



1, क्वीन्स वे, कोलकाता - 700 071  
1, Queen's Way, Kolkata - 700 071

# विक्टोरिया मेमोरियल हाल VICTORIA MEMORIAL HALL

(भारत सरकार के संस्कृति मन्त्रालय के प्रशासनिक नियन्त्रण  
के तहत एक स्वायत्त संगठन)  
(An autonomous organisation under the administrative  
control of the Ministry of Culture, Govt. of India)

V.M. No. 293/XXXVI-5/2015

07 February 2018

## Notice Inviting Tender

Sealed tenders are invited from ISO certified, bonafide, experienced agencies / contractors for providing 02 nos. electrician having experience in maintenance of electrical setup and multiple nature of electrical tasks in Victoria Memorial Hall, Autonomous Bodies, Ministry of Culture, Govt. of India.

The tender in sealed cover superscribed with the words "Tender for Electrician in the Victoria Memorial" must be sent to the Administrative Officer, Victoria Memorial Hall latest within 02.00 p.m. of 12.02.2018 and will be opened on the same day at 3.00 p.m. in the office chamber of Administrative Officer. Tenderers / their representatives may remain present at the time of opening of tender if they so desire.

1. The tender should be accompanied by an earnest money deposit of Rs.2000.00 (Rupees two thousand) only in the form of a Bank draft drawn in the favour of "**Victoria Memorial Hall**" payable at Kolkata, which is returnable to the unsuccessful bidders latest on or before the 30<sup>th</sup> day after the award of the contract. Please note that tender without the earnest money will be rejected outright.
2. The tender will include copies of documents showing the experience of the firm in similar nature of works, Pan Card, IT, GST, P.Tax etc. registration/ clearance certificates, Registration certificate of labour department, audited accounts of last 3 years etc.
3. Tenderer should quote rate including GST and other charges, if any.
4. Eligibility criteria: The agency should have at least 5 years' experience in similar nature of works in the museums / Govt offices etc. Documentary evidences shall be required to confirm this experience. The agency should have annual turnover of at least Rupees 50 lakhs.
5. The agency shall supply adequate numbers of trained persons labourers for satisfactory works in this area. Any persons of any nature if required, any time shall be deployed by the agency at its own cost.

☎ : 2223-1890/1891/0953/5142 • फैक्स / Fax: +91-33-2223-5142

ई-मेल / E-mail: victomem@gmail.com

• वेबसाइट / Website: www.victoriameorial-cal.org



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6. Persons so deployed should have sufficient experience and shall be qualified/ trained for such type of jobs to complete the work within specific time.
7. For any damage to any of the equipment/ installation during handling by their staff, shall be responsibility of the contractor and shall be made good by them out of their charge.

**8. Behaviour and discipline of Contractor's staff:**

Deployed personnel shall be polite, courteous, well behaved and shall be dressed properly at all times while in the premises. The contractors shall arrange for providing them with uniform which they will have to wear during their working hours.

No Personnel suffering from a chronic or communicable disease shall be deployed.

**9. Wages:**

The agency shall pay the salary to his labourers not less than the minimum wages as declared from time to time by the Govt of India.

The prices quoted by the bidder shall deem to inclusive of all the contractor's liabilities as per labour laws such as minimum wages of Govt of India, D.A.Bonus, P.F. E.S.I., Uniforms, Tools, Conveyance, leave/Holiday, workmen compensation etc. and nothing extra over the quoted rates shall be payable during currency of the contract.

The Prices shall be firm during currency of the contract and nothing extra on any account shall be payable after award of work.

After award of work, the agency shall submit an undertaking to Victoria Memorial Hall that the staff deployed by him for the work shall have no claim for any kind of employment in Victoria Memorial Hall and the agency shall be responsible for any dispute of any wages or any other service conditions. The agency shall be fully responsible for any compensation or any claim of the labour deployed by him for the work.

**10. Timing:**

As per requirement of the Electrician, VMH.

**11. Period of contract:**

The initial contract shall be valid for a period of 12 months and is extendable for



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subsequent period on mutually agreeable terms and conditions.

## 12. Payments:

Payment shall be made on monthly basis within 15 days after submission of the bills in succeeding months.

## 13. Award of Work:

On award of work, a formal agreement on non judicial stamp paper will be signed by both parties (the VMH Authority and the successful bidder) within 10 days. The successful bidder will also have to furnish a security deposit of 5% of the six months cost of providing man power service in the form of A/c Payee Demand Draft in the favour of "Victoria Memorial Hall" payable at Kolkata.

14. Bill shall be submitted by the agency in the printed letter head with serial number.

15. Dispute, if arises must be settled in Courts within the jurisdiction of Kolkata.

16. Victoria Memorial Hall reserves the right to accept or reject any tender without assigning any reason.

## 17. Liquidated Damages / Forfeiture of Security Deposit / Money:

The Security Deposit money will stand forfeited in case of violations of any of the terms and conditions. In case the agency fails to execute the work against order, the work will be executed from other agencies at his cost and risk, the excess money, if any incurred, will be recovered from any dues/Security Deposit. For failure in completion of the work on daily basis, liquidated damages at 1% per week or part of a week subject to maximum limit of 10% of the total order value will be recovered from the agency. In case of continued delay and unsatisfactory works, Victoria Memorial Hall may cancel the work order.

Administrative Officer