit a request for extension of validity of the supply order with proper justification prior to the expiry of the specified date in the tender.
9. 100% payment will be made only after completing the supply. No advance prior to the supply will be given to the tenderer.
10. The tenders must be accompanied by the documents mentioned at page no. 1 of the Tender Document.
11. Where ever applicable the tenderers must quote the materials of branded/reputed factories and the same should be shown physically to the person concerned in the museum.
12. If during the course of supply of the item concerned by the tenderer any damage to any object, antiquity, building or any untoward incident does occur, the tenderer will be solely responsible and accordingly the compensation will be charged from him.

**Signature of A.A.O.**

**Signature of Tenderer**

## Manufacture's Authorization Form

To,

.....  
.....  
.....

Dear Sir,

We ..... who are established and reputable manufacturers (name of equipment ..... ) having factories at ..... (address of factory) do here by authorize his tender and contract with you for the equipment being used by the tenderer.

We extend our full guarantee/warranty as per clause of the contract & special condition for the contract and services offered by the tenderer for the use of our equipment in the Museum.

Yours faithfully

(Name)

(Name of the manufacturers)

**Note:** This letter of authority should be on the letter head of the manufacturer and should be signed by a person having the power to legally bind the manufacturer. It should be included by the tenderer in his tender form.



Tender Cost Rs. 1000/-  
Received above amount

Sale Counter

**ALLAHABAD MUSEUM, ALLAHABAD**  
**Purchase of Materials**  
**B.W.P. Ply board**  
**2013-14**

Country Code+91 & STD Code 0532  
Telephone no. 0532-2407409  
Email : allahabadmuseum@rediff.com  
Website: The allahabadmuseum.com

**Tender Selling date & time**  
**10 a.m.; 23.02.2014 on wards**

**Tender Opening date & time**  
**12 noon; 07.03.2014**

Allahabad Museum, Allahabad

Tender Notice

The sealed separate tenders for each of the items listed below are invited from reputed dealers/firms/agencies having experience in the field with sufficient turn over as shown below in the table by 6<sup>th</sup> March, 2014 upto 5 p.m. The tender will be opened on 07.03.2014 at 12 noon in the Committee Room of the Allahabad Museum by the constituted committee in the presence of Tenderers or their authorized representatives. The tenderers should apply separately for each of the item/work/supply with earnest money mentioned in the table given below. Tender documents can be obtained by the above agencies from the Reception Counter of the Museum on any working day from 23<sup>rd</sup> February, 2014 to 6<sup>th</sup> March, 2014 between 10.00 a.m. & 5.00 p.m.

Tenders must be accompanied by earnest money of the amount shown in the following table in the form of a Bank Draft of any nationalized bank in favour of Director, Allahabad Museum, Allahabad other wise the tender document will not be accepted. Undersigned shall have full authority to reject one or all of the tenders with proper reasons.

Sl. No.	Description of the Work	Approximate cost of the wood	Earnest Money	Cost of the Tender
1	B.W.P. Ply board 8'x4' 19mm thick I.S.I. mark	2.07 lakh	5000.00	1000.00

**Terms and Conditions:**

1. The tendered rates shall be valid for 180 days from the date of submission which should be clearly mentioned on the tender. Tender once submitted can not be withdrawn, if doing so the earnest money will be forfeited.
2. The tender is available on website Government's website <http://tender.gov.in> or Museum's website <http://allahabadmuseum@rediffmail.com> & can be downloaded from the above site if desired but its cost in the form of demand draft from any nationalized bank in favour of Director, Allahabad Museum, Allahabad should be submitted along with the tender documents & other proformas/documents of the concerned firms such as Address Proof, Turn Over Certificate, Photocopy of PAN Card and last ITR failing which tender will be liable to be rejected.
3. Any tenderer who has been black listed by Govt. of U.P./Central Govt. will not be entitled/eligible for tendering process.
4. Any tenderer/council registered in state/central bar is not eligible to participate in the tender process. If any such fact comes to the knowledge even after the finalization, the work order will be cancelled by specifying the reason of the same.
5. One tenderer is entitled for single tender only.
6. If any tenderer is found in influencing the competent without for award of the above work to him, the tender will be cancelled even if the tender rate by the tenderer is minimum.

7. If any fact comes into notice to the authorities against any tenderer even after the award of work order that tenderer has stopped the influenced or intimidate any tenderer for participating in the tendering process, the tender will be liable for rejection.
8. Tenderer interested in buying tenders through post can obtain tender forms by sending tender cost Rs. 1000/- + Rs.100/- for postage charge in form of Demand Draft in favour of Director, Allahabad Museum, Allahabad from 23.02.2014 to 06.03.2014 only. The Allahabad Museum will not be responsible for any kind of postal delay or not receipt of the post.
9. Any change in address of submitting/opening of the tender will be displayed on the notice board of the Museum within 3 days prior to the submission of the tenders.
10. If any certificate, stated above at. sl. no. 2, attached with the tender document is found false or fabricated then the tender will be rejected & the tenderer will be black listed.
11. Received tender forms shall be examined in terms of the documents mentioned at sl. no. 2. required such as address proof, PAN No., photocopy of I.T.R., Experience certificate, annual turn over certificate etc. of the concerned firm & prescribed fee i.e. EMD. If any kind of discrepancy/forgery is noticed in the tender or the documents attached with the tender form, the tender will be rejected.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer

## **1. Tender Price**

- a. The tender shall be for the full supply of the equipment as stated on prepage. Corrections, if any, shall be made by crossing out, initiating dating & rewriting.
- b. All duties, taxes & other charges paid by the tenderer shall be included in the total price.
- c. The rates quoted by the tenderer shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d. The prices should be quoted in Indian Rupees.
- e. Each tenderer shall submit only one quotation.

## **2. Validity of Tender**

Tender shall remain valid for a period of 180 days after the dead line date specified for submission.

## **3. Evaluation of Tenders**

The Allahabad Museum, Allahabad will evaluate and compare the tenders determined to be substantially responsive i.e.

- (a) properly signed
- (b) conform to the terms & conditions

## **4. Issue of the Supply Order**

The Director, Allahabad Museum, Allahabad will award the work of supply that tenderer whose tender has been determined to be substantially responsive and who has offered the lowest evaluated tender price.

a. Notwithstanding the above, the Director reserves the right to accept or reject any tender at any time prior to the issue of supply order.

b. The tenderer whose tender is accepted will be notified for the issue of supply order by the Director prior to the expiry of the validity of the expiry period of the tender. The terms of accepted offer shall also be incorporated in the supply order as per Govt. Financial Rules-2005.

## **5. Formats & signing of the Tender**

The tender shall be typed or written in indelible ink and signed by the tenderer. All the pages of the tender shall be initiated by the tenderer.

Any interlineations, erasers or over writing shall be valid only if they are initiated by the tenderer.

The tenderer shall furnish information as described in the form of the tender.

**6.** 100% of the payment shall be made only after the completion of the supply of the equipment within the stipulated period.

**7.** Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

8. Further each tenderer must submit the certificate of 5 yrs. work experience & also attach photocopies of PAN Card, photocopies of I.T.R. of last 3 years, cliental details, annual turn over & other details of their concerned firm with the tender form.
9. You are requested to provide your offer latest by 06.03.2014 at 5 p.m.
10. We are looking forward to receive your quotations & thank you for your kind interest in this tender process.

**( Raghuvansh Tiwari )**  
Assistant Administrative Officer  
Telephone no. 0532- 2407409

**Format of Tender**

Brief Description of the items	Rate	Quantity	Amount
B.W.P. Ply board 8'x4' 19mm thick I.S.I. mark		54 pc.	

We agree to supply the above machine in accordance with the specifications for a total tendered price of ..... with in the period specified in the tender.

Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 1 years and if it occurs, the same will be got rectified by the tenderer free of cost and in case, if, it is irreparable the new will be supplied in its place for which no claim will be made from the museum more ever the tenderer should have to produce a certificate to the effect that incase of any problem in the equipment under supply within the period of 3 year, the tenderer will have to sort out the above problem as per the satisfaction of the Museum.

**Note:**1. Preference will be given to reputed dealers.

2. Tenderers should provide copies of original memorandum & articles of Association, defining the constitution of legal status, place of registration & place of business of the company.

1.	Opening date for sale of Tender	23.02.2014; 10 a.m.
2.	Closing date/time for sale/submission of Tenders	06.03.2014; 5 p.m.
3.	Opening date/time for Tenders	07.03.2014 at 12 noon.
4.	Tenders to be submitted at	Assistant Administrative Officer, Allahabad Museum, Allahabad
5.	Place of opening of Tenders	Committee Room, Allahabad Museum, Allahabad

( **Raghuvansh Tiwari** )  
Assistant Administrative Officer

### Instructions/Guide Lines to Tenderers

1. Tenderers who had done the work in Govt. departments in the last 5 years should only apply.
2. The tenderers must have been registered/reputed.
3. The tenderers should enclose the client list with contact address along with the phone/fax for reference/E.mail/ web site address etc. of their concerned firm.
4. The tenderers are requested to submit their quotation with E.M.D. mentioned on page no. 1 and that too in the form of Bank Draft from State Bank of India, in favour of Director, Allahabad Museum, Allahabad. Tender without EMD will be summarily rejected. E.M.D.'s of all the tenderers shall be returned back after the supply order is issued to the successful tenderer.
5. (a) a 10% deduction as security deposit will be made from the bill of tenderer to whom the supply order will be issued and this amount will be retained till one year.  
(b) 2% Income Tax deduction will have to be made at source from the bill of successful tenderers.
6. The tenderers should enclose relevant documents where ever necessary to substantiate his eligibility.
7. The Director, Allahabad Museum, Allahabad reserves the right to reject/accept any or whole or part of any of the tender with proper reasons.
8. If the successful tenderer is not able to supply the item concerned with in the specified period, the supply order will be treated as cancelled after expiry of the specified period. The tenderer will have to submit an undertaking in this regard that this condition is acceptable to him. In case of extra ordinary circumstances the tenderer may submit a request for extension of validity of the supply order with proper justification prior to the expiry of the specified date in the tender.
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10. The tenders must be accompanied by the documents mentioned at page no. 1 of the Tender Document.
11. Where ever applicable the tenderers must quote the materials of branded/reputed factories and the same should be shown physically to the person concerned in the museum.
12. If during the course of supply of the item concerned by the tenderer any damage to any object, antiquity, building or any untoward incident does occur, the tenderer will be solely responsible and accordingly the compensation will be charged from him.

**Signature of A.A.O.**

**Signature of Tenderer**

## Manufacture's Authorization Form

To,

.....  
.....  
.....

Dear Sir,

We ..... who are established and reputable manufacturers (name of equipment ..... ) having factories at ..... (address of factory) do here by authorize his tender and contract with you for the equipment being used by the tenderer.

We extend our full guarantee/warranty as per clause of the contract & special condition for the contract and services offered by the tenderer for the use of our equipment in the Museum.

Yours faithfully

(Name)

(Name of the manufacturers)

**Note:** This letter of authority should be on the letter head of the manufacturer and should be signed by a person having the power to legally bind the manufacturer. It should be included by the tenderer in his tender form.