

F. No. 17-1/2018 (A.G.)

Government of India
Central Hindi Directorate

S & S Section

West Block-07 R.K Puram, New Delhi.

Dated: - -----

Subject: - Tender for repair old furniture such as wooden table, steel almirah, door etc.

Sealed quotations are invited for repair and revamp of office old furniture as per list enclosed.

2. The supply will be governed by the following terms and conditions:-

i. Name of work:- old furniture repair at the Central Hindi Directorate.

Estimated Cost: Rs. 2,50000/-

Security Deposit: 2% of the total contractual value i.e. Rs. 5,000/-

ii. The contract will be initially awarded for a period of one year w.e.f the date, the work is actually assigned. This will be extendable on year to year basis upto two years depending upon the performance of the contractor to be evaluated on yearly basis.

iii. The articles should be of standard quality.

iv. The rates should be inclusive of delivery charges to Central Hindi Directorate, West block -07 rk puram, New Delhi- 110066.

v. The rates should be quoted according to the proforma enclosed . The rate of any kind of tax, of chargeable, shall be mentioned clearly.

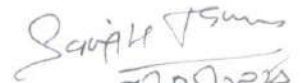
vi. One representative of the firm will have to visit the Department twice a week i.e. on Monday and Thursday to inquire about the demand and requirement of to Central Hindi Directorate, New Delhi.

vii. The firm will have to repair furniture items etc. within three days from the date of receipt of the order orally or in writing. However, sometimes the firm may be asked to repair on short notice and tout de suite.

P.T.O

The successful bidder shall give performance security in the form of Account payee Demand draft . Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. The Security Deposit will be refunded only after the expiry of the contract. The deposit is liable to be forfeited, if during the period of contract the services of the contract are found to be unsatisfactory in any respect, and / or if any of the conditions of the contract are contravened/breached, and/ or towards any Damage caused due to negligence of the contractor or his employees. This forfeiture will be in addition to any action by the Ministry that the contractor firm may invite upon themselves due to any of the reasons specified above.

4. The Quotations, duly complete and signed as per given Performa deposited in a sealed cover in the Tender Box placed at the outside of the administrative officer room New Delhi not later than 3.00 P.M. on 16 May, 2025. The cover containing the tender must also be prominently marked with the words "QUOTATIONS FOR REPAIR AND REVAMP OF OLD FURNITURE ETC Addressed to Administrative Officer, Central Hindi Directorate, west block-7 r.k.puram, new delhi-1100066. The quotations will be opened on the same day at 3.30 pm on 16 may 2025. The authorized representative may be present at the time of opening of quotations, if so desired. Over writing must be avoided and if done should be countersigned by the authorized person.


(Sangita James)

Administrative Officer

केंद्रीय हिंदी निदेशालय

केंद्रीय हिंदी निदेशालय में पुराने फर्नीचर की मरम्मत व रख-रखाव का ठेका देने हेतु निविदा

क्र.सं.	कार्य का विवरण	दरें
	Steel Chair	
1.	Replacement of New Wooden Back	
2.	Replacement of New Wooden Arms	
3.	Replacement of Rubber Shoes	
4.	Replacement of Rubber Caps	
5.	Painting	
6.	Panting of Steel Chair	
7.	P/F Steel Strips for Support with Welding	
8.	P/Fixing of Nut & Bolts in Seat/Back	
9.	Re caning of Seat	
10.	Re caning of Backrest	
	Steel Table	
11.	P/F of New Locking System	
12.	Replacement of Lock	
13.	Adjustment of Drawer	
14.	Providing of Key	
15.	Unlatching of drawer	
16.	Repair of Lock	
17.	P/F of Complete Drawer box with 3 drawers	
18.	P/F of New Drawer	
19.	P/F of / Sunmica Top (per Sq. Ft.)	
20.	welding) per poing	
21.	Replacement of Handle	
22.	P/F of Novopan tops (pre laminated 18mm thick)	
23.	P/Fixing of new Drawer channel	
24.	P/F of legs of 25mm Square pipe (P.RFT)	
25.	P/Fixing of Rubber Shoes	

	Steel Almirah	
26.	Replacement of Lock	
27.	Replacement of Handle	
28.	Minor Repair	
29.	Adjustment of Shelves	
30.	Providing of Key	
31.	Unlatch of almirah	
32.	Repair of Lock	
33.	P/F of New Legs (Base)	
34.	P/F of New Bush	
35.	Repairing of Door	
36.	P/F of Shelves	
37.	P/F of New Locking System	
	Steel Filling Cabinet	
38.	Replacement of Lock	
39.	Replacement of Handle	
40.	Repair of Cabinet	
41.	Overhauling & Greasing	
42.	Steel Boll	
43.	Repair of Locking System	
44.	Providing of Key	
45.	Opening of Filling Cabinet	
46.	Repair of Lock	
47.	Adjustment of Drawer	
48.	P/F of New Channel	
49.	P/F of Push Button	
	Steel Revolving Chair	
50.	Repair of Revolving Chair	
51.	Oiling & Greasing	
52.	Replacement of Wheel (Ord.)	
53.	Replacement of Axle	
54.	Replacement of Spring	
55.	Providing of Steel Back	

	Painting of Revolving Chair	
	Welding per point	
58.	P/F of caster Bush with welding	
59.	P/F of New Revolving with welding	
60.	P/F of Wheel (Godrej Type/Johnson)	
61.	Re canning of Seat	
62.	Re canning of Backrest	
	Spray Painting of Steel Furniture	
63.	Steel Almirah (big Size)	
64.	Steel Almirah (Small Size)	
65.	Steel Table (Officer)	
66.	Steel Table (Asstt./Clerk)	
67.	Steel File Tray	
68.	Steel Filling Cabinet	
69.	Side Rack (Small)	
70.	Side Rack (Big Rack/wall Rack)	
71.	Steel book Case	
72.	Steel chest	
	Door Lock	
73.	Replacement of Lock (Ord.)	
74.	Replacement of Handle (Ord.)	
75.	Repair of Old Door	
76.	Providing of Key	
77.	P/F of Godrej Night Latch	
78.	Replacement of Door Lock Godrej	
79.	Replacement of Door Handel Godrej	
80.	Unlatching of locked Door	
81.	P/F of Door Stopper	
82.	Repairing of Door	
83.	P/F of new hinges	
84.	P/F of Godrej (Sliding belt)	
85.	P/F of locking belt	
86.	P/F of Tower bolt	

	Door Closer	
87.	P/Fixing of new Door closer	
88.	Repair of Door closer	
89.	Oiling and Greasing	
90.	Replacement of Small Rod	
91.	Replacement of Big Rod	
92.	Replacement of Spring	
93.	Fixing of door closer	
	Steel Book Case	
94.	Replacement of lock	
95.	Replacement of handle	
96.	P/F of Glass panes	
97.	Providing of key	
98.	Opening of Book Case	
99.	Repair of Lock	
100.	Repair of locking System	
101.	P/Fixing of Locking System	
102.	P/Fixing of Glass panes to wooden Book and Shelf etc.	
	Spirit Polishing of Wooden Furniture	
103.	Officer Table, Sectt. Table	
104.	Clerk Table	
105.	Asstt. Table	
106.	Officer Chair	
107.	Easy Chair	
108.	Partition Screen	
109.	Side Rack	
110.	Centre Table	
111.	Almirah (Big)	
112.	Almirah (Small)	
113.	Mirror Stand	
114.	Corner Table	
115.	Conference Table	
116.	Book Shelf	

	Notice Board	
118.	Card Cabinet/Display Rack	
119.	Wooden Bed/Dining Table	
120.	Partition etc. (Per Sq. Ft.)	
121.	Polishing of pelmet	
122.	Painting of partition etc. (Per. Sq. Ft.)	
123.	Polishing of wooden Sofa Seat (Five Seater)	
124.	Paint/Polishing of A.C. Box	
125.	Painting/Polishing of A.C. Cover on Window	
126.	Painting/Partition with Duco paint	
127.	Painting of Wall/Partition etc. with oil (Board Distemper)	
128.	Painting of Wall/Partition etc. Plastic Paint	
129.	Painting/polishing of Wooden Planter a Big Size	
130.	Laminated partitions	
	Repair of wooden furniture (with Screw & Nails)	
131.	P/Fixing of Ply in Table Drawers	
132.	P/Fixing of Arm to Chair	
133.	P/Fixing of Legs of Chair	
134.	P/F of Sunmica on wooden Table	
135.	P/F of new Drawer	
136.	P/Fixing of Legs of Table	
137.	P/F of Ply (Commercial)	
138.	P/F of new lock to wooden Table	
139.	P/F of Kunda Chapka	
140.	Repair of Drawer of wooden Table	
141.	P/Fixing of wooden Board 19mm (Comm.)	
142.	P/F of Aluminum Sheet	
143.	P/F of wooden Bracket	
144.	P/F of Curtain Rod/Aluminum Channel	
145.	P/F of 19mm Teak Board	
146.	P/F of Ply (Teak)	
147.	P/F of wooden pieces for repair work	
148.	P/F of multipurpose Lock (Godrej)	

	P/F of wall catcher	
150.	P/F of Fancy knob/handle	
151.	P/F of wooden Beading/Moulding	
152.	P/F of wooden Foot rest to Table	
153.	P/F of Piano hinges Aluminium	
154.	P/F of legs to sofa	
	Complete renovation of Sofa set/visitors chair etc. including providing tats, cotton jute, marking and change of cloth/leather foam (as per sample app.)	
	Cloth Rs. 100/- per Mtr.	
155.	Sofa Three Seater	
156.	Sofa single seater	
157.	Cushioned Officer Chair	
158.	Executive revolving Chair	
159.	Computer Revolving Chair	
160.	Wooden Cushions Saties	
161.	P/F of Rubber Cushions (ISI Mark) Size- 21"x22'x4" Size- 21"x22'x3" Size- 18"x18'x2"	
162.	P/F of Foam Sheet 25mm (HD)	
163.	Stitching of Curtains (Plain)	
164.	Stitching of Curtains (with Plate)	
165.	Stitching of Curtains (Plain & Lining)	
166.	P/Fixing of Hooks for curtains	
167.	Repair of wooden frame of sofa by providing of wood etc.	
168.	Renovation of Arms with Foam and cloth/Leather Foam of chair	
	Specification/Description	
	Misc. items	
169.	Anti termite treatment to wooden partition Racks etc. (per Sq. ft.)	
170.	P/F pg wooden partition with both side Teak Ply/Sunmica etc.	
171.	Repair /Servicing of Vertical Blinds	
172.	Repair /Servicing of venetian Blinds	
173.	To put the Number's in various items, such as/ Almirah/ computer/ Table etc. (Paint)	
174.	Roller of curtain blind	

	Polish of sofa set per seat	
	Rolling base of revolving chair	
177	Wooden table polish	