

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002

NOTICE INVITING TENDER

TERMS AND CONDITIONS FOR THE CLEANING & CHEMICAL TREATMENT OF UNDERGROUND AND OVERHEAD WATER TANK IN THE UGC OFFICE

1. The officer of University Grants Commission are located in three different places as per addresses indicated below:-

- i) UGC Main Office at Bahadur Shah Zafar Marg, New Delhi – 110 002.
- ii) UGC Branch Office at 35- Feroze Shah Road, New Delhi – 110001.
- iii) UGC Branch Office at South Campus of Delhi University, Benito Juarez Marg, Near Dhaula kuan, New Delhi-110 021.

2. The rates should be quoted as per details given below:-

S.No.	Particulars	Rates quoted
(i)	Charges for (a) cleaning and chemical treatment of all the underground and overhead water storage tanks and (b) minor repairs such as replacement of defective covers etc., if any, in the UGC Main Office. This includes the overhead tanks of staff quarters also Overhead tanks of 5000 liter capacity=6 Nos. Overhead tanks of 2000 liter capacity=10 Nos. Total = 16 Nos.	Rs. _____ (Rupees _____ _____ only)
(ii)	Charges for (a) cleaning and chemical treatment of all the overhead water storage tanks and (b) minor repair such as replacement of defective covers etc. at 35, Feroze Shah Road branch office. Overhead tanks of 1500 liter capacity=3 Nos. Overhead tanks of 2000 liter capacity=2 Nos. Total = 5 Nos.	Rs. _____ (Rupees _____ _____ only)
(iii)	Charges for (a) cleaning and chemical treatment of all the overhead water storage tanks and (b) minor repair such as replacement of defective covers etc. if any, in the UGC NET bureau at South Campus of Delhi University, New Delhi-110 021. Overhead tanks of 1000 liter capacity =11 Nos. Overhead tanks of 500 liter capacity =3 Nos. Total = 14 Nos	Rs. _____ (Rupees _____ _____ only)
	Grand Total	Rs. _____

3. Over-writing must be avoided, otherwise quotation is liable to be rejected.
4. Sealed quotations properly superscribed as **“Quotation for cleaning & chemical treatment of under ground and overhead water tank”** addressed to Sh..Tapan Sarkar, Under Secretary, (Genl.Admn.), Room No. 206, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi- 110 002, should reach with in two weeks from he date of publication of the advertisements in the leading newspaper
5. A Demand Draft of Rs. 2,500/- (Rupees two thousand five hundred only) in favour of the Secretary, UGC, New Delhi may be enclosed as Earnest Money. The quotation received without Earnest Money will not be considered.
6. The intending tenders are requested in their own interest to visit the aforesaid offices of the UGC on any working day for survey and preparation of initial estimates.
7. The Permanent Account Number of the firm may be indicated. The Quotations of the firms who do not have Permanent Account Number will not be considered.
8. All the tanks should be cleaned quarterly (four times) in a year.
9. The Secretary, University Grants Commission reserves the right to accept or reject any of the tenders without assigning any reason thereof.
