



No. AM/Purchase of Equipments/2014-15/

Year : 2014

Tender Cost Rs. ~~1000/-~~ <sup>500/-</sup>  
Received above amount

Sale Counter

**ALLAHABAD MUSEUM, ALLAHABAD**

**Purchase of Equipments  
AIR-CONDITIONERS**

**2014-15**

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

**Tender Selling date & time**  
**11 a.m.; 11.12.2014 on wards**

**Tender Opening date & time**  
**4 p.m.; 30.12.2014**



Allahabad Museum, Allahabad

Ref. No. AM/T.N./2014-15/

Dated 10<sup>th</sup> December, 2014

Tender Notice

The sealed separate tenders for each of the items listed below are invited from reputed dealers/firms/agencies having at least 5 years experience in the field with an annual turn over not less than Rs. Ten lakhs per annum for the item no. 1 & 2 and Rs. 4 lakh for item no. 3 & 4 as shown below in the table by 30<sup>th</sup> December, 2014 upto 2 p.m. The tender will be opened on 30.12.2014 at 4.00 p.m. 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 11th December, 2014 to 30th December, 2014 between 11.00 a.m. & 2.00 p.m. Alternatively it can be downloaded from the website of the Allahabad Museum i.e. [www.theallahabadmuseum.com](http://www.theallahabadmuseum.com) or [allahabadmuseum.org](http://allahabadmuseum.org) but in that case the tenderer should have to attach the cost of the tender form as mentioned below for the item shown in the table the Bank Draft as the cost of Tender for the item mentioned below.

Tenders must be accompanied by earnest money in the form of a Bank Draft in favour of Director, Allahabad Museum, Allahabad from any nationalized bank of the amount shown in the table given below for each item along with the enclosures such as address proof, photocopy of I.D., Character certificate, solvency certificate, photocopy of I.T.R., Experience certificate annual turn over certificate etc. and should reach the undersigned positively by 30.12.2014 through Speed-Post only. Undersigned reserves the right to accept or reject any or whole of the tenders without assigning any reason thereof.

Sl. No.	Description of the Work	Approximate cost of the machine	Earnest Money	Cost of the Tender
1	Supply and Installation of Touch Screen Kiosk including cost of software for data to be upladed in the Touch Screen Kiosk- 3 pc.	Rs. 3 lakhs	7500/-	Rs. 1000/-
2	Supply and Installation of Computer & Laptop- 3 pc. And 1 pc. Respectively with full accessory of I-3 series	Rs. 1.68 lakhs	Rs. 4200/-	Rs. 1000/-
3	Supply and Installation of Inverters with complete accessories including batteries as well for Reserve Collection/Chambers- 07 pcs.	Rs. 1.52 lakhs	Rs. 3800/-	Rs. 1000/-
4	Supply and Installation of Air-conditioners with stablizers in Auditorium and Committee Room- 3 pcs.	Rs. 75000.00	Rs. 1875/-	Rs. 500/-

( Rajesh Purohit )  
Director



## **1. Tender Price**

- a. The tender shall be for the full work 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. Award of the Work Order/Supply Order**

The Director, Allahabad Museum, Allahabad will award the work to 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 award of contract/work order.

b. The tenderer whose tender is accepted will be notified for the award of work order/supply order by the Director prior to the expiry of the validity of the expiry period of the tender. The terms of accepted after shall also be incorporated in the work order/supply order if falls under 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 tendere.

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 successful work/supply mentioned in the order to be awarded to the tenderer.

7. Each tenderer will have to submit a certificate to the effect that no problem will occur in the items supplied within span of 3 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.



8. Further each tenderer must submit the certificate of 5 yrs. work experience & also attach photocopies of PAN Card, photocopies of I.T.R. solvency certificate & other details with the tender form.
9. You are requested to provide your offer latest by 30.12.2014 at 2 p.m.
10. We are looking forward to receive your quotations & thank you for your kind interest in this tender process.

**( RAJESH PUROHIT )**

Director

Telephone no. 0532- 2407409



## Format of Tender

Brief Description of the items	Rate	Quantity	Amount
Supply and installation of Air-conditioners with stablizers Voltas/LG//Hitachi/Caerier/Samsung preferably	-	3 pcs.	

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 time span on 3 years in the item supplied 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 one will be supplied in its place for which no claim will be made from 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	11.12.2014; 11 a.m.
2.	Closing date/time for sale/submission of Tenders	30.12.2014; 2 p.m.
3.	Opening date/time for Tenders	30.12.2014 at 4 p.m.
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. Tenders 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 cliental list with contact address along with the phone/fax for reference/E.mail/id proof/ web site address etc.
4. The tenderers are requested to submit their quotation with E.M.D. Rs. 1875/- @2.5% of total estimated cost 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 work 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 museum is eligible for and can provide necessary documentation for custom/exercise/octoria exemption on demand if permitted under rule.
8. The Director, Allahabad Museum, Allahabad reserves the right to reject/accept any or whole or part of any of the tender with proper reasons.
9. 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.
10. 100% payment will be made only after completing the supply. No advance prior to the supply will be given to the tenderer.
11. The tenders must be accompanied by documents such as 5 yrs. experience certificate of work in a Govt. department. solvency certificate, pan card photocopy, photocopy of I.T.R., address proof, I.D. proof etc.
12. 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.
13. 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,

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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.