

F. No.102-16/BI/Admin/MI/2005(Vol. II)

Dated: _____

To,

M/s. _____


(Notice Inviting Limited Quotations)

Subject: Inviting Quotations for the award of Contract for Washing and Dry Cleaning of Towels, Curtains, Seat Cover, Bed Sheet, Pillow cover and Blanket etc. of Guest House and AICTE HQ for period of one year.

Sealed quotations are invited for Washing and Dry Cleaning of Towels, Curtains, Seat Cover, Bed Sheet, Pillow cover and Blanket etc. at the AICTE HQ, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070. The Sealed quotation alongwith specifications therein.


Sl. No.	Description/ Particulars of Items	Quantity (Pcs)	Rate Quoted Washing (In Rs.)	Rate Quoted Drycleaner (In Rs.)	Rate Quoted Washing (In Rs.) inclusive of all taxes	Rate Quoted Drycleaner (In Rs.) inclusive of all taxes
1.	Bed Sheet for double bed	1				
2.	Bed Sheet for single bed	1				
3.	Bed Cover for double bed	1				
4.	Bed Cover for single bed	1				
5.	Pillow Cover	1				
6.	Curtain(Double)	1				
7.	Curtain(Single)	1				
8.	Towel(Big)	1				
9.	Towel(Small)	1				
10.	Car Sheet Cover	1 Set (08 Pcs)				
11.	Blanket for double bed	1				
12.	Blanket for single bed	1				
13.	Sofa	Per Sheet				
14.	Dining Chair	1				
15.	Hand Towel	1				
16.	Carpet dry cleaning	Per Sq. Ft.				
17.	Revolving Chair	1				

You are requested to submit the Sealed quotation to Director(Admin) on or before 16.6.2022 by 05.00 P.M.


(Dal Chand)
Sr.AO(Admin-III)

Terms & Conditions: -

1. Only Reputed vendors/ firms are eligible to participate in Tender / Quotation.
2. The quotation duly signed by the firm/ agency should contain in the Sealed Envelope super scribed with "Quotation for Washing and Dry Cleaning of Towels, Curtains, Seat Cover, Bed Sheet, Pillow cover and Blanket etc. at the AICTE HQ
3. Delivery of items to be made as per requirement of AICTE. The contractor or his representative will be required to visit this office to enquire about the work order twice a week and also on receipt of telephone/ Fax/ email messages from the Council.
4. The contractor shall have to supply the items within two days of the date of receipt of the order. However, the items of urgent nature shall have to be delivered on the same day if it is specifically requested by the Council.
5. Payment shall be released on monthly basis, only after submission of bills alongwith slip of gate pass in duplicate.
6. Rates should be quoted inclusive all applicable taxes/ GST etc.
7. The quotation duly signed by the firm/ agency should contain in the Sealed Envelope super scribed with "Quotation for preparation of Rubber/Self ink Stamps, Flex Banner and Name plate (S.S.) etc. at AICTE Hqrs., New Delhi
8. You will collect all washable items from AICTE HQ offices on every weekend (Friday) after 2.30 PM & Return back the same on Monday before 9.30 AM.
9. If any delay for supply of items, a penalty of Rs.5/-on every item per day will be deducted from your bill.
10. If any item is missing/misplaced by you, the equivalent value of the item will be deducted from your bill.
11. If any complaints received from any officials/Bureau fro poor quality of washing/dry cleaning, payment of such items shall bot be released and item to be washed again on free of cost basis.
12. It the complaints received continuously for poor quality, the contract will be terminated without any notice.
13. The contract can be terminated at any time without assigning any reasons.
14. In case of any disputes arises out of the contract either during the contract period of its operation or any time thereafter. The decision of the Member Secretary, AICTE will be final and binding on the contractor.
15. Before awarding the work the committee of officers from AICTE will visit the vendor workshop to assess the capacity of the firm for timely completion of work.
16. No quotation will be accepted after last dated of submission of quotation.
17. Copy of valid GST No.
18. Copy of Bank detail
19. Copy of PAN No.
20. The rates mentioned in the work order will be valid for the entire period of one year from the date of award of contract. The rates will not be revised under any circumstances.
21. No transportation charge will be paid by AICTE.
22. The contract can be extended for further period of Two or more year on year to year basis on same terms and conditions and same rates, subject to satisfactory services provided by the vendor.


(Dal Chand)
Sr.AO.(Admin-III)