



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization
(Ministry of Labour & Employment, Government of India)

क्षेत्रीय कार्यालय, के.आर.पुरम / Regional Office, K.R.Puram

संख्या-36, के.आर.पुरम, एन.एच.-4, के.आर.पुरम, बेंगलूर-560036

No. 36, Lakshmi Complex, NH-4, K.R.Puram, Bangalore-560036

Ph. 080 25611955, Fax: 08025610209, Email: sro.krpuram@epfindia.gov.in

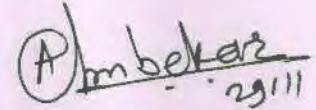


No. KN/PF/RO/KRP/ADM/Tender/755/2017-18

दिनांक/Date: 29.11.2017

कार्यालय के अभिलेखों और सामग्री को इस कार्यालय के पुराने परिसर संख्या-36, लक्ष्मी कॉम्प्लेक्स, ओल्ड मद्रास रोड, बेंगलूरु-36 से नए परिसर एफ-28 बिल्डिंग, एनएसयू बिल्डिंग, मैसर्स - आईटीआई लिमिटेड, दूरवाणी नगर, बेंगलूरु-560016 में स्थानांतरण के लिए निविदा आमंत्रित की जाती है।

बोली (बिड) की तिथि : दिनांक 29.11.2017 से 13.12.2017 तक
बोली (बिड) खोलने की तिथि एवं समय : दिनांक 15.12.2017 को 11.00 बजे
अग्रिम राशि : ₹5000/-
डिमांड ड्राफ्ट के पक्ष में देय : क्षेत्रीय भविष्य निधि आयुक्त, क्षेत्रीय कार्यालय, के.आर.पुरम


29/11

(अनिकेत अनिल आंबेकर/Aniket Anil Ambekar)

सहायक भविष्य निधि आयुक्त

Assistant PF Commissioner

क्षेत्रीय कार्यालय, के.आर.पुरम/R.O., K.R.Puram



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No. KN/PF/RO/KRP/ADM/Tender/ 755/2017-18

दिनांक/Date: 29.11.2017

Notice Inviting Tender for Shifting of Office records and materials from old premises of this office situated at No.36, Lakshmi Complex, Old Madras Road, Bangalore-36 to the new premises situated at F-28 Building, NSU Building, M/s ITI Limited, Dooravani Nagar, Bangalore-560016

(Closing date: 1500 hours of December 15, 2017)

Single Bid sealed quotation is invited from the Firms/Agencies specialized in packing and moving services for shifting of Office records and materials of this office from No.36, Lakshmi Complex, Old Madras Road, Bangalore-36 to M/s ITI Limited, NSU Building, Dooravani Nagar, Bangalore-560016. The items to be shifted are indicated in Annexure-I and could be inspected on any day between 2:00 P.M. to 5:00 P.M. from November 29, 2017 to December 13, 2017. For this purpose, Shri. Nagaraju M, Senior SSA, Regional Office, K R Puram, Bangalore can be contacted for fixing the schedule of inspection. The Firms/Agencies while submitting their quotations shall furnish a copy of the PAN, GST Registration along with relevant proofs for their experience in the said field for at least 05 Years. The firms/agencies having prior experience in carrying out the said work in Government Departments/ PSUs/ Leading Corporate Offices are preferable. Annual Turn Over should not be less than Rs 10 lakh during each of the last two financial years i.e. 2015-2016 and 2016- 2017 and a copy of the audited Balance Sheet to substantiate the same need to be enclosed along with sealed quotation

2. Firm/Agencies are requested to submit the quotation for the above mentioned items in a sealed cover super-scribed as "QUOTATION FOR SHIFTING OF OFFICE RECORDS AND OTHER MATERIALS OF REGIONAL OFFICE, K R PURAM". It should be complete in all respects and be dropped in the tender box kept at the entrance of the old office premises latest by 3:00 P.M. of December 06, 2016 along with Earnest money of Rs. 5,000/- (Rupees FIVE Thousand only) in the form of Demand Draft in favour of "RPFC, Regional Office, K R Puram" failing which the bid shall be rejected. The tenderers should have sufficient staff and communication facilities to respond in the shortest possible time.

3. The Regional PF Commissioner, Regional Office, K R Puram reserves the right to reject any or all quotations without assigning any reasons thereof.

4. The quotations received will be opened by the Tender Opening Committee at 11:00 A.M. on the next day i.e. 15/12/2017 in the Office of APFC(Administration). The tenderer or his representative may, if they so desire, be present at the time of opening of quotations.

5. The terms & conditions of the contract will be as follows:-

- i) All pages of the tender document should be signed with stamp by the authorized signatory of the firm before submitting, as a token of acceptance of all the terms and conditions mentioned in the tender documents.
- ii) The tender document should be sealed.
- iii) The firm/agency shall indicate the lump sum rates for the said job (in Annexure I). The rates should be filled up neatly (in both figures and in words). Firms are also advised not to erase or mutilate the figures, etc. otherwise the quotation will be ignored. Any overwriting will not be allowed.
- iv) The shifting activity shall include following:-
- a. Neat packing of all records and materials as available in the respective floors/ sections in old premises with proper packing material so as to avoid any damage/loss.
 - b. Carefully carrying down all the packed articles and properly loading/stacking in to the vehicle for transportation without any damage/loss.
 - c. Safely transporting to the new premises without any damage/loss.
 - d. Proper unloading of all the packed articles and placing in the designated areas in the new premises as guided.
 - e. Unpacking of the articles and taking back the materials used for packing
- v) Obtaining completion certificate for having properly and safely shifted all the materials.
- vi) The selected Firm/Agency has to use their own good quality packing material, like gunny bags, packing tape, ropes, cardboard cartons, thermocol sheets etc.
- vii) The shifting shall necessarily be conducted in a staggered manner on two or more occasions over a period of about two or three days.
- viii) The submission of bid will not place the Regional office, K R Puram under any obligation to place the order with the Firm/Agency and no expenses incurred by the contractor in this regard shall be payable by EPFO, RO, K R Puram.
- ix) If any dispute arises between the Firm/Agency and its manpower in the matter of wages or any service conditions, the same will be settled by the Firm/Agency and the workers engaged by it themselves. This office in no case shall be a party to such a dispute.
- x) Responsibility of taking necessary permission from the Traffic Police Authority for shifting shall be of the selected Firm/Agency.
- xi) An interest free refundable performance security deposit of Rs. 12,000/- (Rupees Twelve Thousand only) in the form of Pay Order/Bank Draft in favour of RPFC, RO, K R PURAM, shall be submitted by the firm/agency at the time of the award of the contract. The security deposit shall be discharged after the satisfactory completion of the contract. If the service provider fails or neglects any of his obligations under the contract, it shall be lawful for Regional Office, K R Puram to forfeit either whole or any part of performance security furnished by the bidder as compensation for any loss from such failure.

xii) Liability towards damage/theft/loss etc., if any, of goods during shifting or physical injury to any labour in loading/unloading shall rest on the Firm/Agency.

xiii) The damage caused, if any to the property of this office through negligence or otherwise during packing, loading while on transit, unloading, unpacking and while taking to designated rooms, shall be at risk and responsibility of the Firm/Agency. The financial or any other loss suffered by Regional office, K R Puram on this account shall be made good by the Firm/Agency.

xiv) Evaluation of tender for deciding L1 Bidder shall be done based on total lump sum rate quoted for the items for shifting as indicated in Annexure-I.

xv) The successful bidder shall also submit a copy of insurance coverage certificate from any Nationalized Insurance Company to cover any damages incurred of the articles during shifting.

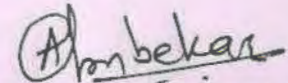
xvi) The successful bidder shall complete the entire shifting work by the date specified by the office.

xvii) The payment shall be made after satisfactory completion of the entire shifting work.

xviii) Under normal circumstances, the rate shall be valid for a period of four months from the date of issue of work order.

xix) In case of any dispute, the decision of The Regional PF Commissioner, Regional Office, K R Puram shall be final and binding on both parties.

xx) All the tenderers are requested to read and understand the terms and conditions of the contract as detailed out in the foregoing paragraphs before sending their quotations.



(अनिकेत अनिल आंबेकर/Aniket Anil Ambekar)

सहायक भविष्य निधि आयुक्त

Assistant PF Commissioner

क्षेत्रीय कार्यालय, के.आर.पुरम/R.O., K.R.Puram

Price Schedule

Name of the Firm: _____

Registered / Postal Address: _____

Telephone No.: _____

E- mail: _____

PAN No.: _____

GST No.: _____

Sl. No.	Description of items to be shifted	Quantity
1	Almirahs/Book Shelves	89
2	Almirahs Small Size	29
3	Iron rack Big size	95
4	Iron rack Small size	28
5	Desktop PC and Thin Clients	127
6	Printers	19
7	Tables	130
8	Plastic Chairs	228
9	S type chairs	87
10	Chairs Cushion type	33
11	Ceiling fan	35
12	Pedestal fan	17
13	Tubelight	43
14	Electronic related items(TV-2, Refrigerator-1, Pedestal fan-10, Microwave oven-3, Airconditioners-4)	
15	Godrej Compactor(3 bay)	01
16	Visitor chair (set of 3)	4
17	Office records(To be packed in carton boxes task wise)	To be ascertained by bidder