

No. 3(81)/Gen/DEO/2016

16 Jun 2021

To

.....
.....
.....

REQUEST FOR PROPOSAL FOR DISMANTLING OF DEFENCE EXHIBITION ORGANISATION (DEO) OFFICE AT HOTEL THE ASHOK AND CONSTRUCTION OF DEO OFFICE AT INDIA HABITAT CENTER, LODHI ROAD, NEW DELHI-110003

Dear Sir,

1. Bids in sealed cover are invited from reputed fabrication/construction agencies having experience in making modular office on 'Turnkey Basis', after designing, construction and setting up of **high quality custom-built office for Defence Exhibition Organisation (DEO) in an allocated space in the premises of "India Habitat Center, Lodhi Road, New Delhi – 110003**. Presently, DEO office is at "Hotel The Ashok" Chanakyapuri, New Delhi and a raw space has been hired at India Habitat Center for setting up DEO office. The requirement for infrastructure augmentation for office of Defence Exhibition Organisation (DEO) at the India Habitat Center are enumerated in the succeeding paragraphs of this RFP.

2. The bids are to be submitted in two parts viz Technical and Commercial/Price Bid. Technical bid will contain EMD, Undertaking for acceptance of all terms and conditions, Past experience etc; and the Price Bid will be as per the prescribed format i.e. Appendix-A attached with this RFP. Please superscribe the above-mentioned Title, RFP number and date of opening of the Bids on the sealed cover to avoid the Bid being declared invalid.

3. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below -

(a) **Bids/queries to be addressed to:** Director, Defence Exhibition Organization (DEO), Department of Defence Production, Ministry of Defence,

(b) **Postal address for sending the Bids:** Director (DEO), Ministry of Defence, Room No 102-107, The Ashok Hotel, Chanakyapuri, New Delhi-110021.

(c) **Name/designation of the contact personnel:** Achal Malhotra, Director

(d) **Telephone number of the contact personnel:** 011-26871991

(e) **Fax number of the contact personnel:** 011-26871988

(f) **E-Mail ID :** ceo.defex-mod@gov.in


16/06/2021

4. This RFP is divided into Five Parts as follows:
- (a) **Part I** – Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, etc.
 - (b) **Part II** – Contains essential details of the services required, such as the Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.
 - (c) **Part III** – Contains Standard Conditions of RFP, which can be ascertained from the copy of DPM 2009 available at the website of Ministry of Defence **mod.nic.in**.
 - (d) **Part IV** – Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.
 - (e) **Part V** – Contains Evaluation Criteria and Format for Price Bids.
5. This RFP is being issued with no financial commitment and the DEO reserves the right to change or vary any part thereof at any stage. DEO also reserves the right to withdraw the RFP, should it become necessary at any stage.

Part I – General information

1. **Last date and time for depositing the Bids:** at 1100 hrs 24 Jun, 2021. The sealed Bids (both technical and Commercial) should be deposited/reach by the due date and time. The responsibility to ensure this lies with the Bidder.
2. **Manner of depositing the Bids** - Sealed Bids should be either dropped in the Tender Box earmarked for the purpose at DEO or sent by registered post at the address given above so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delay or non-delivery/non-receipt of Bid documents.
3. **Time and date for opening of Bids:** at 1200 hrs on 24 Jun, 2021
(If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).
4. **Location of the Tender Box:** DEO, The Ashok Hotel, Chanakyapuri, New Delhi-110021 as mentioned above.
5. **Place of opening of the Bids:** DEO, Hotel The Ashok, Chanakyapuri, New Delhi-110021. Bids will be opened in the office of Director, Defence Exhibition Organization, Ministry of Defence, The Ashok Hotel, Chanakyapuri, New Delhi-110021. The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative.
6. Please note that only the Technical Bid would be opened on the time and date mentioned above. The schedule for opening of commercial or price bid will be intimated


16/06/2021

after acceptance of the Technical Bids. Commercial Bids of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical evaluation is done.

7. **Forwarding of Bids** – Bids should be forwarded by Bidders under their original memo/letter pad inter-alia furnishing details like TIN number, VAT/CST number, Bank address with EFT Account if applicable, etc and complete postal & e-mail address of their office.

8. **Clarification regarding contents of the RFP** - A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the undersigned in writing about the clarifications sought not later than 04 (four) days prior to the date of opening of the Bids. Copies of the query and clarification by the undersigned will be sent to all prospective bidders who have received the bidding documents.

9. **Modification and Withdrawal of Bids:** A bidder may modify or withdraw his/her bid after submission provided that the written notice of modification or withdrawal is received by the undersigned prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but it should be followed by a signed confirmation copy to be sent by post and such signed confirmation should reach DEO office not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security.

10. **Clarification regarding contents of the Bids** - During evaluation and comparison of bids, the DEO may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

11. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected. The bids not submitted as per prescribed format will also be rejected.

12. **Unwillingness to quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before due date and time of opening of the Bid, failing which defaulting Bidder may be delisted for the given range of Items/services as mentioned in this RFP.

13. **Validity of Bids:** The Bids should remain valid till 120 days from the last date of submission of the Bids.

14. **Earnest Money Deposit:**– Bidders are required to submit Earnest Money Deposit (EMD) for an amount of Rs. 1,00,000/- (Rupees One Lakh Only) along with their bids. The EMD may be submitted in the form of an Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the public sector banks or a private sector bank authorized to conduct government business drawn **in favor of Director, Defence Exhibition Organisation Payable at New Delhi/Delhi** as per Form

A handwritten signature in blue ink, followed by a horizontal line and the date '16/06/2024' written below it.

DPM-13 (Available in MoD website). EMD is to remain valid for a period of forty five days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. The bid security of the successful bidder would be returned, without any interest whatsoever, after the receipt of Performance Guarantee from them as called for in the contract. EMD is not required to be submitted by those Bidders who are registered with the Central Purchase Organization (e.g. DGS&D), National Small Industries Corporation (NSIC) or any Department of MoD or MoD itself. The EMD will be forfeited if the bidder withdraws or amends, impairs or derogates from the tender in any respect within the validity period of their tender.

Part II – Essential Details of Items/Services required

1. The DEO office is to be built in Modular office form by constructing the required infrastructure, refurbishment of existing Furniture, fixtures and fittings as detailed below.
2. Schedule of Requirements – Services required are as follows:-
 - (i) Dismantling of existing office space at Hotel The Ashok and for construction/establishing office for DEO in modular form comprising the cabins/cubicles, conference facility, visitors area, store, pantry, etc. as per broad details given below :-
 - (a) Reception Area
 - (b) Conference Room
 - (c) Modular work stations for staff – 04 Nos with total 12 tables with chairs, Storage Cupboard in laminated.
 - (e) Storage of files/office records etc with lockers
 - (f) Storage area/devices/cabinets adjoining to work stations as per requirement (indicated in the layout plan)
 - (g) One Compactor – for keeping old records with lockable steel racks.
 - (h) One Pantry – for provisioning of tea/coffee/water dispensers etc. with small area for service with requisite equipment.
 - (j) Directors cabin
 - (ii) Air conditioning ducts are available in the allocated space area. However, in case of any requirement to make it more functional the diversions/specific ducts etc; are to be made at the requisite area.
 - (iii) The floor area to be prepared by laying Wooden Tiles after removing the old torn/damaged flooring (on as required basis).
 - (iv) Other items like interior decoration, entrance gates/doors, glasses for partitioning work stations to be provisioned in the office area.
 - (v) Laying of Electric wiring for Circuits (15 points), lighting, fans, computers, Photocopiers, Pantry etc; with Power (15 Amps) & Light Points (5 Amps) (total 85 in Nos) and Incoming Main Wiring.
 - (vi) Provisioning and fixation of adequate lighting (preferably LEDs) in the entire office area with focus lights for Offices and work stations and Conference Room.


16/06/2021

(vii) The conference area will have a data wall/projector/display panel for making presentations.

3. Additional Items/Works The selected agency would be bound to undertake/provide any additional items or services not covered in the RFP but may be required by DEO. The price/cost involved will be mutually decided on requirement basis with MoD duly approved by the competent authority. However, decision of MoD in any regard will be final and binding.

4. Technical Details: All the work under this tender enquiry will be turnkey project with optimizing the existing resources at the present office, dismantling the office space at Hotel The Ashok and requiring commitment from selected agency right from selection/finalisation of design to the handing over of office premises on ready to function basis. It would be ensured that all material, equipment, furnishings and other items/services used are of international quality bearing ISI mark and energy efficient as per existing norms having maximum electricity saving and comply with the safety parameters on all accounts. The bidders are advised to visit exhibition ground/site and evaluate the same for various RFP requirements which should be included in the bid, if they wish to.

5. Agency(s) is/are advised to pay a visit to the DEO office at Hotel The Ashok on any day during working hours for discussion/assessing the nature, scope and quantum of works/services and for seeking any clarifications before submission of bids, after fixing an appointment with the Director, DEO.

6. **Technical Requirements/Criteria for Eligibility**

To be eligible to participate in the said tender enquiry, the agency must fulfill the following technical requirements/criteria:-

- (a) The agency must have a well-established permanent setup on fabrication and construction facilities (Location with address to be given).
- (b) The agency must have an average annual turnover of Rs. 05 Crores in last three years (Attach proof).
- (c) The agency should be an independent Indian registered company having been incorporated more than 5 yrs as on date (Attach proof).
- (d) The agency should have handled such type of jobs in the past with minimum space of 5000 sq mtrs and above (Attach proof).
- (e) The agency/company and its associated/subsidiaries should not have involved in any kind of litigation, legal cases or every been blacklisted by any agency, or with any pending govt investigation directly.

7. Bidders are required to furnish compliance of specifications bringing out clearly the deviations from technical details, if any.


16/06/2021

Part-III

The Bidders are required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as Part of the Contract concluded with the successful Bidder as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

Standard condition of RFP—as per DPM 2009 available at the MOD website (www.mod.nic.in and/or pcdasc.gov.in/DPM2009.pdf) may be referred for standard terms of RFP.

Part IV – Special Conditions of RFP

As mentioned in DPM-2009 available on MoD website (www.mod.nic.in and/or pcdasc.gov.in/DPM2009.pdf). The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as Part of the Contract concluded with the successful Bidder as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

Performance Guarantee:

1. The Bidder will be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to conduct government business (ICICI Bank Ltd; Axis Bank Ltd; and HDFC Bank Ltd) for a sum equal to 03% of the contract value within 5 days of receipt of the confirmed order. Performance Bank Guarantee (PBG) should be valid up to 45 days beyond the date of completion of the work. The format of PBG is available in DPM-2009 (Form 15) on website www.mod.nic.in and/or pcdasc.gov.in/DPM2009.pdf.
2. To take care of any change in the requirement during the period starting from issue of RFP till placement of the contract, Buyer reserves the right to plus/minus increase or decrease the quantity of the required goods unto 50% limit without any change in the terms & conditions and prices quoted by the Seller. While awarding the contract, the quantity ordered can be increased or decreased by the Buyer within this tolerance limit.
3. It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheque, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS is at Form DPM-11 (Available in MoD website www.mod.nic.in and/or pcdasc.gov.in/DPM2009.pdf).
4. The Performance Bank Guarantee shall be considered open upon receipt by the buyers' i.e. DEO bank. In case any claims or any other contract obligations are outstanding, the selected agency will extend the PBG as asked for by DEO till such time as the selected agency settles all claims and completes all contract obligations. The PBG will be subject to encashment by DEO, in case the conditions regarding adherence to delivery schedule, settlement of claims and other provisions of the contract are not fulfilled by the selected agency.


16/06/2021

5. General Terms and Conditions/Role of Selected Agency:-

The selected agency will play a very important role in planning, preparation and handing over DEO office on turn key basis in fully functional condition including complete dismantling of the existing space at Hotel The Ashok (upto handing over). The responsibilities of the selected agency will be as follows:-

- (a) Designing & its execution for construction/making usable the office area at India Habitat Center.
- (b) Dismantling of the existing office space at Hotel The Ashok and disposal of scrapped items
- (c) Liaison with Hotel The Ashok and India Habitat Center Management.
- (d) Approval of Hotel The Ashok and India Habitat Center management/concerned deptt as may be required as per laid down guidelines/rules and regulations of the said authorities.
- (e) Construction/Development of office area as per approved layout.
- (f) Planning and laying of electric cables in entire area at India Habitat Center.
- (g) Provisioning of electric sockets/points at the desired locations with flexibility to accommodate additions, if required.
- (i) Carpeting/Flooring of areas as required.

6. Other miscellaneous jobs/works to be carried out:-

- a) All the material used for construction of offices, work stations, Pantry, Stores etc. shall be of high quality and safe to use with guarantee of quality and good life of the items.
- b) All electrical cables/connectors/switchboards, switches, sockets, telephone/fax lines will be of ISI approved quality and their laying will be completely covered, safe and tamper proof to avoid any short-circuit/accident.
- c) The supervision will be exercised by a qualified and experienced personnel to ensure that the provisioning of all items/furniture/fixtures etc; are built and installed properly without any scope of mishappening.
- d) If the performance of the Selected Agency is not found satisfactory during the validity of the contract, Director, DEO reserves the right to cancel the contract unilaterally at any stage and no claim of damage etc shall be entitled.
- e) If the Selected Agency leaves during the validity of the contract or does not carry out the specified / required job, Director, DEO will have the right to get the job done from another firm/company/agency at the risk and cost of the Selected Agency.
- f) The actual date of commencement of work will be reckoned from the date of signing of the Agreement.
- g) The Selected Agency would indemnify DEO against any loss of property or life during the execution of the contract.
- h) All applicable labor statutory regulations including insurance, ESI, PF, minimum wages etc as applicable, shall be complied by the Selected Agency at its own cost and the Agency shall keep the DEO indemnified against all claims.


16/06/2021

- i) All disputes or differences that may arise between the Selected Agency and DEO with respect to the contract or its terms or interpretation thereof and its performance and execution shall be decided by reference to the Arbitration by a single Arbitrator to be appointed by the Director, DEO.
- j) Cost of all the consumables, required equipment/materials or whatsoever required for smooth functioning of services shall be included in the contract and no extra cost under any circumstances will be borne/provisioned by DEO.

7. Terms of Payment

The payments to the nominated agency will be made as per following schedule:-

- (a) 15% of total cost - as advance payment for the entire job, subject to furnishing of bank Guarantee by the firm.
- (b) Balance 85% - After completion of the entire work while adhering to laid down rules/regulations of the management, if any, subject to satisfaction of Dir, DEO.

8. Paying Authority:

- (a) Paying Authority will be PCDA, G-Block, Ministry of Defence, New Delhi. The payment of bills will be made on submission of the following documents by the Seller to the Paying Authority along with the bill:
 - (i) Ink-signed copy of Seller's bill
 - (ii) Copy of Supply Order/Contract
 - (iii) Job Completion Certificate
 - (iv) Performance Bank guarantee
 - (v) Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code
 - (vi) Any other document/certificate that may be provided for in the Supply Order/Contract.

9. **Force Majeure clause**

a. Neither party shall bear responsibility for the complete or partial non performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances such as Pandemic, Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

b. In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.


16/06/2021

c. The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

d. If the impossibility of complete or partial performance of an obligation lasts for more than the prescribed time frame, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods/services received.

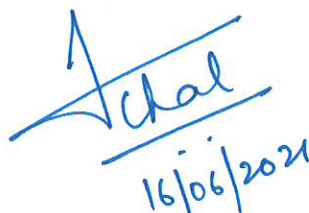
10. Penalty/LD Clause

The selected service providing agency would be required to meet the requirements as per desired specifications for all the services set by DEO. Any breach of timelines or failure to carry out any work as per quality & quantity requirements will result in imposition of penalty of 10% of the contract value as per under clause 4 of part IV relating to encashment of Performance Guarantee. MoD reserves the right to get the works done by any other agency at the risk and cost of the service agency. The decision of MoD in this regard will be sole and final.

Part V – Evaluation Criteria & Price Bid issues

1. Evaluation Criteria

- (a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP.
- (b) The technical bids must be supported by documentary proof of technically qualifying the laid down criteria. For commercial/Price bids, the offers should be restricted to only commercial/price aspects. The rates for each item/services and the total cost be quoted as per format attached at Appendix-A to the RFP.
- (c) Each serial of Appendix A is being referred to as component. An attempt has been made to quantify the amount of work against each component. The lowest bidder will be decided after adding total cost of all the components/items for the estimated quantity mentioned in the Appendix-A. Please note that overall quantity of work against a component may actually vary when the actual work is taken up.
- (d) The lowest bidder will also be asked to match the lowest bid in each of the component (listed in Appendix-A) submitted by the other qualified bidders. If the lowest bidder is not able to offer the lowest rate in respect of a component, DEO reserves the right to award the component to the lowest bidder for that component. However, the selected agency will be the agency which has quoted the lowest cost adding all the values bringing out total cost of the entire works.
- (e) The bidder has to give an undertaking as attached at Appendix-B. Hence, the selected agency will execute work for which he has been declared L-1, based on the total cost except for the components which will be offered to other vendors as per clause (d) above.


Achal
16/06/2021

- (f) The Bidders are required to spell out the rates of each and every item, services and applicable VAT, Service Tax, etc in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Customs duty/Excise Duty/VAT is intended as extra, over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and fixed and no claim on account of such duties will be entertained after the opening of tenders. If a Bidder chooses to quote a price inclusive of any duty and does not confirm inclusive of such duty so included is firm and final, he should clearly indicate the rate of such duty and quantum of excise duty included in the price. Failure to do so may result in ignoring of such offers summarily.
- (g) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.

2. Following are enclosed to assist prospective bidders in formulation of their quotes:-

- (a) Specifications of the Works/Services to be carried out ...Appendix 'A'
With equipment, services & manpower (Price Bid Format)
- (b) Undertaking to be submitted by the bidders ... Appendix 'B'



(Achal Malhotra)
Director

Encls: Appendix A
Appendix B

Appendix-A

Appendix - A to RFP for Submission of Price Bid					
Commercial/Price Bid Format indicating the tentative items/furniture and fixtures etc; required for DEO Office at India Habitat Center, Lodhi Road, New Delhi					
S.No	Description of Items / Requirements	Tentative Qty	Unit of Measurement	Rate per Unit	Total Amount (INR)
A	Ceiling in the premises (below roof)				
	a) False ceiling	2000	Sqft		
	b) Cement Plaster and paint/wallpaper work	1500	Sqft		
B	Flooring				
	a) Dismantling of old Flooring	2249	Sqft		
	b) Removing of Malba	1	LS		
	c) New Wooden Laminated Tile Flooring	2000	Sqft		
C	Office-1				
	a) Wall Paneling, wooden with laminate finish (Single side)	200	Sqft		
	b) Refurbishment of Storage behind Office table - laminate finish	1	No		
	c) Refurbishment of Office Table- 2.0m (L) x 0.6m (d) x 2.3m (Arc) - laminate finish	1	No		
	d) Refurbishment of Executive Chair - revolving, leather finish, High back	1	No		
	e) Refurbishment of Visitor Chairs - cushion with arm	4	Nos		
	f) Refurbishment of Double Seater Sofa - leather/leatherite finish	1	Nos		
	g) Blinds	2	Nos		
	h) Refurbishment / Repair of File Storage Cupboards	3	Nos		

SNo	Description of Items / Requirements	Tentative Qty	Unit of Measurement	Rate per Unit	Total Amount (INR)
D	Office-2				
	a) Partition Glass Wall, wooden, laminate, double side finish	1500	Sqft		
	b) Storage behind Office table - laminate finish	1	No		
	d) Refurbishment of Office Table, Laminate finish- 1.5m (L) X 0.6m (D) X 1.54(Arc)	1	No		
	c) Refurbishment of Storage cupboard, laminate finish - 1.6m (L) X 0.6m (D) x 2.5m (H) & 2.8m (L) X 0.6m (D) X 2.5m (H)	3	No		
	d) Refurbishment Executive Chair - revolving, leather finish	1	No.		
	e) Refurbishment Visitor Chairs - cushion with arm	2	Nos.		
	f) Blinds	4	No.		
	g) Refurbishment of Double Seater Sofa - leather/leatherite finish	1	No		
	h) Modular Workstation - 1.2m(L) X 0.6m (D) X 1.5m (H)	12	Nos		
E	Pantry				
	a) Electrical points for Microwave Oven with Induction (20 ltr-Samsung/IFB), Electric Kettle etc	05	Nos		
	b) Cubicle for Pantry with Storage	01	Nos		
F	Waiting Area/Reception				
	a)Refurbishment of Double Seater Sofa - leather/leatherite finish	02	Nos		
G	Dismantling and Disposal of 03 Toilets				
	a) Breaking of Brick Wall, with plaster & paint- 5.85m X 3m (H)	300	Sqft		
	b) Breaking of Ceramic Wall tiles	350	Sqft		
	c) Disposal of Door wooden- 0.87m X 2.10m	1	No		
	d) Disposal of WC with fittings	3	No		
	e)Disposal of Wash Basin with fittings	3	No		
	f) Removal and Disposal of Plumbing work and Removal and Disposal of Accessories like mirror, towel hanger, etc	3	LS		

S.No	Description of Items / Requirements	Tentative Qty	Unit of Measurement	Rate per Unit	Total Amount (INR)
H	Network of Computers, Peripherals and EPBAX				
	a) Networking and Cabling,	1	LS		
	d) Telephone Exchange and Instruments setting-up	25	Nos		
	e) EPBX box (Panasonic Nh3300 or higher model)	1	Nos		
	f) Biometric Finger reader, software & hardware setting-up (relocation from existing office)	2	No.		
J	Electrical				
	a) 5A Socket - Havels/Roma	75	Points		
	b) 15A Socket - Havels/Roma	10	Points		
	c) Wall Lights	10	Points		
	d) LED Lights- 2ft x 2ft - Wipro/Osram/Phillips	25	Nos		
	e) Panel Boards	2	Nos.		
	f) Electrical wiring for circuit	15	Points		
	g) Replacement of UPS - 10 kW	01	No.		
	h) Incoming wiring	1	LS		
K	Cost for Preparation/Providing Architectural Drawing with 3D View and Working Drawings		LS		
L	Dismantling/Transportation/Installation/Labor etc;		LS		
M	Less Scrap Value of Fittings and Fixtures at Hotel Ashok		LS		
N	Total Estimated Cost for the Entire Office Set Up				
	Add : Applicable Taxes, if any				
	Grand Total Cost of DEO Office				

Appendix 'B'

UNDERTAKING

In case of my company/firm is selected as an Agency/Contractor for full dismantling of DEO office in Ashoka Hotel Premises and setting-up of Office space at India Habitat Center based on commutative lowest price quotes, I hereby undertake to agree to levy minimum charges in each component as listed at Appendix A to RFP even where my company/firm quotes are not the lowest.

I also fully understand that any failure to comply with above undertaking or with any terms and conditions of RFP, my contract can be partially or fully cancelled and awarded to any other agency at my risk and cost.

Name:
Appointment:
Name of firm/Company

Place: New Delhi
Dated: Jun 2021