

# कलाक्षेत्र प्रतिष्ठान

## KALAKSHETRA FOUNDATION

THIRUVANMIYUR, CHENNAI- 600 041 PH- 044- 24524057 / 0836

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### NOTICE INVITING TENDER

**ENQ.NO-26/2018-2019/EM Dt-01.12.2018**

**TENDER DOCUMENT FOR  
SUPPLY INSTALLATION TESTING AND  
COMMISSIONING OF AUTOMATIC MOTORISED  
CONTROL PANEL FOR CURTAIN AND LIGHT BARS  
AT BHARATA KALAKSHETRA AUDITORIUM OF**

**KALAKSHETRA FOUNDATION,  
THIRUVANMIYUR**

**CHENNAI – 600041**

**PH- 044 – 24524057 / 0836**

**E-Mail: [tender@kalakshetra.in](mailto:tender@kalakshetra.in)**

**Website: [www.kalakshetra.in](http://www.kalakshetra.in)**

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Kalakshetra Foundation, an Autonomous Body under the Ministry of Culture, Govt. of India, invites sealed tender in two bid system, in the enclosed format from the Manufactures, Authorised dealers, experienced Suppliers and Govt. Registered contractors towards "SUPPLY INSTALLATION TESTING AND COMMISSIONING OF AUTOMATIC MOTORISED CONTROL PANEL FOR CURTAIN AND LIGHT BARS AT BHARATA KALAKSHETRA AUDITORIUM" of Kalakshetra Foundation, Thiruvanmiyur, Chennai- 41.

The sealed tender along with proof of registered certificate, GST. No, PAN NO, REGN.NO should reach the Director, Kalakshetra Foundation, Thiruvanmiyur, Chennai- 41, on or before **07/12/2018** up to **1.00 p.m.** by post or by hand delivery and same will be opened on the same day **at 3.00 pm** itself in the presence of the tenderer or his/ her representatives if they chose to attend. Late/delayed tenders received, due to any reason whatsoever will not be accepted under any circumstances.

In case bidders need any clarification/assistance may contact Estate Manager on any working day during the office hours and can be contacted at 044- 24524057/ 0836.

1.	Name of the work	"SUPPLY INSTALLATION TESTING AND COMMISSIONING OF AUTOMATIC MOTORISED CONTROL PANEL FOR CURTAIN AND LIGHT BARS AT BHARATA KALAKSHETRA AUDITORIUM OF KALAKSHETRA FOUNDATION, THIRUVANMIYUR, CHENNAI- 41."
2.	NIT No	ENQ.NO-26/2018-2019/EM Dt-01.12.2018
3.	Tender documents	The tender documents are to be downloaded from the Foundation's website at <a href="http://www.kalakshetra.in">www.kalakshetra.in</a> from 03.12.2018, 10 AM onwards. If there is any difficulty in downloading the documents, same can be collected from the Foundation's Office free of cost on any working day between 10 AM to 5 PM till 09.12.2018, 5 PM.
4.	Pre-bid meeting if required	04.12.2018 at 3 PM (the meeting will be held only if required) Queries if any should be mailed in advance to <a href="mailto:tender@kalakshetra.in">tender@kalakshetra.in</a>
5.	Last date and time for receipt of completed Tenders	07.12.2018 up to 01.00PM
6.	Date and Time of Opening	07.12.2018 at 03.00PM
7.	Amount of Earnest Money Deposit (EMD)	Rs.5,000-00 (five thousand only)
8.	Period of completion	20 days (Twenty)

The Kalakshetra reserves the right to accept or reject, wholly or partly, any or all the applications without assigning any reason whatsoever. Kalakshetra decision in this regard will be final and binding on all applicants.

This issues with the approval of the competent authority

For KALAKSHETRA FOUNDATION



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### (I) INSTRUCTIONS TO BIDDERS:-

**Scope of work:** Supply installation testing and commissioning of automatic motorised control panel for curtain and light bars at Bharata Kalakshetra auditorium of Kalakshetra Foundation (motors system equipment's already available with KF) i.e. Providing and fixing automatic motorised control panel board with switch control system for vertical and horizontal movement of curtain/light bars operating with related equipment etc. at Bharata Kalakshetra Auditorium of Kalakshetra Foundation, Thiruvanmiyur, Chennai- 41. Scope of the work can be increased, decreased or changed as per site conditions / requirement.

i) Required ladders, staging and scaffolding shall be arranged by the bidder. Bidder will also be required to all welding & soldering work, arrangement of chain block pulley for lifting the equipment's to specified location, fixing/dressing equipment racks and cable trays. It is however made clear that, the bidder will take all the precautions not to damage flooring, wall etc. If any damage is found during the course of carrying out the work, the same shall be restored to its original shape & size by the executing agency, failing which the cost incurred by Kalakshetra Foundation for restoration shall be recovered on actual basis.

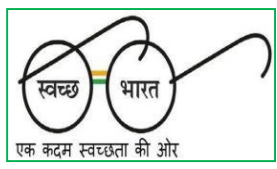
ii) The work shall be executed in coordination with various other agencies, CPWD, Civil, Electrical and HVAC. The bidder shall organize his activities of the work in such a manner that other agencies work does not get hampered.

### GENERAL TERMS & CONDITIONS:-

1. The sealed envelope must be superscribed "SUPPLY INSTALLATION TESTING AND COMMISSIONING OF AUTOMATIC MOTORISED CONTROL PANEL FOR CURTAIN AND LIGHT BARS AT BHARATA KALAKSHETRA AUDITORIUM OF KALAKSHETRA FOUNDATION, THIRUVANMIYUR, CHENNAI- 41." with tender inquiry number and its due date.

2. Sealed tender cover must be dropped in the locked tender box available in Admin Department, Kalakshetra Foundation, Thiruvanmiyur, Chennai, but not before/after than the date and time stipulated in the Tender. Before dropping the tender in the TENDER BOX in the Admin Department, it is to be registered with the authorised official of the Estates Department.

3. The Kalakshetra Foundation is at liberty to make additions / deletions / modifications / amendments in the tender document and the applicants are bound by the same. Reasonable extension of time will, however be given to them to revise their Price Bids in case such additions/deletions/ modifications/amendments are material in nature.



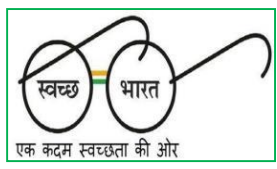
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4. Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price, the unit price shall prevail and the total price shall be calculated on the basis of unit price and the total price will be corrected by the Kalakshetra. The prices/rates quoted should be indicated in words as well as in figures. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the tender does not accept the correction of the errors, the bid shall be rejected.
5. The tender document should be filled in English and all entries should be typewritten or handwritten but there should not be any overwriting or cutting. Corrections, if any, shall be made by neatly crossing out, initialling, dating and rewriting.
6. All pages provided in the tender document shall be numbered and submitted as a package along with forwarding letter on agency's/firm's letter head with signed and sealed before their submission.
7. Rates should be quoted item wise as shown in format schedule and all applicable taxes and duties levied by government should be clearly mentioned by tenderer separately.
8. KF Authority reserves the right not to accept the lowest tender, the right to reject any or all tenders or portion of the tender and award the remaining work to any other contractor without assigning any reason. Conditional tender in any form whatsoever shall be liable to outright rejection. Unsealed tenders shall be summarily rejected.
9. Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly.
10. All the documents in support of the eligible for participation in the tender are mentioned in the tender document. The documents have to be self-attested by the authorized signatory with official seal.
11. No part of the contract/supply will be sub-let by the successful tenderer without proper written permission of the KF Authority.
12. Successful bidder is responsible for observing all the relevant labour laws in force during the execution of the contract. The Successful bidder shall be responsible and liable during the execution of the work for the safety of men and material brought to the site. In the event of any accident during the execution of work, any loss shall be borne by the Successful bidder. He/she shall not be entitled to any compensation or claim from the KF for any loss to his articles, dead stock, furniture, fixtures, etc. Successful bidder shall be solely responsible for payment of wages/ salaries and allowances to his personnel that might become applicable under any new act or order of Government of India. KF



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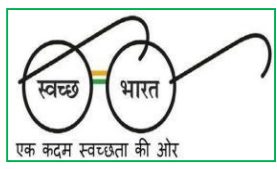
## KALAKSHETRA FOUNDATION

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shall have no liability whatsoever in this regard.

13. The personnel engaged by successful bidder shall be subject to security check by KF Security staff while entering / leaving the premises.
14. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their tenders rejected out rightly.
15. The bidders will not be entitled to any claim of compensation, financial or otherwise, for difficulties, if any, faced or losses incurred by them on account of submission of the application or on successful shortlisting/final selection.
16. The prices quoted by the bidder shall remain fixed during the entire period of contract.
17. Tendering firms are at liberty to be present or authorize a representative to be present at the opening of the tender at the time and date as specified in the Schedule. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of tender clearly indicating the name and address of the representative. Only one representative per firm shall be permitted to attend the opening of the tender. The name and address of permanent representative of the firm, if any, should also be indicated in the tender. Representatives of firms who have not submitted the tender or representatives not possessing authority letter from the bidders or outsiders shall not be allowed to attend the tender opening process.
18. The evaluation and comparison of responsive bids shall be done on the price offered inclusive of Levies & Taxes i.e., GST, etc. as indicated in the (Part-II) of the tender Document.
19. Bidders are advised to visit the place of work for assessing the nature and volume of work realistically before quoting the rates.
20. The quantity of equipment may vary either way i.e. it may increase or decrease at the discretion of the KF authority. The Successful bidder will be given notice of such variation. The final payment to the contractor/supplier shall be regulated on the basis of actual supply and on the rate (s) approved.
21. The bids shall be valid for a period of 45 days from the date of opening of the tender.
22. Tender is not transferable. One tenderer shall submit only one tender.
23. Tenderer signing the tender must clearly, specify whether he/she is signing as Sole Proprietor, Authorized person, Partner, under Power of Attorney or as Director/ Manager/Secretary etc., as the case may be.



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24. In case the last date of receipt/opening of tender is declared as a holiday, the tenders shall be opened on the next full working day.

25. The selected bidder shall be required to start the services in accordance with the time schedule specified in the work order issued by KF after acceptance of Tender. Extension will not be given except in exceptional circumstances. In case the services are not started on the stipulated date as indicated in the work order, KF reserves the right to cancel the work order and forfeit the EMD and/or Security Deposit.

26. If it is observed at any stage that the quality of the work is not satisfactory, the contract/supply order as a whole may be terminated and EMD and/or Security Deposit forfeited. The Contractor will have no claims what so ever on the KALAKSHETRA FOUNDATION. The decision of the Director of the Foundation in this regard shall be final.

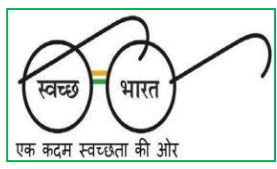
27. Bids received after the deadline for the submission will not be considered. Un-sealed Tenders received are liable to be rejected and this will be on the sole risk of Tenderers. The Tender should be complete in all respects and incomplete Tenders are liable to be rejected.

28. Description and Specification should be the same as given in the Enquiry / Tender. Any change in the Description or Specification shall be at the specific instruction of KF. In case an offer of a brand is being made, the offer should be as per the Description given in the Tender Form and the brand name to be given in bracket.

29. Contractor will be fully responsible for any accident or mishaps involving workers engaged by the Contractor and the Contractor would pay claims made by such persons. The Contractor shall indemnify the KALAKSHETRA FOUNDATION from any claims arising out of accidents, disabilities of any nature or death or arising out of provisions under law, or any other nature in respect of all workers engaged by the Contractor. The contractor will fully indemnify KALAKSHETRA FOUNDATION against all claims in this regard. In the event of any claim being made by any such, person on the Foundation, the Foundation shall be entitled to withhold the payments due to the Contractor, to the extent of such claim made by the person(s).

30. It will be the sole responsibility of the contractor to abide by the provisions of the following acts as to the workers engaged by him for performance of this contract:

- (i) Employment of Children Act
- (ii) Workmen compensation Act
- (iii) Contract Labour (Regulation & Abolition) Act 1970
- (iv) Minimum Wages Act
- (v) Employee Provident Fund Act
- (vi) ESI Act



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(vii) Any other act or legislation as may be applicable and in force from time to time relating to any person engaged under this contract or the services being rendered hereunder.

31. The KALAKSHETRA FOUNDATION through its officers, reserves the right to alter the nature of services/ works by adding to or omitting any items of work or of having portions of the same carried out in the Foundation by others and such alterations and variations shall not violate this contract.

32. In the event of the contractor failing to execute the work under contract in whole or in part an alternative arrangement will be made by the KALAKSHETRA FOUNDATION totally at the cost & risk of contractor besides recovering any compensation or fine /penalty.

33. KALAKSHETRA FOUNDATION shall have the right to engage any other contractor for any work considered necessary by floating a separate tender during the subsistence of the contract.

34. The prospective bidders are required to keep a watch on Kalakshetra website for any amendment to the tender document or to clarify to the queries raised by the bidders till 01 (one) days prior to the opening of the tender. Kalakshetra reserves the right to reject the bids if the bids are submitted without taking into account these amendments/clarifications. In order to allow prospective bidders reasonable time to take the amendment into account in preparing their bids, Kalakshetra, at its discretion, may extend the deadline for the submission of bids.

35. The term "Tenderer / Bidder / Service Provider / Contractor" mentioned in the Tender document shall mean the Company/Firm/Proprietor submitting the Tender.

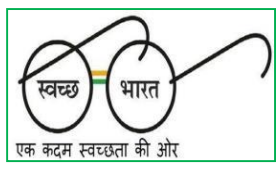
36. The contractor shall be liable to pay compensation for any loss & damage caused to the property of the KALAKSHETRA FOUNDATION or its Staff Members/Students/Visitors by the contractor or his personnel.

37. Tenders received without valid EMD will be automatically rejected.

38. Earnest Money Deposit (EMD): EMD of Rs.5,000-00 (Rupees five thousand only) is a must and should be submitted along with the tender/bid. The EMD is to be furnished in the form of Account Payee Demand Draft/ Fixed Deposit Receipt /Banker's cheque from any of the schedule bank/ Nationalised Bank drawn in favour of KALAKSHETRA FOUNDATION payable at Chennai. In case of entities exempted from EMD, certificate may be furnished. EMD in any other form will not be accepted as valid EMD. In respect of the successful bidder, this EMD will be returned along with final bill. EMD submitted by other bidders will be returned within 30 days after the award of contract.

39. The earnest money will be forfeited if (i) the Tenderer withdraws their Tender during the period of Tender validity (ii) In the event of the Contractor not fulfilling the conditions of the contract.

40. Payment terms and conditions: -



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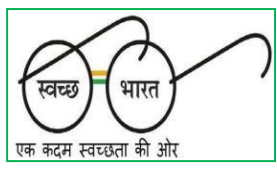
- a) No advance payments shall be released. Payment to the successful bidder will be paid at the end of successful completion of work. Payments will be made either by cheque or RTGS/NEFT within 10 (Ten) working days only after the satisfactory completion of work.
  - b) 2% (Two) Retention amount on the total value of work will be deducted at the time of passing the bills. The retention amount withheld by KF will be returned at the end of defects liability period of one year. No interest will be paid for the retention amount.
  - c) Income Tax, GST whichever is applicable at the prevailing rates as applicable from time to time shall be deducted as per extant rules. Quoted rates shall be inclusive of applicable GST. Failing which it shall be presumed that the prices quoted include all such charges and no claim for the same will be entertained.
  - d) Revision of rates will not be permitted during period of supply for any reason including during the extended period.
  - e) Deduction of any liability/damages incurred on behalf of the Service Provider/Contractor in the discharge of his/their obligations under this Tender.
  - f) This EMD will not bear any interest of whatsoever.
41. Period of work completion: All works shall be completed within 20(twenty) days from the date of issue of order. All the aspects of safe delivery shall be the exclusive responsibility of the contractor.

### 42. Conditions :-

- 1 The work shall be carried out in accordance with the CPWD General Specification.- E&M
- 2 Approval of the KF shall be taken well in advance for the materials to be used in the work by the contractor.
- 3 All repairs and patch work shall be neatly carried out to match with the original finish and to the entire satisfaction of KF.
- 4 All the debris due to the Electrical works shall be removed from the site by the contractor as soon as the work is completed.
- 5 The following makes are preferable for the following items.
  - a) Cubicle switches : L&T/Siemens/ABB
  - b) Contactors & Starters : L&T/Siemens/ABB
  - c) Push Button & Led indicators : L&T/Siemens/ABB
- 6 The rates should be inclusive of all incidental charges, excise duty, sales tax, surcharge etc.

43. Liquidated Damages: - Time is the essence of the contract. If the contractor fails to deliver any or all of the goods or fails to perform the service within the time as incorporated in the tender/ order, the Purchaser shall, without prejudice to other right and remedies available to the Purchaser under





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the tender, deduct from the quoted price, as liquidated damages, a sum equivalent to 0.5% per week of the quoted value of work for a maximum period of ten weeks.

44. ARBITRATION CLAUSE:- In the event of any dispute arising out of or in connection with this tender/contract/work order, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Director, KALAKSHETRA FOUNDATION or any other officer nominated by the Director, KALAKSHETRA FOUNDATION for arbitration whose decision shall be final and binding on the parties. The proceedings before the Arbitrator would be governed by the provision of the Arbitration and Conciliation Act, 1996. The place of arbitration shall be Kalakshetra Foundation, Chennai.

45. The courts of Chennai will have exclusive jurisdiction for any issue/ dispute arising out of or in connection with the contract including relating to the arbitration proceedings.

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### Annexure- "I" (Technical Bid)

ENQ.NO- 26/2018-2019/EM Dt-01.12.2018

The Director  
Kalakshetra Foundation  
Thiruvanmiyur,  
Chennai – 600 041.

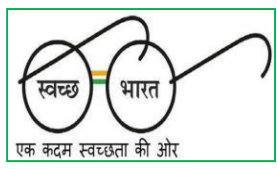
Dear Sir/Madam,

SUB: Tender for –“SUPPLY INSTALLATION TESTING AND COMMISSIONING OF AUTOMATIC MOTORISED CONTROL PANEL FOR CURTAIN AND LIGHT BARS AT BHARATA KALAKSHETRA AUDITORIUM OF KALAKSHETRA FOUNDATION, THIRUVANMIYUR, CHENNAI- 41.”

With reference to your tender enquiry cited above, we are pleased to enclose the Part-I for your kind consideration (as per prescribed format).

#### Our Company profile

i	Name of the agency/Contractor	:	
ii	Mailing address of the agency with PIN Code	:	
iii	Status of the Agency: Proprietor / Partnership / Regd. Company / Co-op. Society	:	
iv	Contact details	:	
	Telephone numbers(s)	:	
	Fax number(s)	:	
	E-mail address	:	
	Website	:	
v	GST registration No	:	
vi	PAN no.	:	
vii	Trade license no.	:	
viii	Bankers and their address along with type of Account & Account No	:	



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ix	Whether you are authorized registered manufactures / dealers / firms / agencies / contractors (If yes, please specify)		
x	E.M.D details		
xi			

We confirm that we shall abide by all the tender conditions and we do not have any additional conditions.

Thanking you,

Yours faithfully,

Signature with date and name of the signatory

Name of the Agency

(Seal of the agency)

Note: You may please attach a separate sheet as annexure for providing the details



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### Annexure- "II" PRICE BID

ENQ.NO-26/2018-2019/EM Dt-01.12.2018

(Schedule of Quantities)

The Director  
Kalakshetra Foundation  
Thiruvanmiyur,  
Chennai – 600 041.

Dear Sir/Madam,

SUB:- Tender for "SUPPLY INSTALLATION TESTING AND COMMISSIONING OF AUTOMATIC MOTORISED CONTROL PANEL FOR CURTAIN AND LIGHT BARS AT BHARATA KALAKSHETRA AUDITORIUM OF KALAKSHETRA FOUNDATION, THIRUVANMIYUR, CHENNAI- 41."

With reference to your tender enquiry cited we are pleased to enclose the following as our financial bid for your kind consideration (as per given format).

S.No	Description of Item	Qty	Unit	Rate	Amount
1	Supply, Installation, Testing and Commissioning of automatic motorised switch control system for vertical and horizontal movement of curtain and light bars consisting of AC forward/reverse limit switches, multiple contact air circuit breakers for automatic stops at lowest/highest ends, push button station for up/stop/down in motion activation, with automatic control cubical type Main LT panel suitable for 415V, 3 Phase, 4 Wire 50 Hz AC supply system having Size not less than 2000mm (H) x 1150mm (W) x 275mm (deep) fabricated in compartmentalized (preferably) design from CRCA sheet steel of 1.60mm thick for frame work and covers, 1.60mm thick for gland plates i/c cleaning & finishing complete with powder coating in approved shade, having 125 AMPS capacity TPN Aluminium Alloy bus bars of high conductivity, connections, interconnections with adequate size wire, bars, links, cables, connectors etc. along with necessary nuts & bolts, clamps, grouting bolts, DMC/ SMC bus bar supports, fabrication shall be done in transportable sections, entire panel shall have a common GI earth bar, earth stud, all complete i/c providing following switch gears:- INCOMING:- 63amps TPN SDFU with HRC fuses - 1 No, OUTGOING:- a)LED Indication lamps(RYB)-1 Set, Multi function meter(VAF) - 1 No. (with CT Coils)-1 Set, 2 HP F/R DOL Starter with 10A TPMCB - 2 Nos.(with Stop/Start illumination push button, Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts), 3 HP F/R DOL Starter for sound motor -3 Nos.(with Stop/Start illumination push button , Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts),2 HP F/R DOL Starter for Left/Right move screen - 4Nos.(with Stop/Start illumination push button, Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts), 2 HP F/R DOL Starter for Up and Down move screen - 4Nos.(with Stop/Start illumination push button , Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage	1set	each		

Signature with Name and Seal of tenderer

ENQ.NO-26/2018-2019/EM Dt-01.12.2018

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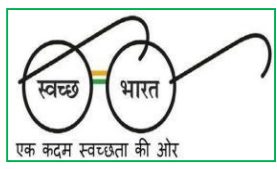
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	230 volts), 2 HP F/R DOL Starter for Spare - 2 Nos.(with Stop/Start illumination push button , Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts)				
2	Supply, Installation, Testing and Commissioning of automatic motorised switch control system for vertical and horizontal movement of curtain and light bars consisting of AC forward/reverse limit switches, multiple contact air circuit breakers for automatic stops at lowest/highest ends, push button station for up/stop/down in motion activation, with automatic control cubical typecubical type Main LT panel suitable for 415V, 3 Phase, 4 Wire 50 Hz AC supply system having Size not less than 2000mm (H) x 1150mm (W) x 275mm (deep) fabricated in compartmentalized (preferably) design from CRCA sheet steel of 1.60mm thick for frame work and covers, 1.60mm thick for gland plates i/c cleaning & finishing complete with powder coating in approved shade, having 125 AMPS capacity TPN Aluminium Alloy bus bars of high conductivity, connections, interconnections with adequate size wire, bars, links, cables, connectors etc. alongwith necessary nuts & bolts, clamps, grouting bolts, DMC/ SMC bus bar supports, fabrication shall be done in transportable sections, entire panel shall have a common GI earth bar, earth stud, i/c providing following switch gears:- INCOMING:- 63amps TPN SDFU with HRC fuses - 1 no OUTGOING:- a)LED Indication lamps(RYB)-1 Set, Multi function meter(VAF) - 1 No. (with CT Coils)-1 Set, 2 HP F/R DOL Starter for Up and Down move screen - 14Nos.(with Stop/Start illumination push button , Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts) 2 HP F/R DOL Starter for Spare - 1 No.(with Stop/Start illumination push button , Trip Led Lamps & Proximity sensor 18mm dia 2 wire 8mm distance coverage 230 volts)	1set	each		
3	Fixing of automatic sensor, limit switch for the existing motors/curtain rods ,(both ends) with welding arrangements i/c testing commissioning etc., as required.	60Nos	each		
		Sub total -			
		Add GST @			
		Grand Total -			
	In words - (				

- We confirm that on being successful in the tender we would take up and execute the work.
- We confirm that we will abide by all the tender conditions and we do not have any additional conditions.
- Note: The above specifications are indicative only and details shall be provided during installation and hence the selected bidder should attend all works without deviation and without any kind of claim for additional time and/or additional payment beyond agreement/work order provisions.

Signature with date and name of the signatory  
Name of the agency with seal



# कलाक्षेत्र प्रतिष्ठान

## KALAKSHETRA FOUNDATION

THIRUVANMIYUR, CHENNAI- 600 041 PH- 044- 24524057 / 0836

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