

Subject: Invitations of quotations

Indira Gandhi National Centre for the Arts, an autonomous trust working under Ministry of Culture, Govt. of India is looking to prepare a Multi-Purpose Hall in First Phase and Conference cum Board Room, Reception etc. in Second Phase in a vacant hall adjacent to existing IGNC, Regional centre office situated at Parshwanath Vidyapeeth Campus, Varanasi.

Sealed quotations are invited from established contractors/ suppliers in two parts (1) Technical & (2) Financial Bid for preparation of **Multi-Purpose Hall** as per works mentioned below. Seperate quotations may be submitted for different works along with specified EMD. The rates should be inclusive of material, labour and taxes complete.

Name of Work : Modification/Alteration of Vacant Hall into Multi-Purpose Hall

A. Electrical Work :

Earnest Money for Electrical Work : Rs15000

1. Providing and fixing Electric items including wire, switch, board etc. with all accessories and fixing complete.
2. Wall mounted Fan with all accessories and fixing complete - 12 Nos.
3. Ceiling Fans with all accessories and fixing complete - 3 Nos.
4. P & F Ceiling Lights with all accessories and fixing complete - 18 Nos.
5. Speakers with all accessories and fixing complete - 9 Nos
7. Air Conditioners (Split - 2 ton) with all accessories & fixing complete - 7 Nos.
8. Projector - 1 No.

B. Partition , False Ceiling, Flooring Work

Earnest Money for Wooden Work : Rs.8000

1. P & F, Partition with all accessories and fixing complete - area ; 700 sq.ft. (Approx)
2. P & F, Doors (D2- 3'x7') with all accessories and fixing complete - 4 Nos.
3. P & F, Doors (D3- 4'x7') with all accessories and fixing complete - 3 Nos.
4. P & F False Ceiling with all material & accessories - 1500 sq.ft .approx area
5. P & F Flooring with suitable material - Area : 1700 sq. ft.

C. Furniture

Earnest Money for Furniture : Rs.5000

1. Chairs for Auditorium - 72 Nos.
2. Wooden Dais with platform & Podium

D. Painting

Earnest Money for Painting Work: Rs.2000

- Painting of walls with a coat of putty over primer and then two coats of paint over it - Area 700 sq.ft

Separate (item wise) quotations along with EMD should be submitted

Terms & Conditions:

1. The site may be inspected before quoting the rates and details of work may be known from R.C., office. It is advised to interested parties to visit the site in any working day between 10 a.m. to 3 p.m.
2. The time limit for satisfactory completion of work will be clearly mentioned in Work Order. Penalty of 10% per month of approved cost may be charged if work not completed in stipulated time.
3. The quotation should be submitted in two sealed envelopes clearly marking as technical/Financial bid. These two envelopes will again be put in to a larger envelope. The quotation shall be signed and submitted in a sealed envelope marking as "QUOTATION" through **Speed/Registered post/ By hand** to 'The Regional Director, Indira Gandhi National Centre for the Arts, Parshwanath Vidyapeeth Campus, III Road, Karaundi, Varanasi-221005 on or before
4. The rate shall be inclusive of all taxes, GST etc. Carriage/freight charges (if any) may clearly be mentioned in the quotation.
5. Required Earnest Money in the form of Demand Draft payable to 'IGNCA, PLAN GRANT' should be attached..
6. Applicable taxes (TDS) may be deducted from gross amount of bills as per rules.
7. All payments shall be made to a/c through NEFT. Copy of PAN card should be submitted with the quotation.
8. The contractor shall be fully responsible for any damage caused to the property or of human life during execution of work.
9. The quotations received within stipulated time shall be opened and scrutinized by duly formed Purchase Committee and decision of the committee will be final in this regard.
10. The IGNCA reserves the right to reject or accept any offer without assigning any reason. No correspondence shall be entertained in this regard.
11. Rates for combined work (in all respect) may be submitted with total of EMD indicated for separate work. If any contractor is interested in single item, then they may submit with EMD mentioned for the item.
12. **Last Date for receipt of quotations is 5 April 2018 at 4 p.m.**

(Dr. V. S. Shukla)
Regional Director

TECHNICAL BID

S.No. Particulars

(TO BE FILLED IN DETAIL BY THE FIRM)

1. Name of the firm :

2. Address :

3. Telephone No./Mobile No. :

4. Type of Firm:

5. Name of the Proprietor/Partners :

6. Number/description
of similar jobs :

7. PAN No. :

8. TIN No. :

9. GST No.

10. Attach Technical specification :

11. Earnest Money details:

Bank Draft No.

Date

Amount

Name of Bank

The terms & conditions of the tender are acceptable to me/us

Authorized Signatory

(With full name and designation)