



भारत सरकार

GOVERNMENT OF INDIA

सूचना और प्रसारण मंत्रालय

MINISTRY OF INFORMATION & BROADCASTING

'ए' विंग, शास्त्री भवन, नई दिल्ली 110 001 -

'A' Wing, Shastri Bhavan, New Delhi- 110 001

तारीख/Date: 02.12.2014

Subject:- Contract for Servicing/repair/maintenance of staff cars- regarding.

Sir,

I am directed to invite fresh quotations for servicing/repairs/maintenance of Ambassador 1800 ISZ staff cars, SX4 (ZXI/VXI), and one CNG Auto as per the following terms and conditions:

- (i) The workshop should have complete wherewithal to repair all kinds of mechanical/electrical defects. The workshop should also be well equipped to undertake all types of denting and painting jobs.
- (ii) Spare parts to be provided should be original & of genuine quality and rates should be as per the approved rate lists of different companies manufacturing the vehicles. The old/replaced parts shall be the property of the Ministry and the workshop will return the same to the Ministry along with inventories of the parts replaced.
- (iii) It shall be the responsibility of the workshop to keep all the vehicles in perfect running condition.
- (iv) The workshop will be required to attend to the defects indicated in the work order issued by this Ministry on priority basis. If any additional work is required to be carried out in the vehicles which are not indicated in the work order, the workshop shall intimate/submit the estimate to the Ministry before attending to the same.
- (v) The workshop shall stand guarantee on the parts replaced. If the work of the workshop is found to be unsatisfactory or if the workshop dishonours the contract, the job awarded to them shall be terminated without any notice.

Contd...2/-

- (vi) The workshop should submit the copies of the contracts awarded to them by any other Ministry/Departments of the Govt. of India in order to prove their competence to undertake the repairs of the Govt. vehicles.
- (vii) No advance payment will be made in any case.

2. The quotations complete in all respects may please be submitted in the prescribed Performa indicating labour rates for all type of jobs. The quotations may be submitted in the sealed cover superscribed "**QUOTATION FOR SERVICING/REPAIRS/MAINTENANCE OF STAFF CARS**" latest by **22nd Dec., 2014 by 11.00 AM**. The quotations should be addressed to Under Secretary (Admn.), Ministry of Information & Broadcasting, Shastri Bhavan, New Delhi. The tenders should be accompanied by **earnest money of Rs. 5,000/- (Rupees five thousand only) in form of demand draft of any nationalized bank in favour of DDO (Main Sectt.) Ministry of Information & Broadcasting**, quotation received without earnest money shall not be entertained.

3. The quotations received will be opened on same day i.e. **22nd Dec., 2014 at 3.30 PM** in Room No.544 'B' "A" Wing, Shastri Bhavan, New Delhi. The representatives of the workshops who wish to be present at the time of opening of quotations are welcome. The Successful tender/firm will have to deposit performance Security Bond worth **Rs. 25,000/- (Rs. Twenty five thousand only)**.

4. The undersigned reserves the right to accept or reject any quotation without assigning any reason.

Yours faithfully,


(S.S. BEDI)

Under Secretary to the Govt. of India .
TELE # 2 338 4490

Copy to:-

1. All Ministries/Departments of Govt. of India, New Delhi with the request that this tender may please be given wide publicity and contractors employed by them may please be persuaded to submit their quotation.
2. Copy to NIC:- NIC with request to issue on website of this Ministry and withdraw from the site in afternoon of **22nd Dec., 2014**.
3. Central Public Procurement Portal website.

**LIST OF THE JOBS FOR SERVICING, REPAIR, MAINTENANCE
OF STAFF CARS (AMBASSADOR/SX4 ZXI & VXI AND CNG AUTO)
OF THE MINISTRY OF I & B**

Sl. No.	Item	In Rs.
1.	Servicing and lubrication Top and under Washing only, replacing oil-filter element	
	ENGINE	
1.	Overhauling of complete engine	
2.	Cylinder Head Overhauling	
3.	Change of Fly-wheel ring	
4.	Socket shaft and tappet replacement	
5.	Adjustment and refitting of oil pressure relief	
6.	Replacement of timing cover place	
7.	Refitting of oil pump	
8.	Engine timing tappet adjustment, distributor and G.R. point, spark plugs cleaning and adjustment	
9.	Overhauling of fuel pump	
10.	Replacement of valve guide	
11.	Replacement of accelerator wire	
12.	Adjustment of tappet only	
13.	Cleaning of Distributor	
14.	Cleaning of Carburetor	
15.	Cleaning and replacement of spark plug	
16.	Cleaning of Distributor cap	
17.	Refitting of connecting rod bearing	
18.	Replacement of main bearing	
19.	Replacement of fan belt	
20.	Replacement of timing cover packing	
21.	Replacement of new timing chain	
22.	Overhauling of Water pump assembly	
	CLUTCH	
1.	Clutch overhauling	
2.	Adjustment of free travel of clutch	
3.	Replacement of clutch and brakes pedal Shafts/bushes	
4.	Overhauling of clutch plate assembly	
5.	Replacement of clutch adjusting rod	
6.	Replacement of clutch plate	

1.	2.	
	GEAR BOX	
1.	Overhauling of gear box	
2.	Overhauling of gear box assembly	
3.	Replacement of front oil seal	
4.	Replacement of side-cover packing and seal	
5.	Replacement of gear box foundation	
6.	Replacement of gear lever	
7.	Replacement of gear linkage ball joint	
	STEERING	
1.	Overhauling of complete steering	
2.	Removal of refitting of steering assembly	
3.	Adjustment of ball joint	
4.	Adjustment of tie rod ends	
5.	Adjustment of damper pad	
6.	Adjustment of pinion thrust	
7.	Adjustment of pinion bearing	
8.	Adjustment of flange	
9.	Replacement of top melt of steering wheel	
10.	Replacement of bottom melt of steering wheel	
11.	Replacement of steering wheel	
12.	Replacement of steering column	
13.	Replacement of Gear control rod	
14.	Replacement of gear control rod assembly	
15.	Replacement of gear control rod support pivot pin selector lever new making	
16.	Replacement of gear pivot brackets	
17.	Replacement of tie rod ends	
18.	Replacement of ball joint (each)	
19.	Replacement of bracket column support assembly	
20.	Setting of wheel caster chamber and toe-in-out	
21.	Adjustment of toe-in and toe-out	

1.	2.	
	SUSPENSION	
1.	Overhauling of complete suspension	
2.	Replacement of rubber bush kit	
3.	Replacement of rear spring assembly (one side)	
4.	Replacement of broken leaf	
5.	Replacement of tie bar bush (one side)	
6.	Replacement of one shock absorber	
7.	Replacement of rear spring bushes	
8.	Replacement of front wheel oil seal	
9.	Replacement of front wheel oil seal	
10	Replacement of torsion bar	
11	Replacement of front bush suspension	
	REAR AXLE	
1.	Refitting of rear axle assembly including Bending and adjusting brakes	
2.	Overhauling of differential, dismantling of rear axle fitting with new charts	
3.	Replacement of hum oil seal	
4.	Replacement of pinion oil seal	
5.	Replacement of Hub bearing	
6.	Replacement of rear axle shaft	
7.	Replacement of differential packing	
8.	Replacement of rear brake drum	
9.	Replacement of back plate assembly from the axle casing flange	
	PROPELLER SHAFT	
1.	Fitting of new propeller shaft	
2.	Fitting of propeller shaft 'U' point	
	BRAKES	
1.	Overhauling of complete brake system	
2.	Adjustment of foot brake shoe	
3.	Adjustment of brake bleeding system	
4.	Overhauling of Master Cylinder	
5.	Replacement of front brake linings	
6.	Overhauling of all the wheel cylinder (one side)	
7.	Overhauling of all the wheel cylinder	
8.	Replacement of break brake linings	

1.	2.	
9.	<u>Replacement of complete brake linings</u>	
10.	<u>Replacement of brake drum linings</u>	
11.	<u>Replacement of hand brake cable</u>	
12.	<u>Replacement of brake shoe and bleeding</u>	
13.	<u>Replacement of brake drum front</u>	
14.	<u>Replacement of front brake drum bearing and adjustment</u>	
	<u>ELECTRICAL</u>	
1.	<u>Dynamo</u>	
2.	<u>Dynamo assembly replacement</u>	
3.	<u>Replacement of dynamo pulley</u>	
4.	<u>Replacement of dynamo fan</u>	
5.	<u>Testing and recharging of battery</u>	
6.	<u>Replacement of voltage regulator</u>	
7.	<u>Overhauling of self starter</u>	
8.	<u>Repairing of horn</u>	
9.	<u>Head light focusing</u>	
10.	<u>Replacement of head light bulb each</u>	
11.	<u>Replacement of side and tail light bulb</u>	
12.	<u>Replacement of dash board light bulb</u>	
13.	<u>Overhaul of horn ring</u>	
14.	<u>Replacement of horn ring starter place sleeve</u>	
15.	<u>Replacement of ignition switch</u>	
16.	<u>Replacement of complete wiring</u>	
17.	<u>Replacement of fuel gauge tank unit</u>	
18.	<u>Replacement/check-up of fuel gauge dash board</u>	
19.	<u>Fitting of new electric bulb in parallel</u>	
20.	<u>Fitting of new search light</u>	
21.	<u>Fitting of speedometer cable assembly</u>	
22.	<u>Replacement of armature</u>	
23.	<u>Replacement of self starter switch</u>	
24.	<u>Replacement of solenoid switch</u>	
25.	<u>Replacement and check up of wiper blade</u>	
26.	<u>Overhauling of wiper motor</u>	
27.	<u>Replacement of wiper motor</u>	

1.	2.	
	EXHAUST	
1.	Replacement of exhaust pipe front	
2.	Replacement of new muffler	
3.	Replacement of muffler assembly, buffer plate	
4.	Replacement of tail plate	
5.	Replacement of silencer pipe bracket each	
6.	Realigning exhaust pipe assembly	
	BODY	
1.	Removing and replacing of rear back light	
2.	Replacement of front wind screen glass	
3.	Removing and replacing of door lock (one)	
4.	Removing and replacing of door handle(external)	
5.	Replacing door hinges pins of each door	
6.	Replacing of door window regulator	
7.	Replacement of door glass each	
8.	Replacement of door gola	
9.	Replacement of door beading set	
10.	Replacement of door canned set	
11.	Replacement of door handle set	
12.	Replacement of channel set and beading set	
13.	Replacement of roof upholstery	
14.	Bonnet adjustment	
15.	Repairing and replacement of dickey lock	
16.	Replacement of front and rear bumper	
	PAINT	
1.	Complete painting double coat without dent	
2.	Complete painting single coat	
3.	Complete painting after scrapping old paint	
4.	Complete painting co lour change	
	DRY CLEANING	
1.	Inside dry cleaning	
2.	Rubbing Polish	

1. Pee Dee Motors.,
D-102, Mohamadpur,
New Delhi
2. M/s Rajiv Motors
L- Block, Jail Road,
Hari Nagar,
New Delhi.
3. M/s Pee Dee Motor
D-102, Mohamadpur,
New Delhi
4. M/s Friends Motor,
B-28, Palika Bhawan,
Sector -13,
R.K. Puram.
New Delhi
5. M/s New Delhi Car Clinic,
B-15, Palika Bhavan,
Sector -13, R.K. Puram,
New Delhi.
6. M/s Tara Datt Automobiles,
Sukhdev Market,
Kotla Mubarkpur,
New Delhi.
7. M/s Safdarjung ServiceStation,
Race Course Road,
New Delhi.
8. M/s S.K. Motors,
B-16, Palika Bhawan,
Sector -13, R.K. Puram,
New Delhi.
9. The General Manager,
M/s Competent Motors Automobiles
Company Ltd.,
B-83, Mayapuri Industrial Area Phase-I, Mayapuri
New Delhi
10. M/s Dalip Shop
No.101, MeharChand
Lodhi Road,
New Delhi.
11. M/s Shakti
Automobiles,
B-22, Palika Bhavan,
R.K. Puram, N. Delhi.
12. M/s David Motor
Works, B-29,
Palika Bhavan,
Sector -13,
R.K. Puram,
New Delhi.
13. M/s Bahi Automobiles
(India)
44, DDA, Auto Complex,
Zamrudpur, Greater Kailash,
New Delhi.
14. M/s Shiv Automobiles,
Mohan Singh Market,
INA, New Delhi.
15. E & M Workshop,
National Airport Authority of India,
Safdarjung Airport,
New Delhi