

**Rate Contract**  
**Government of India**  
**Directorate General of Supplies & Disposals**  
**Jeevan Tara Building, 5 Sansad Marg,**  
**New Delhi - 110 001, Tel Number 23360610/23360537**

Rate Contract No. WGWB/WMT-2/RC-S3090000/0216/12/04949/0012 Dated 23-APR-15

Amendment No. WGWB/WMT-2/RC-S3090000/0216/12/04949/54183 Dated 30-APR-15

Effective Date : 30-APR-15

To,  
M/s. Whitemark Limited  
M - 1, Chiranjiv Tower,  
43, Nehru Place, New Delhi - 110 019  
Phone No. 011-26479314 / 26233990 / Mob.: 09810295940  
Fax: 011- 26217129

Sub: Rate Contract for supply of Writing Board Validity: From 23-APR-15 To 25-OCT-15.

- Ref: (1) This Office Tender Enquiry No. WGWB/WMT-2/RC-S3090000/0216/12  
Opened on 10-FEB-15.  
(2) Your quotation No. 6863 and dated 09-FEB-15.

Dear Sir,

You are hereby informed that your above referred tender read with subsequent letters mentioned above for the Stores specified in the Schedules annexed has been accepted. This rate contract will be governed by the terms and conditions brought in the Form no. DGS&D 1001 including DGS&D Arbitration Clause available from DGS&D sales counter on payment of Rs. 50/- The dispute cannot be referred by the contractor or entertained by facilitation Council or any other adjudicating forum. The Rate Contract and the schedules annexed here to shall be the sole repository of this Rate Contract/Transaction.

**SCHEDULES ANNEXED**

1. Schedule "A" Description of stores, prices, duties/taxes.
2. Schedule "B" special conditions of contract/other information.
3. Annexure - Technical Specification.

"Suspense Account facilities for indentors of Central Civil Ministries/Departments and UT Administration, except for M/o Defence, M/o Railways and D/o Posts, have been withdrawn with effect from 03.07.2012. As per revised procedures/guidelines, the indentors are required to place funds at the disposal of O/o Chief Controller of Accounts(Supply), D/o Commerce, 16-A, Akbar Road Hutments, New Delhi-110011 in the form of letter of Authority. The format of Letter of Authority is attached. The indentors are advised to allocate funds to cover the cost of stores ordered, which includes value of supply orders inclusive of all duties & taxes as per relevant Rate Contract plus 5% of the value of supply order towards other incidental charges in case of Rate Contract with firm & final prices or 10% of the value of supply order towards other incidental charges in case of rate contract with price variation clause. In addition, indentors are also required to include 2.0% of the cost of the stores (i.e value of supply order + incidental charges) as DGS&D department charges. Supply Order not accompanied with letter of authority in the prescribed format along with requisite funds shall not be considered as valid supply orders. Ink-signed copy of Letter of Authority is to be sent to the Office of chief Controller of Accounts (Supply), D/o Commerce, 16-A, Akbar Road Hutments, New Delhi-110011 by Speed Post under intimation to RC holder. Purchase Directorate concerned in DGS&D Headquarters and Inspecting Officer concerned.

The above instructions shall apply to all supply orders placed on or after 03.07.2012."

Yours Faithfully,



Assistant Director(S)/Section Officer/Dy. Director /DDG(S)  
For and on behalf of the purchaser named in the Form DGS&D 1001

## **COPY TO:-**

1. The Chief Controller of Accounts, Department of Commerce, New Delhi/COA Mumbai/COA Kolkata, COA Chennai. (Through authentication cell)  
This issues with the approval of competent authority).
2. Deputy Director General of Supplies & Disposals, Chennai - 10 copies each.
3. Deputy Director General of Supplies & Disposals, Kolkata - 10 copies each.
4. Deputy Director General of Supplies & Disposals, Mumbai- 10 copies each.
5. Deputy Director General (QA), Kolkata - 10 copies each.
6. Deputy Director General (QA), Chennai - 10 copies each.
7. Deputy Director General (QA), Mumbai - 10 copies each.
8. Deputy Director General (QA), DGS&D - 10 copies each.
9. Inspection Authority ADG (QA) DGS&D New Delhi - 110001.
10. Quality Assurance Officer Director (QA) Delhi Directorate/Mumbai, Chennai/Kolkata.
11. Concurrent Audit.
12. MIS cell
13. Ledger Clerk
14. O.L. Section
15. All Direct Demanding Officers as per mailing list maintained by DGS&D.
16. Concerned CQA (for defence item only)-As per Clause 19 of RC.
17. Concerned SQAQ (for defence item only)-As per Clause 20 of RC.

Yours Faithfully,



Assistant Director(S)/Section Officer/Dy. Director/Director/DDG(S)  
For Director General of Supplies & Disposals

**SCHEDULE - A**

1. Rate Contract No.: WGWB/WMT-2/RC-S3090000/0216/12/04949/0012 Dated 23-APR-15

Amendment No. WGWB/WMT-2/RC-S3090000/0216/12/04949/54183 Dated 30-APR-15  
Effective Date : 30-APR-15

2. Advance Rate Contract No.:- Dated

3. (a) Name and Full Address of the Firm :-

M/s. Whitemark Limited  
M - 1, Chiranjiv Tower,  
43, Nehru Place, New Delhi - 110 019  
Phone No. 011-26479314 / 26233990  
Mob.: 09810295940  
Fax: 011- 26217129  
Email - tarun@whitemark.in

(b) Name and Full Address of Manufacturer :-

Whitemark Limited  
Village Neemka, P.O. Bichhor,  
Via Punhana, Distt. Mewat, 121004, Haryana

(c) Brand: WHITEMARK

4. Validity of Rate Contract: 23-APR-15 To 25-OCT-15

5. Description of Item, Specification, Unit, Rate

Item Model No	Description			Rate Per Unit
	Writing board with Vitreous Enamelled Steel Sheet Top Surface Board Colour : White, purpose : Writing with dry marker ink, 80% Minimum Gloss at 60 degree lead in the following sizes			(Rs.)
	Sizes	Min, order Qty.	Rate of Supply	
1.	600 X 900 mm	10	4000	2036.05
2.	900 X 1200 mm	10	4000	3788.00
3.	1200 X 1800 mm	10	4000	7078.83
4.	1200 X 2400 mm	10	3000	9485.15
5.	1200 X 3000 mm	10	2500	11797.73
6.	900 X 2400 mm	10	3000	8223.75
7.	1200 X 3600 mm	10	2000	14394.40

*Umas K*

Item Model No	Description			Rate Per Unit
	Writing board with Vitreous Enamelled Steel Sheet Top Surface Board Colour : White, purpose : Writing with dry marker ink cum Projection, 60% Minimum Gloss at 60 degree lead in the following sizes			Rs.
	Sizes	Min, order Qty.	Rate of Supply	
8.	600 X 900 mm	10	4000	2074.88
9.	900 X 1200 mm	10	4000	3788.00
10.	1200 X 1800 mm	10	4000	7078.83
11.	1200 X 2400 mm	10	3000	9485.15
12.	1200 X 3000 mm	10	2500	11797.73
	Writing board with Vitreous Enamelled Steel top surface, Board colour <b>Green</b> , purpose writing with chalk, 2 % Minimum Gloss at 60 degree lead in following sizes			Rate Per Unit (Rs.)
	Sizes	Min, order Qty.	Rate of Supply	
13.	600 X 900 mm	10	4000	2008.59
14.	900 X 1200 mm	10	4000	3667.73
15.	1200 X 1800 mm	10	4000	7007.80
16.	1200 X 2400 mm	10	3000	9157.49
17.	1200 X 3000 mm	10	2500	11400.93
18.	900 X 2400 mm	10	3000	7943.44
19.	1200 X 3600 mm	10	2000	13873.55
	Writing board with Vitreous Enamelled Steel top surface, Board colour <b>Black</b> , purpose writing with chalk, 2 % Minimum Gloss at 60 degree lead in following sizes			Rate Per Unit (Rs.)
	Sizes	Min, order Qty.	Rate of Supply	
20.	600 X 900 mm	10	4000	2033.21
21.	900 X 1200 mm			
22.	1200 X 1800 mm	10	4000	7093.98
23.	1200 X 2400 mm			
24.	1200 X 3000 mm	10	2500	11540.14
	Writing board with Vitreous Enamelled Steel top surface, Board colour <b>Blue</b> , purpose writing with chalk, 2 % Minimum Gloss at 60 degree lead in following sizes			Rate Per Unit (Rs.)
	Sizes	Min, order Qty.	Rate of Supply	
25.	1200 X 3600 mm			
26.	900 X 1200 mm	10	4000	3901.64
27.	1200 X 1800 mm	10	4000	7093.98
28.	1200 x 2400 mm			
29.	1200 X 3000 mm	10	2500	11540.14

*Umas K*

06.	Terms of Delivery	Free delivery at site (i.e. consignee place)
07.	Excise duty	E.D. Not applicable at present and will not be charged even if it becomes later on.
08.	Sales Tax	Extra @ 13.13%
09.	Delivery Period	30 days
10.	A. Annual Turnover B. Monetary Limit (In Rs.)	2010-11 2084 Lacs 2009-10 1958 Lacs 2008-09 1767 Lacs Without Any Limit
11.	Payment terms	80% against inspection of stores (wherever applicable) and provisional receipt of stores by consignee, and balance 20% on acceptance of stores by consignee within 60 days of receipt of stores.  Note: Provisional Receipt of stores by consignee are to be given on copy no. 1 or the I-Note for initial payment of 90% or 80% as the case may be, followed by acceptance of stores certificate to be given by consignee on copy no. 2 & 5 of I-Notes for balance 10% or 20% payments as the case may be.
12.	Slab discount clause	Nil
13.	Prices	Fixed
14.	Quantity Offered	Not Applicable
15.	Minimum quantity in single supply order	--
16.	Minimum order value in single supply order	--
17.	Status of R/C holding firm	SSI
18.	Paying Authority	PAO, User Deptt. (a) The payment to the suppliers in all the adhoc Contract (A/Ts) and / or Supply Order placed against DGS&D Rate Contracts shall be made directly by indentors i.e. order placing authority through their concerned Pay & Accounts Offices only, instead of CCA(Supply) or its Regional Pay & Accounts Offices of Department of Commerce. (b) The payment to the supplier shall be paid by the indentors as per prescribed forms of payments including timelines for payments within 60 days of due date which must be ensured by the indentors. Delays, if any, in this regard would render the indentors responsible and not the DGS&D in any manner whatsoever. (c) Consequently, the requisite Departmental charges + prevailing Service Tax thereon shall be deposited by the respective Pay & Account offices (PAO) of the indentors directly to the Receipt Head Account of DGS&D as prescribed by CGA. (d) Indentors shall be directly responsible for any noncompliance/default for the afore-said provisions.
19.	Inspection Authority	For Civil : ADG (QA), Jeevan Tara Building, Parliament Street, New Delhi.
20.	Quality Assurance Office / Inspection Officer	
21.	Place where the stores are to be tendered for inspection	At firm's factory premises
22.	R/C is DDOs operated	Yes
23.	Packing & Specification	See annexure

*Umas K*

With effect from First October two thousand eight (01-10-2008), all supply order(s) against this Rate Contract must be placed by Direct Demanding Officer(s) on-line through DGS&D website (www.dgsnd.gov.in) (indentor's page) only. Supply order(s) in any other form placed on or after 01-10-2008 shall not be valid and shall not be acted upon by the contractor or any other concerned agencies.

DDO shall download the supply order and send an ink signed copy to the concerned paying authority specified in the rate contract through Registered/Speed post immediately after on-line placement of Supply Order(s).

- 24- Departmental Charges : Departmental charges at the rates prescribed by government from time to time shall be levied, for the services rendered by the Directorate General of Supplies and Disposal, in regard to Purchase & Inspection. The rates currently applicable for departmental charges in regard to purchase and inspection of stores against DGS&D R/C.
- 24(a) For Purchase : - Departmental Charges will be levied @1.0% of the value of the contract or supply order placed against the DGS&D rate contract.
- 24(b) For Inspection :- Departmental Charges will be levied @1.0% of the value of the contract or supply order placed against the DGS&D rate contract.
- 24(c). The value of the Contract or Supply Order shall be all inclusive basis including all taxes & duties. Service tax at prevailing rate as applicable shall be chargeable as extra on the Departmental Charges.
- 24(d) Such direct/referral Supply Orders being placed by various Government users on Rate Contract holding firms or their dealers/sub agents, obtaining supplies and making direct payments to the firms for the cost of stores prescribed in the Rate Contracts are liable to pay a nominal fee as Departmental Charges @0.25% of the value of Supply Order (all inclusive including taxes & duties ) + Service Tax extra as applicable. After receipt of Supply Order, the firm will deposit the said Departmental charges + service tax thereon at the rates provided in the R/C to the concerned Controller of Accounts (CCA) viz. Delhi/Mumbai/Kolkata/Chennai, as the case may be, as indicated in the R/C by way of Demand

Draft/Bank Transfer. In case, the supplies are made in installments, the aforesaid Departmental charges + Service Tax can be paid by the firm with CCA on pro-rata basis based on the value of the supplies made. In case no supplies are made, Departmental charges would not be payable / claimable as no service would deem to have been rendered by DGS&D. The firms can claim Departmental charges from PAO of the indentor for the direct/referral orders placed by them. Those who err/conceal/misrepresent/default in payment of prescribed Department Charges would be viewed adversely and shall be liable for actions as deemed fit by DGS&D including de-registration, debarring or suspension of business dealings, blacklisting, bad performance and denial of further Rate Contracts etc, in addition to recovery of the requisite amounts. It would be the responsibility of the user department to ensure that the prescribed departmental charges have been paid by the supplier before releasing their payments for the supplies. The firm would also disclose the same to DGS&D.

- 24(e) The Referral /Direct Orders placed by the indentor by tweaking DGS&D Rate Contract terms & condition and/or Specifications and obtaining the supplies within 1% of the DGS&D Rate Contract prices, such transactions will fall within the purview of DGS&D Rate Contract and will also attract the aforesaid Departmental Charges @0.25% of the value of stores ordered and supplied alongwith applicable Service Tax thereon.
- 24(f) In the event of placing such Referral/Direct Supply Orders, indentors shall send e-mail to DGS&D for which a special provision would be provided on DGS&D website. While the indentors placing on-line Supply Order on DGS&D e-procurement portal shall have the protection under the terms & conditions of DGS&D Rate Contract, the same would not be available in case they choose to place paper Supply Order and such transactions would be at their own risk.



Assistant Director(S)/Section Officer/Dy. Director/Director/DDG(S)  
For and on behalf of the purchaser named in the Form DGS&D 1001

## **SCHEDULE 'B**

### **TEST REPORTS FOR REGISTRATION AND ACCEPTANCE OF GOODS:**

In case of products having satisfactory test reports from International Laboratory Accreditation Cooperation (ILAC) or their worldwide affiliated/recognized labs or NABL approved labs, it would be sufficient to consider the products of requisite quality for acceptance without insistence for any further testing pursuant to DGS&D Manual Correction Slip No. 38 dated 18-12-2012.

RC Specification: Writing surface as per Data Sheet as declared in tender E3 ceramicsteel writing surface manufactured by

Polyvision N.V.,

Belgium.

In order to ensure that the material is genuine E3 Ceramicsteel, the customer or its contractor should look for the E3 protective film affixed to the surface of all writing boards supplied.

*Ullas K*

## ANNEXURE

### **I. Technical Requirement of T/E.**

#### **Detailed Specifications of Writing Boards against Schedule 1 items:**

Steel Writing Board for writing purpose shall be placed on Medium Density Fibre (MDF) Board with electro galvanised backing steel sheet and frame of anodised extruded aluminium alloys hollow section.

The board shall have all round framing of anodized extruded aluminium alloy hollow section Designation 63400 as per IS: 1285-2002 (Reaffirmed 2012), third revision or IS: 733-1983(REAFFIRMED 2011), third revision, with latest upto date amendments.

The Frame section shall be front: 20mm, side: 16mm, wall thickness: 1.2mm.

#### **1. White Boards with vitreous Enameled Steel Sheet Surface:-**

The writing top surface shall be made of steel sheet of thickness 0.3 to 0.4 mm and shall have vitreous enamel coating of 0.11 mm min thickness on top and 0.03 mm min. on the back. The top shall be free from waviness and shall show no scratches when HB to 3H pencils are used for writing. The surface shall show excellent erasability when the specified writing medium is used. It should be possible to fully erase the marking of permanent marker pens using methanol.

#### **2. Green, blue and Black Boards with Vitreous Enameled Steel Sheet Top Surface:-**

The writing top surface shall be made of steel sheet of thickness 0.3 to 0.4mm . It shall have vitreous enamel coating of 0.095 mm min. thickness on top and 0.03 mm min. on the back. The top shall be free from waviness and shall show excellent eras ability.

### **II) General Specifications applicable to items of schedules-1 :**

1) The core material shall be 9 mm thick MDF board having Bulk Density of 750 kg per cubic metre and Grade-1 as per IS: 12406-2003(Reaffirmed 2013). The backing material Sheet shall be min 0.25 mm thick electro galvanised steel sheet conforming to IS: 277-2003(Reaffirmed 2013),Amdts.1 to 4. Both the top and the backing sheet shall be properly fixed with the MDF board using suitable adhesive to avoid any moisture absorption.

2) The writing board shall be provided with suitable wall mounting device.

III) Packing: The boards shall be wrapped in moisture resistant sheets and packed suitably in a corrugated box for local delivery and in wooden crate for dispatch by rail/road transport to withstand transit hazards.

IV) Marking: Each board shall be provided with indelible marking for: -

- a) Name/Trade mark of the manufacturer
- b) Type of board
- c) Supply Order No. and date.

V) Inspection: Besides checking other parameters required as per R/C the inspection procedure should include the following:

#### **i) Regarding components:**

- a) ISI marked M.D.F.Board,
- b) ISI marked G.I.Sheets  
(These shall be ISI marked supported by test certificates.)
- c) Aluminium anodised sections i.e. frames.  
(These shall be conforming to IS1285: 2002(REAFFIRMED 2012 or IS733: 1983 (REAFFIRMED 2011) with amdt.no.1.
- d) Vitreous Enamelled Steel sheet shall be procured along with data sheet as declared in the tender in support of their claim regarding the specification.





- (ii) Testing/Sampling: The manufacturer will offer lot for pre-inspection and each lot of Vitreous Enamelled steel sheet shall be stamped and samples drawn there from by the inspector of concerned Q.A. Directorate for against 1st lot samples would be got tested from any Govt. approved laboratory / NABL approved to check the coating thickness and gloss of the sheet. The firm will be retain the remaining portion of the tested sample duly sealed and signed by the test lab for the future reference / guidance during currency of R/C period. The store will be manufactured after receipt of test report. In house testing facility for checking gloss and coating thickness will be utilized for rest of R/C period.
- (iii) The 'Gloss' shall be checked during inspection with gloss meter duly calibrated by manufacturers/supplier of the instrument. Alternatively, samples tested at NABL approved or any other specified lab may be used as reference samples for calibrations of the gloss meter at the time of inspection. For this purpose one sample may be of a gloss value within the lower 1/3rd of scale and the other sample with gloss value within the upper 1/3rd of the scale of gloss meter.
- (iv) Inspection of stores shall be reported as per Inspection Report Proforma No. GE-122, Version - 2. A copy of proforma is enclosed with the hard copy of T.E. The supplier while downloading the tender form from website shall obtain a copy of proforma from Website itself.
- (v) The suppliers will submit purchase vouchers of raw material from the raw material suppliers at the time of inspection to the inspecting officer.
- (vi) The supplier shall submit manufacturers test certificate for each lot received from original manufacturer for Vitreous Enamelled Steel Sheet which shall comprise of all the tests as declared in manufacturers technical brochure. Samples will be drawn at random from the offered lot from supplier's (R/C holding firm) premises to verify the declared critical parameters such as : Thickness enamel top coatings, Thickness back side enamel coatings, Colour deviation from standard [applicable to white board & coloured boards (Black,Blue & Green)] however coloured boards can be grouped together and tests can be done by picking up the other colours when the same is done, Gloss, Wear resistance, Impact resistance from NABL/ILAC accredited lab. during the currency of R/C. The test charges will be borne by the supplier irrespective of test results. The first lot of the R/C will be released on receipt of the satisfactory 'Test Report' from Lab. Further, the samples will be drawn at random from every 1500 nos. Writing Board supplied for testing at NABL/ILAC accredited lab. and the lot will be released on receipt of satisfactory T/Report from the lab. In case the R/C holder changes a new source of "Vitreous Enamelled Steel Shut Top" in between lot of 1500 Nos. Writing Board supply then the test requirement as given in para-vi of GTR shall be applicable and tests have to be done on the new source.

**Writing Board with Vitreous Enamelled Steel Sheet Top Surface.**

Specification: -

Writing board with vitreous enameled steel sheet top surface in white, green, blue & black colour suitable for writing with dry marker, chalk writing (Screening cum projection in white only) as per detailed sizes.

Yours Faithfully,

Assistant Director(S)/Section Officer/Dy. Director/Director/DDG(S)  
For and on behalf of the purchaser named in the Form DGS&D 1001