



PRASAR BHARATI  
INDIA'S PUBLIC SERVICE BROADCASTER  
Akashvani Jammu

For CPPP/procurement  
E-publish

File No: J-16030(11)/28/2024-ENGG - AIR JAMMU, Comp no:266054

Date: 19.05.2025

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**Subject: -Inviting of quotations in double envelope system for execution of minor works like maintenance of electric fitting in Studio Complex, FM Building, Administrative and Programme Blocks, RNU Block Radio Colony Quarters and Street lights, located inside premises of AIR, Jammu.**

Sir,

Quotations are invited by the Deputy Director General (E), AIR, Jammu from reputed/ registered Dealers/ Firms/ Contractors for execution of following supplies/ Job/Work at the station as per the following details:-

• **Nature of Work:**

- Providing of services for attending routine preventive maintenance and repairs pertaining to maintenance of electrical circuits of all 50 residential quarters (on complaint basis).
- Routine maintenance and up keep of security lights, flood lights, lawn lights including associated wirings of junction box and light fitting for an approx. 30 installed lights and pole mounted lights inside the premises of Akashvani, Jammu Panjtirthi.
- Routine preventive maintenance of electrical fittings as provided in Studios, FM Xtr. Block, Phase I and Phase II of admin blocks and RNU blocks.

(For complete details please see the annexure titled as scope of work)

- **Period of Contract:** FROM: 1<sup>ST</sup> June 2025 to 30<sup>th</sup> March-2026
- **Estimated cost of tender:** Rs.2,49,000/-
- **Location (site):** Panjtirthi, Akashvani-Jammu and Palace Road-Jammu.
- **Submission of Quotation:**

The quotation in sealed cover should reach the office of Deputy Director General (E) latest by 29.05.2025 at 01.00PM embossed with the following details on front side of the envelope.



1. Reference of the " quotation inviting letter with date".
2. Reference of the short title of the work.
3. Date of opening for technical bids/pre financial bids. 29.05.2025 at 04PM.
4. Date of opening of financial bids 30.05.2025 at 04.00PM.
5. Name and address of the firm/contractor.

Inside the main sealed envelope, the bidder shall be enclosing to different sets of sealed envelopes as per detail below;

1. Envelope-1 for technical details: All mandatory papers to be enclosed in the envelope 1 as per the list mention in the Annexure-I i.e (Mandatory and optional documents crucial to pre financial bid process.)
2. Envelope-2 for financial bid: Rate Annexure –IV duly filled in figures (as well as in words) indicating the quoted rates of the tenderer for financial competition.


The technical quotations (pre financial bids) shall be opened on 29.05.2025 at 04.00PM by **quotation opening committee** as authorized by the DDG (E). The quotation should be addressed to Deputy Director General (E) on his official address. No quotation should be received or entertained after the due date, despite postal delay (if any). The quotations shall be evaluated by the technical evaluation committee and the contractors meeting the mandatory criteria and mandatory documents shall be shortlisted. The shortlisted firms shall be informed about the date of opening for financial bidding by e-mail / speed post scheduled for 30.05.2025 at 10.00AM

The Authorized representatives of the firm can choose to be present at the time of opening of quotation. However, if any of the representatives of the firm or all of the representatives of the concerned firms are not available at the time of the opening of the quotation, the same shall not prevent the **quotation opening committee** from opening the quotation/tenders.

The acceptance of the quotation for competitive purpose (i.e., for Bidding purpose) shall be subject to **terms and conditions** as laid in the relevant annexure (attached with the quotation inviting letter). Deputy Director General (E) reserves the right to reject any of the quotation or all of the quotations without assigning any reason thereof.

**Note :-** The firms may please mention their e-mail ID's with contact No's and attach the same in the sealed envelope of technical details. For any clarification regarding the tender please contact following officers

01. Sh. Sunil Chaku DDE on official telephone No 01912544411.
02. Sh Sanjay koul ADE of official telephone No 9149104549.

  
(Sanjay Koul)  
Assistant Director (E)  
For Deputy Director General (E)

**AKASHVANI: JAMMU**

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**List of mandatory documents to be attached with the BID for pre financial evaluation:**

1. Copy of the **GST registration certificate** of the contractor/ firm. (Indicating GST number as well)
2. Copy of **PAN** for the purpose of income Tax Deduction at source.
3. The **Cancelled cheque leaf of the current Bank account** on which the firm is maintaining its commercial transaction.
4. **Registration certificate** of the contractor/ firm certifying the trade profile of the contractor
5. An amount of Rs.15,000 in the form of bank draft drawn in favour of DDO, PB, AIR, Jammu as token of EMD. However EMD amount shall remain exempted in respect of MSME's /SME's as per the guidelines of Govt.
6. Cost of Tender is Rs.236/- Contractors, who choose to download their tender dossier from the E-mode, are exempted from paying the cost of the tender. However, firms who shall be collecting tender dossier as hard copy from the office shall have to deposit an Amount of Rs.236/- with the cashier of All India Radio, Jammu and the GAR/TR copy may please be attached with the tender dossier. However, the firms who have been approached by this office under the category of limited tender basis shall have to enclose a bank draft of Rs.236/-(Non Refundable/Nor Transferable) drawn in favour of DDO, AIR-Jammu along with tender dossier at the time of submission in addition to EMD.
7. **An Affidavit duly signed by the deponent and attested by the notary affirming the genuineness of documents and also as to affirm on that the firm has never been blacklisted by any government of India department for any breach of agreement or default/ panellized for non execution/sub standard execution of work.**
8. **Experience Certificate** at issued by any Government owned PSU or any Department of J&K Government or Government of India. (Minimum 03 successful execution of repairs works of civil electrical nature.)
9. **Turn Over Certificate** indicating a minimum threshold commercial financial transaction as per certified balance sheet for Rs.10 lakh.
10. **ITR certificate** of the assessment year 2023-24 & 2024-25.
11. **Copy of proof** indicating that the firm is maintaining an establishment / office in Jammu province of J&K UT.



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**TERMS AND CONDITIONS:**

1. The qualifying firm shall have to deposit a **security amount of Rs.30,000 /-** in the form of Term Deposit of minimum 15months drawn in favour of the firm/ contractor. The same has to be pledged to the DDO, PB, AIR Jammu, AIR- Jammu. A bank guarantee in the matter is also acceptable in lieu of the bank term deposit.
2. The security amount shall be released on successful completion of the contract with no pending labour issues.
3. The firm shall be raising the bills on monthly basis (On pro rata basis); though the rates quoted in lump sum for a period of twelve months. The rates to be quoted in the Rate Annexure by the interested contractor shall be applicable on monthly basis, indicating the basic quoted rates, GST component and other Tax/ levies applicable separately. The monthly bill has be raised as one tenth (1/10) of the total quoted value.
4. The firm shall be responsible for handling any unforeseen situation like mishap, injury, accident, disability, electrocution, snake-bite, animal attack to any of its Manpower/Labour, while execution of the work at site. An agreement covering the above aspect has to be furnished by the contractor in the form of indemnity bond of Rs.100/-denomination.
5. The firm/ contractor or any of its labour (including heirs, legal appointed successors or any other close relation) won't claim any compensation like that of Govt. Job/ continuation of the contract, ex-gratia or financial entity in case of any mishap/ injury/ death while execution of the work from the department, neither as matter of compensation or for sustenance.
6. The firm/ contractor shall arrange for all types of power tools, tools like drill machines hand held cutters pliers, multi-meters etc. and other relevant implements, stair-case, protective gear for safe execution of the work. All norms of industrial safety shall be followed.
7. The competent authority can prematurely call-off the contract without assigning reason thereof. The contractor shall be paid on pro-rata/ proportionate basis on pre-mature termination of the contract. If the competent authority decides to do so or if the required funds are not available with the office. The contractor can be informed 15days prior to the actual date for termination of the contract.
8. The contractor won't have any claims for financial nature for pre termination of the contract and in the event of pre termination of the contract no experience certificate or successful completion certificate of the contract shall be issued by the department.
9. Any hike in the prices on account of change in the market-price index in respect of commodities or otherwise also which include prevailing labour rates also as well as Govt. Approved labour rates during the period of the contract, shall have not any bearing on the rates quoted/ rates to be Charged. No claim for escalation of rates in this regard shall be entertained by the department. However, any change in the tax component as notified by the Govt. Shall has to be reflected/ charged in the next following bills ( w.e.f post notification date) by the contractor and accordingly paid by the Department.

10. All the applicable deductions like that of income tax TDS, GST TDS, educational cess shall be made by the DDO on the verified amount of the bills and credited in the respective GST accounts and PAN of the contractor.
11. The contractor shall ensure that labour engaged by the contractor for execution of the work is in good state of health and above 18 years of age but below the age of 58years. The contractor should ensure that the labour utilized for the maintenance contract is skilled enough and has proper licences for handling of electric circuits.
12. The contractor shall have to seek security permission and provide ID- proofs as well as address proofs of the labourers engaged by him.
13. The contractor shall follow all the guidelines as laid in the labour rules and no disputes in this regard shall be acceptable by the department. Any complaint in this regard shall be acceptable by the department. Any complaint in this regard shall be dealt under relevant provisions of the law/ labour rules/ departmental procedures of redressing grievances and shall be subject to jurisdiction of Jammu courts.
- 14. After opening of the price bids, if the Lowest Bid (L-1) rate is found substantially higher than the updated cost estimate or available budget, Prasar Bharati will cancel the procurement process/ reject all Bids; Re-Tender will be invited afresh after detailed scrutiny of the estimated cost.**
- 15. If the quoted rate for Bid, is found considerably lower than the estimated rates, it will be considered as abnormally low Bid; in such cases, Prasar Bharati may seek written clarification from the Bidder, including detailed price analysis of its bid price in relation to scope, schedule, allocation of risks and responsibilities, and any other requirements of the bid's document. If, after evaluating the price analyses, Prasar Bharati determines that the bidder has substantially failed to demonstrate its capability to deliver the contract at the offered price, the Prasar Bharati may reject the bid/proposal.**



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**Scope of work**

- Routine maintenance of all types of electric fixtures, fittings, tube lights, fans, power points, light points etc. located in old and new Admin blocks Phase-I & Phase-II, RNU Block, studio complex, FM transmitter hall which comprise a minimum of 50 ceiling fans, 100 power point, 200 light points and 15 SDB below the value of 63 amp 430V AC.
- Routine maintenance and upkeep of security lights, flood lights, lawn lights including associated wirings of junction box & light fitting for an approx number of 30 installed lights inside the premises of AIR, Jammu at Panjtirthi site.
- Maintenance of all electrical circuits of all the Residential staff quarters (on complaint basis) restricted to that repairs fans, power point lighting point and allied circuitry upto individual SDB(single phase 30amp 220V AC).
- Routine maintenance of street lights, security lights and associated circuits of these poles mounted lights at Radio Colony, Panjtirthi.

**NOTE**

- (1) All circuits with rating that are categorized 100 Amp 430 V will not be covered under the routine maintenance and shall not be the part of contract.
  - (2) All the circuits operating on 3phase 440V AC shall not be covered in the contract.
- Underground or overhead armoured cables, 3phase 440volt, LT Bus bars, LT Panels , Switch Gears like ACBs and OCBs are not covered under this maintenance contract.

**ALL INDIA RADIO: JAMMU**File No: J-16030(11)/28/2024-ENGG - AIR JAMMU, Comp no:266054

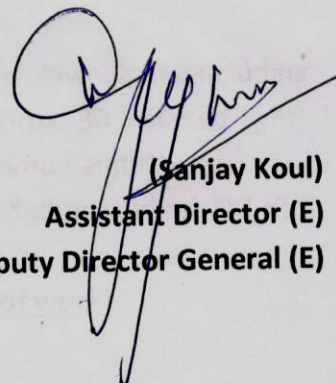
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**Rate annexure to be filled as financial bid**

S.No.	Items	Quantity	Basic Rate	GST	Amount
1.	<u>Execution of minor works like maintenance of electric fitting in Studio Complex, FM Building, Administrative and Programme Blocks, RNU Block Radio Colony Quarters and Street lights, located inside premises of AIR, Jammu</u>	One complete job. (The area to be attended is as per scope of work)	Rs. _____		Total Value of Rs. _____

Total rate included taxes quoted (in words)

Seal &amp; dated signature of the contractor

  
 (Sanjay Koul)  
 Assistant Director (E)  
 For Deputy Director General (E)