

भारत सरकार/GOVERNMENT OF INDIA  
अंतरिक्ष विभाग/DEPARTMENT OF SPACE  
विक्रम साराभाई अंतरिक्ष केंद्र/VIKRAM SARABHAI SPACE CENTRE  
तिरुवनंतपुरम/THIRUVANANTHAPURAM - 695 022

**विज्ञा. सं. वीएसएससी/पी/विज्ञा./316/2021 दि. 21.09.2021**  
**ADVT. NO. VSSC/P/ADVT/316/2021 DT. 21.09.2021**

भारत के राष्ट्रपति के लिए तथा उनकी ओर से वरिष्ठ प्रधान, क्रय एवं भंडार, विक्रम साराभाई अंतरिक्ष केंद्र (वीएसएससी), तिरुवनंतपुरम, निम्नलिखित के लिए मोहरबंद निविदाएं (क्रम सं. 1 के लिए) तथा ई-प्रापण के ज़रिए निविदाएं (क्रम सं. 2 के लिए) आमंत्रित करता है।

For & on behalf of the President of India, the Sr. Head Purchase & Stores, Vikram Sarabhai Space Centre (VSSC), Thiruvananthapuram invites Sealed Tender (for Sl. No. 1) & Tenders through e-procurement (for Sl. No. 2) for the following :-

क्रम सं. Sl. No	निविदा सं. Tender No.	वर्णन / Description	मात्रा Qty.	निविदा शुल्क Tender Fee
01.	A223-2021-1279-01 [एकल भाग / SINGLE PART]	वीएसएससी के विविध वाहनों के साज-सामान संबंधी कार्यों के लिए दर संविदा Rate Contract for Upholstery Jobs of Various VSSC Vehicles	2 वर्ष/ years	रु. 560/-
नोट:- विनिर्देशन तथा विस्तृत निबंधन एवं शर्तें निविदा दस्तावेज़ के अनुसार Note :- Specification and detailed terms & conditions as per Tender document				
02.	VSSC/ PURCHASE UNIT I (MAIN PURCHASE)/ VS202100291001 [दो भाग / TWO PART]	कैंपस नेटवर्क के लिए एएमसी Non Comprehensive AMC for Campus Network	2 वर्ष/ years	लागू नहीं / NA

निविदा प्राप्त करने की अंतिम तिथि / Due Date for Receipt of Tender (क्रम सं. / Sl. No. 1)	21/10/2021 up to 16:00 Hrs.
निविदा खोलने की तिथि / Tender Opening Date (क्रम सं. / Sl. No. 1)	22/10/2021 at 10:00 Hrs.

Sl. No.	बोली प्रस्तुत करने की समय-सीमा Time limit for submission of Bid	बोली खोलने की तिथि Bid Opening date
02.	Upto 15.10.2021 [14:00 Hrs.]	15.10.2021 [14:05 Hrs.]

क्रम सं. 02 के लिए, विवरण ई-प्रापण पोर्टल <https://eproc.vssc.gov.in> पर उपलब्ध है।

For Sl. No. 02, details are available on ISRO e-procurement portal <https://eproc.vssc.gov.in>.

शुद्धिपत्र, यदि कोई हो तो, हमारे वेबसाइट [www.vssc.gov.in](http://www.vssc.gov.in) / [www.isro.gov.in](http://www.isro.gov.in) में मात्र प्रकाशित किया जाएगा।

Corrigendum, if any will be published in our websites : [www.vssc.gov.in](http://www.vssc.gov.in) / [www.isro.gov.in](http://www.isro.gov.in) only.

हस्ताक्षरित/Sd/-

वरि. प्रधान, क्रय एवं भंडार / Sr. Head, Purchase & Stores

**Note :-**

1. Full details and specification of the item and general instructions to be followed regarding submission of tender is indicated in the tender document.
2. Tender Documents can be downloaded from our websites and also be obtained from the following address on request and submission of tender fee :

Sr. Purchase & Stores Officer, Main Purchase, RFF Area, VSSC, ISRO PO, Thumba, Thiruvananthapuram - 695 022, Ph : 0471-256 3139 / 3523.

While requesting for Tender Documents please indicate on the envelope as "Request for Tender Documents- Tender No..... dt.....".

3. Tender Fee (Rs. 560/-) shall be paid in the form of CROSSED DEMAND DRAFT ONLY. Other mode of payment is not acceptable. **The Demand Draft should be in favour of : Accounts Officer, Centre Accounts payable at State Bank of India, Thumba, Thiruvananthapuram** [The tender fee is NON-REFUNDABLE].

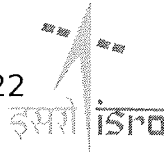
**Government Departments, PSUs (both Central and State), Small Scale Industries units borne in the list of NSIC and foreign sources are exempted from submission of tender fee. Those who are coming under the above category should submit documentary evidence for the same.**

4. While submitting your offer, the envelope shall be clearly superscribed with Tender No. and Due Date and to be sent to the following address.

Sr. Purchase & Stores Officer, Main Purchase, RFF Area, VSSC, ISRO PO, Thumba, Thiruvananthapuram - 695 022, Ph : 0471-256 3139 / 3523.

5. Quotations received after the Due Date/Time will not be considered.
6. VSSC, Thiruvananthapuram is not responsible for any postal delay/loss of documents in transit.
7. Sr. Head, Purchase & Stores, VSSC, Thiruvananthapuram reserves the right to accept or reject any/or all the tenders in part or full without assigning any reasons thereof.

भारत सरकार  
अंतरिक्ष विभाग (अं.वि.)  
विक्रम साराभाई अन्तरिक्ष केन्द्र  
तिरुवनन्तपुरम -695022  
क्रय एवं भंडार



GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE (DOS)  
VIKRAM SARABHAI SPACE CENTRE  
THIRUVANANTHAPURAM 695022  
PURCHASE UNIT-I, MAIN PURCHASE, RFF AREA  
Ph No. 0471-2563139, 3676, 3522, 3523 Fax. 0471-2705092 / 2562065  
e-mail : spso\_psd@vssc.gov.in

निविदा आमंत्रण  
INVITATION TO TENDER

मैसर्स  
M/s 00000 हमारी संदर्भ सं.  
Our Ref. No. A223 2021-001279-01  
निविदा अंतिम तिथि  
Tender Due at

महोदय

Dear Sirs,

कृपया निम्नलिखित मदों की आपूर्ति के लिए अनुलग्नक (फार्म सं. संलग्न ) में उल्लिखित निबंधन एवं शर्तों के अनुसार संलग्न निविदा प्रपत्र में वर्णनात्मक सूचीपत्र/पैम्फलेट/साहित्य सहित हमारी संदर्भ सं. एवं अंतिम तिथि (मोटे अक्षरों में) ऊपर लिखते हुए अपनी मुहरबंद निविदा प्रस्तुत करें।

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues /pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No. AS PER ANNEXURE I )

क्र.सं. Sl. No.	विनिर्देशों सहित मद का विवरण Description of items with Specifications	इकाई Unit	मात्रा Quantity
1	Rate Contract for Upholstery Jobs of various VSSC Vehicles as per Annexure I and works in Annexure A - J for a period of 2 years	Years	2

सुपुर्दगी स्थल

Delivery At TOMD, TERLS

प्रेषण की विधि

Mode of Despatch ON SITE

शुल्क छूट

Duty Exemptions

विशेष अनुदेश

Special Instructions NIL

विशेष निबंधन

Specific Terms AS PER ANNEXURE I

निविदाकारों को अनुदेश

Instructions to Tenderers

- (1) Quotations should be submitted as per the prescribed format in the Annexure A to J and it should be filled completely.
- (2) Quotations submitted in any other format will not be considered.
- (3) All bidders are requested to go through the scope of work, terms and conditions in Annexure -1 carefully before submitting the offer.
- (4) Further, they should also sign all the pages of the terms and conditions for having read & accepted the same and it shall be submitted along with the quotation in Annexure A - J format.
- (5) FAX/EMAIL QUOTATIONS WILL NOT BE CONSIDERED. Please send your offer well in advance by speed post and should reach us before due date and time. Department will not be responsible for any postal delays.
- (6) Please submit your quotation only in a sealed envelope superscribing Tender Enquiry No. and due date on its cover.

Sl. No.	SCOPE OF WORK, TERMS & CONDITIONS	Compliance (Yes/No)
1.0	<p><b>Period of Contract:</b></p> <p>The Contract shall be valid for a period of two years from date of releasing the Purchase Order. However, VSSC reserves the right to extend the same for further periods on mutual agreement or short close the same by giving one month prior notice in writing without any financial obligation on either side.</p>	
2.0	<p><b>Scope of Work:</b></p> <p>The scope of works is listed in Annexure 'A' to 'J' and it's only a general outline of works to be carried out.</p> <p>As it is only a general outline, the works shall be done according to the type of vehicle and applicability to the particular vehicle as instructed by the contact person or his authorized representative. During all stages of the works, it will be inspected by the contact person or his authorized representative and any discrepancy felt by them should be rectified as per their instructions. In any case, the work has to be done to the utmost satisfaction of the contact person or his authorized representative.</p> <p>The bidder is responsible to maintain the upholstery area clean after completion of the daily work. The procedures have to be followed for obtaining material required for the work from TOMD Stores after obtaining approval from the supervisor. Any other related works as instructed by the contact person or his authorized representative have to be strictly adhered to and no excess amount will be given other than that quoted in the quotation.</p>	
3.0	<p><b>Charges:</b></p> <p>The charges for each work shall be quoted in in Annexure A – J. The rate will be remain firm and fixed till completion of the contract period.</p>	
4.0	<p><b>Approximate Quantum of Work:</b></p> <p>The approximate quantum of work for two years is given in the Annexure A-J. However, there is no upper or lower limit for the work to be carried out.</p>	
5.0	<p><b>Payment:</b></p> <p>Payment shall be made monthly basis for the job executed satisfactorily within 30 days of receipt of your bill duly certified by the Contact person and approved by Head, TOMD, VSSC and the same shall be sent to the Accounts Officer (Bills) for arranging payment.</p>	

<b>6.0</b>	<b>Responsibilities of the Bidder:</b>	
6.1	The work is to be carried out at TOMD workshop, VSSC, Thumba on working days from 08.45 AM to 5.15 PM and if situation warrants, beyond this time and on holidays as per the instructions of the Contact Person or his authorized representative. If the jobs are to be executed at our Vattiyoorkavu or Valiamala (near Nedumangad) site in case of exigency situations, free transport arrangement for bidder/his workers will be made by the Department.	
6.2	Bidder's authorized and skilled representative of supervisory cadre shall be present every day at VSSC work site and bidder's workers shall be under his direct supervision. Sufficient number of skilled workers having sufficient experience in the line shall be deputed daily.	
6.3	The Contact person or his authorized representative's instructions have to be strictly adhered to.	
6.4	Necessary tools and other equipments such as Sewing machine, drilling machine, cutting machine, scissors, measuring tape and its consumables required for carrying out the work shall be brought by the bidder.	
6.5	The works allotted shall be executed neatly and completed in reasonable time.	
6.6	Necessary personal protective equipments for the bidder and his workers shall be used while working at your cost. VSSC will not bear any cost related to this and not responsible for any occupational hazards to your workers due to the nature of work.	
6.7	In the event of damages to VSSC property or injury to VSSC's/Bidder's personnel due to the negligence of bidder's employees, the responsibility shall be solely rest with the bidder. VSSC shall not be responsible for loss of life of the bidder's workers due to accidents/natural calamities/explosions, etc.	
6.8	If any of the vehicles, equipment or materials given by the Department is damaged due to carelessness of bidder/ his workers, the entire loss thus caused to the department will be recovered from the bidder's bills/security deposit.	
6.9	The security regulations of the Department shall be observed by the bidder/ his workers and any loss or damage incurred by the Department on account of the bidder's/his worker's failure of any nature to observe the security regulations shall be to bidder's account. Bidder's workers shall be instructed to behave in a good manner in VSSC campus.	

6.10	The person deputed for the work should not have any criminal background. Necessary police verification report to that effect is to be furnished.	
<b>7.0</b>	<b>General:</b>	
7.1	Reasonable roofed space for keeping bidder's tools, equipments and execution of upholstery works as per the contract will be provided by VSSC.	
7.2	Required power and materials like Rexine, Cloth, U-foam, Plywood, Cora cloth, Thread, Pins, Adhesives, etc. will be supplied by the VSSC free of cost.	
7.3	The bidder shall make his own arrangement for transport, canteen, safety, medical, EPF and other amenities for his personnel deputed to VSSC.	
7.4	Bidder/ his workers shall adhere to the Laws and Statutes on the subject while employing personnel for such jobs, and shall pay them reasonable wages and bidder will be held responsible for any breach of the same.	
7.5	In case after award of the contract the bidder fails to execute the same, Department shall get the works done through other agencies at the Bidder's risk and cost.	
7.6	All bidders are requested to submit your quotation in the prescribed format as Annexure I & Annexure A-J. Quotations shall be completely filled and affix your signature and seal on each pages of the annexures. Quotations submitted in any other format will not be considered.	
<b>8.0</b>	<b>Security Deposit:</b> - In case of an order, you have to submit an interest free security deposit equivalent to 3% of the Annual contract value in the form of Fixed Deposit Receipt (FDR) or Bank Guarantee which will be refunded after due performance of this Contract or shall be adjusted/forfeited against any dues.	
<b>9.0</b>	<b>Additions &amp; Deletions:</b> VSSC reserves the right to add or delete any number of similar type of vehicle during currency of the contract.	
<b>10.0</b>	<b>Termination:</b> VSSC reserves the right to terminate the contract, if the performance of the contractor or his employees is found to be unsatisfactory during the period of the contract by giving one-month notice in writing.	
<b>11.0</b>	<b>Sublet of Contract:</b> You shall not sublet, transfer or assign the contract or any part thereof without our prior written approval.	

12.0	<p><b>Fall Clause:</b> The prices charged for our service shall in no event exceed the lowest rates at which you provide service of identical description to any other party during the period of this contract. If at any time, during the said period, you reduce the rates of such works to any other customers, it shall be forthwith notified to VSSC and the charges payable under the contract for the service done after the date of coming into force of such reduction of rates shall stand correspondingly reduced.</p>	
13.0	<p><b>Arbitration:</b> In the event of any dispute/s, difference/s or claim/s arising out of or relating to the interpretation and application of the Contract, such dispute/s or difference/s or claim/s shall be settled amicably by mutual consultations of the good Offices of the respective Parties and recognizing their mutual interests attempt to reach a solution satisfactory to both the parties. If such a resolution is not possible, within 30 days from the date of receipt of written notice of the existence of such dispute/s, then the unresolved dispute/s or difference/s or claim/s shall be referred to the Arbitrator(s) appointed by the Parties by mutual consent in accordance with the rules and procedures of Arbitration and Conciliation (Amendment) Act 2015 and Amendment Act of 2015. The arbitration shall be conducted in Bengaluru in the Arbitration and Conciliation Centre – Bengaluru (Domestic and International) as per its rules and regulations. The expenses for the Arbitration shall be shared equally or as may be determined by the Arbitrator. The considered and written decision of the Arbitrator shall be final and binding between the Parties. The applicable language for Arbitration shall be “English” only.</p> <p>Work under the Contract shall be continued by the CONTRACTOR during the pendency of arbitration proceedings, without prejudice to a final adjustment in accordance with the decision of the Arbitrator unless otherwise directed in writing by the DEPARTMENT or unless the matter is such that the works cannot be possibly continued until the decision (whether final or interim) of the Arbitrator is obtained.</p>	
14.0	<p><b>Force Majeure:-</b> In case completion of job is delayed by any circumstances such as acts of god, sabotages, civil commotion, riots, insurrections, revolution, blockades, earthquakes, fire, floods, lightening, storms, or other natural events over which we do not have control, the contractor shall give notice within 15 days to the purchaser in writing of his claim for an extension of time. The purchaser on receipt of such notice after verification if necessary, may agree to extend the contract delivery date as may be reasonable but without prejudice to other terms and conditions of the contract.</p>	
15.0	<p><b>Loss and Compensation:</b> VSSC shall not be responsible for any loss sustained to the transportation or person engaged by the Contractor in connection with the work covered under this Contract.</p>	

16.0	<p><b>Note:</b> Foreign vendors are not permitted to quote. Only Class I and Class II local suppliers as per Make in India Policy are eligible to participate in the in the bid. [ Wherever in this Tender Document, the condition/stipulation mentioned regarding foreign vendor/agent are not applicable to this tender as only Class I and II Local Supplier are allowed to participate in the tender.</p> <p>The percentage of local content should be specifically mentioned in the offer, without which it will be summarily rejected.</p> <p>Preference will be given to Class I local supplier and in their absence, Class II local supplier will be considered.</p>	
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# ANNEXURE - A

## TOYOTA ETIOS/FORD FIESTA/OPTRA MAGNUM CARS OR SIMILAR VEHICLES

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Complete upholstery stitching and fixing of bucket model in furnishing cloth or artificial leather or similar material	15	
2	Renewing front seat & back rest cover in furnishing cloth or artificial leather or similar material of bucket model	2	
3	Renewing rear seat & back rest cover in furnishing cloth or artificial leather or similar material of bucket model	6	
4	U-foam stuffing of front seat/ front back rest/ rear seat/ rear back rest per each piece	3	
5	Stitching & fixing of towel cloth for front and rear passenger seats, back rests including headrests and arm rests	30	
6	Renewing of door pad & upholstery per door	50	
7	Renewing of door showbeeding per set	70	
8	Renewing of PVC floor mat	20	
9	Removing and refitting of single/two seater seat	40	
10	Removing and refitting of top upholstery including top light fitment	2	
11	Renewing of headrest cover in furnishing cloth or artificial leather or similar material per each piece	2	
12	Stuffing and renewing of centre arm rest cover in furnishing cloth or artificial leather material per piece	10	
13	Stitching & renewing of curtain on rear glass	10	

**ANNEXURE - B**

**TOYOTA INNOVA, CRYSTA OR SIMILAR VEHICLES**

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Complete Upholstery stitching and fixing of bucket model seats in rexine or furnishing cloth or artificial leather or similar material	20	
2	Renewal of single seater seat and back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
3	Renewal of two seater seat and back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
4	Renewal of rear three seater seat and back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
5	Renewal of headrest cover in rexine or furnishing cloth or artificial leather or similar material per piece	1	
6	Stuffing of U-Foam for single seater seat & back rest	1	
7	Stuffing of U-Foam for two seater seat & back rest	1	
8	Stuffing of U-Foam for three seater seat & back rest	1	
9	Removing and refixing of seat & back rest cover for frame repair on single seater	1	
10	Removing and refixing of seat & back rest cover for frame repair on two seater	1	
11	Removing and refixing of seat & back rest cover for frame repair on three seater	10	
12	Removing and refitting of single or two or three seater seat	150	
13	Removing and refixing of top upholstery	1	
14	Renewal of show beading per each door	120	
15	Renewal of PVC floor mat	40	
16	Renewal of sun visor	1	
17	Stitching & fixing of towel cloth for all passenger seats, back rests and headrests including arm rests	15	
18	Renewing of door pad & upholstery per door	40	

**ANNEXURE - C**

**TOYOTA QUALIS/ M&M BOLERO/ GM TAVERA/ TATA 207 (5 Seater)/ BOLERO CAMPER (5 Seater)**

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Complete upholstery stitching and fixing for bucket model seat in rexine or furnishing cloth or artificial leather or similar material	15	
2	Renewal of single seater seat & back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
3	Renewal of two seater seat & back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
4	Renewal of rear three seater seat & back rest cover in rexine or furnishing cloth or artificial leather or similar material	1	
5	Stuffing of U-Foam for single seater seat & back rest	1	
6	Stuffing of U-Foam for double seater seat & back rest	1	
7	Stuffing of U-Foam for three seater seat & back rest	1	
8	Removing and refixing of seat & back rest cover for frame repair on single seater	6	
9	Removing and refixing of seat & back rest cover for frame repair on two seater	3	
10	Removing and refixing of seat & back rest cover for frame repair on three seater	2	
11	Removing and refitting of single or two or three seater seat	1	
12	Removing and refixing of top upholstery	2	
13	Renewing of door pad & upholstery per door	6	
14	Renewal of show beading per each door	1	
15	Renewal of PVC floor mat	15	
16	Renewal of sun visor	1	
17	Renewal of top upholstery	1	
18	Renewal of canopy roof upholstery	4	

**ANNEXURE - D**

**MAHINDRA THAR/MAHINDRA INVADER/MAHINDRA OPEN JEEP OR SIMILAR VEHICLE**

<b>SL. NO.</b>	<b>DESCRIPTION</b>	<b>APPROX QUANTUM OF WORKS FOR 2 YEARS</b>	<b>RATES IN ₹</b>
1	Complete Upholstery stitching and fixing of bucket type seat in rexine/furnishing cloth or artificial leather or similar material	3	
2	Renewing of Roof canopy in top hood rexine	1	
3	Renewing of Front bucket model single seat and back rest cover in rexine/furnishing cloth or artificial leather or similar material	25	
4	Renewing of Rear three seater seat/back rest cover in rexine/furnishing cloth or artificial leather or similar material	25	
5	U-Foam stuffing of Front single seater seat/back rest per each piece	10	
6	U-Foam stuffing of Rear three seater seat/back rest per each piece	3	
7	U-Foam stuffing and renewal of headrest cover in rexine/furnishing cloth or artificial leather or similar material per piece	1	
8	Removing and refixing of seat & back rest cover for frame repair on single seater	5	
9	Removing and refixing of seat & back rest cover for frame repair on three seater	1	
10	Removing and refitting of single or two or three seater seat	1	
11	Renewal of Seat wooden plank (front or rear) per each piece	6	
12	Renewal of PVC floor mat	15	
13	Removing, repairing and refixing of Roof canopy	15	
14	Renewal of pleat type door pad and rexine per door	25	
15	Renewal of inner roof rexine upholstery	5	

**ANNEXURE - E**

**TATA ACE/TATA 207 (2 SEATER)/TATA 407 AND TATA 709**

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Complete Upholstery stitching and fixing of pleat mooted type seat in rexine/furnishing cloth or artificial leather or similar material for Tata 407/709	10	
2	Complete Upholstery stitching and fixing of bucket type seat in rexine/furnishing cloth or artificial leather or similar material for Tata Ace/207	4	
3	Renewing of Bucket type Front single seater seat & back rest cover in rexine/furnishing cloth or artificial leather or similar material per each piece for Tata Ace/207	1	
4	Renewing of Pleat mooted Front single seater seat & back rest cover in rexine or furnishing cloth or artificial leather or similar material per each piece for Tata 407/709	2	
5	Renewing of Pleat mooted Rear seat & back rest (berth) in rexine or furnishing cloth or artificial leather or similar material for Tata 407/709	1	
6	U-Foam stuffing of Front seat & back rest/Rear seat & back rest per each piece for Tata 407/709	1	
7	U-Foam stuffing of Front seat & back rest/Rear seat & back rest per each piece for Tata Ace/207	1	
8	Renewal of Front seat & back rest wooden plank per each piece for Tata Ace/207	1	
9	Renewal of Front seat & back rest wooden plank per each piece for Tata 407/709	1	
10	Renewing of pleat type door pad and rexine per door	1	
11	Renewal of PVC floor mat	20	
12	Removing and refixing of top upholstery	1	
13	Renewal of top upholstery	1	
14	Renewal of Bonnet rexine cover for Tata 407/709	1	
15	Removing and refixing of front seat & back rest cover or Rear seat & back rest cover for frame repair per each piece	8	
16	Removing and refitting of single or two or three seater seat	1	
17	Renewal of canopy roof upholstery	2	

**ANNEXURE - F**

**FORCE TRAVELLER (A/C & NON-A/C)/ OR SIMILAR VEHICLE**

SL. NO.	DESCRIPTION	APPROX. QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Complete Upholstery stitching and fixing of <b>push back/high back bucket model</b> seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 13+D & 14+D seater Traveller	5	
2	Complete Upholstery stitching and fixing of <b>push back/high back bucket model</b> seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 17 +D seater Force Traveller	1	
3	Complete Upholstery stitching and fixing of <b>push back/high back bucket model</b> seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 26 +D seater Force Traveller	1	
4	Complete Upholstery stitching and fixing of <b>without headrest model</b> seat & back rest in furnishing cloth or artificial leather or similar material for Non-A/C or A/C 14+D seater Force Traveller	2	
5	Complete Upholstery stitching and fixing of <b>without headrest model</b> seat & back rest in furnishing cloth or artificial leather or similar material for Non-A/C or A/C 20+D seater Force Traveller	2	
6	Renewing of push back/high back bucket model single seater seat and back rest cover in furnishing cloth or artificial leather or similar material per each piece for Traveller	10	
7	Renewing of Traveller <b>without headrest model</b> single seater seat and back rest cover in furnishing cloth or artificial leather or similar material per each piece	2	
8	Renewing of Traveller <b>without headrest model</b> double seater seat and back rest cover in furnishing cloth or artificial leather or similar material per each piece	5	
9	U-Foam stuffing of single seater seat & back rest per each piece	1	
10	U-Foam stuffing of two seater seat & back rest per each piece	3	
11	U-Foam stuffing of four seater seat & back rest per each piece	1	
12	Renewing of door pad and rexine per door	60	
13	Renewing of body inside pad only per piece	20	
14	Renewing of PVC floor mat	25	
15	Renewing of top upholstery 13+D & 14+D seater	2	
16	Renewing of top upholstery 17+D seater	1	
17	Renewing of top upholstery 20+D seater	1	
18	Renewing of top upholstery 26+D seater	1	
19	Removing and refixing of top upholstery	5	
20	Renewing of two seater wooden plank including back rest per piece	10	

SL. NO.	DESCRIPTION	QUANTUM OF WORK FOR 2 YEARS	
21	Renewal of headrest cover in furnishing cloth or artificial leather or similar material per piece for A/C Traveller	1	
22	U-Foam stuffing and renewal of headrest cover in furnishing cloth or artificial leather or similar material per piece for A/C Traveller	6	
23	Removing and refixing of bucket type seat & back rest cover for frame repair per each piece	3	
24	Removing and refitting of single or two or four seater seat	2	

#### ANNEXURE - G

##### BUSES OR SIMILAR VEHICLES

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Renewal of rexine cover on three seater coach seat	430	
2	Renewal of rexine cover on three seater back rest (without headrest type)	10	
3	Renewal of rexine cover on three seater back rest (with headrest type)	430	
4	Renewal of rexine cover on two seater passenger coach seat	320	
5	Renewal of rexine cover on two seater back rest (without headrest type)	10	
6	Renewal of rexine cover on two seater back rest (with headrest type)	300	
7	Renewal of rexine cover on single seater seat or back rest per piece	10	
8	U-Foam stuffing of single seater seat or back rest per piece	5	
9	U-Foam stuffing of two seater seat or back rest per each piece	500	
10	U-Foam stuffing of three seater seat or back rest per each piece	650	
11	U-Foam stuffing and renewal of rexine cover of hand rest per piece	2	
12	Renewal of wooden plank on single seater seat or back rest per piece	1	
13	Renewal of wooden plank on two seater seat or back rest per piece	600	
14	Renewal of wooden plank on three seater seat or back rest per piece	900	
15	Renewal of bonnet rexine covering	1	
16	Renewal of gear lever boot cover	10	

# ANNEXURE - H

## TRUCK/ EXPLOSIVE VANS/ PRIME MOVERS OR SIMILAR VEHICLES

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Renewal of rexine cover on single seater seat or back rest per piece	40	
2	Renewal of rexine cover on six seater seat or back rest per piece	20	
3	U-Foam Stuffing of single seater seat or back rest per piece	25	
4	U-Foam Stuffing of six seater seat or back rest per each piece	12	
5	Renewal of wooden plank on single seater seat or back rest per piece	12	
6	Renewal of wooden plank on six seater seat or back rest per piece	15	
7	Renewal of cabin roof upholstery	1	
8	Renewal of door pad and rexine per door	3	
9	Renewal of bonnet rexine covering	3	
10	Renewal of gearlever boot cover	10	

# ANNEXURE-I

## MOTOR CYCLES OR SIMILAR VEHICLES

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Renewal of seat rexine and rubber stuffing	15	

# ANNEXURE-J

## MISCELLANEOUS WORK

SL. NO.	DESCRIPTION	APPROX QUANTUM OF WORKS FOR 2 YEARS	RATES IN ₹
1	Renewal of rexine cover, plywood, U-Foam Stuffing of single seater seat or back rest per piece for battery truck/ forklift	5	
2	Renewal of rexine cover, plywood, U-Foam Stuffing of two seater seat or back rest per piece for battery truck/ forklift	5	
3	Renewal of rexine cover, plywood, U-Foam Stuffing of three seater seat or back rest per piece for battery truck/ forklift	5	
4	Stitching and rexine cover on log book per book	650	



### EARNEST MONEY DEPOSIT / BID SECURITY:

1. Earnest Money Deposit (EMD) or Bid Security is obtained to ensure the earnestness of the vendor in the procurement process. Registered Vendors of VSSC are exempted from furnishing EMD or Bid Security in the procurement process. Other Vendors participating in the tender process has to furnish EMD through Demand Draft/Banker's Cheque for **Rs. 30,000/- (Rupees Thirty Thousand Only)** drawn in favour of **Sr. Accounts Officer, Centre Accounts, VSSC-Trivandrum** payable at State Bank of India, Thumba Branch. EMD shall be interest free. EMD shall also be furnished in the form of Fixed Deposit Receipts or Bank Guarantee from any of the Scheduled Banks executed on non-judicial stamp paper of value Rs.200/-. In case of Bank Guarantee, it shall be valid for a period of 45 days beyond the final tender validity date.
2. Also, Registered Vendors who have already applied for renewal of registration, Central PSUs, PSEs, Autonomous Bodies, Micro and Small Enterprises, KVIC, National Small Industries Corporation etc., are exempted from the payment of EMD.
3. Any tender not accompanied with EMD shall be treated as **INVALID TENDER** and rejected. Vendors seeking exemption from payment of EMD shall submit necessary proof like registration number etc.
4. EMD of vendor shall be forfeited if the tenderer / contractor withdraws or amends his tender or deviates from the tender in any respect within the period of the validity of the tender. Failure to furnish Security Deposit/Performance Bond by a successful vendor within the specified period shall also result in forfeiture of EMD.
5. EMD shall be refunded to all the unsuccessful vendors within thirty days after placement of the Purchase Order. EMD shall be refunded to the successful tenderer/contractor after payment of the Security Deposit. EMD shall be refunded to all the participants in cases where the tender is cancelled or withdrawn by the Centre/Unit, within thirty days from the date of such cancellation or withdrawal.

2. E-Tenders are invited for **Non Comprehensive AMC for Campus Network**. The Bids are to be prepared and submitted in specified Templates online, by logging into the portal <https://eproc.vssc.gov.in>. Submission of Bids involves two stages to be performed by Vendors - Submission of Bids and Open Authorization. The Bids remain encrypted with the bidders's public key, until the Open Authorization stage. All those Bids where Open Authorization is not given, are automatically disqualified. Such Bids will not be openable and will not be considered for further processing. The Vendors are advised to submit the Bids much before the Closing Time to avoid last minute problems.

E-Procurement No. VSSC/PURCHASE UNIT I (MAINPURCHASE)/VS202100291001 Dt. 16.09.2021 and Print Media Advertisement ref. No. VSSC/P/ADVT/316/2021 Dt. 21.09.2021. E-Tenders are invited for **Non Comprehensive AMC for Campus Network** through our E-procurement site <https://eproc.vssc.gov.in>. Bids can be submitted **upto 15.10.2021 [14:00 Hrs.]**, **Bid Opening date : 15.10.2021 [14:05 Hrs.]**.

Only online tenders will be accepted. No manual / Postal / e-mail / fax offers will be entertained. No manual tender document will be issued. Parties interested to participate in this e-Tender are required to register themselves as vendors, if not already registered, in our e-procurement portal <https://eproc.vssc.gov.in> by downloading plugins and help demos listed on the home page of the e-procurement link mentioned above to complete the vendor registration process. They can seek help from help desk 080 6780 7786 also as provided in the home page of e-procurement portal in case of any problem for registration and subsequent process. Vendors may please note that without registering in our e-procurement portal, they will not be able to quote for this e-tender.

Important Notice : Tender shall be opened on the first day of the schedule [ie. **15.10.2021 [14:05 Hrs.]**]. If the tender could not be opened on the first day due to any technical snag, it will be opened on the subsequent day as per the schedule. Bidders who are desirous of attending the tender opening may make arrangements for attending the tender opening at their cost.

This is a two part tender, Technical & Commercial part (Part I) and Price Part (Part II) shall be submitted separately. The tenderers should not attach any documents containing Price information along with Technical & Commercial Bid (Part I). We do not open PART II (Price Bid), if PART-I (Technical & Commercial offer) does not meet with our technical specification requirements. Cost split up, other price details etc. shall be uploaded as a separate document under COMMERCIAL DOCUMENTS FROM VENDOR tab.

**THE TECHNICAL DOCUMENTS NEED TO BE ATTACHED ONLINE AS A SINGLE PDF FILE WITHOUT ANY PRICE INFORMATION, TECHNICAL BID CONTAINING PRICE DETAILS WILL BE TREATED AS REJECTED.**