

URDU ACADEMY : DELHI
(Govt. of NCT of Delhi)

RATES FOR SOUND ARRANGEMENT

I/We hereby tender for the supply of following items for the Secretary , Urdu Academy, Delhi as described in the under mentioned memorandum according to the specimen within the time specified and rates specified therein subject to conditions of the contract.

Earnest money amounting Rs. 5000/- deposited with the Academy vide DD No _____
Dated _____ drawn on _____
(Name of the Bank) is attached.

S.No.	DESCRIPTION OF ITEMS	RATES PER DAY(24 Hrs)			
		1 st DAY	2 nd Day	3 rd Day	Subs Days
1.	Power Amplifier upto 500 Watts and up to 4 lines (in case of Electricity failure with battery backup)	_____	_____	_____	_____
i)	With one mike , one column speaker/ Horn Loud Speaker	_____	_____	_____	_____
ii)	With Two mike, Two Column Speaker	_____	_____	_____	_____
iii)	With Three mike, Two Column Speaker	_____	_____	_____	_____
iv)	For Addl. Mikes, Addl. Column Speaker	_____	_____	_____	_____
2.	Complete portable Loud Speaker	_____	_____	_____	_____
3.	Horn Loud Speaker per piece	_____	_____	_____	_____
4.	Mixers Microphone and Speakers with echo chamber	_____	_____	_____	_____
	4 Channels	_____	_____	_____	_____
	8 Channels	_____	_____	_____	_____
	12 Channels	_____	_____	_____	_____
	16 Channels	_____	_____	_____	_____
	24 Channels	_____	_____	_____	_____
5.	Speech Stand (Rostrum Dais)	_____	_____	_____	_____
6.	Audio System with 5 horn kikes and 4 columns	_____	_____	_____	_____
	For Extra speaker columns	_____	_____	_____	_____
7.	Cassette Deck	_____	_____	_____	_____
	The sound system should be of high standard and with dynamic sound.				

* VAT No./WORK TAX No. _____

* SERVICE TAX No. _____

* I. TAX No. _____

* Strike-out whichever is not applicable

DECLARATION

I/We have read terms and conditions attached and undertake to abide by the same. If, I/We fail to commence the supply specified, I/We agree that Secretary, Urdu Academy, Delhi or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit my /our earnest money shall be retained towards security deposit to execute all the work referred to in the tender documents.

I/We will do the job on the rates quoted by us, in case of failure to do so, the Earnest Money deposited alongwith the Tender Form will be forfeited and the Secretary, Urdu Academy will have the right to impose the penalty as he deem fit.

The Secretary will also be liable to black list my/our firm.

SIGNATURE _____

(with rubber stamp)

NAME _____

ADDRESS _____

Telephone No.....

URDU ACADEMY : DELHI
(Govt. of N.C.T. of Delhi)
CPO Building, Kashmere Gate,
Delhi-110006

General Conditions

1. The rates should be F.O.R. Venue of Urdu Academy.
2. The rates shall be valid for **two years** from the date of acceptance of the tender . The Academy reserves the right to extend the same for a further period of one year. Academy also reserves the right to terminate the contract at any time without assigning any reason
3. The supply of goods/services will be made at the office of the Urdu Academy or at other place (s) with written orders of Competent Authority or other subordinate offices under Urdu Academy in the jurisdiction of Union Territory of Delhi. No cartage charges/transport will be paid extra.
4. The Academy shall not be responsible for any loss or damage to any item supplied on hire due to natural calamities ie. Fire, flood, stampede, earthquake, tornado etc.
5. The work/contract/supply order is to be completed within the stipulated period failing which the work shall be got completed at the risk and cost of the contractor whose rates are approved:-
 - a) The risk and cost includes additional cost for the articles goods etc. and also the cartage/Transport charges.
 - b) The extra expenditure incurred by the Urdu Academy shall be deducted from the security deposit of the tenderer and in case the security amount falls short, the balance will be recoverable from the Contractor.
 - c) The Secretary, Urdu Academy may impose further penalty to the extent of security deposit of the tenderer for any delay/defective work etc.
6. A Security Deposit of Rs. 10,000/- will have to be deposited by the firm whose tender is accepted. Their Earnest Money already deposited alongwith the tender shall be adjusted towards Security deposit.
7. VAT/Excise Duty shall be paid extra where applicable.
8. The quotations should be accompanied with samples/specimens wherever necessary.
9. The materials shall be in accordance with the sample/specimens. In the event of goods/stores being considered by the Secretary inferior to that described in the specification/specimen, the supplier shall remove the same at his own charge and cost. The decision of the Secretary, Urdu Academy in this regard will be final.
10. The tenderers will have to make/execute the job at the shortest notice.
11. The secretary, Urdu Academy reserve the right to accept or reject any tender without assigning any reason thereof, and will not be bound to accept lowest tender.
12. The Secretary, Urdu Academy reserves the right for the termination of any contract at any time before the expire of the period covered under the contract without assigning any reason thereof.
- 13.. Tenders received after the due date and time shall not be accepted.
14. The tenderer which do not comply with above terms and conditions are likely to be rejected.

15. It will be at the discretion of the Secretary, Urdu Academy to make inquiries either himself or through any of the officers of the Academy in order to judge the suitability and the capability of any firm/tenderer and his decision to enter into a contract would be final.
16. In the event of any dispute, the decision of the Secretary, Urdu Academy shall be final and binding upon the tenderer/firm/contactor/supplier.
17. In case of any dispute the jurisdiction will be the Court of Law in the Union Territory of Delhi.
18. The Security will be refunded in six months after the termination of the contract.

The Secretary shall have the power to make any alteration, omission, addition or substitution for the original specification, design during course of supply of the goods, and contractor shall supply the goods accordingly under the same contract and at the same rate as specified in the tender for the main work. And if the altered additional as substituted material includes any class of material, for which no rate is specified on this contract, the contractor in writing shall inform the Secretary of his rates for such class material, and if the Secretary does not agree to this rate, he shall be at liberty to cancel the contract.

On the breach of any terms and conditions of this, contract, by the contractor, the Secretary, Urdu Academy shall be at liberty to forfeit the Security Deposit.

CONTRACTOR

SECRETARY