

INDIAN STATISTICAL INSTITUTE
203, B. T. Road, Kolkata – 700 108

No. : EU/Tender/11/13-14.

Date : 12.07.2013

The 250 capacity Auditorium is situated in the 1st floor of the seven storied Platinum Jubilee Academic Building in the Baranagar campus of the Institute. The Auditorium was commissioned during 2011-12. The total area of the Auditorium is of about 4500 square feet. The tenure of the contract would be initially for this financial year which would likely to be extended.

The intending bidder should have satisfactorily completed (based on certification of client) maintenance and operation works of similar nature in other reputed auditoriums in their own name during the last three years ending 31st March 2013.

The contract should be submitted along with the following :

1. Name of the company with address, Tel. No., Fax No., e-mail ID, PAN no, IT/Service Tax registration details etc.
2. List of technical and administrative manpower along with organizational structure.
3. Year wise list of similar works carried out during the last 3 (three) years and the list of on-going project with cost proof of having completed similar jobs during the last three years as mentioned above. Performance certificates in respect of completed works.
4. Average annual financial turnover during the last 3 (three) years. The financial report should be duly audited by competent authority.

The contract document can be purchased from the office of the Engineering Unit of the Institute on any working day from **15.07.2012 to 26.07.2012 (Extended upto 12.08.2013)** between **11:00am and 2:00pm** by any authorised representative of the firm. The cost of the tender document is **₹ 1,000.00 (Rupees One Thousand)** and is to be paid in cash at the Cash Section of the Institute.

The intending bidders are advised to visit the site before quoting. In case any clarification is required you may contact the Electrical Maintenance Unit/Engineering Unit/Audio-Visual Unit of the Institute.

The completed contract document with rates filled in prescribed format (**Annexure - AUD**) alongwith all the above mentioned details and an Earnest Money Deposit of **₹ 15,000.00 (Rupees fifteen thousand)** in the form of Bank Draft/Pay Order in favour of **“Indian Statistical Institute”** should be sent in a sealed cover superscribing **“Quotation for Contract for Maintenance and Operation of Auditorium, 1st floor, Platinum Jubilee Academic Building, Indian Statistical Institute, 203, B. T. Road, Kolkata-700 108”** addressed to :

The Chief Executive (A&F)
Indian Statistical Institute
203, B. T. Road, Kolkata-700 108

The last date of receiving quotations is **31.07.2013 (Extended upto 14.08.2013)** till **3:00pm**. The sealed quotations are to be submitted in the office of the Engineering Unit, 1st floor, P. N. Haksar Bhavan, Indian Statistical Institute, 203 B.T. Road, Kolkata-700 108. The contracts will be opened at **3:30pm** in the office of the Engineering Unit on the same date in presence of the bidders or their authorised representatives who may like to be present.

The Institute reserves the right to reject any or all including the lowest quotation without assigning any reason whatsoever. The quotation offered should be complete in all respect and strictly as per specification of product/service proposed to be purchased failing which the quotation will not be considered.

ISI reserve the right to accept any / or no applicant without assigning any reason whatsoever and their decision in this regard is final and binding.

Chief Executive (A&F)