

PRASAR BHARATI
[INDIA'S PUBLIC SERVICE BROADCASTER]
DOORDARSHAN KENDRA : KOLKATA

Doordarshan Bhawan
18/3 Uday Shankar Sarani
Golf Green, Kolkata-700 095
TeleFax : 033-2423 5656.
Dated the 4th April, 2013

No. Kol-TV-10(1)/2013-14/C/AMC/1

To

Subject : Annual Maintenance contract of removing wild growth/Grass cutting
from DDK Kolkata Campus & Staff Quarter Campus and disposing
the garbage out of DDK, Kolkata and Staff Quarter Campus

Sir,

Please furnish your Quotation for carrying out the works as per details enclosed in the attached ANNEXURE -I. The Quotation should be sent, addressed to The Dy. Director General (E) so as to reach this office on or before 30-04-2013.

The envelop cover should be super-scribed with the following details ;

- a) The subject/works for which Quotation is called for,
- b) Reference of enquiry letter to be mentioned on the envelop,
- c) Due date for opening of quotation should also be mentioned.

The Quotation will be opened in the Office of the undersigned at 3.30 PM on 30-04-2013. in the presence of tenderers or their authorised representatives who may choose to attend. The rate should remain valid for a period of one year from the date of acceptance/issue of order.

The firm is requested to submit copies of current Trade License Certificate indicating the relevant Trade/ Service Tax Registration No & PAN documents.

This Office reserves the right to REJECT ANY/ALL QUOTATIONS WITHOUT ASSIGNING ANY REASON. The quotation should mention clearly the percentage of Service Tax & other Taxes etc. as admissible. No advance payment will be allowed. Payment will be made only after satisfactory completion of work. Bills in triplicate have to be submitted. Payments will be made only on quarterly basis in the format as prevalent with DDK, Kolkata. Scope of works are enclosed in the attached Annexure -I.

Representatives of firms may visit this office on any working day (Monday to Friday) between 10 AM to 5-30 PM to assess the volume of work physically before submitting their quote.

The firm which is selected after quotation will have to execute an agreement with DDK ,Kolkata .

Annexure: As above

Yours faithfully,



(S.K.Adhikary)

Assistant Engineer

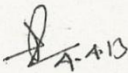
for Dy Director General(Engineer).

ANNEXURE -1

SUBJECT ; ANNUAL CONTRACT FOR REMOVING OF WILD GROWTH AND GRASS CUTTING FROM DDK KOLKATA CAMPUS AND STAFF QUARTER CAMPUS AND DISPOSING THE GARBAGE OUT OF DDK KOLKATA STAFF QUARTER CAMPUS.

	Job Description	Quantity	Rate in Rupees per month.
	Cleaning / Removing of wild growth/Grass cutting in following areas :	One Complete Job	
1.	The area around the Transmitter Tower and Feeder line i.e. behind the 2 nd Ch. Building (30m x 75m) approx.		
2.	The field area adjacent to OB Garage i.e. opposite to Earth Station 1000sqm. approx.	"	
3.	Surrounding area of Earth Station (50m x 3m) approx.		
4.	Surrounding area of CCW(E) office building around D/G (30m x 3m) approx.		
5.	Surrounding area of Hostel Block Quarter (10m x 10m) approx..		
6.	Area in between Type-V & Type-1 Quarter (12m x 8m) approx.		
7.	Adjacent area of Arm Guard Dormitory & CCW Stockyard.		
8.	Regular cleaning of roof top of Earth Station building & DG Room building including removing and cutting growing trees from walls and roof of Earth Station building and DG Room building if any.		
9.	Regular trimming/cutting of tree branches around the Earth Station & DG Room building, Studio building. Wild growth to be removed to be cut from the area as mentioned in Sl. No. 1 to 7 thrice or more in a month or as required to maintain the growth as per satisfaction. of Engineer in charge.		
10.	The garbage will have to be disposed out of DDK, Kolkata & Staff Quarter Campus.		

NOTE : All Taxes viz. Service Tax etc. as admissible may be mentioned specifically and separately.


(S. K. Adhikary)
Assistant Engineer
for Dy. Director General (E)