

**F.No D.21013/117/2019-DC**  
**DIRECTORATE GENERAL OF HEALTH SERVICES**  
**CENTRAL DRUGS STANDARD CONTROL ORGANISATION**  
**(DRUGS CONTROL SECTION)**

New Delhi dated the 2<sup>nd</sup> September, 2019

**Short and Limited Tender Notice**

**Subject:- Tender for Annual Rate Contract (ARC) for Fabrication & Fitting of Cubicle like compact formation (work station) including partition/panelling and wall mounted wooden cupboards for meeting more and more demand for office/storage space in CDSCO(HQ).**

CDSCO(HQ) invites tender under two-bid system for Fabrication and Fitting of Cubicle like compact formation (work station) including partition/panelling for creating optimum space for seating of additional staff, as per requirement. Quotations are invited from reputed firms **latest by 11.09.2019 by 2:00 PM** in a sealed envelope addressed to the Section Officer, DC Section, CDSCO(HQ), FDA Bhawan, New Delhi to be dropped in Tender Box situated at Reception, CDSCO, FDA Bhawan. The cover should be superscribed as "Quotation for Annual Rate Contract (ARC) for Fabrication & Fitting of Cubicle like compact formation including partition/panelling and wall mounted wooden cupboards for meeting more and more demand for office/storage space in CDSCO(HQ)." The specification including material and fixtures with finishing to be used by the vendor is given below:-

- (i) Technical bid : The Technical bid should be submitted in the format given at **Annexure-I.**
- (ii) Financial bid : The Financial bid should contain the information as per the following:

<b>S. No.</b>	<b>Description of Work</b>	<b>Area (tentative)</b>	<b>Rates (per sq.ft.)</b>
1	Fabrication & Fitting of Cubicle like compact formation for seating of additional staff as per design and drawing with the use of material as per IS 1659/1979 commercial board with a thickness of 24 mm of brands such as Kitplay, Green Ply, Century etc. Laminates used to cover all side of the said cubicle like formation will be of specification of 1.5 mm of laminated of IS: 710 of latest edition with matt, gloss and high gloss finish of reputed brands like Merino, Greenlam, Century or its equivalent as per sample approved by CDSCO. Hardware and fittings for the work station should be either oxidised or anodised. These hardware fittings shall be of approved manufactures and shall bear ISI mark wherever available. The fittings used for workstation are handles, channels, chitakni, catcher etc.		
2	Providing of wooden partition and wall panelling with the use of 2' x 2' of hard wood batton of marandi with good finish as per IS 1659/1979 covered with teak ply 12 mm (ISI) of the brands stated above. Venner used partition and panelling will be of IS 724 with pre polish 12 mm thickness with brand like Sonear, Greenlam, Century etc. good finish as per interior of the CDSCO.		
3.	Providing of Wooden Wall mounted Almirahs made up of 22 mm commercial board IS (1659/1979) water proof of quality make like Kitplay, Green Ply, Century etc. should be used on		

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	<p>all sides of the cupboard including doors &amp; laminates used to cover all sides of the cupboard will be of specification of 1.5 mm of laminate of IS : 710 of latest edition with matt, gloss and high gloss finish of reputed brands like Merino, Greenlam, Century or its equivalent as per sample approved by CDSCO. Hardware and fittings for the Wall mounted Almirahs should be either oxidised or anodised. These hardware fittings shall be of approved manufacturers and shall bear ISI mark wherever available. The fittings used for Almirahs are handles, channels, chitakni, catcher etc.</p>		
4	<p>The workmanship shall be first class as per design with accurate measurement design size etc. The workmanship and joinery accurately set out in strict conformity according to the drawing and design and joints should be securely fixed in approved manner. All work is to be properly tanned, shouldered, wedged, pinned, braced, etc. and properly glued with approved quality glue to the satisfactory condition. Finishing work such as polishing of the corners area which is made up of margins ,half rounds of different thickness should be either melamine polish or P.U. polish.</p>		

2. Further, the bid should be for the items stated above duly priced including taxes. The taxes are either stated separately or if it is not mentioned then it will be assumed to be inclusive of taxes. The rates for material used and workmanship will be given separately in given columns.
3. The bidders have to deposit the Earnest money deposit of Rs. 25,000/- in the form of Demand Draft drawn in favour of "Pay and Accounts Officer, DGHS" payable at New Delhi.
4. The bids will be opened on 11.09.2019 i.e. on the last day of submission of the bids at 3.30 PM by a Committee/ LPC as decided by CDSCO.
5. Warranty of the work will be for a period of 1 year after completion of work, which shall include repair and replacement of any part within a time period of 72 hours of the complaint.
6. The CDSCO reserves the right to award the contract to any bidder or cancel the bid of any firm without explaining the reason for it. The decision of the office shall be final.
7. Performance security of 5% to 10 % of total work value will be deposited in the favour of "Pay and Accounts Officer, DGHS" payable at New Delhi by the awardee firm.
8. EMD will be returned after finalization of the tender.
9. The selected agency for execution of job shall take adequate precaution and may assure that no damage will be done to CDSCO property and all disputes related to labour will be borne by the agency itself. CDSCO has no liability for any such disputes.
10. The rates finalised through this tender shall remain valid for one year from the date of award letter. The same may also be extended by another year provided the work of the vendor is found to be satisfactory.

  
**(Pratima Kerketta)**  
**Dy. Director Admn.(D)**  
**Ph. No. 011-23236971**

Copy to:-

Uploaded in CDSCO's website at [www.cdSCO.gov.in](http://www.cdSCO.gov.in)

**TECHNICAL BID**

<b>S.No.</b>	<b>Particular</b>	<b>Self attested copy</b>
1.	Proof of Income Tax Return for the last 03 years and turnover of the firm more than 10 Lakh	Yes/No
2.	Self Attested copy of PAN Number	Yes/No
3.	Self Attested copy of GST Number	Yes/No
4.	Orders/Satisfactory completion certificate for undertaking of similar work.	Yes/No
5.	EMD for Rs. 25,000/- attached.	Yes/No. If yes, give details. If No, the reasons therefor.

Signature of Authorized Signatory

**Name of the Agency with Seal**