

TENDER DOCUMENT

SUB.: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.

CLIENT: DIRECTOR NIPGR,
NEW DELHI

COST OF TENDER DOCUMENT:- Rs. 150/-

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TENDER DOCUMENTS

SUB.: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.

Owner : Director, NIPGR Campus, New Delhi

Tender issued to : _____

**Place for submission/
Place opening of tender document:** NIPGR Campus,
Aruna Asaf Ali Marg,
New Delhi-110067

**Consultant Engineer
NIPGR Campus,
New Delhi**

Last date for sale of tenders: 02.05.2016 before 16.00hrs.
Date/Time of submission : 04.05.2016 before 14.30hrs.
Date/Time of opening : 04.05.2016 at 15.00hrs.

**Consultant Engineer
NIPGR Campus,
New Delhi.**

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TENDER FORM

To

The Director
NIPGR CAMPUS,
New Delhi.

Dear Sir,

I/We have read and examined the following Tender Documents relating to the
"SUB.: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.

Tender Form

- Tender Notice
- General Conditions
- Instruction to bidders
- General Information
- General conditions of contract
- Special terms and conditions of contract
- Terms & Conditions
- Certificate for Physical Inspection of Site as per Annexure – 'A'
- Schedule of Quantity

I/We hereby offer to execute the work complete in all respects specified in the under written Memorandum within the time specified therein or during the allowed extended time at the rates specified in the bill of Quantities and in accordance, with the specifications, designs, drawings and instructions in writing referred to in the conditions of tender.

(Seal & Signature of Contractor)

NATIONAL INSTITUTE OF PLANT GENOME RESEARCH
(Department of Biotechnology, Ministry of Science and Technology, Govt. of India)
Aruna Asaf Ali Marg, New Delhi-110067
Phone: 011-26735161, 26735138 Fax: 011-26741658

TENDER NOTICE

File No.: NIPGR/Engg./7/18/2016-17

Dated: 12.04.2016

Sealed item rate Tenders (in two bid system) are invited on behalf of the Director, NIPGR, New Delhi from the eligible contractors who have experience in repair and painting work with Govt. Departments or other reputed organizations, so as to reach this office up to 2.30 P.M. on or before 04.05.2016 for the following work:

Name of Work: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.

Sl. No.	Estimated Cost	EMD (In ₹)	Time for Completion	Last date & time for sale of Tender Documents	Last date & Time of receipt of Tender	Date & time of opening of tenders
1.	2.	3.	4.	5.	6.	7.
1.	₹ 31,100.00	₹ 650.00	21 days	02.05.2016 16.00 Hrs.	04.05.2016 14.30 Hrs.	04.05.2016 15.00 Hrs.

Tender document can be obtained up to 16.00 Hrs. on all working days on payment of ₹ 150.00 (₹ One hundred fifty only) in cash (Non-refundable) towards the cost of tender. The earnest money shall be in the form of Demand Draft of a Scheduled Bank issued in favour of the **Director, NIPGR, New Delhi**.

The tender document can also be downloaded from our website www.nipgr.ac.in and CPP Portal. The tender document downloaded from website must be accompanied with ₹ 150.00 (₹ One hundred fifty only) in the form of Demand draft in favour of the "Director, NIPGR, New Delhi" towards the cost of tender document, otherwise the tender will not be considered.

The bids will be accepted in respect of eligible agencies having successfully completed at least three similar works each costing not less than ₹ 12,440.00 or two similar works each costing not less than ₹ 15,550.00 or single similar work of costing not less than ₹ 24,880.00 with Govt. Departments or other reputed organizations during the last three years ending March, 2016. Copies of the completion certificate of satisfactory completion of work to be enclosed.

The Director, NIPGR, reserves the right to accept or reject all or any of the tender without assigning any reasons thereof.

Consultant Engineer
NIPGR, New Delhi

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GENERAL CONDITIONS

1. **Sealed tenders on item rate basis are hereby invited from pre-qualified contractors for the work of "SUB.: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.**
The tender document consists of Tender form, Notice inviting tender, Instructions to bidders, General Information, Schedule of quantity, General Conditions of contract Agreement, Bill of quantities etc. which can be had at a cost of ₹ 150.00 (₹ One hundred fifty only) from the office of NIPGR, NIPGR, Aruna Asaf Ali Marg ,New Delhi. Purchase of tender document is obligatory on the part of the tenderers & bid in no other form will be accepted.
2. The tender documents shall be placed in sealed cover as mentioned in Procedure of Submission of tender and addressed to the Director, NIPGR Campus, New Delhi. The tender shall be received by the Director, NIPGR Campus, New Delhi before 14.30 hrs. on 04.05.2016 and shall be opened on the same day at 15.00 hrs. in presence of the tenderers or their authorized representatives who may like to be present. Any envelope received after the said date and time shall not be entertained under any circumstances and no consideration what so-ever shall be given to anything that might be contained in any such envelope.
3. The time allowed for the completion of work is **21 days** after the date of written order to commence the work.
4. Every tender shall be accompanied by earnest money for ₹ 650.00 (₹ Six hundred fifty only) in the form of demand draft drawn in favour of the **Director, NIPGR payable at New Delhi**. Any tender not accompanied by such earnest money will be rejected straight away.
5. The contractor will submit his tender after examining the tender documents, scope of work, specifications , clauses, additional terms of contract agreement, special terms & conditions, bill of quantities etc.
6. The offer shall remain valid for 180 days from the date of opening of Tender. The value of tender can be increased or decreased and any item can be added, deleted, withdrawn or substituted without any notice as per the requirements of NIPGR without assigning any reason.
7. If a tenderer whose tender is accepted fails to undertake the work as per terms of the contract within 10 days to be reckoned from the date of issue of allotment letter, the earnest Money deposited will be forfeited.
8. NIPGR does not bind itself to accept the lowest or any tender and reserves the right to reject any or all tenders without assigning any reason.
9. NIPGR will not pay any expense, whatsoever incurred by tenderer for the preparation and submission of tenders.
10. This notice inviting tender, will form part of the contract agreement to be executed by the successful tenderer with the NIPGR
11. The successful tenderer shall have to sign the contract agreement within 10 days of the allotment of work.

Contractor

Consultant Engineer
NIPGR, New Delhi



INSTRUCTIONS TO BIDDERS

1. GENERAL INSTRUCTIONS:

The works referred here-in shall cover the entire scope of the proposal. The "Owner" where appearing in these documents shall mean Director, NIPGR,

2. PROCEDURE FOR SUBMISSION OF TENDERS:

The following procedure shall be adopted for submission and opening of tenders The sealed envelope SUPERSCRIBED Tender for: "SUB.: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR, New Delhi.

ENVELOPE NO.- 1

This envelope shall contain only the earnest money deposit & technical bid as well as site visit certificate enclosed with tender and will be opened first.

ENVELOPE NO.- 2

This sealed envelope shall contain the financial bid of the contractor as per bill of quantities. This envelope shall be opened only after the EMD contained in envelope No.1 & technical bid is found in order as per the requirements of NIPGR. The date of opening of price bid shall be intimated later on. The sealed cover containing envelope 1 & 2 shall be opened on the prescribed date and time in the presence of tenderers or their authorized representatives who may wish to be present.

3. TENDERERS TO STUDY ENTIRE TENDER DOCUMENT CAREFULLY:

Submission of a tender by a tenderer implies that he has read all the stipulations contained in this tender document and has acquainted himself of the nature, scope and specifications of the works to be followed.

4. TENDERER TO SUBMIT THE ENTIRE TENDER DOCUMENT:

The tenderer shall submit all documents issued to him for the purpose of this tender after duly filling the same in all respects. Tenders which are found to be vague or incomplete shall be rejected summarily.

5. TENDERERS TO QUOTE FOR ALL ITEMS:

The tenderer shall quote his rates in words and figures with reference to each item and must enter for all the items shown in the attached Bill of quantities. Incomplete offer shall be liable for rejection. In case there is a discrepancy in "words" and "figures", the rate in words will be taken as correct for evaluation of tender. All quantities should be calculated as per percentage given by the contractor and total should be given of every sub head and grand total should also be given of all heads.

6. VALIDITY PERIOD OF OFFERS:

The rates quoted in the tender shall hold good for 180 days from the date of opening of the tender. The validity period shall be extendable with the mutual consent of both the parties. No tenderer can withdraw/or modify his tender or revoke the same within the said period of 180 days. If a tenderer on his own withdraws or revokes the tender or revises or alters or modifies the tender for any item or condition within a period of aforesaid 180 days his earnest money deposit shall stand forfeited.

7. TENDERER TO SIGN ALL PAGES:

The tenderer shall stamp and sign at the bottom right hand corner of every page of the tender documents in token of acceptance of tender conditions and for the purpose of identification.

8. ERASURES AND ALTERATIONS:

Tenders containing erasures and alterations of the tender documents are liable to be rejected unless these are authenticated by the person signing the Tender Documents.

9. TENDERER TO SATISFY HIMSELF OF SITE CONDITIONS:

Tenderers are advised to inspect and examine the site and its surroundings and also signed a certificate of site visit enclosed as per Annexure 'A' and satisfy themselves before submitting their tender regarding nature of the site conditions, the means of access of the site, the accommodation they may require and in general obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender in any manner. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not and no compensation or otherwise of any charges incurred or to be incurred consequent on any misunderstanding or otherwise shall be admissible.

10. EARNEST MONEY:

The tender shall be accompanied by earnest money of ₹ 650.00 (₹ Six hundred fifty only) in the form of Demand Draft only drawn in favour of the **Director, NIPGR payable at New Delhi**. Earnest money of the unsuccessful bidder(s) shall be refunded after expiry of the validity period of the tenders/allotment of works whichever is earlier.

11. TENDERER TO QUOTE BOTH IN FIGURES AND WORDS:

All tenderers shall quote the rate in figures as well as in words, the amount of each item shall be worked out and the requisite total given. The total amount shall be written both in figures and in words.

12. TENDER LIABLE TO REJECTION:

Tenders which do not fulfill all or any of the conditions laid down in this notice, or contain conditions not covered and / or not contemplated by the Conditions of contract and/or expressly prohibited therein or stipulate additional/alternative conditions shall be liable to be rejected and his earnest money will be forfeited.

Tenders shall also be liable for rejection on any of the following grounds :-

- i) Tenders submitted late
- ii) Tenders containing remarks uncalled for.
- iii) Conditional tenders
- iv) Tenders not submitted on prescribed Performa.
- v) Telegraphic tenders.
- vi) Not submitted the physical inspection of site certificate Annexure 'A'.

13. CORRESPONDENCE:

Tenderers must mention their postal address and telephone number(s) of the Chief Executive/authorized agent or attorney in the tender. The tender submitted by the tenderer will be rejected if he or his agent cannot be contacted on the last known address or on the intimated telephone number(s) after reasonable search in which event earnest money may be forfeited by the NIPGR.

14. NIPGR NOT TO ASSIGN ANY REASON FOR REJECTION OF TENDER:

NIPGR hold absolute discretion to accept or reject the lowest or any other tender without assigning any reason. No claim on this account shall be entertained.

15. AMENDMENT IN TENDER DOCUMENTS:

NIPGR reserves the right to revise or amend the Bid Documents upto the date prior to the date notified for opening of the tenders and also the right to postpone the date of submission and opening of tenders without assigning any reason, whatsoever.

16. REFERENCE IN TENDER DOCUMENTS:

Director, NIPGR, shall be referred as "Owner" in all the documents of Tender documents/contract agreement.

Consultant Engineer
NIPGR, New Delhi

Seal & Sign of Contractor

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GENERAL INFORMATION

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|---|---|--|
| 1 | Accepting Authority | Director,
NIPGR, New Delhi. |
| 2 | Earnest money | ₹ 650.00 (₹ Six hundred fifty only) to be furnished with the tender in the form of the demand draft (No interest is payable on security deposit) |
| 3 | Security deposit | A sum @ 10% of the gross amount of the bill shall be deducted from bill of the contractor as Security Deposit. |
| 4 | Authority competent to grant extension of time | Director, NIPGR or authorized person by Director, NIPGR |
| 5 | Tools & plants | To be arranged by contractor |
| 6 | Authority competent to reduce the compensation amount | Director, NIPGR |
| 7 | Defect Liability Period | 6 months from the date of acceptance of completion by the NIPGR. |
| 8 | Release Security Deposit | The security deposit of 10% of work done shall be released after defect liability period. |
| 9 | Periodicity of submission of Bills | After completion of work. |

Seal, Sign of Contractor

Consultant Engineer
NIPGR, New Delhi

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GENERAL CONDITIONS OF CONTRACT

COMPENSATION CLAUSE

The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor, and shall be reckoned from the 10th day of the date on which the order to commence the work is given to the contractor within ten days of issue of Letter of acceptance of work. If the contractor fails to complete the work within 6 weeks, being a time bound contract, the contractor shall be liable to pay compensation @ 1% per week subject to maximum of 10% of quoted amount. The entire amount of compensation to be paid under the provisions of this clause shall not exceed ten percent of the awarded cost of work as shown in the tender. The Director, NIPGR, on a representation from the Contractor, is however; empowered to reduce the amount of compensation and his decision in writing shall be final.

TIME EXTENSION

If the contractor shall desire an extension of the time limit for completion of the work on the grounds of his having been unavoidably hindered in its execution or on any other ground he shall apply in writing to the Director, NIPGR within 5 days of the date of the hindrance on account of which he desires such extensions as aforesaid but before the expiry of time limit and the NIPGR, if in his opinion (which shall be final) reasonable grounds as shown thereof, authorized such extension of time if any, as may, in his opinion be necessary or proper.

COMPLETION OF WORK

Without prejudice to the rights of Institute under any clause here in after contained on completion of the work. The contractor shall furnished with a certificate to NIPGR of such completion, if the contractor shall fail to the removal of scaffolding, surplus materials, and rubbish and cleaning off dirt on or before the date fixed for the completion of the work. NIPGR may take the action for same at the expense of the contractor to remove such scaffolding, surplus materials and rubbish and dispose of the same as he thinks fit and clean off such dirt as aforesaid and the contractor shall forth with pay the amount of all expenses so incurred, and shall have no claim in respect of any such scaffolding or surplus materials as aforesaid.

CARRYING OUT OF WORK

All the work shall be carried out in accordance with tender & strictly as per the specifications given in the tender to the total satisfaction of the NIPGR. In the case of an item for which specification are not available in the said specifications relevant BIS specifications applicable as on the date of tenders shall be followed.

INSPECTION OF WORK

All work under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision to NIPGR for the work and the contractor shall at all times, during the usual working hours and at all other times at which reasonable notice of the intention of the NIPGR to visit the works shall have been given to the contractor, either himself be present to receive order and instructions or have a responsible agent duly accredited in writing present for that purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

The contractor shall give not less than 5 days notice in writing to NIPGR, of the work before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions there of be taken before the same is so covered up or placed beyond the reach of measurement and any work without the consent in writing of NIPGR or placed beyond the reach of measurement without such notice having been given to or consent obtained, the same shall be uncovered at the contractor's expense or in default thereof, no payment or allowance shall be made for such work of the materials with which the same was executed.

The work during its progress shall from time to time inspected by the Engineer or their consultants on behalf of Director, NIPGR and the contractor shall extend all co-operation to the inspection of the work

**Consultant Engineer
NIPGR, New Delhi**

Contractor

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SPECIAL TERMS AND CONDITIONS OF CONTRACT

1. SPECIFICATIONS:

If specifications for an item of work are not covered by B.I.S. Specifications prevailing as on date of tender, the same shall be decided by the NIPGR and shall be binding on the contractor.

The Director shall have the power to insist upon the contractor to purchase and use such materials of particular approved make which may in his opinion be necessary for proper and reasonable compliance with the specifications and execution of work.

2. WORK AND WORKMANSHIP:

To determine the acceptable standard or workmanship, the NIPGR may order the contractor to execute certain portions of works and services and the like under the close supervision of Engineer, NIPGR/Consultant. On approval, these items shall be labeled as guiding samples and works executed to conform to these samples.

3. CONTRACTOR TO BE LIABLE FOR ALL TAXES ETC.

The rates specified in the tender shall be inclusive of VAT, sales taxes, service tax, toll, Customs fees, octroi, royalty etc. or any other taxes. However if any fresh taxes are imposed by State/Central/Statutory bodies during the currency of contract, the same shall be borne by NIPGR.

4. FORCE MAJEURE:

The right of the contractor to proceed with the work shall not be terminated because of any delay in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of the contractor, including not limited to acts of God, or of the public enemy, restraints of a sovereign state, firms, floods, unusually severe weather.

5. JURISDICTION:

Notwithstanding any other courts having jurisdiction to decide the questions forming subject matter of a suit any and all actions and proceedings arising out of or relative to this contract (including any arbitration in terms thereof) shall lie only in the court of competent Civil jurisdiction in this behalf at New Delhi., where this contract is to be signed on behalf of Director NIPGR and only the said court shall have jurisdiction to try any such actions and/or proceedings to the exclusion of all other courts.

6. SCOPE OF WORK:

The scope of work is as per enclosed schedule of quantity.

7. CONTRACTOR'S RESPONSIBILITY FOR THE MANNER OF EXECUTION OF WORKS

The contractor shall be solely responsible for the manner and the method of executing the work. The work shall be subject to the approval of NIPGR from time to time for purposes of determination of the question whether the work is executed by the contractor in accordance with the contract.

8. SUBMISSION OF BILLS:

Contractor is to submit the bill and record of measurements in approved Performa of the NIPGR for works executed by him. The Bill shall be submitted **after completion of work**.

9. The works shall be inspected by Engineers & Consultants of NIPGR. The contractor shall extend full co-operation and render all necessary facilities for inspection of the work to the inspecting authority without any additional cost to NIPGR. It must be noted that any observations/ comments/ recommendations of the said Technical personals shall be binding on the contractor

10. It shall always prevail, unless otherwise specifically stated, that the entire provisions of Tender document been opened upon and accepted for compliance by the contractor without any reservation.

Contractor

Consultant Engineer, NIPGR

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TERMS & CONDITIONS

Name of Work: Repairing /Paintings of Multipurpose hall (porta Cabin)at NIPGR New Delhi.

- 1.The contractor should visit the site and make them self-acquainted with work. Agency must submit the Certificate for site Inspection as per Annexure-A of tender along with Technical bid. if not submitted, their tender will not be considered.
- 2.The site of work is at NIPGR Campus, Aruna Asaf Ali Marg New Delhi-110067.
- 3.The contractor shall make his own arrangement for the security of material at site.
- 4.The contractor shall arrange all T&P, scaffolding and nothing extra will be paid.
- 5.The paint shall be synthetic enamel, Oil bound distemper, cement primers etc. Acceptable Brands are Shalimar, Asian, Berger & Narolac or as approved by Institute.
- 6.The contractor must get the prior approval of materials from the Engineer- In -Charge.
- 7.The rates shall be inclusive of Transportation, loading, unloading and handling charges of material.
- 8.The rates will be for finished items inclusive of the cost of material & Labour.
- 9.All statutory taxes like all taxes including VAT & Service tax shall be including in rates.
10. The contractor shall follow all labour laws as prevailing in Delhi.
11. All works shall be completed to the entire satisfaction of the Engineer-in-charge.
12. The Institute reserves the right to reject / accept any or all tender without assigning any reason.
13. In case of any dispute the decision of the Institute shall be final & binding on the contractor.
14. The agency must be expertise and experienced in the field of painting of Buildings. Any work not carried out as per instructions of the Engineer-in-charge shall be dismantled and reconstructed by the contractor without any extra cost.
15. The work shall be completed in all respects within **21 days** after issue of issue of work order.
16. The Contractor shall be responsible for any damages and site clearance and nothing extra will be paid. In case the site clearance and damages are not attended, a recovery amounting to Rs. 5,000/- (Rs. Five thousand only) shall be made.
17. Payment shall be made after completion of work.
18. The quotation must be accompanied with EMD of Rs.650.00 (Rs. Six hundred & Fifty Only) EMD shall be in the form of DD of scheduled bank drawn in favour of **"Director NIPGR" New Delhi.**
19. The **EMD shall be enclosed in a separate envelop duly marked EMD which shall be opened first.**
20. Security deposit @ 10% shall be deducted from the bill and shall be refunded after the completion of defect liability period of **Six Months.** The EMD will however be adjusted towards security deposit.
21. **Copy of PAN & TIN** issued by the respective departments must be enclosed and mentioned while quoting the rates. The quotation without these shall not be considered.
22. The contractor shall write the rates & Amount in word & figures both.
23. All papers attached with this Tender should be signed & returned in original.
24. The rates quoted shall remain valid for a period of 180days, No tender can withdraw\or modify his tender or revoke the same within the same period. If a tenderer on his own withdrawn\or revokes the tender for any item or condition within the period mentioned in the tender notice his earnest money deposit shall stand forfeited. Notwithstanding foregoing, the Institute reverses the right to take other action as deemed appropriate.

Consultant Engineer, NIPGR

Seal & Sign Of Ag

PAN No. -----

TIN No. -----

'CERTIFICATE FOR SITE INSPECTION'
Pre-qualification criteria of NIT

Certificate that we have visited the site on and assessed the nature and amount of work involved before submitting our offer. We will be able to complete the works within the stipulated time and also that we will be able to execute the work suit to the site conditions.

(Signature of Bidder with Seal)

Name:

Address:

Date:

Consultant Engineer

FINANCIAL BID

Name of work: Repairing / Paintings of Multipurpose hall (porta cabin) at NIPGR,
New Delhi

CLIENT : DIRECTOR NIPGR
NEW DELHI

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Schedule of Quantity					
Name of work : Repairing /Paintings of Multipurpose hall(porta Cabin)at NIPGR New Delhi.					
S..	Descriptions	Unit	Qty	Rate	Amount
1	Painting of inner walls & roof all around and roof all side of porta cabin with synthetic enamel paint of 1st quality after rubbing and clearing of surface for re-paintover a coat of primer in even & smooth all complete	Sqm	200		
2	Finishing walls with textured exterior paint of required shade over priming coat of exterior primer applied @ 2.20kg/10sqm all along outer wall,including rubbing and cleaning of surface as well as pedestal out side complete.	Sqm	80		
2a)	Two or more coats applied @ 3.28 ltr/10 sqm over priming coat complete as per instruction of Engineer-in-charge.				
3	Repairing of Skirting inside porta cabin all along walls all complete as per Instruction of Engineer-in-charge.	L.S.	1		
			Total Amount		
			(In words Rs.-----)		
					Seal & Sign of Agency
Consultant Engineer,NIPGR					

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