



THANE DIVISIONAL OFFICE, OS DEPARTMENT, THIRD FLOOR, JEEVAN CHINTAMANI BUILDING,
EASTERN EXP. HIGHWAY, THANE [W] 400604, TEL. NOS. :- 2582 9327, 2580 3583

Ref:-TDO/OS/Furniture repairs

Date:-10.12.2024

To,
All the Empanelled
firms under Thane Division

Sir,

**Re:- Tender for the RATE CONTRACT for the repairing of various types of furniture items
Installed at all the branches, Thane DO & Satellite offices**

We propose to have RATE CONTRACT for one year for the repairing of various types of furniture items [modernized & non-modernized] installed at our various branches, satellite offices situated in Palghar, Raigad & Thane districts. The bid documents have been put on our website viz. licindia.in under head "TENDERS" from where they can be downloaded. The tender form physically issued up to 1.00 pm on 18.12.2024 by paying the tender fee as mentioned below under OTHER TERMS & CONDITIONS. The offers are invited in one part namely SINGLE FINANCIAL BID as the technical side of the firm has been verified by the officers engaged in empanelment process. The tender envelope should contain duly signed tender document, duly filled financial bid as per annexure - A, cancelled cheque, certified copies of GST / PAN card, demand draft for EMD of appropriate amount. The envelope should be super-scribed as "FINANCIAL BID - Tender for RATE CONTRACT for the repairing of various types of furniture items" & the sentence " NOT TO BE OPENED BEFORE DUE DATE & TIME OF TENDER OPENING " be written on the envelopes. Further applicant's name & address should be written below. You are requested to put all the above documents in the envelope properly sealed which should be super-scribed as "PLEASE PLACE IN TENDER BOX—NOT TO BE OPENED BEFORE DUE DATE & TIME OF TENDER OPENING BY THE TENDER OPENING COMMITTEE-TENDER FOR THE RATE CONTRACT FOR THE RATE CONTRACT FOR REPAIRING OF VARIOUS TYPES OF FURNITURE ITEMS " "Last date _____ " & after noting the date & time of submission from the designated officer of OS department drop the same in the tender box kept in the cabin of Manager [OS] situated at OS dept, 3rd floor, Thane Divl. Office, Jeevan Chintamani bldg., E. Exp. Highway, Near R T O, Thane (w) on or before the stipulated date & time by hand delivery only.

AUTHORISED SIGNATORY & SEAL OF THE COMPANY

OTHER TERMS & CONDITIONS

1. Tender fees is exempted if the tender documents is submitted by downloading the same from our site. Other vendors submitting the tenders are required to pay Re. 590/- inclusive of GST (non refundable) along with the tender. MSME vendors are exempted from paying the tender fees subject to submission of valid copy of the certificate issued by appropriate authority. The specified tender along with pamphlets & Earnest money deposit should reach this office on or before 19.12.2024 by 1.00 pm. Delay of any kind will not be considered. Our tender opening committee will open the tenders on 19.12.2024 at 03.00 pm in OS dept, 3rd floor, Thane Divl. Office, Jeevan Chintamani bldg., E. Exp. Highway, Near R T O, Thane (w). The authorized representatives of the willing firms may remain present at the specified place at specified time & date with appropriate identity proof.
2. An earnest money deposit of Re. 10,000/- be paid by DD in favour of LIC of India, payable at Thane. No interest will be paid on the EMD. Tender without EMD will not be entertained. MSME vendors are exempted from submitting EMD subject to submission of valid copy of the certificate issued by appropriate authority. After submission of tender any request for withdrawal, substitute or modify the tenders received after the prescribed due date & time of submission of the tender will not be considered. In the event of withdrawal of the tender by the vendor during the period of submission of tender and expiry period of tender will result in forfeiture of the vendor's EMD & other sanctions. EMD of the unsuccessful bidders will be refunded by NEFT immediately after the date of finalizing the order. EMD of the vendor getting the orders will be refunded by NEFT on successful supply / installation / testing & commissioning of the first lot of the note counting machines.
3. Tender should be valid for a period of three months from the date stipulated for the submission of tender.
4. The financial bid must be clear. All the questions must be answered specifically, failing which the tender may be disqualified. All the pages are to be signed by the vendor. Tender with any condition is liable to be rejected.
5. If there is a discrepancy between figures & words, the amount in words shall prevail. No change in rates of the repairing of various furniture items will be allowed during the period of RATE contract.
6. The tender shall be evaluated based upon the grand total of rates offered for repairs of different types of furniture items.
7. An amount towards the security deposit @ Rs. 25,000/- by demand draft payable at Thane has to be deposited with in 14 days from the receipt of the contract. The defect liability period will be for one year from the date of acceptance of contract. The security deposit will not carry any interest.

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8. The repair work to be completed within specified days [mentioned in the work order] from the date of acceptance of the each order whenever placed. In the event of the delayed repairs after the stipulated period, the vendor shall be liable to pay penalty at a percentage of the total order value subject to a maximum of 5%. [@ 1% for the first week, @ 2.5 % for the second week & 5% for third week & above]. For the purpose of this clause, part of the week will be considered as a full week. Part completion of work shall be construed as non- completion of work.
9. No advance OR part payment will be made. The payment will be made by the respective branch office, divisional office after the successful completion of work by producing proper bill with copies of work completion report etc and after certifying by the authorized official of the branch that the work is completed satisfactorily. Appropriate taxes shall be deducted as per the law during the currency of the contract.
10. Liquidated Damages:- In case of delayed completion of work for whatever reasons / breach of contractual obligations the liquidated damages, without prejudice to the other remedies available, @ 2% of the cost of the work order or part thereof delayed will be recovered from the payment.
11. Denial Clause :- In case of default by the vendor in delayed completion of work an extra expenditure, if any, incurred by the corporation during the extended period be make good by the vendor at the rates which will be decided by the competent authority. The letter stating the extended period for the work may be issued by the corporation on request.
12. FORCE MAJEURE : IF THERE IS DELAY IN PERFORMANCE OR OTHER FAILURES BY THE SUPPLIER TO PERFORM IT'S OBLIGATIONS UNDER THIS CONTRACT DUE TO EVENT OF FORCE MAJEURE, THE SUPPLIER WILL NOT BE HELD RESPONSIBLE FOR SUCH DELAYS / FAILURES.
13. If it is observed any time during the contract that the order has been obtained by the firm by providing false information OR after the work is completed if it is observed that the work done is not exactly according to the approval then vendor is liable to any or all of the following penalties which are binding upon him.
 - a. Forfeiture of EMD and/ or security deposit
 - b. Imposition of penalty
 - c. Termination of the contract for default
 - d. Debar / Blacklisting of the firm
14. If the vendor refuses to accept or refuses to execute the work order after acceptance for whatever reason then any or all the penalties laid down in point no. 13 will be imposed.
15. The cost towards any damages to the furniture item will be recovered from the firm & the place of work should be cleared & cleaned to the satisfaction of the users.
16. The contract may be extended for further period of one OR two years at same rates depending upon the services rendered.

17. L I C of India reserves the right to reject any OR all the tenders or cancel the tender at any time without assigning any reason whatsoever.
18. In case of any disputes that may arise in the execution of the rate contract, the settlement of such disputes will be before the Sole Arbitrator appointed by the LIC of India, Thane Divisional Office.


) Sr. Divisional Manager

Encl:- As Above



Confirmation by the Vendor:-

All the above terms & conditions are accepted.

Seal & Signature of the Company

ANNEXURE - A

FINANCIAL BID FOR VARIOUS TYPES OF FURNITURE REPAIRING WORK

NAME OF THE FIRM :-

SR. NO.	TYPE OF ITEM	NATURE OF WORK	RATES OFFERED + GST	RATES IN WORDS
1	CUSHIONED VISITOR CHAIR			
		1	Supply & fixing of screws	
		2	Supply & fixing of Rubber Bush	
		3	Supply & fixing of Rubber Cap	
		4	Supply & fixing of Nut & Bolts	
		5	Cleaning of chair	
		SUB TOTAL		
2	STEEL CHAIRS			
		1	Supply & fixing of Rubber Bush	
		2	Supply & fixing of Rubber Cap	
		3	Spray Painting	
		4	Hand painting	
		SUBTOTAL		
3	REVOLVING CHAIR			
		1	Supply & fixing of Handle [Ordinary]	
		2	Supply & fixing of Handle [Godrej make]	
		3	Supply & fixing of 100% Polyester fabric with Polyurethane foam with thickness 40 mm for seat	
		4	Supply & fixing of 100% Polyester fabric with Polyurethane foam with thickness 40 mm for Backrest [small size]	
		5	Supply & fixing of 100% Polyester fabric with Polyurethane foam with thickness 40 mm for Backrest [Medium size]	
		6	Supply & fixing of 100% Polyester fabric with Polyurethane foam with thickness 40 mm for Backrest [Big size]	
		7	Supply & fixing of 100% polyester fabric for Seat	
		8	Supply & fixing of 100% polyester fabric for Seat / Back [Small size]	
		9	Supply & fixing of 100% polyester fabric for Seat / Back [Medium size]	
		10	Supply & fixing of 100% polyester fabric for Seat / Back [Big size]	
		11	Supply & fixing of Hydraulic assembly [ORDINARY]	
		12	Supply & fixing of Hydraulic assembly [GODREJ MAKE]	
		13	Supply & fixing of Hydraulic cover	
		14	Supply & fixing of Center pipe	
		15	Supply & fixing of Tilling mechanism	
		16	Supply & fixing of Push Back Mechanism	
		17	Supply & fixing of MS powder coated ADJUSTABLE HANDLE	
		18	Supply & fixing of Plastic pad handle	
		19	Supply & fixing of Rubber pad handle	
		20	Supply & fixing of Wheel [ORDINARY]	
		21	Supply & fixing of Wheel [Heavy Duty] Regal make	
		22	Repairing of chair	
		23	Cleaning of Chair	
		24	Supply & fixing of Pedestal base of Powder coated MS [Stand]	
		25	Supply & fixing of Pedestal base of Fibre [Stand]	
		26	Supply & fixing of Pedestal base of Poeder coated MS [Stand] with wheels	
27	Supply & fixing of Pedestal base of Fibre [Stand] with wheels			
		SUB TOTAL		

4	FILING CABINET			
	1	Supply & installation of Godrej make lock		
	2	Supply & installation of fibre Bering		
	3	Supply & installation of Ball bearing { Steel } fibre bearing		
	4	Oiling		
	5	Repairing		
	6	Hand Painting		
	7	Spray Painting		
	8	Fiber & Steel Ribbit Welding		
	9	Making of Duplicate keys [ORDINARY]		
	10	Making of Duplicate keys [GODREJ MAKE]		
	11	Locked Cabinet opening		
		SUB TOTAL		
5	STEEL RACKS			
	1	Shelf fittings		
	2	Supply & fixing of new Nut & Bolt		
	3	Hand Painting [3 shelves rack]		
	4	Hand Painting [10 shelves rack]		
	5	Supply & fixing of Rubber bush		
		SUB TOTAL		
6	TABLE			
	1	Supply & fixing of new lock [Pedestal]		
	2	Supply & fixing of new lock [GODREJ MAKE]		
	3	Supply & fixing of new lock [Push Lock]		
	4	Oiling the table		
	5	Supply & fixing of Plastic handle		
	6	Supply & fixing of Steel handle		
	7	Supply & fixing of footrest [SMALL]		
	8	Supply & fixing of footrest [BIG]		
	9	Hand Painting of table with single side box from inside & outside		
	10	Hand Painting of table with single side box from outside only		
	11	Hand Painting of table with Two side box from inside & outside		
	12	Hand Painting of table with Two side box from outside only		
	13	Locked table opening		
	14	Supply & fixing of table top 18 mm plywood [small]		
	15	Supply & fixing of table top 18 mm plywood [big]		
	16	Table Repairing		
	17	Supply & fixing of table drawer new channel [SMALL 6" TO 12" SIZE]		
	18	Supply & fixing of table drawer new channel [BIG 13" TO 24" SIZE]		
	19	Supply & fixing of keyboard channel [ORDINARY]		
	20	Supply & fixing of keyboard channel [HEAVY DUTY]		
	21	Supply & fixing of new keyboard tray [ORDINARY SMALL SIZE]		
	22	Supply & fixing of new keyboard tray [without mouse pad]		
	23	Supply & fixing of new keyboard tray [with mouse pad]		
	24	Supply & fixing of new cloth for table top having single side box		
	25	Supply & fixing of new cloth for table top having double side box		
	26	Supply & fixing of new cloth for Admn. Officer table having big double side box		
	27	Supply & fixing of rubber bush		
	28	Supply & fixing new side lock patti		
	29	Supply & fixing of new side lock patti pedal		
	30	Making of Duplicate keys [ORDINARY]		
	31	Making of Duplicate keys [GODREJ MAKE]		
		SUB TOTAL		

7	CUPBOARD			
	1	Supply & fixing of lock [ORDINARY]		
	2	Supply & fixing of lock [GODREJ]		
	3	Supply & fixing of Handle		
	4	Shelf fitting		
	5	Supply & fixing of new steel clip		
	6	Oiling		
	7	Making of Duplicate keys [ORDINARY]		
	8	Making of Duplicate keys [GODREJ MAKE]		
	9	Locked Cupboard opening		
	10	Repairing		
	11	HAND Painting from outside only		
	12	HAND Painting from inside & outside		
	13	SPRAY Painting from outside only		
	14	SPRAY Painting from inside & outside		
	15	Supply & fixing of tower bolt		
	16	Cupboard flat hinges		
	17	Cupboard Magnets		
		SUB TOTAL		
8	DOOR			
	1	Supply & fixing of lock [GODREJ make]		
	2	Supply & fixing of lock [ORDINARY]		
	3	Making Duplicate keys [ORDINARY]		
	4	Making Duplicate keys [GODREJ MAKE]		
	5	Supply & fixing of Door closer [ORDINARY]		
	6	Supply & fixing of Door closer [HEAVY DUTY]		
	7	Supply & fixing of Door closer Capsule		
	8	Repairing		
	9	Supply & fixing of New Cylinder Lock		
	10	Supply & fixing of New Multice lock system		
	11	Supply & fixing of New Mortice lock set with handle		
	12	Supply & fixing of Flat hinges		
	13	Supply & fixing of door stopper		
	14	Supply & fixing of door handle [Steel]		
	15	Supply & fixing of door D type handle [stainless steel]		
	16	Supply & fixing of door tower bolt		
		SUB TOTAL		
		GRAND TOTAL		

 SIGN. & SEAL OF THE FIRM