

BY SPEED POST

PRASAR BHARATI
(Broadcasting Corporation of India)
Doordarshan Kendra: Golf Green: Kolkata 700 095
TeleFax : 033-2423 5656 / e mail : doordarshan_kolkata@rediffmail.com
www.ddbangla.gov.in

No. : - Kol-TV-10(1)/AMC Cleaning ES/2014-15/E-MW/

Dated: - 05/08/2014

To,

(FOR UPLOAD TO WWW.DDBANGLA.GOV.IN)

Sub: - **Quotation** for annual Maintenance Contract for the work "Cleaning of Earth Station, Transmitter, OB Van Garage including maintenance room along with adjacent technical areas & Substation 1 & 2 for the period 01/10/2014 to 30/09/2015 with scope of work as enclosed in Annexure A.

Sir,

Please furnish your sealed quotation for above mentioned work (Scope of work & Area of work is enclosed in Annexure A) including material. The quotation should be sent to this office addressed to "Deputy Director General (E)" so as to reach on or before 12:30 PM on 28/08/2014 under following terms & condition:

The sealed envelope cover should be super scribed with the following details:-

- The subject/works for which quotation is called for.
- Reference of inquiry letter to be mentioned on the envelop.
- Due date of opening of quotation should also be mentioned clearly.

The quoted firm is also requested to enclose copies of current valid trade license certificate indicating the relevant trade/service & relevant licenses. Service tax/VAT registration certificate, latest IT return & PAN issued by respective authority.

The rate should remain valid for a period of one year from the date of acceptance/issue of work order.

The quotation should clearly indicate all taxes as applicable (VAT, Service Tax or any other taxes).

No advance payment will be made. Payment will be made monthly only after satisfactory completion of works. Monthly bills in triplicate have to be submitted to this office on completion of every month work.

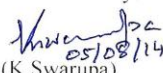
The quotation will be opened in this office of undersigned at 3:30 PM on 28/08/2014 in the presence of tenderers or their authorized representatives who may choose to attend.

The firms may inspect the area of work on any working day i.e. Monday to Friday between 12:30 PM to 05:30 PM before submitting the quotation.

The quoted firm must follow all relevant labour rules for the work as mentioned in the quotation enquiry as prescribed by the authority time to time.

DDG (E), DDK KOLKATA reserves the right to REJECT ANY/ALL QUOTATIONS WITHOUT ASSIGNING ANY REASON.

Yours faithfully,


(K.Swarupa)
Asstt. Engineer
For DDG (E)

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No. :- Kol-TV-10(1)/AMC Cleaning ES/2014-15/E-MW/

Dated:-05/08/2014

ANNEXURE - A

Sub:- :- Annual Maintenance Contract for the work "Cleaning of Earth Station, Transmitter, OB Van Garage including maintenance room along with adjacent technical areas & Substation 1 & 2 for the period 01/10/2014 to 30/09/2015".

D.O.O - 28/08/2014

FOR UPLOAD TO WEBSITE DDBANGLA.GOV.IN

Sl. No.	Description of Work/Scope of Work	Area of Work	Quantity	Rate per month	Taxes	Gross Total	Remarks, if any
1	a) Maintenance Contract for the work of Cleaning of Earth Station, Transmitter, OB Van Garage including maintenance room along with adjacent technical areas & Substation 1 & 2, once in a day followed by mopping with jute.	DD News Transmitter Hall:- a) AE Room, b) Transmitter Hall, c) Blower room, d) Service room, e) Entrance corridor, f) Kitchen, g) HT room, h) Valve room, i) Rest room 1, j) Rest room 2, k) Store, l) Toilet	One Complete set of Job.	To be carried out in a manner to keep the aforesaid campuses neat & clean throughout the contract period.			
	b) Polishing PVC floored rooms in Transmitter & Earth Station on every fortnight.	a) Transmitter hall, b) HT Room, c) Blower room including entrance, d) Main entrance, e) Rest room, f) Service room					
	c) Cleaning & mopping of Kitchen in Earth Station, Transmitter. Throwing of garbage, wastes from kitchen to a suitable place once in a day.	Earth Station:- a) Transmitter hall, b) VTR room, c) Studio, d) Main entrance & lobby, f) UPS room, g) Kitchen, h) Toilets i) Rest room, j) DSSNG room, k) Store					
	d) Cleaning & mopping of the toilets, urinals twice a day with detergent phenyl, suitable cleaning agent						

Munir P
05/08/14

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ANNEXURE - A (Contd.. from previous page)

Dated:-05/08/2014

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D.O.O - 28/08/2014

Sl. No.	Description of Work/Scope of Work	Area of Work	Quantity	Rate per month	Taxes	Gross Total	Remarks, if any
1	e) All necessary materials including broom, jute, cleaning agents, detergent, phenyl, polishing materials has to be supplied by the firm quoting.	OB Van Garage & Maintenance room Sub Station 1 Sub Station 2	One Complete set of job. To be carried out in a manner to keep the aforesaid campuses neat & clean throughout the contract period.				

FIRMS' Quotation No. :-

Validity of Tender:-

Signature :-

Name & Address of Firm :-

With seal/stamp

[Signature]
 05/08/14
 Assistant Engineer
 For DDG (E)