



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR-16 C, DWARKA, NEW DELHI-110 078

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Expression of Interest for Repair & Maintenance of Furniture Items

Expression of Interest (EOI) is invited on behalf of Registrar, Guru Gobind Singh Indraprastha University, Dwarka, New Delhi - 110078 from interested specialized firms/agencies dealing with repair and maintenance of furniture items who are agree to enter into rate contract for doing work on the rates as fixed by the University for empanelment of maximum 5-6 firms/agencies initially for a period of 02 (Two) years extendable for maximum of another 03 (Three) years on the basis of year to year extension subject to the satisfactory performance and mutual consent. The firm/agency must be registered with the concerned VAT/GST Department having a valid GSTN Number for the repair and maintenance of furniture items.

The EOI document can be obtained from the office of the Dy. Registrar, General Administration Branch, Guru Gobind Singh Indraprastha University, Dwarka, New Delhi - 110078 on any working day from 27th April 2022 to 06th May 2022 upto 03:30 PM or can be downloaded from the University website: <https://www.ipu.ac.in>. Interested firms/agencies shall submit their documents as desired in the EOI duly superscripted "EOI for Repair & Maintenance of Furniture Items" in sealed envelope in the office of the Dy. Registrar, Room No. 36, General Administration Branch, Guru Gobind Singh Indraprastha University, Dwarka, New Delhi - 110078 latest by 06th May 2022 at 04:30 PM.

Registrar
Guru Gobind Singh Indraprastha University
New Delhi - 110078

1. INTRODUCTION

- 1.1. The University is intended to empanel a maximum nos. of 5-6 reputed and specialized firms/agencies dealing with repair and maintenance of furniture items, which are agree to enter into rate contract for doing work on the rates as fixed by the University.
- 1.2 The prospective/interested firms/agencies are expected to go through all instructions, terms & condition as specified in the EOI document. Failure to furnish complete required information or submission of a proposal having complete information may lead to rejection of their proposal.

2. SCOPE OF WORK

- 2.1. The work includes repair/renovation, addition/alteration and preparation of other customized work of all type of furniture items (wooden/steel) of University Offices, Class Rooms, Laboratories, Hostels, Guest Houses, Canteen, Mess Seminar Halls like tables, chairs, racks, sofa, cushioned chairs, almirah, file cabinets etc. as specified in **Schedule of Work**.
- 2.2 The repair work is to be carried out in the premises of the GGSIPU as far as possible.
- 2.3 If any item is required to be taken out by the agency from the University for repair/replacement, no transportation charges shall be paid by the University. The agency shall arrange its own transportation and prior approval required from the concern department for this.
- 2.4 The agency/contractor shall ensure that the reported complaint is attended to and the complaint/work done immediately, within 02 (Two) working days of receipt of calls/complaints otherwise action shall be initiated as per Para 11.3 of Condition of Contract.
- 2.5 Any loss or damage of any item during repair within the premises of the GGSIPU or at the workshop of the contractor shall be the liability of the contractor and the GGSIPU may, at its discretion, deduct total cost to the item or any part thereof from the bill of the contractor.
- 2.6 The contractor shall use materials of standard quality only, for repair/polishing of furniture items. For change of upholstery of sofa set and stitching of curtains etc. the sample should be got approved by the user officer.

2.7 The contractor shall maintain job card/ for each repair work undertaken by him, the card should be got signed by the official concerned after satisfactory completion of work.

3. DEFINITIONS

3.1 The Contract means the documents forming the proposal/bid and acceptance thereof and the formal agreement executed between the Competent Authority on behalf of the GGSIPU and the Contractor, together with the documents referred to therein including these conditions, the specifications, designs, drawings and instructions issued from time to time by the Officer-in-Charge and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

3.2 In the contract, the following expressions shall, unless the context otherwise requires, have the meanings, hereby respectively assigned to them:

- i) The expression works or work shall, unless there be something either in the subject or context repugnant to such work, be construed and taken to mean the works by or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional.
- ii) The Site / Location shall mean the places where work is to be executed under the contract.
- iii) The Firm/Agency/Contractor shall mean the individual, firm or company, whether incorporated or not, undertaking the works and shall include the legal personal representative of such individual or the persons composing such firm or company, or the successors of such firm or company and the permitted assigns of such individual, firm or company.
- iv) The GGSIPU means the Guru Gobind Singh Indraprastha University represented by the Registrar and his successors. The University has been established by Govt. of Delhi under the provision of Guru Gobind Singh Indraprastha University Act, 1998. The University is recognized by the University Grant Commission (UGC), India under Section 2(f) and 12(b) of the UGC Act.
- v) The Competent Authority / Officer-In-Charge shall mean the Registrar, GGSIPU or his authorized representative.
- vi) Schedule(s) referred to in these conditions shall mean the relevant schedule(s) annexed to the Expression of Interest (EOI) papers, with the amendments thereto issued upto the date of receipt of the proposal/bid.
- vii) Department means Guru Gobind Singh Indraprastha University or authorized by GGSIPU to work on their behalf.
- viii) Value means the value of the entire work as stipulated in the letter of award.

- ix) A rate contract is an agreement between the firm/agency and University for repair and maintenance of furniture items for a fixed unit price for a specified period of time i.e., till the validity of the rate contract.
- x) Empanelment or Empanelled Firm means the firm/agency that qualifies eligibility criteria and accepts Terms & Conditions and Rate Contract offered by GGSIP University, New Delhi.

4. **EARNEST MONEY DEPOSIT**

- (i) **The Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees Twenty Thousand only)** shall be in favour of “Registrar, GGSIPU”, payable at Delhi in the form of FDR/ Bank Guarantee/ On-line transfer as per following details :-

1	Accounts Holder Name	Registrar, Guru Gobind Singh Indraprastha University
2	Account No.	927860555
3	IFSC Code	IDIB000G082
4	Bank Name	Indian Bank
5	Micr Code	110019071
6	Accounts Type	SB (Saving)
7	CBS Code/Branch Code	02029
8	Branch Name & Address	GGSIPIU, Sector-16C, Dwarka, New Delhi-110078
9	Banker’s Phone No.	011-28035244

- (ii) Tenders with no Earnest Money Deposit will summarily be rejected.
- (iii) The EMD should remain valid for a period of 45 days beyond the final bid validity period. The EMD of the unsuccessful bidders would be returned to them after the finalization of the Expression of Interest.
- (iv) The EMD of the successful bidder would be released after the receipt of Performance Security, as prescribed, in the form of FDR or Bank Guarantee (BG).
- (v) No interest on EMD both in online or offline mode would be payable by GGSIPU under any circumstances.
- (vi) The bidder shall submit “Earnest Money Deposit” in original in hard copy in an envelope. In case of online deposit of EMD, submission of hard copy is not required.
- (vii) The envelop shall be addressed to Dy. Registrar (General Administration), Guru Gobind Singh Indraprastha University, Sector 16-C, Dwarka, New Delhi – 110078.
- (viii) The envelope containing EMD, shall indicate the name and address of the firm/agency to enable the proposal of EOI to be returned un-opened in case it is declared late or is declared non-responsive. The envelope named “**Earnest Money Deposit**” shall comprise of EMD amount of the Expression of Interest document. The envelope containing EMD must be submitted on or before due date & time. Late proposals shall be rejected.
- (ix) Conditions other than those laid down in the Expression of Interest document will not be entertained. Conditional tender shall be summarily rejected.

5. ELIGIBILITY CRITERIA The specialized firms/agencies who fulfill the following requirements shall be eligible to apply (Joint ventures are not accepted):

- 5.1. Should submit original FDR/BG for Rs. 20,000/- (Rupees Twenty Thousand only) against EMD in favour of Registrar, GGSIP University or copy of receipt for online submission of EMD in the University bank account as per detail given at clause 4 (i) above.
- 5.2 Should have minimum average annual financial turnover of Rs. 20,00,000/- (Rupees Twenty Lakh) during the last five (5) years ending March 2021, self-attested copies duly certified by Chartered Accountant are required to be submitted.
- 5.3 Should have satisfactorily completed the work as mentioned below during the last 05 (Five) years ending last day of receipt of proposal/bid:

Three similar work each costing not less than Rs.8,00,000/- or Two similar work each costing not less than Rs.12,00,000/- or One similar work costing not less than Rs.16,00,000/.

Similar work shall mean “**Repair and Maintenance of office, lab, hostel, class room & other academic related Furniture Items in Central Govt. /State Govt./Autonomous Bodies/Universities/Ministries/Research Institutes/Educational Institutes and Reputed Private Institutions.**”

In case of private establishment, copy of form 26A / TDS certificate issued by client for same work shall be submitted.

Copies of performance certificate issued by the officers of the client department of the rank of Asstt. Registrar / Administrative Officer or equivalent will have to be submitted. Performance certificate must indicate date of completion, nature of work (to establish similar work), name and address of client, value (completion) of work, client commendation etc.

- 5.4 Should have valid PAN No.
- 5.5 Should have valid GST Registration No.
- 5.6 Should have valid Registration of Firm for Carpentry/Furniture work from Govt. authority.
- 5.7 Firms/Agencies should submit an undertaking on a Non-Judicial Stamp paper of Rs. 100/- that he/she has not been blacklisted by any organization in last 05 (five) years.
- 5.8 The firms/agencies shall have to furnish an affidavit as under:-

I/we undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding

in GGSIPU in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the University shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.

6. SUBMISSION OF PROPOSALS/BIDS

6.1 Interested firms/agencies shall submit their proposals/bids alongwith required documents w.r.t. eligibility criteria in sealed envelope duly superscripted “EOI for Repair & Maintenance of Furniture Items” which shall be addressed to the Deputy Registrar, Room No. 36, General Administration Branch, Guru Gobind Singh Indraprastha University, Dwarka, New Delhi - 110078, which may be reached latest by 06th May 2022 at 04:30 PM.

7. EVALUATION OF BIDS

7.1. **First Stage:** All the requisite documents, as desired for proposal submission mentioned at S.No. 4 in Expression of Interest (EOI), would be evaluated and if found in order, the firms/agencies will be considered as qualified for **second stage** of marking as per marking system defined at **Annexure - ‘A’**.

7.2. **Second Stage:** Marking will consist a total 100 marks and the marking will be made in two phase, as under:

- a. **Phase 1st:-** The 1st Phase of marking consists a total 80 marks and the marking will be made on the basis of documents submitted by the firms/agencies. The firms/agencies are required to acquire at least 60% marks (i.e. Minimum 48 marks) to be considered as qualified for 2nd Phase of marking.
- b. **Phase 2nd:-** The 2nd Phase of marking consists a total 20 marks and the marking will be made on the basis of interaction meeting of firms/agencies before the Committee.

8. SELECTION METHOD FOR EMPANELMENT

8.1. The selection of firm/agency for empanelment will be based on **‘Total Weighted Marks’** obtained by the firms/agencies in both phase (1st & 2nd) of second stage of marking.

8.2. The weightage of marks for 1st and 2nd phase of second stage of marking will be 0.8 and 0.2 respectively.

8.3 The marks obtained by the firm/agency will be weighted as under for selection of firms/agencies:

S.No.	Phases of Second Stage	Weightage	Marks obtained	Weighted Marks
1	2	3	4	5 (3 x 4)
1	1 st Phase	0.8		
2	2 nd Phase	0.2		
	Total Weighted Marks			

8.4. The top 5-6 firms/agencies, who will secure the highest marks, will be considered to be empanelled for repair and maintenance of furniture items.

9. PERIOD OF VALIDITY OF PROPOSALS/BIDS

9.1 Proposals/Bids shall remain valid for a minimum period of **90 days** after the due date of opening.

10. SIGNING OF AGREEMENT & RATE CONTRACT

10.1 After the award of empanelment to the successful firms/agencies, an agreement shall be signed on a Non-Judicial Stamp paper of Rs. 100/- by all selected firms/agencies, as done in conventional tenders. The expenses of Stamp paper etc. will be borne by the firm/agency.

10.2 Rate Contract will valid for a period of 02 (Two) years extendable for maximum of another 03 (Three) years on the basis of year to year extension subject to the satisfactory performance and mutual consent.

11. CONDITIONS OF CONTRACT

11.1 While working/servicing the equipments, agency should protect the floors, walls and door etc.

11.2 No extra charges shall be paid by the University for any kind of transportation.

11.3 In case the firm does not respond within the stipulated time as per clause 2.4 in (Scope of Work) after receiving telephonic/written complaint and fails to make the furniture items repair, liquidated damage would be recovered from the contractor's bill at the rate of Rs.1000/- (Rupees One Thousand) per working day for each complaint subject to maximum 05 (five) working days after receiving the complaint otherwise repair will be done from open market and the amount (i.e. penalty of 03 days and repair cost) will be deducted from the bill.

11.4 In the event of cancellation of contract, University reserves the right to forfeit the performance guarantee deposited by the agency without any notice.

11.5 The work has to be done carefully so that no damages occur, however, otherwise, liquidated damages will be recovered from the contractor.

11.6 The agency will be solely responsible for safe & secure transit of goods to the satisfaction of the University. In event of any damages, the loss will be charged by the University in any manner as deemed fit by the University.

11.7 The agency shall indemnify University against all loses, it has suffered during any accident/incident during the execution of this job.

11.8 The agency is required to take all safety and security measures of men and materials.

- 11.9 All associated activities required for obtaining necessary clearances, permissions, approvals, all licenses from local bodies etc. required for execution of this work shall be responsibility of the agency and cost of which shall be deemed to be included in the rates.
- 11.10 Any time after award of empanelment of firm, University may abandon or reduce the scope of work for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the agency shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the foreclosure of the whole or part of the work.
- 11.11 In all matters, the orders/ interpretation of the Competent Authority of the University shall be final & binding on the Agency.

12. PERFORMANCE SECURITY

- 12.1 Every successful firms/agencies shall be required to submit **Performance Security** in the form of FDR or Bank Guarantee (BG) of any scheduled bank in favour of **“Registrar, Guru Gobind Singh Indraprastha University”**, payable at New Delhi (Validity of FDR or BG should be 26 months) @ 03% of estimated cost of work (i.e. Rs. 60,000/-) as given in EOI document within the 07 days after the award of work. No interest will be payable on this security deposit money. In case, if the successful firms/agencies fail to submit Performance Security or not responded, their empanelment may be treated as cancelled and the firm/agency may be debarred for further participation in University tenders.
- 12.2 The Performance Security Deposit will be forfeited by order of the Competent Authority in the event of any kind of breach of commitment as per contract/negligence of work/unsatisfactory performance.

13. GENERAL RULES & DIRECTIONS

- 13.1 Expression of Interest will state the work to be carried out as well as the date for submission and opening of proposals/bids and the time allowed for carrying out the work.
- 13.2 In the event of the proposal/bid being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so, such power of attorney to be produced with the proposal/bid, and it must disclose that the firm is duly registered under the Indian Partnership Act, 1952.

- 13.3 Receipts for payment made on account of work, when executed by a firm, must also be signed by all the partners, except where contractors are described in their proposal/bid as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having due authority to give effectual receipts for the firm.
- 13.4 Any firm/agency who submits a proposal/bid shall fill up the Schedule of Work, stating that they are agree to enter into rate contract for doing each item of the work on the rates as fixed by the University initially for a period of 02 (Two) years. Proposal/Bids, which propose any alteration in the work specified in the schedule of work of Expression of Interest (EOI), or in the time allowed for carrying out the work, or which contain any other conditions of any sort, including conditional rebates, will be summarily rejected.
- 13.5 The officer inviting Expression of Interest (EOI) or his duly authorized representatives will open tenders in the presence of any intending contractors who may be present at the time.
- 13.6 The officer inviting Expression of Interest shall have the right of rejecting all or any of the proposal/bid and will not be bound to accept the proposal/bid or any other proposal/bid.
- 13.7 On acceptance of the proposal/bid, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Officer-in-Charge shall be communicated in writing to the Officer-in-Charge.
- 13.8 GST or any other tax in respect of this contract shall be payable by the Firm/Agency.

14. SPECIAL CONDITIONS

- 14.1 The contractor or his authorized representative should always be available at the site of work to take instructions from the Competent Authority and ensure proper execution of work.
- 14.2 No work shall commence in the absence of contractor's authorized representative.
- 14.3 The contractor shall execute the different items simultaneously, as far as possible, so that minimum breakage and repairs are involved.
- 14.4 The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners, tenants of adjacent properties and to the public in general and to prevent any damage to such properties and any pollution of environment and waterways.
- 14.5 He shall make good at his own cost and to the satisfaction of the Officer-in-Charge, any damage to public or private property whatsoever caused by the

execution of the work or by traffic brought thereon by the contractor. Utmost care shall be taken to keep the noise level to the barest minimum so that no disturbance as far as possible is caused to the occupants/users of adjoining buildings.

- 14.6 The site may be at one or more places within the campus and at any for which nothing extra shall be paid.
- 14.7 The contractor shall be bound to follow the instruction and restrictions imposed by the Administration / Police Authorities on the working and movement of labour / material / vehicles etc. and nothing extra shall be paid on this account.
- 14.8 The contractor will follow all electricity safety rules and also the required safety precautions while doing work on the equipments. The contractor will also arrange to supply all safety equipments required for repair work of furniture items.
- 14.9 Dismantle parts shall be return to department in full quantity.
- 14.10 Any damage to the installation or building during repairs /maintenance of furniture items shall be made good by the firm and no extra cost shall be paid on this account.
- 14.11 After carrying out the schedule work/repairs, the firm has to clean the site of work.
- 14.12 The agency has to follow the security restrictions as laid down by security agency and nothing extra shall be paid on account of idle labour.
- 14.13 The contractor is fully responsible for safety and conduct of his representative.
- 14.14 The contractor shall furnish name & contact number of the person, who should be contacted during emergency. The contractor should have telephone facility round the clock for immediate contact.
- 14.15 The University reserves the right to terminate the contract in full or part, as required, without assigning any reason.
- 14.16 The contractor shall replace the staff, in the event of misconduct by him or as directed by in-Charge or his authorized representative.
- 14.17 All workers of the agency shall be in proper neat & clean uniform and the agency shall issue identify cards to all workers, copy of the same shall also be issued to University and should also be kept with himself.
- 14.18 Payment will be made on basis of actual work done, after producing satisfactory report from user department (in the prescribed format). Income-tax, TDS and other statutory levies, as applicable from time to time, shall be deducted

from the bills for which certificate can be issued by the GGSIPU on request.

- 14.19 Rates shall remain fixed and valid during the period of contract. This office will not entertain any claim on account of any tax for the material used for executing the work awarded under the contract and all such taxes should be paid by the firm itself' TDS and any other Government levies applicable on bill as per Government of India instructions issued from time to time shall be deducted'.

15. PAYMENT METHOD

- 15.1 For providing services as per clause 2 regarding the scope of work, payment will be made by the University withing 30-45 days from the date of submission of the proper bill and copy of order/approval alongwith satisfactory reports. The bills shall be submitted in triplicate.
- 15.2 The University reserve the right to carry out post payment audit/or technical examination of the final bills including all the supporting vouchers, abstract etc. The University further reserves the right to enforce recovery of any overpayment from the running/pending bills as and when come into notice.
- 15.3 TDS will be deducted at sources wherever applicable, PAN No. & GST No. should be quoted on each bill.
- 15.4 No responsibility will be taken by the University for Credit Sales Loses or pilferage.

16. ARBITRATION AND SETTLEMENT OF DISPUTES:

- 16.1 University and the contractor shall make every effort to resolve amicably by direct information negotiation by difference or dispute arising between them under or in connection with the University order.
- 16.2 If after thirty (30) days from the commencement of such informal negotiations, University and the contractor have been unable to resolve amicably the dispute, either party may require that the dispute be referred for resolution to the formal mechanisms as specified hereunder:
- 16.3 Any dispute or differences whatsoever arising between the parties out of or relating to the manufacturing, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by arbitration in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the award made in pursuance thereof shall be binding on the parties. The sole arbitrator shall be appointed by the Vice Chancellor, GGS Indraprastha University.
- 16.4 The performance under this contract shall not stop for any reason whatsoever during the said dispute/proceedings, unless the contractor is specifically directed by University to desist from working in this behalf.

- 16.5 The venue of arbitration shall be Delhi/ New Delhi. The language of proceedings shall be English. The Law governing the substantive issues between the parties shall be the Laws of India. All disputes are subject to the jurisdiction of the Delhi Courts only.
- 16.6 It is also a term of that if any fees are payable to the arbitrator, these shall be paid equally by both the parties. It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims.

SCHEDULE OF WORK

Name of Work: **Empanelment of Firms (5-6) for Repair & Maintenance of office, lab, hostel, class room & other academic related furniture items GGSIPU campus at Sector-16C, Dwarka, New Delhi.**

S. No.	Description of Items	Make/Brand	Unit	Rates in Rs.
1	<u>STEEL CANED CHAIRS</u>			
	a) Replacement of New Wooden Seat/Back (duly Canned & Polished)	----	One	140.00
	b) Replacement of wooden Arms (Polished / Paint)	----	One	50.00
	c) Replacement of Rubber Shoes/cap	----	One	15.00
	d) P/F of steel strips/pipe for support with welding	----	One	20.00
2	<u>STEEL TABLES</u>			
	a) Replacement of Lock	Reena/Prakash/Bhatia	One	180.00
	b) Adjustment of Drawer	----	One	50.00
	c) Opening/Providing of key	----	One	50.00
	d) P/F of complete Drawer with lock & key in 18 mm MS Sheet	Fabricated (MS)	One	200.00
	e) Replacement of Handle (3-4 inches)	Reena/Prakash/Bhatia	One	15.00
	i) P/F of legs of 25mm square pipe 18 gauge with paint	Fabricated (MS)	Running ft	20.00
	j) P/F of rubber shoes	----	One	40.00
	k) Repair of Table	-----	One	100.00
3	<u>STEEL ALMIRAH</u>			
	a) Replacement of Lock	Reena/Prakash/Bhatia	One	200.00
	b) Replacement of Handle (5-6 inch)	Reena/Prakash/Bhatia	One	30.00
	c) Repair of Locking system	----	One	40.00
	d) Adjustment of shelves	----	One	100.00
	e) Opening/ Providing of key of any make of Almirah	----	One	50.00
	f) P/F of New Leg (Base) 18 mm MS sheet with paint	Fabricated (MS)	One	250.00
	g) Repairing of Door	----	One	30.00
	h) P/F of New Shelves	Fabricated (MS)	Per sq. ft	40.00
	i) P/F of New Locking System	Reena/Prakash/Bhatia	One	150.00
	j) Repair of leg with welding etc.	----	One	50.00
	k) P/F of Glass in Glass Almirah with rubber beading	Modi/Saint-Gobain/HNG	Per Sq.ft	60.00
4	<u>STEEL FILING CABINET</u>			
	a) Replacement of lock	Reena/Prakash/Bhatia	One	150.00
	b) Repairing of cabinet	----	One	40.00

	c) Repair of locking system	----	One	50.00
	d) Opening/Providing of Key	----	One	50.00
	e) Adjustment of drawer	----	One	50.00
	f) P/F of New Channel	Hectic/telescopic	One	120.00
5	<u>Steel Revolving/Visitor Chair</u>			
	a) Replacement of Wheel (ISI Mark)	Regal/Jatin	One	50.00
	c) Replacement of Spring	----	One	30.00
	d) Providing of PVC Base 12”-16”	Saviton/SKI	One	200.00
	f) P/F of PU Plastic Arms	Feda/Sevition/Prime Rose	One	120.00
	i) Replacement of Hydraulic Cylinder	Bisma/Acon/Eashwar	One	250.00
6	<u>Spray Painting including denting etc.</u>			
	a) Spray Painting including denting etc.	Berger/Asian	Per Sq. ft	30.00
	b) Spray painting of steel table including denting	Berger/Asian	One	150.00
	c) Spray painting of Steel Almirah including denting	Berger/Asian	One	500.00
	d) Spray Painting of Steel Filing cabinet including denting	Berger/Asian	One	200.00
	e) Spray Painting of Revolving/Visitor Chair including denting	Berger/Asian	One	20.00
	f) Spray painting of stool including denting	Berger/Asian	One	10.00
	g) Spray painting of Book Case including denting	Berger/Asian	One	120.00
7	<u>STEEL BOOK CASE</u>			
	a) P/F of Lock	Reena/Prakash/Bhatia	One	100.00
	b) P/F of Handle		One	20.00
	c) P/f of Glass panel	Modi/HNG/SaintGobain	Per Sq.ft	40.00
	d) Opening/Providing of Key	----	One	50.00
8	<u>FOOT REST /STOOL</u>			
	a) Supply of New foot rest of standard size of 19 mm Commercial Board	----	One	200.00
	b) Repair of Stool with nails and screw	----	One	40.00
9	<u>SPIRIT /LACQUER/MELAMINE POLISH of Wooden Furniture</u>			
	a) Spirit/Lacquer/Melamine Polish	Wemlay/Asian/Berger	Per Sq. ft	25.00
	b) Spirit/Lacquer/Melamine Polish of Sofa	Wemlay/Asian/Berger	Per Seat	80.00
	c) Spirit/Lacquer/Melamine Polish of wooden chair	Wemlay/Asian/Berger	Per Chair	100.00
10	<u>P/F of Normal Glass</u>			
	a) 6mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	50.00
	b) 8mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	60.00
	c) 10mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	80.00

	d) 12mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	100.00
11	P/F of Beveled Glass with Brown Colour			
	a) 6mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	60.00
	b) 8mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	80.00
	c) 10mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	100.00
	d) 12mm thick	Modi/HNG/Saint Gobain	Per Sq.ft	120.00
12	Renovation/Reconditioning of Sofa Set Complete (All things including as cloth, tat, cotton, jute, markin, Dori, Spring, Steel Jal, Foam Sheet 25/50 mm HD, rubber cushion, Polishing etc.) cloth decided by University)		Per Seat	1200.00
13	Repair of Sofa		One	50.00
14	P/F of Steel Jali (SS)	(ISI Mark)	Per Mtr.	90.00
15	P/F of Cover of Sofa, Complete (Cloth decided by University)		Per Seat	250.00
16	Cloth Change of sofa, Complete (Cloth decided by University)		Per Seat	500.00
17	Renovation of Cushion Chair (Visitor/revolving) Seat & Back Complete (all thing including as cloth, foam sheet 25/50 mm HD, rubber cushion etc., cloth decided by University)		One	700.00
18	Cloth Change of Chair, Complete Seat & Back (Cloth decided by the University)		One	400.00
19	P/F of Cover of chair, Complete (Cloth decided by the University)		One	150.00
20	P/F of Mattress cover including leatherette stitching complete (3/6)	(ISI standard)	Per Mattress	1000.00
21	P/F of foam sheet 25mm (HD)	Supreme/Bell/Royal Puff	Per Sq. ft	30.00
22	P/F of foam sheet 50mm (HD)	Supreme/Bell/Royal Puff	Per Sq. ft	50.00
24	Stitching of Curtain Pleated with Eyelet	----	Per Mtr	100.00
25	P/F of Hooks of Curtain (Steel)	----	Each	5.00
26	Supply of cloth for curtains as per sample, approved	-----	Per Mtr	250.00
27	P/F of Rod (25 mm) for Curtain	Wooden/Aluminum	Running Ft.	50.00
28	P/F of Rod (28 mm) for Curtain	Wooden/Aluminum	Running Ft.	80.00
29	Wooden Furniture/Miscellaneous Items			
	a) Ante Termite treatment to wooden partition, racks etc.	----	Per Sq.ft	30.00
	b) P/F of Vertical Blinds (Complete)	Nova/GD	Per Sq.ft	100.00

c) Removing/Fixing of Notice Board/ Green Board/ White Board/Black Board, Name Plate/Photo/ Wall Clock etc.	----	Each	50.00
d) P/F of Wooden Commercial Board (19 mm)	Alpine/Tigerhill/Lazer	Per Sq.ft	80.00
e) P/F of Wooden Beeding (1-2 m.m.)	Teak Wood	Running ft	10.00
f) Beading Polish	Wembley/Bestley	Running ft	5.00
g) P/F of Ply (2 mm)	Alpine/Tigerhill/Lazer	Per Sq.ft	40.00
h) P/F of Sunmica (0.8 mm)	Sundek/Goldtouch/Paradise	Per Sq.ft	30.00
i) P/F of Sunmica (1 mm)	Sundek/Goldtouch/Paradise	Per Sq.ft	40.00
j) Class Room Chair Flap Moving Machine	----	Each	250.00
k) Carpenter Remuneration (Semi Skilled)	----	Per Four Hour	350.00
l) Labour Remuneration (Unskilled)	----	Per Four Hour	250.00
m) Car Seat Cotton Cover with Stitching & Fixing (Complete)	----	Each Seat	300.00
n) P/F of Koni Support to Hang the Wooden/Steel Box	----	Each	150.00
o) Welding Per Point		Per Point	20.00
p) P/f of Table/Almirah/Storage made of 19 mm thick commercial Board with 4 mm thick teek veneer with drawers/shutters with complete hardware fittings and PU melamine polish with complete labour charges.	Board- Alpine/Tigerhill/Lazer	Per Sq. ft	800.00
	Sunmica- Sundek/Goldtouch/Paradise		

Note: The rates are excluding statutory taxes & same shall be paid by the University at the time of billing.

Annexure- 'A'

Marking System of Proposals for Empanelment of Firms for Repair & Maintenance of office, lab, hostel, class room Furniture Items at Dwarka Campus of GGSIP University, Sector-16 C, Dwarka, New Delhi - 110078

Second Stage of Technical Evaluation (Total Marks: 100)

A. Phase 1st - Marking of documents submitted for Technical Evaluation (80 Marks)

1. Turn Over of the firms/Agencies (20 Marks)

Minimum average annual financial turnover of Rs. 20,00,000/- (Rupees Twenty Lakh) during the last five years ending March 2021	60% of Maximum Marks
2 times of the minimum average annual financial turnover of Rs. 20,00,000/- (Rupees Twenty Lakh) during the last five years ending March 2021	100% of Maximum Marks
In between on pro-rata basis	

2. Experience of Similar Project (20 Marks)

Satisfactorily completed the work as mentioned below during the last 05 (Five) years ending last day of receipt of proposal: i. Atleast one similar work of completed value of Rs. 16 Lakh. ii. Atleast two similar work of completed value of Rs. 12 Lakh. iii. Atleast three similar work of completed value of 8 Lakh.	60% of Maximum Marks
2 times of the above satisfactorily completed work during the last 05 (Five) years	100% of Maximum Marks
In between on pro-rata basis	

3. Experience of University/College/Institution Work (20 Marks)

Similar completed work in the University/College/Educational Institutes for the value of Rs. 8 Lakh atleast	60% of Maximum Marks
2 times of the minimum eligibility criteria	100% of Maximum Marks
In between on pro-rata basis	

4. Client Commendation (20 Marks)

Grading in 'Client satisfaction Report'	Marks allotment
Excellent/ Outstanding	20
Very Good	15
Good/Fair	10
Satisfactory/Average	5

B. Phase 2nd - Interaction Meeting of Firm/Agency before the Committee (20 Marks)

All the qualified firms/agencies, who have acquired atleast 60% marks (i.e. 48) in 1st phase of the marking system, will be called for interaction meeting before the Committee to explain their ability to perform the work efficiently and effectively.