

Sub : Quotation for Annual Maintenance contract for electrical works at NCW.

I am directed to invite quotations for Annual maintenance contract for electrical work at NCW. The terms and conditions of AMC are as under :

- i. The agency will be required to depute an efficient resident electrician from 9.00 AM to 6.00 PM on all working days i.e. from Monday to Saturday.
- ii. The electrician deputed will attend all electrical faults such as change of electrical wiring, change of MCB, electrical points, repair of tube lights, room heaters, fans including rewinding etc. He will also require to operate the DG set newly installed in the Commission.
- iii. In case the electrical fault is not rectified in time or the same has not been done to the satisfaction of the Commission, the contract may be terminated and the cost incurred for getting such fault rectified from other person/agency will be deducted from the amount payable towards Annual maintenance Contract.
- iv. Before attending any electrical fault, the electrician deputed by the agency will take all safety precautions. This Commission will not be responsible for any injury, loss and mishap, if any occurs to the electrician while attending such faults.
- v. Electrician will advise NCW on any requirement of strengthening cables etc. that may be necessary.
- vi. The payment will be made on monthly basis. It will be ensured that electrician is available on all working days, if necessary by providing, a substitute. In the event that electrician fails to attend office on any of the working days the amount of AMC will be made on pro-rata basis.

- vii. If interested, kindly quote your rates per month for providing the above said services. The other charges viz., service tax etc., if any, should be clearly indicated in the quotation (i.e. whether rates quoted by you in inclusive or exclusive of taxes).
- viii. Earnest money of Rs. 5000/- through Demand Draft payable at in favour of Pay of Accounts officer, NCW may be deposited along with quotation.

The quotation in a sealed cover subscribed as AMC for electrical work at NCW may be submitted to the Under Secretary(Admn.), National Commission for Women, 4 Deen Dayal Upadhyaya marg, New Delhi-110002 on or before 03/08/2012(till 3.00 PM) positively. Quotations received will be opened on the same day at 4.00 PM. Quotations received after due date and time will not be entertained. The commission will not be responsible for any postal delay.

  
(Under Secretary)

