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**CENTRAL BOARD OF SECONDARY EDUCATION  
REGIONAL OFFICE, DELHI**

An Autonomous Organisation Under the Union Ministry of Human Resource Development (Govt. of India)  
PS, 1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092

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**CBSE/ADMN./ROD/2013**

**Speed Post**

**27.12.2013**

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**Sub: Rates for hire of furniture for Secrecy Centres**

Sir,

The Central Board of Secondary Education requires furniture on hire basis at Nodal Centres/Patparganj Delhi/New Delhi as per requirement. You are, therefore, requested to quote your lowest rates including taxes for supply of furniture in the enclosed format (Performa A). Sealed Quotations may be dropped in the Tender Box kept at the ground floor near the Reception Counter latest by 10/01/2014 upto 2.30 P.M. The quotation will be opened on the same day at 3:00 p.m. in the presence of the tenderers who may like to be present.

**Asstt. Secy.(Admn.)**

Encl: -

1. Performa 'A'
2. Terms & Conditions

**PERFORMA 'A'**

S.No	Description of Goods	Rates may be mentioned inclusive cartage, all taxes etc.		Service Tax, if any
		Rate (per month) (in Rs.)	Rate per day (in Rs.)	
1.	Table 6''X3''			
2.	Table Cover			
3.	Daree 8''X10''			
4.	Kanat 18''X10''			
5.	Chair			
6.	Banquet chair			
7.	Pedestal Fan			
8.	Ceiling on Pipe Structure with Waterproof Pandal/tent (per Sq. ft.) 15''X45''			
9.	Water proof Curtain (per Sq. ft.)5''X15''			
10.	Garden Chair			
11.	Office Table			
12.	Steel Almirah			
13.	Shaminas 15''X30''			
14.	Halogen Light			
15.	Curtain per Sq ft. 15''X15''			

**1. Particulars of Demand Draft paid as Tender fee:**

Bank Draft No. \_\_\_\_\_ dt. \_\_\_\_\_ drawn on \_\_\_\_\_ for Rs. 200/- as Tender Fee in favour of the Secretary, CBSE, Delhi are enclosed.

**2. For RTGS/NEFT details:-**

- i) Bank Name: \_\_\_\_\_
- ii) Nature of Account: \_\_\_\_\_
- iii) Account No: \_\_\_\_\_
- iv) IFSC Code No: \_\_\_\_\_
- v) Beneficiary Name/Company Name \_\_\_\_\_

The terms and conditions and those appended with the tender form are acceptable to me/us. If any, over writing/cutting/conditional tender found in my said tender, the same be rejected.

**SIGNATURE OF THE TENDERER  
WITH OFFICIAL SEAL &  
COMPLETE ADDRESS with mobile No.**

**PAN NO.** \_\_\_\_\_

-3-  
**CENTRAL BOARD OF SECONDARY EDUCATION**  
**REGIONAL OFFICE, DELHI**  
**TERMS & CONDITIONS**

1. The furniture will be supplied by the contractor at Raj Niwas Marg Delhi or from the point decided by office to deliver the same to schools/centres situated in Delhi/New Delhi as per requirement.
2. The payment will be made after completion of the satisfactory work on receipt of the bill in duplicate and TDS will be deducted as per rules of Govt. of India.
3. Rates once quoted will not be changed/increased in any case for a period of a one year from the date of issue of work order **OR** till the completion of work.
4. No advance payment will be made. The payment shall be made on production of bill after the satisfactory completion of the job through A/c Payee Cheque on receipt of bill in duplicate.
5. In the event of any dispute, the decision of the Chairman of the Board shall be final and binding upon the tenderer.
6. The allotment of work will be for one year from the date issue of work order on approved rates, which may be extended upto three years subjects to satisfactory service.
7. The Jurisdiction will be in Delhi in case of any dispute.
8. The successful bidder will have to deposit Rs. 20,000/-as Performance Security which will be forfeited in case Agency fails to provide the furniture as per schedule. This will be refunded only after satisfactory completion of work.
9. **Tempo/Truck charges /Labour charges will be borne by the agency.**
10. The Chairman of the Board has the right to accept any quotations in whole or part or reject it entirely without assigning any reason thereof.
11. **There should not be any over writing or amendment /conditional tender in the rates offered and terms and conditions of the contract are to be signed by the partner/owner/managing director of the firm such tender will be rejected. No correspondence entertained in this regard.**
12. The jurisdiction for legal cases will be Delhi/New Delhi.
13. All decision of the Competent Authority of the Board will be final and applied in all.

I, M/s \_\_\_\_\_ have quoted my/our lowest rates including all kind of taxes and the above terms & conditions S.No 1 to 13 are also acceptable to me/us.

Signature of the Quotationer(s)

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile & Phone No. \_\_\_\_\_

Dated:\_\_\_\_\_