

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./405/2025 दि. 07.10.2025
ADVT. NO. VSSC/P/ADVT/405/2025 DT. 07.10.2025

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 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 the following:-

| क्रम सं. Sl.No. | निविदा सं. Tender No. | वर्णन / Description | मात्रा Qty. | निविदा शुल्क Tender Fee |
|---|--|--|----------------|----------------------------------|
| 01. | B220 2025 1503 [[पीटी - एकल भाग/ PT - SINGLE PART] | वीएसएससी वाहनों के असबाब कार्यों के लिए दर संविदा Rate Contract for Upholstery Jobs of VSSC vehicles | 2 years | रु. 560/- |
| नोट:- विनिर्देशन तथा विस्तृत निबंधन एवं शर्तें निविदा दस्तावेज़ के अनुसार Note :- Specification and detailed terms & conditions as per Tender document | | | | |

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| निविदा प्राप्त करने की अंतिम तिथि / Due Date for Receipt of Tender | 27.10.2025 up to 16:00 Hrs. |
| निविदा खोलने की तिथि / Tender Opening Date | 28.10.2025 up to 14.00 Hrs. |

विशेष टिप्पणी/Special Note:-

विदेशी विक्रेताओं को निविदा प्रस्तुत करने की अनुमति नहीं है। मेक इन इंडिया नीति के अनुसार केवल श्रेणी-I और श्रेणी-II के स्थानीय आपूर्तिकार इस बोली में भाग लेने हेतु पात्र हैं। विदेशी ओईएम से सीधे प्राप्त उद्धरणों/या विदेशी ओईएमओं की ओर से उद्धरण प्रस्तुत कर रहे एजेंटों को इस निविदा में भाग लेने की अनुमति नहीं है।

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 bid. Quotations directly from foreign OEM/ or from agents quoting on behalf of foreign OEMs are not allowed to participate in this tender.

शुद्धिपत्र, यदि कोई हो तो, हमारे वेबसाइट www.vssc.gov.in / www.isro.gov.in में मात्र प्रकाशित किया जाएगा।

Corrigendum, if any will be published in our websites : www.vssc.gov.in / www.isro.gov.in only.

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

निविदा आमंत्रण
INVITATION TO TENDER

| | | |
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| मैसर्स M/s | 00000 | हमारी संदर्भ सं Our Ref. No. निविदा अंतिम तिथि Tender Due at |
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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 listed in Annexure A-K of VSSC Vehicles for a period of 2 Years | year | 2 |

सुपुर्दगी स्थल

Delivery At VSSC, TVM

प्रेषण की विधि

Mode of Despatch ON SITE

शुल्क छूट

Duty Exemptions NA

विशेष अनुदेश

Special Instructions NIL

विशेष निबंधन

Specific Terms AS PER ANNEXURE I

निविदाकारों को अनुदेश

Instructions to Tenderers

(1) Quotation should be submitted as the prescribed format in the Annexure A to K and it should be filled completely.

(2) Quotation submitted in any other format or incomplete quotation will summarily be rejected.

(3) Fax and e_mail quotations will not be considered please send your quotations well in advance by speed post and should reach us before the due date & time Department will not be responsible for any postal delay.

(4) If any of the bidders submit any forged or false documents along with the tender such tenders will be summarily rejected and such bidders will be blacklisted for all future tenders.

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भारत के राष्ट्रपति के लिए एवं ओर से
For and on behalf of the President of India
क्रेता / The Purchaser

| Terms and conditions of Rate Contract for Upholstery Jobs of Various VSSC Vehicles (To be submitted by the bidder along with the quotation in the prescribed format in Annexure –A to K) | | | |
|---|--|---|------------------------|
| Sl. No. | SCOPE OF WORK, TERMS & CONDITIONS | Strike off whichever is not applicable | Remarks, if any |
| 1.0 | <p>Definitions:</p> <p>a. The term “Vikram Sarabhai Space Centre [VSSC]”, (hereinafter called the Service Receiver) is a Centre under the Indian Space Research Organization (ISRO) of the Department of Space (DOS) and includes its Units/Entities/Groups/Divisions and facilities all over Kerala State Punder the administrative control of VSSC and its offices located at ISRO P.O, Thumba, Thiruvananthapuram – 695 022.</p> <p>b. The term “Service Provider” shall mean any registered Establishment, which will be performing this Rate Contract activity.</p> <p>c. The term “Staff” shall mean all the staffs, supervisors and other personnel engaged by the Service Provider to carry out the tasks as defined in the Rate Contract (RC).</p> <p>d. The term “Focal Point” means the designated officials of VSSC, who shall be co-ordinating with the Service Provider or their Authorised Official(s). The Focal Point of VSSC shall be Head, TOMD or authorized Officer(s) identified by DGM, TMA in this regard.</p> | | |

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| 2.0 | Period of Contract: The Contract shall be valid for a period of Two years from 21/02/2026 or date of releasing of order, whichever is later. 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. | ACCEPTED/ NOT ACCEPTED | |
| 3.0 | Scope of Work: The upholstery works of light and heavy vehicles of VSSC at Service Receiver's site as per the scope of work listed in Annexure A to K. As the works listed in Annexure A to K are only a general outline, the works shall be done according to the type of vehicle and applicability to the particular vehicle as instructed by Focal Point. Any other minor works related to upholstery jobs as instructed by the Focal Point have to be strictly adhered to and no additional amount will be paid for the same. During all stages of the works, it will be inspected by Focal Point 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 Focal Point. | ACCEPTED/ NOT ACCEPTED | |
| 4.0 | Charges: The charges excluding GST for each work shall be quoted in Annexure- A to K. Applicable GST will be paid extra. The rate will remain firm and fixed till completion of the contract period. | ACCEPTED/ NOT ACCEPTED | |
| 5.0 | Approximate Quantum of Work: The approximate quantum of work for two years is given in the Annexure – A to K. However, the quantum of work mentioned is only approximate values arrived based on previous experience and not guaranteed. | ACCEPTED/ NOT ACCEPTED | |
| 6.0 | Eligibility Criteria of bidder: | | |

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| 6.1 | <p>Bidder shall possess a valid GST registration for the work related to upholstery job.</p> <p>or</p> <p>Bidder must have executed at least one order for vehicle upholstery related job to any Central or state Govt. owned Organization/Company or Private establishments within last 5 years' period.</p> <p>or</p> <p>Bidder must own a vehicle upholstery shop. Necessary supporting documents shall be submitted along with the bid.</p> | SUBMITTED/ NOT SUBMITTED | |
| 7.0 | <p>Payment:</p> <p>Payment shall be made monthly basis for the job executed satisfactorily within 30 days of receipt of Service Provider's bill duly certified by the focal point and approved by Competent authority and the same shall be sent to the Accounts Officer (Bills) for arranging payment.</p> | ACCEPTED/ NOT ACCEPTED | |
| 8.0 | <p>Security Deposit:</p> <p>In case of an order, Service Provider have to submit an interest free security deposit equivalent to 3% of the Annual contract value(Rs.27,000/- approx..) 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.</p> | ACCEPTED/ NOT ACCEPTED | |
| 9.0 | Responsibilities of the Service Provider: | | |
| 9.1 | The work is to be carried out at TOMD workshop, Thumba on working days from 08.45 AM to 05.15 PM and if situation warrants, beyond this time and on holidays as per the instructions of the Focal Point or his authorized representative. | ACCEPTED/ NOT ACCEPTED | |
| 9.2 | An authorized and skilled representative of supervisory cadre (worker cum supervisor) shall be deployed at VSSC work site and staff of service provider shall be under his direct supervision. Required number of skilled workers having sufficient experience in the line shall be deputed daily. (Considering the present work load, it is required to deploy approximate 2 numbers of skilled persons on working days. However, an additional one more skilled person shall be deployed whenever necessary during the contract period and same will be intimated by the Focal Point). | ACCEPTED/ NOT ACCEPTED | |

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| 9.3 | 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 Service Provider. | ACCEPTED/ NOT ACCEPTED | |
| 9.4 | The works allotted shall be executed neatly and completed in reasonable time. The Service Provider is responsible to maintain the upholstery area clean after completion of the daily work. The Focal Point instructions have to be adhered strictly. | ACCEPTED/ NOT ACCEPTED | |
| 9.5 | Necessary personal protective equipments for the Staff shall be provided by Service Provider at his cost while working at VSSC. Service Receiver will not bear any cost towards the same and not responsible for any occupational hazards due to the nature of work to staff of Service Provider. | ACCEPTED/ NOT ACCEPTED | |
| 9.6 | In the event of damages to Service Receiver's property or injury to any personnel due to the negligence of Service Provider's staff, the responsibility shall solely rest with the Service Provider. VSSC shall not be responsible for loss of life of the Service Provider's staff due to accidents/natural calamities/explosions, etc. | ACCEPTED/ NOT ACCEPTED | |
| 9.7 | If any of the equipment or materials given by the Service Receiver is damaged due to carelessness of Service Provider's staff, the entire loss thus caused to the Service Receiver will be recovered from the pending bills/security deposit of the Service Provider. | ACCEPTED/ NOT ACCEPTED | |
| 9.8 | The Service Provider shall make his own arrangement for transport, canteen, safety, medical, EPF and other amenities for his staff deputed to VSSC. | ACCEPTED/ NOT ACCEPTED | |
| 9.9 | The Service Provider shall abide by the law of the land including, Contract Labour (Regulation & Abolition) Act, and all labour related laws/Acts or any new regulations/legislations enacted in this regard and its compliance as applicable during the tenure of the Rate Contract Order. Service Receiver shall in no way be responsible for any default of the Service Provider regarding statutory obligation. The Service Provider has to ensure compliance of the above provisions at the time of submission of bill to the Service Receiver and while making payments to their work-force at all times during the currency of the Rate Contract. | ACCEPTED/ NOT ACCEPTED | |

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| 9.10 | The Service provider & his staffs shall observe the security regulations of the Department and any loss or damage incurred by the Service Receiver on account of the Service provider or his staffs' failure of any nature to observe the security regulations shall be on Service Provider's account. | ACCEPTED/ NOT ACCEPTED | |
| 9.11 | In case of service provider fails to execute the upholstery works after awarding the contract, the Service Receiver shall get the works done through other agencies at the Service Provider's risk and cost. | ACCEPTED/ NOT ACCEPTED | |
| 9.12 | Staff of Service Provider shall be instructed to behave in a good manner in VSSC campus. The Staff shall abide by all Security instructions of the Department and any loss or damage incurred by the Service Receiver on account of the staff of Service Providers failure of any nature to observe the security regulations shall be on Service Provider's account. | ACCEPTED/ NOT ACCEPTED | |
| 9.13 | The staff deputed for upholstery job must not have any criminal background. Necessary police verification report to that effect is to be furnished. | ACCEPTED/ NOT ACCEPTED | |
| 10.0 | Responsibilities of the Service Receiver: | | |
| 10.1 | Reasonable roofed space for execution of upholstery works and keeping Service Provider's tools, equipments as per the contract will be provided by Service Receiver. | ACCEPTED/ NOT ACCEPTED | |
| 10.2 | Required power supply and materials like Rexine, Cloth, U-foam, Plywood, Cora cloth, Thread, Pins, Adhesives, etc. will be provided by Service Receiver as free issue. | ACCEPTED/ NOT ACCEPTED | |
| 11.0 | Instructions to the bidders | | |
| 11.1 | All bidders are requested to go through the scope of work, terms and conditions in Annexure - I carefully before submitting the offer. 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 to K format. | ACCEPTED/ NOT ACCEPTED | |
| 11.2 | Any clarifications in works have to be cleared before submitting the quotation. If required, the bidder may visit Service Receiver's worksite and the facilities available before submitting the quotation. | ACCEPTED/ NOT ACCEPTED | |

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| 11.3 | Quotation should be submitted as per the prescribed format in the Annexure-A to K and it should be filled completely. Quotations submitted in any other format or incomplete quotation will not be considered. | ACCEPTED/ NOT ACCEPTED | |
| 11.4 | Considering the upholstery facilities available at VSSC and the nature of work, the work cannot be divided with different parties. Hence, the contract will be awarded to single party on overall L1 basis. There will be no compromise in the quality of work: hence, the rates quoted should be reasonable. As such, the recommendation will be first based on reasonability of the rates quoted considering the amount of work involved & then on overall cost basis. | ACCEPTED/ NOT ACCEPTED | |
| 12 | <u>Parallel/Adhoc Contract:</u> VSSC reserves the right to enter into parallel/Adhoc contracts simultaneously with one or more agencies. | ACCEPTED/ NOT ACCEPTED | |
| 13 | <u>Termination:</u> 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. | ACCEPTED/ NOT ACCEPTED | |
| 14 | <u>Sublet of Contract:</u> You shall not sublet, transfer or assign the contract or any part thereof without our prior written approval. | ACCEPTED/ NOT ACCEPTED | |
| 15 | <u>Fall Clause:</u> The prices charged for the service shall in no event exceed the lowest rates at which you perform 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 work done after the date of coming into force of such reduction of rates shall stand correspondingly reduced. | ACCEPTED/ NOT ACCEPTED | |

ANNEXURE-A

TOYOTA ETIOS/MARUTI CIAZ CARS OR SIMILAR VEHICLES

| SL. NO. | DESCRIPTION OF WORK | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|---|------------------------------------|-----------------------------------|
| 1 | Complete upholstery stitching and fixing of bucket model seat in furnishing cloth or artificial leather or similar material | 10 | |
| 2 | Renewal of front seat & back rest cover in furnishing cloth or artificial leather or similar material of bucket model | 1 | |
| 3 | Renewal of rear seat & back rest cover in furnishing cloth or artificial leather or similar material of bucket model | 2 | |
| 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 | 15 | |
| 6 | Renewal of door pad & upholstery per door | 30 | |
| 7 | Renewal of door showbeeding per set | 70 | |
| 8 | Renewal 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 | Renewal of headrest cover in furnishing cloth or artificial leather or similar material per each piece | 2 | |
| 12 | Stuffing and Renewal of centre arm rest cover in furnishing cloth or artificial leather material per piece | 10 | |
| 13 | Stitching & Renewal of curtain on rear glass | 10 | |
| 14 | Renewal of gear lever boot cover | 5 | |
| 15 | Renewal/ Stitching of steering wheel cover | 10 | |

ANNEXURE - B

TOYOTA INNOVA/CRYSTA OR SIMILAR VEHICLES

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 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 | 40 | |
| 13 | Removing and refixing of top upholstery | 2 | |
| 14 | Renewal of show beading per each door | 60 | |
| 15 | Renewal of PVC floor mat | 25 | |
| 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 | Renewal of door pad & upholstery per door | 20 | |
| 19 | Renewal of gear lever boot cover | 10 | |
| 20 | Renewal/ Stitching of steering wheel cover | 10 | |

ANNEXURE- C

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

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 1 | Complete upholstery stitching and fixing for bucket model seat in rexine or furnishing cloth or artificial leather or similar material | 10 | |
| 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 | Renewal of door pad & upholstery per door | 6 | |
| 14 | Renewal of show beading per each door | 1 | |
| 15 | Renewal of PVC floor mat | 5 | |
| 16 | Renewal of sun visor | 1 | |
| 17 | Renewal of top upholstery | 1 | |
| 18 | Renewal of canopy roof upholstery | 4 | |
| 19 | Renewal of inner roof rexine upholstery on load cabin | 5 | |
| 20 | Removal & refixing of canopy roof with necessary repair | 5 | |
| 21 | Renewal of gear lever boot cover | 2 | |
| 22 | Renewal of single seat and back rest on load cabin | 5 | |
| 23 | Renewal/Stitching of steering wheel cover | 5 | |

ANNEXURE- D**MAHINDRA THAR JEEP OR SIMILAR VEHICLE**

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 1 | Complete Upholstery stitching and fixing of bucket type seat in rexine/furnishing cloth or artificial leather or similar material | 3 | |
| 2 | Renewal of Roof canopy in top hood rexine | 1 | |
| 3 | Renewal of Front bucket model single seat and back rest cover in rexine/furnishing cloth or artificial leather or similar material | 10 | |
| 4 | Renewal of Rear three seater seat/back rest cover in rexine/furnishing cloth or artificial leather or similar material | 10 | |
| 5 | U-Foam stuffing of Front single seater seat/back rest per each piece | 8 | |
| 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 | 20 | |
| 15 | Renewal of inner roof rexine upholstery on load cabin | 5 | |
| 16 | Renewal of gear lever boot cover | 1 | |
| 17 | Renewal/ Stitching of steering wheel cover | 5 | |

ANNEXURE- E

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

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 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 | 5 | |
| 2 | Complete Upholstery stitching and fixing of bucket type seat in rexine/furnishing cloth or artificial leather or similar material for Tata Ace/207 | 3 | |
| 3 | Complete Upholstery stitching and fixing of pleat mooted type seat in rexine/furnishing cloth or artificial leather or similar material for Tata 712 | 2 | |
| 4 | Renewal 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 | |
| 5 | Renewal 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 | |
| 6 | Renewal 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 712 | 1 | |
| 7 | Renewal of Two seater seat and back rest cover in rexine/furnishing cloth or artificial leather or similar material per each piece for Tata 712 | 1 | |
| 8 | Renewal of Pleat mooted Rear seat & back rest (berth) in rexine or furnishing cloth or artificial leather or similar material for Tata 407/709 | 1 | |
| 9 | U-Foam stuffing of Front seat & back rest/Rear seat & back rest per each piece for Tata 407/709 | 1 | |
| 10 | U-Foam stuffing of Front seat & back rest/Rear seat & back rest per each piece for Tata Ace/207 | 1 | |
| 11 | Renewal of Front seat & back rest wooden plank per each piece for Tata Ace/207 | 1 | |
| 12 | Renewal of Front seat & back rest wooden plank per each piece for Tata 407/709 | 1 | |
| 13 | Renewal of pleat type door pad and rexine per door | 1 | |
| 14 | Renewal of PVC floor mat | 15 | |
| 15 | Removing and refixing of top upholstery | 1 | |
| 16 | Renewal of top upholstery | 1 | |
| 17 | Renewal of Bonnet rexine cover for Tata 407/709 | 1 | |
| 18 | Removing and refixing of front seat & back rest cover or Rear seat & back rest cover for frame repair per each piece | 8 | |
| 19 | Removing and refitting of single or two or three seater seat | 1 | |
| 20 | Renewal of canopy roof upholstery | 2 | |
| 21 | Renewal of gear lever boot cover | 2 | |
| 22 | Renewal of inner roof rexine upholstery on load cabin | 1 | |
| 23 | Removal & refixing of canopy roof with necessary repair | 3 | |
| 24 | Renewal/ Stitching of steering wheel cover | 10 | |

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

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|---------|--|-----------------------------|----------------------------|
| 1 | Complete Upholstery stitching and fixing of push back/high back bucket model seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 13+D & 14+D seater Force Traveller | 6 | |
| 2 | Complete Upholstery stitching and fixing of push back/high back bucket model seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 17 +D seater Force Traveller | 2 | |
| 3 | Complete Upholstery stitching and fixing of push back/high back bucket model 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 push back/high back bucket model seat & back rest in furnishing cloth or artificial leather or similar material for Non-A/C or A/C 20+D seater Force Traveller | 1 | |
| 5 | Complete Upholstery stitching and fixing of without headrest model seat & back rest in furnishing cloth or artificial leather or similar material for 9+D seater Force Traveller Ambulance | 1 | |
| 6 | Complete Upholstery stitching and fixing of without headrest model seat & back rest in furnishing cloth or artificial leather or similar material for A/C or non A/C 20+D seater Force Traveller | 1 | |
| 7 | Renewal 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 | |
| 8 | Renewal of Traveller without headrest model single seater seat and back rest cover in furnishing cloth or artificial leather or similar material per each piece | 2 | |
| 9 | Renewal of Traveller without headrest model double seater seat and back rest cover in furnishing cloth or artificial leather or similar material per each piece | 5 | |
| 10 | U-Foam stuffing of single seater seat & back rest per each piece | 1 | |
| 11 | U-Foam stuffing of two seater seat & back rest per each piece | 3 | |
| 12 | U-Foam stuffing of four seater seat & back rest per each piece | 1 | |
| 13 | Renewal of door pad and rexine per door | 30 | |
| 14 | Renewal of body inside pad only per piece | 20 | |
| 15 | Renewal of PVC floor mat | 20 | |
| 16 | Renewal of top upholstery 13+D & 14+D seater | 2 | |
| 17 | Renewal of top upholstery 17+D seater | 1 | |

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

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|---|------------------------------------|-----------------------------------|
| 18 | Renewal of top upholstery 20+D seater | 1 | |
| 19 | Renewal of top upholstery 26+D seater | 1 | |
| 20 | Removing and refixing of top upholstery | 5 | |
| 21 | Renewal of two seater wooden plank including back rest per piece | 5 | |
| 22 | Renewal of headrest cover in furnishing cloth or artificial leather or similar material per piece for A/C Traveller | 1 | |
| 23 | U-Foam stuffing and renewal of headrest cover in furnishing cloth or artificial leather or similar material per piece for A/C Traveller | 6 | |
| 24 | Removing and refixing of bucket type seat & back rest cover for frame repair per each piece | 3 | |
| 25 | Removing and refitting of single or two or four seater seat | 2 | |
| 26 | Renewal of gear lever boot cover | 2 | |
| 27 | Renewal/Stitching of steering wheel cover | 15 | |

ANNEXURE - G
BUSES OR SIMILAR VEHICLES

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|---------|---|-----------------------------|----------------------------|
| 1 | Renewal of rexine cover on three seater coach seat | 200 | |
| 2 | Renewal of rexine cover on three seater back rest (without headrest type) | 5 | |
| 3 | Renewal of rexine cover on three seater back rest (with headrest type) | 200 | |
| 4 | Renewal of rexine cover on two seater passenger coach seat | 220 | |
| 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) | 200 | |
| 7 | Renewal of rexine cover on single seater seat or back rest per piece | 10 | |
| 8 | Renewal of rexine cover on single seater back rest (with headrest type Oyster bus) | 50 | |
| 9 | U-Foam stuffing of single seater seat or back rest per piece | 5 | |
| 10 | U-Foam stuffing of single seater back rest per piece (with head rest type Oyster bus) | 50 | |
| 11 | U-Foam stuffing of two seater seat or back rest per each piece | 300 | |
| 12 | U-Foam stuffing of three seater seat or back rest per each piece | 300 | |
| 13 | Rexine head rest cover for single seater back rest(Oyster) | 100 | |
| 14 | U-Foam stuffing and renewal of rexine cover of hand rest per piece | 2 | |
| 15 | Renewal of wooden plank on single seater seat or back rest per piece | 1 | |
| 16 | Renewal of wooden plank on two seater seat or back rest per piece | 250 | |
| 17 | Renewal of wooden plank on three seater seat or back rest per piece | 250 | |
| 18 | Renewal of bonnet rexine covering | 1 | |
| 19 | Renewal of gear lever boot cover | 10 | |
| 20 | Renewal of rexine cover on seat of bucket model single seat per each piece (AC Bus) | 50 | |
| 21 | Renewal of rexine cover on back rest of bucket model single seat per each piece(AC Bus) | 50 | |
| 22 | U-Foam stuffing of seat or back rest of bucket model single seater per piece(AC Bus) | 50 | |
| 23 | U foam stuffing and renewal of rexine cover of hand rest per piece(AC Bus) | 50 | |
| 24 | Renewal of headrest cover in furnishing cloth or artificial leather or similar material per piece | 50 | |
| 25 | Renewal/ Stitching of steering wheel cover | 30 | |

ANNEXURE - H

ASHOK LEYLAND LINX MINI BUSES OR SIMILAR VEHICLES

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 1 | Renewal of rexine cover on three seater coach seat | 1 | |
| 2 | Renewal of pleat type rexine cover on three seater coach seat | 2 | |
| 3 | Renewal of rexine cover on three seater back rest | 1 | |
| 4 | Renewal of pleat type rexine cover on three seater back rest | 2 | |
| 5 | Renewal of rexine cover on two seater coach seat | 12 | |
| 6 | Renewal of pleat type rexine cover on two seater coach seat | 25 | |
| 7 | Renewal of rexine cover on two seater back rest | 12 | |
| 8 | Renewal of pleat type rexine cover on two seater back rest | 25 | |
| 9 | Renewal of rexine cover on single seater seat or back rest | 2 | |
| 10 | Renewal of pleat rexine cover on single seater seat or back rest | 2 | |
| 11 | U-Foam stuffing of single seater seat or back rest per piece | 2 | |
| 12 | U-Foam stuffing of two seater seat or back rest per piece | 25 | |
| 13 | U-Foam stuffing of three seater seat or back rest per piece | 2 | |
| 14 | U-foam stuffing & renewal of rexine cover of hand rest per piece | 20 | |
| 15 | Renewal of wooden plank on single seater seat or back rest per piece | 2 | |
| 16 | Renewal of wooden plank on two seater seat or back rest per piece | 20 | |
| 17 | Renewal of wooden plank on three seater seat or back rest per piece | 2 | |
| 18 | Providing Rexine head rest cover for two seater per piece | 5 | |
| 19 | Renewal of gear lever boot cover | 2 | |
| 20 | Renewal/Stitching of steering wheel cover | 1 | |

ANNEXURE - I**TRUCK/ EXPLOSIVE VANS/ PRIME MOVER OR SIMILAR VEHICLES**

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 1 | Renewal of rexine cover on single seater seat or back rest per piece | 15 | |
| 2 | Renewal of rexine cover on six seater seat or back rest per piece | 15 | |
| 3 | U-Foam Stuffing of single seater seat or back rest per piece | 12 | |
| 4 | U-Foam Stuffing of six seater seat or back rest per each piece | 10 | |
| 5 | Renewal of wooden plank on single seater seat or back rest per piece | 10 | |
| 6 | Renewal of wooden plank on six seater seat or back rest per piece | 10 | |
| 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 gear lever boot cover | 10 | |
| 11 | Renewal of steering wheel cover | 15 | |

ANNEXURE- J**MOTOR CYCLES OR SIMILAR VEHICLES**

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|----------------|--|------------------------------------|-----------------------------------|
| 1 | Renewal of seat rexine and rubber stuffing | 20 | |

ANNEXURE-K**MISCELLANEOUS WORK**

| SL. NO. | DESCRIPTION | QUANTUM OF WORK FOR 2 YEARS | UNIT RATE IN ₹ (GST extra) |
|--------------------|--|--|---|
| 1 | Renewal of rexine cover, plywood, U-Foam Stuffing of single seater seat or back rest per piece for battery truck/ forklift | 10 | |
| 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 | |
| 5 | Stitching of flag (for explosive material movement) | 50 | |
| 6 | Stitching of neck rest pillow or cushion using foam & rexine/ furnishing cloth | 50 | |

COMMERCIAL CONDITIONS

1. Tender Documents can be downloaded from our websites: **www.vssc.gov.in / www.isro.gov.in. **Tender Fee (Rs. 560/-) shall be paid through Non-tax & Revenue Receipts Portal (NTRP)(URL: <https://bharatkosh.gov.in>)**. Payment receipt shall be submitted along with the quotation. Other mode of payment is not acceptable. [The tender fee is NON-REFUNDABLE].**

Government Departments, PSUs (both Central and State), Small Scale Industries units borne in the list of NSIC, MSME 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.

2. **PAYMENT:** As per **clauseNo. 7.0** of Annexure-I.
3. Please keep and confirm the offer validity minimum 180 days from the date of opening of tender
4. **Please send the quotations ONLY in 'SEALED COVER' super scribing our Tender Enquiry No. and Due Date by speed post so as to reach us on or before the due date and time. The cover thus prepared should be sent to the following address so as to reach us on or before the due date and time specified in the tender form:**

**Sr. Purchase & Stores Officer,
Purchase Unit-I, Main Purchase,
RFF Area, Vikram Sarabhai Space Centre,
ISRO-PO,Trivandrum-695 022**

VSSC will not be responsible for any postal delays. Email/fax quotations 'WILL NOT BE ACCEPTED'.

5. Basic rate and GST rate with applicable HSN Code shall be shown separately.
6. In order to avail of the benefits extended by Government of India to the Micro and Small sectors, please submit attested copy of the valid Entrepreneur Memorandum Part-II signed by the General Manager, District Industries Centre or NSIC or MSME Registration Certificate along with your offer. **[Note: MSME/NSIC vendors are not exempted from submission of SD]**.
7. VSSC has a right to cancel the tender without assigning any reason etc.
8. **EMD:**The vendors who are not registered with VSSC, shall submit an EMD(Earnest Money Deposit) or Bid Security through **NTRP** for**Rs. 36,000/- (Rupees Thirty Six Thousand only)**. The EMD of the unsuccessful vendor will be returned without any interest within 30 days from the date of finalization. Foreign vendors, registered vendors or vendors who have already applied for renewal of registration, Central PSUs/PSEs/Autonomous Bodies/MSMEs etc., shall be exempted from payment of EMD. Vendors seeking exemption from payment of EMD shall submit necessary proof like registration number(vendor code), etc. The quotation submitted by unregistered vendor without EMD will not be considered. The EMD submitted by unregistered vendors will be forfeited in the case of withdrawal of quotation or amendments in quotation or any such deviation in a later period.
9. **SECURITY DEPOSIT (mandatory compliance required):** In the event of placement of order, you should submit Security Deposit as per Clause 8.0 of Annexure – I.
10. VSSC reserves the right of acceptance of the whole or any part of the tender or portions of the quantity offered and the tenderers shall supply the same at the rates quoted.