



लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान
तेजपुर: असम: पिन: ७८४००१

LGB REGIONAL INSTITUTE OF MENTAL HEALTH
(An Autonomous body under Ministry of Health and Family Welfare, Govt. of India)
Website: www.lgbrimh.gov.in, e - Mail: mail@lgbrimh.gov.in
Post Box No. 15:: FAX No. (03712) 233623
TEZPUR:: 784001 :: ASSAM

No.LGB/NAZ/1349/23-24/ 5658

Dated: ...10/10/2023

NOTICE INVITING QUOTATION

Sealed **QUOTATIONS** are hereby invited from reputed firms / agencies / individuals for '**Repairing Works of Sofa cum Bed in Hospital**' at L. G. B. Regional Institute of Mental Health, Tezpur as per the following details and terms and conditions given below which will be received at the office of the Director, L. G. B. Regional Institute of Mental Health, Tezpur during office hours till **30.10.2023**. Quotations will be evaluated on next office working day after final date of receiving is over. The Quotationer or their authorized agents may remain present at the time of opening of the quotations.

Terms and conditions:

1. The rates should be quoted as shown against the terms / works should be inclusive of all GST/ taxes/service charge applicable at any point of time.
2. Quotation shall be submitted in a sealed envelope super scribed as "Quotation for providing **Repairing Works of Sofa cum Bed in Hospital**" and should address it to The Director of LGBRIMH, Tezpur, on or before the end date of submission and also should contain the following documents:
 - a. Copy of updated Trade License
 - b. Copy of GST Registration Certificate.
 - c. Copy of PAN card.
 - d. Income tax clearance certificate for FY' 2022-23
 - e. Similar experience details.
 - f. Sealed and signed copy of the Notice Inviting quotation as acceptance of the terms and conditions mentioned therein.
 - g. Rate Quotation for "**Repairing Works of Sofa cum Bed in Hospital**" as per format in Annexure - 1
3. The Quotationer will have to deposit **EARNEST MONEY DEPOSIT of Rs.3600.00** (THREE THOUSAND AND SIX HUNDRED RUPEES ONLY) in the form of DEMAND DRAFT/BG/FDR in favor of the Director, LGB Regional Institute of Mental Health, Tezpur.
4. Prospective contractor should have their registered office at Tezpur, Sonitpur, Assam.
5. In the event of any breach of the terms and conditions by the contractor, L. G. B. Regional Institute of Mental Health, Tezpur will have full power to adopt any course of action as the same may deem fit and appropriate to the interest of the Institute which may include penalty.
6. The rate of each service shall remain constant during contract period.

7. The Quotationer will be responsible for the safety of the workforce engaged and should not deploy any minor to work.
8. The service provider shall be liable for any damage or compensation payable in accordance with the law in respect or in consequences of any accident or injury to any workmen or other person in their employment as per provision of the workmen Compensation Act.
9. Institute reserves the right to reject/accept any or all quotation without assigning any reasons thereof. No correspondence will be entertained.
10. Any firm / agency / individuals indulging in any malpractice or adopting any unfair means will be barred from any work in the Institute.
11. The quotationer will perform all repairing works within hospital premises and at consignee location only. The service provider cannot take any hospital property outside of Institute's campus.
12. **Penalty clause:** the quotationer will be liable to compensate any damage done to hospital property in due course of time of the repairing works and rectifications for the same have to be performed within three days time limit. Failing which the service provider will have to bear a penalty of 0.5% of unit price of the product for each week delay from the contractor. The service provider can deposit the penalty to hospital authority else the authorities shall have the right to recover such penalties from the FINAL BILL amount of the service provider.
13. The Director, LGBRIMH reserves the right to recover any statutory dues or other dues from the **Final Bills**.
14. An agreement will have to be executed on non judicial stamp paper of Rs.100 /- by the successful bidder with the institute authority as prescribed by the institute, within a period of 7 days from the date of Award of Contract.
15. **Scope of work:** Details and Committed services for **Repairing Works of Sofa cum Bed in Hospital** existing at present stock:

Sl. no.	Description of Services	Quantity at current stock	Completion period
1	Repairing of existing sofa cum bed with supply and fitting of nuts washer & bolts including required welding painting etc. as per direction by the respective department - complete service as required	55 (fifty five) nos.	02 (two) months
2	Repairing/ Replacing mattress of existing sofa cum bed cover in Hospital Indoor Wards- complete service as required	41 (fourty one) nos.	

Director
L. G. B. Regional Institute of Mental Health, Tezpur

Financial Quotation

Annexure - 1

Sl. no.	Particular of Services	Rate per number of sofa set repairing service and GST or any other taxes (in INR). Kindly provide breakup of the rates.			
		Qty.	Rate	GST	Amount in Rs. (Inclusive of GST)
1	Repairing of existing sofa cum bed with supply and fitting of nuts washer & bolts including required welding painting etc. as per direction by the respective department - complete service as required	55			
2	Repairing/ Replacing mattress of existing sofa cum bed cover in Hospital Indoor Wards- complete service as required	41			

*(rate and amount inclusive of all taxes) Total = Rs.

Date :

Authorized Signatory

Place :

Seal