

# दिल्ली पब्लिक लाइब्रेरी

(भारत सरकार का संगठन, पर्यटन एवं संस्कृति मंत्रालय, संस्कृति विभाग)

## DELHI PUBLIC LIBRARY

(Govt. of India Organization Ministry of Tourism & Culture, Dept. of Culture)

Ref: No. 333(3)/Gen/ZLS Fur/09-10

Dated: Jan.,2010

To,

Subject:- Quotations for the purchase of furniture items

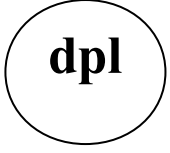
Dear Sir,

Director, Delhi Public Library invites sealed cover quotations for purchase of the furniture items as per list attached from reputed and approved firms located in Delhi & having rates contract with DGS&D/Kendriya Bhandar/N.C.C.F.

Other terms & conditions are also attached for information.

Yours faithfully,

(Sudha Mukherjee)  
Dy. Director (Admn.).



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### Other terms & conditions

1. All envelopes containing quotations should be sealed properly and duly subscribed "Quotations for furniture" and be addressed to the Dy. Director (Admn.), Delhi Public Library, S.P. Mukherjee Marg, Delhi-06. Any quotation found in torn condition will be rejected.
2. The last date of receipt of sealed cover quotation is 25.01.2010 up to 1500 Hrs and quotations received thereafter will not be considered.
3. Every firm submitting the quotations should deposit an earnest money of Rs. 10,000/- (Rupees Ten thousand only) in shape of demand draft in favour of the Secretary, Delhi Library Board, Delhi. No quotation will be entertained without the amount of earnest money.
4. The earnest money is liable to be forfeited if the complete supply is not made within the stipulated period or the supplier fails to comply with any instructions contained in the supply order.
5. All supplies will be strictly in accordance with specifications and can be rejected if not found as per approved specifications. Further responsibilities of re-transportation of rejected stores will be of suppliers.
6. The supply of stores will be at Delhi Public Library situated at various places in Delhi/New Delhi.
7. All stores so approved will be supplied within 45 days from the date of placing of supply order and no further extension will be given under any circumstances.
8. The rate of each item and all taxes should be shown separately.

एस. पी. मुकर्जी मार्ग, पुरानी दिल्ली रेलवे स्टेशन, दिल्ली - 110006

S.P. Mukherjee Marg, Opp. Old Delhi Railway Station Delhi – 110006

Phone : 24101261, 26111124, 23951118, 23951113, 23979297

dpl

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9. The bidder must have an experience of supplying and installation of furniture in any Ministry/Department/any Central or State Govt. PSU for Rs. 20 lacs in last three years (Current year and three previous financial years). The experience certificate should be issued by an officer not below the rank of Under/Secretary/Section officer or equivalent. The experience certificate shall clearly indicate successful completion of work and mere issue of work order will not suffice.

The firm/company must be a manufacturer/distributor/dealer of Godrej/Delite Hi-Tech/Blowplast furniture for open office system. (Copy to be enclosed).

The firm/parent company should be registered with Central excise & Provident Fund.(Copy to be enclosed)

10. The firm/company must have a turnover of 2 crores annually in last three financial year (last three and current financial year). The firm/company has to submit three years audited balance sheets.(Copy to be enclosed)

11. All payments will be made through cheque after receipt of stores in full quantity and subject to acceptance.

12. The quantity of stores can be increased or decreased due to administrative reasons.

13. The sample and description of stores is attached.

14. The firm desires to supply the stores should be registered with DGS&D/Kendriya Bhandar/N.C.F. F. and a copy of rate contract should be attached along-with quotations.

15. The Director, DPL reserves the right to consider or reject any or all quotations without assigning any reasons.

(Sudha Mukherjee)

Dy. Director (Admn.).

एस. पी. मुकर्जी मार्ग, पुरानी दिल्ली रेलवे स्टेशन, दिल्ली - 110006

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