


ਪੰਜਾਬ ਸਰਕਾਰ  
ਆਮ ਰਾਜ ਪ੍ਰਬੰਧ ਵਿਭਾਗ  
(ਪ੍ਰਸ਼ਾਸਕੀ ਅਫਸਰ-1 ਸਾਖਾ)

ਰੇਟ ਕੁਟੇਸਨਾਂ ਦੀ ਮੰਗ

ਸਕੱਤਰੇਤ ਵਿਖੇ ਜ਼ੈਬਰਾ ਬਲਾਈਡਜ਼ ਲਗਾਉਣ ਲਈ ਵੱਖ ਵੱਖ ਚਾਹਵਾਨ ਫਰਮਾਂ ਪਾਸੇ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸੀਲ ਬੰਦ ਰੇਟ ਕੁਟੇਸਨਾਂ ਦੀ ਮੰਗ ਕੀਤੀ ਜਾਂਦੀ ਹੈ।

ਲੜੀ ਨੰ.	ਆਇਟਮ ਦਾ ਵੇਰਵਾ	ਕੱਪੜਾ	ਹੋਰ ਮੈਟੀਰੀਅਲ	ਗਰੰਟੀ ਵਰੰਟੀ	ਰੇਟ
1	ਜ਼ੈਬਰਾ ਬਲਾਈਡਜ਼	0.02MM ਤੋਂ 0.04MM	ਵਿਦ ਹਾਰਡਵੇਅਰ ਐਂਡ ਲੇਬਰ	12 ਮਹੀਨੇ	ਪ੍ਰਤੀ ਸਕੇਅਰ ਫੁੱਟ ਵਿਦ ਲੇਬਰ

ਇਸ ਸਬੰਧੀ ਮੁਕੰਮਲ ਜਾਣਕਾਰੀ ਹਿਤ ਟਰਮ ਐਂਡ ਕੰਡੀਸ਼ਨਜ਼ ਵਿਭਾਗੀ ਵੈਬਸਾਈਟ [www.punjab.gov.in](http://www.punjab.gov.in) ਤੇ ਅਪਲੋਡ ਕਰ ਦਿੱਤੀਆਂ ਜਾਣਗੀਆਂ ਅਤੇ ਚਾਹਵਾਨ ਫਰਮਾਂ ਸੀਲਬੰਦ ਰੇਟ ਕੁਟੇਸਨਾਂ ਉਪ ਸਕੱਤਰ, ਆਮ ਰਾਜ ਪ੍ਰਬੰਧ ਵਿਭਾਗ ਕਮਰਾ ਨੰ. 3 ਛੇਵੀ ਮੰਜਿਲ ਪੰਜਾਬ ਸਿਵਲ ਸਕੱਤਰੇਤ-1 ਚੰਡੀਗੜ੍ਹ ਵਿਖੇ ਦਸਤੀ/ਡਾਕ ਰਾਹੀਂ ਇਸਤਿਹਾਰ ਦੀ ਮਿਤੀ ਤੋਂ 15 ਦਿਨਾਂ ਦੇ ਅੰਦਰ ਅੰਦਰ ਪੁੱਜਦੀਆਂ ਕਰ ਸਕਦੇ ਹਨ। ਨਿਯਤ ਮਿਤੀ ਤੋਂ ਬਾਅਦ ਪ੍ਰਾਪਤ ਹੋਈਆਂ ਕੁਟੇਸਨਾਂ ਨੂੰ ਸਵੀਕਾਰ ਨਹੀਂ ਕੀਤਾ ਜਾਵੇਗਾ। ਸਰਕਾਰ ਬਿਨਾਂ ਕਿਸੇ ਕਾਰਨ ਕੁਟੇਸਨਾਂ ਨੂੰ ਰੱਦ ਕਰਨ ਦਾ ਅਧਿਕਾਰ ਰੱਖਦੀ ਹੈ।

  
ਪ੍ਰਸ਼ਾਸਕੀ ਅਫਸਰ-1/6/7  
ਆਮ ਰਾਜ ਪ੍ਰਬੰਧ ਵਿਭਾਗ,  
ਪੰਜਾਬ ਸਿਵਲ ਸਕੱਤਰੇਤ-1, ਚੰਡੀਗੜ੍ਹ।

### 1. Scope of Work:


- **Product Types:** This contract covers the supply and installation of the following types of window coverings for office spaces:
  - **Zebra Blinds (also known as Duo or Vision Blinds):** Including various fabric options (light filtering, dim-out, blackout), operating systems (chain, cordless, motorized), and slat widths and thickness of 0.02 mm to 0.04 mm.
- **Services Included:**
  - **Site Measurement:** Accurate measurement of windows by the contractor to ensure proper fitting.
  - **Supply of Materials:** Providing new zebra blinds and/or curtains as per the client's specifications fabric, color, size, operating mechanism.
  - **Hardware Supply:** Supplying all necessary hardware for installation (brackets, tracks, rods, rings, etc.).
  - **Installation:** Professional installation of the blinds and/or curtains.
  - **Testing and Adjustment:** Ensuring smooth operation of blinds and proper hanging of curtains.
  - **Cleanup:** Basic cleanup of the installation area.

### 2. Pricing and Rates (Applicable within Chandigarh):

- **Rate Structure:** The contractor shall provide a schedule of rates based on:
  - **Zebra Blinds:** Per square foot or per unit, categorized by 0.02 mm to 0.04mm fabric type (e.g., light filtering, blackout) and operating system chain, cordless, motorized.
  - **Curtains:** Per meter of fabric (excluding lining), with separate rates for different fabric types and heading styles. Lining costs (if applicable) should be clearly stated per meter.
  - **Hardware:** Rates for standard tracks, rods, and other necessary hardware, either per linear foot or per unit.
  - **Installation Charges:** A separate installation fee, which may be a fixed rate per window/unit or a percentage of the total material cost.
- **Material Samples and Catalogs:** The contractor shall provide a catalog or samples of available zebra blind 0.02 mm to 0.04mm fabrics and curtain materials with clearly indicated price ranges and specifications
- **Taxes:** All rates quoted shall clearly indicate whether they are inclusive or exclusive of Goods and Services Tax (GST) as applicable in India. The GSTIN of the contractor must be provided.
- **Review and Escalation:** The rates agreed upon in this contract shall be valid for a period of one year from the commencement date. Any potential for rate revision after this period should be clearly outlined, including the basis for escalation inflation index and the maximum permissible increase.

### 3. Quality and Standards:

- **Materials:** All materials supplied (blinds, curtains, fabrics, hardware shall be of good quality, suitable for commercial office use, and free from defects. Specifications for fabric quality, durability, and any certifications should be available upon request.
- **Workmanship:** Installation shall be carried out by experienced professionals, ensuring proper alignment, secure mounting, and smooth operation of all window coverings.
- **Measurement Accuracy:** The contractor shall be responsible for accurate site measurements. Any errors in measurement leading to improper fitting shall be rectified by the contractor at their own cost.
- **Inspection and Approval:** Upon completion of installation, the client or their designated representative shall have the right to inspect the work. Any work deemed unsatisfactory or not meeting the agreed-upon specifications shall be rectified by the contractor at no additional cost.

  
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Chandigarh.

- **Warranty:** The contractor shall provide a warranty against defects in materials and workmanship for a specified period 1-2 years from the date of installation. This warranty should clearly state what is covered and what is excluded
- during the checking of work if any working quality is not good then the contractor/bidder shall be do it ( refurbishing) at his own cost.
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#### 4. Timeline and Turnaround:

- **Lead Time:** The estimated lead time for the supply with in 10-12 days and installation of the ordered blinds and/or curtains after confirmation of the order shall be clearly stated, taking into account fabric availability and order volume.
- **Installation Schedule:** The contractor shall coordinate the installation schedule with the office to minimize disruption to operations.
- **Communication of Delays:** Any potential delays in the agreed-upon timelines must be communicated to the client promptly, along with the reasons for the delay and a revised estimated completion date.

#### 5. Payment Terms:

- **Invoicing:** The contractor shall submit clear and detailed invoices, including the date, description of goods and services provided (type, quantity, dimensions of blinds/curtains, fabric details, hardware), unit rates, total cost, GST amount, and the total amount due. Purchase order numbers (if applicable) should be mentioned on the invoice.
- **Payment Methods:** Acceptable payment methods., online bank transfer, by treasury should be specified.

#### 6. Contract Duration and Termination:

- **Contract Period:** This rate contract shall be valid for a period of one year from the effective date.
- **Renewal Clause:** The terms for renewal of the contract upon expiry may be included, subject to mutual agreement.

#### 7. Insurance and Liability:

- The contractor shall have adequate insurance coverage to protect against any damages that may occur to the office premises during measurement or installation.
- The contractor shall be responsible for any damage caused to windows or walls during installation due to their negligence.

#### 8. Confidentiality:

- The contractor shall maintain the confidentiality of any proprietary information or data shared by the office during the course of this contract.

#### 9. Governing Law and Dispute Resolution:

- This contract shall be governed by and construed in accordance with the laws of India.
- Any disputes arising out of or in connection with this contract shall be<sup>1</sup> subject to the jurisdiction of the courts in Chandigarh. A clause for amicable dispute resolution (e.g., negotiation, mediation) may be included before resorting to legal proceedings.

  
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