



GOVT. OF INDIA
LAKSHADWEEP ADMINISTRATION
(Department of Art and Culture)
Kavaratti island – 682 555.

F.No.22 /1 /2017 -A&C

/81


Dated 11.02.2020

QUOTATION NOTICE

Sealed quotations are invited from the interested parties for transportation of office materials available in the Public Library (as per the list of items in Annexure I), Near Northern Brothers Club, Kavaratti to 1st and 2nd floor of newly constructed Govt. Building near Lamiya Store, Kavaratti. The quotation super scribed with "Quotation for transportation of materials available in Public Library" should be addressed to the Director, Department of Art & Culture, Kavaratti and reach to the undersigned on or before 21.02.2020 at 3 PM. Quotations will be opened at 3.30 PM on the same day in the presence of bidders or their authorized agents if any present. The quotations received without EMD, unsealed cover, after due date and specified time, without superscription are liable to be rejected. The acceptance of quotation will be subject to the following terms & Conditions.

1. The bidder should transport the office materials from the Public Library Private building (as per the list of items in Annexure I), Near Northern Brothers Club, Kavaratti to 1st and 2nd floor of newly constructed Govt. Building near Lamiya Store, Kavaratti and arrange as per the directions of department staff.
2. The bidder should bring the packing materials in sufficient quantity required for packing/bundling of the files/registers/books etc.
3. Quotation should contain Demand Draft drawn in favour of the Director, Department of Art & Culture, Kavaratti and payable at Syndicate Bank, Kavaratti as EMD for Rs.2,500/- (Rupees two thousand five hundred) only.
4. The bidder shall be responsible for any damages/loss occurring during transportation of furniture and materials. Damages/loss, if any, the cost will be deducted from the bill.
5. The lowest rates will be accepted. Any kind of representation for enhancement of tender rate once accepted will not be considered.
6. The bidder should complete the work within 7 days of receipt of the Work Order, failing which the work order will be cancelled and the EMD shall be forfeited.
7. The department will neither provide any vehicle and persons neither required for transportation of materials nor meet the hire charges of the vehicle hired by the bidder.

8. Violation, if any of the terms and condition by the contractor will lead to cancellation of the work order.
9. The rate should be typed in figures and words without any over writing or correction. Over writing may lead to rejection of quotation.
10. The Director, Art & Culture reserves the right to accept or reject any quotation without specifying any reason.
11. The payment of work will be made only after completion of the work and getting satisfactory certificate from the concerned official.
12. The bidders should submit a covering letter containing full address and details of the firm/individual, Phone no. with STD code, Mobile No., Account No., Name of the Bank and IFSC Code neatly and legibly
13. The Bidder shall inspect the materials available in the Public Library for transportation during office hours.
14. If the L1 bidder withdraw the tender, the EMD shall be forfeited.
15. This issues with the approval of the competent authority.


(ANKIT KUMAR AGARWAL)
DIRECTOR, ART & CULTURE

To

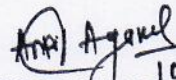
Notice Board.

Copy to:

- 1). The Editor, Lakshadweep Times, Kavaratti with request to publish the matter in the next issue of the Lakshadweep Times.
- 2). All Departmental Heads under the Administration with request to display this quotation notice in the notice board of their Departments/ Offices.
- 3). The SIO, NIC with request to upload this in Lakshadweep official website.

**List of furniture, articles and documents for transportation from Public Library,
Near Northern Brothers Club to new building.**

Sl.No	Details of Articles.	Qty.
01	Godrej Table	3 nos.
02	Godrej Chair	13 nos.
03	Plastic Chair	22 nos.
04	Reading Table.	6 nos.
05	Wooden Table.	1 no.
06	Wooden Almirah.	2 nos.
07	Tea Poy.	3 nos.
08	Godrej Shelf (Small).	3 nos.
09	Book Shelf with glass.	2 nos.
10	Book Rack.	13 nos.
11	TV.	2 nos.
12	Photocopier.	1 no.
13	Pedestal Fan.	4 nos.
14	Water Can.	1 no.
15	Computer.	2 nos.
16	BSA Cycle.	2 nos.
18	Name board.	1 no.
19	Notice Board.	1 no.
20	Books.	12,000 nos. (apprx)
21	Magazines & Newspapers.	100 Kg. (apprx)
22	Registers.	20 nos. (apprx)
23	Files.	32 nos.
24	Miscellaneous bundles. (Old news papers, magazines etc.)	10 nos.
25.	Catalogue Table	1 No.
26.	Stool	5 nos.


(ANKIT KUMAR AGARWAL)
10/02/2020
DIRECTOR, ART & CULTURE.

