



भारतीय राष्ट्रीय विज्ञान अकादमी

बहादुर शाह ज़फर मार्ग, नई दिल्ली - 110 002

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निविदा आमंत्रण सूचना (एनआईटी) (सीमित निविदा)

विषय: अकादमी के परिसर में स्थित INSA भवनों में स्थापित विभिन्न प्रकार, क्षमताओं एवं ब्रांडों के पोर्टेबल अग्निशामक यंत्रों की रिफिलिंग के संबंध में।

एकल बोली प्रणाली के अंतर्गत उपर्युक्त विषय के लिए पंजीकृत, प्रतिष्ठित, वित्तीय रूप से मजबूत, सेवा प्रदाता से सीमित निविदा जांच के माध्यम से मुहरबंद निविदाएं आमंत्रित की जाती हैं। कंपनी/फर्म पंजीकरण की एक प्रति, PAN कार्ड की एक प्रति और GST पंजीकरण की एक प्रति विधिवत भरे हुए निविदा दस्तावेज के साथ संलग्न की जानी चाहिए। पार्टी द्वारा पिछले 3 वर्षों के भीतर कम से कम एक लाख रुपये की कीमत का एक कार्य संतोषजनक रूप से पूर्ण किया होना चाहिए।

निबंधन और शर्तों सहित निविदा दस्तावेज (अप्रतिदेय/ अहस्तांतरणीय) दिनांक **08.09.2026** को अपराह्न 5:00 बजे से सीपीपी पोर्टल और इन्सा वेबसाइट <http://insaindia.res.in> से डाउनलोड किया जा सकता है। विधिवत् भरे हुए निविदा दस्तावेजों को जमा करने की अंतिम तिथि **14.09.2026** को अपराह्न 5:00 बजे तक है। निविदाएँ दिनांक **15.09.2026** को पूर्वाह्न 11:30 बजे इन्सा में सक्षम प्राधिकारी द्वारा नियुक्त एक स्थायी समिति द्वारा खोली जाएँगी। अकादमी बिना कोई कारण बताए किसी एक अथवा सभी निविदाओं को रद्द करने का अधिकार अपने पास सुरक्षित रखती है।

उप कार्यकारी निदेशक-। (वित्त एवम् प्रशासन)



INDIAN NATIONAL SCIENCE ACADEMY

Bahadur Shah Zafar Marg, New Delhi-110002

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NOTICE INVITING TENDER (NIT) **(Limited Tender)**

Subject: Refilling of portable fire extinguishers of various types, capacities and brands installed in INSA buildings with in the premises of the Academy.

Sealed tenders through limited tender enquiry are invited from registered, reputed financially sound, service provider for the subject mentioned above under Single Bid System. A copy of company/ firm registration, copy of PAN Card and copy of GST Registration should be attached with duly filled tender. The party must be completed satisfactorily at least a single work not less than costing Rupees one lakh during last 3 years.

The tender documents (Non-returnable/ non-transferable) with terms and conditions can be downloaded from CPP portal and INSA website <http://insaindia.res.in> also from **08.09.2026 at 5:00 pm** onwards. The last date for submission of the duly filled up tender documents is **14.09.2026 till 5:00 pm**. The tenders shall be opened by a standing committee appointed by the competent authority on **15.09.2026 at 11:30 am** at INSA. The Academy reserves the right to reject or accept any or all the tenders without assigning any reason thereof.

Deputy Executive Director-I (F&A)

List of the service provider of fire extinguisher

1. M/s Fire Protection Engineering Work
I-200, Sector-3, Bawana
New Delhi 110039
Mob: 9810289367
2. M/s Foamtech Antifire Company
Plot No. 153, Block KL, EPIP
Sec-53, Kundli,
Haryana- 131028
Mob: 9810266284
3. M/s R S Enterprises
Plot No. B-11, Second Floor,
Rajdhani Park, Mundka
New Delhi- 110041
Mob: 7982345009
4. M/s United Fire Equipments Pvt. Ltd
Nr 990, Bus Stand, 2nd Floor, K-960,
LIFEGUARD TOWER, opp. State Bank of India,
Rithala, Rohini, New Delhi,
Delhi 110085
Mob:8048034226
5. Anika Fire Tech Private Limited
1st Floor, C - 166, Pocket C,
Okhla Phase I, Okhla Industrial Estate,
New Delhi, Delhi 110020
Mob: 9643328106
6. RELISH fire Private Limited
329, Sant Nagar, East of Kailash,
New Delhi, Delhi 110065
Mob: 9711637961

7. Chawla Fire Protection Engineers Private Limited
150-51, Inside Ajmere Gate, Ajmere Gate Rd,
Kucha Tiku Shah, Ajmeri Gate,
Delhi, 110006
Mob: 011-27028647

8. Spectra Fire Systems Pvt. Ltd
2nd Floor, Plot No 3, 257, Rd Number 44,
near M2K Road, Rani Bagh,
Pitampura, New Delhi,
Delhi, 110034
Mob: 9899021314

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INDIAN NATIONAL SCIENCE ACADEMY
Bahadur Shah Zafar Marg, New Delhi-110002

Ref. No.: INSA/ fire extinguisher/2026-27/
8th September, 2026

To
M/s.....
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Subject: Refilling of portable fire extinguishers of various types, capacities and brands installed in INSA buildings with in the premises of the Academy.

Dear Sir,

The Academy intends to invite quotation from service provider who deals in such type of business for refilling of fire extinguisher/cylinders and fire system with Govt/PSU, MNC and Private Limited Reputed Firms/Company. The last date for submission of quotation is 14th September, 2026. The quotation should be submitted positively on or before 14th September, 2026 till 5:00 pm in sealed single envelope through Mail/Courier/By Hand in the prescribed format only. The quotation received after due date and time will not be accepted by the Academy.

A copy of company/firm registration with any of the govt. statutory body with fire extinguisher, copy of Pan Card and copy of GST registration should be attached with the quotation. The party must be completed satisfactorily at least a single work not less than costing Rupees One lakh during last 3 years. The quotation shall be opened by a committee appointed by the competent authority on 15th September, 2026 at 11:30 am at INSA. The work will be awarded to the successful bidder based on the price quoted by party and the specification already mentioned in the quotation sheet/format.

Thanking you,

Yours sincerely,

(B. K. Rajput)
Assistant Executive Director-II (Estate)

Encl.:

- Quotation Sheet
- Terms & Conditions



INDIAN NATIONAL SCIENCE ACADEMY
Bahadur Shah Zafar Marg, New Delhi-110002

QUOTATION SHEET

Name of contract: Quotation for Refilling of portable fire extinguishers of various types, capacities and brands installed in INSA buildings with in the premises of the Academy.

S. N.	DESCRIPTION	UNIT	QTY.	RATE	AMOUNT
1.	Water Type Fire-extinguishers (Co ₂ Gas Cartridge Type), 9 Ltrs. Brand: FOAMTECH	Nos.	54		
2.	ABC Powder Type Portable Fire-Extinguisher, 6 Kgs. Brand: ANDEX	Nos.	32		
3.	ABC Powder Type Portable Fire Extinguishers, 5 Kgs. Brand: INTIME	Nos.	06		
4.	Cartage for both sides				
	Total				
	GST @_____ % on the total value				
	Total value (Including GST)				
(In words: Rupees _____)					

(Signature of tenderer with seal)



INDIAN NATIONAL SCIENCE ACADEMY
Bahadur Shah Zafar Marg, New Delhi - 110002

TERMS & CONDITIONS:

1. The firm should quote the rate of each item in appropriate column in quotation sheet. Kindly quoted the item rate and GST separately as applicable. No other/ hidden charges other than quoted items rates will be paid by the Academy.
2. The conditional quotation shall not be accepted and quotation shall not be permitted to alter or modify their bids after expiry of the last date for the receipt of proposal/quotation.
3. The quotation should sign all the papers/documents attached with the proposal/quotation and affix the stamp of the firm/company.
4. In case of any enquiry regards in this, the Assistant Executive Director - Estate may be contacted on any working day (**Monday to Friday**) during the office hours (**9:30 am to 6:00 pm**).
5. The firm/company should attach copy of PAN card. GST registration certificate is requiring submitting along with quotation.
6. MSME are exempted to submission of company registration subject to submission of UDYAM.
7. The payment will be released within 15 days from the date of delivery of cylinders at site.
8. No advance payment will be given against the work order to the party/ company. The TDS will be deducted from the bill by the Academy as per Govt. rules, If applicable.
9. The envelope of the proposal/quotation should be super-scribed "**Quotation for Refilling of portable fire extinguishers of various types, capacities and brands installed in INSA buildings with in the premises of the Academy.**"
10. The last date for submission of duly filled up quotation is 14th September, 2026 till 05:00 pm.
11. The interested firm/company may submit their quotation in single sealed envelope through mail/courier/By Hand addressed to Deputy Executive Director-I (F&A), Indian National Science Academy, Bahadur Shah Zafar Marg, New Delhi - 110 002 on or before 14th September, 2026 till 05:00 pm.

12. The quotations shall be opened on 15th September, 2026 at 11:30 am at INSA in presence of parties/representatives of the firms/companies by a duly constituted committee by the competent authority of the Academy.
13. The rates quoted by the quotation shall be exclusive of all taxes. The all applicable taxes should be mentioned separately and clearly as already given in quotation sheet.
14. Only materials conforming to the applicable BIS Standards shall be used for refilling the fire extinguishers.
15. In case any cylinder is refilled during the warranty period, no additional charges, including labour charges, freight charges, or any other incidental charges, shall be payable for such refilling, except for the cost of replacement parts.
15. Only new and fresh refill material shall be used for the fire extinguishers. The old refill material shall be discharged and disposed of in the presence and at the direction of the concerned officer or his authorized representative.
16. The Serial No., location, date of refilling, next due date for refilling, etc., shall be clearly marked on each fire extinguisher. Fire safety stickers shall also be pasted on all fire extinguishers.
17. The party shall be responsible for rectifying any defect noticed within one year from the date of servicing/refilling, at its own risk and cost. The party shall also ensure that the fire extinguisher is maintained at the appropriate pressure.
18. The refilling service shall be completed within 7 days from the date of issue of the work order/letter of award.
19. Delivery shall be completed at the Buyer's designated location within the stipulated delivery period.
20. The nozzles, port hole, vent hole, cap assembly, siphon tube, safety pin/clip, discharge pipe, and other components shall be properly checked during servicing/refilling.
21. It shall be ensured that all joints are fully tightened and that the nozzle, vent hole, etc., are free from dust, dirt, and other obstructions.
22. Each cylinder shall be weighed and leak-tested after refilling.
23. All materials, tools, equipment, and other items required for servicing/refilling shall be arranged by the party at its own cost.
24. The Academy reserves all the rights to accept or reject in part or any or all the quotation without assigning any reason thereof and also to cancel the order at any time.
25. In case of any dispute or differences, the award of single arbitrator appointed by the President, INSA shall be final and binding on both the parties to the contract.