



No. 12/1/Estt/Accommodation/ASR./2024-25

भारत सरकार

Government of India

सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय

Ministry of Statistics & Programme Implementatio

राष्ट्रीय प्रतिदर्श सर्वेक्षण कार्यालय/National Sample Survey Office

(क्षेत्र संकार्य प्रभाग)/(Field Operations Division)



क्षेत्रीय कार्यालय,/Regional Office,

प्रथम तल, बी.एस.एन.एल. एक्सचेंज भवन

First Floor, BSNL Exchange Building

गुरु तेग बहादुर नगर रोड,मॉडल टाउन, जालन्धर

Guru Teg Bahadur Nagar Road, Model Town, Jalandhar

दिनांक 12-06-2024

Tender Notice for Packing and Transporting all items of the office

Sealed Tenders are invited from interested agencies for packing and transporting all items of the office from the existing premises located at 2th floor, NSSO (FOD), Court Road Opp. Green Park View, Near SBI (Main Branch) Hoshiarpur 146001 to the new premises located at Ground Floor, BSNL Telephone Bhawan, Railway Mandi, Hoshiarpur-146001.

1. Tenders should be submitted in sealed cover superscribing "Tender for Packing and Transporting" on the top of the sealed envelope and mentioning the agency name and full address including telephone number at the bottom of the left hand side of the envelope. The envelope containing Tender should be addressed to the Head of Office, N.S.S.O (FOD) Regional Office, 1st Floor, BSNL Exchange Building, GTB Nagar Road, Model Town, Jalandhar 144003.

2. Tenders should reach this office on or before 21/06/24 by 17:00 hrs. Tenders received after the stipulated time and date will not be entertained. The tenders will be opened on 24/06/24 at 11:00 hrs. at NSSO (FOD) Jalandhar office in the presence of representatives of the agencies who wish to attend.

3. Bid Security: The Bid Security of Rs. 5000/- (Rupees Five thousand only) in the form of Demand Draft from a commercial bank Drawn in favors of 'H.O. NSSO (FOD) Jalandhar should be enclosed with the tender. The Bid Security should remain valid for a period of forty-five days beyond the last date of submission of the tender. The tender received without Bid Security would be summarily rejected. The Bid Security will be returned on completion of the tender process.

4. The work to be done by the agency/bidder includes the following.

(i) All items of office e.g. Computers, Printers. UPS, Air-Conditioners, Fans. Tube-lights, R.O (Water Filter), Inverter battery, Fridge, Stationery, Filled in Schedules. Furniture (Movable furniture and other

Miscellaneous items etc., are to be packed for their safety and shifted to the new premises at the address mentioned above and unpacking of all these items at the new premises.

(ii) Packing of all items of the office using standard packing materials/boxes keeping in view of the safety of the items.

(iii) The packing materials/boxes are to be arranged by the agency. No separate amount will be paid by the office for this purpose.

(iv) Transportation for safely shifting the items from 2th floor, NSSO (FOD), Court Road Opp. Green Park View, Near SBI (Main Branch) Hoshiarpur 146001 to Ground Floor, BSNL Telephone Bhawan, Railway Mandi, Hoshiarpur-146001.

(v) Labour for packing, moving the items from ground floor of the office, loading in, the truck. Unloading from the truck/vehicle at new premises, moving the items to the 2nd floor of the new premises, putting the packed items in the respective rooms unpacking the boxes, arranging the items appropriately, etc.,

6. While submitting the quotation following terms may be noted.

(i) Tenders will be evaluated based on the rate quoted at Sr. No. 6 in the enclosed Performa.

No other charges will be paid by this office.

(ii) Agency charging any taxes should enclose the documentary evidence showing the registration under the relevant act.

(iii) Proper documentation for the items/packets to be shifted is to be made by the successful bidder.

(iv) Interested bidder is advised to visit the NSSO (FOD) SRO Hoshiarpur office during office time from 14.06.2024 to 20.06.2024 except on Government Holidays For pre survey of the items to be packed & shifted and other detailed information before furnishing the tender. No separate charges will be paid for pre survey. Bidder May also visit the new premises. If they wish to do so.

(v) Estimated date of shifting is the last week of July 2024 or on the dates specified by the Office.

(vi) Exclusive vehicle to be used for transportation of goods.

(vii) Sufficient labour needs to be deployed so that the work could be completed within the given time.

(viii) The tender may be sent through registered post/speed post/by hand. This office does not take any responsibility to postal delay.

(ix) This office will not be responsible for any injury caused to the labour while performing the assigned work in connection with packing, unpacking and shifting of items as per this tender. Bidder has to bear the expenses for the medical treatment of the labor and any other expenses in such cases.

(x) This work is to be completed during the office hours and within a week from the date of issue of order or on the dates decided by this office.

(xi) Agency will be responsible for any damage caused to the Government property/items during the course of packing, loading/unloading, transportation and unpacking.

(xii) No advance payment in any case would be made to the agency. Payment will be made only after successful completion of the work.

(xiii) In case of any legal dispute of any kind in any: respect whatsoever, the decision of Deputy Director General Regional head, NSSO (FOD) Jalandhar shall be final and binding.

This office reserves the right to reject any or all the tenders or the contract at any time without assigning any reason.

12/06/2024

Arun Kumar
सहायक निदेशक
रा.प्र.स. (FOD)
जालन्धर/Jalandhar

Copy to:

1. The DDG, Computer Centre, MOS & PI, New Delhi with a request to upload this on the website of the Ministry and also on use.tenders.gov.in.
2. Notice Board. N.S.S.O (FOD) Jalandhar/ Hoshiarpur.

Proforma for Financial Bid

Ref. No. 12/1/Estt/Accommodation/Hos./2024-25

Dated: 13-06-2022

Sr. No.	Description	Particulars/Rate
1	Name of the Agency/Packers and Movers	
2	Office Address/Tel/Fax/e-mail of the agency	
3	Name and Mobile no. of the Contact Person of the Agency/Packers and Movers	
4	Rate quoted for packing and transporting all Items of the office (in Rs.)	
5	Taxes if any (in Rs.)(Copy of Registration Certificate as a documentary evidence is To be attached for the applicable taxes)	
6	Total Amount [Sr. No.(4)+Sr. No. (5)]	

It is certified that the information given above is true to the best of my knowledge. The agency shall stand liable if any information given is later found to be raise, including the forfeiture of any payment due to it. It is also certified that our agency is not black listed by any Central /State Govt. Department and/or Public Sector Undertaking in India for any reason. The terms and conditions laid down in the tender documents are acceptable to us.

Signature of the authorized person:.....

Place.....

Name of the authorized signatory:.....

Stamp of the agency/authorized signatory:.....